



# City of Seal Beach



## Adopted Budget for Fiscal Year 2014-2015



**City of Seal Beach  
California**

**FISCAL YEAR 2014-2015 BUDGET**



**CITY COUNCIL**

Ellery Deaton, Mayor  
David Sloan, Mayor Pro Tem  
Mike Levitt, Council Member  
Gary Miller, Council Member  
Gordon Shanks, Council Member

**EXECUTIVE OFFICERS**

Jill R. Ingram, City Manager  
Quinn M. Barrow, City Attorney

**ADMINISTRATIVE PERSONNEL**

Joe Bailey, Marine Safety Chief  
Jim Basham, Director of Community Development  
Victoria L. Beatley, Director of Finance/City Treasurer  
Sean Crumby, Director of Public Works  
Linda Devine, City Clerk  
Patrick Gallegos, Assistant City Manager  
Joseph Stilinovich, Chief of Police

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



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June 9, 2014

To: Honorable Mayor and Members of the City Council

From: Jill R. Ingram, City Manager

Re: Fiscal Year 2014-2015 Budget Message

I am pleased to present the proposed annual budget for Fiscal Year 2014-2015 for the City of Seal Beach. The City's budget is balanced with General Fund operating revenues exceeding operating expenditures by \$21,200 for Fiscal Year 2014-2015.

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 expected trends.

The personnel services portion of the Fiscal Year 2014-2015 expenditure budget has been prepared by projecting wages and salaries by position at current levels and adjusted in consideration of existing labor contracts with a 1.4% CPI and merit increases for the Executive/Mid-Management, SBSPA, and OCEA only.

The maintenance and operations, and capital outlay/improvements portions of the Fiscal Year 2014-2015 expenditure budget have been prepared by using historical data to estimate costs, in addition to including estimates for new programs and projects. Fiscal Year 2014-2015 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 2012-2013 actual operating results, followed by both the amended budget and estimated FY 2013-2014 year end amounts. The final column is the FY 2014-2015 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 public services to residents, during a continued slow economic recovery, without the reduction in programs or services. The following is a list of key features provided in the Fiscal Year 2014-2015 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 \$28.7 million and expenditures of \$28.7 million, excluding capital projects for FY 2014-2015 of \$3.2 million. The General Fund balance is projected to be \$27.9 million at June 30, 2014. This amount includes reserves and assigned fund balances of \$17.2 million, leaving an unassigned fund balance of \$10.7 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 \$31.9 million and capital project expenditures of \$3.2 million. The capital project expenditures are to be funded out of General Fund reserves with the exception of \$310,000 for six projects: \$100,000 for the Citywide Financial Information System; \$100,000 for the 5 Year Pier Structural Assessment Report; \$50,000 for the PCH and Anderson Landscape Improvements; \$30,000 City-wide Court Rehabilitation; \$10,000 for Underground Storage Tank Remediation; and \$20,000 for the Street Tree Planting Program. 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 \$28.7 million for Fiscal Year 2014-2015, with a \$0.2 million decrease from the estimated FY 2013-2014 revenues.

In Fiscal Year 2014-2015, the projected revenue decrease is primarily due to continued

sales declines in the petroleum products industry. General Fund expenditures in the FY 2014-2015 budget are estimated to be \$31.9 million. This amount includes transfers for capital projects in the amount of \$3.2 million for Fiscal Year 2014-2015.

The current General Fund reserves are projected to be approximately \$15.7 million at the end of Fiscal Year 2014-2015.

### **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 2014-2015, the Public Works department is expected to spend approximately \$15.1 million. Of the \$15.1 million, \$11.7 million is being carried over from the FY 2013-2014 adopted budget and will be funded with reserves of fund balance. The CIP being funded out of the General Fund is \$3.2 million, with \$2.9 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**

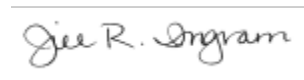
In summary, the budget incorporates funding recommendations from the professional City staff that are responsive to the City Council's overriding priority of providing, and preserving, quality core services to the residents of Seal Beach. The budget has been prepared with the City Council's fiscal priorities 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.

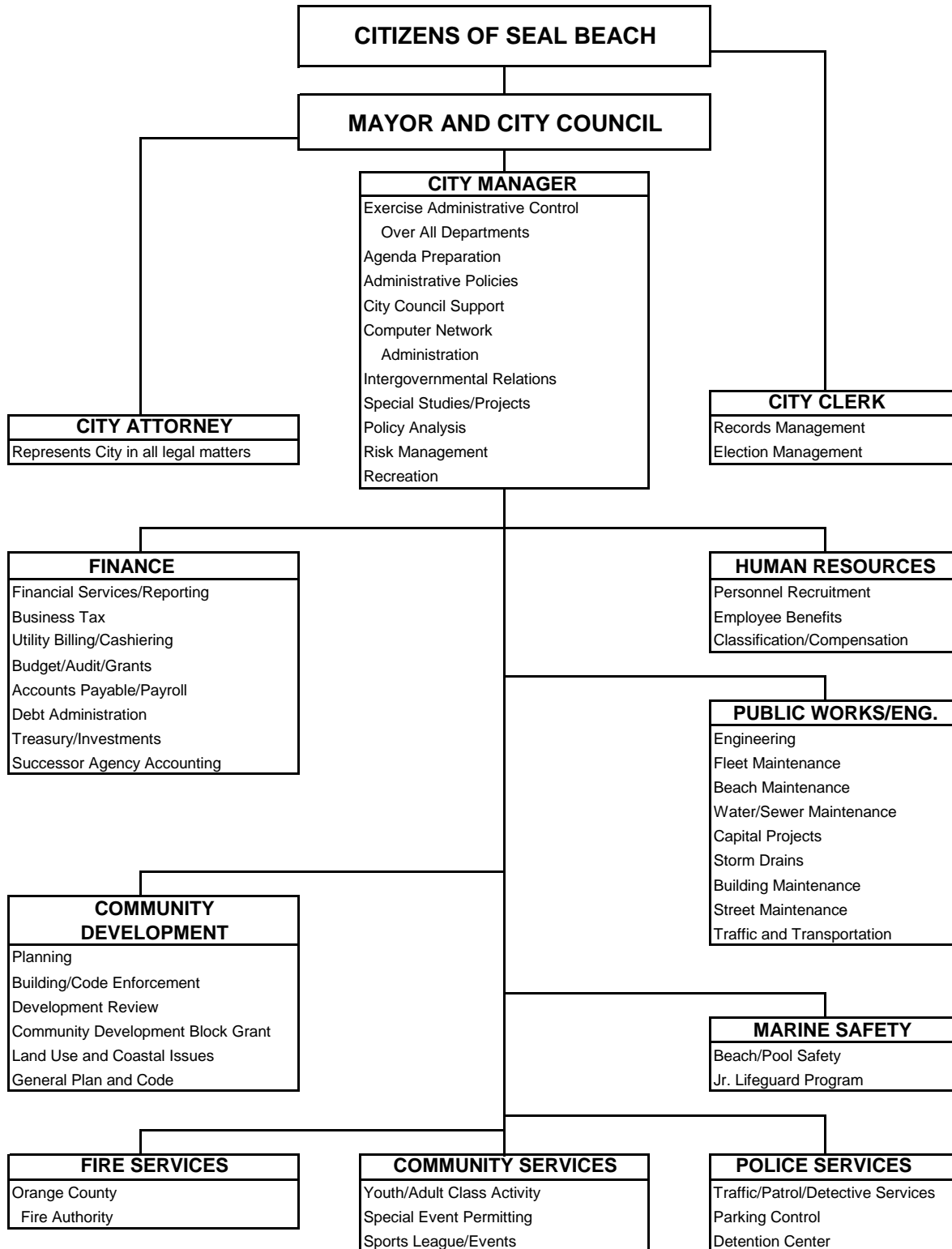
The staff and I welcome comments from both the City Council and the community on the spending plans for Fiscal Year 2014-2015.

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 2014-2015

DEPARTMENT	DIVISION	POSITION	APPROVED 2014-2015	Vacant	Funds Allocation				CFD
					General (001)	Water (017)	Tidelands (034)	Sewer (043)	
<b>CITY COUNCIL</b>									
001-010	City Council	Council Member	5.00	-	4.50	0.25	-	0.25	-
<b>Total City Council</b>			<b>5.00</b>	<b>-</b>	<b>4.50</b>	<b>0.25</b>	<b>-</b>	<b>0.25</b>	<b>-</b>
<b>CITY MANAGER</b>									
001-011	City Manager	City Manager	1.00	-	0.80	0.10	-	0.10	-
001-011	City Manager	Assistant City Manager	1.00	-	0.94	0.02	0.02	0.02	-
001-014	City Manager	Management Analyst	1.00	-	0.80	0.10	-	0.10	-
001-011	City Manager	Executive Assistant	1.00	-	1.00	-	-	-	-
001-011	City Manager	Executive Assistant (Part-time)	0.73	0.73	0.65	0.04	-	0.04	-
001-011	City Manager	Intern (Part-time)	0.73	-	0.73	-	-	-	-
<b>Total City Manager</b>			<b>5.46</b>	<b>0.73</b>	<b>4.92</b>	<b>0.26</b>	<b>0.02</b>	<b>0.26</b>	<b>-</b>
<b>CITY CLERK</b>									
001-012	City Clerk/Election	City Clerk	1.00	-	0.80	0.10	-	0.10	-
<b>Total City Clerk</b>			<b>1.00</b>	<b>-</b>	<b>0.80</b>	<b>0.10</b>	<b>-</b>	<b>0.10</b>	<b>-</b>
<b>FINANCE</b>									
001-017	Finance	Director of Finance/City Treasurer	1.00	-	0.75	0.15	-	0.10	-
001-017	Finance	Finance Manager	1.00	-	0.60	0.25	-	0.15	-
001-017	Finance	Accountant	1.00	-	0.80	0.10	-	0.10	-
001-017	Finance	Accounting Technician (A/P)	1.00	-	0.75	0.15	-	0.10	-
001-017	Finance	Accounting Technician (Payroll)	1.00	-	0.75	0.15	-	0.10	-
001-017	Finance	Accounting Technician (Utility)	1.00	-	0.05	0.93	-	0.02	-
001-017	Finance	Senior Account Technician	1.00	-	0.75	0.15	-	0.10	-
001-017	Finance	Account Clerk (Cashier)	1.00	1.00	0.60	0.30	-	0.10	-
001-017	Finance	Accounting Technician (Part-time)	0.46	-	0.46	-	-	-	-
001-017	Finance	Accounting Clerk (Part-time)	1.46	-	0.58	0.88	-	-	-
<b>Total Finance Department</b>			<b>9.92</b>	<b>1.00</b>	<b>6.09</b>	<b>3.06</b>	<b>-</b>	<b>0.77</b>	<b>-</b>

# POSITION ALLOCATION PLAN

FY 2014-2015

DEPARTMENT	DIVISION	POSITION	APPROVED 2014-2015	Vacant	Funds Allocation				CFD
					General (001)	Water (017)	Tidelands (034)	Sewer (043)	
<b>POLICE</b>									
001-021	EOC	Police Corporal	1.00	1.00	0.80	0.10	-	0.10	-
001-022	Field Services	Police Chief	1.00	-	1.00	-	-	-	-
001-022	Field Services	Police Captain	1.00	-	1.00	-	-	-	-
001-022	Field Services	Police Lieutenant	1.00	-	1.00	-	-	-	-
001-022	Field Services	Police Sergeant	7.00	-	7.00	-	-	-	-
001-022	Field Services	Police Corporal	3.00	-	3.00	-	-	-	-
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	2.00	-	2.00	-	-	-	-
001-023	Support Services	Accounting Technician	1.00	-	1.00	-	-	-	-
001-023	Support Services	Senior CSO	5.00	-	5.00	-	-	-	-
001-023	Support Services	CSO	1.00	-	1.00	-	-	-	-
001-023	Support Services	Records Supervisor	1.00	-	1.00	-	-	-	-
001-023	Support Services	Lead CSO	1.00	-	1.00	-	-	-	-
001-023	Support Services	Police Aide (Part-time)	1.77	-	1.77	-	-	-	-
001-023	Support Services	Crossing Guard (Part-time)	2.16	-	2.16	-	-	-	-
001-024	Detention Facility	Senior CSO	6.00	-	6.00	-	-	-	-
011-555	Field Services	Police Officer	1.00	1.00	-	-	-	-	1.00
<b>Total Police Department</b>			<b>58.93</b>	<b>2.00</b>	<b>57.73</b>	<b>0.10</b>	<b>-</b>	<b>0.10</b>	<b>1.00</b>
<b>COMMUNITY DEVELOPMENT</b>									
001-030	Planning	Director of Community Development	1.00	-	0.80	0.10	-	0.10	-
001-030	Planning	Senior Planner	1.00	1.00	1.00	-	-	-	-
001-030	Planning	Assistant Planner	1.00	-	1.00	-	-	-	-
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	-	-	-	-
001-031	Building & Safety	Senior Building Technician	1.00	-	1.00	-	-	-	-
<b>Total Community Development</b>			<b>12.00</b>	<b>2.00</b>	<b>11.80</b>	<b>0.10</b>	<b>-</b>	<b>0.10</b>	<b>-</b>

**POSITION ALLOCATION PLAN**

**FY 2014-2015**

DEPARTMENT	DIVISION	POSITION	APPROVED 2014-2015	Vacant	Funds Allocation				CFD
					General (001)	Water (017)	Tidelands (034)	Sewer (043)	
<b>PUBLIC WORKS</b>									
001-042	Admin & Engineering	Director of Public Works	1.00	-	0.50	0.30	0.05	0.15	-
001-042	Admin & Engineering	Dep. Dir. of PW/City Engineer	1.00	-	0.50	0.20	0.10	0.20	-
001-042	Admin & Engineering	Associate Engineer	1.00	-	0.50	0.30	-	0.20	-
001-042	Admin & Engineering	Assistant Engineer	1.00	-	0.60	0.20	-	0.20	-
001-042	Admin & Engineering	Executive Assistant	1.00	-	0.50	0.30	0.10	0.10	-
001-042	Admin & Engineering	Intern (Part-time)	0.73	-	0.44	0.15	-	0.15	-
001-042	Admin & Engineering	Office Aide (Part-time)	0.73	-	0.44	0.15	-	0.15	-
001-043	Public Works Yard	Executive Assistant	1.00	-	0.50	0.30	0.10	0.10	-
001-044	Public Works Yard	Maintenance Services Supervisor	2.00	-	1.20	-	0.10	0.40	0.30
001-044	Public Works Yard	Electrician	1.00	-	0.30	0.35	0.05	0.30	-
001-044	Public Works Yard	Deputy Director of Public Works	1.00	-	0.40	0.25	0.10	0.25	-
001-044	Public Works Yard	Sr. Maintenance Worker	2.00	-	1.10	-	0.20	0.70	-
001-050	Public Works Yard	Fleet Maint. Program Manager	1.00	-	0.60	0.20	-	0.20	-
001-050	Public Works Yard	Mechanic (Part-time)	0.73	-	0.23	0.25	-	0.25	-
017-900	Field Operations	Water Services Supervisor	1.00	-	-	0.95	-	0.05	-
017-900	Field Operations	Sr. Water Operator	2.00	1.00	-	1.90	-	0.10	-
017-900	Field Operations	Sr. Maintenance Worker	2.00	-	0.80	0.95	0.10	0.15	-
017-900	Field Operations	Water Operator	2.00	-	-	1.90	-	0.10	-
017-900	Field Operations	Maintenance Aide (Part-time)	0.73	-	-	0.73	-	-	-
017-900	Field Operations	Maintenance Worker	1.00	-	-	0.95	-	0.05	-
034-863	Beach Operations	Sr. Maintenance Worker	3.00	-	1.70	-	0.80	0.50	-
034-863	Beach Operations	Maintenance Aide (Part-time)	3.65	-	0.73	-	2.92	-	-
<b>Total Public Works</b>			<b>30.56</b>	<b>1.00</b>	<b>11.03</b>	<b>10.32</b>	<b>4.62</b>	<b>4.29</b>	<b>0.30</b>



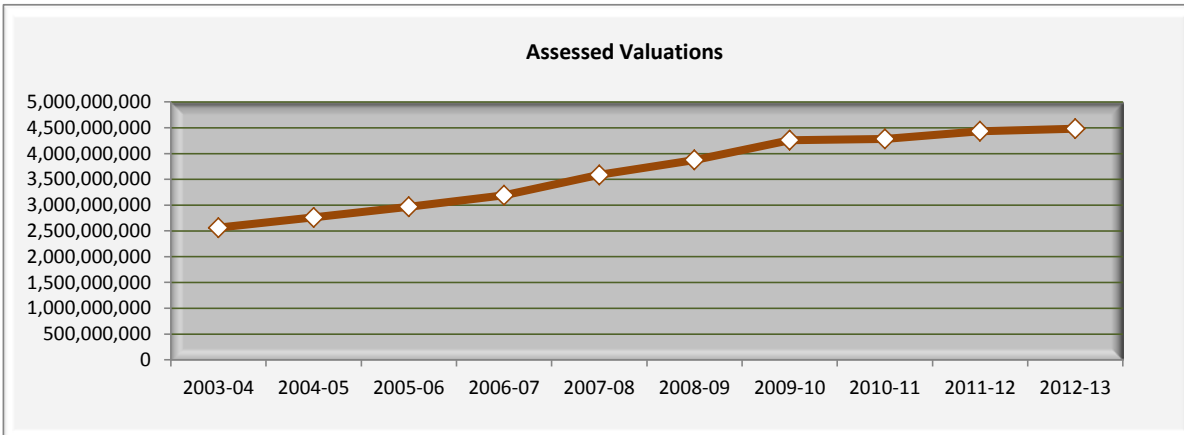
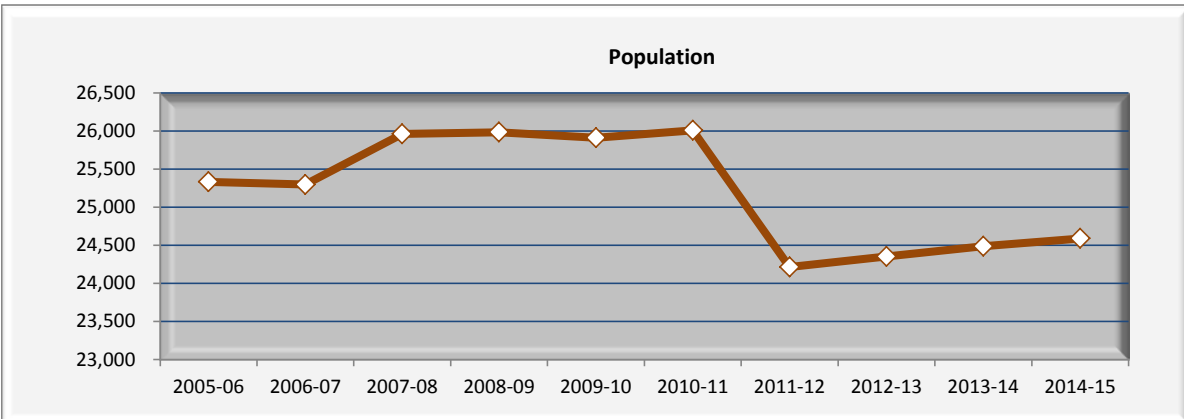
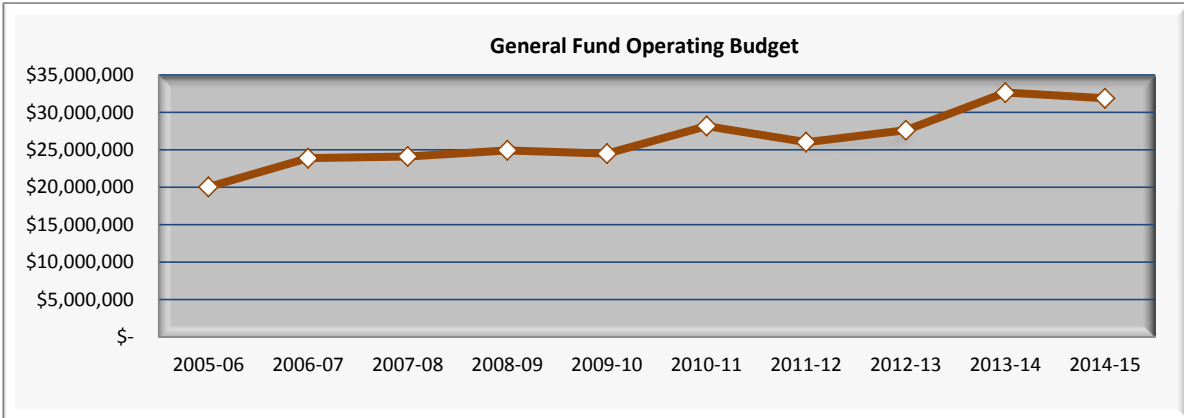
# POSITION ALLOCATION PLAN

