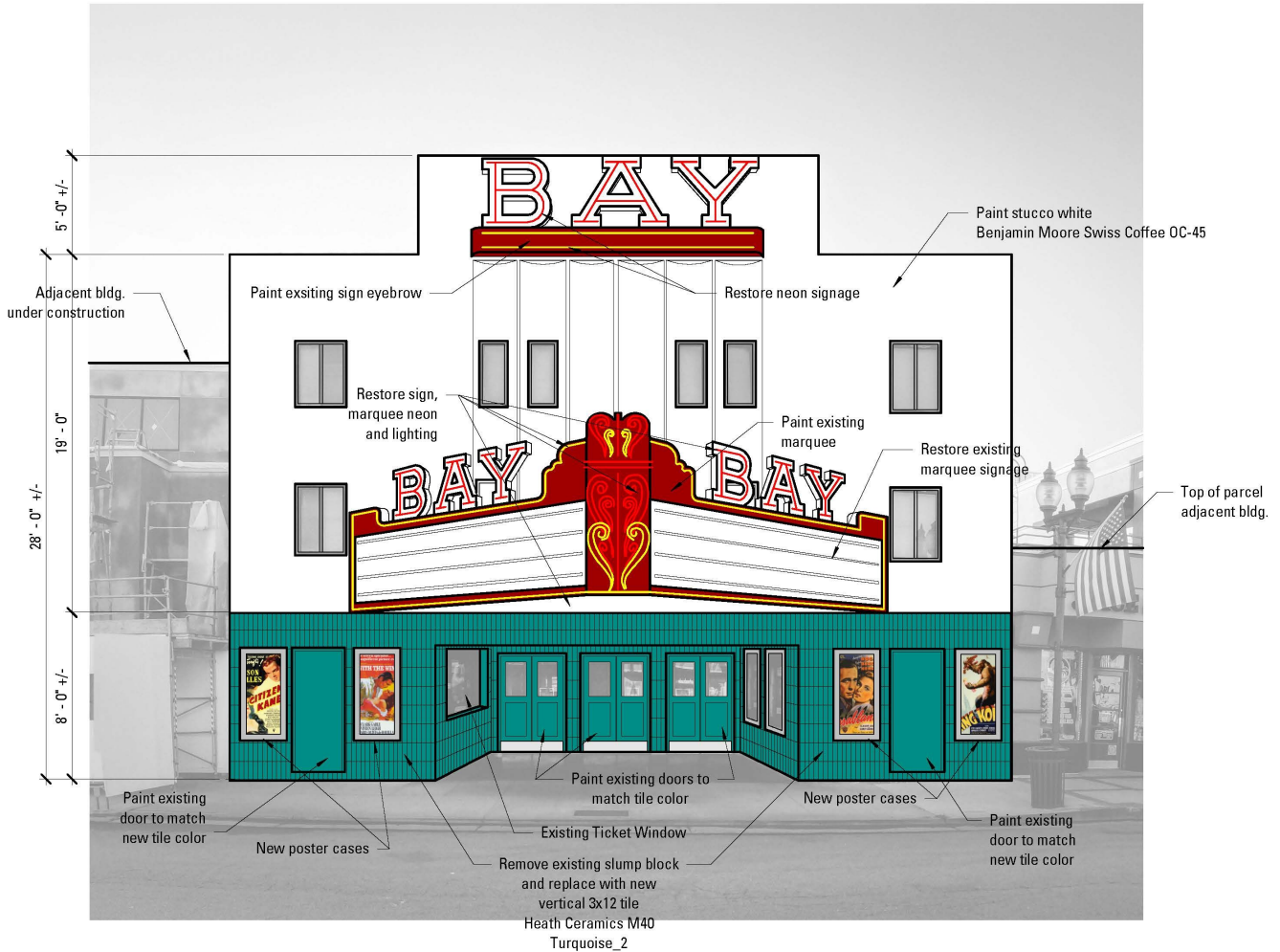




City of Seal Beach



Adopted Budget for Fiscal Year 2017-2018

The City of Seal Beach provides
excellent city services to enhance
the quality of life and to
preserve our small town character.



The City of Seal Beach Values:

Excellent Customer Service

Mutual Respect

Teamwork

Professionalism

Honest & Ethical Behavior

Cover photo used with permission by Stearns Architecture

**City of Seal Beach
California**

FISCAL YEAR 2017-2018 BUDGET



CITY COUNCIL

Sandra Massa-Lavitt, Mayor
Mike Varipapa, Mayor Pro Tem
Ellery Deaton, Council Member
Shelly Sustarsic, Council Member
Thomas Moore, Council Member

EXECUTIVE OFFICERS

Jill R. Ingram, City Manager
Craig A. Steele, City Attorney

ADMINISTRATIVE PERSONNEL

Joe Bailey, Marine Safety Chief
Victoria L. Beatley, Director of Finance/City Treasurer
Patrick Gallegos, Assistant City Manager
Crystal Landavazo, Interim Director of Community Development
Joseph Miller IV, Interim Chief of Police
Steve Myrter, Director of Public Works
Robin L. Roberts, City Clerk

Prepared by
Finance Department
Victoria L. Beatley
Director of Finance/City Treasurer

TABLE OF CONTENTS	i
BUDGET MESSAGE	
Transmittal Letter	1
BUDGET SUMMARIES	
Organizational Chart	5
Position Allocation Plan	6
Ten Year Financial Trend	10
Summary of Revenues and Expenditures Charts of All Funds	13
Summary of Revenues and Transfers In All Funds	14
Summary of Expenditures and Transfer Out All Funds	15
Operating Transfers	16
Total Sources and Uses	17
REVENUE	
Revenue Summary by Fund	19
Analysis of Major Revenues	27
GENERAL FUND	
Fund Description	33
Analysis of General Fund Unassigned Fund Balance	34
Summary of Revenues and Expenditures Charts General Fund	37
Revenue Summary	38
Expenditure Summary	39
General Fund Transfer Out	40
GENERAL GOVERNMENT	
City Council	43
City Manager	47
City Clerk	51
Human Resources	54
Legal Services	57
Finance	61
Risk Management	65
Non-Departmental	68
Information Systems	70
Special Projects	72
Waste Mangement Act	74
Seal Beach Cable	76
PUBLIC SAFETY	
Police - Emergency Services Bureau	79
Police - Field Services	83
Police - Support Services	86
Police - Detention Facility	89
Police - Parking Enforcement	92
Fire Services	95
West Comm JPA	98

TABLE OF CONTENTS

FY 2017-2018

Police - Supplemental Law Enforcement Services Fund	101
Police - Inmate Welfare	105
Asset Forfeiture - State	109
Asset Forfeiture - Federal	113
Pension Obligation Bond - Debt Service	116
Fire Station Bond - Debt Service	118
Police Grants	121
COMMUNITY DEVELOPMENT	
Planning	125
Building and Neighborhood Services	129
Community Development Block Grant (CDBG)	133
PUBLIC WORKS	
Mission Statement	137
Senior Bus	138
Administration and Engineering	140
Storm Drains	143
Street Maintenance	147
Fleet Maintenance	151
Refuse	155
Building/Facility Maintenance	159
Air Quality Improvement Program	163
Park Improvement	166
Gas Tax	168
Measure M2	171
Parking In-lieu	174
Traffic Impact AB1600	176
Citywide Grants	178
COMMUNITY SERVICES	
Parks and Landscape Services	181
Administration	185
Sports	188
Park and Recreation	190
Tennis Center	192
MARINE SAFETY	
Mission Statement	195
Aquatic Programs	198
Marine Safety	200
Beach and Pier Maintenance	203
SPECIAL ASSESSMENT DISTRICTS	
Street Lighting Assessment District	208
Community Facilities District - AD94-1 Redemption	210
Community Facilities District - Landscape	212
Community Facilities District - Heron Pointe	214

TABLE OF CONTENTS

FY 2017-2018

Community Facilities District - Pacific Gateway	216
Community Facilities District - Heron Pointe.	218
Community Facilities District - Pacific Gateway.	220
Community Facilities District - Heron Pointe 2015.	222
Community Facilities District - Pacific Gateway 2016.	224
Community Facilities District - Heron Pointe.	226
Community Facilities District - Pacific Gateway.	228
PROPRIETARY FUNDS	
Water Operations	231
Water Capital	234
Vehicle Replacement	236
Sewer Operations	239
Sewer Capital	242
CAPITAL PROJECTS FUND	
Capital Improvement Projects Summary	245
Capital Improvement Projects Detail	246
Capital Projects Fund 045	248
SUCCESSOR AGENCY TO SB RDA	
Mission Statement.	251
Retirement Fund - Riverfront Fund	252
Retirement Fund - Debt Service	254
Retirement Obligation Fund	256
APPENDIX	
Appropriations Limit	259
Long Term Debt	260
Description of Funds	262
Glossary of Terms	266



THIS PAGE INTENTIONALLY LEFT BLANK

June 26, 2017

To: Honorable Mayor and Members of the City Council

From: Jill R. Ingram, City Manager

Re: Fiscal Year 2017-2018 Budget Message

I am pleased to present the proposed annual budget for Fiscal Year 2017-2018 for the City of Seal Beach. The City's budget is balanced with General Fund operating revenues exceeding operating expenditures by \$11,000 for Fiscal Year 2017-2018.

The revenue budget has been prepared using the projected revenues for the last three fiscal years as a base. The base has been adjusted for known one-time events and then projected to increase or decrease based upon current economic conditions.

The personnel services portion of the Fiscal Year 2017-2018 expenditure budget has been prepared by projecting wages and salaries by position at current levels and adjusted by 2.7% for the changes in CPI and merit increases for various positions.

The maintenance and operations, and capital outlay/improvements portions of the Fiscal Year 2017-2018 expenditure budget have been prepared by using historical data to estimate costs, in addition to including estimates for new programs and projects. Fiscal Year 2017-2018 expenditures include amounts estimated for the previous year and incorporates known significant changes, such as increases in contract costs, where applicable.

To better illustrate trends and changes, in virtually every section of the budget document, you will see a column indicating FY 2015-2016 actual operating results, followed by both the amended budget and estimated FY 2016-2017 year end amounts. The final column is the FY 2017-2018 proposed budget amounts.

The program descriptions in each section of the budget generally include the mission statement, primary activities, and objectives of each respective program. In addition, the program explanations provide detailed information about each of the budget line

items to help the reader understand what constituents are receiving for their money, as well as, to assist City staff in charging items to the appropriate budget line item.

It is crucial that the City continue to stay the course and maintain the present package of core services for our residents, businesses, and visitors, and protect all essential municipal services that contribute to the high quality of life in Seal Beach.

As previously mentioned, the proposed budget is balanced and provides for the continuation of municipal services to residents, during a continued slow economic recovery, without a reduction in programs or services. The following is a list of key features provided in the Fiscal Year 2017-2018 budget:

- To assist with fiscal management, the proposed budget offers a clear presentation of what is proposed to be funded, including funding sources and amounts.
- To ensure that the “big picture” is understandable, the summary pages provide a snapshot of the City’s finances for general fund revenues of \$30.2 million and expenditures of \$30.2 million, excluding capital projects for FY 2017-2018 of \$9.6 million. The General Fund balance is projected to be \$23.6 million at June 30, 2017. This amount includes reserves and assigned fund balances of \$16.2 million, leaving an unassigned fund balance of \$7.4 million.
- To ensure that the “details” are understandable, the budget is organized by operational departments; city attorney, city clerk, city manager, city council, community services, community development, finance, fire, human resources, marine safety, police, and public works.

General Fund Budget Highlights

The General Fund budget presented includes operating expenditures of \$30.2 million and capital project expenditures of \$9.6 million (includes a transfer to Tidelands of \$2,661,000). The capital project expenditures are to be funded out of General Fund reserves with the exception of \$1,000,000 for ten projects. The revenues projected for the next year are conservatively estimated to reflect the current state of the economy. Total General Fund revenues are estimated at \$30.2 million for Fiscal Year 2017-2018, which is a \$.5 million increase from the estimated FY 2016-2017 revenues.

In Fiscal Year 2017-2018, the projected revenue increase is primarily due to improvements in property tax and charges for services. General Fund expenditures in the FY 2017-2018 budget are estimated to be \$39.8 million. This amount includes transfers for capital projects in the amount of \$9.6 million for Fiscal Year 2017-2018.

The current General Fund reserves are projected to be approximately \$14 million at the end of Fiscal Year 2017-2018.

Capital Improvement Plan

The Capital Improvement Plan (CIP) is included as part of the proposed budget. 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 Year 2017-2018, the Public Works department is expected to spend approximately \$26.4 million. Of the \$26.4 million, \$22.8 million is being carried over from the FY 2016-2017 adopted budget and will be funded with reserves of fund balance. The CIP being funded out of the General Fund is \$9.6 million (which includes a transfer to Tidelands of \$2.7 million), with \$6.9 million funded out of reserves.

Acknowledgment

The Executive Management Team of the City deserves special recognition for their diligent efforts in developing realistic revenue and expenditure projections that continue to meet the needs of the community. The City extends a special thank you to the staff in the Finance Department for their commitment in completing the budget while simultaneously managing a growing number of significant projects. Their leadership, dedication, long hours, and necessary teamwork required to bring this budget to completion is greatly appreciated.

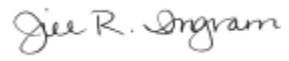
Conclusion

In summary, the budget incorporates funding recommendations from the professional City staff that are responsive to the City Council's core priority of providing, and preserving, quality services to the residents of Seal Beach. The budget has been prepared with the City Council's fiscal policies in mind and is based upon Federal, State, and City Council mandates.

In that regard, we continue to be prudent and conservative in our approach to budgeting. We are strongly committed to our community and make every effort to achieve operational efficiencies and cost reductions without impacting quality of life. In doing so we believe that our residents will continue to receive the same level of quality services they have come to expect.

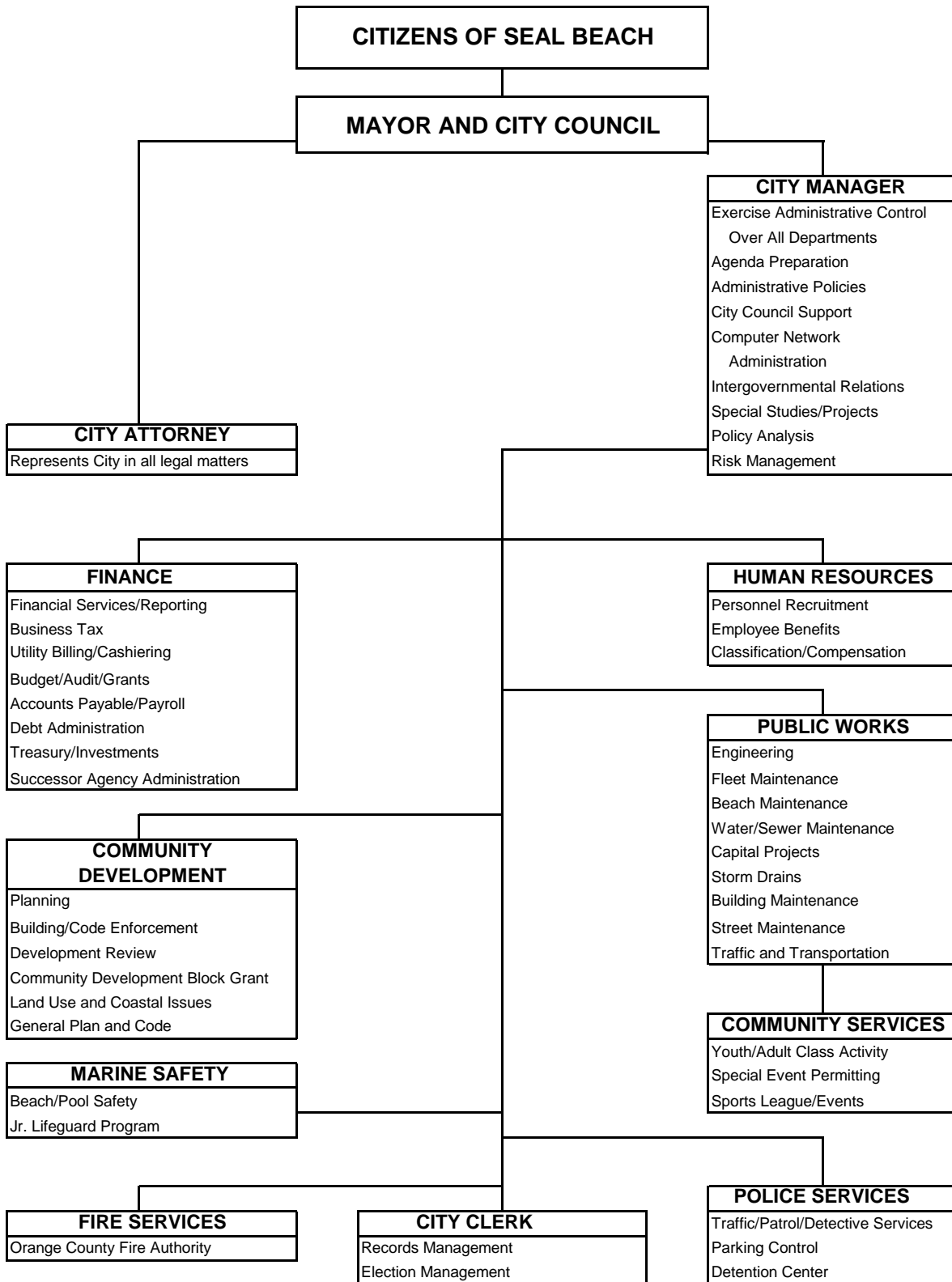
The staff and I welcome comments from both the City Council and the community on the spending plans for Fiscal Year 2017-2018.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jill R. Ingram". The signature is contained within a thin black rectangular border.

Jill R. Ingram
City Manager

City of Seal Beach Organizational Chart



POSITION ALLOCATION PLAN

FY 2017-2018

DEPARTMENT	DIVISION	POSITION	ADOPTED 2017-2018	Vacant	Funds Allocation				
					General (001)	Water (017)	Tidelands (034)	Sewer (043)	Other Various
CITY COUNCIL									
001-010	City Council	Council Member	5.00	-	4.50	0.25	-	0.25	-
Total City Council			5.00	-	4.50	0.25	-	0.25	-
CITY MANAGER									
001-011	City Manager	City Manager	1.00	-	0.70	0.15	-	0.15	-
001-011	City Manager	Assistant City Manager	1.00	-	0.60	0.10	0.20	0.10	-
001-014	City Manager	Management Analyst	1.00	-	0.60	0.10	0.20	0.10	-
001-011	City Manager	Executive Assistant	1.00	1.00	1.00	-	-	-	-
001-011	City Manager	Management Analyst (Part-time)	0.73	-	0.73	-	-	-	-
Total City Manager			4.73	1.00	3.63	0.35	0.40	0.35	-
CITY CLERK									
001-012	City Clerk/Election	City Clerk	1.00	-	0.80	0.10	-	0.10	-
001-012	City Clerk/Election	Deputy City Clerk	1.00	-	1.00	-	-	-	-
001-012	City Clerk/Election	Executive Assistant (Part-time)	1.00	-	1.00	-	-	-	-
Total City Clerk			3.00	-	2.80	0.10	-	0.10	-
FINANCE									
001-017	Finance	Director of Finance/City Treasurer	1.00	-	0.70	0.15	-	0.15	-
001-017	Finance	Finance Manager	1.00	-	0.70	0.15	-	0.15	-
001-017	Finance	Accountant	1.00	-	0.60	0.20	-	0.20	-
001-017	Finance	Accounting Technician (A/P)	1.00	-	0.85	0.10	-	0.05	-
001-017	Finance	Accounting Technician (Payroll)	1.00	-	0.85	0.10	-	0.05	-
001-017	Finance	Accounting Technician (Utility)	1.00	-	-	0.60	-	0.40	-
001-017	Finance	Senior Account Technician	1.00	-	0.75	0.15	-	0.10	-
001-017	Finance	Account Clerk (Cashier)	1.00	-	0.70	0.20	-	0.10	-
001-017	Finance	Accounting Technician (Part-time)	0.46	-	0.46	-	-	-	-
001-017	Finance	Account Clerk/Meter Reader (Part-time)	0.73	-	-	0.73	-	-	-
Total Finance Department			9.19	-	5.61	2.38	-	1.20	-

POSITION ALLOCATION PLAN

FY 2017-2018

DEPARTMENT	DIVISION	POSITION	ADOPTED 2017-2018	Vacant	Funds Allocation			
					General (001)	Water (017)	Tidelands (034)	Sewer (043)
POLICE								
001-021	EOC	Police Sergeant	1.00	-	1.00	-	-	-
001-022	Field Services	Police Chief	1.00	-	1.00	-	-	-
001-022	Field Services	Police Commander	2.00	-	2.00	-	-	-
001-022	Field Services	Police Sergeant	6.00	-	6.00	-	-	-
001-022	Field Services	Police Corporal	4.00	2.00	4.00	-	-	-
001-022	Field Services	Police Officer	18.00	-	18.00	-	-	-
001-022	Field Services	Police Officer (Reserve)	5.00	-	5.00	-	-	-
001-023	Support Services	Executive Assistant	1.00	-	1.00	-	-	-
001-023	Support Services	Accounting Technician	1.00	-	1.00	-	-	-
001-023	Support Services	Senior CSO	3.00	-	3.00	-	-	-
001-023	Support Services	CSO	1.00	-	1.00	-	-	-
001-023	Support Services	Records Supervisor	1.00	-	1.00	-	-	-
001-023	Support Services	Police Aide (Part-time)	0.75	-	0.75	-	-	-
001-023	Support Services	Crossing Guard (Part-time)	2.73	-	2.73	-	-	-
001-024	Detention Facility	Senior CSO	6.00	-	6.00	-	-	-
001-025	Parking Enforcement	Senior CSO	2.00	-	2.00	-	-	-
001-025	Parking Enforcement	Lead CSO	1.00	-	1.00	-	-	-
001-025	Parking Enforcement	Police Aide (Part-time)	1.69	0.58	1.69	-	-	-
013-111	Field Services	Police Officer	1.00	-	-	-	-	1.00
Total Police Department			59.17	2.58	58.17	-	-	1.00
COMMUNITY DEVELOPMENT								
001-030	Planning	Director of Community Development	1.00	1.00	0.80	0.10	-	-
001-030	Planning	Senior Planner	1.00	-	1.00	-	-	-
001-030	Planning	Assistant Planner	1.00	-	1.00	-	-	-
001-030	Planning	Executive Assistant	1.00	-	0.70	0.10	0.05	0.15
001-030	Planning	Commissioner	5.00	-	5.00	-	-	-
001-031	Building & Safety	Building Official	1.00	1.00	1.00	-	-	-
001-031	Building & Safety	Building Inspector	1.00	-	1.00	-	-	-
001-031	Building & Safety	Code Enforcement Officer	1.00	1.00	0.80	0.10	-	0.10
001-031	Building & Safety	Senior Building Technician	1.00	-	1.00	-	-	-
Total Community Development			13.00	3.00	12.30	0.30	0.05	0.35

POSITION ALLOCATION PLAN

FY 2017-2018

DEPARTMENT	DIVISION	POSITION	ADOPTED 2017-2018	Vacant	Funds Allocation			
					General (001)	Water (017)	Tidelands (034)	Sewer (043)
PUBLIC WORKS								
001-042	Admin & Engineering	Director of Public Works	1.00	-	0.30	0.05	0.20	-
001-042	Admin & Engineering	Dep. Dir. of PW/City Engineer	1.00	-	0.25	0.10	0.25	-
001-042	Admin & Engineering	Associate Engineer	2.00	-	0.60	0.25	0.60	-
001-042	Admin & Engineering	Intern (Part-time)	0.50	-	0.10	-	0.10	-
001-042	Admin & Engineering	Recreation Specialist (Part-time)	1.00	-	0.20	-	0.20	-
001-043	Public Works Yard	Executive Assistant	-	1.00	-	-	-	-
001-044	Public Works Yard	Maintenance Services Supervisor	2.00	1.00	0.10	0.10	0.50	0.30
001-044	Public Works Yard	Electrician	1.00	-	0.35	0.05	0.30	-
001-044	Public Works Yard	Deputy Director of Public Works	-	1.00	-	-	-	-
001-044	Public Works Yard	Sr. Maintenance Worker	3.00	-	0.05	-	1.80	-
001-050	Public Works Yard	Fleet Maint. Program Manager	1.00	-	0.20	-	0.20	-
001-050	Public Works Yard	Mechanic (Part-time)	0.69	-	0.14	-	0.14	-
017-900	Field Operations	Water Services Supervisor	1.00	-	0.95	-	0.05	-
017-900	Field Operations	Sr. Water Operator	1.00	-	0.95	-	0.05	-
017-900	Field Operations	Sr. Maintenance Worker	1.00	-	0.85	0.10	0.05	-
017-900	Field Operations	Water Operator	3.00	-	2.85	-	0.15	-
017-900	Field Operations	Maintenance Worker (Part-time)	1.36	-	1.36	-	-	-
017-900	Field Operations	Maintenance Worker	1.00	-	0.95	-	0.05	-
034-863	Beach Operations	Sr. Maintenance Worker	2.00	-	0.60	1.00	0.40	-
034-863	Beach Operations	Maintenance Worker (Part-time)	4.40	0.68	1.32	2.41	0.60	-
Total Public Works			27.95	3.68	9.42	4.06	5.64	0.30
COMMUNITY SERVICES								
001-070	Recreation Admin	Recreation Manager	1.00	-	0.60	0.05	0.05	0.30
001-070	Recreation Admin	Community Services Coordinator	1.00	-	1.00	-	-	-
001-070	Recreation Admin	Rec Coordinator (Part-time)	1.36	-	1.36	-	-	-
001-071	Sports	Rec Coordinator (Part-time)	0.36	-	0.36	-	-	-
001-074	Tennis Center	Rec Facility Leader (Part-time)	-	-	-	-	-	-
001-074	Tennis Center	Rec Coordinator (Part-time)	1.00	-	1.00	-	-	-
001-074	Tennis Center	Recreation Specialist	1.81	-	1.81	-	-	-
Total Community Services			6.53	-	6.13	0.05	0.05	0.30

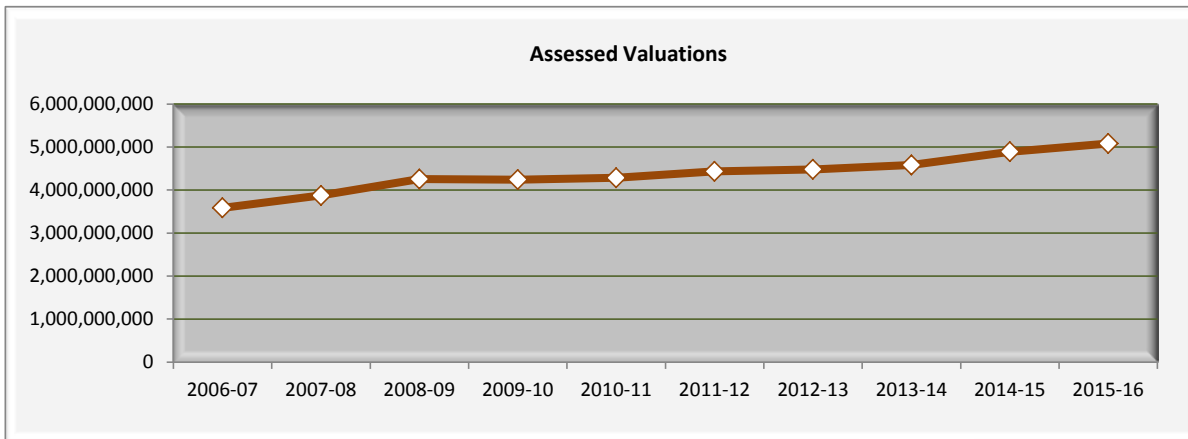
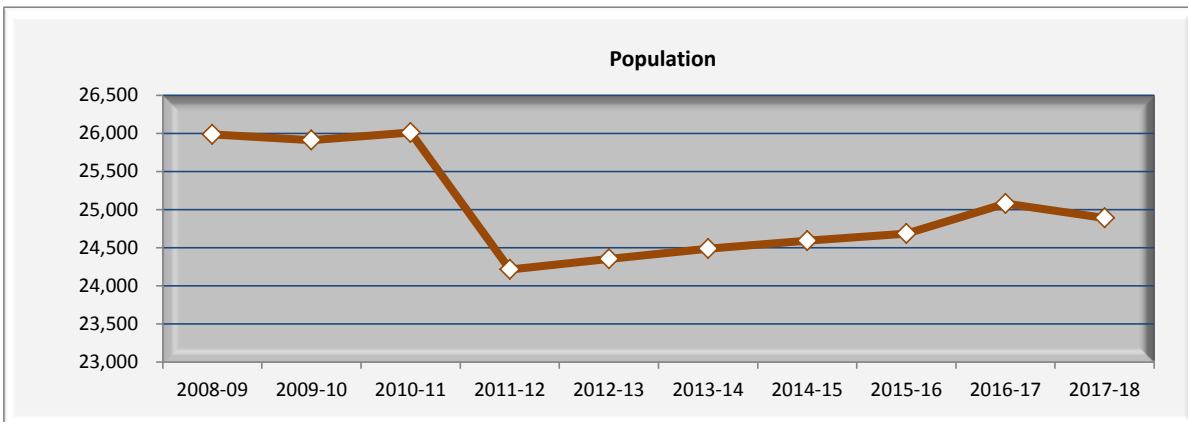
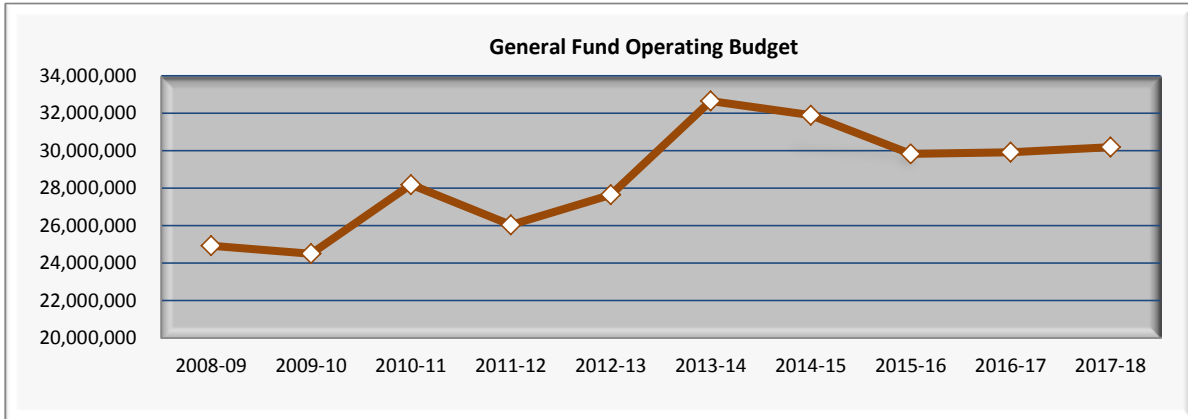
POSITION ALLOCATION PLAN

FY 2017-2018

DEPARTMENT	DIVISION	POSITION	ADOPTED 2017-2018	Vacant	Funds Allocation			
					General (001)	Water (017)	Tidelands (034)	Sewer (043)
MARINE SAFETY								
001-073	Aquatics	Pool Guard (Part-time)	2.51	-	-	-	-	-
001-073	Aquatics	Swim Instructor (Part-time)	0.81	-	-	-	-	-
001-073	Aquatics	Aquatics Coordinator	1.06	-	-	-	-	-
034-828	Tidelands	Marine Safety Chief	1.00	-	1.00	-	-	-
034-828	Tidelands	Marine Safety Lieutenant	1.00	-	1.00	-	-	-
034-828	Tidelands	Marine Safety Officer	2.00	-	2.00	-	-	-
034-828	Tidelands	Marine Safety Lifeguard (Part-time)	12.22	-	12.22	-	-	-
Total Marine Safety			20.60	-	4.38	16.22	-	-
TOTAL ALL DEPARTMENTS FULL-TIME EQUIVALENTS			* 134.17	10.26	91.55	12.60	20.73	7.69
					1.60			

*Note: Total full-time equivalents exclude Council Members, Commissioners, and Reserve Officers.

City of Seal Beach
Ten Year Financial Trend Indicators



City of Seal Beach
Ten Year Financial Trend Indicators

<u>Fiscal Year</u>	<u>Population</u>	<u>General Fund Operating Budget</u>	<u>General Fund Per Capita</u>	<u>*Total City Budget</u>	<u>Total Budget Per Capita</u>
2008-09	25,986	24,932,592	959	50,274,553	1,935
2009-10	25,913	24,503,600	946	85,353,300	3,294
2010-11	26,010	28,187,300	1,084	60,049,440	2,309
2011-12	24,215	26,030,600	1,075	60,662,300	2,505
2012-13	24,354	27,643,485	1,135	62,090,223	2,549
2013-14	24,487	32,652,000	1,333	63,462,440	2,592
2014-15	24,591	31,892,100	1,297	64,975,800	2,642
2015-16	24,684	29,831,800	1,209	74,030,000	2,999
2016-17	25,078	29,917,900	1,193	85,967,600	3,428
2017-18	24,890	30,184,900	1,213	87,641,500	3,521

* Includes Adopted Operating, Capital Improvement and Debt for all funds of the City.

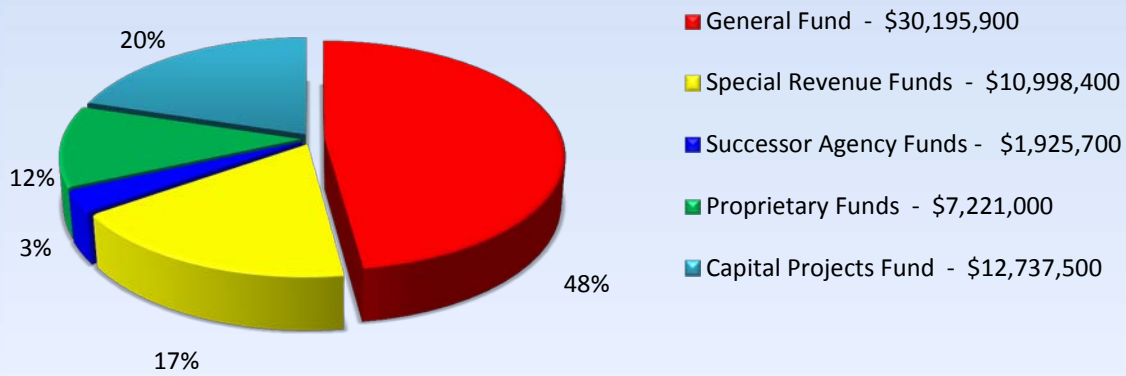
Source (Population): Department of Finance



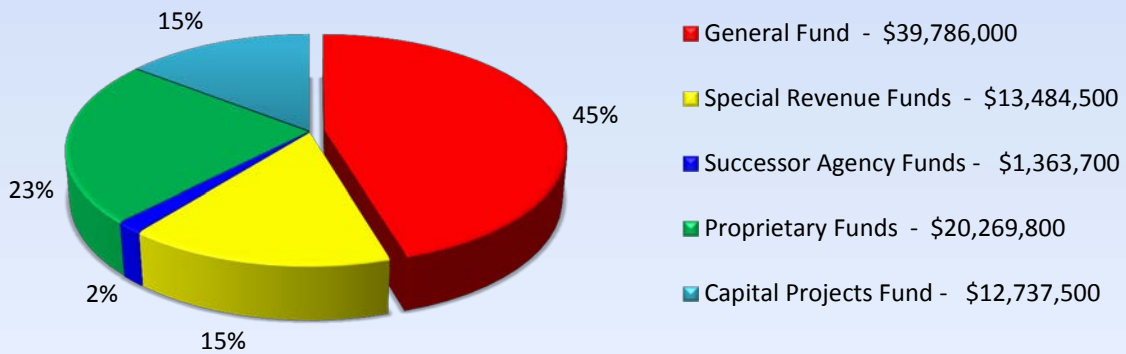
THIS PAGE INTENTIONALLY LEFT BLANK

Summary of Revenues and Expenditures All Funds

**Projected Summary of Revenues and Transfers In
FY 2017-2018 - \$63,078,500**



**Projected Summary of Expenditures and Transfers Out
FY 2017-2018 - \$87,641,500**



City of Seal Beach Summary of Revenues and Transfers In All Funds

Description	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Total General Fund	\$ 29,156,733	\$ 29,934,800	\$ 29,697,300	\$ 30,195,900
Special Revenue Funds				
002 Street Lighting Assessment District	\$ 183,359	\$ 185,100	\$ 197,614	\$ 196,400
004 Special Project	398,222	390,500	402,400	242,000
005 Waste Management Act	-	-	420,000	121,500
009 Supplemental Law Enforcement	132,505	100,300	130,600	130,500
010 Detention Facility	10,083	10,000	11,000	10,000
011 Asset Forfeiture - State	2,231	-	100	-
012 Air Quality Improvement	31,321	30,000	30,000	30,000
013 Asset Forfeiture - Federal	215,325	150,000	250,500	250,500
016 Park Improvement	10,602	300	10,000	-
027 Pension Obligation Debt Service	1,184,341	1,221,700	1,222,200	1,264,700
028 Fire Station Debt Service	553,228	535,000	535,000	522,300
034 Tidelands Beach	2,255,270	5,568,100	2,418,900	5,066,900
040 State Gas Tax	555,121	649,500	622,000	712,600
042 Measure M2	409,877	456,000	408,000	408,000
048 Parking In-lieu	32,453	-	10,200	10,200
049 Traffic Impact	10,476	219,500	25,000	25,000
050 Seal Beach Cable	118,885	92,000	92,000	92,000
072 Community Development Block Grant	167,350	180,000	182,409	180,000
075 Police Grants	91,755	10,000	44,500	149,700
080 Citywide Grants	527,771	2,861,000	582,500	550,000
101 Ad 94-1 Redemption Fund 101	(25)	-	-	-
201 CFD 2002-02 SBB/Lampson Landscape	184,678	142,700	170,500	168,700
206 CFD Heron Pointe Refunding 2015	248,370	244,900	270,500	270,500
207 CFD Pacific Gateway Refunding 2016	580,849	478,600	498,100	498,900
208 CFD Heron Pointe 2015 Admin Exp	25,844	25,000	25,000	15,000
209 CFD Pacific Gateway 2016 Lnd/Admin	85,167	25,000	83,000	83,000
Total Special Revenues Funds	\$ 8,015,058	\$ 13,575,200	\$ 8,642,023	\$ 10,998,400
Capital Projects	\$ 2,619,901	\$ 13,083,300	\$ 2,243,500	\$ 12,737,500
Proprietary Funds				
017 Water Operations	\$ 3,141,099	\$ 3,303,700	\$ 3,296,400	\$ 3,298,700
019 Water Capital	1,249,250	1,410,000	1,488,000	1,425,000
021 Vehicle Replacement	310,000	310,000	310,000	-
043 Sewer Operations	678,413	735,300	762,500	762,300
044 Sewer Capital	1,856,212	1,728,000	1,766,000	1,735,000
Total Enterprise Funds	\$ 7,234,974	\$ 7,487,000	\$ 7,622,900	\$ 7,221,000
Successor Agency Funds				
302 Retirement Fund Debt Service	\$ 723,131	\$ 767,300	\$ 767,300	\$ 751,800
304 Retirement Obligation Fund	1,329,365	994,500	994,500	1,173,900
Total Successor Agency	\$ 2,052,496	\$ 1,761,800	\$ 1,761,800	\$ 1,925,700
Total Revenues All Funds	\$ 49,079,162	\$ 65,842,100	\$ 49,967,523	\$ 63,078,500