FY 2014-2015

DEPARTMENT	DIVISION	POSITION	APPROVED 2014-2015	Vacant	Funds Allocation				
					General (001)	Water (017)	Tidelands (034)	Sewer (043)	CFD
<b>COMMUNITY SERVICES</b>									
001-070	Recreation Admin	Recreation Manager	1.00	-	1.00	-	-	-	-
001-070	Recreation Admin	Community Services Coordinator	1.00	-	1.00	-	-	-	-
001-070	Tennis Center	Rec Coordinator (Part-time)	0.73	-	0.73	-	-	-	-
001-071	Sports	Comm Svcs Coord (Part-time)	0.63	-	0.63	-	-	-	-
001-071	Sports	Rec Facility Leader (Part-time)	0.50	-	0.50	-	-	-	-
001-072	Parks and Recreation	Rec Facility Leader (Part-time)	0.08	-	0.08	-	-	-	-
001-074	Tennis Center	Rec Facility Leader (Part-time)	1.83	-	1.83	-	-	-	-
001-074	Tennis Center	Rec Coordinator (Part-time)	1.45	-	1.45	-	-	-	-
<b>Total Community Services</b>			<b>7.21</b>	<b>-</b>	<b>7.21</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>MARINE SAFETY</b>									
001-073	Aquatics	Asst Pool Manager (Part-time)	0.13	-	0.13	-	-	-	-
001-073	Aquatics	Pool Guard (Part-time)	1.43	-	1.43	-	-	-	-
001-073	Aquatics	Swim Instructor (Part-time)	1.45	-	1.45	-	-	-	-
001-073	Aquatics	Aquatics Coordinator	0.87	-	0.87	-	-	-	-
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	1.00	-	-	-	1.00	-	-
034-828	Tidelands	Marine Safety Lifeguard (Part-time)	13.02	-	-	-	13.02	-	-
<b>Total Marine Safety</b>			<b>19.91</b>	<b>-</b>	<b>3.89</b>	<b>-</b>	<b>16.02</b>	<b>-</b>	<b>-</b>
<b>TOTAL ALL DEPARTMENTS FULL-TIME EQUIVALENTS</b>			<b>* 134.98</b>	<b>6.73</b>	<b>93.47</b>	<b>13.93</b>	<b>20.66</b>	<b>5.62</b>	<b>1.30</b>

\*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**

<b>Fiscal Year</b>	<b>Population</b>	<b>General Fund Operating Budget</b>	<b>General Fund Per Capita</b>	<b>*Total City Budget</b>	<b>Total Budget Per Capita</b>
2005-06	25,334	\$ 20,067,313	\$ 792	\$ 45,707,316	\$ 1,804
2006-07	25,298	23,890,646	944	58,611,539	2,317
2007-08	25,962	24,121,346	929	73,510,238	2,831
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

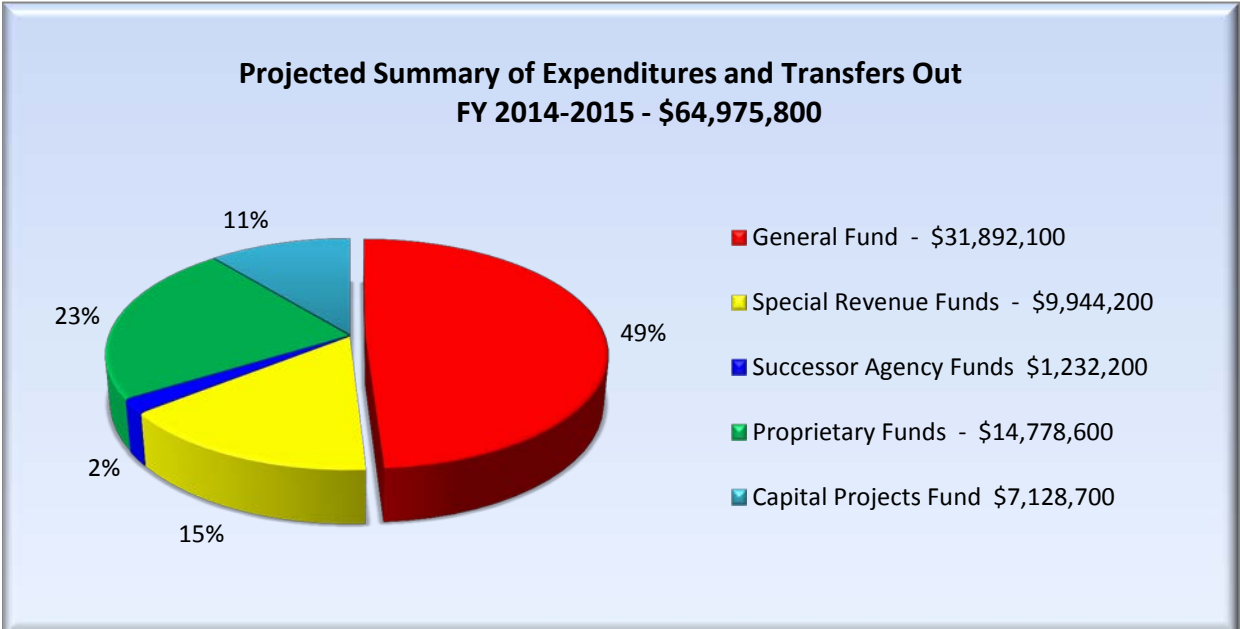
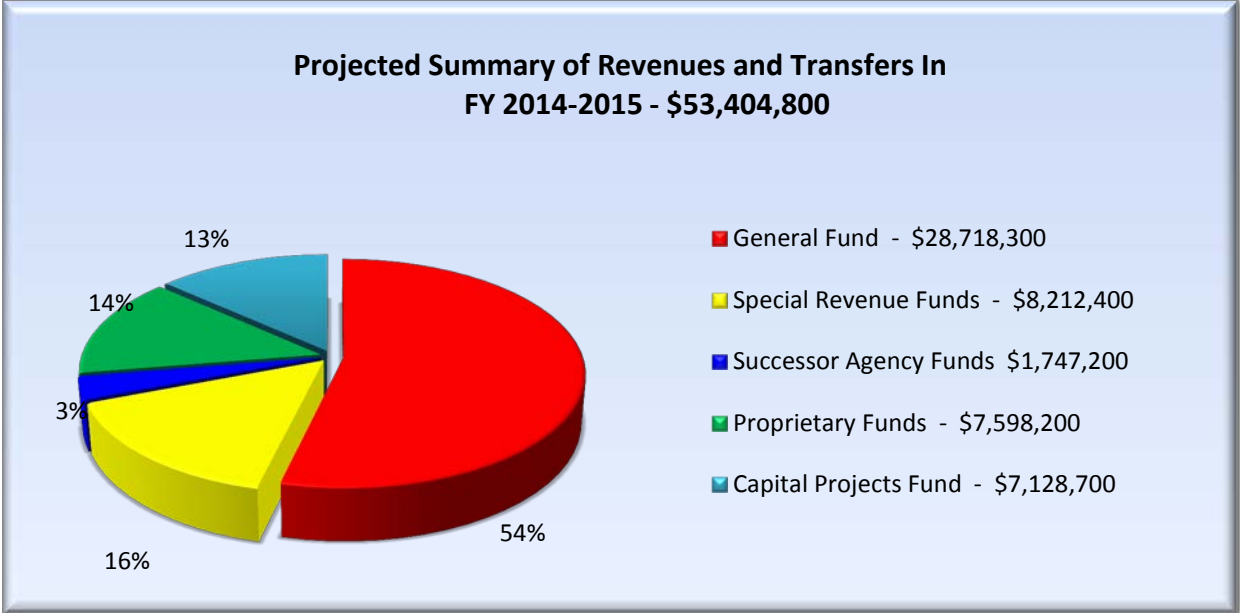
\* Includes Adopted Operating, Capital Improvement and Debt for all funds of the City.

Source (Population): Department of Finance



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# Summary of Revenues and Expenditures All Funds



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

Description	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>Total General Fund</b>	<b>\$ 31,053,660</b>	<b>\$ 28,799,500</b>	<b>\$ 28,930,282</b>	<b>\$ 28,718,300</b>
<b>Special Revenue Funds</b>				
002 Street Lighting Assessment District	\$ 214,660	\$ 214,500	\$ 205,000	\$ 210,000
009 Supplemental Law Enforcement	100,542	100,300	100,300	100,400
010 Detention Facility	14,225	16,000	10,000	16,000
011 Asset Forfeiture - State	31	20	20	173,400
012 Air Quality Improvement	37,097	30,200	30,020	30,000
016 Park Improvement	317	300	100	200
027 Pension Obligation Debt Service	1,522,411	1,099,900	1,099,621	1,137,900
028 Fire Station Debt Service	597,312	581,800	581,700	566,100
034 Tidelands Beach	1,431,496	1,695,720	1,691,900	1,674,800
040 State Gas Tax	620,889	763,100	766,750	661,900
041 Measure M	2,942	2,000	-	-
042 Measure M2	734,089	371,600	374,100	373,800
048 Parking In-lieu	21,300	-	30,218	-
049 Traffic Impact	981,366	-	65,225	3,800
050 Seal Beach Cable	115,868	91,100	91,600	92,000
070 Roberti-Z'Berg-Harris Urban Open Space	412	-	-	-
072 Community Development Block Grant	179,834	180,000	180,000	180,000
075 Police Grants	97,255	242,900	71,752	255,400
080 Citywide Grants	730,363	1,500,000	215,012	1,636,700
101 Ad 94-1 Redemption Fund 101	150,889	151,600	151,600	151,600
102 Ad 94-1 Improvement 102 F 101	6	-	-	-
201 CFD 2002-02 SBB/Lampson Landscape	163,554	141,700	142,400	142,700
202 CFD 2002-01 Heron Pointe	296,042	204,000	203,800	204,000
203 CFD Pacific Gateway Bonds	557,340	500,200	500,200	500,200
204 CFD Heron Pointe Admin Exp	25,302	25,200	25,200	25,300
205 CFD No. 2005-01 Pacific Gateway	77,713	76,000	76,000	76,200
<b>Total Special Revenues Funds</b>	<b>\$ 8,673,255</b>	<b>\$ 7,988,140</b>	<b>\$ 6,612,518</b>	<b>\$ 8,212,400</b>
<b>Capital Projects</b>	<b>\$ 3,318,313</b>	<b>\$ 8,004,319</b>	<b>\$ 3,500,000</b>	<b>\$ 7,128,700</b>
<b>Proprietary Funds</b>				
017 Water Operations	\$ 3,632,551	\$ 3,437,700	\$ 3,418,100	\$ 3,428,500
019 Water Capital	1,343,510	1,395,600	1,390,100	1,401,600
021 Vehicle Replacement	345,654	310,000	310,000	310,000
043 Sewer Operations	785,268	738,000	735,270	735,300
044 Sewer Capital	1,922,110	1,515,500	1,717,000	1,722,800
<b>Total Enterprise Funds</b>	<b>\$ 8,029,094</b>	<b>\$ 7,396,800</b>	<b>\$ 7,570,470</b>	<b>\$ 7,598,200</b>
<b>Successor Agency Funds</b>				
300 Retirement Fund Riverfront	\$ 3,337	\$ -	\$ 900	\$ -
301 Retirement Fund Low/Mod	200,326	-	-	-
302 Retirement Fund Debt Service	726,402	-	724,322	719,300
303 Retirement Fund Tax Increment	(6,283)	-	-	-
304 Retirement Obligation Fund	1,357,859	-	280,687	1,027,900
<b>Total Successor Agency</b>	<b>\$ 2,281,641</b>	<b>\$ -</b>	<b>\$ 1,005,909</b>	<b>\$ 1,747,200</b>
<b>Total Revenues All Funds</b>	<b>\$ 53,355,963</b>	<b>\$ 52,188,759</b>	<b>\$ 47,619,180</b>	<b>\$ 53,404,800</b>

## Summary of Expenditures and Transfers Out All Funds

Description	2012-13 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>General Fund - 001</b>				
<b>Total General Fund</b>	<b>\$ 30,315,865</b>	<b>\$ 32,853,739</b>	<b>\$ 30,295,345</b>	<b>\$ 31,892,100</b>
<b>Special Expenditure Funds</b>				
002 Street Lighting Assessment District	\$ 199,604	\$ 199,500	\$ 205,000	\$ 210,000
004 Special Projects	-	-	-	22,000
009 Supplemental Law Enforcement Srvc	116,923	154,206	154,206	121,300
010 Detention Center	18,333	25,000	11,000	16,000
011 Asset Forfeiture (State)	-	4,800	-	178,200
012 Air Quality Improvement	73,125	63,000	38,100	30,000
013 Asset Forfeiture (Federal)	-	100	-	100
016 Park Improvement	46,742	10,000	-	-
027 Pension Obligation Bond	1,561,273	1,099,800	1,099,800	1,137,900
028 Fire Station Bond	597,245	581,700	581,700	566,100
034 Beach Maintenance	1,431,496	1,707,076	1,691,900	1,674,800
040 Gas Tax	440,220	888,290	433,300	1,067,000
041 Measure M	636,779	175,000	-	-
042 Measure M2	94,753	722,586	200,000	1,095,000
048 Parking In-Lieu	43,413	154,587	154,587	-
049 Traffic Impact	233,622	232,056	92,100	140,000
050 Seal Beach Cable	-	300,000	75,000	300,000
072 Community Development Block Grant	179,834	180,000	180,000	180,000
073 Grants	-	-	30,000	26,100
075 Police Grants	100,168	189,300	58,400	255,400
077 Prop 1B	289,787	28,213	28,213	-
080 Citywide Grants	329,243	1,812,109	50,000	1,586,700
101 AD 94-1 Rdmtn F	142,921	140,900	140,900	139,600
102 Surfside AD 94-1 Improvement	1,243	-	-	-
201 CFD Landscape	75,257	91,100	126,000	240,900
202 CFD Heron Pointe	284,509	291,000	291,000	292,100
203 CFD Pacific Gateway	543,795	550,600	550,600	561,700
204 Heron Pointe CFD Admin	18,976	19,000	19,000	19,000
205 CFD Pacific Gateway/Landscape Admin	65,366	67,500	67,500	84,300
<b>Total Special Expenditure Funds</b>	<b>\$ 7,524,627</b>	<b>\$ 9,687,423</b>	<b>\$ 6,278,306</b>	<b>\$ 9,944,200</b>
<b>045 Capital Project Fund</b>	<b>\$ 3,316,684</b>	<b>\$ 8,004,319</b>	<b>\$ 3,589,003</b>	<b>\$ 7,128,700</b>
<b>Proprietary Funds</b>				
017 Water Operations	\$ 3,757,837	\$ 4,234,213	\$ 4,164,013	\$ 4,281,100
019 Water Capital	504,699	3,678,663	2,011,000	4,726,000
021 Vehicle Replacement	39,288	116,549	116,549	215,400
043 Sewer Operations	675,126	1,376,719	1,280,319	968,700
044 Sewer Capital	845,352	7,248,972	3,772,700	4,587,400
<b>Total Proprietary Funds</b>	<b>\$ 5,822,303</b>	<b>\$ 16,655,116</b>	<b>\$ 11,344,581</b>	<b>\$ 14,778,600</b>
<b>Successor Agency of Redevelopment Agency Funds</b>				
300 Retirement Fund - Riverfront	\$ 3,803,296	\$ -	\$ -	\$ -
301 Retirement Fund - Low/Mod	3,184,799	-	-	-
302 Retirement Fund - Debt Service Fund	334,330	-	229,500	204,300
303 Retirement Fund - Tax Increment	222,629	-	-	-
304 Retirement Obligation Fund	1,251,740	-	968,400	1,027,900
<b>Total Successor Agency of RDA Funds</b>	<b>\$ 8,796,794</b>	<b>\$ -</b>	<b>\$ 1,197,900</b>	<b>\$ 1,232,200</b>
<b>Total Expenditures All Funds</b>	<b>\$ 55,776,273</b>	<b>\$ 67,200,597</b>	<b>\$ 52,705,135</b>	<b>\$ 64,975,800</b>

**OPERATING TRANSFERS**

**FY 2014-2015**

<b>Fund Name</b>	<b>Account Number</b>	<b>Transfer In</b>	<b>Transfer Out</b>	<b>Purpose</b>
Capital Improvement Project Fund	045-000-31500	7,128,700		Capital Projects
General Fund	001-080-47000		3,195,000	Various CIP projects
Special Projects	004-200-47000		22,000	
Gas Tax Fund	040-090-47000		765,000	Various CIP projects
Measure M2 Fund	042-099-47000		1,095,000	ST1409 Westminster Av. Rehabilitation
Traffic Impact	049-333-47000		140,000	ST1203 Main Street Lighting
Seal Beach Cable	050-019-47000		225,000	
Citywide Grants	080-361-47000		1,586,700	
CFD Landscape	201-450-47000		100,000	
	<b>TOTAL:</b>	<b>7,128,700</b>	<b>7,128,700</b>	
General Fund	001-000-31500	350,000		Overhead and Admin Costs
Gas Tax Fund	040-090-47000		300,000	Overhead for street maintenance
CFD #2002-02	201-450-47000		13,000	Admin costs transfer to GF 001
CFD #2002-01 Heron Pointe	204-460-47000		11,000	Admin costs transfer to GF 001
CFD #2005-01 Pacific Tax B	205-470-47000		15,000	Admin costs transfer to GF 001
CFD #2005-01 Pacific Tax A	205-480-47000		11,000	Admin costs transfer to GF 001
	<b>TOTAL:</b>	<b>350,000</b>	<b>350,000</b>	
General Fund	001-000-31662	324,500		Overhead
Water Fund	017-900-44050		324,500	Overhead transfer to GF 001
	<b>TOTAL:</b>	<b>324,500</b>	<b>324,500</b>	
General Fund	001-000-31660	54,000		Overhead
Sewer Fund	043-925-44050		54,000	Overhead transfer to GF 001
	<b>TOTAL:</b>	<b>54,000</b>	<b>54,000</b>	
General Fund	001-080-47000		5,759,700	
Street Lighting District Fund	002-000-31500	65,800		Street Lighting District
Pension Obligation Bond Fund	027-000-31500	1,137,900		Pension Obligation Bond
Fire Station Bond D/S Fund	028-000-31500	566,100		Fire Station Bond
Tidelands Fund	034-000-31500	794,900		Tidelands
Capital Projects Fund	045-000-31500	3,195,000		Capital Projects
	<b>TOTAL:</b>	<b>5,759,700</b>	<b>5,759,700</b>	
Vehicle Replacement	021-000-31500	310,000		Vehicle Replacement
General Fund	001-080-47010		310,000	General Fund
	<b>TOTAL:</b>	<b>310,000</b>	<b>310,000</b>	
Retirement Fund - Debt Service	302-000-31500	719,300		SA Debt Service
Retirement Obligation Fund	304-081-47000		719,300	Transfer to 302 for debt service pmt
	<b>TOTAL:</b>	<b>719,300</b>	<b>719,300</b>	

**SUMMARY GENERAL FUND TOTAL TRANSFERS:**

<b>Transfer In:</b>				
	001-000-31500	350,000		Overhead and Admin Costs
	001-000-31660	54,000		Overhead
	001-000-31662	324,500		Overhead
<b>Transfer Out:</b>				
	001-080-47000		3,195,000	Various CIP Projects
	001-080-47000	65,800		Street Lighting District
	001-080-47000	1,137,900		Pension Obligation Bond
	001-080-47000	566,100		Fire Station Bond
	001-080-47000	794,900		Tidelands
	001-080-47010		310,000	Vehicle Replacement
<b>TOTAL GENERAL FUND TRANSFERS</b>		<b>\$ 728,500</b>	<b>\$ 6,069,700</b>	



# TOTAL SOURCES & USES AND FUND BALANCE

FY 2014-2015

7/1/2014								
FUND	ESTIMATED BEGINNING BALANCE	REVENUE	TRANSFERS IN	TOTAL SOURCES	OPERATING EXPENDITURE	TRANSFERS OUT	TOTAL USES	ESTIMATED ENDING FUND BALANCE
<b>GENERAL FUND</b>								
General Fund	\$ 27,897,112	\$ 28,368,300	\$ 350,000	\$ 56,615,412	\$ 25,822,400	\$ 6,069,700	\$ 31,892,100	\$ 24,723,312
<b>SPECIAL REVENUE FUNDS</b>								
Street Lighting District	-	144,200	65,800	210,000	210,000	-	210,000	-
Special Project	22,000	-	-	22,000	-	22,000	22,000	-
Supplemental Law Enforcement	35,174	100,400	-	135,574	121,300	-	121,300	14,274
Detention Facility	575	16,000	-	16,575	16,000	-	16,000	575
Asset Forfeiture	4,820	173,400	-	178,220	178,200	-	178,200	20
Air Quality Improvement Program	83	30,000	-	30,083	30,000	-	30,000	83
Federal Asset Forfeiture	25	-	-	25	100	-	100	(75)
Park Improvement	18,073	200	-	18,273	-	-	-	18,273
Pension Obligation D/S Fund	86,857	-	1,137,900	1,224,757	1,137,900	-	1,137,900	86,857
Fire Station Debt Service Fund	626,628	-	566,100	1,192,728	566,100	-	566,100	626,628
Tidelands	-	879,900	794,900	1,674,800	1,674,800	-	1,674,800	-
Gas Tax	843,808	661,900	-	1,505,708	2,000	1,065,000	1,067,000	438,708
Measure M2	813,436	373,800	-	1,187,236	-	1,095,000	1,095,000	92,236
Capital Project Fund	-	-	7,128,700	7,128,700	7,128,700	-	7,128,700	-
Parking In-lieu	64,509	-	-	64,509	-	-	-	64,509
Traffic Impact AB1600	720,869	3,800	-	724,669	-	140,000	140,000	584,669
Seal Beach Cable	551,942	92,000	-	643,942	75,000	225,000	300,000	343,942
Roberti-z Berg-Harris Fund	412	-	-	412.00	-	-	-	412
CDBG	-	180,000	-	180,000	180,000	-	180,000	-
Grants	26,158	-	-	26,158	26,100	-	26,100	58
Police Grants	741	255,400	-	256,141	255,400	-	255,400	741
Citywide Grants	120,400	1,636,700	-	1,757,100	-	1,586,700	1,586,700	170,400
Ad 94-1 Redemption Fund	270,654	151,600	-	422,254	139,600	-	139,600	282,654
CFD Landscape Maint 2002-01	530,840	142,700	-	673,540	127,900	113,000	240,900	432,640
CFD Heron Pointe 2002-01	376,918	204,000	-	580,918	292,100	-	292,100	288,818
CFD Pacific Gateway Bonds	913,470	500,200	-	1,413,670	561,700	-	561,700	851,970
CFD Heron Pointe Admn Exp Fund	53,000	25,300	-	78,300	8,000	11,000	19,000	59,300
CFD Pacific Gtewy Landscepe/Adm	219,944	76,200	-	296,144	58,300	26,000	84,300	211,844
<b>PROPRIETARY FUND</b>								
Water Operations	5,949,266	3,428,500	-	9,377,766	4,281,100	-	4,281,100	5,096,666
Water Capital	17,671,432	1,401,600	-	19,073,032	4,726,000	-	4,726,000	14,347,032
Vehicle Replacement	2,647,708	-	310,000	2,957,708	215,400	-	215,400	2,742,308
Sewer Operations	1,535,206	735,300	-	2,270,506	968,700	-	968,700	1,301,806
Sewer Capital	17,316,235	1,722,800	-	19,039,035	4,587,400	-	4,587,400	14,451,635
<b>SUCCESSOR AGENCY OF REDEVELOPMENT FUND</b>								
Retirement Fund - Riverfront	793,344	-	-	793,344	-	-	-	793,344
Retirement Fund - Low/Mod	21,417	-	-	21,417	-	-	-	21,417
Retirement Fund - Debt Service Fun	(3,497,338)	-	719,300	(2,778,038)	204,300	-	204,300	(2,982,338)
Retirement Fund - Tax Increment	211	-	-	211	-	-	-	211
Retirement Obligation Fund	84,244	1,027,900	-	1,112,144	308,600	719,300	1,027,900	84,244
<b>TOTAL ALL FUNDS</b>	<b>\$ 76,720,173</b>	<b>\$ 42,332,100</b>	<b>\$ 11,072,700</b>	<b>\$ 130,124,973</b>	<b>\$ 53,903,100</b>	<b>\$ 11,072,700</b>	<b>\$ 64,975,800</b>	<b>\$ 65,149,173</b>



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# REVENUE SUMMARY BY FUND

FY 2014-2015

Account Number	Revenue Source	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>GENERAL FUND - 001</b>					
<b>Taxes and Assessments:</b>					
<b>Property Tax</b>					
001-000-30001	Property Taxes Secured	\$ 5,890,764	\$ 5,891,500	\$ 5,891,500	\$ 6,006,700
001-000-30002	Property Taxes Unsecured	219,362	235,000	235,000	239,500
001-000-30003	Homeowners Exemption	50,204	51,000	51,000	52,000
001-000-30004	Secured/Unsecured Prior Year	149,129	135,000	135,000	137,500
001-000-30005	Property Tax - Other	887,217	100,000	275,000	202,000
001-000-30006	Supplemental Tax Secure/Unsecure	89,489	40,000	100,000	70,000
001-000-30009	Prop. Tax-In Lieu VLF	2,171,471	2,130,000	2,130,000	2,236,000
001-000-30013	Property Tax Transfers	142,970	100,000	125,000	125,000
<b>Total Property Tax</b>		<b>\$ 9,600,606</b>	<b>\$ 8,682,500</b>	<b>\$ 8,942,500</b>	<b>\$ 9,068,700</b>
<b>Sales Tax</b>					
001-000-30016	Sales/Use Tax	\$ 3,866,578	\$ 3,751,500	\$ 3,637,500	\$ 3,344,200
001-000-30017	Sales Tax "Back-Fill"	1,315,394	1,350,500	1,212,500	1,114,800
001-000-30023	Public Safety Sales Tax	226,784	200,000	220,000	220,000
<b>Total Sales Tax</b>		<b>\$ 5,408,756</b>	<b>\$ 5,302,000</b>	<b>\$ 5,070,000</b>	<b>\$ 4,679,000</b>
<b>Utility Users Tax</b>					
001-000-30015	Utility Users Tax	\$ 4,732,597	\$ 5,350,000	\$ 5,300,000	\$ 5,300,000
<b>Total Utility Users Tax</b>		<b>\$ 4,732,597</b>	<b>\$ 5,350,000</b>	<b>\$ 5,300,000</b>	<b>\$ 5,300,000</b>
<b>Transient Occupancy Tax</b>					
001-000-30014	Transient Occupancy Tax	\$ 1,289,007	\$ 1,150,000	\$ 1,200,000	\$ 1,200,000
<b>Total Transient Occupancy Tax</b>		<b>\$ 1,289,007</b>	<b>\$ 1,150,000</b>	<b>\$ 1,200,000</b>	<b>\$ 1,200,000</b>
<b>Franchise Fees</b>					
001-000-30100	Electric Franchise Fees	\$ 259,355	\$ 265,000	\$ 269,681	\$ 270,000
001-000-30110	Natural Gas Franchise Fees	41,370	42,000	49,182	49,000
001-000-30120	Pipeline Franchise Fees	172,554	150,000	179,808	180,000
001-000-30130	Cable TV Franchise Fees	396,365	340,000	350,000	375,000
001-000-30140	Refuse Franchise Fees	256,754	190,000	255,000	255,000
<b>Total Franchise Fees</b>		<b>\$ 1,126,398</b>	<b>\$ 987,000</b>	<b>\$ 1,103,672</b>	<b>\$ 1,129,000</b>
<b>Other Taxes</b>					
001-000-30011	Excise Tax	\$ 420	\$ 3,000	\$ 1,093	\$ 3,000
001-000-30012	Barrel Tax	328,323	250,000	300,000	325,000
<b>Total Other Taxes</b>		<b>\$ 328,743</b>	<b>\$ 253,000</b>	<b>\$ 301,093</b>	<b>\$ 328,000</b>
<b>Total Taxes and Assessments</b>		<b>\$ 22,486,107</b>	<b>\$ 21,724,500</b>	<b>\$ 21,917,264</b>	<b>\$ 21,704,700</b>
<b>Licenses and Permits:</b>					
001-000-30210	Building Permits	\$ 248,742	\$ 250,000	\$ 250,000	\$ 260,000
001-000-30215	Business Licenses	564,419	500,000	550,000	558,300
001-000-30220	Contractor Licenses	120,902	100,000	115,000	116,800
001-000-30230	Electrical Permits	26,959	35,000	29,000	29,000
001-000-30235	Film Location Permits	350	-	300	-
001-000-30240	Oil Production Licenses	11,880	12,000	20,338	12,000
001-000-30245	Parking Permits	135,453	135,000	135,000	145,000
001-000-30250	Other Permits	28,888	30,000	25,000	25,000
001-000-30255	Plumbing Permits	21,751	30,000	22,000	23,000
001-000-30256	Issuance Permits	87,920	70,000	65,000	51,000
001-000-30270	Arbor Park Dog License	486	400	400	400
<b>Total Licenses and Permits</b>		<b>\$ 1,247,750</b>	<b>\$ 1,162,400</b>	<b>\$ 1,212,038</b>	<b>\$ 1,220,500</b>

# REVENUE SUMMARY BY FUND

FY 2014-2015

Account Number	Revenue Source	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>Intergovernmental:</b>					
001-000-30320	Abandoned Vehicles	\$ 15,210	\$ 15,000	\$ -	\$ -
001-000-30500	Motor Vehicle In-lieu	13,333	13,000	11,000	13,000
001-000-30841	Inmate Fee - Other Agency	147,910	115,000	5,000	140,000
001-000-30975	Grant Reimbursement	17,514	16,200	16,200	150,000
001-000-30980	Other Agency Reimbursements	66,165	247,900	247,900	6,100
001-000-30981	POST Reimbursement	20,723	15,000	15,000	20,000
001-016-30990	Senior Bus Program - OCTA	-	59,200	59,200	64,500
001-000-30990	Senior Bus Program Revenue	56,026	-	-	-
<b>Total Intergovernmental</b>		<b>\$ 336,881</b>	<b>\$ 481,300</b>	<b>\$ 354,300</b>	<b>\$ 393,600</b>
<b>Charges for Services:</b>					
001-000-30425	Off-Street Parking	\$ 253,662	\$ 227,000	\$ -	\$ -
001-000-30430	Parking Meters	105,093	100,000	100,000	100,000
001-000-30600	Recreation Facilities Rent	119,853	115,000	120,000	126,900
001-000-30610	Leisure Program Fees	343,585	300,000	320,000	345,100
001-000-30620	Rec/Lap Swim Passes	46,020	40,000	40,000	45,700
001-000-30630	Swimming Lessons	74,048	40,000	40,000	50,000
001-000-30640	Recreation Service Charges	6,030	6,000	4,000	4,000
001-000-30645	Tennis Center Property Rental	234,993	-	-	-
001-074-30645	Tennis Center Services	-	285,100	280,000	284,200
001-000-30650	Sport Fees	9,760	9,000	9,000	9,000
001-000-30665	Swimming Pool Rentals	4,962	7,100	5,000	7,100
001-000-30670	Recreation Program Insurance	3,693	4,000	4,000	4,000
001-000-30690	Recreation Cleaning Fees	6,400	8,000	8,000	8,000
001-000-30700	Reimb. For Miscellaneous Services	112,311	82,000	82,000	100,000
001-022-30701	Subpoena Fees	1,755	1,000	1,000	1,000
001-000-30720	Street Sweeping Services	52,730	40,000	50,000	50,000
001-000-30730	Tree Trimming Services	38,626	38,600	38,600	38,600
001-000-30740	Refuse Services	1,208,343	1,100,000	1,200,000	1,205,400
001-000-30800	Alarm Fees	44,808	35,000	40,000	40,000
001-000-30810	Election Fees	75	-	-	300
001-000-30815	Inspection Fees	-	-	5,000	5,000
001-000-30820	Planning Fees	51,191	20,000	15,000	12,000
001-000-30825	Plan Check Fees	82,413	100,000	95,000	100,000
001-000-30835	Film Location Fees	500	1,000	2,000	3,000
001-000-30837	Transportation Permit Fees	32	-	2,500	2,500
001-000-30842	Inmate Self Pay	288,000	400,000	250,000	320,000
001-000-30843	Booking Fees	5,145	10,000	10,000	20,000
001-000-30855	Microfilming Fees	-	2,000	100	100
001-000-30870	Traffic Impact Fees	2,745	10,000	9,005	2,000
001-000-30871	GIS Fees	-	28,000	10,000	10,000
001-000-30872	Environmental Fees	1,035	2,700	-	2,000
001-000-30873	Engineering Inspection Fees	29,340	30,000	30,000	30,000
001-000-30900	Bus Shelter Advertising	76,860	49,200	49,200	69,200
001-000-30935	Returned Check Fee	636	700	700	700
001-000-30945	Sale Printed Material	13,856	18,000	14,000	18,000
001-000-30946	Sale Printed Material - CIP only	3,271	5,000	4,000	5,000
001-023-30946	Traffic Report - soft copy	480	-	3,400	3,000
001-000-30955	Special Events	913	-	6,000	6,000
001-000-30961	Admin Fee - Constr/Demo	6,107	5,000	20,000	15,000
001-000-30992	Charging Station Revenues	1,135	500	1,500	2,000
001-016-30993	Senior Nutrition Transportation	8,664	8,700	8,700	8,700
001-016-30994	Senior Transport - Thurs. Shop	-	18,000	18,000	18,000
<b>Total Charges for Services</b>		<b>\$ 3,239,070</b>	<b>\$ 3,146,600</b>	<b>\$ 2,895,705</b>	<b>\$ 3,071,500</b>

# REVENUE SUMMARY BY FUND

FY 2014-2015

Account Number	Revenue Source	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>Fines and Forfeitures:</b>					
001-000-30310	Municipal Code Violations	\$ 5,041	\$ 1,700	\$ 1,700	\$ 3,700
001-000-30315	Parking Citations	838,914	800,000	825,000	852,600
001-000-30325	Vehicle Code Violations	178,158	200,000	180,000	200,000
001-000-30963	Unclaimed Property	3,144	100	3,500	2,200
<b>Total Fines and Forfeitures</b>		<b>\$ 1,025,257</b>	<b>\$ 1,001,800</b>	<b>\$ 1,010,200</b>	<b>\$ 1,058,500</b>
<b>Use of Money and Property:</b>					
001-000-30420	Interest on Investments	\$ 194,797	\$ 200,000	\$ 200,000	\$ 200,000
001-000-30423	Unrealized Gain/Loss on Invest	(187,683)	-	-	-
001-000-30440	Property Use	-	8,000	-	-
001-000-30455	Rental of Property	73,616	90,000	-	-
001-000-30457	Rental of Telecomm. Property	223,054	160,000	220,000	220,000
<b>Total Use of Money and Property</b>		<b>\$ 303,784</b>	<b>\$ 458,000</b>	<b>\$ 420,000</b>	<b>\$ 420,000</b>
<b>Other Revenues:</b>					
001-000-30300	DUI Cost Recovery	\$ -	\$ 1,400	\$ -	\$ 1,000
001-000-30400	Commissions	(17)	-	-	-
001-000-30435	Fuel Royalties	51,383	35,000	50,000	50,000
001-000-30910	Cash Over/Short	(67)	-	(20)	-
001-000-30920	Damaged Property	2,817	-	11,000	-
001-000-30940	Sale of Surplus Property	1,349	10,000	14,000	10,000
001-050-30941	Oil Recycling	108	-	-	-
001-000-30960	Miscellaneous Revenue	60,863	30,000	30,000	60,000
001-000-30962	Donated Revenue	35,251	20,000	-	-
001-000-31501	Successor Agency Project	1,525,415	-	287,295	-
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
<b>Total Other Revenues:</b>		<b>\$ 2,055,602</b>	<b>\$ 474,900</b>	<b>\$ 770,775</b>	<b>\$ 499,500</b>
<b>Transfers:</b>					
001-000-31500	Transfers In From Other Funds	\$ 359,209	\$ 350,000	\$ 350,000	\$ 350,000
<b>Total Transfers</b>		<b>\$ 359,209</b>	<b>\$ 350,000</b>	<b>\$ 350,000</b>	<b>\$ 350,000</b>
<b>Total General Fund Revenues</b>		<b>\$ 31,053,660</b>	<b>\$ 28,799,500</b>	<b>\$ 28,930,282</b>	<b>\$ 28,718,300</b>