Summary of Expenditures and Transfers Out All Funds

Description	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
General Fund - 001				
Total General Fund	\$ 30,167,734	\$ 40,190,800	\$ 34,025,800	\$ 39,786,000
Special Expenditure Funds				
002 Street Lighting Assessment District	\$ 196,373	\$ 185,100	\$ 184,600	\$ 196,400
004 Special Projects	310,793	390,000	33,200	88,600
005 Waste Management Act	-	-	-	156,800
009 Supplemental Law Enforcement Srvc	107,303	116,200	135,000	116,200
010 Detention Center	4,447	15,000	15,000	18,000
011 Asset Forfeiture (State)	-	4,800	-	4,800
012 Air Quality Improvement	30,888	30,000	37,800	30,600
013 Asset Forfeiture (Federal)	146,506	124,300	8,500	329,500
016 Park Improvement	59,043	-	-	-
027 Pension Obligation Bond	1,183,820	1,221,700	1,222,200	1,264,700
028 Fire Station Bond	552,999	535,000	538,000	522,300
034 Tidelands Beach	2,261,576	5,568,100	2,416,300	5,066,900
040 Gas Tax	424,834	1,139,100	622,100	1,543,800
042 Measure M2	343,152	1,169,000	116,400	1,601,600
049 Traffic Impact	307,264	386,200	377,700	35,000
050 Seal Beach Cable	192,360	348,700	107,700	105,000
072 Community Development Block Grant	167,350	180,000	180,000	180,000
075 Police Grants	72,260	179,000	36,100	119,400
080 Citywide Grants	43,510	974,000	194,000	780,000
101 AD 94-1 Rdmtn F	130,635	-	-	-
201 CFD Landscape	80,815	191,200	153,800	169,800
202 CFD Heron Pointe	458,227	-	-	-
203 CFD Pacific Gateway	822,297	-	-	-
204 Heron Pointe CFD Admin	59,645	-	-	-
205 CFD Pacific Gateway/Landscape Admin	231,784	-	-	-
206 CFD Heron Pointe	(120,451)	294,000	294,000	300,000
207 CFD Pacific Gateway 2016	(156,413)	587,400	587,400	586,800
208 Heron Pointe CFD Admin	(41,253)	19,000	19,000	19,000
209 CFD Pacific Gateway/Landscape Admin	(161,228)	238,300	100,074	249,300
Total Special Expenditure Funds	\$ 7,708,536	\$ 13,896,100	\$ 6,378,400	\$ 13,484,500
045 Capital Project Fund	\$ 2,619,901	\$ 13,083,300	\$ 2,243,500	\$ 12,737,500
Proprietary Funds				
017 Water Operations	\$ 3,926,458	\$ 4,632,200	\$ 4,372,600	\$ 4,763,800
019 Water Capital	499,770	12,411,900	820,300	12,721,500
021 Vehicle Replacement	367,755	1,316,800	685,400	260,000
043 Sewer Operations	930,660	1,219,200	1,151,100	1,339,000
044 Sewer Capital	799,987	2,161,600	760,700	1,185,500
Total Proprietary Funds	\$ 6,524,631	\$ 21,741,700	\$ 7,790,100	\$ 20,269,800
Successor Agency of Redevelopment Agency Funds				
300 Retirement Fund - Riverfront	\$ 3,580	\$ -	\$ -	\$ -
302 Retirement Fund - Debt Service Fund	168,568	192,300	192,300	151,800
304 Retirement Obligation Fund	954,476	1,038,000	1,027,700	1,211,900
Total Successor Agency of RDA Funds	\$ 1,126,624	\$ 1,230,300	\$ 1,220,000	\$ 1,363,700
Total Expenditures All Funds	\$ 48,147,426	\$ 90,142,200	\$ 51,657,800	\$ 87,641,500

OPERATING TRANSFERS

FY 2017-2018

Fund Name	Account Number	Transfer In	Transfer Out	Purpose
Capital Improvement Project	045-000-31500	12,737,500		Capital Projects
General	001-080-47000		6,940,100	Various CIP projects
Tidelands	034-863-47000		2,661,000	Various CIP projects
Gas Tax	040-090-47000		916,800	Various CIP projects
Measure M2	042-099-47000		1,252,600	Various CIP projects
Traffic Impact	049-333-47000		35,000	ST1207 SB Comprehensive Prk Mgm
Seal Beach Cable	050-019-47000		30,000	BG1402 SBTV3 Control Room
Citywide Grants	080-361-47000		780,000	Various CIP projects
CFD Landscape	209-450-47000		122,000	ST1509 Wesminster Median Improv.
	TOTAL:	12,737,500	12,737,500	
General	001-000-31502	833,700		Overhead and Admin Costs
Gas Tax	040-090-47002		550,000	Overhead for storm/street maintenance
Measure M2	042-099-47002		233,700	Senior Bus, and street maintenance
CFD #2002-02	201-450-47002		13,000	Admin costs transfer to GF 001
CFD #2002-01 Heron Pointe	208-460-47002		11,000	Admin costs transfer to GF 001
CFD #2005-01 Pacific Tax B	209-470-47002		15,000	Admin costs transfer to GF 001
CFD #2005-01 Pacific Tax A	209-480-47002		11,000	Admin costs transfer to GF 001
	TOTAL:	833,700	833,700	
General	001-000-31662	324,500		Overhead
Water	017-900-44050		324,500	Overhead transfer to GF 001
	TOTAL:	324,500	324,500	
General	001-000-31660	54,000		Overhead
Sewer	043-925-44050		54,000	Overhead transfer to GF 001
	TOTAL:	54,000	54,000	
General	001-080-47000		2,661,000	
Tidelands Transfer In - CIP	034-000-31500	2,661,000		Tidelands CIP
	TOTAL:	2,661,000	2,661,000	
General	001-080-47002		2,427,900	
Street Lighting District	002-000-31502			Street Lighting District
Pension Obligation Bond	027-000-31502	1,264,700		Pension Obligation Bond
Fire Station Bond D/S	028-000-31502	522,300		Fire Station Bond
Tidelands Transfer In - Operation	034-000-31502	640,900		Tidelands
	TOTAL:	2,427,900	2,427,900	
Retirement Fund - Debt Service	302-000-31502	751,800		SA Debt Service
Retirement Obligation	304-081-47002		751,800	Transfer to 302 for debt service pmt
	TOTAL:	751,800	751,800	
Measure M2	042-099-47002	54,700		Measure M2
Street Lighting District	002-000-31502		54,700	Street Lighting District
	TOTAL:	54,700	54,700	
Tidelands	034-000-31502	80,000		Vehicle Replacement
Transfer Out	021-980-47002		80,000	Transfer to 034 vehicles purchase
	TOTAL:	80,000	80,000	

SUMMARY GENERAL FUND TOTAL TRANSFERS:

Transfer In:

001-000-31502	833,700	Overhead and Admin Costs
001-000-31660	54,000	Overhead
001-000-31662	324,500	Overhead

Transfer Out:

001-080-47000	9,601,100	Various CIP Projects
001-080-47002	-	Street Lighting District
001-080-47002	1,264,700	Pension Obligation Bond
001-080-47002	522,300	Fire Station Bond
001-080-47002	640,900	Tidelands
001-080-47010	-	Vehicle Replacement

TOTAL GENERAL FUND TRANSFERS **\$ 1,212,200** **\$ 12,029,000**

TOTAL SOURCES & USES AND FUND BALANCE

FY 2017-2018

FUND	7/1/2017			TOTAL SOURCES	OPERATING EXPENDITURE	TRANSFERS OUT	TOTAL USES	ESTIMATED ENDING FUND BALANCE
	ESTIMATED BEGINNING BALANCE	REVENUE	TRANSFERS IN					
GENERAL FUND								
General Fund	\$ 23,631,870	\$ 28,983,700	\$ 1,212,200	\$ 53,827,770	\$ 27,757,000	\$ 12,029,000	\$ 39,786,000	\$ 14,041,770
SPECIAL REVENUE FUNDS								
Street Lighting District	-	141,700	54,700	196,400	196,400	-	196,400	-
Special Project	1,346,049	242,000	-	1,588,049	88,600	-	88,600	1,499,449
Waste Management Act	420,000	121,500	-	541,500	156,800	-	156,800	384,700
Supplemental Law Enforcement	50,515	130,500	-	181,015	116,200	-	116,200	64,815
Detention Facility	10,611	10,000	-	20,611	18,000	-	18,000	2,611
Asset Forfeiture	9,171	-	-	9,171	4,800	-	4,800	4,371
Air Quality Improvement Program	646	30,000	-	30,646	30,600	-	30,600	46
Federal Asset Forfeiture	243,729	250,500	-	494,229	329,500	-	329,500	164,729
Park Improvement	10,000	-	-	10,000	-	-	-	10,000
Pension Obligation D/S	96,328	-	1,264,700	1,361,028	1,264,700	-	1,264,700	96,328
Fire Station Debt Service	623,784	-	522,300	1,146,084	522,300	-	522,300	623,784
Tidelands	94	1,685,000	3,381,900	5,066,994	2,405,900	2,661,000	5,066,900	94
Gas Tax	847,887	712,600	-	1,560,487	77,000	1,466,800	1,543,800	16,687
Measure M2	1,224,277	408,000	-	1,632,277	60,600	1,541,000	1,601,600	30,677
Capital Project	-	-	12,737,500	12,737,500	12,737,500	-	12,737,500	-
Parking In-lieu	179,674	10,200	-	189,874	-	-	-	189,874
Traffic Impact AB1600	10,111	25,000	-	35,111	-	35,000	35,000	111
Seal Beach Cable	307,889	92,000	-	399,889	75,000	30,000	105,000	294,889
CDBG	-	180,000	-	180,000	180,000	-	180,000	-
Police Grants	(27,432)	149,700	-	122,268	119,400	-	119,400	2,868
Citywide Grants	465,337	550,000	-	1,015,337	-	780,000	780,000	235,337
Ad 94-1 Redemption	-	-	-	-	-	-	-	-
CFD Landscape Maint 2002-01	214,105	168,700	-	382,805	156,800	13,000	169,800	213,005
CFD Heron Pointe - Refund 2015	345,321	270,500	-	615,821	300,000	-	300,000	315,821
CFD Pacific Gtewy - Refund 2016	647,962	498,900	-	1,146,862	586,800	-	586,800	560,062
CFD Heron Pt - 2015 Admn Exp	73,097	15,000	-	88,097	8,000	11,000	19,000	69,097
CFD Pac. Gtewy - 2016 Land/Admn	229,321	83,000	-	312,321	101,300	148,000	249,300	63,021
PROPRIETARY FUND								
Water Operations	2,135,267	3,298,700	-	5,433,967	4,439,300	324,500	4,763,800	670,167
Water Capital	21,550,434	1,425,000	-	22,975,434	12,721,500	-	12,721,500	10,253,934
Vehicle Replacement	2,372,349	-	-	2,372,349	180,000	80,000	260,000	2,112,349
Sewer Operations	419,091	762,300	-	1,181,391	1,285,000	54,000	1,339,000	(157,609)
Sewer Capital	23,793,136	1,735,000	-	25,528,136	1,185,500	-	1,185,500	24,342,636
SUCCESSOR AGENCY								
Retirement Fund - Riverfront	57,281	-	-	57,281	-	-	-	57,281
Retirement Fund - Debt Service	(1,836,571)	-	751,800	(1,084,771)	151,800	-	151,800	(1,236,571)
Retirement Obligation	41,871	1,173,900	-	1,215,771	460,100	751,800	1,211,900	3,871
TOTAL ALL FUNDS	\$ 79,493,204	\$ 43,153,400	\$ 19,925,100	\$ 142,571,704	\$ 67,716,400	\$ 19,925,100	\$ 87,641,500	\$ 54,930,204



THIS PAGE INTENTIONALLY LEFT BLANK

REVENUE SUMMARY BY FUND

FY 2017-2018

Account Number	Revenue Source	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
GENERAL FUND - 001					
Taxes and Assessments:					
Property Tax					
001-000-30001	Property Taxes Secured	\$ 6,653,651	\$ 6,961,100	\$ 7,025,000	\$ 7,160,000
001-000-30002	Property Taxes Unsecured	227,417	240,000	227,000	227,000
001-000-30003	Homeowners Exemption	39,712	47,000	45,600	45,200
001-000-30004	Secured/Unsecured Prior Year	53,756	55,000	55,000	55,000
001-000-30005	Property Tax - Other	330,907	350,800	350,800	350,000
001-000-30006	Supplemental Tax Secure/Unsecure	185,070	150,000	165,000	175,000
001-000-30009	Prop. Tax-In Lieu VLF	2,432,257	2,500,000	2,473,400	2,560,000
001-000-30013	Property Tax Transfers	105,129	120,000	120,000	120,000
Total Property Tax		\$ 10,027,899	\$ 10,423,900	\$ 10,461,800	\$ 10,692,200
Sales Tax					
001-000-30016	Sales/Use Tax	\$ 3,280,811	\$ 4,250,100	\$ 4,250,100	\$ 4,250,100
001-000-30017	Sales Tax "Back-Fill"	703,507	-	-	-
001-000-30023	Public Safety Sales Tax	244,411	270,000	270,000	270,000
Total Sales Tax		\$ 4,228,729	\$ 4,520,100	\$ 4,520,100	\$ 4,520,100
Utility Users Tax					
001-000-30015	Utility Users Tax	\$ 4,445,180	\$ 4,500,000	\$ 4,500,000	\$ 4,500,000
Total Utility Users Tax		\$ 4,445,180	\$ 4,500,000	\$ 4,500,000	\$ 4,500,000
Transient Occupancy Tax					
001-000-30014	Transient Occupancy Tax	\$ 1,655,376	\$ 1,550,000	\$ 1,650,000	\$ 1,650,000
Total Transient Occupancy Tax		\$ 1,655,376	\$ 1,550,000	\$ 1,650,000	\$ 1,650,000
Franchise Fees					
001-000-30100	Electric Franchise Fees	\$ 282,005	\$ 287,600	\$ 246,600	\$ 251,500
001-000-30110	Natural Gas Franchise Fees	40,102	50,000	35,500	35,500
001-000-30120	Pipeline Franchise Fees	65,112	150,000	70,000	70,000
001-000-30130	Cable TV Franchise Fees	496,502	500,000	500,000	500,000
001-000-30140	Refuse Franchise Fees	72,201	207,000	165,000	165,000
Total Franchise Fees		\$ 955,922	\$ 1,194,600	\$ 1,017,100	\$ 1,022,000
Other Taxes					
001-000-30011	Excise Tax	\$ 300	\$ 500	\$ 300	\$ 300
001-000-30012	Barrel Tax	196,866	200,000	150,000	150,000
Total Other Taxes		\$ 197,166	\$ 200,500	\$ 150,300	\$ 150,300
Total Taxes and Assessments		\$ 21,510,272	\$ 22,389,100	\$ 22,299,300	\$ 22,534,600
Licenses and Permits:					
001-000-30200	Animal License	\$ 15,062	\$ 25,000	\$ 50,000	\$ 50,000
001-000-30210	Building Permits	341,205	300,000	340,000	325,000
001-000-30215	Business Licenses	505,465	561,100	500,000	505,000
001-000-30220	Contractor Licenses	184,445	160,000	175,000	180,000
001-000-30230	Electrical Permits	24,007	25,000	20,000	25,000
001-000-30235	Film Location Permits	2,720	5,000	5,000	5,000
001-000-30240	Oil Production Licenses	12,060	14,000	12,100	12,100
001-000-30250	Other Permits	26,916	20,000	21,000	23,000
001-000-30255	Plumbing Permits	26,200	20,000	24,000	23,000
001-000-30256	Issuance Permits	63,495	55,000	54,000	60,000
001-025-30245	Parking Permits	58,721	200,000	200,000	200,000
Total Licenses and Permits		\$ 1,260,296	\$ 1,385,100	\$ 1,401,100	\$ 1,408,100

REVENUE SUMMARY BY FUND

FY 2017-2018

Account Number	Revenue Source	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Intergovernmental:					
001-000-30500	Motor Vehicle In-lieu	\$ 9,959	\$ 10,000	\$ 11,200	\$ 10,000
001-000-30841	Inmate Fee - Other Agency	1,355	3,000	1,200	1,500
001-000-30975	Grant Reimbursement	13,689	-	38,100	-
001-000-30978	Waste Disposal	-	-	44,600	-
001-000-30980	Other Agency Reimbursements	5,720	5,800	5,600	5,800
001-000-30981	POST Reimbursement	7,252	22,000	6,000	8,000
001-016-30990	Senior Bus Program - OCTA	64,265	65,000	65,000	65,000
Total Intergovernmental		\$ 102,240	\$ 105,800	\$ 171,700	\$ 90,300
Charges for Services:					
001-000-30640	Recreation Service Charges	\$ 1,652	\$ 2,500	\$ 3,000	\$ 3,000
001-000-30700	Reimb. For Miscellaneous Services	61,853	75,000	50,000	51,700
001-000-30800	Alarm Fees	14,854	35,000	25,000	25,000
001-000-30810	Election Fees	-	200	200	-
001-000-30815	Inspection Fees	-	-	200	-
001-000-30820	Planning Fees	40,799	15,000	30,000	35,000
001-000-30825	Plan Check Fees	140,474	120,000	140,000	130,000
001-000-30835	Film Location Fees	8,203	4,000	5,000	-
001-000-30837	Transportation Permit Fees	1,536	2,500	1,700	1,700
001-000-30842	Inmate Self Pay	365,000	320,000	-	-
001-000-30843	Booking Fees	5,775	6,000	-	-
001-000-30870	Traffic Impact Fees	436	29,700	2,000	10,000
001-000-30872	Environmental Fees	-	2,000	100	500
001-000-30873	Engineering Inspection Fees	11,033	30,000	2,500	15,000
001-000-30900	Bus Shelter Advertising	46,610	50,000	46,600	46,600
001-000-30935	Returned Check Fee	665	700	700	700
001-000-30945	Sale Printed Material	8,855	10,000	9,000	8,000
001-000-30946	Sale Printed Material - CIP only	1,690	5,000	100	2,000
001-000-30955	Special Events	5,265	6,000	5,000	5,000
001-000-30961	Admin Fee - Constr/Demo	13,160	20,000	9,000	10,000
001-000-30992	Charging Station Revenues	3,130	2,200	3,000	3,000
001-016-30993	Senior Nutrition Transportation	8,044	8,700	6,000	8,000
001-016-30994	Senior Transport - Thurs. Shop	10,909	18,000	700	-
001-022-30701	Subpoena Fees	2,245	-	1,400	1,000
001-023-30946	Traffic Report - electronic	6,163	5,000	6,500	6,000
001-024-30801	Application Fee - Inmate DC	-	-	300	500
001-024-30842	Inmate Self Pay	-	-	265,000	300,000
001-024-30843	Booking Fees	-	-	9,000	9,000
001-025-30430	Parking Meters	111,792	110,000	110,000	110,000
001-030-30313	Plan Check Code Compliance	11,300	15,000	4,000	11,000
001-030-30314	Plan Check Energy Code Compliance	13,262	15,000	11,000	13,000
001-030-30316	Plan Review Soils and Geotechnical	800	1,500	-	-
001-031-30311	Administrative Citation	100	1,500	200	500
001-031-30874	Special Services Fee	10,603	10,000	14,000	10,000
001-042-30801	DPW Permit Application Fees	4,142	4,000	8,000	6,000
001-042-30815	Engineering Inspection Fee	1,299	500	8,500	54,000
001-042-30825	Engineering Plan Check	12,467	4,000	9,000	9,000
001-042-30873	Engineering Permit Fee	1,255	1,000	5,000	5,000
001-044-30720	Street Sweeping Svcs	47,181	45,000	47,000	47,000
001-049-30730	Tree Trimming Services	32,502	38,600	32,500	32,500
001-051-30740	Refuse Svcs	1,007,651	1,234,900	1,234,900	1,234,900
001-070-30703	Reimb. For Special Events	1,602	-	-	-
001-071-30641	Youth Sports	-	11,400	-	-
001-071-30650	Sport Fees	13,100	19,000	15,000	15,000
001-072-30600	Recreation Facilities Rent	128,692	137,700	130,000	135,000
001-072-30610	Leisure Program Fees	256,451	331,600	250,000	275,000
001-072-30690	Recreation Cleaning Fees	6,469	8,000	-	-
001-072-30690	Recreating Cleaning Fees	-	-	8,000	8,000

REVENUE SUMMARY BY FUND

FY 2017-2018

Account Number	Revenue Source	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
001-073-30620	Rec/Lap Swim Passes	45,585	40,000	-	-
001-073-30620	Rec Lap Swim Passes	-	-	40,000	46,000
001-073-30630	Swimming Lessons	40,599	53,500	-	-
001-073-30630	Swimming Lessons	-	-	40,000	40,000
001-073-30665	Swimming Pool Rentals	4,998	7,300	-	-
001-073-30665	Swimming Pool Rentals	-	-	7,000	5,000
001-074-30645	Tennis Center Services	186,113	294,900	200,000	225,000
001-074-30646	Pro Shop Sales	6,221	7,000	15,000	15,000
Total Charges for Services		\$ 2,702,535	\$ 3,158,900	\$ 2,811,100	\$ 2,968,600
Fines and Forfeitures:					
001-000-30310	Municipal Code Violations	\$ 1,903	\$ 2,000	\$ 3,400	\$ 3,000
001-000-30325	Vehicle Code Violations	133,982	160,000	125,000	135,000
001-000-30610	Leisure Program Fees	(200)	-	-	-
001-000-30963	Unclaimed Property	166	2,200	800	1,500
001-025-30315	Parking Citations	974,555	900,000	950,000	980,000
Total Fines and Forfeitures		\$ 1,110,406	\$ 1,064,200	\$ 1,079,200	\$ 1,119,500
Use of Money and Property:					
001-000-30420	Interest on Investments	\$ 331,931	\$ 275,000	\$ 300,000	\$ 375,000
001-000-30421	Other interest income	6,923	-	-	-
001-000-30423	Unrealized Gain/Loss on Invest	187,850	-	-	-
001-000-30455	Rental of Property	85,364	30,000	60,000	60,000
001-000-30457	Rental of Telecomm. Property	291,447	290,000	290,000	240,000
001-043-30455	Rental of Property - Ironwood	36,400	36,000	36,000	36,000
Total Use of Money and Property		\$ 939,915	\$ 631,000	\$ 686,000	\$ 711,000
Other Revenues:					
001-000-30435	Fuel Royalties	\$ 21,838	\$ 20,000	\$ 20,000	\$ 20,000
001-000-30910	Cash Over/Short	(288)	-	-	-
001-000-30920	Damaged Property	150	-	900	200
001-000-30940	Sale of Surplus Property	1,236	10,000	10,000	10,000
001-000-30960	Miscellaneous Revenue	36,519	50,000	125,000	50,000
001-000-30962	Donated Revenue	101	-	-	-
001-000-30964	Unclaimed Refund Checks	1,551	-	-	-
001-000-30966	Forfeited Deposits	75,749	-	-	-
001-000-30971	Settlement/Court Judgement	301,782	-	-	-
001-000-31660	Sewer Overhead	54,000	54,000	54,000	54,000
001-000-31662	Water Overhead	324,500	324,500	324,500	324,500
001-013-30810	Election Fees	-	-	100	-
001-016-30960	Misc Revenues	7,039	-	-	-
001-019-30977	Prior Year Revenues	48,079	82,100	50,000	50,000
001-022-30300	DUI Cost Recovery	335	1,000	500	1,000
001-022-30701	Subpoena Fee	-	1,000	1,500	-
001-023-30250	Other Permits	100	-	100	100
001-023-30312	Citation Sign Off	288	100	300	300
001-023-30947	Vehicle Release	21,021	18,000	22,000	20,000
001-073-30977	Prior Year Revenues	7,069	-	-	-
Total Other Revenues:		\$ 901,069	\$ 560,700	\$ 608,900	\$ 530,100
Transfers:					
001-000-31500	Transfers In From Other Funds	\$ 630,000	\$ -	\$ -	\$ -
001-000-31502	Transfers In - Operations	-	640,000	640,000	833,700
Total Transfers		\$ 630,000	\$ 640,000	\$ 640,000	\$ 833,700
Total General Fund Revenues		\$ 29,156,733	\$ 29,934,800	\$ 29,697,300	\$ 30,195,900

REVENUE SUMMARY BY FUND

FY 2017-2018

Account Number	Revenue Source	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
SPECIAL REVENUE FUNDS					
Street Lighting Assessment District - 002:					
002-000-30001	Property Taxes Secured	\$ 139,042	\$ 141,700	\$ 141,700	\$ 141,000
002-000-30004	Secured/Unsecured Prior Year	852	500	900	500
002-000-30005	Property Tax Other	380	200	414	200
002-000-31500	Transfer In	43,085	-	-	-
002-000-31502	Transfer In - Operations	-	42,700	54,600	54,700
Total Street Lighting		\$ 183,359	\$ 185,100	\$ 197,614	\$ 196,400
Special Project - 004:					
004-000-31502	Transfer In - Operations	\$ 115,000	\$ -	\$ -	\$ -
004-211-39501	Centennial	131,755	-	(100)	-
004-211-39502	State of the City	7,550	5,000	5,100	5,000
004-223-39501	BSCC Grant - PD	4,530	-	6,900	-
004-223-39502	Reward	2,080	-	-	-
004-228-39500	5k/10k - Marine Safety	4,200	-	-	-
004-230-39500	Cottage Donations	7,750	-	-	-
004-230-39501	Joint Land Use Study	-	290,000	290,000	145,000
004-231-39500	Plan Archival - Building	7,539	10,000	6,000	6,000
004-231-39501	General Plan - Building	53,723	45,000	46,000	45,000
004-231-39502	GIS - Building	39,731	35,000	35,000	35,000
004-231-39504	Technical Training	2,380	2,500	2,000	2,000
004-231-39505	Automation	3,412	3,000	3,000	3,000
004-242-39500	Plan Archival - Engineering	9	-	-	-
004-242-39501	Engineering Plan Check - I405	-	-	5,000	1,000
004-244-39500	Benches - Pub. Works Yard	8,368	-	2,700	-
004-249-39500	Tree Replacement - Pub. Works Yard	195	-	-	-
004-270-39500	Scholarship - Recreation	-	-	800	-
004-270-39504	Marina Center	10,000	-	-	-
Total Special Project		\$ 398,222	\$ 390,500	\$ 402,400	\$ 242,000
Waste Management Act					
005-000-30420	Interest on Investment	\$ -	\$ -	\$ -	\$ 1,500
005-000-31502	Transfer In - Operations	-	-	300,000	-
005-011-30141	ACT Implementation Fee	-	-	120,000	120,000
Total Waste Management Act		\$ -	\$ -	\$ 420,000	\$ 121,500
Supplemental Law Enforcement Services - 009:					
009-000-30420	Interest On Investments	\$ 549	\$ 300	\$ 600	\$ 500
009-000-39075	Grant Reimbursement	131,956	100,000	130,000	130,000
Total Supplemental Law Enforcement		\$ 132,505	\$ 100,300	\$ 130,600	\$ 130,500
Detention Facility - 010:					
010-000-30400	Commissary	\$ 10,028	\$ 10,000	\$ 11,000	\$ 10,000
010-000-30960	Other Revenue	55	-	-	-
Total Detention Facility		\$ 10,083	\$ 10,000	\$ 11,000	\$ 10,000
Asset Forfeiture Fund (State) - 011:					
011-000-30420	Interest on Investments	\$ 45	\$ -	\$ 100	\$ -
011-000-30990	Asset Forfeiture	2,186	-	-	-
Total Asset Forfeiture		\$ 2,231	\$ -	\$ 100	\$ -
Air Quality Improvement Program - 012:					
012-000-30420	Interest on Investments	\$ 6	\$ -	\$ -	\$ -
012-000-35000	AB2766 Revenues	31,315	30,000	30,000	30,000
Total Air Quality Improvement		\$ 31,321	\$ 30,000	\$ 30,000	\$ 30,000

REVENUE SUMMARY BY FUND

FY 2017-2018

Account Number	Revenue Source	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Asset Forfeiture Fund (Fed) - 013:					
013-000-30420	Interest on Investments	\$ -	\$ -	\$ 500	\$ 500
013-000-30700	Reimb. Misc Svcs	21,888	-	-	-
013-000-30990	Asset Forfeiture	193,437	150,000	250,000	250,000
Total Asset Forfeiture		\$ 215,325	\$ 150,000	\$ 250,500	\$ 250,500
Park Improvement - 016:					
016-000-30420	Interest on Investments	\$ 602	\$ 300	\$ -	\$ -
016-000-30865	Quimby Act Fees	10,000	-	10,000	-
Total Park Improvement		\$ 10,602	\$ 300	\$ 10,000	\$ -
Pension Obligation D/S - 027:					
027-000-30420	Interest on Investment	\$ 2	\$ -	-	\$ -
027-000-31500	Transfer In	1,184,339	-	-	-
027-000-31502	Transfer In - Operations	-	1,221,700	1,222,200	1,264,700
Total Pension Obligation		\$ 1,184,341	\$ 1,221,700	\$ 1,222,200	\$ 1,264,700
Fire Station D/S - 028:					
028-000-30420	Interest on Investments	\$ 245	-	\$ -	\$ -
028-000-31500	Transfer In	552,983	-	-	-
028-000-31502	Transfer In - Operations	-	535,000	535,000	522,300
Total Fire Station		\$ 553,228	\$ 535,000	\$ 535,000	\$ 522,300
Tidelands Beach - 034:					
034-000-30425	Off-Street Parking	\$ 904,870	\$ 709,500	\$ 850,000	\$ 1,115,000
034-000-30700	Reimb Miscellaneous Services	7,297	10,000	10,000	10,000
034-000-30835	Film Location Fees	302	-	1,600	1,500
034-000-30959	Adopt A Highway	6,250	-	6,300	6,300
034-000-30960	Reimb Miscellaneous Revenue	1,040	-	-	-
034-000-30980	Other Agency Revenue	58,157	100,000	50,000	50,000
034-000-31500	Transfer In - CIP	766,699	2,683,600	72,600	2,661,000
034-000-31502	Transfer In - Operations	-	1,617,300	942,200	720,900
034-000-31600	Landing Fees	158,777	160,000	160,000	160,000
034-000-31700	Junior Lifeguard Fees	209,440	182,700	182,700	182,700
034-072-30600	Recreation Facilities Rent	-	-	1,000	-
034-072-30610	Leisure Program Fees	114,795	65,000	100,000	117,000
034-072-30955	Special Events	159	-	2,500	2,500
034-863-30455	Rental of Property	27,484	40,000	40,000	40,000
Total Tidelands Beach		\$ 2,255,270	\$ 5,568,100	\$ 2,418,900	\$ 5,066,900
Gas Tax - 040:					
040-000-30420	Interest on Investments	\$ 9,909	\$ 6,000	\$ 6,000	\$ 6,000
040-000-32499	Gas Tax 2103	126,801	189,100	180,000	100,400
040-000-32500	Gas Tax 2105	138,588	154,200	150,000	145,800
040-000-32525	Gas Tax 2106	94,362	80,100	80,000	92,800
040-000-32530	Gas Tax 2107	180,461	214,100	200,000	188,300
040-000-32535	Gas Tax 2107.5	5,000	6,000	6,000	6,000
040-000-32536	Road Maintenance Rehab/Loan Repay	-	-	-	173,300
Total Gas Tax		\$ 555,121	\$ 649,500	\$ 622,000	\$ 712,600
Measure M2 - 042:					
042-000-30420	Interest on Investments	\$ 10,032	\$ 6,000	\$ 8,000	\$ 8,000
042-000-30960	Misc Revenue	7,792	-	-	-
042-000-33500	Local Fairshare	392,053	450,000	400,000	400,000
Total Measure M2		\$ 409,877	\$ 456,000	\$ 408,000	\$ 408,000

REVENUE SUMMARY BY FUND

FY 2017-2018

Account Number	Revenue Source	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Parking-In-Lieu - 048					
048-000-30865	Parking-In-Lieu	\$ 32,453	\$ -	\$ 10,200	\$ 10,200
Total Parking In-Lieu		\$ 32,453	\$ -	\$ 10,200	\$ 10,200
Traffic Impact AB1600					
049-000-30420	Interest on Investments	\$ 7,550	\$ 6,000	\$ 5,000	\$ 5,000
049-000-30976	Traffic Impact Fees AB1600	2,926	213,500	20,000	20,000
Total Measure M2		\$ 10,476	\$ 219,500	\$ 25,000	\$ 25,000
Seal Beach Cable - 50:					
050-000-30131	PEG Fees Publ Access, Edu, Gov	\$ 116,005	\$ 90,000	\$ 90,000	\$ 90,000
050-000-30420	Interest on Investments	2,880	2,000	2,000	2,000
Total Seal Beach Cable		\$ 118,885	\$ 92,000	\$ 92,000	\$ 92,000
Community Development Block Grant (CDBG) - 072:					
072-000-30988	Other Agency Revenue	\$ 167,350	\$ 180,000	\$ 182,409	\$ 180,000
Total CDBG		\$ 167,350	\$ 180,000	\$ 182,409	\$ 180,000
Police Grants - 075:					
075-442-30975	Grant Reimb - BPV	\$ 8,826	\$ 5,000	\$ 9,500	\$ 5,000
075-460-30975	Grant Reimb - DUI Checkpoint	2,501	-	-	-
075-466-30975	BSCC Grant	-	5,000	-	-
075-470-30975	OTS Step Grant	58,365	-	-	144,700
075-472-30975	Grant Reimb - DUI	22,063	-	35,000	-
Total Police Grants		\$ 91,755	\$ 10,000	\$ 44,500	\$ 149,700
City Wide Grants - 080:					
080-300-30975	Grand Reimb- RMC	\$ 527,771	\$ -	\$ -	\$ -
080-361-30975	Grant Reimb - OCTA	-	231,000	582,500	50,000
080-363-30975	Grant Reimb - ECP Tier 1 - OCTA	-	30,000	-	-
080-364-30975	Grant Reimb - BCI - OCTA	-	2,600,000	-	-
080-365-30975	Grant Reimb - BCI - CALTRANS	-	-	-	500,000
Total City Wide Grants		\$ 527,771	\$ 2,861,000	\$ 582,500	\$ 550,000
Ad 94-1 Redemption Fund - 101:					
101-000-30001	Property Taxes Secured	\$ (191)	\$ -	\$ -	\$ -
101-000-30004	Secured/Unsecure Prior Year	85	-	-	-
101-000-30005	Property Tax Other	43	-	-	-
101-000-30420	Interest on Investments	38	-	-	-
Total Ad 94-1 Redemption Fund		\$ (25)	\$ -	\$ -	\$ -
CFD No. 2002-02 SB Blvd/Lampson Landscape - 201:					
201-000-30001	Property Taxes Secured	\$ 183,072	\$ 140,200	\$ 166,700	\$ 166,700
201-000-30420	Interest on Investments	1,606	2,500	2,000	2,000
201-000-30677	Prior Years Revenue	-	-	1,800	-
Total CFD SB Blvd/Lampson Landscape		\$ 184,678	\$ 142,700	\$ 170,500	\$ 168,700
CFD Heron Pointe Refunding 2015 - 206:					
206-000-30001	Property Taxes Secured	\$ 246,214	\$ 244,900	\$ 269,900	\$ 269,900
206-000-30302	Cost of Issuance Reimb	643	-	-	-
206-000-30420	Interest on Investments	-	-	600	600
206-000-30423	Unrealized Gain/Loss on Invest.	1,513	-	-	-
Total CFD Heron Pointe		\$ 248,370	\$ 244,900	\$ 270,500	\$ 270,500
CFD Pacific Gateway Refunding 2016 - 207:					
207-000-30001	Secured Property Tax	\$ 578,577	\$ 478,600	\$ 498,100	\$ 498,100
207-000-30420	Interest on Investments	2,272	-	800	800

REVENUE SUMMARY BY FUND

FY 2017-2018

Account Number	Revenue Source	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Total Pacific Gateway Bonds		\$ 580,849	\$ 478,600	\$ 498,100	\$ 498,900
CFD Heron Pointe 2015 Admin Expense - 208:					
208-000-30300	Administrative Expense Reimb	\$ 25,000	\$ 25,000	\$ 25,000	\$ 15,000
208-000-30420	Interest On Investments	844	-	-	-
Total Heron Pointe Admin Expense		\$ 25,844	\$ 25,000	\$ 25,000	\$ 15,000
CFD Pacific Gateway 2016 Lnd/Admin- 209:					
209-470-30001	Secured Property Tax	\$ 57,261	\$ -	\$ 58,000	\$ 58,000
209-470-30420	Interest on Investment	2,906	-	-	-
209-480-30300	Administrative Expense Reimb	25,000	25,000	25,000	25,000
Total Pacific Gateway		\$ 85,167	\$ 25,000	\$ 83,000	\$ 83,000
PROPRIETARY FUNDS					
Water Operations - 017:					
017-000-30420	Interest on Investments	\$ 51,628	\$ 31,000	\$ 35,000	\$ 35,000
017-000-30815	Engineering Inspection Fee	-	-	500	-
017-000-30960	Miscellaneous Revenue	4,337	1,000	1,200	1,200
017-000-30977	Prior Year Revenues	14,919	-	-	-
017-000-34000	Water Revenue	1,976,268	2,000,000	2,000,000	2,000,000
017-000-35000	Residential Water	939,644	1,100,000	1,100,000	1,100,000
017-000-35020	Commercial Water	48,743	64,700	60,000	62,000
017-000-35500	Water Turn On Fee	6,527	6,000	5,000	6,000
017-000-35510	Late Charge	30,582	36,500	30,000	30,000
017-000-35520	Door Tag Fee	1,710	1,000	1,000	1,000
017-000-35530	Water Meters	3,071	-	200	-
017-000-35590	Fire Service	62,399	62,500	62,500	62,500
017-000-35591	Fire Water Flow Test	1,271	1,000	1,000	1,000
Total Water Operations		\$ 3,141,099	\$ 3,303,700	\$ 3,296,400	\$ 3,298,700
Water Capital - 019:					
019-000-30420	Interest on Investments	\$ 57,903	\$ 25,000	\$ 35,000	\$ 35,000
019-000-35042	Water Connection Fee	12,998	5,000	73,000	10,000
019-000-37000	Water Capital Charge	1,178,349	1,380,000	1,380,000	1,380,000
Total Water Capital		\$ 1,249,250	\$ 1,410,000	\$ 1,488,000	\$ 1,425,000
Vehicle Replacement - 021:					
021-000-31500	Transfer In	\$ 310,000	\$ -	\$ -	\$ -
021-000-31502	Transfer In - Operations	-	310,000	310,000	-
Total Vehicle Replacement		\$ 310,000	\$ 310,000	\$ 310,000	\$ -
Sewer Operations - 043:					
043-000-30420	Interest on Investments	\$ 16,997	\$ 10,300	\$ 10,300	\$ 10,300
043-000-30725	F.O.G. Discharge Permit Fee	27,589	25,000	27,000	27,000
043-000-30945	Sale of Material	28	-	-	-
043-000-30960	Misc. Revenues	-	-	200	-
043-000-30977	Prior Year Revenues	823	-	-	-
043-000-36000	Sewer Fees	632,976	700,000	725,000	725,000
Total Sewer Operations		\$ 678,413	\$ 735,300	\$ 762,500	\$ 762,300
Sewer Capital - 044:					
044-000-30420	Interest on Investments	\$ 49,908	\$ 23,000	\$ 30,000	\$ 30,000
044-000-35042	Sewer Connection Fee	33,351	5,000	36,000	5,000
044-000-37150	Sewer Capital Charge	1,772,953	1,700,000	1,700,000	1,700,000
Total Sewer Capital		\$ 1,856,212	\$ 1,728,000	\$ 1,766,000	\$ 1,735,000

REVENUE SUMMARY BY FUND

FY 2017-2018

Account Number	Revenue Source	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Retirement Fund Debt Service - 302:					
302-000-30420	Interest on Investment	\$ 721	\$ -	\$ -	\$ -
302-000-31500	Transfers In	722,410	-	-	-
302-000-31502	Transfers In - Operations	-	767,300	767,300	751,800
Total Retirement Fund Debt Service		\$ 723,131	\$ 767,300	\$ 767,300	\$ 751,800
Retirement Obligation Fund					
304-000-30018	SA Tax Increment	\$ 1,329,344	\$ 994,500	\$ 994,500	\$ 1,173,900
304-000-30420	Interest On Investments	40	-	-	-
304-000-30423	Unrealized Gain/Loss on Invest.	(19)	-	-	-
Total Retirement Obligation Fund		\$ 1,329,365	\$ 994,500	\$ 994,500	\$ 1,173,900
Capital Project - 045:					
045-000-31500	Transfer In	\$ 2,619,901	\$ 13,083,300	\$ 2,243,500	\$ 12,737,500
Total Capital Project		\$ 2,619,901	\$ 13,083,300	\$ 2,243,500	\$ 12,737,500
Total Revenue of All Funds		\$ 49,079,162	\$ 65,842,100	\$ 49,967,523	\$ 63,078,500

Analysis of Major Revenues

The total estimated revenues and transfers in from other funds for all City Funds for FY 2017-2018 is \$63 million, of which \$30.2 million is General Fund. 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 Successor Agency Funds revenues are restricted and cannot be used for general operating expenditures.

Analysis of Major General Fund Revenues

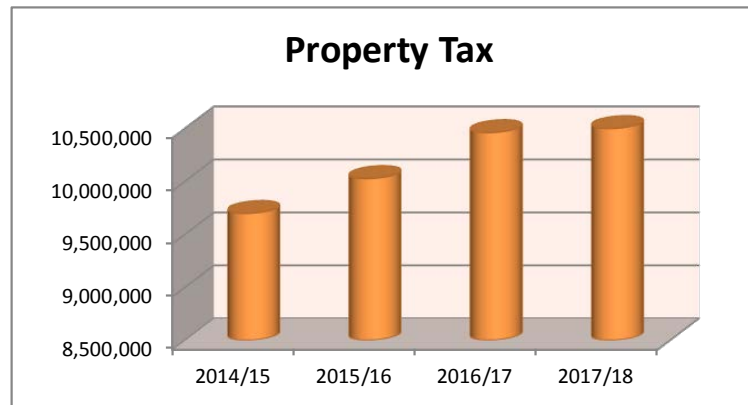
Property Taxes

Property Taxes account for 35.4% of FY 2017-2018 General Fund revenues. In 1978, the California voters adopted Proposition 13 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 1st 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.