# REVENUE SUMMARY BY FUND

FY 2014-2015

Account Number	Revenue Source	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>SPECIAL REVENUE FUNDS</b>					
<b>Street Lighting Assessment District - 002:</b>					
002-000-30001	Property Taxes Secured	\$ 143,358	\$ 143,000	\$ 143,000	\$ 143,000
002-000-30004	Secured/Unsecured Prior Year	1,791	1,000	1,000	1,000
002-000-30005	Property Tax Other	442	200	200	200
002-000-31500	Transfer In	69,069	70,300	60,800	65,800
<b>Total Street Lighting</b>		<b>\$ 214,660</b>	<b>\$ 214,500</b>	<b>\$ 205,000</b>	<b>\$ 210,000</b>
<b>Special Project - 004:</b>					
004-200-30977	Prior Year Donated Revenue	\$ -	\$ -	\$ 22,000	\$ -
<b>Total Special Project</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,000</b>	<b>\$ -</b>
<b>Supplemental Law Enforcement Services - 009:</b>					
009-000-30420	Interest On Investments	\$ 542	\$ 300	\$ 300	\$ 400
009-000-39075	Grant Reimbursement	100,000	100,000	100,000	100,000
<b>Total Supplemental Law Enforcement</b>		<b>\$ 100,542</b>	<b>\$ 100,300</b>	<b>\$ 100,300</b>	<b>\$ 100,400</b>
<b>Detention Facility - 010:</b>					
010-000-30400	Commissary	14,225	\$ 16,000	\$ 10,000	\$ 16,000
<b>Total Detention Facility</b>		<b>\$ 14,225</b>	<b>\$ 16,000</b>	<b>\$ 10,000</b>	<b>\$ 16,000</b>
<b>Asset Forfeiture Fund (State) - 011:</b>					
011-000-30420	Interest on Investments	\$ 31	\$ 20	\$ 20	\$ -
011-000-30990	Asset Forfeiture	-	-	-	173,400
<b>Total Asset Forfeiture</b>		<b>\$ 31</b>	<b>\$ 20</b>	<b>\$ 20</b>	<b>\$ 173,400</b>
<b>Air Quality Improvement Program - 012:</b>					
012-000-30420	Interest on Investments	\$ 220	\$ 200	\$ 20	\$ -
012-000-35000	AB2766 Revenues	36,877	30,000	30,000	30,000
<b>Total Air Quality Improvement</b>		<b>\$ 37,097</b>	<b>\$ 30,200</b>	<b>\$ 30,020</b>	<b>\$ 30,000</b>
<b>Park Improvement - 016:</b>					
016-000-30420	Interest on Investments	\$ 317	\$ 300	\$ 100	\$ 200
<b>Total Park Improvement</b>		<b>\$ 317</b>	<b>\$ 300</b>	<b>\$ 100</b>	<b>\$ 200</b>
<b>Pension Obligation D/S - 027:</b>					
027-000-30420	Interest on Investments	\$ 23	\$ 100	\$ -	\$ -
027-000-31500	Transfer In	1,522,388	1,099,800	1,099,621	1,137,900
<b>Total Pension Obligation</b>		<b>\$ 1,522,411</b>	<b>\$ 1,099,900</b>	<b>\$ 1,099,621</b>	<b>\$ 1,137,900</b>
<b>Fire Station D/S - 028:</b>					
028-000-30420	Interest on Investments	\$ 67	\$ 100	\$ -	\$ -
028-000-31500	Transfer In	597,245	581,700	581,700	566,100
<b>Total Fire Station</b>		<b>\$ 597,312</b>	<b>\$ 581,800</b>	<b>\$ 581,700</b>	<b>\$ 566,100</b>
<b>Tidelands Beach - 034:</b>					
034-000-30425	Off-Street Parking	\$ 180,141	\$ 150,000	\$ 427,000	\$ 427,000
034-000-30630	Swimming Lessons	9,984	14,200	14,200	14,200
034-000-30700	Reimb Miscellaneous Services	500	11,000	11,000	11,000
034-000-30960	Reimb Misc. Revenue	4,500	-	-	-
034-000-30962	Donated Revenue	6,250	4,600	4,000	4,600
034-000-30980	Other Agency Revenue	145,177	105,100	105,100	130,100
034-000-31500	Transfer In	797,861	1,122,320	887,100	794,900
034-000-31600	Landing Fees	99,758	80,000	140,000	140,000
034-000-31650	Property Rental	55,229	105,000	-	-
034-000-31700	Junior Lifeguard Fees	132,096	103,500	103,500	153,000
<b>Total Tidelands Beach</b>		<b>\$ 1,431,496</b>	<b>\$ 1,695,720</b>	<b>\$ 1,691,900</b>	<b>\$ 1,674,800</b>

# REVENUE SUMMARY BY FUND

FY 2014-2015

Account Number	Revenue Source	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>Gas Tax - 040:</b>					
040-000-30420	Interest on Investments	\$ 3,088	\$ 1,300	\$ 3,000	\$ 3,500
040-000-30702	Reimburse 50/50 Project	-	-	1,950	-
040-000-32499	Gas Tax 2103	226,202	368,100	368,100	271,900
040-000-32500	Gas Tax 2105	114,358	121,500	121,500	124,900
040-000-32525	Gas Tax 2106	89,872	85,300	85,300	102,000
040-000-32530	Gas Tax 2107	181,369	180,900	180,900	153,600
040-000-32535	Gas Tax 2107.5	6,000	6,000	6,000	6,000
<b>Total Gas Tax</b>		<b>\$ 620,889</b>	<b>\$ 763,100</b>	<b>\$ 766,750</b>	<b>\$ 661,900</b>
<b>Measure M - 041:</b>					
041-000-30420	Interest on Investments	\$ 2,942	\$ 2,000	\$ -	\$ -
<b>Total Measure M</b>		<b>\$ 2,942</b>	<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Measure M2 - 042:</b>					
042-000-30420	Interest on Investments	\$ 1,456	\$ 1,000	\$ 3,500	\$ 3,800
042-000-31500	Transfer In	362,702	-	-	-
042-000-33500	Local Fairshare	369,931	370,600	370,600	370,000
<b>Total Measure M2</b>		<b>\$ 734,089</b>	<b>\$ 371,600</b>	<b>\$ 374,100</b>	<b>\$ 373,800</b>
<b>Parking-In-Lieu - 048</b>					
048-000-30865	Parking-In-Lieu	\$ 21,300	\$ -	\$ 30,218	\$ -
<b>Total Parking In-Lieu</b>		<b>\$ 21,300</b>	<b>\$ -</b>	<b>\$ 30,218</b>	<b>\$ -</b>
<b>Traffic Impact AB1600</b>					
049-000-30420	Interest on Investments	\$ 422	\$ -	\$ 3,500	\$ 3,800
049-000-30976	Traffic Impact Fees AB1600	18,816	-	61,725	-
049-000-31500	Transfer In	962,128	-	-	-
<b>Total Measure M2</b>		<b>\$ 981,366</b>	<b>\$ -</b>	<b>\$ 65,225</b>	<b>\$ 3,800</b>
<b>Seal Beach Cable - 50:</b>					
050-000-30131	PEG Fees Publ Access, Edu, Gov	\$ 114,109	\$ 90,000	\$ 90,000	\$ 90,000
050-000-30420	Interest on Investments	1,759	1,100	1,600	2,000
<b>Total Seal Beach Cable</b>		<b>\$ 115,868</b>	<b>\$ 91,100</b>	<b>\$ 91,600</b>	<b>\$ 92,000</b>
<b>Roberti-Z'Berg Urban Open Space - 070:</b>					
070-000-30975	Grant Reimbursement	\$ 412	\$ -	\$ -	\$ -
<b>Total Roberti-Z'Berg Urban Open Space</b>		<b>\$ 412</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Community Development Block Grant (CDBG) - 072:</b>					
072-000-30988	Other Agency Revenue	\$ 179,834	\$ 180,000	\$ 180,000	\$ 180,000
<b>Total CDBG</b>		<b>\$ 179,834</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>
<b>Police Grants - 075:</b>					
075-442-30975	Grant Reimb - BPV	\$ (6,223)	\$ 5,000	\$ -	\$ 8,800
075-453-30975	Grant Reimb - ABC	55,029	46,600	5,100	-
075-458-30975	Grant Reimb - OTS - DUI	11,975	10,100	17,649	-
075-459-30975	Grant Reimb - JAG	8,168	-	-	-
075-460-30975	Grant Reimb - DUI Checkpoint	-	61,500	-	61,500
075-462-30975	Grant Reimb - UASI 2011	2,457	8,000	978	-
075-463-30975	DUI - FY12/13	25,849	47,000	23,033	-
075-464-30975	Grant Reimb - UASI 2012	-	5,900	-	-
075-465-30975	AB 109	-	-	-	2,600
075-466-30975	BSCC Grant	-	25,000	24,992	25,000
075-467-30975	DUI -38	-	33,800	-	33,800
075-468-30975	ABC 14/15	-	-	-	41,600
075-469-30975	OTS_AVOID 14/15	-	-	-	82,100
<b>Total Police Grants</b>		<b>\$ 97,255</b>	<b>\$ 242,900</b>	<b>\$ 71,752</b>	<b>\$ 255,400</b>

# REVENUE SUMMARY BY FUND

FY 2014-2015

Account Number	Revenue Source	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>Prop 1B - 077:</b>					
077-000-30980	Other Agency Revenue	\$ -	\$ -	\$ 318,000	\$ -
<b>Total Prop 1B</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 318,000</b>	<b>\$ -</b>
<b>City Wide Grants - 080:</b>					
080-300-30975	Grant Reimb - River's End	\$ (18,967)	\$ -	\$ 215,012	\$ -
080-330-30975	Grant Reimb - ARRA	356,468	-	-	-
080-340-30975	Grant Reimb - CalEMA	30,406	-	-	-
080-350-30975	Grant Reimb - EECB	50,683	-	-	-
080-361-30975	Grant Reimb - OCTA	301,102	500,000	-	586,700
080-363-30975	Grant Reimb - ECP Tier 1 - OCTA	10,671	-	-	50,000
080-364-30975	Grant Reimb - BCI - OCTA	-	1,000,000	-	1,000,000
<b>Total City Wide Grants</b>		<b>\$ 730,363</b>	<b>\$ 1,500,000</b>	<b>\$ 215,012</b>	<b>\$ 1,636,700</b>
<b>Ad 94-1 Redemption Fund - 101:</b>					
101-000-30001	Property Taxes Secured	\$ 148,525	\$ 150,000	\$ 150,000	\$ 150,000
101-000-30004	Secured/Unsecure Prior Year	794	1,300	1,300	1,300
101-000-30005	Property Tax Other	120	300	300	300
101-000-30420	Interest on Investments	207	-	-	-
101-000-31500	Transfer In	1,243	-	-	-
<b>Total Ad 94-1 Redemption Fund</b>		<b>\$ 150,889</b>	<b>\$ 151,600</b>	<b>\$ 151,600</b>	<b>\$ 151,600</b>
<b>Ad 94-1 Imprv - 102:</b>					
102-000-30420	Interest on Investments	\$ 6	\$ -	\$ -	\$ -
<b>Total Ad 94-1 Imprv</b>		<b>\$ 6</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CFD No. 2002-02 SB Blvd/Lampson Landscape - 201:</b>					
201-000-30001	Property Taxes Secured	\$ 160,612	\$ 140,200	\$ 140,200	\$ 140,200
201-000-30420	Interest on Investments	2,942	1,500	2,200	2,500
<b>Total CFD SB Blvd/Lampson Landscape</b>		<b>\$ 163,554</b>	<b>\$ 141,700</b>	<b>\$ 142,400</b>	<b>\$ 142,700</b>
<b>CFD No 2002-01 Heron Pointe - 202:</b>					
202-000-30001	Property Taxes Secured	\$ 292,382	\$ 200,000	\$ 200,000	\$ 200,000
202-000-30004	Secured/Unsecured Prior Year	973	1,200	1,200	1,200
202-000-30005	Property Tax Other	2,048	2,200	2,200	2,200
202-000-30420	Interest on Investments	639	600	400	600
<b>Total CFD Heron Pointe</b>		<b>\$ 296,042</b>	<b>\$ 204,000</b>	<b>\$ 203,800</b>	<b>\$ 204,000</b>
<b>CFD Pacific Gateway Bonds - 203:</b>					
203-000-30001	Secured Property Tax	\$ 556,885	\$ 500,000	\$ 500,000	\$ 500,000
203-000-30420	Interest on Investments	455	200	200	200
<b>Total Pacific Gateway Bonds</b>		<b>\$ 557,340</b>	<b>\$ 500,200</b>	<b>\$ 500,200</b>	<b>\$ 500,200</b>
<b>CFD Heron Pointe Admin Expense - 204:</b>					
204-000-30300	Administrative Expense Reimb	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
204-000-30420	Interest On Investments	302	200	200	300
<b>Total Heron Pointe Admin Expense</b>		<b>\$ 25,302</b>	<b>\$ 25,200</b>	<b>\$ 25,200</b>	<b>\$ 25,300</b>



# REVENUE SUMMARY BY FUND

FY 2014-2015

Account Number	Revenue Source	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>CFD No. 2005-01 Pacific Gateway - 205:</b>					
205-470-30001	Secured Property Tax	\$ 51,390	\$ 50,000	\$ 50,000	\$ 50,000
205-470-30420	Interest On Investments	1,323	1,000	1,000	\$ 1,200
205-480-30300	Administrative Expense Reimb	25,000	25,000	25,000	25,000
<b>Total Pacific Gateway</b>		<b>\$ 77,713</b>	<b>\$ 76,000</b>	<b>\$ 76,000</b>	<b>\$ 76,200</b>
<b>PROPRIETARY FUNDS</b>					
<b>Water Operations - 017:</b>					
017-000-30420	Interest on Investments	\$ 39,284	\$ 40,000	\$ 30,000	\$ 31,000
017-000-30946	Sale Printed Material-CIP Only	480	-	200	-
017-000-30960	Miscellaneous Revenue	1,839	2,500	600	2,500
017-000-34000	Water Revenue	2,274,229	2,077,400	2,077,400	2,077,400
017-000-35000	Residential Water	1,151,684	1,138,500	1,138,500	1,138,500
017-000-35020	Commercial Water	54,074	64,700	64,700	64,700
017-000-35500	Water Turn On Fee	6,133	6,000	6,000	6,000
017-000-35510	Late Charge	39,362	36,500	36,500	36,500
017-000-35520	Door Tag Fee	1,050	700	2,000	1,000
017-000-35530	Water Meters	-	900	-	900
017-000-35590	Fire Service	62,166	69,500	62,200	69,500
017-000-35591	Fire Water Flow Test	2,250	1,000	-	500
<b>Total Water Operations</b>		<b>\$ 3,632,551</b>	<b>\$ 3,437,700</b>	<b>\$ 3,418,100</b>	<b>\$ 3,428,500</b>
<b>Water Capital - 019:</b>					
019-000-30420	Interest on Investments	\$ 16,132	\$ 8,000	\$ 12,000	\$ 18,500
019-000-35042	Water Connection Fee	1,210	9,500	-	5,000
019-000-37000	Water Capital Charge	1,326,168	1,378,100	1,378,100	1,378,100
<b>Total Water Capital</b>		<b>\$ 1,343,510</b>	<b>\$ 1,395,600</b>	<b>\$ 1,390,100</b>	<b>\$ 1,401,600</b>
<b>Vehicle Replacement - 021:</b>					
021-000-30940	Sales of Surplus Property	\$ 35,654	\$ -	\$ -	\$ -
021-000-31500	Transfer In	310,000	310,000	310,000	310,000
<b>Total Vehicle Replacement</b>		<b>\$ 345,654</b>	<b>\$ 310,000</b>	<b>\$ 310,000</b>	<b>\$ 310,000</b>
<b>Sewer Operations - 043:</b>					
043-000-30420	Interest on Investments	\$ 12,768	\$ 13,000	\$ 10,000	\$ 10,300
043-000-30725	F.O.G. Discharge Permit Fee	19,375	25,000	25,000	25,000
043-000-30940	Sales of Surplus Property	3,221	-	-	-
043-000-30946	Sale of Printed Material-CIP Only	-	-	270	-
043-000-36000	Sewer Fees	749,904	700,000	700,000	700,000
<b>Total Sewer Operations</b>		<b>\$ 785,268</b>	<b>\$ 738,000</b>	<b>\$ 735,270</b>	<b>\$ 735,300</b>
<b>Sewer Capital - 044:</b>					
044-000-30420	Interest on Investments	\$ 16,188	\$ 8,000	\$ 14,000	\$ 17,800
044-000-35042	Sewer Connection Fee	20,568	7,500	3,000	5,000
044-000-37150	Sewer Capital Charge	1,885,354	1,500,000	1,700,000	1,700,000
<b>Total Sewer Capital</b>		<b>\$ 1,922,110</b>	<b>\$ 1,515,500</b>	<b>\$ 1,717,000</b>	<b>\$ 1,722,800</b>
<b>Retirement Fund Riverfront - 300:</b>					
300-000-30420	Interest on Investments	\$ 3,337	\$ -	\$ 900	\$ -
<b>Total Retirement Fund Riverfront</b>		<b>\$ 3,337</b>	<b>\$ -</b>	<b>\$ 900</b>	<b>\$ -</b>
<b>Retirement Fund Debt Service - 302:</b>					
302-000-30420	Interest on Investments	\$ 77	\$ -	\$ -	\$ -
302-000-31500	Transfers In	726,325	-	724,322	719,300
<b>Total Retirement Fund Debt Service</b>		<b>\$ 726,402</b>	<b>\$ -</b>	<b>\$ 724,322</b>	<b>\$ 719,300</b>

# REVENUE SUMMARY BY FUND

FY 2014-2015

Account Number	Revenue Source	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>Retirement Obligation Fund</b>					
304-000-30018	SA Tax Increment	\$ 1,357,253	\$ -	\$ 280,687	\$ 1,027,900
304-000-30420	Interest On Investments	606	-	-	-
<b>Total Retirement Obligation Fund</b>		<b>\$ 1,357,859</b>	<b>\$ -</b>	<b>\$ 280,687</b>	<b>\$ 1,027,900</b>
<b>Capital Project - 045:</b>					
045-000-31500	Transfer In	\$ 1,962,900	\$ 8,004,319	\$ 3,212,705	\$ 7,128,700
045-000-31501	Sucessor Agency Project	1,355,413	-	287,295	-
<b>Total Capital Project</b>		<b>\$ 3,318,313</b>	<b>\$ 8,004,319</b>	<b>\$ 3,500,000</b>	<b>\$ 7,128,700</b>
<b>Total Revenue of All Funds</b>		<b>\$ 53,355,962</b>	<b>\$ 52,188,759</b>	<b>\$ 47,959,180</b>	<b>\$ 53,404,800</b>

# Analysis of Major Revenues

The total estimated revenues and transfers in from other funds for all City Funds for FY 2014-2015 is \$53.4 million, of which \$28.7 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 Redevelopment Agency Funds revenues are restricted and cannot be used for general operating expenditures.