Property Tax

	Amount	% change
2014/15	9,698,833	
2015/16	10,027,899	3.4%
2016/17	10,461,800	4.3%
2017/18	10,692,200	2.2%



Budget Assumptions – As the above information illustrates, property taxes continue to be a stable revenue source for the City. The projection for FY 2017-2018 shows an increase in expected revenue, but at a slower rate than 2016-2017. The reason for the increase is that in FY 2017-2018 additional property taxes are expected to be received as a result of continued improvement in the Orange County real estate market.

Utility Users Tax

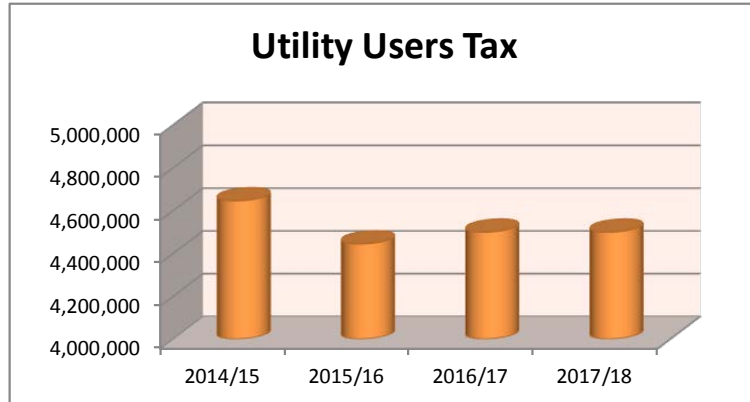
Utility Users Tax (UUT) accounts for 14.9% of FY 2017-2018 General Fund revenues. The Utility Users Tax rate is charged to customers of electric, natural gas, and telecommunications companies to raise revenue for general governmental purposes of the City. The Utility Users Tax rate, which was lowered by the voters in 2014, is currently 10% of the customer's applicable monthly charges. Beginning in January

Analysis of Major Revenues

2016 retailers that sell pre-paid wireless plans are required to collect the UUT at the point of sale. The rate for pre-paid wireless is capped at 9%. The utility companies collect the tax and remit them to the City.

Utility Users Tax

	Amount	% change
2014/15	4,646,434	
2015/16	4,445,180	-4.3%
2016/17	4,500,000	1.2%
2017/18	4,500,000	0.0%



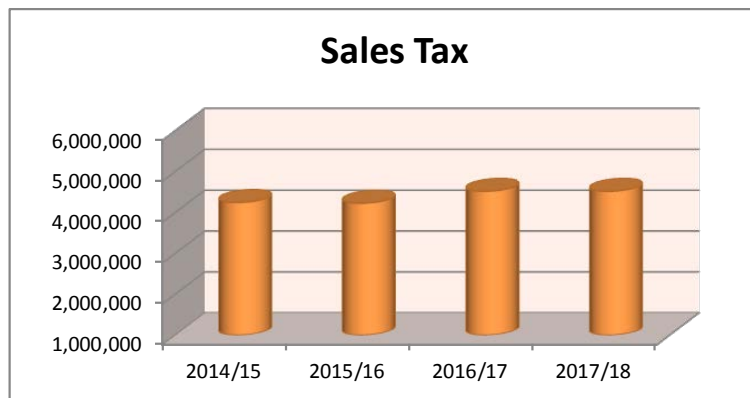
Budget Assumptions – The chart above illustrates the Utility Users Tax revenues continue to be a relatively stable and predictable revenue source. The City has a senior citizen exemption program for the Utility Users Tax. For the current fiscal year the revenue is expected to remain unchanged from the prior fiscal year.

Sales and Use Tax

Sales and Use Tax account for 15.0% of FY 2017-2018 General Fund revenues. The sales tax rate is 7.75% as of January 1, 2017. 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. Budgeted Sales Tax revenue for the City is projected to remain unchanged in FY 2017-2018.

Sales Tax

	Amount	% change
2014/15	4,246,079	
2015/16	4,228,729	-0.4%
2016/17	4,520,100	6.9%
2017/18	4,520,100	0.0%



Budget Assumptions – Estimated revenues for Sales and Use Tax for FY 2016-2017 and projections for FY 2017-2018 were based on information by Hinderliter, de Llamas and Associates, a consulting firm that specializes in sales and use tax analysis provided based on sales tax information provided to them by the State of California Board of Equalization.

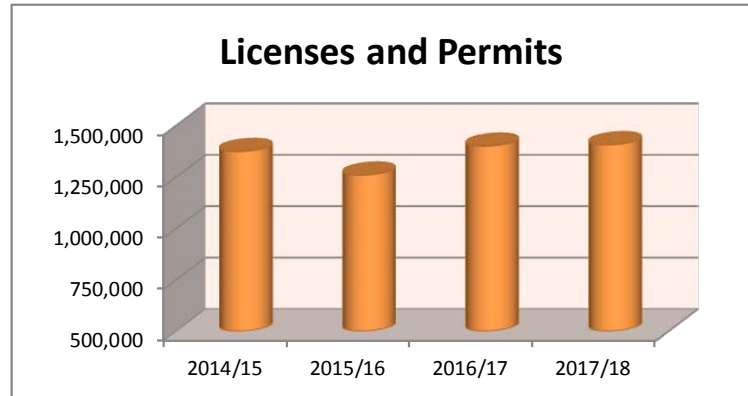
Analysis of Major Revenues

Licenses and Permits

Licenses and Permits account for 4.7% of FY 2017-2018 General Fund revenues. With an enforcement program that began in FY 2004-2005, this revenue source has become a significant source of funding to support General Fund activities. A slight increase is projected in FY 2017-2018 due to a greater level of oversight and monitoring of Business Licenses issued in the City.

Licenses and Permits

	Amount	% change
2014/15	1,375,188	
2015/16	1,260,296	-8.4%
2016/17	1,401,100	11.2%
2017/18	1,408,100	0.5%



Other Revenues

Franchise Fees are imposed on various public utilities and account for 3.4% of FY 2017-2018 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 (TOT) (i.e. Hotel Occupancy Tax) accounts for 5.5% of FY 2017-2018 General Fund revenues. The approved rate for Transient Occupancy Tax is 12%.

Charges for Services account for 9.8% of FY 2017-2018 General Fund revenues. Charges for services are used to recover costs of programs for specific end users. Programs provided through Community Services are typically subsidized by the General Fund to encourage participation.

ANALYSIS OF SPECIAL REVENUE FUNDS MAJOR REVENUES

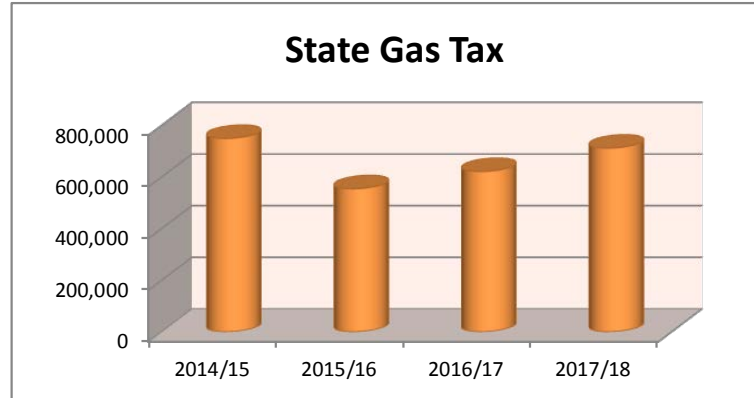
State Gas Tax

The State of California collects 29.7¢ per gallon as of July 1, 2017 for vehicle fuel which is allocated to the State, Counties and Cities. The City allocation is distributed based on population. The tax amount is expected to increase by 12¢ as of November 1, 2017.

Analysis of Major Revenues

State Gas Tax

	Amount	% change
2014/15	750,140	
2015/16	555,121	-26.0%
2016/17	622,000	12.0%
2017/18	712,600	14.6%

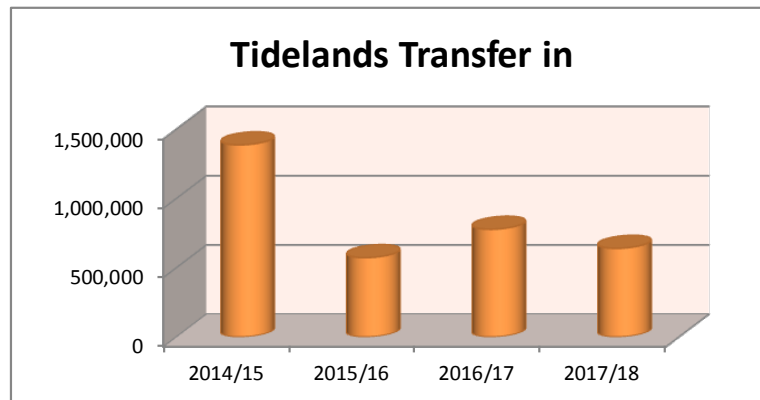


Tidelands Beach Fund – Transfer In – General Fund Subsidy

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 fully cover the cost of operations. As a result, the Tidelands Beach Fund is subsidized by the General Fund as illustrated in the following graph.

Tidelands Beach Fund - General Fund Subsidy

	Amount	% change
2014/15	1,387,073	
2015/16	572,563	-58.7%
2016/17	777,700	35.8%
2017/18	640,000	-17.7%



Budget Assumptions - The General Fund Subsidy varies significantly from one year to the next.

Measure M2

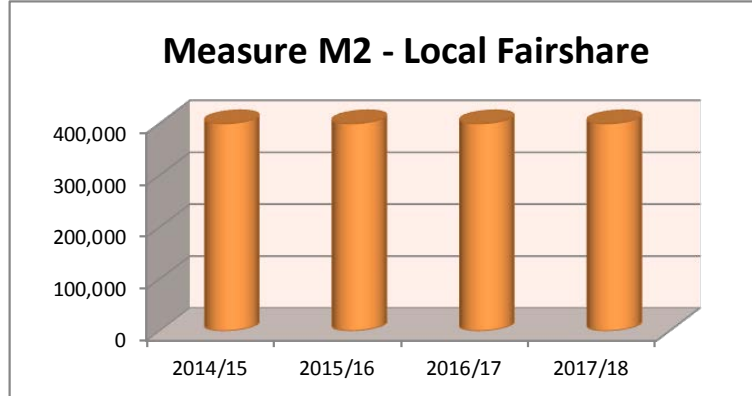
The Measure M “Local Turnback” revenues are part of the ½ cent sales tax increase approved by voters November 6, 1990 which would provide transportation funding through 2011. In November 2006, voters approved the continuation of the ½ cent sales tax through 2041. These funds can only be expended on street and highway improvements. The allocation of the ½ 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 dollars on streets, storm drains and sidewalk repairs that include supplies, and 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 \$551,208. Failure to reach the \$551,208 will affect the amount of Measure M2 - Local Fairshare and Gas Tax revenues the City receives.

Analysis of Major Revenues

The City anticipates receipt of \$400,000 from Measure M2 – Local Fairshare revenues for FY 2017-2018.

Measure M2 Local Fairshare

	<u>Amount</u>	<u>% change</u>
2014/15	402,071	
2015/16	409,877	1.9%
2016/17	408,000	-0.5%
2017/18	408,000	0.0%



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 \$3,298,700 for FY 2017-2018, for the Operations Fund. Water Capital Fund revenues are projected to be \$1,425,000.

The Sewer Capital Fees are also tiered. Revenues are projected to be \$686,300 for operations in the FY 2017-2018. Sewer Capital Fund revenues are projected to be \$1,735,000.



THIS PAGE INTENTIONALLY LEFT BLANK

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 Unassigned Fund Balance

The City's Budget and Fiscal Policy is to maintain an unassigned 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. Unassigned fund balance refers to the portion of the fund balance that is not obligated to assigned funds; therefore, it can be used for the situations previously stated.

Assigned for encumbrance 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.

Assigned fund balance is the obligation of funds due to policy implementation.

	2013-2014 Actual	2014-2015 Actual	2015-2016 Actual	2016-2017 Projected	2017-2018 Adopted
Beginning Fund Balance	\$ 29,262,174	\$ 29,828,094	\$ 28,971,371	\$ 27,960,370	\$ 23,631,870
General Fund Revenues:					
Property Tax Revenue	\$ 9,148,948	\$ 9,698,833	\$ 10,027,899	\$ 10,461,800	\$ 10,692,200
Sales and Use Tax	4,742,859	4,246,079	4,228,729	4,520,100	4,520,100
Utility Users Tax	4,644,217	4,646,434	4,445,180	4,500,000	4,500,000
Transient Occupancy Tax	1,509,095	1,525,723	1,655,376	1,650,000	1,650,000
Franchise Fees	1,324,860	1,163,595	955,922	1,017,100	1,022,000
Other Taxes	555,804	344,789	197,166	150,300	150,300
Licenses and Permits	1,369,275	1,375,188	1,260,296	1,401,100	1,408,100
Intergovernmental	122,084	370,242	102,240	171,700	90,300
Charges for Services	2,972,916	2,898,846	2,702,535	2,811,100	2,968,600
Fines and Forfeitures	989,517	1,115,137	1,110,406	1,079,200	1,119,500
Use of Money and Property	645,779	659,002	939,915	686,000	711,000
Other Revenue	932,526	640,706	901,069	608,900	530,100
Transfers in from Other Funds	361,159	421,658	630,000	640,000	833,700
Total General Fund Revenues	\$ 29,319,039	\$ 29,106,232	\$ 29,156,733	\$ 29,697,300	\$ 30,195,900
Expenditures:					
General Administration	\$ 3,811,099	\$ 4,260,436	\$ 3,696,830	\$ 4,516,300	\$ 4,167,800
Police Department	8,970,642	8,778,120	9,013,810	9,755,400	9,639,800
Detention Facilities	653,892	755,052	766,661	869,300	894,400
Fire Protection Services	4,402,580	4,703,098	4,893,853	5,053,800	5,477,800
Community Development	862,306	848,458	876,412	929,400	1,037,000
Public Works	2,876,574	3,902,557	2,815,238	2,641,200	2,941,300
Refuse Services	1,325,165	1,139,917	1,071,333	1,150,000	1,150,000
Recreation	1,048,925	1,129,496	1,075,282	994,900	1,047,000
Liability/Risk Management	679,583	1,189,830	1,295,041	1,279,100	1,401,900
Transfers Out	4,122,353	4,802,920	4,663,275	6,836,400	12,029,000
Total Expenditures	\$ 28,753,119	\$ 31,509,884	\$ 30,167,734	\$ 34,025,800	\$ 39,786,000
Total Expenditures (Excludes CIP)	\$ 27,611,601	\$ 29,265,560	\$ 28,167,429	\$ 30,179,100	\$ 30,184,900
Net Revenues (Expenditures)	\$ 565,920	\$ (2,403,652)	\$ (1,011,001)	\$ (4,328,500)	\$ (9,590,100)
Prior Periods Adjustments to Fund Balance	-	-	-	-	-
Prepaid Expense	-	1,546,929	-	-	-
Ending Fund Balance	\$ 29,828,094	\$ 28,971,371	\$ 27,960,370	\$ 23,631,870	\$ 14,041,770
Assigned for Encumbrance	\$ 229,625	\$ 246,858	\$ 191,831	\$ 191,831	\$ 191,831
Assigned	10,420,441	9,686,576	9,610,906	8,500,852	3,535,729
Assigned for Fiscal Policy	6,881,620	6,881,620	7,066,390	7,544,775	7,546,225
Unassigned Fund Balance	\$ 12,296,408	\$ 12,156,317	\$ 11,091,243	\$ 7,394,412	\$ 2,767,985
<i>Unassigned Fund Balance</i>					
<i>Percentage of Total Operating Expenditures</i>	44.5%	40.3%	39.4%	24.5%	9.2%
<i>Assigned for Fiscal Policy</i>					
<i>Percentage of Total Operating Expenditures</i>	24.9%	23.5%	25.1%	25.0%	25.0%

General Fund Analysis of Unassigned Fund Balance

The City continues to meet the City Council's adopted fiscal policies for unassigned fund balance.

General Fund Assigned Fund Balance

	2017-2018
Beginning Fund Balance	<u>\$23,631,870</u>
Net Revenues (Expenditures)	<u>(9,590,100)</u>
Ending Fund Balance	<u>\$14,041,770</u>
Assigned for Encumbrances	\$ 191,831
Assigned for Designations	3,535,729
Assigned for Fiscal Policy	7,546,225
Unassigned Fund Balance	<u>2,767,985</u>
Total General Fund Balance	<u>\$ 14,041,770</u>

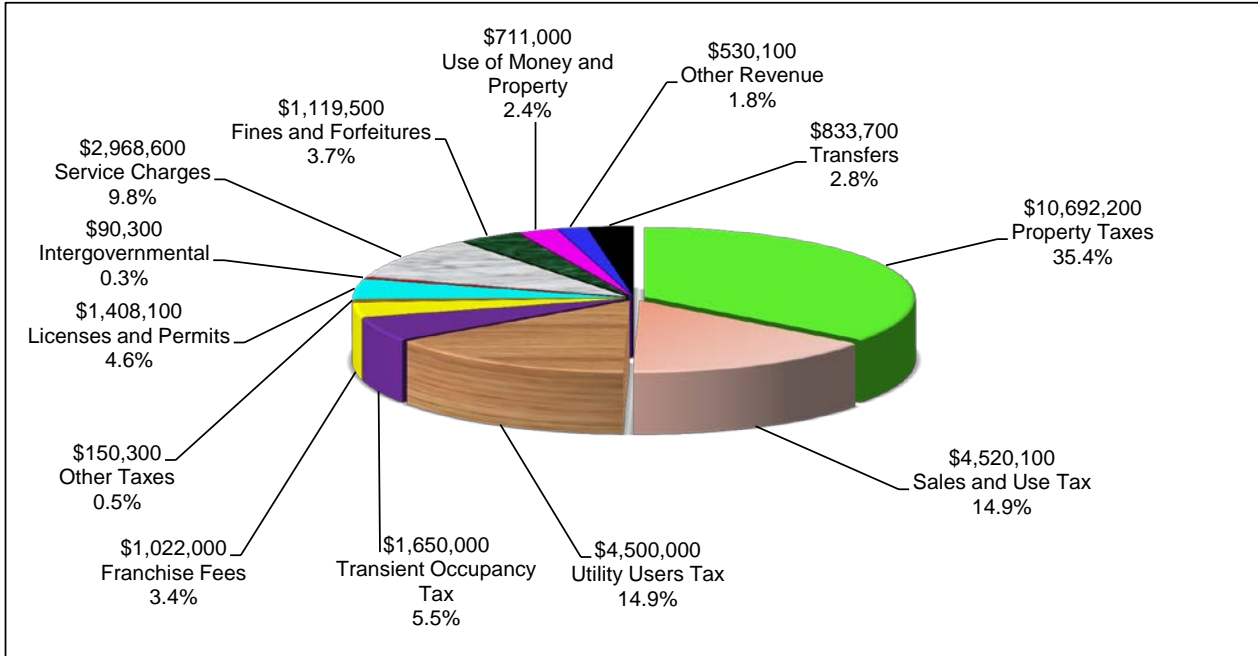
	<u>Estimated Beginning Balance</u>	<u>Proposed Decreases</u>	<u>Estimated Ending Balance</u>
Assigned for Encumbrances	\$ 191,831	\$ -	\$ 191,831
College Park East	377,000	-	377,000
Swimming Pool	4,782,423	(4,782,423)	-
Economic Condition	1,750,000	-	1,750,000
Street Improvement	117,166	-	117,166
Buildings	246,181	(182,700)	63,481
Compensated Absences	1,228,082	-	1,228,082
Total Assigned	<u>8,500,852</u>	<u>(4,965,123)</u>	<u>3,535,729</u>
Assigned for Fiscal Policy	7,544,775	1,450	7,546,225
Grand Total	<u>\$ 16,237,458</u>	<u>\$ (4,963,673)</u>	<u>\$ 11,273,785</u>



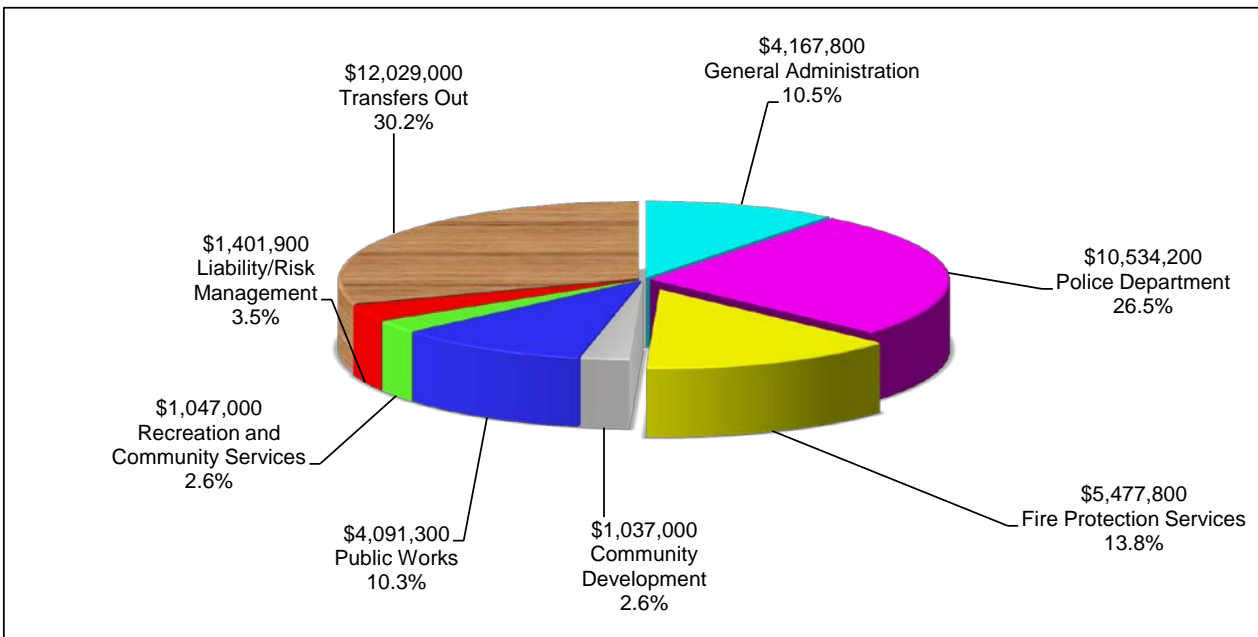
THIS PAGE INTENTIONALLY LEFT BLANK

Summary of Revenues and Expenditures General Fund

Fiscal Year 2017-18 Projected Revenues - \$30,195,900

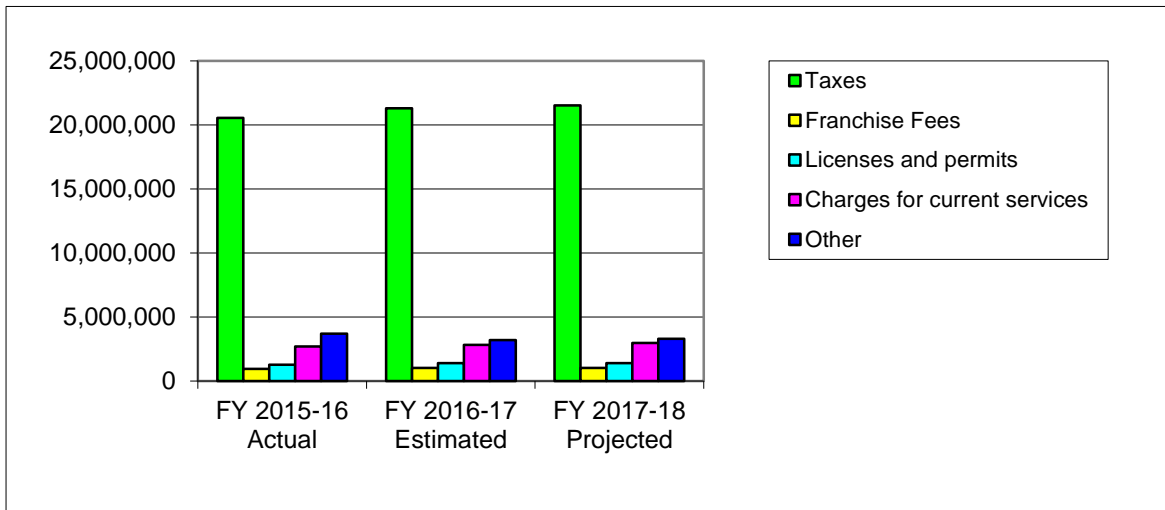


Fiscal Year 2017-18 Projected Expenditures - \$39,786,000



General Fund Revenue Summary

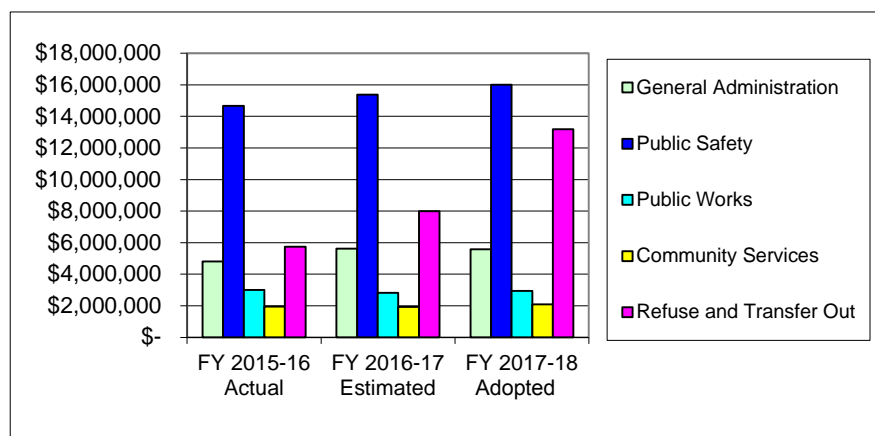
Description	2015-2016 Actual	2016-2017 Estimated	2017-2018 Adopted Budget
Property Tax	\$ 10,027,899	\$ 10,461,800	\$ 10,692,200
Other Taxes	197,166	150,300	150,300
Utility Users Tax	4,445,180	4,500,000	4,500,000
Transient Occupancy Tax	1,655,376	1,650,000	1,650,000
Sales and Use Tax	4,228,729	4,520,100	4,520,100
Franchise Fees	955,922	1,017,100	1,022,000
Licenses and Permits	1,260,296	1,401,100	1,408,100
Fines and Forfeitures	1,110,406	1,079,200	1,119,500
Use of Money and Property	939,915	686,000	711,000
Charges for Services	2,702,535	2,811,100	2,968,600
Intergovernmental	102,240	171,700	90,300
Other Revenues	901,069	608,900	530,100
Transfer In and Enterprise Overheads	630,000	640,000	833,700
Total Revenue	\$ 29,156,733	\$ 29,697,300	\$ 30,195,900



	FY 2015-16 Actual	FY 2016-17 Estimated	FY 2017-18 Adopted
Taxes	\$ 20,554,350	\$ 21,282,200	\$ 21,512,600
Franchise Fees	955,922	1,017,100	1,022,000
Licenses and Permits	1,260,296	1,401,100	1,408,100
Charges for Current Services	2,702,535	2,811,100	2,968,600
Other	3,683,630	3,185,800	3,284,600
Grand Total	\$ 29,156,733	\$ 29,697,300	\$ 30,195,900

General Fund Expenditure Summary

Department	2017-2018		
	2015-2016 Actual	2016-2017 Estimated	Adopted Budget
010 City Council	\$ 224,456	\$ 274,600	\$ 178,100
011 City Manager	453,483	540,900	586,300
012 City Clerk	191,593	322,400	326,000
014 Human Resources	181,926	199,200	187,000
015 Legal Services	385,568	587,000	475,000
016 Senior Bus Program	182,582	185,000	183,700
017 Finance	681,142	743,300	818,200
018 Risk Management	1,295,041	1,279,100	1,401,900
019 Non-Departmental	947,286	1,031,500	957,900
020 Information System Technolc	448,794	632,400	639,300
021 Police EOC	148,482	218,500	211,200
022 Police	6,400,758	6,513,700	6,620,100
023 Police Support Services	1,739,600	1,529,500	1,329,900
024 Police Detention Facility	766,661	869,300	894,400
025 Parking Enforcement	-	295,800	691,000
026 Fire	4,893,853	5,053,800	5,477,800
030 Planning	429,952	387,600	442,500
031 Building and Safety	446,460	541,800	594,500
035 West Comp JPA	724,970	1,197,900	787,600
042 Engineering	108,339	91,800	97,000
043 Storm Drain	375,204	401,200	459,500
044 Street Maintenance	1,079,412	629,100	598,000
049 Landscape Maintenance	246,290	567,800	716,000
050 Automobile Maintenance	355,209	359,000	371,500
051 Refuse	1,071,333	1,150,000	1,150,000
052 Building Maintenance	650,784	592,300	515,600
070 Recreation Administration	325,534	224,400	258,000
071 Sports	31,193	30,100	20,500
072 Parks and Recreation	326,825	285,400	300,600
073 Aquatics	169,319	216,000	223,900
074 Tennis Center	222,411	239,000	244,000
Transfer Out	4,663,275	6,836,400	12,029,000
Total Expenditures	\$ 30,167,734	\$ 34,025,800	\$ 39,786,000



	FY 2015-16 Actual	FY 2016-17 Estimated	FY 2017-18 Adopted
General Administration	\$ 4,809,289	\$ 5,610,400	\$ 5,569,700
Public Safety	14,674,324	15,382,700	16,012,000
Public Works	2,997,820	2,826,200	2,941,300
Community Services	1,951,694	1,924,300	2,084,000
Refuse and Transfer Out	5,734,608	7,986,400	13,179,000
Grand Total	\$ 30,167,734	\$ 33,730,000	\$ 39,786,000

City of Seal Beach - General Fund Transfer Out

FY 2017-2018

DEPARTMENT: Finance Account Code: 001-080
 FUND: 001 General Fund - Transfer Out

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Transfer Out	\$ 4,663,275	\$ 12,593,800	\$ 6,836,400	\$ 12,029,000
TOTAL	\$ 4,663,275	\$ 12,593,800	\$ 6,836,400	\$ 12,029,000

ACCOUNT NUMBER EXPLANATION

47000	Transfer Out - CIP	Transfer out to various capital improvement projects
47002	Transfer Out - Operations	Transfer out to various funds
47010	Vehicle Replacement	Transfer out to Vehicle Replacement Fund

City of Seal Beach - General Fund Transfer Out

FY 2017-2018

DEPARTMENT: Finance Account Code: 001-080
 FUND: 001 General Fund - Transfer Out

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
TRANSFER OUT					
Transfer Out - CIP	001-080-47000	\$ 4,338,275	\$ 9,604,100	\$ 3,846,700	\$ 9,601,100
Transfer Out - Operations	001-080-47002	15,000	2,679,700	2,679,700	2,427,900
Vehicle Replacement	001-080-47010	310,000	310,000	310,000	-
TOTAL TRANSFER OUT		<u>\$ 4,663,275</u>	<u>\$ 12,593,800</u>	<u>\$ 6,836,400</u>	<u>\$ 12,029,000</u>
TOTAL EXPENDITURES		<u>\$ 4,663,275</u>	<u>\$ 12,593,800</u>	<u>\$ 6,836,400</u>	<u>\$ 12,029,000</u>

Transfer Out Account 001-080-47000:	
Tidelands Fund 034 (CIP)	2,661,000
Capital Projects Fund 045	6,940,100
Total for 001-080-47000:	<u><u>\$ 9,601,100</u></u>
Transfer Out Account 001-080-47002:	
Pension Obligation D/S Fund 027	1,264,700
Fire Station D/S Fund 028	522,300
Tidelands Fund 034	640,900
	<u><u>\$ 2,427,900</u></u>



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

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; monitors legislative activity that has a financial impact on the 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 with the needs of the community while understanding that citizen expectations for services will continue to exceed the available funding.

DEPARTMENT: City Manager
 FUND: 001 General Fund - City Council

Account Code: 001-010

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 34,188	\$ 33,600	\$ 33,600	\$ 33,600
Maintenance and Operations	190,268	169,500	241,000	144,500
TOTAL	\$ 224,456	\$ 203,100	\$ 274,600	\$ 178,100

ACCOUNT NUMBER EXPLANATION

40004	Part-time	City Council compensation
40013	PARS Retirement	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40019	FICA	Employee benefits costs
40100	Office Supplies	Office Supplies
40101	Council Discretionary - Dist. 1	Council special projects
40102	Council Discretionary - Dist. 2	Council special projects
40103	Council Discretionary - Dist. 3	Council special projects
40104	Council Discretionary - Dist. 4	Council special projects
40105	Council Discretionary - Dist. 5	Council special projects
40300	Memberships and Dues	Southern California Assoc. of Government, League California of Cities, Orange County Council of Governments, and miscellaneous
40400	Training and Meetings	Meetings and training include, but not limited to annual training conferences, mileage, and general meetings of the City Council
40800	Special Departmental	Miscellaneous events

DEPARTMENT: City Manager Account Code: 001-010
 FUND: 001 General Fund - City Council

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Part-time	001-010-40004	\$ 32,979	\$ 32,400	\$ 32,400	\$ 32,400
PARS Retirement	001-010-40013	337	300	300	300
Medicare Insurance	001-010-40017	470	500	500	500
FICA	001-010-40019	402	400	400	400
TOTAL PERSONNEL SERVICES		\$ 34,188	\$ 33,600	\$ 33,600	\$ 33,600
MAINTENANCE AND OPERATIONS					
Office Supplies	001-010-40100	\$ 157	\$ 1,000	\$ 1,000	\$ 1,000
Council Discretionary - Dist. 1	001-010-40101	-	15,000	20,000	20,000
Council Discretionary - Dist. 2	001-010-40102	6,084	20,000	20,000	20,000
Council Discretionary - Dist. 3	001-010-40103	5,000	30,000	30,000	20,000
Council Discretionary - Dist. 4	001-010-40104	19,000	20,000	20,000	20,000
Council Discretionary - Dist. 5	001-010-40105	15,000	20,000	20,000	20,000
Memberships and Dues	001-010-40300	15,415	21,000	21,000	21,000
Training and Meetings	001-010-40400	11,792	12,500	12,500	12,500
Special Departmental	001-010-40800	16,320	10,000	5,000	10,000
Contract Professional	001-010-44000	101,500	20,000	91,500	-
TOTAL MAINTENANCE AND OPERATIONS		\$ 190,268	\$ 169,500	\$ 241,000	\$ 144,500
TOTAL EXPENDITURES		\$ 224,456	\$ 203,100	\$ 274,600	\$ 178,100



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

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 - City Manager

Account Code: 001-011

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 421,322	\$ 470,100	\$ 451,400	\$ 516,300
Maintenance and Operations	32,161	90,000	89,500	70,000
TOTAL	\$ 453,483	\$ 560,100	\$ 540,900	\$ 586,300

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40004	Part-time	Employee salaries costs
40008	Auto Allowance	Employee benefits costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Compensation-Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40027	Vacation Buy/Payout	Employee benefits costs
40032	Health Program	Employee benefits costs
40100	Office Supplies	Office Supplies
40300	Memberships and Dues	Orange County City Manager's Assoc., International City/County Mgmt. Assoc., Municipal Mgmt. Assoc. of Southern CA., American Society for Public Administration, CA. City Mgmt. Foundation, National Notary Assoc., CA. Assoc. of Public Information Officials, 3CMA, Municipal Information Systems Assoc.of CA, League of CA Cities and misc.
40400	Training and Meetings	League of Cities City Manager and City Council, Orange County City Manager's Assoc., International City/County Management Association California Association of Public Information Officials, California Joint California. Joint Powers Insurance Authority, 3MCA, and Municipal Management Association Southern California
40800	Special Departmental	Pop up City Hall
44000	Contract Professional Svcs	Executive Team Building, Long Beach Transit, and miscellaneous

City of Seal Beach

FY 2017-2018

DEPARTMENT: City Manager Account Code: 001-011
 FUND: 001 General Fund - City Manager

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-011-40001	\$ 301,675	\$ 320,700	\$ 249,000	\$ 319,600
Part-time	001-011-40004	24,183	22,600	92,500	52,500
Auto Allowance	001-011-40008	4,384	4,200	4,200	4,200
Cell Phone Allowance	001-011-40009	1,363	1,300	1,300	1,300
Deferred Compensation-Cafeteria	001-011-40010	1,072	1,200	700	500
Deferred Compensation	001-011-40011	12,060	12,700	12,600	12,600
PERS Retirement	001-011-40012	44,659	49,000	48,600	63,000
PARS Retirement	001-011-40013	297	300	1,100	700
Medical Insurance	001-011-40014	22,713	31,900	16,600	37,800
Medicare Insurance	001-011-40017	4,890	5,500	5,800	5,900
Life and Disability	001-011-40018	2,166	2,200	1,300	2,400
Vacation Buy/Payout	001-011-40027		18,500	17,300	14,900
Health Program	001-011-40032	-	-	400	900
TOTAL PERSONNEL SERVICES		\$ 421,322	\$ 470,100	\$ 451,400	\$ 516,300
MAINTENANCE AND OPERATIONS					
Office Supplies	001-011-40100	\$ 4,799	\$ 5,000	\$ 5,000	\$ 5,000
Public/Legal Notices	001-011-40200	40	1,000	500	-
Memberships and Dues	001-011-40300	6,200	7,500	7,500	7,500
Training and Meetings	001-011-40400	10,871	20,000	20,000	20,000
Special Departmental	001-011-40800	251	1,500	1,500	2,500
Cont. Professional Svcs	001-011-44000	10,000	55,000	55,000	35,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 32,161	\$ 90,000	\$ 89,500	\$ 70,000
TOTAL EXPENDITURES		\$ 453,483	\$ 560,100	\$ 540,900	\$ 586,300



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

CITY CLERK

Managing Department Head:

City Clerk

Mission Statement

It is our mission to provide courteous and professional service in a fiscally responsible manner. The City Clerk's Office is dedicated to accurately recording and archiving the actions of the City Council, Successor Agency and other related Boards, Commissions and/or Committees; and providing clear, concise and transparent information while serving the public, City Council, City staff and constituents. The City Charter, City Municipal Code, and various codes of the State of California legally mandate the duties and responsibilities of the City Clerk. The City Clerk is a full time employee of the City.

Primary Activities

The City Clerk manages all activities in the clerk's office; attends all meetings of the City Council and other meetings as requested by the City Manager; is responsible for maintaining an accurate record of the actions resulting from those meetings; maintains all meeting minutes and official documents including ordinances, resolutions, contracts/agreements, and documents recorded with the County; processes amendments to the Municipal Code and City Charter; certifies official and legal documents; administers legal publications; receives/opens bids; administers oaths; custodian of official City seal; receives, reviews and processes Fair Political Practices Commission (FPPC) forms; conduct all activities associated with municipal elections in accordance with the City Charter and State law; receipt of claims and requests for information to public; and provides notary services for official City business.

Objective

- To work efficiently and ethically at all times.
- Stay informed and in compliance with federal and state regulations imposed on all local government agencies, City Municipal Code, City Charter and City policies and procedures.
- Research and implement an Agenda Management system to create efficiency and reduce costs.
- Leverage the existing Laserfiche Electronic Document Management System to increase the use of electronic records management citywide, creating increased accessibility to City staff and the public.
- Research and implement a system to create efficiencies in the California Public Records Act process.
- In collaboration with city departments, review and revise contract administration policy and procedures.
- Maintain the video streaming and archiving of City Council and Planning Commission meetings.
- Continue managing the City's Municipal Code codification process.
- Leverage the City website to expand government transparency matters on the City Clerk webpage.
- Provide Community Outreach regarding City Clerk services.

DEPARTMENT: City Clerk Account Code: 001-012
 FUND: 001 General Fund - City Clerk & Election 001-013

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 166,974	\$ 245,400	\$ 277,200	\$ 294,700
Maintenance and Operations	23,662	25,800	23,700	27,800
Election	957	31,500	21,500	3,500
TOTAL	\$ 191,593	\$ 302,700	\$ 322,400	\$ 326,000

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40004	Part-time	Employee salaries costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40032	Health Program	Employee benefits costs
40100	Office Supplies	Office Supplies
40200	Public/Legal Notices	Legal notices, public hearings, ordinance
40300	Memberships and Dues	ARMA, City Clerks Association of California (CCAC), IIMC, AIIM, and National Notary Association (NNA)
40400	Training and Meetings	ARMA, City Clerks Association of California (CCAC), IIMC, AIIM, and National Notary Association (NNA)
40800	Special Departmental	Records retention, notary, and City Clerk certification
44000	Contract Professional Svcs	Codification services, recods management consultants, government transparency software (PRA), CPS backscanning project, and copier lease
013-40800	Special Departmental	Martin Chapman annual services, training and education, and materials and supplies

City of Seal Beach

FY 2017-2018

DEPARTMENT: City Clerk
 FUND: 001 General Fund - City Clerk & Election
 Account Code: 001-012
 001-013

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-012-40001	\$ 115,195	\$ 170,300	\$ 170,300	\$ 167,400
Part-time	001-012-40004	17,711	7,800	37,900	55,800
Cell Phone Allowance	001-012-40009	831	700	700	700
Deferred Comp-Cafeteria	001-012-40010	104	-	400	700
Deferred Compensation	001-012-40011	3,737	4,400	4,400	4,400
PERS Retirement	001-012-40012	16,402	29,500	29,500	33,000
PARS Retirement	001-012-40013	213	100	500	700
Medical Insurance	001-012-40014	8,558	26,500	27,000	26,100
Medicare Insurance	001-012-40017	1,913	2,700	3,000	3,300
Life and Disability	001-012-40018	795	2,000	1,800	1,700
Flexible Spending - Cafeteria	001-012-40022	608	-	-	-
Cafeteria - Taxable	001-012-40023	907	1,400	800	-
Health Program	001-012-40032	-	-	900	900
TOTAL PERSONNEL SERVICES		\$ 166,974	\$ 245,400	\$ 277,200	\$ 294,700
MAINTENANCE AND OPERATIONS					
Office Supplies	001-012-40100	\$ 1,674	\$ 1,000	\$ 1,000	\$ 1,000
Public/Legal Notices	001-012-40200	856	3,500	3,500	3,500
Memberships and Dues	001-012-40300	1,135	800	700	800
Training and Meetings	001-012-40400	1,168	4,000	3,500	4,000
Special Departmental	001-012-40800	1,320	3,500	2,500	3,500
Contract Professional Svcs	001-012-44000	17,509	13,000	12,500	15,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 23,662	\$ 25,800	\$ 23,700	\$ 27,800
ELECTIONS					
Special Departmental	001-013-40800	\$ 957	\$ 31,500	\$ 21,500	\$ 3,500
TOTAL ELECTIONS		\$ 957	\$ 31,500	\$ 21,500	\$ 3,500
TOTAL EXPENDITURES		\$ 191,593	\$ 302,700	\$ 322,400	\$ 326,000

DEPARTMENT: City Manager Account Code: 001-014
 FUND: 001 General Fund - Human Resources

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 108,976	\$ 114,000	\$ 113,200	\$ 121,000
Maintenance and Operations	72,950	86,000	86,000	66,000
TOTAL	\$ 181,926	\$ 200,000	\$ 199,200	\$ 187,000

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Compensation-Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40027	Vacation Buy/Payout	Employee benefits costs
40300	Memberships and Dues	Southern CA. Personnel Mgmt. Assoc., Orange County Human Resources Consortium, CA. Public Agency Compensation Survey, Liebert Cassidy Whitmore, CA Public Employer Labor Relations Assoc., National Public Labor Relations Assoc., So. CA Public Labor Relations Council., and Society For Human Resources Mgmt.
40400	Training and Meetings	CA. Public Employees' Retirement System, So. CA Public Labor Relations Council, Liebert Cassidy Whitmore, National Public Labor Relations Assoc., and miscellaneous
44000	Contract Professional Svcs	Section 125, Employee Assistance Program, Livescan, TASC, Pre-employment screening, psychology consultant, unemployment, CALOPPS, personnel investigation, recruitment advertising/testing, Executive search, and miscellaneous

DEPARTMENT: City Manager
 FUND: 001 General Fund - Human Resources

Account Code: 001-014

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-014-40001	\$ 78,111	\$ 79,800	\$ 80,800	\$ 83,300
Cell Phone Allowance	001-014-40009	135	200	200	100
Deferred Compensation	001-014-40011	2,725	2,800	2,800	2,900
PERS Retirement	001-014-40012	12,615	13,700	13,800	16,400
Medical Insurance	001-014-40014	11,346	12,300	12,100	12,500
Medicare Insurance	001-014-40017	1,212	1,300	1,200	1,300
Life and Disability	001-014-40018	800	800	800	800
Vacation Buy/Payout	001-014-40027	2,032	3,100	1,500	3,700
TOTAL PERSONNEL SERVICES		\$ 108,976	\$ 114,000	\$ 113,200	\$ 121,000
MAINTENANCE AND OPERATIONS					
Memberships and Dues	001-014-40300	\$ 5,061	\$ 7,000	\$ 7,000	\$ 7,000
Training and Meetings	001-014-40400	2,236	4,000	4,000	4,000
Cont. Professional Svcs	001-014-44000	65,653	75,000	75,000	55,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 72,950	\$ 86,000	\$ 86,000	\$ 66,000
TOTAL EXPENDITURES		\$ 181,926	\$ 200,000	\$ 199,200	\$ 187,000



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

LEGAL SERVICES

Managing Department Head:

City Manager

Mission Statement

The City Attorney provides legal counsel and representation to the City Council, commissions, and staff with the goal of assuring legal compliance and protecting the City's interest in all legal matters. The City contracts its attorney services with Richards, Watson and Gershon, a professional corporation ("Firm"). Pursuant to the contract, the City pays a monthly retainer of \$20,000 covering all general legal services. Services beyond that covered by the retainer are billed at appropriate contract rates.

Primary Activities

The City Attorney attends all City Council and Planning 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 and/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 in litigation matters.

DEPARTMENT: Legal Services Account Code: 001-015
 FUND: 001 General Fund - Legal Services

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 385,568	\$ 545,000	\$ 587,000	\$ 475,000
TOTAL	\$ 385,568	\$ 545,000	\$ 587,000	\$ 475,000

ACCOUNT NUMBER EXPLANATION

49700	RWG - Monthly Retainer	RWG Monthly retainer
49710	RWG - Litigation Services	RWG Reimbursable costs and expenses
49720	RWG - General Prosecution	RWG General Prosecution
49721	DRL - General Prosecution	DRL General Prosecution
49730	RWG - Police Services	RWG Police Services
49777	RWG - Other Attorney Services	RWG Other Attorney Services such as PRA Requests
49778	RWG - Personnel Matters	RWG Personnel Matters
49779	RWG - Special Counsel	RWG Special Counsel
49780	RWG - Environmental	RWG Environmental
49781	RWG - Real Estate	RWG Real Estate
49782	LCW - Personnel Matters	LCW Personnel Matters

DEPARTMENT: Legal Services
 FUND: 001 General Fund - Legal Services

Account Code: 001-015

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
RWG - Monthly Retainer	001-015-49700	\$ 240,000	\$ 240,000	\$ 240,000	\$ 240,000
RWG - Litigation Services	001-015-49710	79,109	165,000	175,000	75,000
RWG - General Prosecution	001-015-49720	-	10,000	5,000	5,000
DRL - General Prosecution	001-015-49721	9,755	20,000	20,000	20,000
PD - Legal Services	001-015-49722	-	12,000	12,000	-
RWG - Police Services	001-015-49730	(2,380)	10,000	20,000	20,000
RWG - Other Attorney Services	001-015-49777	14,688	38,000	50,000	50,000
RWG - Personnel Matters	001-015-49778	14,041	10,000	20,000	20,000
RWG - Special Counsel	001-015-49779	26,038	20,000	15,000	15,000
RWG - Environmental	001-015-49780	643	5,000	5,000	5,000
RWG - Real Estate	001-015-49781	764	5,000	5,000	5,000
LCW - Personnel Matters	001-015-49782	2,910	10,000	20,000	20,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 385,568	\$ 545,000	\$ 587,000	\$ 475,000
TOTAL EXPENDITURES		\$ 385,568	\$ 545,000	\$ 587,000	\$ 475,000



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

FINANCE

Managing Department Head:

Director of Finance/City Treasurer

Mission Statement

Finance is a service-oriented department serving the Public, City Council, City Manager, other department heads, and employees. The main responsibilities fall into three categories: accounting, finance, and treasury. 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 Successor Agency of the Redevelopment Agency.

Primary Activities

Finance performs the following activities: accounts payable, accounts receivable, city-wide 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, Successor Agency of the Redevelopment Agency administration, debt administration, cash and investment management. The department also monitors compliance with Utility Users Tax, Transient Occupancy Tax, Business Licenses, and many others.

Objectives

- Ensure business registration compliance and to expedite the processing of business license applications.
- Provide quality customer service by paying all business partners accurately and within payment terms.
- Safeguard the City's cash through the timely processing and deposit of all City funds.
- Promote positive customer service relations with the City's customers.
- Maximize the total return on the investment portfolio while meeting the daily cash flow demands of the City.

DEPARTMENT: Finance Account Code: 001-017
 FUND: 001 General Fund - Finance

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 536,332	\$ 590,500	\$ 585,500	\$ 649,700
Maintenance and Operations	144,810	169,900	157,800	168,500
TOTAL	\$ 681,142	\$ 760,400	\$ 743,300	\$ 818,200

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40004	Part-time	Employee salaries costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40022	Flexible Spending - Cafeteria	Employee benefits costs
40023	Cafeteria Taxable	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40032	Health Program	Employee benefits costs
40033	Medical Waiver	Employee benefits costs
40100	Office Supplies	Office Supplies
40200	Public/Legal Notices	State Controllers Report and Budget, parking permit advertisement, and GFOA award
40300	Memberships and Dues	Government Finance Officers Association, Women Leading Government, California Municipal Treasurers Association, CRMTA, California Society of Municipal Finance Officers, GASB update, American Water Works Assoc., and Water Environment
40400	Training and Meetings	CSFMO Conference/Luncheon, PERS Conference/Training, Business License, CMTA/League of CA - Finance, Accounting Training - GFOA, and Government Tax Seminar - Payroll
40800	Special Departmental	Bank Courier Services, CAFR award application fee (GFOA) postage, CAFR and budget printing, IRS determination letter
44000	Contract Professional Svcs	Audit, State Controllers Reports, HDL, CA Municipal Statistics, GASB 68 calculation, BNY, PFM, Muni Services, and CalPERS GASB 68 valuation reports

DEPARTMENT: Finance Account Code: 001-017
 FUND: 001 General Fund - Finance

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-017-40001	\$ 373,495	\$ 424,500	\$ 403,700	\$ 445,700
Over-Time - Finance	001-017-40003	-	-	300	-
Part-time	001-017-40004	42,869	24,200	36,100	24,200
Cell Phone Allowance	001-017-40009	1,258	1,300	1,300	1,300
Deferred Comp - Cafeteria	001-017-40010	5,304	4,200	2,200	500
Deferred Compensation	001-017-40011	10,778	11,500	11,200	11,800
PERS Retirement	001-017-40012	62,716	73,700	69,600	87,900
PARS Retirement	001-017-40013	358	300	500	300
Medical Insurance	001-017-40014	23,365	34,200	43,200	50,200
Medicare Insurance	001-017-40017	6,421	6,900	6,600	7,200
Life and Disability	001-017-40018	3,786	4,700	4,000	4,800
Flexible Spending - Cafeteria	001-017-40022	890	1,000	1,100	1,600
Cafeteria Taxable	001-017-40023	942	700	1,600	2,400
Comp time Buy/payout	001-017-40026	1,116	-	-	-
Vacation Buy/payout	001-017-40027	3,034	3,300	3,200	5,000
Health Program	001-017-40032	-	-	900	900
Medical Waiver	001-017-40033	-	-	-	5,900
TOTAL PERSONNEL SERVICES		<u>\$ 536,332</u>	<u>\$ 590,500</u>	<u>\$ 585,500</u>	<u>\$ 649,700</u>
MAINTENANCE AND OPERATIONS					
Office Supplies	001-017-40100	\$ 4,220	\$ 10,000	\$ 6,000	\$ 8,500
Public/legal Notices	001-017-40200	435	1,400	700	1,000
Memberships and Dues	001-017-40300	2,433	2,400	2,500	2,500
Training and Meetings	001-017-40400	6,008	11,000	9,000	11,000
Special Departmental	001-017-40800	8,618	15,500	10,000	15,500
Contract Professional Svcs	001-017-44000	123,096	129,600	129,600	130,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 144,810</u>	<u>\$ 169,900</u>	<u>\$ 157,800</u>	<u>\$ 168,500</u>
TOTAL EXPENDITURES		<u>\$ 681,142</u>	<u>\$ 760,400</u>	<u>\$ 743,300</u>	<u>\$ 818,200</u>



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

RISK MANAGEMENT

Managing Department Head:

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

- Protect the City's assets through cost-effective risk management services.
- Protect public and employee safety.
- Recommend changes to all departments to remove City from possible liability.
- Stay current in knowledge of principles, practices, and methods of safety and loss prevention as well as state and federal laws relating to health and safety, including CAL/OSHA.
- 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
 FUND: 001 General Fund - Risk Management

Account Code: 001-018

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 1,295,041	\$ 1,279,100	\$ 1,279,100	\$ 1,401,900
TOTAL	<u>\$ 1,295,041</u>	<u>\$ 1,279,100</u>	<u>\$ 1,279,100</u>	<u>\$ 1,401,900</u>

ACCOUNT NUMBER EXPLANATION

49500	Gen. Liab. Admn Risk Mgmt	Annual Insurance Premium
49501	Property Insurance Premium	Annual Insurance Premium
49600	Work Comp Admn Risk Mgmt	Annual Insurance Premium

DEPARTMENT: City Manager Account Code: 001-018
 FUND: 001 General Fund - Risk Management

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Gen. Liab. Admn.	001-018-49500	\$ 607,064	\$ 557,800	\$ 557,800	\$ 683,600
Property Insurance Premium	001-018-49501	215,010	212,100	212,100	215,000
Work Comp Admn.	001-018-49600	472,967	509,200	509,200	503,300
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 1,295,041</u>	<u>\$ 1,279,100</u>	<u>\$ 1,279,100</u>	<u>\$ 1,401,900</u>
TOTAL EXPENDITURES		<u>\$ 1,295,041</u>	<u>\$ 1,279,100</u>	<u>\$ 1,279,100</u>	<u>\$ 1,401,900</u>

DEPARTMENT: Finance
 FUND: 001 General Fund - Non Departmental

Account Code: 001-019

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 560,492	\$ 449,700	\$ 502,000	\$ 449,700
Maintenance and Operations	386,794	589,900	529,500	508,200
TOTAL	\$ 947,286	\$ 1,039,600	\$ 1,031,500	\$ 957,900

ACCOUNT NUMBER EXPLANATION

40014	Medical Insurance	Retiree benefits
40100	Office Supplies	Postage replenish, office supplies, and Pitney Bowes
40300	Membership and Dues	Santa Ana River Flood, and LCWA JPA Contribution
40400	Trainings and Meetings	AED compliance and medical direction
40800	Special Departmental	Corovan, In-service day, and miscellaneous
40802	Special Exp. - Comm. Input Prj	Sponsor concerts/permits
40900	Promotional	4th July Fireworks JFTB contribution and miscellaneous
42000	Rental/Lease equip	De Lage Lease, C3 Solutions, equipment rental taxes, Pitney Bowes, and Holiday light - Dekra lite
44000	Contract Professional	PARS, Safe shred, Gov Invest, Consultant services, OpenGov, Animal Care Center, Cummins - Coin Counter Maint., Consultant services, Actuarial study, parking consultant, and Transparency Management,
45000	Intergovernmental	Long Beach Animal Control, School Resource Officer, Local Agency Formation Commission (LAFCO)

DEPARTMENT: Finance Account Code: 001-019
 FUND: 001 General Fund - Non Departmental

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Medical Insurance	001-019-40014	\$ 560,492	\$ 449,700	\$ 502,000	\$ 449,700
TOTAL PERSONNEL SERVICES		<u>\$ 560,492</u>	<u>\$ 449,700</u>	<u>\$ 502,000</u>	<u>\$ 449,700</u>
MAINTENANCE AND OPERATIONS					
Office Supplies	001-019-40100	\$ 27,469	\$ 39,600	\$ 39,600	\$ 24,600
Memberships and Dues	001-019-40300	9,045	6,500	10,700	6,300
Trainings and Meetings	001-019-40400	5,808	2,600	2,600	6,600
Equipment/Materials Non -dept	001-019-40700	291	-	-	-
Special Departmental	001-019-40800	4,408	17,100	17,100	15,300
Special Exp. - Chamber of Comm	001-019-40802	-	6,000	6,000	6,000
Prior Year Expense	001-019-40803	36,540	-	9,100	-
Special Exp. - Nonprofits	001-019-40804	20,206	20,000	20,000	-
Promotional	001-019-40900	8,000	10,000	10,000	10,000
Rental/Lease Equip	001-019-42000	83,546	105,400	105,400	104,900
Contract Professional	001-019-44000	72,108	220,400	146,700	127,100
Intergovernmental	001-019-45000	118,879	162,300	162,300	207,400
Building Improvement Non-Dept	001-019-48000	494	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 386,794</u>	<u>\$ 589,900</u>	<u>\$ 529,500</u>	<u>\$ 508,200</u>
TOTAL EXPENDITURES		<u>\$ 947,286</u>	<u>\$ 1,039,600</u>	<u>\$ 1,031,500</u>	<u>\$ 957,900</u>

DEPARTMENT: City Manager
 FUND: 001 General Fund - Information Systems

Account Code: 001-020

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 448,794	\$ 668,800	\$ 632,400	\$ 639,300
TOTAL	\$ 448,794	\$ 668,800	\$ 632,400	\$ 639,300

ACCOUNT NUMBER EXPLANATION

40500	Office and Tech Resource	Server replacements, replace UPS unit, computer replacements, server drive replacements, IT equipment and peripherals, website enhancements, MDC replacements, server room build, network improvements, video streaming and agenda mgmt, and IT misc.
44000	Contract Professional	Netmotion warranty, VMware renewal, Faronic licenses, anti-virus software, anti-malware software, proofpoint (spam), barracuda, Laserfische, Springbrook maintenance, SuiteOne maintenance, Synoptek IT services, Adobe Photoshop, Symantec/VEEAM, backup tapes and supplies, MDC maintenance, VoIP, Spectrum, Marina Center router and Internet, Verizon, NLSS Decoder, RapidIdentity, domain registration, Switch warranty, Nimble, Server warranties, firewall and routers, Wifi equipment maintenance, and website maintenance

DEPARTMENT: City Manager Account Code: 001-020
 FUND: 001 General Fund - Information Systems

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Office and Technology Resources	001-020-40500	\$ 19,047	\$ 180,400	\$ 155,000	\$ 152,000
Contract Professional Services	001-020-44000	429,747	488,400	477,400	487,300
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 448,794</u>	<u>\$ 668,800</u>	<u>\$ 632,400</u>	<u>\$ 639,300</u>
TOTAL EXPENDITURES		<u>\$ 448,794</u>	<u>\$ 668,800</u>	<u>\$ 632,400</u>	<u>\$ 639,300</u>

DEPARTMENT: Various
 FUND: 004 Special Projects

Account Code: 004-xxx

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 310,793	\$ 390,000	\$ 33,200	\$ 88,600
TOTAL	\$ 310,793	\$ 390,000	\$ 33,200	\$ 88,600

ACCOUNT NUMBER EXPLANATION

211-41502	State of the City	State of the City (Carry over from previous FY)
223-41501	BSCC Grant - PD	BSCC Grant
231-41500	Plan Archival - Building	Plan Archival
231-41502	GIS - Building	GIS
244-41500	Benches - PW Yard	Benches
249-41500	Tree Replacement - PW Yard	Tree Replacement
270-41503	5K/10K - Recreation	5K/10K for Recreation

City of Seal Beach

FY 2017-2018

DEPARTMENT: Various
 FUND: 004 Special Projects

Account Code: 004-xxx

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Centennial	004-211-41501	\$ 256,427	\$ 6,000	\$ 6,000	\$ -
State of the City	044-211-41502	8,050	7,000	-	5,100
BSCC Grant - PD	004-223-41501	20,482	30,000	-	30,000
Cottage	004-230-41500	4,214	3,500	3,200	-
Joint Land Use Study	004-230-41501	-	290,000	-	-
Plan Archival - Building	004-231-41500	1,313	20,000	-	20,000
GIS - Building	004-231-41502	10,500	10,500	10,500	10,500
Benches - PW Yard	004-244-41500	9,807	9,000	3,500	9,000
Tree Replacement - PW Yard	004-249-41500	-	4,000	-	4,000
5K/10K - Recreation	004-270-41503	-	10,000	10,000	10,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 310,793	\$ 390,000	\$ 33,200	\$ 88,600
TOTAL EXPENDITURES		\$ 310,793	\$ 390,000	\$ 33,200	\$ 88,600

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 889,420	\$ 976,849	\$ 976,849	\$ 1,346,049
Revenues	398,222	390,500	402,400	242,000
Expenditures	(310,793)	(390,000)	(33,200)	(88,600)
Ending Fund Balance	\$ 976,849	\$ 977,349	\$ 1,346,049	\$ 1,499,449

DEPARTMENT: City Manager
 FUND: 005 Waste Management Act

Account Code: 005-xxx

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ -	\$ -	\$ -	\$ 156,800
TOTAL	\$ -	\$ -	\$ -	\$ 156,800

ACCOUNT NUMBER EXPLANATION

40700	Equipment and materials	Equipment and materials, outreach, education and training, contract services, printing, and dog bags
44000	Contract Professional	Street sweeping

City of Seal Beach

FY 2017-2018

DEPARTMENT:

City Manager

Account Code:

005-xxx

FUND:

005 Waste Management Act

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Waste Management Act					
Equipment/Materials	005-011-40700	\$ -	\$ -	\$ -	\$ 128,000
Contract Professional	005-011-44000	-	-	-	28,800
TOTAL MAINTENANCE AND OPERATIONS		-	-	-	156,800
TOTAL EXPENDITURES		\$ -	\$ -	\$ -	\$ 156,800

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ 420,000
Revenues	-	-	420,000	121,500
Expenditures	-	-	-	(156,800)
Ending Fund Balance	\$ -	\$ -	\$ 420,000	\$ 384,700

DEPARTMENT: Finance
 FUND: 050-Seal Beach Cable

Account Code: 050-019

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 192,360	\$ 348,700	\$ 107,700	\$ 105,000
TOTAL	\$ 192,360	\$ 348,700	\$ 107,700	\$ 105,000

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional Svcs	Station Operations	
47000	Transfer Out - CIP	Transfer to Capital Fund for Project:	Amount
		BG1802 Audio/visual council chamber upgra	30,000

City of Seal Beach

FY 2017-2018

DEPARTMENT: Finance
 FUND: 050-Seal Beach Cable

Account Code: 050-019

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Contract Professional	050-019-44000	\$ 34,884	\$ 75,000	\$ 75,000	\$ 75,000
Special Expense-SBTV	050-019-44001	41,892	-	-	-
Transfer Out - CIP	050-019-47000	115,584	273,700	32,700	30,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 192,360	\$ 348,700	\$ 107,700	\$ 105,000
TOTAL EXPENDITURES		\$ 192,360	\$ 348,700	\$ 107,700	\$ 105,000

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 397,064	\$ 323,589	\$ 323,589	\$ 307,889
Revenues	118,885	92,000	92,000	92,000
Expenditures	(192,360)	(348,700)	(107,700)	(105,000)
Ending Fund Balance	\$ 323,589	\$ 66,889	\$ 307,889	\$ 294,889



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

EMERGENCY SERVICES BUREAU

Managing Department Head:

Chief of Police

Mission Statement

The Seal Beach Police Department's Emergency Services Bureau strives to prepare the community of Seal Beach for all types of natural and man-made disasters by providing specialized training, support, experience, and equipment to all City departments and the community at large.

Primary Activities

The Emergency Services Bureau directs the community to emergency preparedness and provides administrative support. These services include; but, are not limited to:

- Prepare, update, and maintain the City of Seal Beach Emergency Plan,
- Maintain the City Emergency Operations Center/s (EOC) and emergency communications equipment,
- Train City staff who may be called upon to serve in time of disaster,
- Assist the Chief of Police and City Manager with issues relating to emergency management,
- Steward and conduct emergency exercises in collaboration with county, state, and federal agencies,
- Work with other government agencies to develop and maintain, integrated emergency plans for response to a disaster, and
- Assist individuals and community organizations toward total disaster preparedness.

Objectives

Continuously update, deploy, and implement the City's Emergency Operations Plan (EOP) with basic, intermediate, and advanced disaster preparedness training and programs; including, FEMA Storm Ready and Tsunami Ready, Citizen Emergency Response Team (CERT) training.

Continue training staff, Citywide, to the National Incident Management System (NIMS) and participate in a series of tabletop drill exercises practicing the new system.

Continue to provide outstanding emergency services management to City stakeholders, including but not limited to:

1. Continue training volunteer emergency responders to augment professional responders.
2. Continue to upgrade our emergency information access and distribution.
3. Supplies for the care and feeding of volunteer workers and emergency responders for long term major incidents.

DEPARTMENT: Police
 FUND: 001 General Fund - EOC

Account Code: 001-021

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 134,781	\$ 223,400	\$ 199,300	\$ 188,200
Maintenance and Operations	13,701	23,000	19,200	23,000
TOTAL	\$ 148,482	\$ 246,400	\$ 218,500	\$ 211,200

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40005	Holiday Pay	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40020	Uniform Allowance	Employee benefits costs
40021	Annual Education	Employee benefits costs
40400	Training and Meetings	California Emergency Services Association, International Assoc. of Emergency Manager, Ocean Carrier Equipment Management Assoc., Red Cross, and Federal Emergency Management Agency
40700	Equipment/Materials	EOC enhancements and maintenance, RACES radio equipment, CERT vehicle and trailer expenses and supplies, VIPS event, and miscellaneous
40800	Special Departmental	Emergency food kits, water, supplies, RACES and CERT uniform, shirts and gear, and information flyers
44000	Contract Professional	National Night Out, Neighbor for Neighbor, Emergency Prop Expo Health Fair, traffic control equipment and supplies, Community events and public outreach, fingerprinting of new VIPS & CERT members Perpetua Technologies LLC, and Samariteam site subscription

City of Seal Beach

FY 2017-2018

DEPARTMENT: Police
 FUND: 001 General Fund - EOC

Account Code: 001-021

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-021-40001	\$ 72,132	\$ 133,700	\$ 121,600	\$ 108,100
Special Pay	001-021-40002	115	-	-	-
Over-Time	001-021-40003	691	-	1,000	-
Holiday Pay	001-021-40005	5,426	9,100	6,600	7,700
Cell Phone Allowance	001-021-40009	138	900	-	-
Deferred Comp - Cafeteria	001-021-40010	-	-	-	12,600
PERS Retirement	001-021-40012	29,472	46,500	44,500	44,700
Medical Insurance	001-021-40014	18,284	19,200	17,000	6,600
Medicare Insurance	001-021-40017	1,265	2,200	1,900	1,900
Life and Disability	001-021-40018	995	1,100	1,100	1,100
Uniform Allowance	001-021-40020	616	1,000	1,000	1,000
Annual Education	001-021-40021	3,000	6,000	4,300	4,500
Cafeteria Taxable	001-021-40023	349	-	-	-
Comptime Buy/Payout	001-021-40026	-	1,200	300	-
Vacation Buy/Payout	001-021-40027	2,298	2,500	-	-
TOTAL PERSONNEL SERVICES		\$ 134,781	\$ 223,400	\$ 199,300	\$ 188,200
MAINTENANCE AND OPERATIONS					
Membership and Dues	001-021-40300	\$ 110	\$ -	\$ -	\$ -
Training and Meeting	001-021-40400	2,318	4,000	4,000	4,000
Equipment and Materials	001-021-40700	3,426	8,500	7,800	8,500
Special Departmental	001-021-40800	1,042	4,500	3,600	4,500
Contract Professional	001-021-44000	6,805	6,000	3,800	6,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 13,701	\$ 23,000	\$ 19,200	\$ 23,000
TOTAL EXPENDITURES		\$ 148,482	\$ 246,400	\$ 218,500	\$ 211,200



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

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 Mission of the Police Department is to drive down crime and improve the quality of life for residents and visitors of Seal Beach."

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 police during business hours; all within the framework of a community-policing environment.

Objectives

Maintain Public Safety and Quality of Life

- Continue to implement Community Oriented Policing
 - Work with alcohol establishments to reduce over consumption by patrons
 - Continue to provide "above and beyond" customer service where possible
 - Focus on crime prevention, intervention and suppression
- The FY17-18 budget cycle will experience a continuation of these efforts.

DEPARTMENT: Police
 FUND: 001 General Fund - Field Services

Account Code: 001-022

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 6,375,804	\$ 6,486,000	\$ 6,485,700	\$ 6,575,100
Maintenance and Operations	24,954	27,000	28,000	45,000
TOTAL	\$ 6,400,758	\$ 6,513,000	\$ 6,513,700	\$ 6,620,100

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40002	Temporary Special Pay	Employee salaries costs
40003	Over-time	Employee salaries costs
40004	Part-time	Employee salaries costs
40005	Holiday Pay	Employee benefits costs
40007	Tuition Reimbursement	Employee benefits costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40015	AFLAC Cafeteria	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40020	Uniform Allowance	Employee benefits costs
40021	Annual Education	Employee benefits costs
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40033	Medical Waiver	Employee benefits costs
40400	Training and meetings	Non-Post and POST training, FBI, UC Regents, reserve officer training, CA Specialized Training Institute, CA Peace Officers Assoc., CA Narcotic Officers Assoc., peer support program, OCSO, motor training, Command College, traffic, narcotics, hostages, SLI Role of Chief, Amorer, Juvenile Justice, Crisis Communications, CAD/RMS, National Academy and basic officer skill updates

City of Seal Beach

FY 2017-2018

DEPARTMENT: Police
 FUND: 001 General Fund - Field Services

Account Code: 001-022

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-022-40001	\$ 3,629,491	\$ 3,823,100	\$ 3,513,500	\$ 3,711,300
Temporary Special Pay	001-022-40002	23,663	17,700	44,700	17,700
Over-time	001-022-40003	269,635	200,000	510,500	305,000
Part-time	001-022-40004	9,486	12,000	9,200	12,000
Holiday Pay	001-022-40005	212,931	251,400	192,200	258,000
Tuition Reimbursement	001-022-40007	8,028	17,000	8,000	8,000
Cell Phone Allowance	001-022-40009	10,576	9,100	10,500	10,000
Deferred Comp - Cafeteria	001-022-40010	62,990	49,200	57,000	45,600
Deferred Comp	001-022-40011	6,958	7,100	4,800	-
PERS Retirement	001-022-40012	1,177,595	1,359,200	1,263,100	1,477,200
PARS Retirement	001-022-40013	114	200	200	200
Medical Insurance	001-022-40014	411,655	440,900	413,500	413,600
AFLAC Cafeteria	001-022-40015	2,730	1,900	1,900	1,900
Medicare Insurance	001-022-40017	66,835	66,700	67,200	66,300
Life and Disability	001-022-40018	30,959	33,500	28,000	32,600
Uniform Allowance	001-022-40020	29,526	31,300	28,200	30,300
Annual Education	001-022-40021	118,439	107,900	110,000	103,400
Flexible Spending - Cafeteria	001-022-40022	1,250	800	2,500	1,900
Cafeteria - Taxable	001-022-40023	7,054	5,400	3,100	-
Comptime Buy/Payout	001-022-40026	29,901	21,800	45,000	27,600
Vacation Buy/Payout	001-022-40027	122,982	29,800	135,000	30,500
Sick Payout	001-022-40028	143,006	-	37,600	-
Medical Waiver	001-022-40033	-	-	-	22,000
TOTAL PERSONNEL SERVICES		\$ 6,375,804	\$ 6,486,000	\$ 6,485,700	\$ 6,575,100
MAINTENANCE AND OPERATIONS					
Memberships and Dues	001-022-40300	\$ 800	\$ -	\$ -	\$ -
Training and Meetings	001-022-40400	17,638	15,000	17,000	45,000
Training and Meetings - POST	001-022-40402	6,516	12,000	11,000	-
TOTAL MAINTENANCE AND OPERATIONS		\$ 24,954	\$ 27,000	\$ 28,000	\$ 45,000
TOTAL EXPENDITURES		\$ 6,400,758	\$ 6,513,000	\$ 6,513,700	\$ 6,620,100

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

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 975,145	\$ 708,400	\$ 729,000	\$ 780,600
Maintenance and Operations	762,903	816,000	794,000	541,800
Capital Outlay	1,552	7,500	6,500	7,500
TOTAL	\$ 1,739,600	\$ 1,531,900	\$ 1,529,500	\$ 1,329,900

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40003	Over-time	Employee salaries costs
40004	Part-time	Employee salaries costs
40007	Tuition Reimbursement	Employee benefits costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40015	AFLAC Cafeteria	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40020	Uniform Allowance	Employee benefits costs
40022	Flexible Spending - Cafeteria	Employee benefits costs
40023	Cafeteria Taxable	Employee benefits costs
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/Payout	Employee benefits costs
40033	Medical Waiver	Employee benefits costs
40100	Office Supplies	Office Supplies and postage
40300	Memberships and Dues	CPOA, CPCA, OCTMA, SCCIA, CHIA, CATO, Sungard, CNOA, IACP CCUG, FBI-NAA, IAPE, CLEARS, CAPE, IAEM, CA Peer Support Assoc and CA Emergency Serv Assoc.,
40400	Training and Meetings	Non-POST property and evidence, records, notary, office training, computer training, court, and time management
40402	Training and Meetings - POST	POST reimburseable training
40600	Automotive Expense	Car washes, detailing, and miscellaneous vehicle expense.
40700	Equipment/materials	Taser, license plate reader, flares, rader gun, radio and lithium batteries, audio recorders and supplies, small computer peripherals, medical medical supplies, latex gloves, and kitchen supplies

40800	Special Departmental	Ammunition, uniforms, badges, boots, equipment, property supplies, property supplies, print jobs, forms, volunteer expenses, drug testing kits, equipment repairs, body armor, riot helmets, intoximeter supplies and repair, and PD massage fingerprinting
40804	Vehicles Leasing	Car rental
41000	Telephone	Telephone, T-1 line, and. OC Elite
41010	Gas	Gas
41020	Electricity	Electricity
42000	Rental/lease Equip	Code 5 group, Direct TV, CLEAR, Pitney Bowes, De Lage Landen, and C3 Office Solutions
44000	Contract Professional	DUI blood and breath tests, fingerprinting, Phoenix, sexual assault, examinations, employment physical, background investigation and polygraph, transcription, biohazard, Safeshred, Corodata, TCTI, thermal property freezer maintenance, and Copware
45000	Intergovernmental	West Covina Systems Group, County Prosecution Assessment fees, radio and MDC repairs, range fees, mobile command post, OCSD Communication 800MHz, AFIS shared cost, and OCATS
48010	Furniture and Fixtures	Furnitures and fixtures

City of Seal Beach

FY 2017-2018

DEPARTMENT: Police
 FUND: 001 General Fund - Support Services

Account Code: 001-023

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-023-40001	\$ 638,337	\$ 456,000	\$ 456,000	\$ 485,800
Over-time	001-023-40003	3,987	13,000	10,000	13,000
Part-time	001-023-40004	107,014	61,800	87,300	87,100
Tuition Reimbursement	001-023-40007	542	6,000	4,000	3,000
Cell Phone Allowance	001-023-40009	900	900	900	900
Deferred Comp - Cafeteria	001-023-40010	11,900	10,100	13,000	11,000
Deferred Compensation	001-023-40011	9,149	7,500	8,200	7,800
PERS Retirement	001-023-40012	93,839	67,800	67,800	80,500
PARS Retirement	001-023-40013	1,377	800	1,100	1,100
Medical Insurance	001-023-40014	78,042	62,900	60,000	60,600
AFLAC Cafeteria	001-023-40015	1,389	1,500	1,700	2,400
Medicare Insurance	001-023-40017	10,229	8,100	8,100	9,000
Life and Disability	001-023-40018	7,915	5,500	5,500	5,700
Uniform Pay	001-023-40020	5,460	3,100	3,100	3,100
Flexible Spending - Cafeteria	001-023-40022	283	300	1,300	2,000
Cafeteria Taxable	001-023-40023	1,018	-	100	100
Comptime Buy/Payout	001-023-40026	2,823	1,900	900	600
Vacation Buy/Payout	001-023-40027	-	1,200	-	6,800
Unemployment	001-023-40030	941	-	-	-
Medical Waiver	001-023-40033	-	-	-	100
TOTAL PERSONNEL SERVICES		\$ 975,145	\$ 708,400	\$ 729,000	\$ 780,600
MAINTENANCE AND OPERATIONS					
Office Supplies	001-023-40100	\$ 12,217	\$ 15,000	\$ 15,000	\$ 15,000
Memberships and Dues	001-023-40300	3,205	4,800	4,200	4,800
Training and Meetings	001-023-40400	5,020	4,000	4,000	4,000
Training and Meetings - POST	001-023-40402	320	1,000	300	1,000
Automotive Expense	001-023-40600	9,689	6,000	6,000	6,000
Equipment/Materials	001-023-40700	54,025	52,500	52,500	74,000
Special Departmental	001-023-40800	47,176	56,600	53,000	47,700
Vehicles Leasing	001-023-40804	-	1,000	200	1,000
Telephone	001-023-41000	47,362	62,000	54,000	55,000
Gas	001-023-41010	2,185	3,400	2,800	2,800
Electricity	001-023-41020	59,886	58,000	58,000	58,000
Rental/Lease Equip	001-023-42000	25,896	26,000	27,000	29,700
Contract Professional	001-023-44000	157,960	151,300	152,000	58,700
Intergovernmental	001-023-45000	337,962	374,400	365,000	184,100
TOTAL MAINTENANCE AND OPERATIONS		\$ 762,903	\$ 816,000	\$ 794,000	\$ 541,800
CAPITAL OUTLAY					
Furniture and Fixtures	001-023-48010	\$ 1,552	\$ 7,500	\$ 6,500	\$ 7,500
TOTAL CAPITAL OUTLAY		\$ 1,552	\$ 7,500	\$ 6,500	\$ 7,500
TOTAL EXPENDITURES		\$ 1,739,600	\$ 1,531,900	\$ 1,529,500	\$ 1,329,900

City of Seal Beach

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 those arrested by members of the Seal Beach Police Department. 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 Police Department has staff that provides 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, criminals serving jail sentences, for which they pay a fee to the City in an effort to reduce operational costs.

DEPARTMENT: Police Account Code: 001-024
 FUND: 001 General Fund - Detention Facility

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 701,488	\$ 799,700	\$ 791,600	\$ 816,600
Maintenance and Operations	65,173	87,800	77,700	77,800
TOTAL	\$ 766,661	\$ 887,500	\$ 869,300	\$ 894,400

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40002	Temporary Special Pay	Employee salaries costs
40003	Over-time	Employee salaries costs
40005	Holiday Pay	Employee salaries costs
40007	Tuition Reimbursement	Employee benefits costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40020	Uniform Allowance	Employee benefits costs
40021	Annual Education	Employee benefits costs
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40033	Medical Waiver	Employee benefits costs
40100	Office Supplies	Office Supplies
40200	Public/Legal Notices	Recruitment advertisements
40300	Memberships and Dues	Newport Harbor Bar Assoc., CA Jail Programs Assoc., American Correctional Assoc., LA County Bar Assoc., and Riverside County Bar Assoc.
40400	Training and Meetings	STC, Federal, State, and miscellaneous
40700	Equipment/Materials	Plumbing, fixtures, lighting, replacement cameras, cleaning materials, and polishing equipment
40800	Special Departmental	Uniforms, badges, and STC Core course uniform/materials
41000	Telephone	Telephone services
44000	Contract Professional	Contract physician, nurse, and meal vendor; general maintenance contractual services; and GPS work furlough inmate services.