## Analysis of Major General Fund Revenues

### Property Taxes

Property Taxes account for 31.7% of FY 2014-2015 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 1<sup>st</sup>), whichever is lower. The base year value of property acquired before March 1, 1975 is the 1975 assessed value and the base year value of property acquired on or after March 1, 1975 is usually the market value when the property was transferred and/or purchased. The factored base year value of properties that have not changed ownership since the prior January 1<sup>st</sup> 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. The large variation in actual property taxes in FY 2012-2013 is primarily related to the repayment of property tax revenue borrowed by the State of California (Prop 1A) and the distribution of property tax revenue due to the dissolution of Redevelopment Agencies.

#### Property Tax

	<u>Amount</u>	<u>% change</u>
2011/12	8,686,044	
2012/13	9,600,606	10.5%
2013/14	8,682,500	-9.6%
2014/15	9,068,700	4.4%



Budget Assumptions – As the above information illustrates, property taxes continue to be a stable revenue source for the City. The projection for FY 2014-2015 shows an increase in expected revenue. The reason for the increase is that in FY 2013-2014 additional property taxes were received as a result of the overall improvement in the Orange County real estate market.

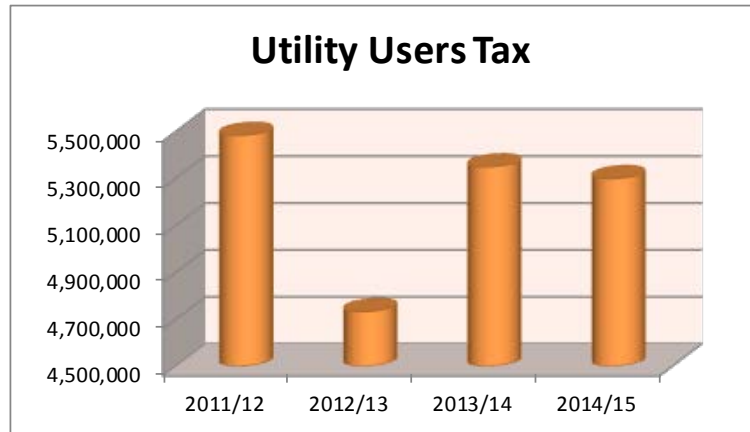
# Analysis of Major Revenues

## Utility Users Tax

Utility Users Tax (UUT) accounts for 18.5% of FY 2014-2015 General Fund revenues. The Utility Users Tax rate is charged to customers of electric, natural gas, and telephone companies to raise revenue for general governmental purposes of the City. The Utility Users Tax rate is 11% of the customer's monthly charges. The utility companies collect the tax and remit them to the City.

Utility Users Tax

	Amount	% change
2011/12	5,484,256	
2012/13	4,732,597	-13.7%
2013/14	5,350,000	13.0%
2014/15	5,300,000	-0.9%



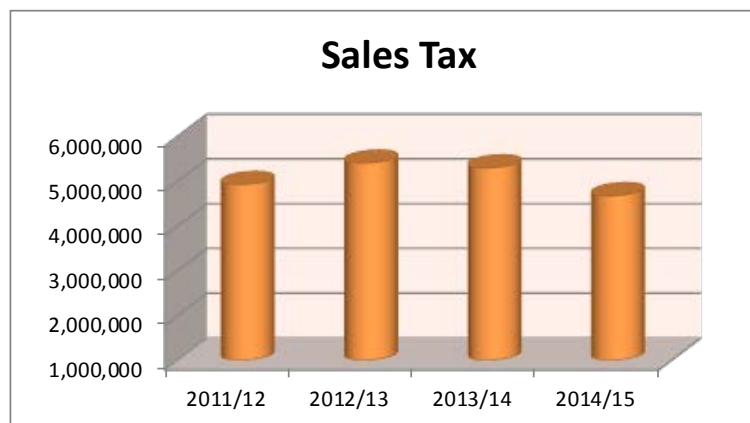
**Budget Assumptions** – The chart above illustrates the Utility Users Tax revenues continue to be a relatively stable and predictable revenue source. The City has a senior citizen exemption program for the Utility Users Tax. The income level to qualify for the exemption is based on the California Senior citizen Property Tax Assistance program (no longer in existence) and is currently \$44,096 household income which has not changed since the program was eliminated. This variation of actual revenue between FY 2011-2012 and FY 2012-2013 is directly related to the accounting treatment of accrued revenue received over the fiscal year end period.

## Sales and Use Tax

Sales and Use Tax account for 16.3% of FY 2014-2015 General Fund revenues. The sales tax rate is 8.00% as of January 1, 2013. 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. Sales tax revenue for the City is projected to decrease in FY 2014-2015 because of continued sales declines in the petroleum products industry.

Sales Tax

	Amount	% change
2011/12	4,930,037	
2012/13	5,408,756	9.7%
2013/14	5,302,000	-2.0%
2014/15	4,679,000	-11.8%



# Analysis of Major Revenues

Budget Assumptions – Estimated revenues for Sales and Use Tax for FY 2013-2014 and projections for FY 2014-2015 were provided by Hinderliter, de Llamas and Associates, a consulting firm that specializes in sales and use tax analysis based on sales tax information provided to them by the State of California Board of Equalization.

## Licenses and Permits

Licenses and Permits account for 4.2% of FY 2014-2015 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 2014-2015 due to a greater level of oversight and monitoring of Business Licenses issued in the City.

### Licenses and Permits

	Amount	% change
2011/12	927,447	
2012/13	1,247,750	34.5%
2013/14	1,162,400	-6.8%
2014/15	1,220,500	5.0%



## Other Revenues

Franchise Fees are imposed on various public utilities and account for 3.9% of FY 2014-2015 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 3.9% of FY 2014-2015 General Fund revenues. The approved rate for Transient Occupancy Tax is 12%.

Charges for Services account for 10.7% of FY 2014-2015 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

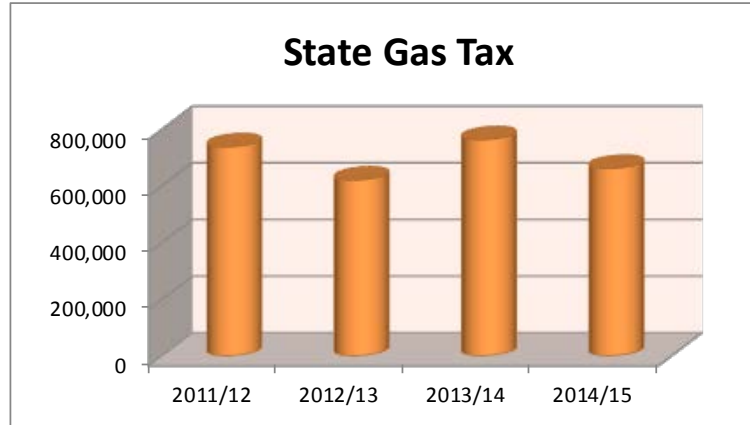
### State Gas Tax

The State of California collects 14.5¢ per gallon for vehicle fuel which is allocated to the State, Counties and Cities. The City allocation is distributed based on population.

# Analysis of Major Revenues

## State Gas Tax

	Amount	% change
2011/12	738,009	
2012/13	620,889	-15.9%
2013/14	763,100	22.9%
2014/15	661,900	-13.3%

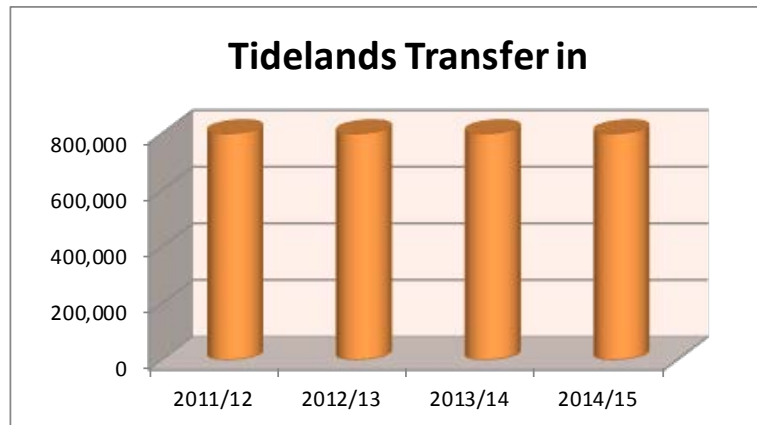


## Tidelands Beach Fund – Transfer In – General Fund Subsidy

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
2011/12	1,429,866	
2012/13	1,431,496	0.1%
2013/14	1,695,720	18.5%
2014/15	1,674,800	-1.2%



Budget Assumptions - The General Fund Subsidy varies significantly from one year to the next. In this budget year the General Fund subsidy will be reduced as a direct result of internal accounting for parking revenue. Rather than split the revenue between the General Fund and Tidelands Beach Fund, all beach lot revenue will go directly to Tidelands.

## 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

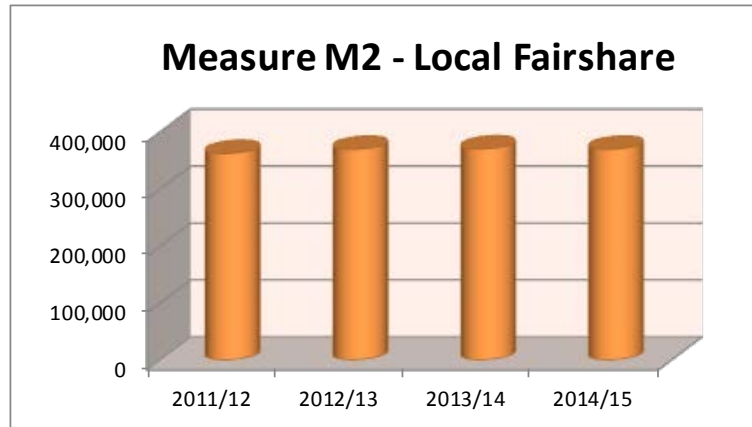
# Analysis of Major Revenues

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.

The City anticipates receipt of \$370,000 of Measure M2 – Local Fairshare revenues for FY 2014-2015.

## Measure M2 Local Fairshare

	Amount	% change
2011/12	362,702	
2012/13	369,931	2.0%
2013/14	370,600	0.2%
2014/15	370,000	-0.2%



## 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 \$3,428,500 for FY 2014-2015, for the Operations Fund. Water Capital Fund revenues are projected to be \$1,401,600.

The Sewer Capital Fees are also tiered. Revenues are projected to be \$735,300 for operations in the FY 2014-2015. Sewer Capital Fund revenues are projected to be \$1,722,800.



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# General Fund

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

# General Fund

## Analysis of 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.

	2010-2011 Actual	2011-2012 Actual	2012-2013 Actual	2013-2014 Projected	2014-2015 Adopted
Beginning Fund Balance	\$30,018,851	\$26,076,059	\$28,158,585	\$29,262,175	\$27,897,112
<b>General Fund Revenues:</b>					
Property Tax Revenue	\$8,228,811	\$8,686,044	\$ 9,600,606	\$ 8,942,500	\$ 9,068,700
Sales and Use Tax	4,160,359	4,930,037	5,408,756	5,070,000	4,679,000
Utility Users Tax	5,310,666	5,484,256	4,732,597	5,300,000	5,300,000
Transient Occupancy Tax	1,221,491	970,275	1,289,007	1,200,000	1,200,000
Franchise Fees	1,030,737	1,008,031	1,126,398	1,103,672	1,129,000
Other Taxes	228,449	338,176	328,743	301,093	328,000
Licenses and Permits	1,180,345	927,447	1,247,750	1,212,038	1,220,500
Intergovernmental	397,488	468,992	336,881	354,300	393,600
Charges for Services	2,986,389	3,204,902	3,239,070	2,895,705	3,071,500
Fines and Forfeitures	968,751	1,047,550	1,025,257	1,010,200	1,058,500
Use of Money and Property	536,900	601,847	303,784	420,000	420,000
Other Revenue	571,246	618,656	2,055,602	770,775	499,500
Transfers in from Other Funds	349,050	487,521	359,209	350,000	350,000
<b>Total General Fund Revenues</b>	<b>\$27,170,682</b>	<b>\$28,773,734</b>	<b>\$31,053,660</b>	<b>\$28,930,282</b>	<b>\$28,718,300</b>
<b>Expenditures:</b>					
General Administration	\$3,490,186	\$3,526,973	\$3,617,808	\$3,873,373	\$4,441,200
Police Department	7,638,609	7,981,032	8,170,078	8,774,811	8,770,300
Detention Facilities	634,697	692,612	656,939	657,900	834,200
Fire Protection Services	3,912,032	4,158,865	4,273,326	4,443,700	4,700,400
Community Development	795,110	766,981	1,129,629	845,257	889,100
Public Works	2,732,870	2,598,143	2,696,337	2,792,754	3,005,400
Refuse Services	1,105,330	1,117,961	1,159,674	1,200,000	1,200,000
Recreation	965,221	880,982	1,182,716	1,115,350	1,232,700
Liability/Risk Management	2,606,271	1,357,533	1,292,248	1,282,200	749,100
Transfers Out	7,233,148	3,610,126	6,137,110	5,310,000	6,069,700
<b>Total Expenditures</b>	<b>\$31,113,474</b>	<b>\$26,691,208</b>	<b>\$30,315,864</b>	<b>\$30,295,345</b>	<b>\$31,892,100</b>
<b>Net Revenues (Expenditures)</b>	<b>(\$3,942,792)</b>	<b>\$2,082,526</b>	<b>\$737,796</b>	<b>(\$1,365,063)</b>	<b>(\$3,173,800)</b>
Prior Periods Adjustments to Fund Balance	-	-	365,794	-	-
<b>Ending Fund Balance</b>	<b>\$26,076,059</b>	<b>\$28,158,585</b>	<b>\$29,262,175</b>	<b>\$27,897,112</b>	<b>\$24,723,312</b>
Assigned for Encumbrance	\$102,500	\$353,098	\$41,586	\$165,728	\$165,728
Assigned	12,343,979	12,073,492	10,839,000	10,061,153	8,366,153
Assigned for Fiscal Policy	5,341,571	6,519,483	8,048,580	6,981,142	7,174,275
<b>Unassigned Fund Balance</b>	<b>\$8,288,009</b>	<b>\$9,212,512</b>	<b>\$10,333,009</b>	<b>\$10,689,089</b>	<b>\$9,017,156</b>
<i>Unassigned Fund Balance</i>					
<i>Percentage of Total Operating Expenditures</i>	31%	35%	35%	38%	31%

# General Fund Analysis of Unassigned Fund Balance

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

<b>General Fund Assigned Fund Balance</b>
---

	<b>2014-2015</b>
Beginning Fund Balance	<u>\$27,897,112</u>
Net Revenues (Expenditures)	<u>(3,173,800)</u>
Ending Fund Balance	<u><b>\$24,723,312</b></u>
Assigned for Encumbrances	\$ 165,728
Assigned for Designations	8,366,153
Assigned for Fiscal Policy	7,174,275
Unassigned Fund Balance	<u>9,017,156</u>
Total General Fund Balance	<u><b>\$ 24,723,312</b></u>

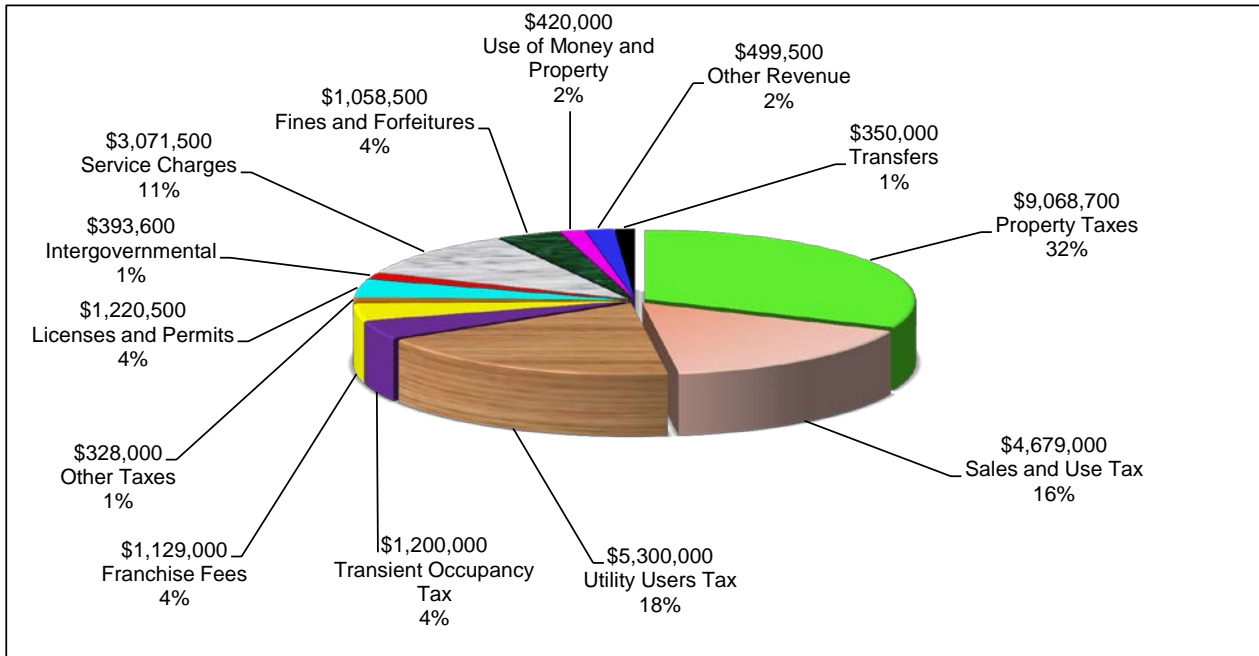
	<u>Estimated Beginning Balance</u>	<u>Proposed Decreases</u>	<u>Estimated Ending Balance</u>
<b>Assigned for Encumbrances</b>	<b>\$ 165,728</b>	<b>\$ -</b>	<b>\$ 165,728</b>
College Park East	477,000	-	477,000
Swimming Pool	4,856,800	(400,000)	4,456,800
Economic Condition	1,750,000	-	1,750,000
Old Town Improvement	240,000	(240,000)	-
Street Improvement	117,167	-	117,167
Storm Drain	1,416,501	(700,000)	716,501
Buildings	463,650	(355,000)	108,650
Compensated Absences	740,035	-	740,035
<b>Total Assigned</b>	<b>10,061,153</b>	<b>(1,695,000)</b>	<b>8,366,153</b>
<b>Assigned for Fiscal Policy</b>	<b>6,981,142</b>	<b>193,133</b>	<b>7,174,275</b>
<b>Grand Total</b>	<b><u>\$ 17,208,023</u></b>	<b><u>\$ (1,501,867)</u></b>	<b><u>\$ 15,706,156</u></b>