City of Seal Beach

FY 2017-2018

DEPARTMENT:

Police

Account Code: 001-024

FUND:

001 General Fund - Detention Facility

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-024-40001	\$ 456,232	\$ 503,000	\$ 503,000	\$ 512,300
Temporary Special Pay	001-024-40002	163	500	100	500
Over-time	001-024-40003	27,298	33,000	30,100	33,000
Holiday Police - Detention Center	001-024-40005	9,653	10,200	8,500	9,400
Tuition Reimbursement	001-024-40007	6,357	5,000	4,200	4,200
Cell Allowance	001-024-40009	225	800	800	800
Deferred Comp - Cafeteria	001-024-40010	6,074	12,300	3,000	5,500
Deferred Compensation	001-024-40011	3,069	3,600	3,600	3,700
PERS Retirement	001-024-40012	95,415	109,100	109,100	115,700
Medical Insurance	001-024-40014	65,520	80,300	80,000	99,400
Medicare Insurance	001-024-40017	7,571	8,600	8,400	8,400
Life and Disability	001-024-40018	4,902	5,900	4,700	5,500
Uniform Pay	001-024-40020	4,880	5,600	5,600	5,600
Annual Education - POST	001-024-40021	5,520	5,500	5,500	5,500
Flexible Spending - Cafeteria	001-024-40022	-	1,700	-	600
Comptime Buy/Payout	001-024-40026	8,229	10,600	20,000	3,200
Vacation Buy/Payout	001-024-40027	380	4,000	5,000	800
Medical Waiver	001-024-40033	-	-	-	2,500
TOTAL PERSONNEL SERVICES		<u>\$ 701,488</u>	<u>\$ 799,700</u>	<u>\$ 791,600</u>	<u>\$ 816,600</u>
MAINTENANCE AND OPERATIONS					
Office Supplies	001-024-40100	\$ -	\$ 800	\$ -	\$ 800
Public/Legal Notices	001-024-40200	3,558	500	500	500
Memberships and Dues	001-024-40300	-	1,500	500	1,500
Training and Meeting	001-024-40400	3,114	6,000	5,800	6,000
Equipment/Materials	001-024-40700	8,260	10,000	7,800	7,000
Special/Departmental	001-024-40800	779	3,200	2,400	3,200
Telephone	001-024-41000	3,909	800	8,700	800
Contract Prof Svcs	001-024-44000	45,553	65,000	52,000	58,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 65,173</u>	<u>\$ 87,800</u>	<u>\$ 77,700</u>	<u>\$ 77,800</u>
TOTAL EXPENDITURES		<u>\$ 766,661</u>	<u>\$ 887,500</u>	<u>\$ 869,300</u>	<u>\$ 894,400</u>

DEPARTMENT: Police Account Code: 001-025
 FUND: 001 General Fund - Parking Enforcement

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ -	\$ 337,500	\$ 295,800	\$ 341,500
TOTAL	\$ -	\$ 337,500	\$ 295,800	\$ 691,000

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40004	Part-time	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40020	Uniform Allowance	Employee benefits costs
40033	Medical Waiver	Employee benefits costs
40100	Office Supplies	Office supplies and parking permits (NAFCO)
40200	Public/Legal Notices	Recruitment and parking permit advertisement
40300	Memberships and Dues	Cal Public Parking Assoc. and National Parking Assoc.
40400	Training and Meetings	CPPA conference and NPA conference
40700	Equipment/Materials	Citations form, cameras, and enforcement tools
40800	Special Departmental	Uniforms, badges and parking meter repair
44000	Contract Professional	Dataticket, Kusunoki, and POM
45000	Intergovernmental	Orange County citation processing

DEPARTMENT: Police Account Code: 001-025
 FUND: 001 General Fund - Parking Enforcement

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-025-40001	\$ -	\$ 208,500	\$ 208,500	\$ 216,600
Over-time	001-025-40003	-	-	6,000	-
Part-Time	001-025-40004	-	48,600	9,900	46,000
Deferred Comp - Cafeteria	001-025-40010	-	3,200	400	1,100
Deferred Compensation	001-025-40011	-	2,000	2,000	2,100
PERS Retirement	001-025-40012	-	36,600	36,600	43,200
PARS Retirement	001-025-40013	-	600	100	600
Medical Insurance	001-025-40014	-	20,500	19,700	18,900
Medicare Insurance	001-025-40017	-	4,000	2,800	4,000
Life and Disability	001-025-40018	-	2,500	2,200	2,500
Uniform Pay	001-025-40020	-	2,300	2,300	2,300
Comptime Buy/Payout	001-025-40026	-	4,600	5,300	-
Vacation Buy/Payout	001-025-40027	-	4,100	-	-
Medical Waiver	001-025-40033	-	-	-	4,200
TOTAL PERSONNEL SERVICES		\$ -	\$ 337,500	\$ 295,800	\$ 341,500
MAINTENANCE AND OPERATIONS					
Office Supplies	001-025-40100	\$ -	\$ -	\$ -	\$ 17,000
Public/Legal Notices	001-025-40200	-	-	-	900
Memberships and Dues	001-025-40300	-	-	-	1,500
Training and Meeting	001-025-40400	-	-	-	3,500
Equipment/Materials	001-025-40700	-	-	-	7,300
Special/Departmental	001-025-40800	-	-	-	5,800
Contract Prof Svcs	001-025-44000	-	-	-	78,500
Intergovernmental	001-025-45000	-	-	-	235,000
TOTAL MAINTENANCE AND OPERATIONS		\$ -	\$ -	\$ -	\$ 349,500
TOTAL EXPENDITURES		\$ -	\$ 337,500	\$ 295,800	\$ 691,000



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

FIRE SERVICES

Managing Department Head:

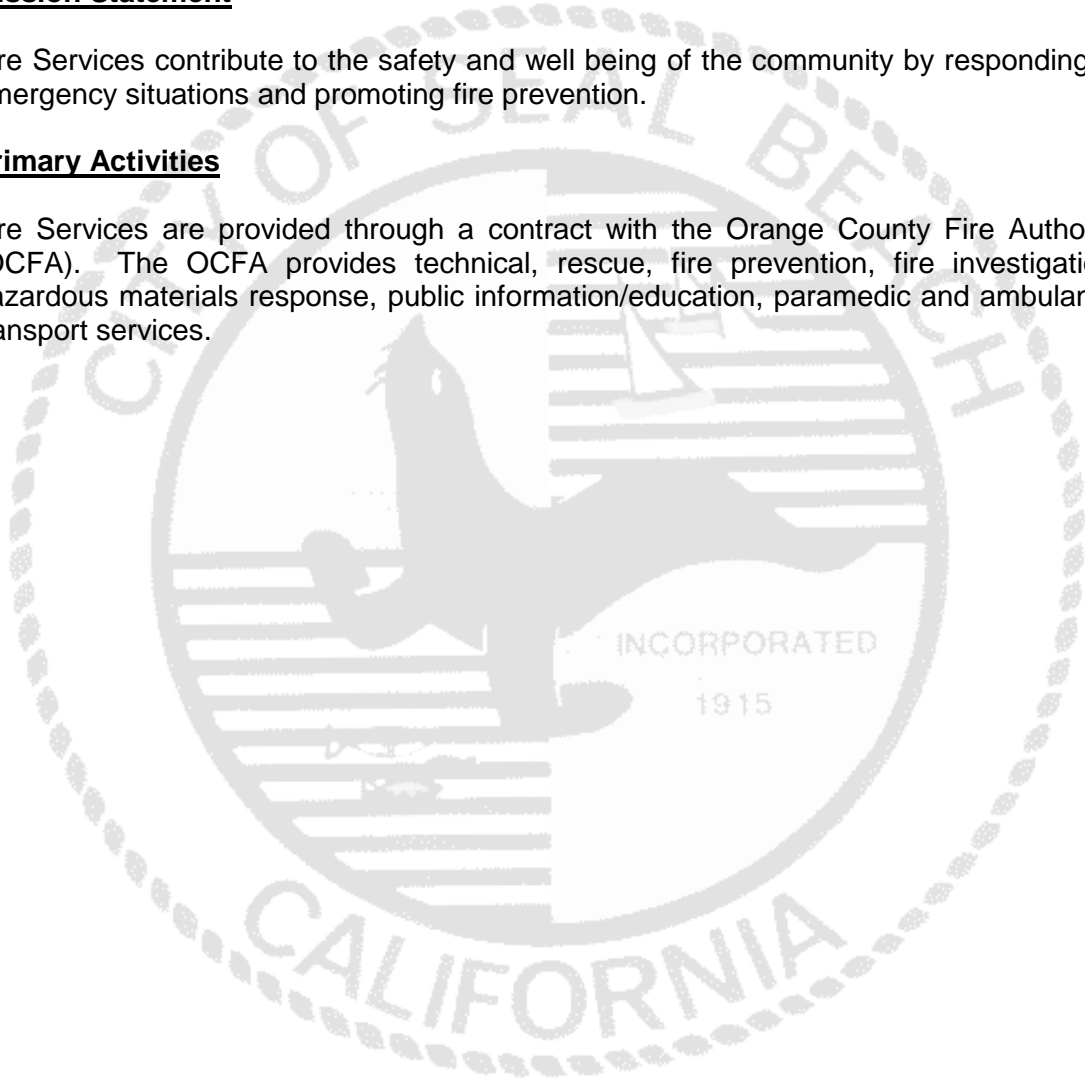
City Manager

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: City Manager
 FUND: 001 General Fund - Fire Services

Account Code: 001-026

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 112,437	\$ 135,500	\$ 135,500	\$ 278,600
Maintenance and Operations	4,781,416	4,918,300	4,918,300	5,199,200
TOTAL	\$ 4,893,853	\$ 5,053,800	\$ 5,053,800	\$ 5,477,800

ACCOUNT NUMBER EXPLANATION

40012	PERS Retirement	Retiree costs
44000	Contract Professional Svcs	Orange County Fire Authority (OCFA)

City of Seal Beach

FY 2017-2018

DEPARTMENT: City Manager
 FUND: 001 General Fund - Fire Services

Account Code: 001-026

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
PERS Retirement	001-026-40012	\$ 112,437	\$ 135,500	\$ 135,500	\$ 278,600
TOTAL PERSONNEL SERVICES		<u>\$ 112,437</u>	<u>\$ 135,500</u>	<u>\$ 135,500</u>	<u>\$ 278,600</u>
MAINTENANCE AND OPERATIONS					
Contract Professional Services	001-026-44000	\$ 4,781,416	\$ 4,918,300	\$ 4,918,300	\$ 5,199,200
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 4,781,416</u>	<u>\$ 4,918,300</u>	<u>\$ 4,918,300</u>	<u>\$ 5,199,200</u>
TOTAL EXPENDITURES		<u>\$ 4,893,853</u>	<u>\$ 5,053,800</u>	<u>\$ 5,053,800</u>	<u>\$ 5,477,800</u>

DEPARTMENT: Police
 FUND: 001 General Fund - West Comm JPA

Account Code: 001-035

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 724,970	\$ 1,197,900	\$ 1,197,900	\$ 787,600
TOTAL	<u>\$ 724,970</u>	<u>\$ 1,197,900</u>	<u>\$ 1,197,900</u>	<u>\$ 787,600</u>

ACCOUNT NUMBER EXPLANATION

46000 West Comm West Comm JPA

DEPARTMENT: Police
 FUND: 001 General Fund - West Comm JPA

Account Code: 001-035

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
West Comm	001-035-46000	\$ 724,970	\$ 1,197,900	\$ 1,197,900	\$ 787,600
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 724,970</u>	<u>\$ 1,197,900</u>	<u>\$ 1,197,900</u>	<u>\$ 787,600</u>
TOTAL EXPENDITURES		<u>\$ 724,970</u>	<u>\$ 1,197,900</u>	<u>\$ 1,197,900</u>	<u>\$ 787,600</u>



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

POLICE - SLESF

Managing Department Head:

Chief of Police

Mission Statement

The Supplemental Law Enforcement Services Fund (SLESF) Grant (Proposition 172, circa 1992) 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 FY2017-2018 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
 FUND: 009 Supplemental Law Enforcement Srvc

Account Code: 009-600

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 69,612	\$ 81,700	\$ 101,500	\$ 86,200
Maintenance and Operations	37,691	34,500	33,500	30,000
TOTAL	\$ 107,303	\$ 116,200	\$ 135,000	\$ 116,200

ACCOUNT NUMBER EXPLANATION

40003	Over-time	Special events-SLEF Grant
40017	Medicare Insurance	Employee benefits costs
40400	Training and Meetings	Rifle training, SWAT, and special program training
40700	Equipment/Materials	SWAT, community policing equipment, and frontline equipment

City of Seal Beach

FY 2017-2018

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

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Over-time - SLESF Grant	009-600-40003	\$ 68,569	\$ 80,500	\$ 100,000	\$ 85,000
Deferred Comp- Cafeteria	009-600-40010	61	-	-	-
Medicare Insurance	009-600-40017	982	1,200	1,500	1,200
TOTAL PERSONNEL SERVICES		\$ 69,612	\$ 81,700	\$ 101,500	\$ 86,200
MAINTENANCE AND OPERATIONS					
Training and Meetings SLESF Grant	009-600-40400	\$ 6,812	\$ 9,500	\$ 9,500	\$ 5,000
Equipment/Materials	009-600-40700	30,879	25,000	24,000	25,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 37,691	\$ 34,500	\$ 33,500	\$ 30,000
TOTAL EXPENDITURES		\$ 107,303	\$ 116,200	\$ 135,000	\$ 116,200

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 29,713	\$ 54,915	\$ 54,915	\$ 50,515
Revenues	132,505	100,300	130,600	130,500
Expenditures	(107,303)	(116,200)	(135,000)	(116,200)
Ending Fund Balance	\$ 54,915	\$ 39,015	\$ 50,515	\$ 64,815



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

POLICE - INMATE WELFARE

Managing Department Head:

Chief of Police

Mission Statement

The Seal Beach Police Detention Center serves as a lock-up facility capable of holding 18 arrestees or pay-to-stay inmates. The high security facility holds male prisoners of varying degrees of security risks. 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
 FUND: 010 Inmate Welfare Fund

Account Code: 010-024

	2014-2015 Actual	2015-2016 Amended Budget	2015-2016 Estimated	2016-2017 Adopted Budget
Maintenance and Operations	\$ 4,447	\$ 15,000	\$ 15,000	\$ 18,000
TOTAL	\$ 4,447	\$ 15,000	\$ 15,000	\$ 18,000

ACCOUNT NUMBER EXPLANATION

40700	Equipment/Materials	Equipment/materials to benefit inmates
40800	Special Departmental	Commissary

DEPARTMENT: Police
 FUND: 010 Inmate Welfare Fund

Account Code: 010-024

Description	Account Number	2014-2015 Actual	2015-2016 Amended Budget	2015-2016 Estimated	2016-2017 Adopted Budget
MAINTENANCE AND OPERATIONS					
Equipment/Materials	010-024-40700	\$ 1,809	\$ 5,000	\$ 5,000	\$ 8,000
Special Departmental	010-024-40800	2,638	10,000	10,000	10,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 4,447	\$ 15,000	\$ 15,000	\$ 18,000
TOTAL EXPENDITURES		\$ 4,447	\$ 15,000	\$ 15,000	\$ 18,000

FUND BALANCE ANALYSIS

	2014-2015 Actual	2015-2016 Amended Budget	2015-2016 Estimated	2016-2017 Adopted Budget
Beginning Fund Balance	\$ 8,975	\$ 14,611	\$ 14,611	\$ 10,611
Revenues	10,083	10,000	11,000	10,000
Expenditures	(4,447)	(15,000)	(15,000)	(18,000)
Ending Fund Balance	\$ 14,611	\$ 9,611	\$ 10,611	\$ 2,611



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

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 indicate 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 FY2017-2018 budget cycle, the City may 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
 FUND: 011 Asset Forfeiture (State)

Account Code: 011-555

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	-	4,800	-	4,800
TOTAL	\$ -	\$ 4,800	\$ -	\$ 4,800

ACCOUNT NUMBER EXPLANATION

40700	Equipment/materials	Frontline equipment
40800	Special Departmental	Travel and extradition expenses.

DEPARTMENT: Police Account Code: 011-555
 FUND: 011 Asset Forfeiture (State)

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Equipment and Materials	011-555-40700	\$ -	\$ 3,000	\$ -	\$ 3,000
Special Departmental	011-555-40800	-	1,800	-	1,800
TOTAL MAINTENANCE AND OPERATIONS		\$ -	\$ 4,800	\$ -	\$ 4,800
TOTAL EXPENDITURES		\$ -	\$ 4,800	\$ -	\$ 4,800

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 6,840	\$ 9,071	\$ 9,071	\$ 9,171
Revenues	2,231	-	100	-
Expenditures	-	(4,800)	-	(4,800)
Ending Fund Balance	\$ 9,071	\$ 4,271	\$ 9,171	\$ 4,371



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

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 indicate 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 FY 2017-2018 budget cycle, the City may 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.

City of Seal Beach

FY 2017-2018

DEPARTMENT: Police
FUND: 013 Asset Forfeiture (Federal)

Account Code: 013-111

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 146,506	\$ -	\$ -	\$ 159,000
Maintenance and Operations	-	124,300	8,500	170,500
TOTAL	\$ 146,506	\$ 124,300	\$ 8,500	\$ 329,500

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40005	Holiday Pay	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40020	Uniform Allowance	Employee benefits costs
40021	Annual Education	Employee benefits costs
40022	Flexible Spending Cafeteria	Employee benefits costs
40400	Training and Meeting	CA Narcotics Officer Assoc. conference, drug recognition expert, and school resource officer training
40700	Equipment/materials	Furniture, offices supplies, and equipments
40800	Special Departmental	Extradition and detention center improvements

City of Seal Beach

FY 2017-2018

DEPARTMENT: Police
 FUND: 013 Asset Forfeiture (Federal)

Account Code: 013-111

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	013-111-40001	\$ 89,990	\$ -	\$ -	\$ 102,900
Temporary Special Pay	013-111-40002	600	-	-	-
Overtime	013-111-40003	2,366	-	-	-
Holiday Pay	013-111-40005	5,970	-	-	7,300
PERS Retirement	013-111-40012	27,804	-	-	21,300
Medical Insurance	013-111-40014	10,854	-	-	19,200
Medicare Insurance	013-111-40017	1,562	-	-	1,700
Life and Disability	013-111-40018	1,074	-	-	1,100
Uniform Allowance	013-111-40020	1,000	-	-	1,000
Annual Education	013-111-40021	381	-	-	4,500
Cafeteria - Taxable	013-111-40023	2,077	-	-	-
Comp Time Buy/Payout	013-111-40026	2,828	-	-	-
TOTAL PERSONNEL SERVICES		\$ 146,506	\$ -	\$ -	\$ 159,000
MAINTENANCE AND OPERATIONS					
Training and Meetings	013-111-40400	\$ -	\$ 8,500	\$ 8,500	\$ 15,500
Equipment and Materials	013-111-40700	-	114,000	-	140,000
Special Departmental	013-111-40800	-	1,800	-	15,000
TOTAL MAINTENANCE AND OPERATIONS		\$ -	\$ 124,300	\$ 8,500	\$ 170,500
TOTAL EXPENDITURES		\$ 146,506	\$ 124,300	\$ 8,500	\$ 329,500

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ (67,090)	\$ 1,729	\$ 1,729	\$ 243,729
Revenues	215,325	150,000	250,500	250,500
Expenditures	(146,506)	(124,300)	(8,500)	(329,500)
Ending Fund Balance	\$ 1,729	\$ 27,429	\$ 243,729	\$ 164,729

DEPARTMENT: Finance
 FUND: 027 Pension Obligation Bond

Account Code: 027-022

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Debt Service	\$ 1,183,820	\$ 1,221,700	\$ 1,222,200	\$ 1,264,700
TOTAL	\$ 1,183,820	\$ 1,221,700	\$ 1,222,200	\$ 1,264,700

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional	Trustee fees
47888	Debt Service	Principle
47999	Interest Expense	Interest

DEPARTMENT:

Finance

Account Code:

027-022

FUND:

027 Pension Obligation Bond

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
DEBT SERVICE					
Contract Professional	027-022-44000	\$ 8,500	\$ 2,500	\$ 3,000	\$ 3,000
D/S Pmt Safety - Principal	027-022-47888	950,000	1,055,000	1,055,000	1,160,000
Interest Payment - Safety	027-022-47999	225,320	164,200	164,200	101,700
TOTAL DEBT SERVICE		<u>\$ 1,183,820</u>	<u>\$ 1,221,700</u>	<u>\$ 1,222,200</u>	<u>\$ 1,264,700</u>
TOTAL EXPENDITURES		<u>\$ 1,183,820</u>	<u>\$ 1,221,700</u>	<u>\$ 1,222,200</u>	<u>\$ 1,264,700</u>

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 95,807	\$ 96,328	\$ 96,328	\$ 96,328
Revenues	1,184,341	1,221,700	1,222,200	1,264,700
Expenditures	(1,183,820)	(1,221,700)	(1,222,200)	(1,264,700)
Ending Fund Balance	<u>\$ 96,328</u>	<u>\$ 96,328</u>	<u>\$ 96,328</u>	<u>\$ 96,328</u>

DEPARTMENT: Finance
 FUND: 028 Fire Station Bond

Account Code: 028-026

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Debt Service	\$ 552,999	\$ 535,000	\$ 538,000	\$ 522,300
TOTAL	\$ 552,999	\$ 535,000	\$ 538,000	\$ 522,300

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional	Trustee fees
47888	Debt Service	Principle
47999	Interest Expense	Interest

City of Seal Beach

FY 2017-2018

DEPARTMENT: Finance
 FUND: 028 Fire Station Bond

Account Code: 028-026

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
DEBT SERVICE					
Contract Professional	028-026-44000	\$ 2,500	\$ -	\$ 3,000	\$ 3,000
Debt Service Pmt - Principal	028-026-47888	420,000	420,000	420,000	420,000
Interest Payment	028-026-47999	130,499	115,000	115,000	99,300
TOTAL DEBT SERVICE		\$ 552,999	\$ 535,000	\$ 538,000	\$ 522,300
TOTAL EXPENDITURES		\$ 552,999	\$ 535,000	\$ 538,000	\$ 522,300

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 626,555	\$ 626,784	\$ 626,784	\$ 623,784
Revenues	553,228	535,000	535,000	522,300
Expenditures	(552,999)	(535,000)	(538,000)	(522,300)
Ending Fund Balance	\$ 626,784	\$ 626,784	\$ 623,784	\$ 623,784



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

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.

Primary Activities

Use Urban Area Security Initiative (UASI) grant funds to pay for training and equipment which enhance the overall capabilities of the Seal Beach Police Department to respond to community public safety and law enforcement needs. Previous purchases included: police headquarters building target hardening; a fully equipped CERT equipment trailer and tow vehicle; a fully equipped Mobile Command Post vehicle; RACES radio equipment; portable radios; specialized training and backfill pay; etc.

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 throughout the Urban Area Security Initiative (UASI).
- The City of Seal Beach is located in the 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 Cities of Anaheim and/or Santa Ana as the core UASI agencies for the Orange County Urban Area.
- The intent of these grant funds is to reimburse City funds expended in advance, pursuant agreements between the Orange County Urban Area and the Cities of Anaheim and/or Santa Ana will distribute these monies to the participating agencies 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).

DEPARTMENT: Police
 FUND: 075 Police Grants

Account Code: 075

	<u>2015-2016 Actual</u>	<u>2016-2017 Amended Budget</u>	<u>2016-2017 Estimated</u>	<u>2017-2018 Adopted Budget</u>
Personnel Services	\$ 61,842	\$ 121,700	\$ 28,100	\$ 96,400
Maintenance and Operations	10,418	57,300	8,000	23,000
TOTAL	<u>\$ 72,260</u>	<u>\$ 179,000</u>	<u>\$ 36,100</u>	<u>\$ 119,400</u>

ACCOUNT NUMBER EXPLANATION

40003	Over-time	Employee salaries costs
40017	Medicare Insurance	Employee benefits costs
40400	Training and meeting	Training for Homeland Security
40700	Equipment/Materials	Half of cost of body armor supplemented by matching funds limited and restricted by "The Bureau of Justice Assistance" (BJA)

DEPARTMENT: Police
 FUND: 075 Police Grants

Account Code: 075

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Over-time	075-460-40003	\$ 37,457	\$ -	\$ -	\$ -
Medicare Insurance	075-460-40017	554	-	-	-
Over-time - OTS	075-472-40003	23,492	120,000	27,700	95,000
Medicare Insurance	075-472-40017	339	1,700	400	1,400
TOTAL PERSONNEL SERVICES		\$ 61,842	\$ 121,700	\$ 28,100	\$ 96,400
MAINTENANCE AND OPERATIONS					
Equipment/Materials	075-442-40700	\$ 3,956	\$ 5,000	\$ 4,000	\$ 5,000
Equipment & Materials	075-466-40700	-	34,000	-	-
Equipment and Materials	075-472-40700	6,462	18,300	4,000	18,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 10,418	\$ 57,300	\$ 8,000	\$ 23,000
TOTAL EXPENDITURES		\$ 72,260	\$ 179,000	\$ 36,100	\$ 119,400

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ (55,327)	\$ (35,832)	\$ (35,832)	\$ (27,432)
Revenues	91,755	10,000	44,500	149,700
Expenditures	(72,260)	(179,000)	(36,100)	(119,400)
Ending Fund Balance	\$ (35,832)	\$ (204,832)	\$ (27,432)	\$ 2,868



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

PLANNING

Managing Department Head:

Director of Community Development

Mission Statement

The mission of the Planning Department is to promote sound economic and environmentally sustainable use of land, consistent with the goals and values of the community and to enhance the quality of life for citizens, businesses, and visitors to the community. It is the department's goal to provide residents, merchants, elected officials, and City boards and commissions with accurate, detailed, and timely information in a professional and courteous manner that sustains the public trust.

Primary Functions

- Provide professional planning and land use advice to the City Council, City Planning Commission, and City Manager.
- Primary staff to the General Plan/Local Coastal Plan Citizens Advisory Committee, Environmental Quality Control Board, Archaeological Advisory Committee, and DWP CAC.
- Promote positive community and economic development within the City.
- Review and make recommendations on land use applications including general plan and zoning amendments, tentative maps, conditional use permits, and variances.
- Review ministerial projects including room additions, tenant improvements, sign applications, and home occupancy permits for zoning compliance.
- Conduct environmental assessments in compliance with the National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA) for all private and public projects completed within the City.
- Review plans and answer questions at the public counter regarding zoning and land use matters.

Summary Activity Report

Fiscal Year	Number of Planning Commission and Land Use Cases
2013-2014	33 cases
2014-2015	30 cases
2015-2016	39 cases
2016-2017	44 cases

Objectives

- Manage the preparation of a Local Coastal Plan through public outreach efforts and consultation with the Coastal Commission.
- Continue to cultivate a working relationship with Coastal Commission Staff.
- Coordinate joint efforts to develop a Joint Land Use Study with Naval Weapons Station Seal Beach to assess impacts from the installation's mission, primarily its impacts on East Beach.

DEPARTMENT: Community Development
 FUND: 001 General Fund - Planning

Account Code: 001-030

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 345,628	\$ 290,000	\$ 300,500	\$ 326,400
Maintenance and Operations	84,324	116,500	87,100	116,100
TOTAL	\$ 429,952	\$ 406,500	\$ 387,600	\$ 442,500

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40004	Part-time	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40019	FICA	Employee benefits costs
40032	Health and Wellness Program	Employee benefits costs
40100	Office Supplies	Office Supplies
40200	Public/Legal Notices	Public hearing notices
40300	Memberships and Dues	American Planning Assoc. and Planning Director Assoc.
40400	Training and Meetings	Planning Director Assoc. workshop, SCAG regional conference, and League Academy for Commissioners
44000	Contract Professional Svcs	Local Coastal Planning consultant, Community Development Block and miscellaneous

City of Seal Beach

FY 2017-2018

DEPARTMENT: Community Development Account Code: 001-030
 FUND: 001 General Fund - Planning

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-030-40001	\$ 248,551	\$ 205,500	\$ 213,200	\$ 225,600
Part-time	001-030-40004	3,026	7,200	4,700	7,200
Cell Phone Allowance	001-030-40009	351	-	-	-
Deferred Comp - Cafeteria	001-030-40010	1,989	1,100	1,500	1,500
Deferred Comp	001-030-40011	6,729	5,200	5,000	5,700
PERS Retirement	001-030-40012	41,460	35,700	36,000	44,500
PARS Retirement	001-030-40013	16	100	100	100
Medical Insurance	001-030-40014	34,419	29,500	28,700	34,700
Medicare Insurance	001-030-40017	3,749	3,200	2,800	3,500
Life and Disability	001-030-40018	2,416	2,200	2,000	2,400
FICA	001-030-40019	97	300	100	300
Vacation Buy/Payout	001-030-40027	2,825	-	5,100	-
Sick Payout	001-030-40028	-	-	1,300	-
Health & Wellness Program	001-030-40032	-	-	-	900
TOTAL PERSONNEL SERVICES		\$ 345,628	\$ 290,000	\$ 300,500	\$ 326,400
MAINTENANCE AND OPERATIONS					
Office Supplies	001-030-40100	\$ 1,939	\$ 2,000	\$ 1,600	\$ 2,000
Public/Legal Notices	001-030-40200	2,090	5,300	4,000	4,000
Memberships and Dues	001-030-40300	610	1,600	1,500	2,100
Training and Meetings	001-030-40400	2,235	2,600	-	3,000
Contract Professional	001-030-44000	77,450	105,000	80,000	105,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 84,324	\$ 116,500	\$ 87,100	\$ 116,100
TOTAL EXPENDITURES		\$ 429,952	\$ 406,500	\$ 387,600	\$ 442,500



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

BUILDING AND NEIGHBORHOOD SERVICES

Managing Department Head:

Director of Community Development

Mission Statement

The mission of the Building Division is to promote the safety and wellbeing of residents and visitors by ensuring compliance with all applicable local, state, and federal laws related to building safety and Title 24 State accessibility standards. The Building Division accomplishes this through the courteous, prompt, and professional review of plans and inspections to verify that all construction within the City results in safe structures.

Neighborhood Services is also part of the Building Division. The primary responsibility of neighborhood services is to respond to complaints of violations of the City Municipal Code which includes building, planning, public nuisance, noise and environmental issues.

Primary Functions

- Provide professional expertise and assistance to residents, contractors, and design professionals regarding building code issues.
- Review construction plans and documents.
- Issue permits for construction and alteration of buildings and structures.
- Perform inspections on buildings and structures 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.
- Investigate and enforce all municipal code violations such as property maintenance zoning and land use compliance.

Summary Activity Report Building Division/Neighborhood Services

Fiscal Year	Number of Building Plan Checks Completed	Number of Building Inspections
2013-2014	230	3700
2014-2015	276	3800
2015-2016	335	4435
2016-2017	339	4749
Fiscal Year	Number of Code Enforcement Cases	
2014-2015	30 Active and 62 Closed	
2015-2016	55-15 Active and 40 Closed	
2016-2017	75-40 Active and 35 Closed	

Objectives

- Continue to provide plan check services and offer limited in-house plan check service for additional expedited service.
- Continue a code enforcement compliance policy that responds to complaints.
- Remain current on changes within the Building industry and maintain required certifications and licenses for Building Division staff.

DEPARTMENT: Community Development Account Code: 001-031
 FUND: 001 General Fund - Building and Neighborhood Services

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 276,336	\$ 482,600	\$ 412,600	\$ 569,000
Maintenance and Operations	170,124	25,100	129,200	25,500
TOTAL	\$ 446,460	\$ 507,700	\$ 541,800	\$ 594,500

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40022	Flexible Spending Cafeteria	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40100	Office Supplies	Office supplies
40200	Public/Legal Notices	Public/Legal notices
40300	Membership	International Code Council, CA Assoc. of Code Enforcement Officers, and California Building Officials
40400	Training and meetings	CA Building Officials workshop
40700	Equipment/materials	Uniform, safety shoes, and equipment
44000	Contract Professional Svcs	Charles Abbott, Transtech, and code enforcement

DEPARTMENT: Community Development Account Code: 001-031
 FUND: 001 General Fund - Building and Neighborhood Services

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-031-40001	\$ 196,228	\$ 367,200	\$ 321,100	\$ 403,600
Over-time	001-031-40003	1,724	-	-	-
Part-time	001-031-40004	13,305	-	-	-
Cell Phone Allowance	001-031-40009	36	-	-	-
Deferred Comp-Cafeteria	001-031-40010	3,796	4,400	4,200	3,700
Deferred Compensation	001-031-40011	3,571	8,800	4,200	9,500
PERS Retirement	001-031-40012	23,514	58,900	46,300	79,600
PARS Retirement	001-031-40013	173	-	-	-
Medical Insurance	001-031-40014	20,465	33,500	26,200	58,400
Medicare Insurance	001-031-40017	3,258	5,500	3,000	6,100
Life and Disability	001-031-40018	2,237	4,300	2,500	4,600
Flexible Spending - Cafeteria	001-031-40022	-	-	600	1,200
Comptime Buy/Payout	001-031-40026	2,370	-	200	-
Vacation Buy/Payout	001-031-40027	5,659	-	3,600	2,300
Sick Payout	001-031-40028	-	-	700	-
TOTAL PERSONNEL SERVICES		\$ 276,336	\$ 482,600	\$ 412,600	\$ 569,000
MAINTENANCE AND OPERATIONS					
Office Supplies	001-031-40100	\$ 1,971	\$ 2,000	\$ 2,000	\$ 1,800
Public/Legal Notices	001-031-40200	-	200	-	200
Memberships and Dues	001-031-40300	215	300	200	600
Training and Meetings	001-031-40400	938	1,300	1,000	1,800
Automotive Materials	001-031-40600	-	-	-	-
Equipment/Materials	001-031-40700	-	1,300	1,000	1,100
Contract Professional Svcs	001-031-44000	167,000	20,000	125,000	20,000
Contribution to Other Funds	001-031-45000	-	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		\$ 170,124	\$ 25,100	\$ 129,200	\$ 25,500
TOTAL EXPENDITURES		\$ 446,460	\$ 507,700	\$ 541,800	\$ 594,500



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

COMMUNITY DEVELOPMENT BLOCK GRANT

Managing Department Head:

Director of Community Development

Mission Statement

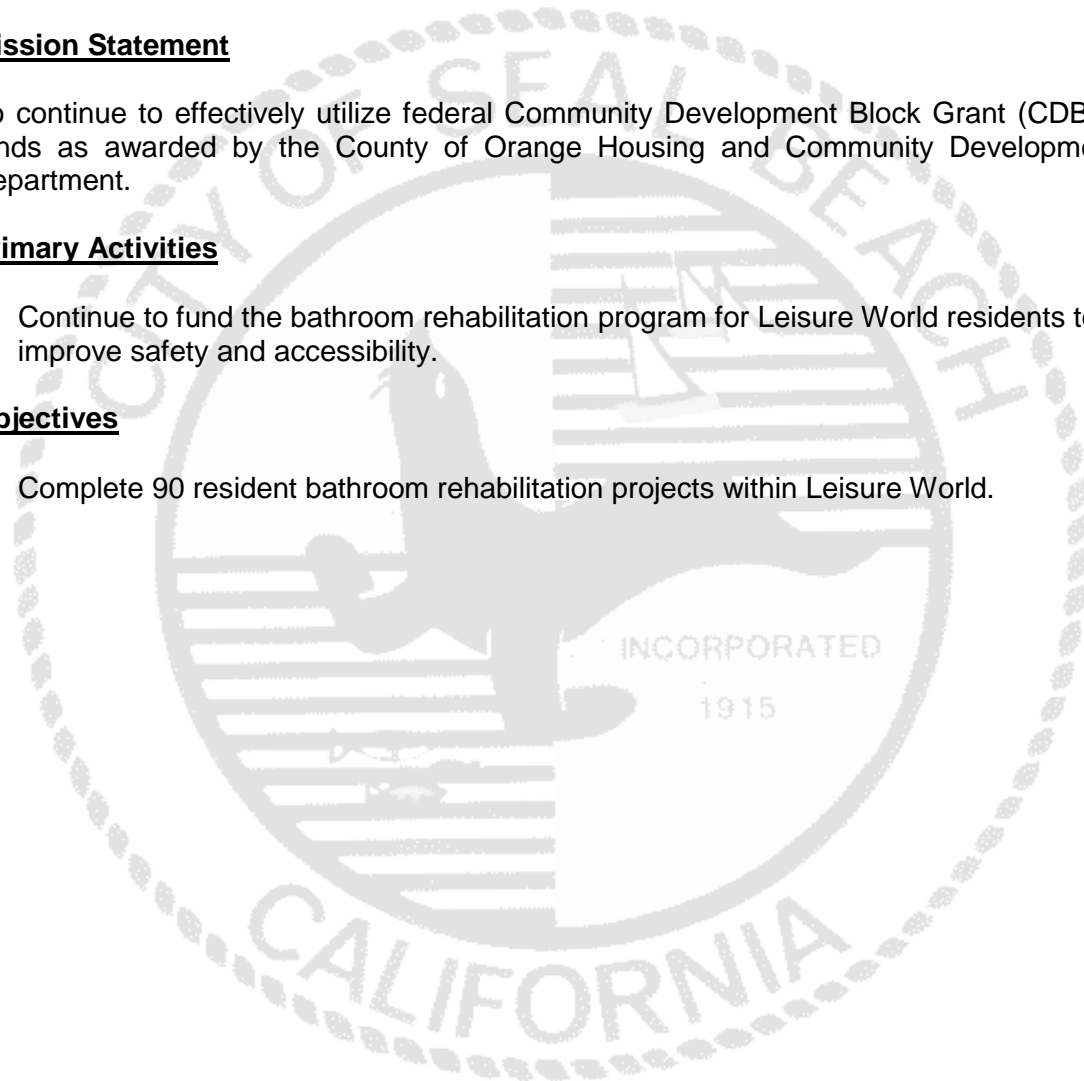
To continue to effectively utilize federal Community Development Block Grant (CDBG) funds as awarded by the County of Orange Housing and Community Development Department.

Primary Activities

- Continue to fund the bathroom rehabilitation program for Leisure World residents to improve safety and accessibility.

Objectives

- Complete 90 resident bathroom rehabilitation projects within Leisure World.



DEPARTMENT: Community Development
FUND: 072 Community Development Block Grant

Account Code: 072-030

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 167,350	\$ 180,000	\$ 180,000	\$ 180,000
TOTAL	\$ 167,350	\$ 180,000	\$ 180,000	\$ 180,000

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Leisure World restroom rehabilitation program

DEPARTMENT: Community Development
 FUND: 072 Community Development Block Grant

Account Code: 072-030

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Contract Professional	072-030-44000	\$ 167,350	\$ 180,000	\$ 180,000	\$ 180,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 167,350</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>
TOTAL EXPENDITURES		<u>\$ 167,350</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ (2,409)	\$ (2,409)	\$ (2,409)	\$ -
Revenues	167,350	180,000	182,409	180,000
Expenditures	(167,350)	(180,000)	(180,000)	(180,000)
Ending Fund Balance	<u>\$ (2,409)</u>	<u>\$ (2,409)</u>	<u>\$ -</u>	<u>\$ -</u>



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

ADMINISTRATIVE ENGINEERING

Managing Department Head:

Director of Public Works

Mission Statement

To administer planning, programming, budgeting, construction, and maintenance of the City's 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; respond to public, Council and other agencies requests for information on plans, permits, surveys, flood zones and standard plans; track all service requests; prepare maps and blue prints; manage and update the geographic information system (GIS), and manage and file over 7000 record drawings; apply for all available grant funding sources; manage various sources of funding.

Construction Management/Inspection - inspection of grading, public, and private improvements, 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, Orange County Flood Control, Orange County Public Works Department, All surrounding Cities, California Department of Health, Air Quality Management District, California Coastal Commission, Southern California Edison, Southern California Gas, Spectrum, Frontier, Naval Weapons Station, California Coastal Conservancy, California Fish and Game, California Fish and Wildlife, Orange County Transportation Authority, OSHA, Environmental Protection Agency, Orange County Water District, Municipal Water District of Orange County, West Orange County Water District, Orange County Sanitation District, ACE, SLC.

Objectives

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

DEPARTMENT: Public Works
 FUND: 001-016 Senior Bus

Account Code: 001-016

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 182,582	\$ 200,000	\$ 185,000	\$ 183,700
TOTAL	\$ 182,582	\$ 200,000	\$ 185,000	\$ 183,700

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Keolis Transit

DEPARTMENT: Public Works
 FUND: 001-016 Senior Bus

Account Code: 001-016

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Contract Professional	001-016-44000	\$ 182,582	\$ 200,000	\$ 185,000	\$ 183,700
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 182,582</u>	<u>\$ 200,000</u>	<u>\$ 185,000</u>	<u>\$ 183,700</u>
TOTAL EXPENDITURES		<u>\$ 182,582</u>	<u>\$ 200,000</u>	<u>\$ 185,000</u>	<u>\$ 183,700</u>

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

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 59,790	\$ 51,800	\$ 59,200	\$ 59,000
Maintenance and Operations	48,549	33,400	32,600	38,000
TOTAL	\$ 108,339	\$ 85,200	\$ 91,800	\$ 97,000

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40004	Part-time	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40032	Health & Wellness Program	Employee benefits costs
40100	Office Supplies	Replacing chairs and printing supplies
40300	Memberships and Dues	APWA, CA Professional Engineer, and City Engineer OC Assoc.
40400	Training and Meetings	APWA, City Engineer OC Assoc., and Public Works Officers
44000	Contract Professional Svcs	Engineering services, Development Engineering Support, AutoCADD software, Grant submittal support, GIS, and Beehive

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

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-042-40001	\$ 42,168	\$ 35,900	\$ 43,500	\$ 41,100
Part-time	001-042-40004	4,266	2,500	1,500	1,500
Cell Phone Allowance	001-042-40009	200	-	-	-
Deferred Comp - Cafeteria	001-042-40010	98	-	400	500
Deferred Comp	001-042-40011	736	800	1,000	900
PERS Retirement	001-042-40012	5,226	6,200	7,600	8,100
PARS Retirement	001-042-40013	55	100	-	100
Medical Insurance	001-042-40014	4,282	5,300	4,300	4,900
Medicare Insurance	001-042-40017	611	600	600	600
Life and Disability	001-042-40018	273	400	300	400
Vacation Buy/Payout	001-042-40027	1,332	-	-	-
Sick Payout	001-042-40028	543	-	-	-
Health & Wellness Program	001-042-40032	-	-	-	900
TOTAL PERSONNEL SERVICES		\$ 59,790	\$ 51,800	\$ 59,200	\$ 59,000
MAINTENANCE AND OPERATIONS					
Office Supplies	001-042-40100	\$ 2,057	\$ 1,800	\$ 1,500	\$ 2,000
Memberships and Dues	001-042-40300	827	1,600	1,600	2,000
Training and Meetings	001-042-40400	1,726	2,000	1,500	2,000
Special Departmental	001-042-40800	(1)	-	-	-
Telephone Engineer	001-042-41000	242	-	-	-
Rental/Lease Equip Engineer	001-042-42000	119	-	-	-
Contract Professional	001-042-44000	43,579	28,000	28,000	32,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 48,549	\$ 33,400	\$ 32,600	\$ 38,000
TOTAL EXPENDITURES		\$ 108,339	\$ 85,200	\$ 91,800	\$ 97,000



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

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 and prioritize storm drain 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 216 catch basins, several thousand linear feet of storm drains, and the West End Pump Station.
- Continue ongoing improvements to the West End Pump Station to maximize the efficiency.
- The City continues to seek outside grant funding to improve the infrastructure.
- Performs inspection and maintenance of storm drain filters and screens. Each catch basin is inspected and cleaned at least twice per year.
- 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.
- Evaluate the temporary storm pumps for ongoing versus permanent solution.

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

Account Code: 001-043

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 224,840	\$ 277,000	\$ 243,800	\$ 249,600
Maintenance and Operations	150,364	178,500	157,400	209,900
TOTAL	\$ 375,204	\$ 455,500	\$ 401,200	\$ 459,500

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40003	Over-time	Employee salaries costs
40004	Part-time	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40015	AFLAC Cafeteria	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40023	Cafeteria Taxable	Employee benefits costs
40400	Training and Meetings	Staff trainings and meetings
40700	Equipment/Materials	Oil, sand bags, and cleaning solutions
41020	Electricity	Electricity
44000	Contract Professional Svcs	NPDES program consultant, catch basin maint., Beehive SD module and license fee, storm drain video inspection, catch basin filter replacement, professional engineering services, winter storm pump rental, and WEPS
44001	Special Expense - Ironwood	Westridge Commerical
45000	Intergovernmental	State Water Resources Control Board, NPDES County Orange program, AQMD permit fees, and Coyote Creek watershed monitoring

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

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-043-40001	\$ 144,584	\$ 143,300	\$ 127,300	\$ 128,700
Over-time	001-043-40003	3,881	5,000	9,900	5,000
Part-time	001-043-40004	17,903	70,800	53,300	59,600
Cell Phone Allowance	001-043-40009	166	-	-	-
Deferred Comp - Cafeteria	001-043-40010	1,778	1,700	1,600	1,700
Deferred Compensation	001-043-40011	3,035	2,700	2,600	2,200
PERS Retirement	001-043-40012	24,504	24,300	22,600	25,400
PARS Retirement	001-043-40013	262	900	600	800
Medical Insurance	001-043-40014	22,215	22,500	20,100	21,600
AFLAC Cafeteria	001-043-40015	306	300	300	100
Medicare Insurance	001-043-40017	2,285	3,300	3,000	2,900
Life and Disability	001-043-40018	1,677	1,600	1,300	1,300
Cafeteria Taxable	001-043-40023	281	300	300	300
Comptime Buy/Payout	001-043-40026	197	-	600	-
Vacation Buy/Payout	001-043-40027	1,086	300	300	-
Sick Payout	001-043-40028	680	-	-	-
TOTAL PERSONNEL SERVICES		\$ 224,840	\$ 277,000	\$ 243,800	\$ 249,600
MAINTENANCE AND OPERATIONS					
Training and Meetings	001-043-40400	\$ 72	\$ 1,000	\$ 1,000	\$ 1,000
Equipment/Materials	001-043-40700	3,713	21,000	8,000	6,000
Electricity	001-043-41020	13,611	12,500	12,500	14,000
Contract Professional	001-043-44000	107,916	82,900	82,900	126,900
Special Expense - Ironwood	001-043-44001	2,804	4,000	3,000	3,000
Intergovernmental	001-043-45000	22,248	57,100	50,000	59,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 150,364	\$ 178,500	\$ 157,400	\$ 209,900
TOTAL EXPENDITURES		\$ 375,204	\$ 455,500	\$ 401,200	\$ 459,500



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

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 (GIS), 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 Deputy Director of Public Works/Maintenance and Utilities.
- 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
 FUND: 001 General Fund - Street Maintenance

Account Code: 001-044

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 477,496	\$ 461,200	\$ 382,000	\$ 387,900
Maintenance and Operations	601,916	263,800	247,100	210,100
TOTAL	\$ 1,079,412	\$ 725,000	\$ 629,100	\$ 598,000

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40003	Over-time	Employee salaries costs
40004	Part-time	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40015	AFLAC Cafeteria	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40023	Cafeteria - Taxable	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40300	Membership	American Public Works Assoc. and International Municipal Signal Assoc.
40400	Training and meetings	California Joint Powers Insurance Authority
40700	Equipment/Materials	Asphalt hot/cold mix, graffiti remover gel, flowmix, hand tools, street signs uniform, and boot replacement
40801	Street Sweeping	Street sweeping
41000	Telephone	Cell phones
41020	Electricity	Electricity costs
44000	Contract Professional Svcs	Main Street pavers, concrete repairs, traffic engineering services, Beehive Permitting Software License, and pavement repairs

DEPARTMENT: Public Works Account Code: 001-044
 FUND: 001 General Fund - Street Maintenance

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-044-40001	\$ 313,481	\$ 297,300	\$ 230,300	\$ 258,500
Over-time	001-044-40003	2,196	5,000	18,100	5,000
Part-time	001-044-40004	17,558	40,100	31,000	15,100
Cell Allowance	001-044-40009	291	-	-	-
Deferred Comp - Cafeteria	001-044-40010	3,852	3,100	3,100	3,600
Deferred Compensation	001-044-40011	5,653	5,700	4,600	4,700
PERS Retirement	001-044-40012	57,965	51,000	44,300	51,000
PARS Retirement	001-044-40013	218	500	400	200
Medical Insurance	001-044-40014	57,984	48,000	40,200	41,400
AFLAC Cafeteria	001-044-40015	483	300	300	100
Medicare Insurance	001-044-40017	4,434	5,100	3,400	4,200
Life and Disability	001-044-40018	3,907	3,400	2,400	2,500
Cafeteria - Taxable	001-044-40023	742	1,100	1,100	1,100
Comptime Buy/Payout	001-044-40026	663	-	1,400	-
Vacation Buy/Payout	001-044-40027	5,212	600	1,400	500
Sick Payout	001-044-40028	2,857	-	-	-
TOTAL PERSONNEL SERVICES		\$ 477,496	\$ 461,200	\$ 382,000	\$ 387,900
MAINTENANCE AND OPERATIONS					
Office Supplies	001-044-40100	\$ 67	\$ -	\$ -	\$ -
Membership	001-044-40300	85	500	700	500
Training and Meetings	001-044-40400	179	1,500	1,500	1,500
Equipment/Materials	001-044-40700	21,979	34,400	31,000	31,200
Special Departmental	001-044-40800	112,309	-	-	-
Street Sweeping	001-044-40801	105,624	115,000	115,000	86,200
Telephone	001-044-41000	500	1,900	1,900	1,700
Electricity	001-044-41020	19,577	17,000	17,000	20,000
Contract Professional	001-044-44000	341,596	93,500	80,000	69,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 601,916	\$ 263,800	\$ 247,100	\$ 210,100
TOTAL EXPENDITURES		\$ 1,079,412	\$ 725,000	\$ 629,100	\$ 598,000



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

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

- Recent accomplishments include adoption of a Fleet Management Plan (June 11, 2012), and operation of vehicle replacement internal service fund. The fund recognizes the annual cost of operating the vehicles needed to carry out the City's mission and also plans for future replacement of vehicles in the most efficient manner possible.
- Maintenance of over 115 vehicles and equipment is performed using one full-time mechanic and one part-time mechanic.
- The cost of fuel has fluctuated during the previous budget years. The City has added two backup power sources and is currently in construction for a third at facilities that require maintenance and fueling.
- Continue to utilize Dossier and Voyager to schedule PM maintenance.
- Continue to bring more repairs and maintenance in house.
 - Decrease the vehicle and equipment down time
 - Lower repair costs
- Create a Master Preventative Maintenance Schedule to prolong the life of equipment and vehicles.
- Create a Master Parts Inventory and re-order schedule to assist in maintenance efficiency.

DEPARTMENT: Public Works Account Code: 001-050
 FUND: 001 General Fund - Vehicle Maintenance

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 104,917	\$ 112,600	\$ 98,500	\$ 104,700
Maintenance and Operations	250,292	276,000	260,500	266,800
TOTAL	\$ 355,209	\$ 388,600	\$ 359,000	\$ 371,500

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40004	Part-time	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40300	Memberships and Dues	Municipal Equipment Maintenance Association, and ICMA
40400	Training and Meetings	SAE
40700	Equipment/Materials	Auto parts, uniforms, and boot replacement
40800	Special Departmental	Fuels
44000	Contract Professional Svcs	Vehicle epairs, Fleet Management Software License Cost, and Mitchell On-Demand repair

DEPARTMENT: Public Works Account Code: 001-050
 FUND: 001 General Fund - Vehicle Maintenance

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-050-40001	\$ 53,253	\$ 63,100	\$ 52,700	\$ 57,200
Part-time	001-050-40004	27,545	22,900	23,600	22,900
Cell Phone Allowance	001-050-40009	22	-	-	-
Deferred Comp-Cafeteria	001-050-40010	522	700	400	200
Deferred Compensation	001-050-40011	824	1,100	800	1,000
PERS Retirement	001-050-40012	9,082	10,300	9,300	11,300
PARS Retirement	001-050-40013	360	300	300	300
Medical Insurance	001-050-40014	9,660	12,200	9,900	10,000
Medicare Insurance	001-050-40017	1,221	1,300	800	1,200
Life and Disability	001-050-40018	662	700	600	600
Vacation Buy/Payout	001-050-40027	1,086	-	100	-
Sick Payout	001-050-40028	680	-	-	-
TOTAL PERSONNEL SERVICES		\$ 104,917	\$ 112,600	\$ 98,500	\$ 104,700
MAINTENANCE AND OPERATIONS					
Memberships and Dues	001-050-40300	\$ 275	\$ 500	\$ 500	\$ 500
Training and Meetings	001-050-40400	-	1,000	1,000	1,000
Equipment/Materials	001-050-40700	50,454	55,800	55,000	56,000
Special Departmental	001-050-40800	172,630	174,400	160,000	165,000
Contract Professional Svcs	001-050-44000	26,933	44,300	44,000	44,300
TOTAL MAINTENANCE AND OPERATIONS		\$ 250,292	\$ 276,000	\$ 260,500	\$ 266,800
TOTAL EXPENDITURES		\$ 355,209	\$ 388,600	\$ 359,000	\$ 371,500



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

REFUSE SERVICES

Managing Department Head:

Director of Public Works

Mission Statement

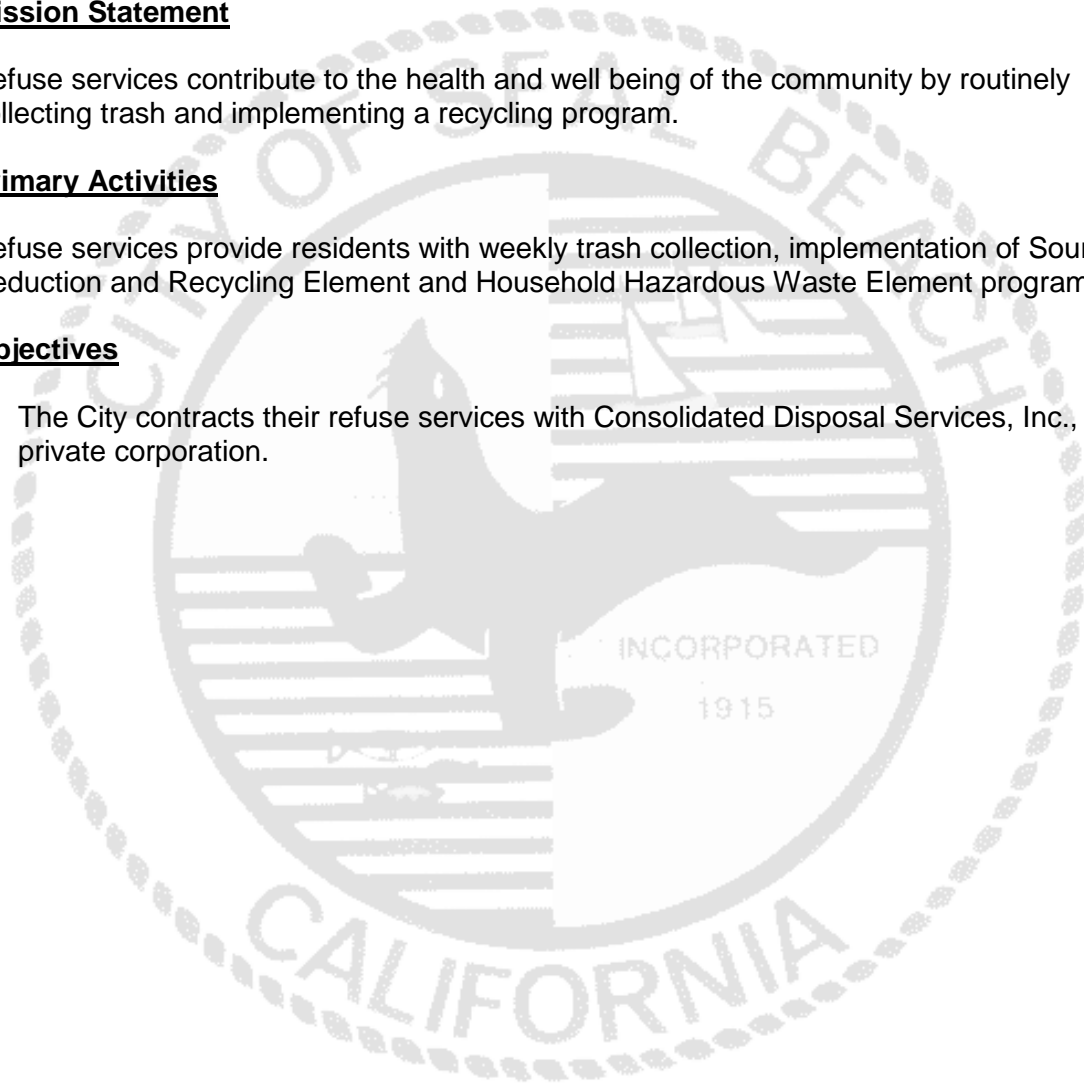
Refuse services contribute to the health and well being of the community by routinely collecting trash and implementing a recycling program.

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 Consolidated Disposal Services, Inc., a private corporation.



DEPARTMENT: Public Works
 FUND: 001- General Fund - Refuse

Account Code: 001-051

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 1,071,333	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000
TOTAL	<u>\$ 1,071,333</u>	<u>\$ 1,150,000</u>	<u>\$ 1,150,000</u>	<u>\$ 1,150,000</u>

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Refuse Contract

City of Seal Beach

FY 2017-2018

DEPARTMENT: Public Works
 FUND: 001- General Fund - Refuse

Account Code: 001-051

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Contract Professional Refuse	001-051-44000	\$ 1,071,333	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 1,071,333	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000
TOTAL EXPENDITURES		\$ 1,071,333	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

BUILDING AND FACILITIES MAINTENANCE

Managing Department Head:

Director of Public Works

Mission Statement

Maintain clean and safe public buildings and 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, 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

- Similar projects are scheduled for the City Council Chambers and the Public Works Administration Building. On October 10, 2011 the City council adopted a Facility Condition Assessment of all city owned facilities. Funding options are being evaluated for the remainder of the improvements identified within the plan.
- 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.

DEPARTMENT: Public Works Account Code: 001-052
 FUND: 001 General Fund - Building Maintenance

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 75,496	\$ 143,400	\$ 112,200	\$ 112,000
Maintenance and Operations	405,547	250,300	300,800	311,700
Debt Service	169,741	169,800	179,300	91,900
TOTAL	\$ 650,784	\$ 563,500	\$ 592,300	\$ 515,600

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40003	Over-time	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40030	Unemployment	Employee benefits costs
40700	Equipment/Materials	Building maintenance and repairs
41000	Telephone	Telephone
41010	Gas	Gas
41020	Electricity	Electricity
44000	Contract Professional Svcs	HVAC maintenance, pest control, elevator maintenance, janitorial contract, termite control, fire extinguisher maintenance, electrical repairs, building roof repairs, and AQMD permit fees
47888	Principal Payments	Debt service principal - City National Bank
47999	Interest Payments	Interest payments - City National Bank

DEPARTMENT: Public Works Account Code: 001-052
 FUND: 001 General Fund - Building Maintenance

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-052-40001	\$ 55,691	\$ 104,700	\$ 76,700	\$ 79,800
Over-time	001-052-40003	412	200	4,100	200
Cell Phone Allowance	001-052-40009	35	-	-	-
Deferred Comp - Cafeteria	001-052-40010	1,095	1,300	1,500	600
Deferred Compensation	001-052-40011	1,019	2,100	1,600	1,600
PERS Retirement	001-052-40012	8,692	16,800	14,100	14,500
Medical Insurance	001-052-40014	5,129	15,000	11,300	12,800
AFLAC Cafeteria	001-052-40015	30	100	100	-
Medicare Insurance	001-052-40017	675	1,600	900	1,200
Life and Disability	001-052-40018	494	1,400	800	800
Comptime Buy/Payout	001-052-40026	99	-	300	-
Vacation Buy/Payout	001-052-40027	1,445	200	800	500
Sick Payout	001-052-40028	680	-	-	-
TOTAL PERSONNEL SERVICES		\$ 75,496	\$ 143,400	\$ 112,200	\$ 112,000
MAINTENANCE AND OPERATIONS					
Equipment/Materials	001-052-40700	\$ 16,902	\$ 20,000	\$ 20,000	\$ 20,000
Telephone	001-052-41000	28,516	23,900	29,000	28,000
Gas	001-052-41010	5,194	5,000	4,800	5,200
Electricity	001-052-41020	51,071	50,000	50,000	52,000
Contract Professional Svcs	001-052-44000	291,240	151,400	197,000	206,500
Intergovernmental	001-052-45000	12,624	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		\$ 405,547	\$ 250,300	\$ 300,800	\$ 311,700
DEBT SERVICE PAYMENT					
Debt Service - Principal	001-052-47888	\$ 120,150	\$ 124,300	\$ 152,000	\$ 69,600
Interest Payments	001-052-47999	49,591	45,500	27,300	22,300
TOTAL DEBT SERVICE PAYMENT		\$ 169,741	\$ 169,800	\$ 179,300	\$ 91,900
TOTAL EXPENDITURES		\$ 650,784	\$ 563,500	\$ 592,300	\$ 515,600



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

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 and mobility of seniors citywide to reduce emissions, vehicle trips and improve 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
 FUND: 012 Air Quality Improvement

Account Code: 012-700

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 30,888	\$ 30,000	\$ 37,800	\$ 30,600
TOTAL	\$ 30,888	\$ 30,000	\$ 37,800	\$ 30,600

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Senior transportation program and SCE bike path

DEPARTMENT: Public Works
 FUND: 012 Air Quality Improvement

Account Code: 012-700

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Contract Prof Svcs	012-700-44000	\$ 30,888	\$ 30,000	\$ 37,800	\$ 30,600
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 30,888</u>	<u>\$ 30,000</u>	<u>\$ 37,800</u>	<u>\$ 30,600</u>
TOTAL EXPENDITURES		<u>\$ 30,888</u>	<u>\$ 30,000</u>	<u>\$ 37,800</u>	<u>\$ 30,600</u>

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 8,012	\$ 8,446	\$ 8,446	\$ 646
Revenues	31,321	30,000	30,000	30,000
Expenditures	(30,888)	(30,000)	(37,800)	(30,600)
Ending Fund Balance	<u>\$ 8,446</u>	<u>\$ 8,446</u>	<u>\$ 646</u>	<u>\$ 46</u>

City of Seal Beach

FY 2017-2018

DEPARTMENT: Public Works
 FUND: 016 Park Improvement

Account Code: 016-800

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 59,043	\$ -	\$ -	\$ -
TOTAL	\$ 59,043	\$ -	\$ -	\$ -

City of Seal Beach

FY 2017-2018

DEPARTMENT: Public Works
 FUND: 016 Park Improvement

Account Code: 016-800

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Contract Professional	016-800-44000	\$ 8,600	\$ -	\$ -	\$ -
Transfer Out	016-800-47000	50,443	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		\$ 59,043	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 59,043	\$ -	\$ -	\$ -

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 48,441	\$ -	\$ -	\$ 10,000
Revenues	10,602	300	10,000	-
Expenditures	(59,043)	-	-	-
Ending Fund Balance	\$ -	\$ 300	\$ 10,000	\$ 10,000

DEPARTMENT: Public Works
 FUND: 040 Gas Tax

Account Code: 040-090

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 424,834	\$ 1,139,100	\$ 622,100	\$ 1,543,800
TOTAL	\$ 424,834	\$ 1,139,100	\$ 622,100	\$ 1,543,800

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional Svcs	State Controller - Annual Street Report, and traffic signal maintenance	
47000	Transfers Out	Transfer to Capital Fund for projects:	Amount
	ST1508	Old Town Parking and Signage Improvemen	91,000
	ST1606	Annual Signage Replacement	8,800
	ST1610	Westminster Ave. Rehabilitation	192,000
	ST1701	Annual Slurry Seal Program	150,000
	ST1704	Annual Concrete Repair Program	50,000
	ST1705	Annual Striping program	25,000
	ST1708	Westminster/17th St. Corridor Traffic Signal	50,000
	ST1801	Annual Slurry Seal Program	250,000
	ST1802	Annual Concrete Repair Program	75,000
	ST1805	Annual Striping program	25,000
		Total CIP Projects	916,800
47002	Transfers Out - Operation	Transfer to General Fund for overhead street and storm maintenance	

City of Seal Beach

FY 2017-2018

DEPARTMENT: Public Works
 FUND: 040 Gas Tax

Account Code: 040-090

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Contract Professional	040-090-44000	\$ 1,429	\$ 2,000	\$ 1,800	\$ 77,000
Transfers Out - CIP	040-090-47000	423,405	737,100	220,300	916,800
Transfers Out - Operations	040-090-47002	-	400,000	400,000	550,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 424,834	\$ 1,139,100	\$ 622,100	\$ 1,543,800
TOTAL EXPENDITURES		\$ 424,834	\$ 1,139,100	\$ 622,100	\$ 1,543,800

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 717,701	\$ 847,987	\$ 847,987	\$ 847,887
Revenues	555,121	649,500	622,000	712,600
Expenditures	(424,834)	(1,139,100)	(622,100)	(1,543,800)
Ending Fund Balance	\$ 847,987	\$ 358,387	\$ 847,887	\$ 16,687



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

MEASURE M2

Managing Department Head:

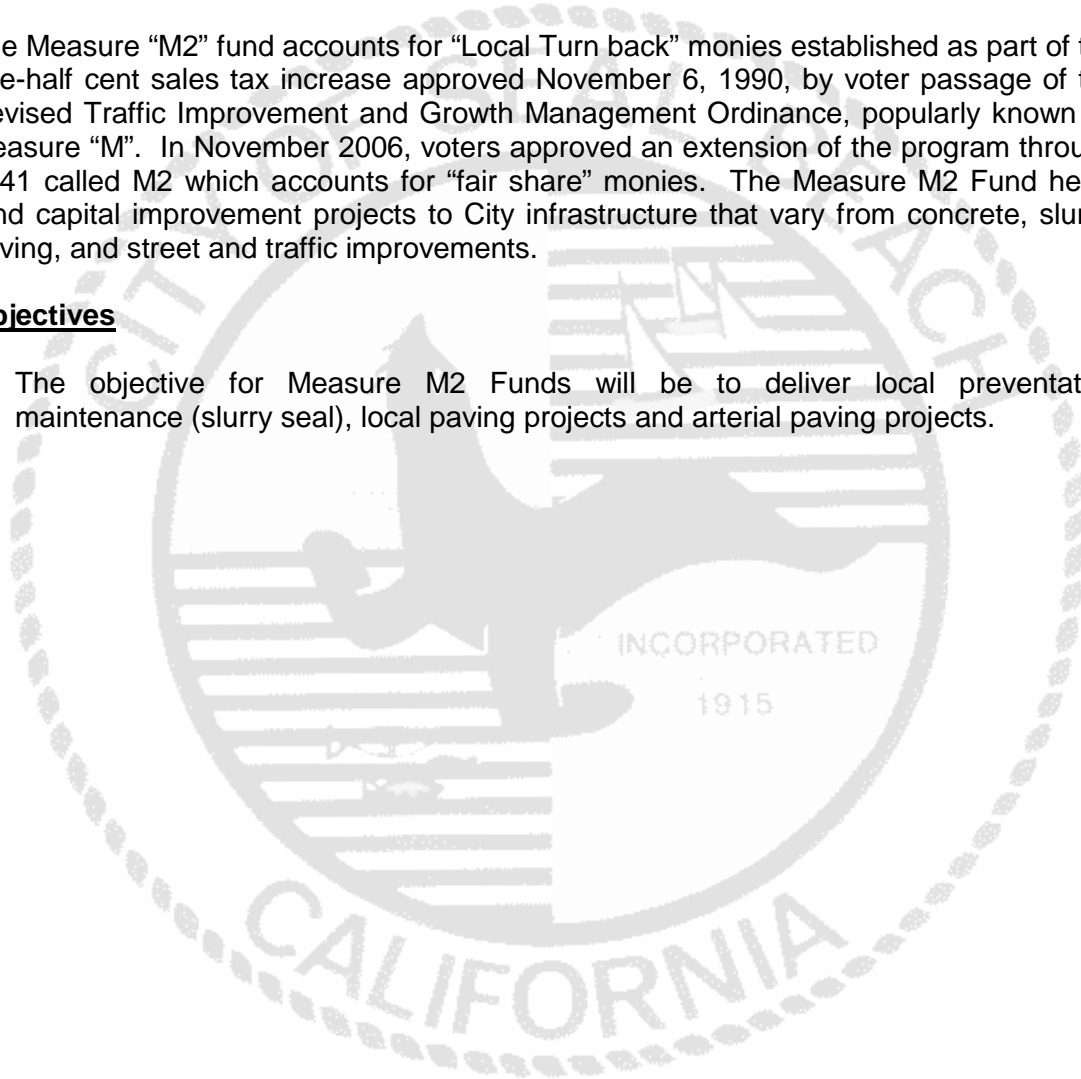
Director of Public Works

Primary Activities

The Measure “M2” 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 called M2 which accounts for “fair share” monies. The Measure M2 Fund helps fund capital improvement projects to City infrastructure that vary from concrete, slurry, paving, and street and traffic improvements.

Objectives

- The objective for Measure M2 Funds will be to deliver local preventative maintenance (slurry seal), local paving projects and arterial paving projects.



DEPARTMENT: Public Works
 FUND: 042 Measure M2

Account Code: 042-099

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 343,152	\$ 1,169,000	\$ 116,400	\$ 1,601,600
TOTAL	\$ 343,152	\$ 1,169,000	\$ 116,400	\$ 1,601,600

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional Svcs	TMC Traffic Engineering and traffic signal batteries	
47000	Transfer Out	Transfer to Capital Fund for Project:	Amount
	ST1509	Westminster Ave Median Improvement	119,000
	ST1602	Local Street Resurfacing Program	270,000
	ST1610	Westminster Ave. Rehabilitation	388,600
	ST1702	Local Street Resurfacing Program	175,000
	ST1703	Arterial Street Resurfacing Program	200,000
	ST1808	New Traffic Signal Battery Back-up Project	100,000
		Total CIP Projects	1,252,600
47002	Transfer Out - Operation	Senior Bus Transportation and Street Lighting District	

City of Seal Beach

FY 2017-2018

DEPARTMENT: Public Works
 FUND: 042 Measure M2

Account Code: 042-099

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Contract Professional	042-099-44000	\$ -	\$ -	\$ -	\$ 60,600
Transfers Out-CIP	042-099-47000	343,152	1,169,000	116,400	1,252,600
Transfers Out-Operation	042-099-47002	-	-	-	288,400
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 343,152</u>	<u>\$ 1,169,000</u>	<u>\$ 116,400</u>	<u>\$ 1,601,600</u>
TOTAL EXPENDITURES		<u>\$ 343,152</u>	<u>\$ 1,169,000</u>	<u>\$ 116,400</u>	<u>\$ 1,601,600</u>

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 865,952	\$ 932,677	\$ 932,677	\$ 1,224,277
Revenues	409,877	456,000	408,000	408,000
Expenditures	(343,152)	(1,169,000)	(116,400)	(1,601,600)
Ending Fund Balance	<u>\$ 932,677</u>	<u>\$ 219,677</u>	<u>\$ 1,224,277</u>	<u>\$ 30,677</u>

DEPARTMENT: Public Works
FUND: 048 Parking In-lieu

Account Code: 048-400

	<u>2015-2016 Actual</u>	<u>2016-2017 Amended Budget</u>	<u>2016-2017 Estimated</u>	<u>2017-2018 Adopted Budget</u>
Maintenance and Operations	\$ -	\$ -	\$ -	\$ -
TOTAL	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

ACCOUNT NUMBER EXPLANATION

DEPARTMENT: Public Works
 FUND: 048 Parking In-lieu

Account Code: 048-400

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Transfers Out	048-400-47000	\$ -	\$ -	\$ -	\$ -
TOTAL MAINTENANCE AND OPERATIONS		\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ -	\$ -	\$ -	\$ -

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 137,021	\$ 169,474	\$ 169,474	\$ 179,674
Revenues	32,453	-	10,200	10,200
Expenditures	-	-	-	-
Ending Fund Balance	\$ 169,474	\$ 169,474	\$ 179,674	\$ 189,874

DEPARTMENT: Public Works
 FUND: 049 - Traffic Impact AB1600

Account Code: 049

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 307,264	\$ 386,200	\$ 377,700	\$ 35,000
TOTAL	\$ 307,264	\$ 386,200	\$ 377,700	\$ 35,000

ACCOUNT NUMBER EXPLANATION

47000	Transfer Out	Transfer to Capital Fund for project:	
		ST1207 Seal Beach Parking Management Plan	35,000

DEPARTMENT: Public Works
 FUND: 049 - Traffic Impact AB1600

Account Code: 049

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Contract Professional	049-333-44000	\$ 17,322	\$ -	\$ -	\$ -
Transfer Out - CIP	049-333-47000	289,942	196,200	187,700	35,000
Transfer Out - Operation	049-333-47002	-	190,000	190,000	-
TOTAL MAINTENANCE AND OPERATIONS		\$ 307,264	\$ 386,200	\$ 377,700	\$ 35,000
TOTAL EXPENDITURES		\$ 307,264	\$ 386,200	\$ 377,700	\$ 35,000

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 659,599	\$ 362,811	\$ 362,811	\$ 10,111
Revenues	10,476	219,500	25,000	25,000
Expenditures	(307,264)	(386,200)	(377,700)	(35,000)
Ending Fund Balance	\$ 362,811	\$ 196,111	\$ 10,111	\$ 111

DEPARTMENT: Public Works
 FUND: 080 City-Wide Grants

Account Code: 080

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 43,510	\$ 974,000	\$ 194,000	\$ 780,000
TOTAL	\$ 43,510	\$ 974,000	\$ 194,000	\$ 780,000

ACCOUNT NUMBER EXPLANATION

47000	Transfer Out	Transfer to Capital Fund for Projects:	<u>Amount</u>
		ST1408 Traffic Management Center Upgrade	68,000
		ST1610 Westminster Ave. Rehabilitation	481,000
		ST1708 Westminster/17th St Traffic Signal Sync	231,000
		Total CIP Projects	<u>780,000</u>

City of Seal Beach

FY 2017-2018

DEPARTMENT: Public Works
 FUND: 080 City-Wide Grants

Account Code: 080

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Transfers Out - OCTA	080-361-47000	\$ -	\$ 974,000	\$ 194,000	\$ 780,000
Transfers Out - BCI	080-364-47000	43,510	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		\$ 43,510	\$ 974,000	\$ 194,000	\$ 780,000
TOTAL EXPENDITURES		\$ 43,510	\$ 974,000	\$ 194,000	\$ 780,000

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ (407,424)	\$ 76,837	\$ 76,837	\$ 465,337
Revenues	527,771	2,861,000	582,500	550,000
Expenditures	(43,510)	(974,000)	(194,000)	(780,000)
Ending Fund Balance	\$ 76,837	\$ 1,963,837	\$ 465,337	\$ 235,337



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

PARKS AND LANDSCAPE SERVICES

Managing Department Head:

Director of Public Works

Mission Statement

To enhance the city's landscape medians, parks, greenbelts and the urban forest.

Primary Activities

Contract activities include annual tree trimming and tree planting; turf maintenance, maintain irrigation systems, playground inspections and maintenance, weed abatement, remove litter in parks, maintenance of portable restrooms and report monthly to the City Tree Advisory Board.

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

- This division is managed by the Community Services Department.
- The landscaping and tree maintenance contracts have been bid to obtain the lowest responsible prices.
- Create a comprehensive 3 year landscape tree trimming schedule throughout the city.
- Create an annual park equipment and playground maintenance assessment standards for long term sustainability.
- Adopt and implement the Department of Water Resources, Model Water Efficient Landscape Ordinance (MWELo) 2015.
- Work with the Tree Advisory Committee to sustain and improve the City's urban forest.

DEPARTMENT: Community Services Account Code: 001-049
 FUND: 001 General Fund - Park and Landscape Services

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 49,231	\$ 75,100	\$ 40,800	\$ 86,900
Maintenance and Operations	197,059	645,300	527,000	629,100
TOTAL	\$ 246,290	\$ 720,400	\$ 567,800	\$ 716,000

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40700	Equipment/materials	Park supplies and playground equipment
41020	Electricity	Electricity at Parks
44000	Contract Professional Svcs	Landscape, portable restrooms, gopher management, tree trimming, Main Street cleaning, fence repairs, playground inspection, lighting repairs, irrigation repairs, replanting, and SCE license Edison property

DEPARTMENT: Community Services Account Code: 001-049
 FUND: 001 General Fund - Park and Landscape Services

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-049-40001	\$ 35,211	\$ 56,300	\$ 28,400	\$ 61,100
Overtime	001-049-40003	4	-	100	-
Cell Phone Allowance	001-049-40009	19	-	-	-
Deferred Comp - Cafeteria	001-049-40010	652	900	300	100
Deferred Comp	001-049-40011	688	1,200	800	1,400
PERS Retirement	001-049-40012	6,522	9,800	7,000	12,000
Medical Insurance	001-049-40014	3,177	5,400	3,000	10,400
Medicare Insurance	001-049-40017	503	900	300	900
Life and Disability	001-049-40018	343	600	200	500
Vacation Buy/Payout	001-049-40027	1,569	-	700	500
Sick Payout	001-049-40028	543	-	-	-
TOTAL PERSONNEL SERVICES		\$ 49,231	\$ 75,100	\$ 40,800	\$ 86,900
MAINTENANCE AND OPERATIONS					
Equipment/Materials	001-049-40700	4,862	17,000	17,000	17,000
Telephone	001-049-41000	480	-	-	-
Electricity	001-049-41020	9,303	15,000	10,000	10,000
Contract Professional	001-049-44000	182,414	613,300	500,000	602,100
TOTAL MAINTENANCE AND OPERATIONS		\$ 197,059	\$ 645,300	\$ 527,000	\$ 629,100
TOTAL EXPENDITURES		\$ 246,290	\$ 720,400	\$ 567,800	\$ 716,000



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

RECREATION & COMMUNITY SERVICES

Managing Department Head:

Director of Public Works

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 lifestyles in the community for all ages.

Primary Activities

Department programming encompasses a year-round recreation class program, youth and educational camps, tennis, aquatic and sports league programs, youth and adult activities, facility rentals, and community and special events. The department also offers senior services and programs including senior meals-on-wheels, transportation, and tax preparation services. The department provides staff and/or oversight to the Seal Beach Tennis Center, as well as recreational and park activities at fifteen facility sites throughout the city, including management of the community gardens. Department staff administers special event and film permit processing. The department also provides support to Parks and Recreation Commission.

Objectives

- Provide and promote the highest quality of community, social, and recreational programs for the community.
- Provide program and service opportunities that allow people of all ages to share, grow, learn, and participate together.
- Promote community awareness through recreation and special event activities.
- Evaluate the future facility and programming needs of the community and to identify future funding resources to support recreational and community service growth.
- Complete the Community Aquatics Center site assessment and implement the design phase.
- Complete the Seal Beach Tennis Center site design and implement the construction phase.
- Complete the Eisenhower Park playground upgrade.
- Create a three-year comprehensive landscape and tree trimming schedule and performance standards.
- Create an annual park equipment assessment programs for the purpose of long-term sustainability.
- Create additional programs that are operated and administered by City staff.
- Create new recreation programs including the Seal Beach Pumpkin Fest and Seal Beach Summer Sendoff.
- Create additional methods to promote recreation programs.