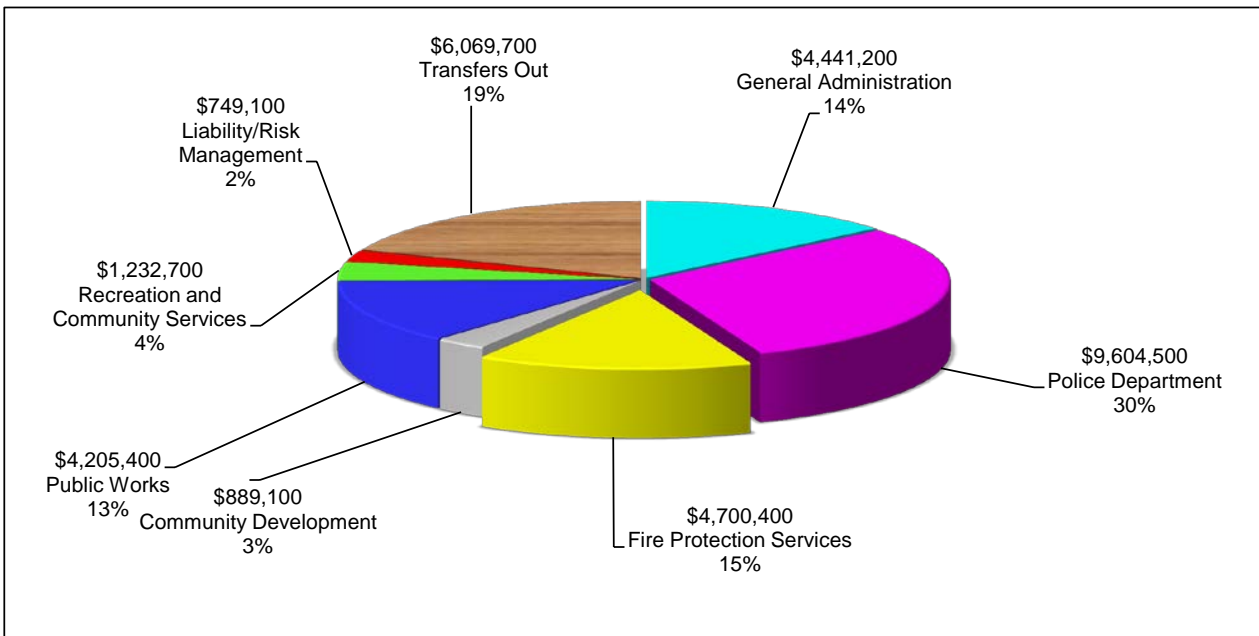
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## Summary of Revenues and Expenditures General Fund

### Fiscal Year 2014-15 Projected Revenues - \$28,718,300

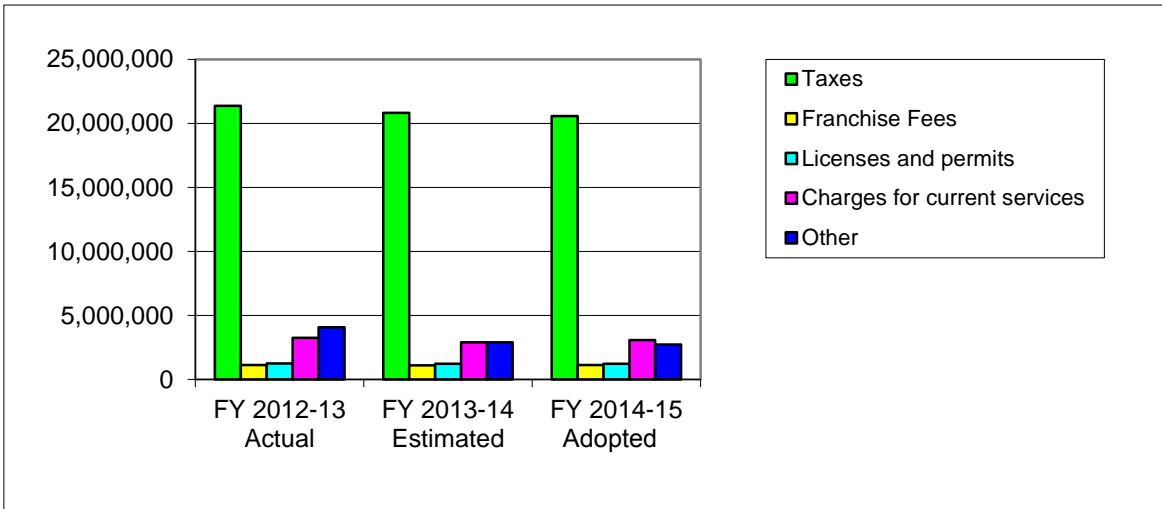


### Fiscal Year 2014-15 Projected Expenditures - \$31,892,100



# General Fund Revenue Summary

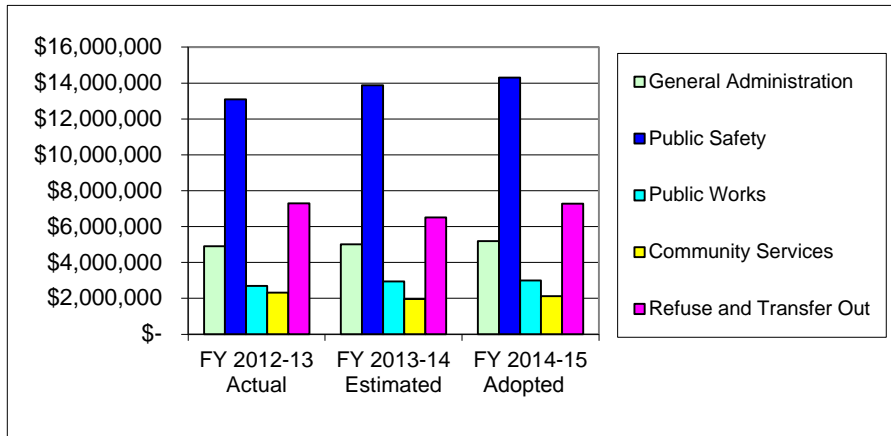
Description	2012-2013 Actual	2013-2014 Estimated	2014-2015 Adopted Budget
Property Tax	\$ 9,600,606	\$ 8,942,500	\$ 9,068,700
Other Taxes	328,743	301,093	328,000
Utility Users Tax	4,732,597	5,300,000	5,300,000
Transient Occupancy Tax	1,289,007	1,200,000	1,200,000
Sales and Use Tax	5,408,756	5,070,000	4,679,000
Franchise Fees	1,126,398	1,103,672	1,129,000
Licenses and Permits	1,247,750	1,212,038	1,220,500
Fines and Forfeitures	1,025,257	1,010,200	1,058,500
Use of Money and Property	303,784	420,000	420,000
Charges for Services	3,239,070	2,895,705	3,071,500
Intergovernmental	336,881	354,300	393,600
Other Revenues	2,055,602	770,775	499,500
Transfer In and Enterprise Overheads	359,209	350,000	350,000
<b>Total Revenue</b>	<b>\$ 31,053,660</b>	<b>\$ 28,930,282</b>	<b>\$ 28,718,300</b>



	FY 2012-13 Actual	FY 2013-14 Estimated	FY 2014-15 Adopted
Taxes	\$ 21,359,709	\$ 20,813,593	\$ 20,575,700
Franchise Fees	1,126,398	1,103,672	1,129,000
Licenses and Permits	1,247,750	1,212,038	1,220,500
Charges for Current Services	3,239,070	2,895,705	3,071,500
Other	4,080,733	2,905,275	2,721,600
<b>Grand Total</b>	<b>\$ 31,053,660</b>	<b>\$ 28,930,282</b>	<b>\$ 28,718,300</b>

# General Fund Expenditure Summary

Department	2012-2013	2013-2014	2014-2015
	Actual	Estimated	Adopted Budget
010 City Council	\$ 120,870	\$ 199,300	\$ 194,000
011 City Manager	707,680	523,900	683,400
012 City Clerk	234,402	198,600	217,400
014 Human Resources	1,905	160,600	186,500
015 City Attorney	529,302	568,300	490,000
016 Senior Bus Program	-	144,000	144,000
017 Finance	594,330	609,600	802,200
018 Risk Management	1,292,248	1,282,200	749,100
019 Non-Departmental	859,478	831,600	1,221,700
020 Information System Technolo	569,841	637,473	646,000
021 Police EOC	142,251	91,384	161,300
022 Police	5,720,550	6,128,900	6,108,600
023 Police Support Services	2,307,277	2,554,527	1,834,700
024 Police Detention Facility	656,939	657,900	834,200
026 Fire	4,273,326	4,443,700	4,700,400
030 Planning	386,413	476,331	454,400
031 Building and Safety	743,216	368,926	434,700
035 West Comp JPA	-	-	665,700
042 Engineering	148,550	93,700	96,000
043 Storm Drain	326,131	362,000	400,300
044 Street Maintenance	908,299	1,056,804	1,154,100
049 Landscape Maintenance	235,962	265,750	335,200
050 Automobile Maintenance	415,129	465,500	406,400
051 Refuse	1,159,674	1,200,000	1,200,000
052 Building Maintenance	662,266	549,000	469,400
070 Recreation Administration	354,668	302,800	339,800
071 Sports	30,737	28,700	31,200
072 Parks and Recreation	358,490	392,600	385,000
073 Aquatics	137,646	150,450	174,300
074 Tennis Center	301,175	240,800	302,400
Transfer Out	6,137,110	5,310,000	6,069,700
<b>Total Expenditures</b>	<b>\$ 30,315,865</b>	<b>\$ 30,295,345</b>	<b>\$ 31,892,100</b>



	FY 2012-13 Actual	FY 2013-14 Estimated	FY 2014-15 Adopted
General Administration	\$ 4,910,056	\$ 5,011,573	\$ 5,190,300
Public Safety	13,100,343	13,876,411	14,304,900
Public Works	2,696,337	2,936,754	3,005,400
Community Services	2,312,345	1,960,607	2,121,800
Refuse and Transfer Out	7,296,784	6,510,000	7,269,700
<b>Grand Total</b>	<b>\$ 30,315,865</b>	<b>\$ 30,295,345</b>	<b>\$ 31,892,100</b>

City of Seal Beach - General Fund Transfer Out

**FY 2014-2015**

DEPARTMENT: Finance  
 FUND: 001 General Fund - Transfer Out

Account Code: 001-080

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Transfer Out	\$ 6,137,110	\$ 7,242,598	\$ 5,310,000	\$ 6,069,700
<b>TOTAL</b>	<b>\$ 6,137,110</b>	<b>\$ 7,242,598</b>	<b>\$ 5,310,000</b>	<b>\$ 6,069,700</b>

ACCOUNT NUMBER EXPLANATION

47000	Transfer Out	Transfer out to various funds
47010	Vehicle Replacement	Transfer out to Vehicle Replacement Fund



City of Seal Beach - General Fund Transfer Out

FY 2014-2015

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>TRANSFER OUT</b>					
Transfer Out	001-080-47000	\$ 4,471,697	\$ 6,932,598	\$ 5,000,000	\$ 5,759,700
Successor Agency Project	001-080-47001	1,355,413	-	-	-
Vehicle Replacement	001-080-47010	310,000	310,000	310,000	310,000
<b>TOTAL TRANSFER OUT</b>		<u>\$ 6,137,110</u>	<u>\$ 7,242,598</u>	<u>\$ 5,310,000</u>	<u>\$ 6,069,700</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 6,137,110</u>	<u>\$ 7,242,598</u>	<u>\$ 5,310,000</u>	<u>\$ 6,069,700</u>

<b>Transfer Out Account 001-080-47000:</b>	
Street Lighting District Fund 002	\$ 65,800
Pension Obligation D/S Fund 027	1,137,900
Fire Station D/S Fund 028	566,100
Tidelands Fund 034	794,900
Capital Projects Fund 045	3,195,000
<b>Total for 001-080-47000:</b>	<u>\$ 5,759,700</u>



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# 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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 38,168	\$ 34,300	\$ 34,300	\$ 34,000
Maintenance and Operations	82,702	160,000	165,000	160,000
<b>TOTAL</b>	<b>\$ 120,870</b>	<b>\$ 194,300</b>	<b>\$ 199,300</b>	<b>\$ 194,000</b>

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, Association of California Cities of Orange County, 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
40802	Special Exp. - Comm. Input Prj	Sponsor concerts/permits City supported Events
40900	Promotional	4th July Fireworks JFTB contribution and miscellaneous
44000	Contract Professional	Management Partners

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Part-time	001-010-40004	\$ 36,257	\$ 32,400	\$ 32,400	\$ 32,400
PARS Retirement	001-010-40013	496	600	600	300
Medicare Insurance	001-010-40017	522	500	500	500
FICA	001-010-40019	893	800	800	800
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 38,168</b>	<b>\$ 34,300</b>	<b>\$ 34,300</b>	<b>\$ 34,000</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-010-40100	\$ 240	\$ 1,500	\$ 1,500	\$ 1,500
Council Discretionary - Dist. 1	001-010-40101	-	20,000	20,000	20,000
Council Discretionary - Dist. 2	001-010-40102	-	20,000	20,000	20,000
Council Discretionary - Dist. 3	001-010-40103	-	20,000	20,000	20,000
Council Discretionary - Dist. 4	001-010-40104	-	20,000	20,000	20,000
Council Discretionary - Dist. 5	001-010-40105	-	20,000	20,000	20,000
Memberships and Dues	001-010-40300	30,663	36,000	36,000	36,000
Training and Meetings	001-010-40400	15,583	12,500	12,500	12,500
Special Departmental	001-010-40800	15,216	10,000	15,000	10,000
Special Exp.-Comm. Input Prj	001-010-40802	5,738	-	-	-
Promotional	001-010-40900	8,000	-	-	-
Contract Professional	001-010-44000	7,262	-	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 82,702</b>	<b>\$ 160,000</b>	<b>\$ 165,000</b>	<b>\$ 160,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 120,870</b>	<b>\$ 194,300</b>	<b>\$ 199,300</b>	<b>\$ 194,000</b>



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## 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.
- Ensure 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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 537,336	\$ 437,500	\$ 425,800	\$ 542,900
Maintenance and Operations	170,344	149,100	98,100	140,500
<b>TOTAL</b>	<b>\$ 707,680</b>	<b>\$ 586,600</b>	<b>\$ 523,900</b>	<b>\$ 683,400</b>

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 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
40015	AFLAC Insurance-Cafeteria	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
40200	Public/Legal Notices	Misc. publications (subscriptions, handbooks, advertising, and personnel notices).
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, Liebert Cassidy Whitmore, CA. Assoc. of Public Information Officials, National Notary Assoc., CALPERLA, and miscellaneous.
40400	Training and Meetings	League of Cities City Manager and City Council, Orange County City Manager's Assoc., Assoc. of CA. Cities Orange County, International City/County Mgmt. Assoc., CA Assoc. of Public Information Officials, League of CA. Cities, CA. Joint Powers Insurance Authority, and Municipal Mgmt. Assoc. Southern CA.
40800	Special Departmental	Business cards, plaques, and miscellaneous.
44000	Contract Professional Svcs	Media Training, Executive Team Building, Council Goals, RipleyKirstie Public Affairs, Long Beach Transit, and Municipal Petroleum Analysis
44001	Special Expense - Disaster	Disaster related expenses.



# City of Seal Beach

# FY 2014-2015

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-011-40001	\$ 393,009	\$ 314,500	\$ 317,100	\$ 361,700
Over-time	001-011-40003	302	-	-	-
Part-time	001-011-40004	-	13,000	200	54,500
Auto Allowance	001-011-40008	5,769	6,000	6,000	4,800
Cell Phone Allowance	001-011-40009	1,569	2,100	2,100	1,700
Deferred Compensation-Cafeteria	001-011-40010	2,085	400	1,800	1,700
Deferred Compensation	001-011-40011	14,460	13,200	13,200	14,700
PERS Retirement	001-011-40012	61,150	40,500	40,900	48,200
PARS Retirement	001-011-40013	-	200	100	700
Medical Insurance	001-011-40014	40,764	33,700	29,700	28,700
AFLAC Insurance - Cafeteria	001-011-40015	-	-	-	400
Medicare Insurance	001-011-40017	6,419	5,300	5,300	6,700
Life and Disability	001-011-40018	3,703	2,600	2,600	2,900
Vacation Buy/Payout	001-011-40027	8,106	6,000	6,800	16,200
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 537,336</b>	<b>\$ 437,500</b>	<b>\$ 425,800</b>	<b>\$ 542,900</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-011-40100	\$ 2,457	\$ 5,000	\$ 3,000	\$ 5,000
Public/Legal Notices	001-011-40200	-	5,000	-	3,000
Memberships and Dues	001-011-40300	6,089	8,000	8,000	8,000
Training and Meetings	001-011-40400	12,689	19,600	19,600	26,000
Special Departmental	001-011-40800	1,102	1,500	1,500	1,500
Cont. Professional Svcs	001-011-44000	120,728	66,000	66,000	97,000
Special Expense - Disaster	001-011-44001	27,279	44,000	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 170,344</b>	<b>\$ 149,100</b>	<b>\$ 98,100</b>	<b>\$ 140,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 707,680</b>	<b>\$ 586,600</b>	<b>\$ 523,900</b>	<b>\$ 683,400</b>



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# City of Seal Beach

# CITY CLERK

## **Managing Department Head:**

City Clerk

## **Mission Statement**

The municipal clerk is a primary representative of local government, serving as liaison between the City Council, the City staff, and the public in a helpful, professional manner. The City Charter, City Municipal Code, and various codes of the State of California legally mandate the duties and responsibilities of the City Clerk. The City Clerk position in Seal Beach is that of a citywide elected official and serves for a term of four years with no term limits. The City Clerk is also 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 Council; 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, deeds, easements, etc.; process amendments to the Municipal Code; certify official and legal documents; administer legal publications; receive/open bids; administer oaths; custodian of official City seal; Fair Political Practices Commission (FPPC) forms – including conflict of interest filings (700 form); conduct all activities associated with municipal elections in accordance with the City Charter and State law; and receipt of claims and requests for information to public.

## **Objective**

- The main goal for all decisions made in the City Clerk department would be that they are all done efficiently and ethically - guidelines used would be the City's code, policies, and regulations.
- Determining the operation of the department would be the federal and state regulations imposed on all local government agencies and City Municipal Code, City Charter, and policies and procedures.
- Monitor and evaluate the efficiency and effectiveness of service delivered to the public – Public Records Act.
- Provide staff assistance to the City Manager and City staff including research on a variety of topics and official documents and maintain an accurate list of contracts and agreements.
- Ensure the record retention program is in accordance with applicable laws and regulations and that there is adequate staffing, training, and funds to support the citywide program.
- Continue to scan documents and permits to laserfiche for accessibility to City staff and the public.
- Work with IT personnel to explore ways to provide access to public documents/records on the City's website.
- Maintain the video streaming and archiving of City Council and Planning Commission meetings.
- Coordinate a legal review of the City's Municipal Code.