DEPARTMENT: Community Services
 FUND: 001 General Fund - Recreation Admin

Account Code: 001-070

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 252,234	\$ 130,900	\$ 141,300	\$ 174,000
Maintenance and Operations	73,300	84,300	83,100	84,000
TOTAL	\$ 325,534	\$ 215,200	\$ 224,400	\$ 258,000

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40004	Part-time	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40100	Office Supplies	Office supplies
40300	Memberships and Dues	Cal Parks Rec Society
40400	Training and Meetings	Trainings, meetings, and mileage reimbursement
40800	Special Departmental	Community Gardens, Breakfast with Santa, music licenses, recreation program/events, summer kickoff, and Halloween
41009	Cable TV	NSBC TV
44000	Contract Professional Svcs	Senior meals and parking North Seal Beach Comm. Center

DEPARTMENT: Community Services Account Code: 001-070
 FUND: 001 General Fund - Recreation Admin

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	001-070-40001	\$ 141,237	\$ 87,100	\$ 88,500	\$ 96,100
Part-time	001-070-40004	48,271	13,200	16,000	42,600
Cell Phone Allowance	001-070-40009	291	-	-	-
Deferred Comp - Cafeteria	001-070-40010	1,534	500	1,700	2,000
Deferred Compensation	001-070-40011	4,511	2,400	2,500	2,200
PERS Retirement	001-070-40012	27,181	14,400	14,500	12,200
PARS Retirement	001-070-40013	635	200	200	600
Medical Insurance	001-070-40014	15,433	10,500	11,500	13,800
Medicare Insurance	001-070-40017	2,963	1,500	1,400	2,100
Life and Disability	001-070-40018	1,608	1,100	800	1,000
Flexible Spending - Cafeteria	001-070-40022	346	-	-	-
Comptime Buy/Payout	001-070-40026	1,566	-	-	-
Vacation Buy/Payout	001-070-40027	6,658	-	4,200	1,400
TOTAL PERSONNEL SERVICES		\$ 252,234	\$ 130,900	\$ 141,300	\$ 174,000
MAINTENANCE AND OPERATIONS					
Office Supplies	001-070-40100	\$ 930	\$ 2,000	\$ 2,000	\$ 1,500
Public/Legal Notices	001-070-40200	(22)	-	-	-
Memberships and Dues	001-070-40300	-	700	400	700
Training and Meetings	001-070-40400	151	1,500	300	1,500
Special Departmental	001-070-40800	3,680	5,500	5,500	7,100
Telephone	001-070-41000	809	-	-	-
Cable Television	001-070-41009	1,813	1,600	1,900	1,900
Contract Professional	001-070-44000	58,439	73,000	73,000	71,300
Intergovernmental	001-070-45000	7,500	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		\$ 73,300	\$ 84,300	\$ 83,100	\$ 84,000
TOTAL EXPENDITURES		\$ 325,534	\$ 215,200	\$ 224,400	\$ 258,000

DEPARTMENT: Community Services
 FUND: 001 General Fund - Sports

Account Code: 001-071

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 24,625	\$ 13,500	\$ 23,100	\$ 13,500
Maintenance and Operations	6,568	18,900	7,000	7,000
TOTAL	\$ 31,193	\$ 32,400	\$ 30,100	\$ 20,500

ACCOUNT NUMBER EXPLANATION

40004	Part-time	Employee salaries costs
40013	PARS Retirement	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40700	Equipment/materials	Equipments for field, softball, basketball, and gym

DEPARTMENT: Community Services
 FUND: 001 General Fund - Sports

Account Code: 001-071

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Part-time	001-071-40004	\$ 23,969	\$ 13,100	\$ 22,500	\$ 13,100
PARS Retirement	001-071-40013	310	200	300	200
Medicare Insurance	001-071-40017	346	200	300	200
TOTAL PERSONNEL SERVICES		<u>\$ 24,625</u>	<u>\$ 13,500</u>	<u>\$ 23,100</u>	<u>\$ 13,500</u>
MAINTENANCE AND OPERATIONS					
Equipment/Materials	001-071-40700	\$ 6,568	\$ 18,900	\$ 7,000	\$ 7,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 6,568</u>	<u>\$ 18,900</u>	<u>\$ 7,000</u>	<u>\$ 7,000</u>
TOTAL EXPENDITURES		<u>\$ 31,193</u>	<u>\$ 32,400</u>	<u>\$ 30,100</u>	<u>\$ 20,500</u>

DEPARTMENT: Community Services Account Code: 001-072
 FUND: 001 General Fund - Park and Recreation Program

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 796	\$ -	\$ -	\$ -
Maintenance and Operations	326,029	345,200	285,400	300,600
TOTAL	\$ 326,825	\$ 345,200	\$ 285,400	\$ 300,600

ACCOUNT NUMBER EXPLANATION

40100	Office Supplies	Office supplies
40200	Public/Legal Notices	Aquatic project, County posting, SBTC, and public hearing notices
40201	Printing	Recreation guide
40700	Equipment/Materials	Building supplies
40800	Special Departmental	Software maintenance, remote access, and credit card fees
41000	Telephone	Telephone
41020	Electricity	Electricity
44000	Contract Professional Svcs	Contractor payment

DEPARTMENT: Community Services Account Code: 001-072
 FUND: 001 General Fund - Park and Recreation Program

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Part-time Leisure Classes	001-072-40004	\$ 776	\$ -	\$ -	\$ -
PARS Retirement	001-072-40013	10	-	-	-
Medicare Insurance	001-072-40017	10	-	-	-
TOTAL PERSONNEL SERVICES		<u>\$ 796</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
MAINTENANCE AND OPERATIONS					
Office Supplies	001-072-40100	\$ 76	\$ 800	\$ 800	\$ 800
Public/Legal Notices	001-072-40200	-	5,100	-	2,500
Printing	001-072-40201	46,290	48,000	48,000	49,000
Office and Technology Resource	001-072-40500	733	-	-	-
Equipment/Materials	001-072-40700	477	3,000	3,000	3,000
Special Departmental	001-072-40800	5,646	26,700	12,000	27,700
Telephone	001-072-41000	2,497	2,600	2,600	2,600
Electricity	001-072-41020	15,310	12,000	14,000	15,000
Contract Professional	001-072-44000	254,787	247,000	205,000	200,000
Intergovernmental Leisure	001-072-45000	213	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 326,029</u>	<u>\$ 345,200</u>	<u>\$ 285,400</u>	<u>\$ 300,600</u>
TOTAL EXPENDITURES		<u>\$ 326,825</u>	<u>\$ 345,200</u>	<u>\$ 285,400</u>	<u>\$ 300,600</u>

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

Account Code: 001-074

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 95,358	\$ 126,400	\$ 122,600	\$ 119,400
Maintenance and Operations	127,053	110,800	116,400	124,600
TOTAL	\$ 222,411	\$ 237,200	\$ 239,000	\$ 244,000

ACCOUNT NUMBER EXPLANATION

40004	Part-time	Employee salaries costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40550	Bldg/Material/Supplies	Building supplies, tennis equipment, and office supplies
40800	Special Departmental	Credit card services, facility website Maintenance, and newspaper
40950	Bldg/Ground Materials	Landscape maintenance
41000	Telephone	Telephone
41009	Cable	Direct TV
41010	Gas	Gas
41020	Electricity	Electricity
44000	Contract Professional Svcs	Windscreen replacement, pest control, kitchen maintenance, equipment maintenance, and tennis professional services

DEPARTMENT: Community Services Account Code: 001-074
 FUND: 001 General Fund - Tennis Center

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Part-time	001-074-40004	\$ 91,382	\$ 118,800	\$ 117,100	\$ 111,700
PARS Retirement	001-074-40013	1,163	1,500	1,500	1,500
Medical Insurance	001-074-40014	1,537	4,400	2,500	4,600
Medicare Insurance	001-074-40017	1,276	1,700	1,500	1,600
TOTAL PERSONNEL SERVICES		<u>\$ 95,358</u>	<u>\$ 126,400</u>	<u>\$ 122,600</u>	<u>\$ 119,400</u>
MAINTENANCE AND OPERATIONS					
Bldg/Material/Supplies	001-074-40550	\$ 16,915	\$ 14,000	\$ 14,000	\$ 18,000
Special Departmental	001-074-40800	2,468	6,800	5,000	7,100
Bldg/Ground Materials	001-074-40950	9,386	15,000	13,000	15,000
Telephone	001-074-41000	1,292	3,000	1,300	1,300
Cable	001-074-41009	1,712	1,800	1,800	1,800
Gas	001-074-41010	794	1,000	900	1,000
Electricity	001-074-41020	25,511	28,000	28,000	28,000
Contract Professional Services	001-074-44000	68,975	41,200	52,400	52,400
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 127,053</u>	<u>\$ 110,800</u>	<u>\$ 116,400</u>	<u>\$ 124,600</u>
TOTAL EXPENDITURES		<u>\$ 222,411</u>	<u>\$ 237,200</u>	<u>\$ 239,000</u>	<u>\$ 244,000</u>



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

MARINE SAFETY

Managing Department Head:

Marine Safety Chief

Mission Statement

To provide the highest quality safety services in the coastal and aquatic environment for the public through prevention, education, rescue, medical aid, outreach, beach management, and enforcement.

Primary Activities

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 aquatic regulations, and provide educational information to beach and pool patrons on aquatic related subjects.

Beach Lifeguard Division

The Beach Lifeguard's primary activities involve safety of the beach going public. 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.

Pool Lifeguard Division

The Pool Lifeguard's primary activities involve pool safety and water safety instruction. Pool lifeguards are stationed around the pool to provide maximum pool surveillance, warn pool users of dangerous activities, rescue people in distress or in danger of drowning, and provide first aid to those in need. Pool Lifeguards check swimmers in for adult lap swim and act as swim lesson instructors during the summer. Swim lessons participants range in age from infants to high school with all levels of abilities. Provide training of full and part-time personnel in basic lifeguard, first aid and defibrillator to fully support year-round pool aquatic program.

City of Seal Beach

Junior Lifeguard Division

The Marine Safety Department administers a Junior Lifeguard Program serving up to 400 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 at the end of June and ends in mid-August.

Other Administrative Duties

In addition to managing the previously listed activities, the full-time Marine Safety Staff administers the following programs:

Lifeguard Training Academy

All new and recurrent lifeguards receive training from Seal Beach Marine Safety staff. New beach lifeguard training consists of 120 hours of rescue and medical training. The staff is trained to a level that is certified as "Advanced Agency" from the United States Lifesaving Association.

City Wide AED program

Automated External Defibrillator (AED). Seal Beach Marine Safety manages the City of Seal Beach AED program consisting of 18 AED's located in Police Department vehicles, Lifeguard department vehicles, and in municipal buildings. Marine Safety staff maintains the contract for medical oversight, trains city staff in AED use, and services the AED inventory.

Beach Safety Education

The Marine Safety 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.



THIS PAGE INTENTIONALLY LEFT BLANK

DEPARTMENT: Marine Safety
 FUND: 001 General Fund - Aquatics

Account Code: 001-073

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 114,137	\$ 127,600	\$ 121,200	\$ 128,100
Maintenance and Operations	55,182	110,200	94,800	95,800
TOTAL	\$ 169,319	\$ 237,800	\$ 216,000	\$ 223,900

ACCOUNT NUMBER EXPLANATION

40004	Part-time	Employee salaries costs
40013	PARS Retirement	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40400	Training and Meetings	CPO class
40700	Equipment/Materials	Uniform, pool supplies, pace clocks, chairs, picnic table, and rescue tubs
41000	Telephone	Telephone and fax
41010	Gas	Los Alamitos Unified School District
41020	Electricity	Los Alamitos Unified School District
44000	Contract Professionals	Pool maintenance

DEPARTMENT: Marine Safety Account Code: 001-073
 FUND: 001 General Fund - Aquatics

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Part-time	001-073-40004	\$ 111,213	\$ 124,200	\$ 118,000	\$ 124,700
PARS Retirement	001-073-40013	1,389	1,600	1,600	1,600
Medicare Insurance	001-073-40017	1,535	1,800	1,600	1,800
TOTAL PERSONNEL SERVICES		\$ 114,137	\$ 127,600	\$ 121,200	\$ 128,100
MAINTENANCE AND OPERATIONS					
Training and Meetings	001-073-40400	\$ -	\$ 1,000	\$ -	\$ 800
Equipment/Materials	001-073-40700	33,929	19,700	13,300	13,500
Telephone	001-073-41000	2,016	2,000	2,000	2,000
Gas	001-073-41010	-	22,600	22,600	22,600
Electricity	001-073-41020	19,237	24,900	24,900	24,900
Contract Professionals	001-073-44000	-	40,000	32,000	32,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 55,182	\$ 110,200	\$ 94,800	\$ 95,800
TOTAL EXPENDITURES		\$ 169,319	\$ 237,800	\$ 216,000	\$ 223,900

DEPARTMENT: Marine Safety
 FUND: 034 Tidelands Beach

Account Code: 034-828

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 1,160,144	\$ 1,263,000	\$ 1,226,100	\$ 1,254,000
Maintenance and Operations	151,597	166,900	166,000	228,000
Capital Outlay	30,343	586,000	100,000	-
TOTAL	\$ 1,342,084	\$ 2,015,900	\$ 1,492,100	\$ 1,482,000

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40002	Over-time PT	Employee salaries costs
40003	Over-time	Employee salaries costs
40004	Part-time	Employee salaries costs
40006	Junior Lifeguard Sal	Employee salaries costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40030	Unemployment	Employee benefits costs
40032	Health & WellInsess Program	Employee benefits costs
40100	Office Supplies	Tide books, sun screen, office supplies, logs/EMR forms, awards, Hot Schedule, external hard drive, and communications
40300	Memberships and Dues	OC training, OC Chief Assoc., CA Marine Safety Chiefs Assoc. S.B. Lifeguard Assoc., and USLA Advance agency
40400	Training and Meetings	CPR cards, EMT, USLA, CSLSA, drowning prevention, SCUBA, PC 832, EVOG, State of the City, and fire marshall
40600	Marine Maint/Fuel Lifeguard	Fuel and maintenance for boat, ATV, PWC, and trailer
40700	Equipment/Materials	First aid supplies, oxygen maintenance, towers supplies, uniforms, pest control, glass repair, tower phone install, cleaning supplies, EZ up, and rescue paddle boards
40701	Materials and Supplies-Jr Lifeguard	Uniforms, certificates, office supplies, pizza, EZ ups, Banquet, Catalir Express, equipment, body boards/paddle boards, and fins
40800	Special Departmental	Training room A/V, rescue unit orgnaization quipment, rescue fins, lifeguard jackets, training manequins, drinking fountain, USLA training textbook, and uniforms
40806	Special Dept-Jr Lifeguard	Raging Waters, buses, USLA membership, Catalina transportation, banquet rentals, mobile storage, aquarium distance learning fee, and video production
41000	Telephone	Telephone
41020	Electricity	Electricity
44000	Contract Professional	Recreation programs at the beach water watcher tag
45000	Intergovernmental	Rescue boat slip fees and OC Task Force drowning prevention

City of Seal Beach

FY 2017-2018

DEPARTMENT: Marine Safety
 FUND: 034 Tidelands Beach

Account Code: 034-828

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	034-828-40001	\$ 334,122	\$ 417,900	\$ 412,000	\$ 431,000
Over-time PT	034-828-40002	-	-	-	4,000
Over-time	034-828-40003	11,932	8,000	18,100	8,000
Part-time	034-828-40004	489,522	451,900	413,700	420,600
Junior Lifeguard Sal	034-828-40006	90,223	93,000	76,700	87,400
Cell Phone Allowance	034-828-40009	2,709	3,600	3,600	3,600
Deferred Comp - Cafeteria	034-828-40010	938	600	1,900	2,200
Deferred Comp	034-828-40011	9,421	10,700	10,500	10,900
PERS Retirement	034-828-40012	108,775	152,300	144,700	154,000
PARS Retirement	034-828-40013	7,225	7,100	6,400	6,700
Medical Insurance	034-828-40014	64,301	91,500	69,800	91,400
Medicare Insurance	034-828-40017	13,483	14,600	12,100	14,400
Life and Disability	034-828-40018	3,391	4,400	4,000	4,300
Vacation Buy/Payout	034-828-40027	13,347	7,400	52,600	14,600
Unemployment	034-828-40030	10,755	-	-	-
Health & Wellness Program	034-828-40032	-	-	-	900
TOTAL PERSONNEL SERVICES		\$ 1,160,144	\$ 1,263,000	\$ 1,226,100	\$ 1,254,000
MAINTENANCE AND OPERATIONS					
Office Supplies	034-828-40100	\$ 4,057	\$ 9,600	\$ 9,200	\$ 10,000
Membership and Dues	034-828-40300	3,780	600	4,200	900
Training and Meeting	034-828-40400	14,770	7,300	7,300	14,000
Marine Maint/Fuel Lifeguard	034-828-40600	9,094	9,500	9,500	10,000
Equipment/Materials	034-828-40700	20,855	24,100	24,000	25,700
Materials & Supplies Jr Lifeguard	034-828-40701	35,833	32,500	32,500	32,500
Special Departmental	034-828-40800	9,396	11,500	11,500	13,100
Special Dept - Jr Lifeguard	034-828-40806	39,924	56,000	52,000	56,000
Telephone	034-828-41000	3,939	4,100	4,100	4,100
Electricity	034-828-41020	7,595	8,000	8,000	8,000
Contract Professional	034-828-44000	-	-	-	45,000
Intergovernmental	034-828-45000	2,354	3,700	3,700	8,700
TOTAL MAINTENANCE AND OPERATIONS		\$ 151,597	\$ 166,900	\$ 166,000	\$ 228,000
CAPITAL OUTLAY					
Vehicle	034-828-48075	\$ 30,343	\$ 586,000	\$ 100,000	\$ -
TOTAL CAPITAL OUTLAY		\$ 30,343	\$ 586,000	\$ 100,000	\$ -
TOTAL EXPENDITURES		\$ 1,342,084	\$ 2,015,900	\$ 1,492,100	\$ 1,482,000



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

BEACH AND PIER MAINTENANCE

Managing Department Head:

Director of Public Works

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 protection from tidal events.

Primary Activities

Regular Activities - primary activities include cleaning the beach with the surf rake for large debris; remove windblown sand from parking lots and adjacent residences; empty the tot lot, pier, parking lot and beach trash cans; remove graffiti; construct and remove the seasonal berm and clean 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 the annual sand management program and repairs to the pier and groin wall. 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 and manage the sand with limited staff. This fiscal year, approximately 30,000 cubic yards of sand will be moved (backpass) from the west side of the beach to the east side of the beach.
- The Department will oversee the outside agency permitting process in order to secure permitting and environmental clearance for the Pier Fire rehabilitation. Plans will cover new utility lines on the pier, a new sewer pump station, new electrical services and required structural improvements necessary to restore the end of the pier and allow it to be opened to the public and for the construction of a potential new restaurant. Any repairs that were the result of the fire will be coordinated with the City's insurance carrier for payments and/or reimbursement.
- Slurry Seal 10th Street Beach lot
- Continue to capture all ongoing expenses in the Tidelands Lease Area

DEPARTMENT: Public Works Account Code: 034-863
 FUND: 034 Beach Maintenance

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 214,847	\$ 281,400	\$ 280,800	\$ 289,900
Maintenance and Operations	492,292	436,200	419,800	554,000
Capital Outlay	212,353	2,834,600	223,600	2,741,000
TOTAL	\$ 919,492	\$ 3,552,200	\$ 924,200	\$ 3,584,900

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs	
40003	Over-time	Employee salaries costs	
40004	Part-time	Employee salaries costs	
40009	Cell Phone Allowance	Employee benefits costs	
40010	Deferred Comp - Cafeteria	Employee benefits costs	
40011	Deferred Compensation	Employee benefits costs	
40012	PERS Retirement	Employee benefits costs	
40013	PARS Retirement	Employee benefits costs	
40014	Medical Insurance	Employee benefits costs	
40015	AFLAC Cafeteria	Employee benefits costs	
40017	Medicare Insurance	Employee benefits costs	
40018	Life and Disability	Employee benefits costs	
40027	Vacation Buy/payout	Employee benefits costs	
40700	Equipment/Materials	Sandbags, beach tools, pier plumbing (showers & restrooms), beach graffiti abatement, pier railing, signage & utility maintenance, and diesel fuel for beach equipment	
41000	Telephone	Cell Phones	
41020	Electricity	Electricity for beach, parking lots, and pier	
44000	Contract Professional Svcs	Surfside beach cleaning, landscape maintenance, ABM, uniform, winter sand berm construction/removal/inspection, coastal pier engineering, backpass, emergency pump rental, sand nourishment lobbying, and janitorial	
47000	Transfer Out	Transfer to Capital Fund for Projects:	
	BP1002	Pier Utility Upgrade	<u>Amount</u> 2,531,000
	BP1102	Local Coastal Plan	80,000
	BP1801	Boardwalk Blockwall Replacement	50,000
		Total CIP Projects	<u>2,661,000</u>
48075	Vehicle	Skip loader and uplifting	

DEPARTMENT: Public Works Account Code: 034-863
 FUND: 034 Beach Maintenance

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	034-863-40001	\$ 86,073	\$ 162,700	\$ 127,400	\$ 153,100
Over-time	034-863-40003	1,402	500	15,800	500
Part-time	034-863-40004	94,267	47,600	79,000	66,500
Cell Phone Allowance	034-863-40009	71	100	100	100
Deferred Comp - Cafeteria	034-863-40010	1,235	1,100	1,600	1,300
Deferred Comp	034-863-40011	1,446	2,500	1,800	2,800
PERS Retirement	034-863-40012	15,405	27,600	24,100	30,200
PARS Retirement	034-863-40013	1,175	600	1,000	900
Medical Insurance	034-863-40014	8,316	33,200	24,400	29,300
AFLAC Cafeteria	034-863-40015	73	100	-	200
Medicare Insurance	034-863-40017	2,444	3,100	2,700	3,300
Life and Disability	034-863-40018	782	2,100	1,400	1,600
Cafeteria Taxable	034-863-40023	2	-	-	-
Comp time Buy/Payout	034-863-40026	197	-	600	-
Vacation Buy/Payout	034-863-40027	1,142	200	900	100
Sick Payout	034-863-40028	817	-	-	-
TOTAL PERSONNEL SERVICES		\$ 214,847	\$ 281,400	\$ 280,800	\$ 289,900
MAINTENANCE AND OPERATIONS					
Equipment/Materials	034-863-40700	\$ 16,510	\$ 17,500	\$ 16,000	\$ 19,500
Telephone	034-863-41000	200	2,800	2,800	2,800
Electricity	034-863-41020	3,399	4,100	4,000	4,100
Contract Prof. Svcs	034-863-44000	472,183	411,800	397,000	527,600
TOTAL MAINTENANCE AND OPERATIONS		\$ 492,292	\$ 436,200	\$ 419,800	\$ 554,000
CAPITAL OUTLAY					
Vehicles	034-863-48075	\$ 163,792	\$ 151,000	\$ 151,000	\$ 80,000
Transfer Out - CIP	034-863-47000	48,561	2,683,600	72,600	2,661,000
TOTAL CAPITAL OUTLAY		\$ 212,353	\$ 2,834,600	\$ 223,600	\$ 2,741,000
TOTAL EXPENDITURES		\$ 919,492	\$ 3,552,200	\$ 924,200	\$ 3,584,900

FUND BALANCE ANALYSIS	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 3,800	\$ (2,506)	\$ (2,506)	\$ 94
Revenues	2,255,270	5,568,100	2,418,900	5,066,900
Expenditures	(2,261,576)	(5,568,100)	(2,416,300)	(5,066,900)
Ending Fund Balance	\$ (2,506)	\$ (2,506)	\$ 94	\$ 94



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

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 assessment districts:

- 002 - Street Lighting Assessment District
- 101 - Ad94-1 Redemption Fund
- 201 - Community Facilities District 2002-02 (SB Blvd/Lampson Ave Landscape Maintenance)
- 202 - Community Facilities District Heron Pointe
- 203 - Community Facilities District Pacific Gateway Bonds
- 204 - Community Facilities District 2002-01 (Heron Pointe Administrative Expense Fund)
- 205 - Community Facilities District 2005-01 (Pacific Gateway Business Center)
- 206 - Community Facilities District Heron Pointe 2015
- 207 - Community Facilities District Pacific Gateway Bonds 2016
- 208 - Community Facilities District 2002-01 (Heron Pointe Administrative Expense Fund)
- 209 - Community Facilities District 2005-01 (Pacific Gateway Business Center)



DEPARTMENT: Public Works
 FUND: 002 Street Lighting Assessment District

Account Code: 002-500

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 196,373	\$ 185,100	\$ 184,600	\$ 196,400
TOTAL	\$ 196,373	\$ 185,100	\$ 184,600	\$ 196,400

ACCOUNT NUMBER EXPLANATION

41020	Electricity	electricity
44000	Contract Professional Svcs	Willdan Financial Services and legal fees

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: Public Works
 FUND: 002 Street Lighting Assessment District

Account Code: 002-500

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Electricity - Street Lighting	002-500-41020	\$ 186,757	\$ 175,000	\$ 175,000	\$ 186,800
Contract Professional	002-500-44000	9,616	10,100	9,600	9,600
TOTAL MAINTENANCE AND OPERATIONS		\$ 196,373	\$ 185,100	\$ 184,600	\$ 196,400
TOTAL EXPENDITURES		\$ 196,373	\$ 185,100	\$ 184,600	\$ 196,400

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ -	\$ (13,014)	\$ (13,014)	\$ (14)
Revenues	183,359	185,100	197,600	196,400
Expenditures	(196,373)	(185,100)	(184,600)	(196,400)
Ending Fund Balance	\$ (13,014)	\$ (13,014)	\$ (14)	\$ (14)

DEPARTMENT: Finance
 FUND: 101 AD94-1 Redemption

Account Code: 101-333

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ -	\$ -	\$ -	\$ -
Debt Service	130,635	-	-	-
TOTAL	\$ 130,635	\$ -	\$ -	\$ -

ACCOUNT NUMBER EXPLANATION

City of Seal Beach

FY 2017-2018

DEPARTMENT:

Finance

Account Code:

101-333

FUND:

101 AD94-1 Redemption

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Debt Service Pmt Principal	101-333-47888	\$ 125,000	\$ -	\$ -	\$ -
Extraordinary Gain/Loss	101-333-47889	\$ 4,439	\$ -		
Interest Expense	101-333-47999	1,196	-	-	-
TOTAL DEBT SERVICE		\$ 130,635	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 130,635	\$ -	\$ -	\$ -

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 130,660	\$ -	\$ -	\$ -
Revenues	(25)	-	-	-
Expenditures	(130,635)	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -

DEPARTMENT: Finance
 FUND: 201 CFD Landscape

Account Code: 201-450

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 19,389	\$ 40,200	\$ 27,800	\$ 46,800
Maintenance and Operations	61,426	151,000	126,000	123,000
TOTAL	\$ 80,815	\$ 191,200	\$ 153,800	\$ 169,800

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40027	Vacation Buy/Payout	Employee benefits costs
43750	Water Service	Water service expense
44000	Contract Professional Svcs	Wildan and landscape maintenance
47002	Transfer Out- Operations	Admin costs transfer to GF 001

The Seal Beach Community Facilities District No. 2002-02 (Seal Beach Boulevard/Lampson Avenue Landscape Maintenance District) 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 in the center median 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.

City of Seal Beach

FY 2017-2018

DEPARTMENT: Finance
 FUND: 201 CFD Landscape

Account Code: 201-450

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	201-450-40001	\$ 15,005	\$ 30,400	\$ 18,800	\$ 32,100
Deferred Compensation-Cafeteria	201-450-40010	305	600	300	-
Deferred Compensation	201-450-40011	283	700	600	800
PERS Retirement	201-450-40012	2,277	5,300	4,200	6,300
Medical Insurance	201-450-40014	907	2,400	2,400	6,100
Medicare Insurance	201-450-40017	225	500	300	500
Life and Disability	201-450-40018	117	300	200	300
Vacation Buy/Payout	201-450-40027	270	-	1,000	700
TOTAL PERSONNEL SERVICES		\$ 19,389	\$ 40,200	\$ 27,800	\$ 46,800
MAINTENANCE AND OPERATIONS					
Water services	201-450-43750	\$ 6,684	\$ 13,000	\$ 13,000	\$ 13,000
Contract Professional	201-450-44000	41,742	125,000	100,000	97,000
Transfers Out	201-450-47000	13,000	-	-	-
Transfers Out - Operations	201-450-47002	-	13,000	13,000	13,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 61,426	\$ 151,000	\$ 126,000	\$ 123,000
TOTAL EXPENDITURES		\$ 80,815	\$ 191,200	\$ 153,800	\$ 169,800

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 93,542	\$ 197,405	\$ 197,405	\$ 214,105
Revenues	184,678	142,700	170,500	168,700
Expenditures	(80,815)	(191,200)	(153,800)	(169,800)
Ending Fund Balance	\$ 197,405	\$ 148,905	\$ 214,105	\$ 213,005

DEPARTMENT: Finance
FUND: 202 CFD Heron Pointe

Account Code: 202-460

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Debt Service	\$ 458,227	\$ -	\$ -	\$ -
TOTAL	\$ 458,227	\$ -	\$ -	\$ -

ACCOUNT NUMBER EXPLANATION

DEPARTMENT: Finance
 FUND: 202 CFD Heron Pointe

Account Code: 202-460

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
DEBT SERVICE					
Interest Expense	202-460-47999	\$ 458,227	\$ -	\$ -	\$ -
TOTAL DEBT SERVICE		<u>\$ 458,227</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES		<u>\$ 458,227</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 458,227	\$ -	\$ -	\$ -
Revenues	-	-	-	-
Expenditures	(458,227)	-	-	-
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEPARTMENT: Finance
FUND: 203 CFD Pacific Gateway

Account Code: 203-470

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Debt Service	\$ 822,297	\$ -	\$ -	\$ -
TOTAL	<u>\$ 822,297</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

ACCOUNT NUMBER EXPLANATION

DEPARTMENT: Finance
 FUND: 203 CFD Pacific Gateway

Account Code: 203-470

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
DEBT SERVICE					
Extraordinary Gain/Loss	203-470-47899	\$ 822,297	\$ -	\$ -	\$ -
Interest Expense	203-470-47999	-	-	-	-
TOTAL DEBT SERVICE		<u>\$ 822,297</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES		<u>\$ 822,297</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 822,297	\$ -	\$ -	\$ -
Revenues	-	-	-	-
Expenditures	(822,297)	-	-	-
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEPARTMENT: Finance
 FUND: 204 Heron Pointe CFD

Account Code: 204-460

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 59,645	\$ -	\$ -	\$ -
TOTAL	\$ 59,645	\$ -	\$ -	\$ -

ACCOUNT NUMBER EXPLANATION

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: Finance
 FUND: 204 Heron Pointe CFD

Account Code: 204-460

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Extraordinary Gain/Loss	204-460-47899	\$ 59,645	\$ -	\$ -	\$ -
TOTAL MAINTENANCE AND OPERATIONS		\$ 59,645	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 59,645	\$ -	\$ -	\$ -

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 59,645	\$ -	\$ -	\$ -
Revenues	-	-	-	-
Expenditures	(59,645)	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -

DEPARTMENT: Finance Account Code: 205-470 & 480
 FUND: 205 CFD Pacific Gateway Landscape

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	-	-	-	-
Maintenance and Operations	231,784	-	-	-
TOTAL	\$ 231,784	\$ -	\$ -	\$ -

ACCOUNT NUMBER EXPLANATION

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: Finance
 FUND: 205 CFD Pacific Gateway
 Landscape

Account Code: 205-470 & 480

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Extraordinary Gain/Loss	205-470-47899	\$ 245,784	\$ -	\$ -	\$ -
Extraordinary Gain/Loss	205-480-47899	(14,000)	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		\$ 231,784	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 231,784	\$ -	\$ -	\$ -

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 231,784	\$ -	\$ -	\$ -
Revenues	-	-	-	-
Expenditures	(231,784)	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -

DEPARTMENT: Finance
 FUND: 206 CFD Heron Pointe 2002-01 (2015)

Account Code: 206-460

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Debt Service	\$ (120,451)	\$ 294,000	\$ 294,000	\$ 300,000
TOTAL	<u>\$ (120,451)</u>	<u>\$ 294,000</u>	<u>\$ 294,000</u>	<u>\$ 300,000</u>

ACCOUNT NUMBER EXPLANATION

47100	Special Tax Transfer	Transfer to Fund 208 to cover admin cost
47888	Debt Service Pmt Principal	Debt service principal
47999	Interest Expense	Debt service interest

City of Seal Beach

FY 2017-2018

DEPARTMENT: Finance
 FUND: 206 CFD Heron Pointe 2002-01 (2015)

Account Code: 206-460

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
DEBT SERVICE					
Special Tax Transfer	206-460-47100	\$ 25,000	\$ 25,000	\$ 25,000	\$ 15,000
Debt Service Pmt Principal	206-460-47888	-	115,000	115,000	135,000
Extraordinary Gain/Loss	206-460-47899	(262,201)	-	-	-
Interest Expense	206-460-47999	116,750	154,000	154,000	150,000
TOTAL DEBT SERVICE		<u>\$ (120,451)</u>	<u>\$ 294,000</u>	<u>\$ 294,000</u>	<u>\$ 300,000</u>
TOTAL EXPENDITURES		<u>\$ (120,451)</u>	<u>\$ 294,000</u>	<u>\$ 294,000</u>	<u>\$ 300,000</u>

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ -	\$ 368,821	\$ 368,821	\$ 345,321
Revenues	248,370	244,900	270,500	270,500
Expenditures	120,451	(294,000)	(294,000)	(300,000)
Ending Fund Balance	<u>\$ 368,821</u>	<u>\$ 319,721</u>	<u>\$ 345,321</u>	<u>\$ 315,821</u>

DEPARTMENT: Finance
 FUND: 207 CFD Pacific Gateway 2005-01 (2016)

Account Code: 207-470

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Debt Service	\$ (156,413)	\$ 587,400	\$ 587,400	\$ 586,800
TOTAL	<u>\$ (156,413)</u>	<u>\$ 587,400</u>	<u>\$ 587,400</u>	<u>\$ 586,800</u>

ACCOUNT NUMBER EXPLANATION

47100	Special Tax Transfer	Admin cost to Fund 205
47888	Debt Service Pmt Principal	Principle
47999	Interest Expense	Interest and Interest accrual

City of Seal Beach

FY 2017-2018

DEPARTMENT: Finance
 FUND: 207 CFD Pacific Gateway 2005-01 (2016)

Account Code: 207-470

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
DEBT SERVICE					
Special Tax Transfer	207-470-47100	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Debt Service Pmt Principal	207-470-47888	105,000	185,000	185,000	215,000
Extraordinary Gain/Loss	207-470-47899	(466,992)	-	-	-
Interest Expense	207-470-47999	180,579	377,400	377,400	346,800
TOTAL DEBT SERVICE		<u>\$ (156,413)</u>	<u>\$ 587,400</u>	<u>\$ 587,400</u>	<u>\$ 586,800</u>
TOTAL EXPENDITURES		<u>\$ (156,413)</u>	<u>\$ 587,400</u>	<u>\$ 587,400</u>	<u>\$ 586,800</u>

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ -	\$ 737,262	\$ 737,262	\$ 647,962
Revenues	580,849	478,600	498,100	498,900
Expenditures	156,413	(587,400)	(587,400)	(586,800)
Ending Fund Balance	<u>\$ 737,262</u>	<u>\$ 628,462</u>	<u>\$ 647,962</u>	<u>\$ 560,062</u>

DEPARTMENT: Finance
 FUND: 208 Heron Pointe CFD

Account Code: 208-460

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ (41,253)	\$ 19,000	\$ 19,000	\$ 19,000
TOTAL	\$ (41,253)	\$ 19,000	\$ 19,000	\$ 19,000

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional Svcs	Bank of New York and Willdan
47002	Transfer Out - Operations	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.

City of Seal Beach

FY 2017-2018

DEPARTMENT: Finance
 FUND: 208 Heron Pointe CFD

Account Code: 208-460

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Contract Professional	208-460-44000	\$ 7,392	\$ 8,000	\$ 8,000	\$ 8,000
Transfer Out	208-460-47000	11,000	-	-	-
Transfers Out - Operations	208-460-47002	-	11,000	11,000	11,000
Extraordinary Gain/Loss	208-460-47899	(59,645)	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		\$ (41,253)	\$ 19,000	\$ 19,000	\$ 19,000
TOTAL EXPENDITURES		\$ (41,253)	\$ 19,000	\$ 19,000	\$ 19,000

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ -	\$ 67,097	\$ 67,097	\$ 73,097
Revenues	25,844	25,000	25,000	15,000
Expenditures	41,253	(19,000)	(19,000)	(19,000)
Ending Fund Balance	\$ 67,097	\$ 73,097	\$ 73,097	\$ 69,097

DEPARTMENT: Finance Account Code: 209-470 & 480
 FUND: 209 CFD Pacific Gateway Landscape

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 19,704	\$ 40,200	\$ 27,574	\$ 46,800
Maintenance and Operations	(180,932)	198,100	72,500	202,500
TOTAL	\$ (161,228)	\$ 238,300	\$ 100,074	\$ 249,300

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs	
40011	Deferred Compensation	Employee benefits costs	
40012	PERS Retirement	Employee benefits costs	
40014	Medical Insurance	Employee benefits costs	
40017	Medicare Insurance	Employee benefits costs	
40018	Life and Disability	Employee benefits costs	
40027	Vacation Buy/Payout	Employee benefits costs	
43750	Water Services	Water service expense	
44000	Contract Professional Svcs	Landscape, Wildan, and Bank of New York	
47000	Transfer Out	Transfer to Capital Fund for project:	
47002	Transfer out - Operations	Transfers to General Fund for Admin Costs Tax (A & B) ST 1509 Westminster Ave Median Improvement	122,000

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.

City of Seal Beach

FY 2017-2018

DEPARTMENT: Finance Account Code: 209-470 & 480
 FUND: 209 CFD Pacific Gateway Landscape

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	209-470-40001	\$ 15,320	\$ 30,400	\$ 18,782	\$ 32,100
Deferred Compensation-Cafeteria	209-470-40010	305	600	275	-
Deferred Compensation	209-470-40011	283	700	631	800
PERS Retirement	209-470-40012	2,277	5,300	4,270	6,300
Medical Insurance	209-470-40014	907	2,400	2,240	6,100
Medicare Insurance	209-470-40017	225	500	189	500
Life and Disability	209-470-40018	117	300	163	300
Vacation Buy/Payout	209-470-40027	270		1,024	700
TOTAL PERSONNEL SERVICES		\$ 19,704	\$ 40,200	\$ 27,574	\$ 46,800
MAINTENANCE AND OPERATIONS					
Water Services	209-470-43750	\$ 9,450	\$ 5,000	\$ 10,000	\$ 10,000
Contract Professional Services	209-470-44000	7,898	28,800	28,800	36,800
Transfer Out - Operation	209-470-47002	-	15,000	15,000	15,000
Transfer Out - CIP	209-470-47000	15,000	130,600	-	122,000
Extraordinary Gain/Loss	209-470-47899	(245,784)	-	-	-
Contract Professional Services	209-480-44000	7,504	7,700	7,700	7,700
Transfer Out	209-480-47000	11,000	11,000	-	-
Transfers Out	209-480-47002	-	-	11,000	11,000
Extraordinary Gain/Loss	209-480-47899	14,000	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		\$ (180,932)	\$ 198,100	\$ 72,500	\$ 202,500
TOTAL EXPENDITURES		\$ (161,228)	\$ 238,300	\$ 100,074	\$ 249,300

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ -	\$ 246,395	\$ 246,395	\$ 229,321
Revenues	85,167	25,000	83,000	83,000
Expenditures	161,228	(238,300)	(100,074)	(249,300)
Ending Fund Balance	\$ 246,395	\$ 33,095	\$ 229,321	\$ 63,021



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

WATER OPERATIONS AND CIP

Managing Department Head:

Director of Public Works

Mission Statement

To provide Seal Beach residents with reliable and safe water for domestic and fire protection uses.

Primary Activities

Regular activities - Primary activities include monitoring the SCADA controls for water wells and pump stations, water production, pipe installation and maintenance, booster station maintenance, well 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.

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; 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 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 Board and Golden State Water Company.

Objectives

- The City's water system is on average over 40-45 years old. Over the past 10 years the City has invested in upgrading of the infrastructure and technology improvements. In order to maintain the system, labor resources are continuously evaluated within the water department. The department staff performs daily testing, inspection of the system, station maintenance, compliance with regulations, exercising of all valves, and flushing of hydrants. The City is currently implementing improvements identified within the City's Water Master Plan adopted July 9, 2012.
- The last Water Master Plan was adopted in 2012. In 207 projects identified within this master plan will be implemented. The largest project being rehabilitation of the Beverly Manor Reservoir. Additionally, the City will be undertaking an update to Water Rates with preparation of a Water Rate Study. The study will incorporate items such as the Capital Improvements needed, new requirements for operation of the water system, and updated construction costs, etc.