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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 221,219	\$ 205,400	\$ 150,600	\$ 137,400
Maintenance and Operations	11,064	48,000	47,000	30,000
Election	2,119	1,000	1,000	50,000
<b>TOTAL</b>	<b>\$ 234,402</b>	<b>\$ 254,400</b>	<b>\$ 198,600</b>	<b>\$ 217,400</b>

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
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40030	Unemployment	Employee benefits costs
40100	Office Supplies	Office Supplies
40200	Public/Legal Notices	Publish City Clerk notices in the newspaper
40300	Memberships and Dues	City Clerk Assoc. of CA., International Institute of Municipal Clerks, and Notary
40400	Training and Meetings	City Clerks Association monthly meetings, mileage reimbursement and other related training
40800	Special Departmental	Records management, records retention, notary, and City Clerk certification
44000	Contract Professional Svcs	Conversion of documents to Laserfische, consultant for records management, elections consultant, video streaming, electronic agenda and Municipal Code legal review
40800	Special Departmental	Incidental expenses-off cycle

# City of Seal Beach

# FY 2014-2015

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-012-40001	\$ 149,689	\$ 156,900	\$ 112,100	\$ 103,500
Part-time	001-012-40004	19,444	-	-	-
Cell Phone Allowance	001-012-40009	900	900	900	700
Deferred Comp-Cafeteria	001-012-40010	255	100	1,100	1,500
Deferred Compensation	001-012-40011	4,684	4,400	3,800	3,500
PERS Retirement	001-012-40012	23,529	18,200	14,500	13,800
PARS Retirement	001-012-40013	253	-	-	-
Medical Insurance	001-012-40014	13,454	14,800	9,000	5,800
Medicare Insurance	001-012-40017	2,710	2,600	1,900	1,700
Life and Disability	001-012-40018	1,412	1,600	1,200	900
Flexible Spending - Cafeteria	001-012-40022	100	-	-	-
Comptime Buy/payout	001-012-40026	176	-	200	-
Vacation Buy/payout	001-012-40027	4,613	5,900	5,900	6,000
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 221,219</b>	<b>\$ 205,400</b>	<b>\$ 150,600</b>	<b>\$ 137,400</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-012-40100	\$ 1,083	\$ 1,000	\$ 1,000	\$ 1,000
Public/Legal Notices	001-012-40200	2,601	3,500	2,500	3,500
Memberships and Dues	001-012-40300	350	500	500	500
Training and Meetings	001-012-40400	4,001	1,500	1,500	1,500
Special Departmental	001-012-40800	819	3,500	3,500	3,500
Contract Professional Svcs	001-012-44000	2,210	38,000	38,000	20,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 11,064</b>	<b>\$ 48,000</b>	<b>\$ 47,000</b>	<b>\$ 30,000</b>
<b>ELECTIONS</b>					
Special Departmental	001-013-40800	\$ 2,119	\$ 1,000	\$ 1,000	\$ 50,000
<b>TOTAL ELECTIONS</b>		<b>\$ 2,119</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 50,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 234,402</b>	<b>\$ 254,400</b>	<b>\$ 198,600</b>	<b>\$ 217,400</b>

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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 1,905	\$ 123,100	\$ 123,100	\$ 129,000
Maintenance and Operations	-	80,500	37,500	57,500
<b>TOTAL</b>	<b>\$ 1,905</b>	<b>\$ 203,600</b>	<b>\$ 160,600</b>	<b>\$ 186,500</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries 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, and Lieberty Cassidy & Whitmore.
40400	Training and Meetings	CA. Public Employees' Retirement System, Southern CA Personnel Mgmt. Assoc., and miscellaneous.
44000	Contract Professional Svcs	Section 125, Employee Assistance Program, Personnel Livescan, Pre-employment screening, Psychology Consultant, Background investigations, miscellaneous emergencies, Department of Justice, Retirement Fund review, Personnel Investigation, Recruitment Advertising, Executive search, CALOPPS, and unemployment.

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

Account Code: 001-014

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-014-40001	\$ 1,905	\$ 88,800	\$ 88,800	\$ 94,100
Cell Phone Allowance	001-014-40009	-	-	-	200
Deferred Compensation-Cafeteria	001-014-40010	-	-	-	200
Deferred Compensation	001-014-40011	-	3,200	3,200	3,300
PERS Retirement	001-014-40012	-	11,500	11,500	12,500
Medical Insurance	001-014-40014	-	14,300	14,300	13,800
Medicare Insurance	001-014-40017	-	1,500	1,500	1,500
Life and Disability	001-014-40018	-	1,100	1,100	1,100
Vacation Buy/Payout	001-014-40027	-	2,700	2,700	2,300
<b>TOTAL PERSONNEL SERVICES</b>		<u>\$ 1,905</u>	<u>\$ 123,100</u>	<u>\$ 123,100</u>	<u>\$ 129,000</u>
<b>MAINTENANCE AND OPERATIONS</b>					
Memberships and Dues	001-014-40300	\$ -	\$ 2,000	\$ 4,000	\$ 4,000
Training and Meetings	001-014-40400	-	3,500	3,500	3,500
Cont. Professional Svcs	001-014-44000	-	75,000	30,000	50,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ -</u>	<u>\$ 80,500</u>	<u>\$ 37,500</u>	<u>\$ 57,500</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 1,905</u>	<u>\$ 203,600</u>	<u>\$ 160,600</u>	<u>\$ 186,500</u>



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## 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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 529,302	\$ 425,000	\$ 568,300	\$ 490,000
<b>TOTAL</b>	<u>\$ 529,302</u>	<u>\$ 425,000</u>	<u>\$ 568,300</u>	<u>\$ 490,000</u>

ACCOUNT NUMBER EXPLANATION

49700	RWG - Monthly Retainer	Monthly retainer
49710	RWG - Litigation Services	Reimbursable costs and expenses
49720	RWG - General Prosecution	Services beyond that covered by the retainer
49730	RWG - Police Services	Services beyond that covered by the retainer
49777	RWG - Other Attorney Services	Services beyond that covered by the retainer
49778	RWG - Personnel Matters	Services beyond that covered by the retainer
49779	RWG - Special Counsel	Services beyond that covered by the retainer
49780	RWG - Environmental	Services beyond that covered by the retainer
49781	RWG - Real Estate	Services beyond that covered by the retainer
49782	LCW - Personnel Matters	Services beyond that covered by the retainer

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

Account Code: 001-015

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
RWG - Monthly Retainer	001-015-49700	\$ 240,000	\$ 240,000	\$ 240,000	\$ 240,000
RWG - Litigation Services	001-015-49710	38,434	50,000	126,500	75,000
RWG - General Prosecution	001-015-49720	12,540	25,000	70,000	40,000
RWG - Police Services	001-015-49730	45	20,000	15,000	5,000
RWG - Other Attorney Services	001-015-49777	238,283	90,000	33,800	50,000
RWG - Personnel Matters	001-015-49778	-	-	27,000	10,000
RWG - Special Counsel	001-015-49779	-	-	-	20,000
RWG - Environmental	001-015-49780	-	-	6,000	15,000
RWG - Real Estate	001-015-49781	-	-	25,000	10,000
LCW - Personnel Matters	001-015-49782	-	-	25,000	25,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 529,302</b>	<b>\$ 425,000</b>	<b>\$ 568,300</b>	<b>\$ 490,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 529,302</b>	<b>\$ 425,000</b>	<b>\$ 568,300</b>	<b>\$ 490,000</b>



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# 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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 490,773	\$ 521,900	\$ 479,500	\$ 620,000
Maintenance and Operations	103,557	130,100	130,100	182,200
<b>TOTAL</b>	<b>\$ 594,330</b>	<b>\$ 652,000</b>	<b>\$ 609,600</b>	<b>\$ 802,200</b>

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
40027	Vacation Buy/payout	Employee benefits costs
40100	Office Supplies	Parking permit forms, W-2 and 1099's, City bank checks, business license paper, envelopes (AP and payroll), office supplies, postage and cash receipt tape
40200	Public/Legal Notices	State Controllers Report and Budget, parking permit advertisement, and GFOA award
40300	Memberships and Dues	Subscription (GASB pronouncements and update), Government Finance Officers Assoc., Certified Public Funds Investment Mgrs., CA. Society of Municipal Finance Officers, Thompson HR, CA. Municipal Treasurers Assoc., and Costco
40400	Training and Meetings	Gov. Finance Officers Assoc. conference, CA. Municipal Finance Officers Assoc. conference/luncheon, Public Employees Retirement System conference/training, Springbrook conference/training, Govt. payroll tax seminar, accounting training, Berkeley Executive Seminar, and business license
40800	Special Departmental	Bank courier services, Cor-o-van storage, CAFR award application fee, postage, annual budget (printing), CAFR (printing), IRS Determination Letter and miscellaneous expenses
44000	Contract Professional Svcs	Annual audit, BNY custody, HDL - sales/property tax, State Controllers report (City Annual/PFA), Cal. Municipal Statistics, PFM investment services, and Muni Services (UUT).

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-017-40001	\$ 354,041	\$ 386,100	\$ 346,800	\$ 456,600
Part-time	001-017-40004	33,138	21,800	30,400	27,800
Cell Phone Allowance	001-017-40009	1,108	1,800	1,800	1,200
Deferred Comp - Cafeteria	001-017-40010	3,124	3,900	3,000	2,700
Deferred Compensation	001-017-40011	10,480	11,200	10,400	11,500
PERS Retirement	001-017-40012	53,935	49,800	45,700	60,900
PARS Retirement	001-017-40013	436	300	300	400
Medical Insurance	001-017-40014	21,913	33,900	26,000	39,200
Medicare Insurance	001-017-40017	6,122	6,500	6,200	7,500
Life and Disability	001-017-40018	3,279	4,000	3,300	5,600
Flexible Spending - Cafeteria	001-017-40022	92	-	500	1,100
Vacation Buy/payout	001-017-40027	3,105	2,600	5,000	5,500
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 490,773</b>	<b>\$ 521,900</b>	<b>\$ 479,500</b>	<b>\$ 620,000</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-017-40100	\$ 8,882	\$ 10,000	\$ 10,000	\$ 10,000
Public/legal Notices	001-017-40200	1,072	900	900	1,400
Memberships and Dues	001-017-40300	1,154	2,100	2,100	2,300
Training and Meetings	001-017-40400	9,914	16,000	16,000	16,000
Special Departmental	001-017-40800	10,957	19,900	19,900	19,100
Contract Professional Svcs	001-017-44000	71,578	81,200	81,200	133,400
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 103,557</b>	<b>\$ 130,100</b>	<b>\$ 130,100</b>	<b>\$ 182,200</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 594,330</b>	<b>\$ 652,000</b>	<b>\$ 609,600</b>	<b>\$ 802,200</b>



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# 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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 1,292,248	\$ 1,317,200	\$ 1,282,200	\$ 749,100
<b>TOTAL</b>	<b>\$ 1,292,248</b>	<b>\$ 1,317,200</b>	<b>\$ 1,282,200</b>	<b>\$ 749,100</b>

ACCOUNT NUMBER EXPLANATION

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

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

Account Code: 001-018

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Gen. Liab. Admn.	001-018-49500	\$ 804,842	\$ 792,200	\$ 792,200	\$ 283,400
Env. Ded. Loss	001-018-49510	-	50,000	-	50,000
Prop. Ded. Loss	001-018-49520	-	5,000	-	5,000
Work Comp Admn.	001-018-49600	487,406	470,000	490,000	410,700
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 1,292,248</u>	<u>\$ 1,317,200</u>	<u>\$ 1,282,200</u>	<u>\$ 749,100</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 1,292,248</u>	<u>\$ 1,317,200</u>	<u>\$ 1,282,200</u>	<u>\$ 749,100</u>

# City of Seal Beach

## FY 2014-2015

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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 543,040	\$ 507,100	\$ 507,100	\$ 523,400
Maintenance and Operations	316,438	324,500	324,500	698,300
<b>TOTAL</b>	<b>\$ 859,478</b>	<b>\$ 831,600</b>	<b>\$ 831,600</b>	<b>\$ 1,221,700</b>

ACCOUNT NUMBER EXPLANATION

40014	Medical Insurance	Retiree benefits
40100	Office Supplies	Office Supplies, postage machine, parking permits, arrowhead water, and Pitney Bowes supplies
40300	Membership and Dues	Local Agency Formation Commission, Santa Ana River Flood, and LCWA JPA contribution
40800	Special Departmental	AED, Police Department massage fingerprinting, holiday luncheon, Dekra-lite, in service day, and miscellaneous
40802	Special Exp. - Comm. Input Prj	Sponsor concerts/permits
40803	Prior Year Expense	Expense from prior year
40804	Special Exp. - Nonprofit	To support community organization's events, programs, and projects; helicopter and noise study; support non-profit City-wide events; Salon Meritage and Centennial
40900	Promotional	4th July Fireworks JFTB contribution and miscellaneous
42000	Rental/Lease equip	C3 Office Solution, De Lage, Pitney Bowes, and holiday Dekra Lite
43000	Senior Busing Expenditures	Senior bus program - Western Transit
44000	Contract Professional	SCE License, Safe Shred, POM (parking meter repairs), Priority Cummins - coin counter maintenance, actuarial study, Lieberty Cassidy (FLSA), and Animal Care Center
45000	Intergovernmental	Long Beach Animal Control (\$119.9K) and School Resource Officer (\$50K)

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Medical Insurance	001-019-40014	\$ 543,040	\$ 507,100	\$ 507,100	\$ 523,400
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 543,040</b>	<b>\$ 507,100</b>	<b>\$ 507,100</b>	<b>\$ 523,400</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-019-40100	\$ 31,615	\$ 39,000	\$ 39,000	\$ 39,300
Memberships and Dues	001-019-40300	2,500	11,000	11,000	11,000
Special Departmental	001-019-40800	4,815	31,000	31,000	22,300
Special Exp.- Chamber of Comm.	001-019-40802	-	6,000	6,000	6,000
Prior Year Expense	001-019-40803	73,935	-	-	-
Special Exp. - Nonprofits	001-019-40804	-	96,700	96,700	292,300
Promotional	001-019-40900	-	9,500	9,500	10,000
Rental/Lease Equip	001-019-42000	80,305	76,900	76,900	82,600
Senior Busing Expenditures	001-019-43000	122,469	-	-	-
Contract Professional	001-019-44000	799	54,400	54,400	64,900
Intergovernmental	001-019-45000	-	-	-	169,900
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 316,438</b>	<b>\$ 324,500</b>	<b>\$ 324,500</b>	<b>\$ 698,300</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 859,478</b>	<b>\$ 831,600</b>	<b>\$ 831,600</b>	<b>\$ 1,221,700</b>

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

Account Code: 001-020

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 569,841	\$ 665,643	\$ 637,473	\$ 646,000
<b>TOTAL</b>	<b>\$ 569,841</b>	<b>\$ 665,643</b>	<b>\$ 637,473</b>	<b>\$ 646,000</b>

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, and IT miscellaneous
44000	Contract Professional	Netmotion warranty, VMware renewal, Faronic licenses, anti-virus protection, business software, council video streaming, IT services, IT software licensing, IT supplies, key fob maintenance, PD MDC maintenance, website hosting & maintenance, phone warranty renewals, printer support, Time Warner internet, Verizon phone and internet, warranty renewals, and IT assessment
44002	PD Special Projects	Police Department Video and Interview upgrade (FY12/13) and GIS upgrade (carryover from FY12/13), mobile data computers (2)

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Office and Technology Resources	001-020-40500	\$ 64,955	\$ 140,470	\$ 112,300	\$ 112,300
Contract Professional Services	001-020-44000	457,692	495,173	495,173	533,700
Police Dept. Special Projects	001-020-44002	47,194	30,000	30,000	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 569,841</u>	<u>\$ 665,643</u>	<u>\$ 637,473</u>	<u>\$ 646,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 569,841</u>	<u>\$ 665,643</u>	<u>\$ 637,473</u>	<u>\$ 646,000</u>

# City of Seal Beach

## FY 2014-2015

DEPARTMENT: Public Works  
 FUND: 004 Special Projects

Account Code: 004-xxx

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ -	\$ -	\$ -	\$ 22,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,000</b>

ACCOUNT NUMBER EXPLANATION

47000	Transfer Out	Transfer to Capital Fund for project: BG1501 North Comm. Ctr Remodel	<b>Amount</b>
			22,000



DEPARTMENT: Public Works  
 FUND: 004 Special Projects

Account Code: 004-xxx

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfer Out	004-200-47000	\$ -	\$ -	\$ -	\$ 22,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 22,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 22,000</u>

**FUND BALANCE ANALYSIS**

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ 22,000
Revenues	-	-	22,000	-
Expenditures	-	-	-	(22,000)
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 22,000</u>	<u>\$ -</u>

DEPARTMENT: Finance  
 FUND: 050-Seal Beach Cable

Account Code: 050-019

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ -	\$ 300,000	\$ 75,000	\$ 300,000
<b>TOTAL</b>	<u>\$ -</u>	<u>\$ 300,000</u>	<u>\$ 75,000</u>	<u>\$ 300,000</u>

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional Svcs	Station Operations	
47000	Transfer Out	Transfer to Capital Fund for Project:	<u>Amount</u>
		BG1402 SBTV3 Control Room Upgrades	225,000

# City of Seal Beach

## FY 2014-2015

DEPARTMENT: Finance  
 FUND: 050-Seal Beach Cable

Account Code: 050-019

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional	050-019-44000	\$ -	\$ 75,000	\$ 75,000	\$ 75,000
Transfer Out	050-019-47000	-	225,000	-	225,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 75,000</b>	<b>\$ 300,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 75,000</b>	<b>\$ 300,000</b>

### FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 419,474	\$ 535,342	\$ 535,342	\$ 551,942
Revenues	115,868	91,100	91,600	92,000
Expenditures	-	(300,000)	(75,000)	(300,000)
Ending Fund Balance	<b>\$ 535,342</b>	<b>\$ 326,442</b>	<b>\$ 551,942</b>	<b>\$ 343,942</b>



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# 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.

# City of Seal Beach

## FY 2014-2015

DEPARTMENT: Police  
 FUND: 001 General Fund - EOC

Account Code: 001-021

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 121,405	\$ 103,400	\$ 68,600	\$ 137,800
Maintenance and Operations	20,846	23,784	22,784	23,500
<b>TOTAL</b>	<b>\$ 142,251</b>	<b>\$ 127,184</b>	<b>\$ 91,384</b>	<b>\$ 161,300</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	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
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
40028	Sick Payout	Employee benefits costs
40400	Training and Meetings	International Assoc. of Emergency Mgrs., CA. Emergency Services Assoc., Fed. Emergency Mgrs. Assoc. conference, CA. Specialized Training Institute, OC Emergency Mgrs. Assoc., Emergency Operation Center, and Neighbor for Neighbor training
40700	Equipment/Materials	Radio Amateur Civil Emergency Services radio equipment, Community Emergency Response Team vehicle and trailer expenses, Volunteers in Police Service events expenses, high capacity Honda generator, Multiplex, and Emergency Operations Center enhancements
40800	Special Departmental	Emergency food and supplies, Radio Amateur Civil Emergency Svcs. and Community Emergency Response Team uniform shirts, and rain gear
44000	Contract Professional	National Night Out, Neighbor for Neighbor, Emergency Prop Expo Health Fair, 2 E-Z ups, traffic control equipment and supplies

DEPARTMENT: Police  
 FUND: 001 General Fund - EOC

Account Code: 001-021

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-021-40001	\$ 91,190	\$ 74,100	\$ 34,500	\$ 84,300
Holiday Pay	001-021-40005	-	-	-	6,000
Cell Phone Allowance	001-021-40009	104	900	-	-
Deferred Comp - Cafeteria	001-021-40010	1,598	2,600	1,400	2,000
Deferred Comp	001-021-40011	3,173	2,600	1,300	-
PERS Retirement	001-021-40012	14,096	9,600	4,800	25,200
Medical Insurance	001-021-40014	8,706	11,500	5,700	13,400
Medicare Insurance	001-021-40017	1,469	1,200	800	1,400
Life and Disability	001-021-40018	1,069	900	400	900
Uniform Allowance	001-021-40020	-	-	-	1,000
Annual Education	001-021-40021	-	-	-	3,600
Vacation Buy/Payout	001-021-40027	-	-	8,900	-
Sick Payout	001-021-40028	-	-	5,800	-
Unemployment	001-021-40030	-	-	5,000	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 121,405</b>	<b>\$ 103,400</b>	<b>\$ 68,600</b>	<b>\$ 137,800</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Training and Meeting	001-021-40400	\$ 2,223	\$ 4,000	\$ 3,000	\$ 4,000
Equipment and Materials	001-021-40700	9,756	10,000	10,000	10,000
Special Departmental	001-021-40800	3,876	4,784	4,784	4,500
Contract Professional	001-021-44000	4,991	5,000	5,000	5,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 20,846</b>	<b>\$ 23,784</b>	<b>\$ 22,784</b>	<b>\$ 23,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 142,251</b>	<b>\$ 127,184</b>	<b>\$ 91,384</b>	<b>\$ 161,300</b>



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# 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 FY14-15 budget cycle will experience a continuation of these efforts.