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

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 1,054,743	\$ 1,453,200	\$ 1,353,100	\$ 1,388,800
Maintenance and Operations	2,872,215	3,134,000	2,974,500	3,255,000
Capital Outlay	(500)	45,000	45,000	120,000
TOTAL	\$ 3,926,458	\$ 4,632,200	\$ 4,372,600	\$ 4,763,800

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40003	Over-time	Employee salaries costs
40004	Part-time	Employee salaries costs
40007	Tuition Reimbursement	Employee benefits costs
40008	Auto Allowance	Employee benefits costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40015	AFLAC Cafeteria	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40019	FICA	Employee benefits costs
40022	Flexible Spending - Cafeteria	Employee benefits costs
40023	Cafeteria Taxable	Employee benefits costs
40027	Vacation Buy/Payout	Employee benefits costs
40033	Medical Waiver	Employee benefits costs
40100	Office Supplies	Office Supplies
40300	Memberships and Dues	USC, OC Backflow, Water Board certificates, and AWWA
40400	Training and Meetings	American Public Works Assoc., and American Water Works Assoc.
40700	Equipment/Materials	Parts for fire hydrants, water production, and distribution system
41000	Telephone	Telephone and cellular
41010	Gas	Gas
41020	Electricity	Electricity
44000	Contract Professional	Water quality laboratory testing, landscape maintenance, uniform, pump/VFD/SCADA maintenance, backup power, annual water quality report, underground service alert, professional engineering services, regulatory testing, water break repairs, water conservation consultant, Beehive, and Gov Clarity
44050	Overhead	Overhead charge transfer to General Fund
45000	Intergovernmental	MWDOC, AQMD, and West Orange County Water Board
48075	Vehicle	Bobcat skid steer

City of Seal Beach

FY 2017-2018

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

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	017-900-40001	\$ 773,566	\$ 917,400	\$ 832,500	\$ 860,600
Temporary Special Pay	017-900-40002	-	-	200	-
Over-time	017-900-40003	69,895	60,000	59,300	60,000
Part-time	017-900-40004	98,884	115,100	127,200	122,300
Tuition Reimbursement	017-900-40007	5,550	5,000	5,000	5,000
Auto Allowance	017-900-40008	923	900	900	900
Cell Phone Allowance	017-900-40009	926	700	700	700
Deferred Comp - Cafeteria	017-900-40010	12,690	13,100	11,200	7,700
Deferred Compensation	017-900-40011	15,346	18,100	17,200	16,700
PERS Retirement	017-900-40012	(87,554)	149,200	138,900	147,900
PARS Retirement	017-900-40013	1,247	1,500	1,600	1,600
Medical Insurance	017-900-40014	123,150	139,800	123,400	133,600
AFLAC - Cafeteria	017-900-40015	247	500	600	300
Medicare Insurance	017-900-40017	13,816	16,400	13,100	15,600
Life and Disability	017-900-40018	8,606	9,900	8,600	8,800
FICA	017-900-40019	22	100	100	100
Flexible Spending - Cafeteria	017-900-40022	315	500	300	300
Cafeteria Taxable	017-900-40023	324	300	400	500
Comp-time Buy/Payout	017-900-40026	1,721	-	100	-
Vacation Buy/Payout	017-900-40027	11,126	4,700	10,500	5,300
Sick Payout	017-900-40028	3,943	-	1,300	-
Medical Waiver	017-900-40033	-	-	-	900
TOTAL PERSONNEL SERVICES		\$ 1,054,743	\$ 1,453,200	\$ 1,353,100	\$ 1,388,800
MAINTENANCE AND OPERATIONS					
Office Supplies	017-900-40100	\$ 20,416	\$ 28,600	\$ 28,000	\$ 21,000
Membership and Dues	017-900-40300	2,241	2,000	2,000	2,400
Training and Meetings	017-900-40400	2,774	2,000	1,000	2,000
Equipment/Materials	017-900-40700	90,909	132,500	100,000	100,000
Special Departmental	017-900-40800	55,446	-	-	-
Depreciation	017-900-40900	98,252	46,900	-	-
Telephone	017-900-41000	13,897	11,400	15,000	16,000
Gas	017-900-41010	1,280	26,000	4,000	5,000
Electricity	017-900-41020	174,439	150,000	150,000	150,000
Contract Prof Svcs	017-900-44000	175,167	277,100	250,000	260,300
Overhead	017-900-44050	324,500	324,500	324,500	324,500
Intergovernmental	017-900-45000	1,912,894	2,133,000	2,100,000	2,373,800
TOTAL MAINTENANCE AND OPERATIONS		\$ 2,872,215	\$ 3,134,000	\$ 2,974,500	\$ 3,255,000
CAPITAL OUTLAY					
Vehicles	017-900-48075	\$ (500)	\$ 45,000	\$ 45,000	\$ 120,000
TOTAL CAPITAL OUTLAY		\$ (500)	\$ 45,000	\$ 45,000	\$ 120,000
TOTAL EXPENDITURES		\$ 3,926,458	\$ 4,632,200	\$ 4,372,600	\$ 4,763,800
FUND BALANCE ANALYSIS					
		2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance		\$ 3,996,826	\$ 3,211,467	\$ 3,211,467	\$ 2,135,267
Revenues		3,141,099	3,303,700	3,296,400	3,298,700
Expenditures		(3,926,458)	(4,632,200)	(4,372,600)	(4,763,800)
Ending Fund Balance		\$ 3,211,467	\$ 1,882,967	\$ 2,135,267	\$ 670,167

DEPARTMENT: Public Works
 FUND: 019 Water Capital Improvement Fund

Account Code: 019-950

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 499,770	\$ 12,411,900	\$ 820,300	\$ 12,721,500
TOTAL	<u>\$ 499,770</u>	<u>\$ 12,411,900</u>	<u>\$ 820,300</u>	<u>\$ 12,721,500</u>

ACCOUNT NUMBER EXPLANATION

49605 Construction-Capital Projects Various Contractors for capital projects

City of Seal Beach

FY 2017-2018

DEPARTMENT: Public Works
 FUND: 019 Water Capital Improvement Fund

Account Code: 019-950

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Depreciation	019-950-40900	\$ 499,770	\$ 497,600	\$ -	\$ -
Construction - Capital Projects	019-950-49605	-	11,914,300	820,300	12,721,500
TOTAL MAINTENANCE AND OPERATIONS		\$ 499,770	\$ 12,411,900	\$ 820,300	\$ 12,721,500
TOTAL EXPENDITURES		\$ 499,770	\$ 12,411,900	\$ 820,300	\$ 12,721,500

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 20,133,254	\$ 20,882,734	\$ 20,882,734	\$ 21,550,434
Revenues	1,249,250	1,410,000	1,488,000	1,425,000
Expenditures	(499,770)	(12,411,900)	(820,300)	(12,721,500)
Ending Fund Balance	\$ 20,882,734	\$ 9,880,834	\$ 21,550,434	\$ 10,253,934

DEPARTMENT: Public Works Account Code: 021-980
 FUND: 021 Vehicle Replacement Fund

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 194,136	\$ 737,000	\$ 251,000	\$ 80,000
Capital Outlay	173,619	579,800	434,400	180,000
TOTAL	\$ 367,755	\$ 1,316,800	\$ 685,400	\$ 260,000

ACCOUNT NUMBER EXPLANATION

47002	Transfer Out - Operations	Transfer to Tidelands
48075	Vehicles	Fleet replacement vehicles and equipment uplifting costs including radios in the fleet

City of Seal Beach

FY 2017-2018

DEPARTMENT: Public Works
 FUND: 021 Vehicle Replacement Fund

Account Code: 021-980

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Transfer Out - CIP	021-980-47000	\$ 194,136	\$ -	\$ -	\$ -
Transfer Out - Operations	021-980-47002	-	737,000	251,000	80,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 194,136</u>	<u>\$ 737,000</u>	<u>\$ 251,000</u>	<u>\$ 80,000</u>
CAPITAL OUTLAY					
Depreciation	021-980-40900	\$ 165,259	\$ 145,400	\$ -	\$ -
Vehicles	021-980-48075	8,360	434,400	434,400	180,000
TOTAL CAPITAL OUTLAY		<u>\$ 173,619</u>	<u>\$ 579,800</u>	<u>\$ 434,400</u>	<u>\$ 180,000</u>
TOTAL EXPENDITURES		<u>\$ 367,755</u>	<u>\$ 1,316,800</u>	<u>\$ 685,400</u>	<u>\$ 260,000</u>

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 2,805,505	\$ 2,747,749	\$ 2,747,749	\$ 2,372,349
Revenues	310,000	310,000	310,000	-
Expenditures	(367,755)	(1,316,800)	(685,400)	(260,000)
Ending Fund Balance	<u>\$ 2,747,749</u>	<u>\$ 1,740,949</u>	<u>\$ 2,372,349</u>	<u>\$ 2,112,349</u>



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

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 Department will continue its aggressive capital improvement program and on-going maintenance.
- The Department oversees a sewer grease ordinance and a Fats Oils and Grease Program.
- The Sewer Master Plan will be updated in FY 2017-18 with a Sewer Rate Study to insure that rates are accurately set.
- Along with an updated Sewer Master Plan, the City will update its Sewer System Management Plan, Sewer Management Plan Audit, and Sanitary Sewer overflow Emergency Response Plan. These plans are state mandated and are valuable in aiding the City in its management of the City-Wide Sewer System.

DEPARTMENT: Public Works
 FUND: 043 Sewer Operations

Account Code: 043-925

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 668,348	\$ 931,300	\$ 926,500	\$ 984,300
Maintenance and Operations	262,312	287,900	224,600	354,700
TOTAL	\$ 930,660	\$ 1,219,200	\$ 1,151,100	\$ 1,339,000

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40003	Over-time	Employee salaries costs
40004	Part-time	Employee salaries costs
40008	Auto Allowance	Employee benefits costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40015	AFLAC Cafeteria	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40019	FICA	Employee benefits costs
40022	Flexible Spending Cafeteria	Employee benefits costs
40023	Cafeteria - Taxable	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40033	Medical Waiver	Employee benefits costs
40100	Office Supplies	Office supplies and furniture
40300	Memberships and Dues	State certifications and APWA
40400	Training and Meetings	Training and staff development
40700	Equipment/Materials	Equipment, pumps, and pump repair
41000	Telephone	Telephone and cell
41010	Gas	Gas
41020	Electricity	Electricity
44000	Contract Professional Svcs	Pump station maintenance, emergency response, sewer cleaning, FOG program, landscape maintenance, uniforms, Beehive, and Gov Clarity
44050	Overhead	Administrative expenses calculated for department
45000	Intergovernmental	South Coast Air Quality Management District

City of Seal Beach

FY 2017-2018

DEPARTMENT: Public Works
 FUND: 043 Sewer Operations

Account Code: 043-925

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	043-925-40001	\$ 503,500	\$ 636,200	\$ 591,500	\$ 660,800
Temporary Special Pay	043-925-40002	-	-	100	-
Over-time	043-925-40003	8,383	10,500	32,100	10,500
Part-time	043-925-40004	26,495	45,300	59,600	49,800
Auto Allowance	043-925-40008	923	900	900	900
Cell Phone Allowance	043-925-40009	902	700	700	700
Deferred Comp - Cafeteria	043-925-40010	4,862	5,100	4,500	5,200
Deferred Comp	043-925-40011	12,095	15,500	15,100	14,100
PERS Retirement	043-925-40012	27,755	106,800	103,300	121,100
PARS Retirement	043-925-40013	319	600	800	600
Medical Insurance	043-925-40014	57,522	84,300	80,200	95,700
AFLAC Cafeteria	043-925-40015	762	1,200	800	300
Medicare Insurance	043-925-40017	6,825	10,500	8,300	10,900
Life and Disability	043-925-40018	4,574	6,300	5,500	6,600
FICA	043-925-40019	22	100	100	100
Flexible Spending - Cafeteria	043-925-40022	227	400	200	300
Cafeteria - Taxable	043-925-40023	296	400	500	700
Comp time Buy/Payout	043-925-40026	1,966	-	2,900	-
Vacation Buy/Payout	043-925-40027	8,063	6,500	16,800	5,300
Sick Payout	043-925-40028	2,857	-	2,600	-
Medical Waiver	043-925-40033	-	-	-	700
TOTAL PERSONNEL SERVICES		\$ 668,348	\$ 931,300	\$ 926,500	\$ 984,300
MAINTENANCE AND OPERATIONS					
Office Supplies	043-925-40100	\$ 701	\$ 1,000	\$ 1,000	\$ 4,000
Membership and Dues	043-925-40300	270	1,300	1,000	1,400
Training and Meetings	043-925-40400	188	2,000	1,000	2,000
Equipment and Materials	043-925-40700	19,362	37,500	35,000	37,500
Depreciation	043-925-40900	53,653	10,000	-	-
Telephone	043-925-41000	12,400	4,900	10,000	12,000
Gas	043-925-41010	917	500	600	1,000
Electricity	043-925-41020	23,728	29,000	22,000	24,000
Contract Prof Svcs	043-925-44000	93,294	122,700	90,000	203,800
Overhead	043-925-44050	54,000	54,000	54,000	54,000
Intergovernmental	043-925-45000	3,799	25,000	10,000	15,000
TOTAL MAINTENANCE AND OPERATIONS		\$ 262,312	\$ 287,900	\$ 224,600	\$ 354,700
TOTAL EXPENDITURES		\$ 930,660	\$ 1,219,200	\$ 1,151,100	\$ 1,339,000

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 1,059,938	\$ 807,691	\$ 807,691	\$ 419,091
Revenues	678,413	735,300	762,500	762,300
Expenditures	(930,660)	(1,219,200)	(1,151,100)	(1,339,000)
Ending Fund Balance	\$ 807,691	\$ 323,791	\$ 419,091	\$ (157,609)

DEPARTMENT: Public Works
 FUND: 044 Sewer Capital

Account Code: 044-975

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 799,987	\$ 2,161,600	\$ 760,700	\$ 1,185,500
TOTAL	<u>\$ 799,987</u>	<u>\$ 2,161,600</u>	<u>\$ 760,700</u>	<u>\$ 1,185,500</u>

Account Number Explanation

47600	Amortization	2000 Sewer System Certificates of Participation
47999	Interest Expense	2000 Sewer System Certificates of Participation
49605	Construction-Capital Projects	Various Contractors for capital projects

City of Seal Beach

FY 2017-2018

DEPARTMENT: Public Works
 FUND: 044 Sewer Capital

Account Code: 044-975

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Depreciation	044-975-40900	\$ 561,890	\$ 568,900	\$ -	\$ -
Amortization	044-975-47600	12,070	12,100	12,100	12,100
Interest Expense	044-975-47999	226,027	218,100	218,100	206,400
Construction - Capital Projects	044-975-49605	-	1,362,500	530,500	967,000
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 799,987</u>	<u>\$ 2,161,600</u>	<u>\$ 760,700</u>	<u>\$ 1,185,500</u>
TOTAL EXPENDITURES		<u>\$ 799,987</u>	<u>\$ 2,161,600</u>	<u>\$ 760,700</u>	<u>\$ 1,185,500</u>

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 21,731,611	\$ 22,787,836	\$ 22,787,836	\$ 23,793,136
Revenues	1,856,212	1,728,000	1,766,000	1,735,000
Expenditures	(799,987)	(2,161,600)	(760,700)	(1,185,500)
Ending Fund Balance	<u>\$ 22,787,836</u>	<u>\$ 22,354,236</u>	<u>\$ 23,793,136</u>	<u>\$ 24,342,636</u>



THIS PAGE INTENTIONALLY LEFT BLANK

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

		Approved Carry over 2016-17 Budget	2017-18 Adopted Budget	2017-18 Total
Fund 001	General Fund	\$ 5,757,400	\$ 1,182,700	\$ 6,940,100
Fund 019	Water Capital Fund	11,094,000	1,627,500	12,721,500
Fund 034	Tidelands	2,611,000	50,000	2,661,000
Fund 040	State Gas Tax	516,800	400,000	916,800
Fund 042	Measure M2	1,052,600	200,000	1,252,600
Fund 044	Sewer Capital Fund	832,000	135,000	967,000
Fund 049	Traffic Impact	-	35,000	35,000
Fund 050	Seal Beach Cable	-	30,000	30,000
Fund 080	Citywide Grants	780,000	-	780,000
Fund 209	CFD Landscape	122,000	-	122,000
TOTAL		<u>\$ 22,765,800</u>	<u>\$ 3,660,200</u>	<u>\$ 26,426,000</u>

Capital Project (Fund 045)	\$ 12,737,500
Water Capital Project (Fund 019)	12,721,500
Sewer Capital Project (Fund 044)	967,000
Total Capital Project - All Funds	<u>\$ 26,426,000</u>

The Capital Improvement Project Fund, funds major capital projects with various revenues sources but excludes the Water and Sewer Capital Fund. The various revenue sources include, but not limited to the Successor Agency to the Redevelopment Agency, Park Improvement, State Gas Tax, Measure M2 Grants and General Fund. These sources get transferred into the Capital Improvement Project Fund.

Major CIP's for FY 2016-2017 include, but not limited to Council Chambers and Seal Beach TV Remodel, Eisenhower Tot Lot Rehabilitaiton, West End Pump Station Improvements, new Traffic Management Center, Slurry Seal Project and City Concrete Repairs.

For the FY 2017-2018, the total Capital Improvement Project budget is \$12,737,500 which excludes the Water and Sewer Capital Funds, only \$6,940,100 is General Fund. The remaining balance of \$5,797,400 is funded through the various revenue sources listed above. Detailed descriptions of all capital projects, including Water and Sewer Enterprise Funds are presented in the 5-Year Capital Improvement Program budget document.

CAPITAL IMPROVEMENT PROJECTS

FY 2017-2018

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

Capital Fund: 045, 019, & 044

Project Number	Description	Approved Carry over 2016-17 Budget	2017-18 Adopted Budget	2017-18 Total
Fund 001 General Fund				
BG1504	Citywide Financial Information System	\$ 190,000	\$ -	\$ 190,000
BG1603	Countywide 800MHz Agreement	10,000	170,000	180,000
BG1801	City Facilities Roof Repair Project	-	200,000	200,000
BG1804	Police Dept. Electric Vehicle Charging Station	-	30,000	30,000
BG1805	Senior Center Improvement Project	-	50,000	50,000
EM1603	Tennis Center Workout Room and Locker Room Emergency Repairs	15,000	-	15,000
EM1701	West End Pump Station Emergency Project	59,000	-	59,000
PR1701	Annual Citywide Court Rehabilitation	30,000	-	30,000
PR1801	Annual Citywide Court Rehabilitation	-	30,000	30,000
SD1801	West End Pump Station Improvements	-	200,000	200,000
SD1802	Focus Preliminary Design Analysis Marina Drive	-	100,000	100,000
SD1803	Focus Preliminary Design Analysis Seal Way	-	100,000	100,000
SD1804	Focus Preliminary Design Analysis College Park East	-	100,000	100,000
ST1207	Seal Beach Comprehensive Parking Management Plan	642,000	-	642,000
ST1302	Underground Utility Project (Rule 20A)	10,000	-	10,000
ST1707	Annual Street Tree Planting Program	19,000	-	19,000
ST1807	Annual Street Tree Planting Program	-	20,000	20,000
Subtotal for General Fund		\$ 975,000	\$ 1,000,000	\$ 1,975,000
001 - 29013 Buildings Assigned Fund Balance				
BG1801	City Facilities Roof Repair Project	\$ -	\$ 152,700	\$ 152,700
BG1803	Marina Community Center HVAC Replacement	-	30,000	30,000
Subtotal for Building Assigned Fund Balance		\$ -	\$ 182,700	\$ 182,700
001 - 29009 Swimming Pool Assigned Fund Balance				
BG0904	New Swimming Pool	\$ 4,782,400	\$ -	\$ 4,782,400
Subtotal for Swimming Pool Assigned Fund Balance		\$ 4,782,400	\$ -	\$ 4,782,400
Total General Fund Requests:		\$ 5,757,400	\$ 1,182,700	\$ 6,940,100
Fund 019 Water Capital Fund				
BP1002	Pier Utility Upgrade Project	\$ 577,000	\$ -	\$ 577,000
BP1102	Local Coastal Plan	80,000	-	80,000
SS1801	City Yard Roof Repair	-	25,000	25,000
WT0904	Water Station Rehab. - Beverly Manor	4,759,000	441,000	5,200,000
WT1301	Hellman Ranch Permit	-	51,000	51,000
WT1501	Water Rate Study Update	53,000	20,000	73,000
WT1504	City Wide Water Meter Replacement	-	34,000	34,000
WT1603	Water Well Rehab Bolsa Chica	-	750,000	750,000
WT1605	Navy reservoir Chlorination System Upgrades	100,000	40,000	140,000
WT1606	Water Valve Replacement Program	-	42,500	42,500
WT1701	West Orange County Connector Waterline Extension	675,000	-	675,000
WT1702	Westminster Ave. Water Main Replacement	2,800,000	84,000	2,884,000
WT1703	405 Widening Water Line Reconfiguration	750,000	-	750,000
WT1704	Lampson Ave Water Main Replacement	1,300,000	40,000	1,340,000
WT1801	SCADA Improvement Upgrade Project	-	100,000	100,000
Total Water Fund Requests:		\$ 11,094,000	\$ 1,627,500	\$ 12,721,500
Fund 034 Tidelands				
BP1002	Pier Utility Upgrade Project	\$ 2,531,000	\$ -	\$ 2,531,000
BP1102	Local Coastal Plan	80,000	-	80,000
BP1801	Boardwalk Blockwall Replacement	-	50,000	50,000
Total Tidelands Fund Requests:		\$ 2,611,000	\$ 50,000	\$ 2,661,000

CAPITAL IMPROVEMENT PROJECTS

FY 2017-2018

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

Capital Fund: 045, 019, & 044

Project Number	Description	Approved Carry over 2016-17 Budget	2017-18 Adopted Budget	2017-18 Total
Fund 040 State Gas Tax				
ST1508	Old Town Parking and Signage Improvement	\$ 91,000	\$ -	\$ 91,000
ST1606	Annual Signage Replacement	8,800	-	8,800
ST1610	Westminster Ave. Rehabilitation (WCL to Seal Beach Blvd)	192,000	-	192,000
ST1701	Annual Slurry Seal Program	100,000	50,000	150,000
ST1704	Annual Concrete Repair Program	50,000	-	50,000
ST1705	Annual Striping Program	25,000	-	25,000
ST1708	Westminster/17th St. Corridor Traffic Signal Synchronization	50,000	-	50,000
ST1801	Annual Slurry Seal Program	-	250,000	250,000
ST1802	Annual Concrete Repair Program	-	75,000	75,000
ST1805	Annual Striping Program	-	25,000	25,000
Total Gas Tax Fund Requests:		\$ 516,800	\$ 400,000	\$ 916,800
Fund 042 Measure M2				
ST1509	Westminster Ave Median Improvement	\$ 119,000	\$ -	\$ 119,000
ST1602	Local Street Resurfacing Program	270,000	-	270,000
ST1610	Westminster Ave. Rehabilitation (WCL to Seal Beach Blvd)	288,600	100,000	388,600
ST1702	Local Street Resurfacing Program	175,000	-	175,000
ST1703	Arterial Street Resurfacing Program	200,000	-	200,000
ST1808	New Traffic Signal Battery Back-up Project	-	100,000	100,000
Total Measure M2 Fund Requests:		\$ 1,052,600	\$ 200,000	\$ 1,252,600
Fund 044 Sewer Capital Fund				
BP1002	Pier Utility Upgrade Project	\$ 622,000	\$ -	\$ 622,000
BP1102	Local Coastal Plan	80,000	-	80,000
SS1301	Sewer System Master Plan Update	66,000	-	66,000
SS1401	Sewer Rate Study	54,000	10,000	64,000
SS1601	Manhole Rehabilitation	10,000	-	10,000
SS1801	City Yard Roof Repair	-	25,000	25,000
WT1801	SCADA Improvement Upgrade Project	-	100,000	100,000
Total Sewer Fund Requests:		\$ 832,000	\$ 135,000	\$ 967,000
Fund 049 Traffic Impact				
ST1207	Seal Beach Comprehensive Parking Management Plan	\$ -	\$ 35,000	\$ 35,000
Total Traffic Impact Requests:		\$ -	\$ 35,000	\$ 35,000
Fund 050 Seal Beach Cable Foundation				
BG1802	Audio/Visual Council Chambers Upgrade	\$ -	\$ 30,000	\$ 30,000
Total Seal Beach Cable Foundation Fund Requests:		\$ -	\$ 30,000	\$ 30,000
Fund 080 Citywide Grants				
<i>080-361 Grant Reimb.</i>				
ST1408	Traffic Management Center Upgrade (361)	\$ 68,000	\$ -	\$ 68,000
ST1610	Westminster Ave. Rehabilitation (WCL to Seal Beach Blvd)	481,000	-	481,000
ST1708	Westminster/17th St. Corridor Traffic Signal Synchronization	231,000	-	231,000
Total Citywide Grant Fund Requests:		\$ 780,000	\$ -	\$ 780,000
Fund 209 CFD Landscape				
ST1509	Westminster Ave Median Improvement	\$ 122,000	\$ -	\$ 122,000
Total Community Facilities District Requests:		\$ 122,000	\$ -	\$ 122,000
TOTAL EXPENDITURES		\$ 22,765,800	\$ 3,660,200	\$ 26,426,000

DEPARTMENT: Public Works
FUND: 045 Capital Project Fund

Account Code: 045-333

	<u>2015-2016 Actual</u>	<u>2016-2017 Amended Budget</u>	<u>2016-2017 Estimated</u>	<u>2017-2018 Adopted Budget</u>
Maintenance and Operations	\$ 2,619,901	\$ 13,083,300	\$ 2,243,500	\$ 12,737,500
TOTAL	<u>\$ 2,619,901</u>	<u>\$ 13,083,300</u>	<u>\$ 2,243,500</u>	<u>\$ 12,737,500</u>

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Various Contractors for capital projects

DEPARTMENT: Public Works
 FUND: 045 Capital Project Fund

Account Code: 045-333

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Contract Professional Svcs	045-333-44000	\$ 2,619,901	\$ 13,083,300	\$ 2,243,500	\$ 12,737,500
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 2,619,901</u>	<u>\$ 13,083,300</u>	<u>\$ 2,243,500</u>	<u>\$ 12,737,500</u>
TOTAL EXPENDITURES		<u>\$ 2,619,901</u>	<u>\$ 13,083,300</u>	<u>\$ 2,243,500</u>	<u>\$ 12,737,500</u>

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -
Revenues	2,619,901	13,083,300	2,243,500	12,737,500
Expenditures	(2,619,901)	(13,083,300)	(2,243,500)	(12,737,500)
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>



THIS PAGE INTENTIONALLY LEFT BLANK

City of Seal Beach

SUCCESSOR AGENCY TO SB RDA

Managing Department Head:

Director of Finance/City Treasurer

Mission Statement

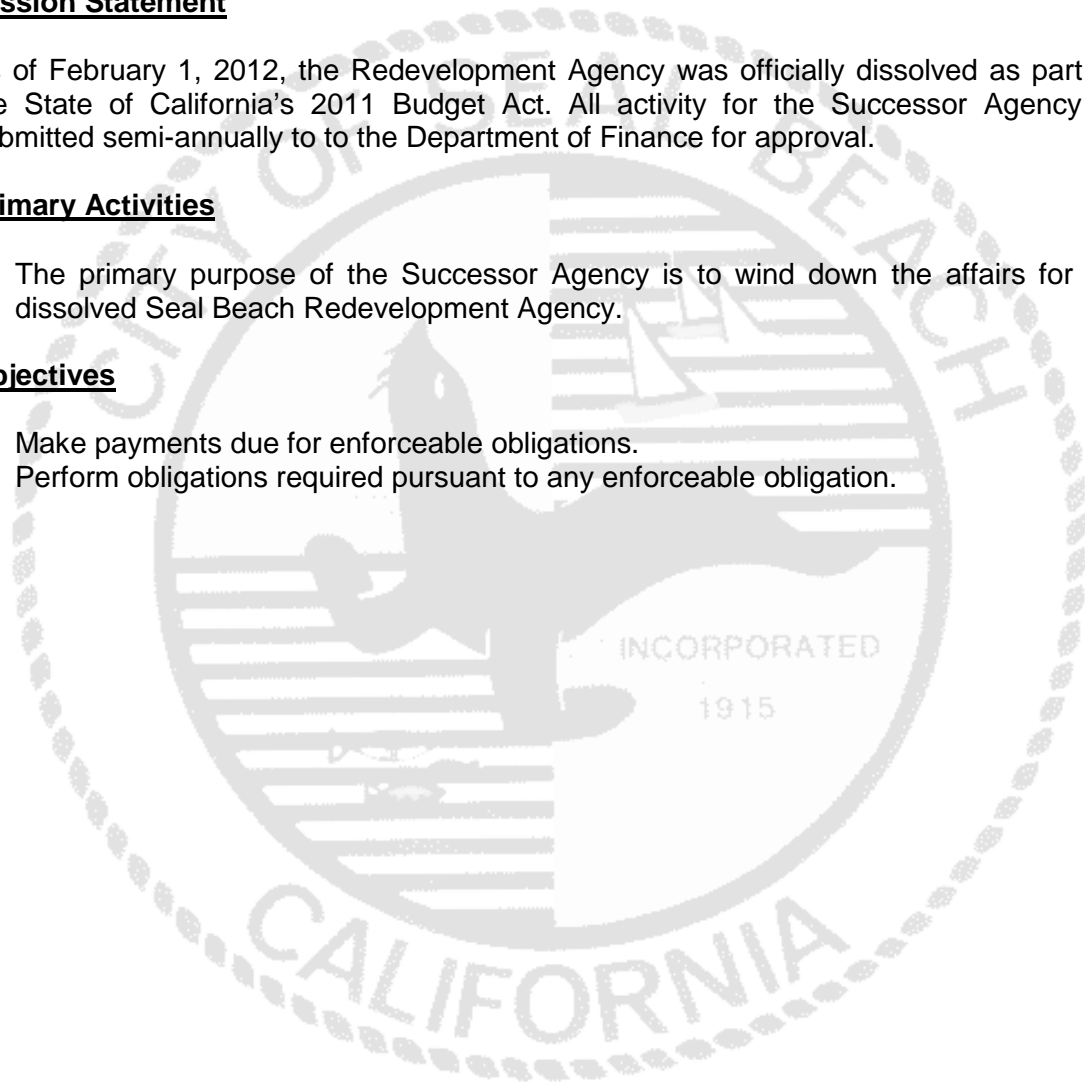
As of February 1, 2012, the Redevelopment Agency was officially dissolved as part of the State of California's 2011 Budget Act. All activity for the Successor Agency is submitted semi-annually to the Department of Finance for approval.

Primary Activities

- The primary purpose of the Successor Agency is to wind down the affairs for the dissolved Seal Beach Redevelopment Agency.

Objectives

- Make payments due for enforceable obligations.
- Perform obligations required pursuant to any enforceable obligation.



DEPARTMENT: Finance
 FUND: 300 RDA - Riverfront Fund

Account Code: 300-063

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Maintenance and Operations	\$ 3,580	\$ -	\$ -	\$ -
TOTAL	\$ 3,580	\$ -	\$ -	\$ -

ACCOUNT NUMBER EXPLANATION

DEPARTMENT: Finance
 FUND: 300 RDA - Riverfront Fund

Account Code: 300-063

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
MAINTENANCE AND OPERATIONS					
Depreciation	300-063-40900	\$ 3,580	\$ -	\$ -	\$ -
Extraordinary Gain/Loss	300-063-47889		-	-	-
TOTAL MAINTENANCE AND OPERATIONS		\$ 3,580	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 3,580	\$ -	\$ -	\$ -

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ 60,861	\$ 57,281	\$ 57,281	\$ 57,281
Revenues	-	-	-	-
Expenditures	(3,580)	-	-	-
Ending Fund Balance	\$ 57,281	\$ 57,281	\$ 57,281	\$ 57,281

DEPARTMENT: Finance
 FUND: 302 RDA - Debt Service Fund

Account Code: 302-065

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Debt Service	\$ 168,568	\$ 192,300	\$ 192,300	\$ 151,800
TOTAL	\$ 168,568	\$ 192,300	\$ 192,300	\$ 151,800

ACCOUNT NUMBER EXPLANATION

47888	Debt Service	Debt service principal - Tax Allocation Bonds A & B
47999	Interest Expense	Debt service interest - Tax Allocation Bonds A & B Interest accrual A&B

DEPARTMENT: Finance
 FUND: 302 RDA - Debt Service Fund

Account Code: 302-065

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
DEBT SERVICE					
Interest Expense	302-065-47999	\$ 168,568	\$ 192,300	\$ 192,300	\$ 151,800
TOTAL DEBT SERVICE		<u>\$ 168,568</u>	<u>\$ 192,300</u>	<u>\$ 192,300</u>	<u>\$ 151,800</u>
TOTAL EXPENDITURES		<u>\$ 168,568</u>	<u>\$ 192,300</u>	<u>\$ 192,300</u>	<u>\$ 151,800</u>

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ (2,966,134)	\$ (2,411,571)	\$ (2,411,571)	\$ (1,836,571)
Revenues	723,131	767,300	767,300	751,800
Expenditures	(168,568)	(192,300)	(192,300)	(151,800)
Ending Fund Balance	<u>\$ (2,411,571)</u>	<u>\$ (1,836,571)</u>	<u>\$ (1,836,571)</u>	<u>\$ (1,236,571)</u>

DEPARTMENT: Finance
 FUND: 304 Retirement Obligation Fund

Account Code: 304-081

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Personnel Services	\$ 8,859	\$ 14,800	\$ 4,500	\$ 7,000
Maintenance and Operations	945,617	1,023,200	1,023,200	1,204,900
TOTAL	\$ 954,476	\$ 1,038,000	\$ 1,027,700	\$ 1,211,900

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
44000	Contract Professional Svcs	BNY Trustee Fee, Legal Counsel, Wildan, and audit
45051	Housing Authority 20% Set Asside	Housing Authority
47002	Transfer Out - Operations	Debt service transfer to Fund 302
47888	Principal - Sewer	Sewer Fund

City of Seal Beach

FY 2017-2018

DEPARTMENT: Finance Account Code: 304-081
 FUND: 304 Retirement Obligation Fund

Description	Account Number	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
PERSONNEL SERVICES					
Full-time Salaries	304-081-40001	\$ 7,825	\$ 14,800	\$ 4,000	\$ 7,000
Deferred Comp - Cafeteria	304-081-40010	21		-	-
Deferred Comp	304-081-40011	275		100	-
PERS Retirement	304-081-40012	619		400	-
Medicare	304-081-40017	115		-	-
Flexible Spending - Cafeteria	304-081-40022	4		-	-
TOTAL PERSONNEL SERVICES		<u>\$ 8,859</u>	<u>\$ 14,800</u>	<u>\$ 4,500</u>	<u>\$ 7,000</u>
MAINTENANCE AND OPERATIONS					
Contract Professional	304-081-44000	\$ 14,317	105,900	105,900	60,500
Housing Auth.-Admin Allow	304-081-45051	150,000	150,000	150,000	150,000
Transfer Out	304-081-47000	722,410	-	-	-
Transfer Out - Operations	304-081-47002	-	767,300	767,300	751,800
Project/Admin. Allowance Exp	304-081-47001	54,475	-	-	-
Principal - Sewer	304-081-47888	-	-	-	242,600
Interest Expense	304-081-47999	4,415	-	-	-
TOTAL MAINTENANCE AND OPERATIONS		<u>\$ 945,617</u>	<u>\$ 1,023,200</u>	<u>\$ 1,023,200</u>	<u>\$ 1,204,900</u>
TOTAL EXPENDITURES		<u>\$ 954,476</u>	<u>\$ 1,038,000</u>	<u>\$ 1,027,700</u>	<u>\$ 1,211,900</u>

FUND BALANCE ANALYSIS

	2015-2016 Actual	2016-2017 Amended Budget	2016-2017 Estimated	2017-2018 Adopted Budget
Beginning Fund Balance	\$ (299,818)	\$ 75,071	\$ 75,071	\$ 41,871
Revenues	1,329,365	994,500	994,500	1,173,900
Expenditures	(954,476)	(1,038,000)	(1,027,700)	(1,211,900)
Ending Fund Balance	<u>\$ 75,071</u>	<u>\$ 31,571</u>	<u>\$ 41,871</u>	<u>\$ 3,871</u>



THIS PAGE INTENTIONALLY LEFT BLANK

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, 2018**

Limit for FY 16/17	\$	28,179,039
2017/2018 per Capita Personal Income		1.0369
Product		29,218,846
2016/2017 Population Change (County)		0.9986
Appropriations Limit FY 17/18	\$	29,177,939
Appropriations Limit FY 17/18		29,177,939
Total FY 17/18 General Fund revenues subject to Appropriations Limit (Schedule A)		12,230,200
Unused Appropriations Limit	\$	16,947,739

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, 2017, the City did not have any debt subject to the State Debt Limit.

Current General Fund debt obligations include capital leases for installation and replacing of various air conditioning, lighting for City Buildings and City street lighting to reduce energy use or to make for a more efficient use of energy.

Enterprise Funds' debt obligations consist of the Water Operations Fund economic development loan from the Economic Development Administration for drought relief and the 2011 Installment Sales Agreement which was a refinancing loan that replaced the previous Sewer Capital Fund Certificates of Participation for the financing of improvements to the sewer infrastructure.

On June 20, 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 of bond proceeds in January of 2009. The bond proceeds were used to construct a new state-of-the-art 12,000 square foot fire station located at 3131 North Gate Road.

The following schedule outlines the City's total outstanding debt for the fiscal year 2017-2018. The schedule reports the original amounts of debt issued, the funding source to pay the debt, issue date, final payment date, and the interest rate.

Long-Term Debt

City of Seal Beach Outstanding Debt Schedule

Name of Bond, Loan or Capital Lease	Original Amount of Issue	Beginning Outstanding Balance 7/1/2017	Requirements for Fiscal Year Ending June 30, 2018			Ending Outstanding Balance 6/30/2018
			Interest Payable	Principal Payment	Total	
<i>General Fund</i>						
<i>Capital Leases</i>						
Energy Efficiency Program	1,546,931	672,828	22,290	69,520	91,810	603,308
Total General Fund	1,546,931	672,828	22,290	69,520	91,810	603,308
<i>Water and Sewer Enterprise</i>						
State of CA Revolving Loan 10-838-550	2,644,015	2,086,731	54,255	115,525	169,780	1,971,206
State of CA Revolving Loan 10-842-550	1,652,742	1,451,469	37,738	68,985	106,723	1,382,484
2011 Installment Sales Agreement	3,310,000	2,420,000	114,360	150,000	264,360	2,270,000
Total Water and Sewer Enterprise Funds	7,606,757	5,958,200	206,353	334,510	540,863	5,623,690
<i>Pension Obligation</i>						
<i>Bond</i>						
Police Plan 2008A-2	8,775,000	2,414,000	107,153	1,151,000	1,258,153	1,263,000
Total Pension Obligation Fund	8,775,000	2,414,000	107,153	1,151,000	1,258,153	1,263,000
<i>Lease Revenue 2009 Bond</i>						
<i>Bond</i>						
Fire Station Project	6,300,000	2,835,000	99,335	420,000	519,335	2,415,000
Total Lease Revenue Fund	6,300,000	2,835,000	99,335	420,000	519,335	2,415,000
Total All City Funds Outstanding Debt	24,228,688	11,880,028	435,131	1,975,030	2,410,161	9,904,998

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 monies 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, Successor 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 002: 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.

Special Project 004: The Special Project Fund was established to account for revenues derived from donations or special fees designated for future projects.

Supplemental Law Enforcement Grant 009: 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.

Asset Seizure and Forfeiture Fund 011 & 013: The Asset Seizure and Forfeiture Fund accounts for revenues derived from monies and property seized in drug-related incidents.

Air Quality Improvement Program Fund 012: 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.

Park Improvement Fund 016: 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.

Pension Obligation Bond 027: The Pension Obligation Bond Fund was established to account for the principal and interest payments made to pay off this long-term debt. The General Fund is the source of the payments of principal and interest.

Fire Station Bond 028: The Fire Station Bond Fund was established to account for the principal and interest payments made to pay off this long-term debt. The General Fund is the source of the payments of principal and interest.

Description of Funds

Tidelands Beach Fund 034: 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 040: 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 041: 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.

Measure M2 Fund 042: With the sunset of M1, voters approved a continuation of transportation improvements through the Measure M Transportation Investment Plan (M2). By the year 2041, the M2 program plans to deliver approximately \$15.5 billion* worth of transportation improvements to Orange County. Major improvement plans target Orange County freeways, streets and roads, transit and environmental programs.

Traffic Impact AB1600 049: Traffic Impact Fees are fair-share based fees that will serve to offset, or mitigate, the traffic impacts caused by new development.

Roberti-Z'Berg-Harris Urban Open Space Fund 070: The Roberti-Z'Berg-Harris Open Space Fund's revenues can only be used to improve open space areas such as parks.

Per Capita Fund 071:

This fund consists of the Per Capita grant that is allocated to cities, counties, and eligible districts on a population-based formula. Funds may be used for the acquisition, development, improvement, rehabilitation, restoration, enhancement, and the development of interpretive facilities for local parks and recreational lands and facilities

Community Development Block Grant (CDBG) 072: The CDBG program provides communities with resources for a wide variety of unique community development needs. The City receives 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.

Police Grants 075: Various grants include the *Urban Area Security Initiative* (UASI), the *Office of Traffic Safety* (OTS) DUI grant reimburses funds advanced by the City for DUI enforcement, the *Bullet Proof Vest Protection* (BVP) grant which provides matching funds for the purchase of bullet-resistant vests, the *Alcoholic Beverage Control* (ABC) grant and the *Justice Assistance Grant* (JAG).

Citywide Grants Fund 080:

This fund accounts for various Federal and State grants that are restricted to expenditures for specific projects or purposes.

Community Facilities District No. 2002-01 202 & 204: 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.

Description of Funds

Community Facilities District No. 2002-02 201: 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.

Community Facilities District No. 2005-01 205: 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).

Successor Agency to the SB 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. Transitioned to Successor Agency in 2012.

Retirement Fund - Riverfront Project Area 300: The Riverfront Project Area Fund accounts for staff, operating costs and capital projects within the Riverfront Project Area.

Retirement Fund - Low and Moderate Income Housing Funds 301: The Riverfront Low and Moderate Income Housing Funds account for preserving and expanding the City's affordable housing stock

Retirement Fund - Debt Service Fund 302: The Debt Service Fund accounts for the payments of long-term debt.

Retirement Fund - Tax Increment 303: 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.

Retirement Obligation Fund 304: The Retirement Obligation Fund account for Recognized Obligation Payment Schedule (ROPS) items approved by the Department of Finance.

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 a vehicle replacement fund.

Water Enterprise Funds 017 & 019: 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.

Description of Funds

Vehicle Replacement Fund 021: The revenues received by this fund are transferred from the departments that have vehicles and equipment. Departmental transfers represent a pro rata share of all costs of vehicles and equipment. All replacement vehicles are purchased from this fund.

Sewer Enterprise Funds 043 & 044: 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.

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.

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.

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).

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 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.

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.

Glossary of Terms

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.

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

Materials 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.

Glossary of Terms

Operating Budget – The annual budget and process that provides a financial plan for the operation of government and the provision of core 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.