# City of Seal Beach

## FY 2014-2015

DEPARTMENT: Police  
 FUND: 001 General Fund - Field Services

Account Code: 001-022

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 5,690,254	\$ 6,354,200	\$ 6,048,000	\$ 6,056,600
Maintenance and Operations	30,296	87,700	80,900	52,000
<b>TOTAL</b>	<b>\$ 5,720,550</b>	<b>\$ 6,441,900</b>	<b>\$ 6,128,900</b>	<b>\$ 6,108,600</b>

### 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
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
40021	Annual Education	Employee benefits costs
40022	Flexible Spending Cafeteria	Employee benefits costs
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40030	Unemployment	Employee benefits costs
40400	Training and meetings	FBI-NAA training, Non-Post reimbursement training, conferences, mileage, reserve training, FBI-NAA conference, POST training and peer support team training, CSTI, CPOA, UC Regents, CNOA OCSA classes, Motor Training, Command College, Traffic, Narcotics training, Hostage Roll of Chief, Armorer course, Juvenile Justice, Crisis communications, Basic updated skills for Sworn Officers and Team Building Workshop.
40401	Extradition	Extradition related expenses
44000	Contract Professional	School resource officer

# City of Seal Beach

## FY 2014-2015

DEPARTMENT: Police  
 FUND: 001 General Fund - Field Services

Account Code: 001-022

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-022-40001	\$ 3,168,956	\$ 3,709,500	\$ 3,409,000	\$ 3,562,800
Temporary Special Pay	001-022-40002	17,528	17,700	25,000	17,700
Over-time	001-022-40003	256,812	244,000	325,000	292,000
Part-time	001-022-40004	102,071	12,000	12,000	12,000
Holiday Pay	001-022-40005	168,501	220,000	242,000	239,300
Tuition Reimbursement	001-022-40007	19,132	20,000	20,000	25,000
Cell Phone Allowance	001-022-40009	10,801	11,700	11,700	10,900
Deferred Comp - Cafeteria	001-022-40010	32,242	42,500	53,600	56,400
Deferred Comp	001-022-40011	3,526	6,800	6,800	6,900
PERS Retirement	001-022-40012	1,215,924	1,349,100	1,177,200	1,064,300
PARS Retirement	001-022-40013	1,497	400	400	200
Medical Insurance	001-022-40014	420,474	443,300	452,300	449,900
AFLAC Cafeteria	001-022-40015	4,368	4,500	7,100	6,900
OT-OCTA Agreement C-9-0651	001-022-40016	4,828	-	2,000	-
Medicare Insurance	001-022-40017	61,030	63,600	65,000	64,200
Life and Disability	001-022-40018	31,474	33,000	33,800	33,500
Uniform Allowance	001-022-40020	23,945	24,000	30,100	30,800
Annual Education	001-022-40021	111,805	113,700	131,500	128,600
Flexible Spending - Cafeteria	001-022-40022	600	1,200	1,300	600
Cafeteria - Taxable	001-022-40023	-	-	700	-
Comptime Buy/Payout	001-022-40026	16,554	12,400	25,000	22,500
Vacation Buy/Payout	001-022-40027	18,124	24,800	16,500	32,100
Unemployment	001-022-40030	62	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 5,690,254</b>	<b>\$ 6,354,200</b>	<b>\$ 6,048,000</b>	<b>\$ 6,056,600</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Memberships Dues	001-022-40300	\$ -	\$ -	\$ 200	\$ -
Training and Meetings	001-022-40400	29,770	32,000	35,000	42,000
Extradition	001-022-40401	-	10,000	-	10,000
Special Departmental	001-022-40800	526	-	-	-
Contract Professional	001-022-44000	-	45,700	45,700	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 30,296</b>	<b>\$ 87,700</b>	<b>\$ 80,900</b>	<b>\$ 52,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 5,720,550</b>	<b>\$ 6,441,900</b>	<b>\$ 6,128,900</b>	<b>\$ 6,108,600</b>

# City of Seal Beach

## FY 2014-2015

**DEPARTMENT:** Police  
**FUND:** 001 General Fund - Support Services

**Account Code:** 001-023

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 902,479	\$ 974,100	\$ 974,400	\$ 1,044,000
Maintenance and Operations	1,359,831	1,556,727	1,530,827	783,200
Capital Outlay	44,967	49,300	49,300	7,500
<b>TOTAL</b>	<b>\$ 2,307,277</b>	<b>\$ 2,580,127</b>	<b>\$ 2,554,527</b>	<b>\$ 1,834,700</b>

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
40026	Comptime Buy/payout	Employee benefits costs
40100	Office Supplies	Office Supplies
40300	Memberships and Dues	CPOA, CPCA, NTOA, OCTMA, IOMGIA, SCESA, IAFCI, CCJWSA CSAA, CNOA, OCFCIA, CSAIA, IACP, CCUG, FBI-NAA, IACP-Net, FBI-LEEDA, and CLETS. Subscription to job related publications: CPOA newsletters, CPOA Regional Directory, Resource Directories US ID manual, Narcotics Newsletter, Lexipol Policy Manual, etc.
40400	Training and Meetings	Non-POST reimbursed training, conferences, POST reimbursable training, and Peer Support Program
40600	Automotive Expense	Car washes, detailing, and miscellaneous vehicle expense.
40700	Equipment/materials	Photo processing, batteries, flares, audio/video tapes, non-office supplies, radar maintenance & repairs, audio recorders, body armor fingerprint supplies, small computer peripherals, disaster kits, supplies, field consumables, tasers, license plate reader, cameras, and 800 Mhz radios
40800	Special Departmental	Citations (moving/parking), uniforms, badges, property supplies, range supplies & ammunition, special order items, Volunteer program drug testing kits, equipment repairs, body armor, and Corodata
40804	Vehicles Leasing	Leasing detective vehicles
40805	Special Expense - 5K/10K	5K/10K related expenses

41000	Telephone	T-1 line connections to West Covina and OC Elite, ILJAOC and ILJAOC connection
41010	Gas	Building gas costs
41020	Electricity	Building electricity costs
42000	Rental/lease Equip	K1 vehicle tracking system, Direct TV, postage meter, CLEAR
44000	Contract Professional	False alarm, DOJ fingerprinting, sexual assault examinations, turbo data, employment physicals, background investigations, DUI blood and breath tests, transcription services, polygraph testing, first aid supplies, Orange County 800 MHz contract, and TCTI counseling
45000	Intergovernmental	West Covina Systems Group, County Prosecution Assessment fees, radio and MDC repairs, Range fees, mobile command post vehicle, County of Orange citation processing, and AFIS shared cost
46000	West Comp JPA	West Comm JPA
48010	Furniture and Fixtures	Incremental Furniture and OSHA Compliant

# City of Seal Beach

# FY 2014-2015

**DEPARTMENT:** Police  
**FUND:** 001 General Fund - Support Services

**Account Code:** 001-023

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-023-40001	\$ 597,415	\$ 641,000	\$ 647,800	\$ 712,000
Over-time	001-023-40003	7,684	8,000	8,000	8,000
Part-time	001-023-40004	84,926	89,200	99,200	89,200
Tuition Reimbursement	001-023-40007	4,636	10,000	5,000	5,000
Cell Phone Allowance	001-023-40009	1,212	900	1,300	900
Deferred Comp - Cafeteria	001-023-40010	1,494	1,000	7,900	9,200
Deferred Compensation	001-023-40011	6,215	6,900	7,100	7,900
PERS Retirement	001-023-40012	97,763	87,200	81,000	82,600
PARS Retirement	001-023-40013	1,691	1,900	1,300	1,200
Medical Insurance	001-023-40014	74,626	101,400	85,200	92,900
AFLAC Cafeteria	001-023-40015	1,576	900	2,700	2,400
Medicare Insurance	001-023-40017	9,681	11,400	11,600	12,300
Life and Disability	001-023-40018	7,336	8,200	8,500	12,300
Uniform Pay	001-023-40020	5,770	5,900	5,900	5,900
Flexible Spending - Cafeteria	001-023-40022	84	200	1,900	2,200
Comptime Buy/Payout	001-023-40026	370	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 902,479</b>	<b>\$ 974,100</b>	<b>\$ 974,400</b>	<b>\$ 1,044,000</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-023-40100	\$ 14,444	\$ 16,000	\$ 16,000	\$ 16,000
Memberships and Dues	001-023-40300	3,000	3,500	3,500	3,500
Training and Meetings	001-023-40400	3,665	10,000	8,000	5,000
Automotive Expense	001-023-40600	4,375	6,600	4,000	6,600
Equipment/Materials	001-023-40700	39,313	87,311	87,311	53,300
Special Departmental	001-023-40800	31,492	43,200	31,500	44,000
Vehicles Leasing	001-023-40804	-	15,000	5,000	7,500
Special Expense - 5K/10K	001-023-40805	-	-	3,300	4,000
Telephone	001-023-41000	54,173	58,500	58,500	58,500
Gas	001-023-41010	2,798	3,600	2,700	3,600
Electricity	001-023-41020	51,406	58,000	58,000	58,000
Rental/Lease Equip	001-023-42000	3,893	6,000	4,000	6,000
Contract Professional	001-023-44000	143,479	157,616	157,616	148,200
Intergovernmental	001-023-45000	388,324	470,200	470,200	369,000
West Com JPA	001-023-46000	619,469	621,200	621,200	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 1,359,831</b>	<b>\$ 1,556,727</b>	<b>\$ 1,530,827</b>	<b>\$ 783,200</b>
<b>CAPITAL OUTLAY</b>					
Furniture and Fixtures	001-023-48010	\$ 44,967	\$ 49,300	\$ 49,300	\$ 7,500
<b>TOTAL CAPITAL OUTLAY</b>		<b>\$ 44,967</b>	<b>\$ 49,300</b>	<b>\$ 49,300</b>	<b>\$ 7,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 2,307,277</b>	<b>\$ 2,580,127</b>	<b>\$ 2,554,527</b>	<b>\$ 1,834,700</b>

## 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.

# City of Seal Beach

## FY 2014-2015

DEPARTMENT: Police  
 FUND: 001 General Fund - Detention Facility

Account Code: 001-024

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 572,114	\$ 621,800	\$ 581,200	\$ 729,400
Maintenance and Operations	84,825	99,800	76,700	104,800
<b>TOTAL</b>	<b>\$ 656,939</b>	<b>\$ 721,600</b>	<b>\$ 657,900</b>	<b>\$ 834,200</b>

### 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 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
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
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/payout	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 Association
40400	Training and Meetings	STC training, Federal training and meetings and other required training.
40700	Equipment/Materials	Plumbing, fixtures, lighting, replacement cameras, cleaning materials, jail mattresses, bedding, uniforms, vacuum, miscellaneous operating and equipment supplies and new floor polisher
40800	Special Departmental	Uniforms, CSO badges and STC Core course uniform/material
41000	Telephone	Telephone services
42000	Rental/Lease Equip	Miscellaneous rental needs (fans, blowers, and storage).
44000	Contract Professional	Contract physician, nurse, and meal vendor; general maintenance contractual services; contract GPS work furlough inmate services.



# City of Seal Beach

## FY 2014-2015

**DEPARTMENT:**  
**FUND:**

**Police**  
**001 General Fund - Detention Facility**

**Account Code: 001-024**

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-024-40001	\$ 373,152	\$ 411,900	\$ 384,700	\$ 488,100
Temporary Special Pay	001-024-40002	244	500	500	500
Over-time	001-024-40003	29,810	33,000	33,000	33,000
Holiday Police - Detention Center	001-024-40005	2,473	4,700	4,700	9,500
Cell Allowance	001-024-40009	-	-	-	800
Deferred Comp - Cafeteria	001-024-40010	3,466	4,100	4,600	14,800
Deferred Compensation	001-024-40011	3,055	3,500	3,100	3,500
PERS Retirement	001-024-40012	76,414	72,500	63,100	84,400
Medical Insurance	001-024-40014	56,899	69,800	57,800	66,200
Medicare Insurance	001-024-40017	6,471	7,100	6,800	7,400
Life and Disability	001-024-40018	4,636	5,300	4,300	7,700
Uniform Pay	001-024-40020	4,826	5,200	4,600	6,400
Annual Education - POST	001-024-40021	3,015	3,000	4,000	5,500
Flexible Spending - Cafeteria	001-024-40022	-	-	-	800
Comptime Buy/Payout	001-024-40026	4,961	1,200	10,000	-
Vacation Buy/Payout	001-024-40027	2,692	-	-	800
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 572,114</b>	<b>\$ 621,800</b>	<b>\$ 581,200</b>	<b>\$ 729,400</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-024-40100	\$ 315	\$ 800	\$ 800	\$ 800
Public/Legal Notices	001-024-40200	500	500	200	500
Memberships and Dues	001-024-40300	562	1,500	600	1,500
Training and Meeting	001-024-40400	1,916	2,500	1,000	7,500
Equipment/Materials	001-024-40700	9,824	10,000	10,000	10,000
Special/Departmental	001-024-40800	1,269	3,200	3,200	3,200
Telephone	001-024-41000	543	800	800	800
Rental/Lease Equip	001-024-42000	-	500	100	500
Contract Prof Svcs	001-024-44000	69,896	80,000	60,000	80,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 84,825</b>	<b>\$ 99,800</b>	<b>\$ 76,700</b>	<b>\$ 104,800</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 656,939</b>	<b>\$ 721,600</b>	<b>\$ 657,900</b>	<b>\$ 834,200</b>



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## City of Seal Beach

# FIRE SERVICES

### **Managing Department Head:**

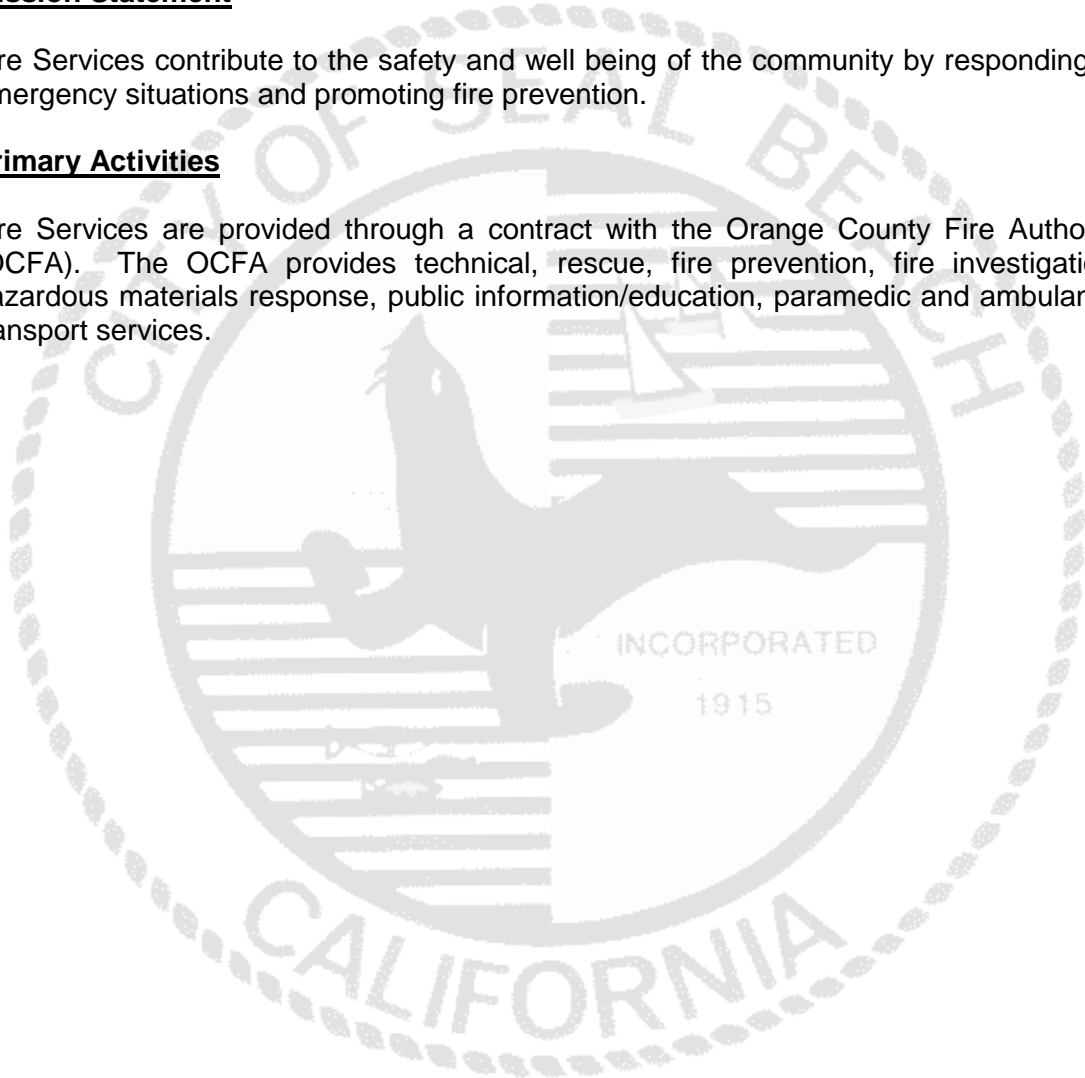
City Manager

### **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.



# City of Seal Beach

## FY 2014-2015

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

Account Code: 001-026

	<u>2012-2013 Actual</u>	<u>2013-2014 Amended Budget</u>	<u>2013-2014 Estimated</u>	<u>2014-2015 Adopted Budget</u>
Personnel Services	\$ 61,464	\$ 71,600	\$ 71,600	\$ 93,600
Maintenance and Operations	4,211,862	4,372,100	4,372,100	4,606,800
<b>TOTAL</b>	<u>\$ 4,273,326</u>	<u>\$ 4,443,700</u>	<u>\$ 4,443,700</u>	<u>\$ 4,700,400</u>

ACCOUNT NUMBER EXPLANATION

40012	PERS Retirement	Retiree costs
44000	Contract Professional Svcs	OCFA Contract (Fire and Emergency Medical Services)

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
PERS Retirement	001-026-40012	\$ 61,464	\$ 71,600	\$ 71,600	\$ 93,600
<b>TOTAL PERSONNEL SERVICES</b>		<u>\$ 61,464</u>	<u>\$ 71,600</u>	<u>\$ 71,600</u>	<u>\$ 93,600</u>
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional Services	001-026-44000	\$ 4,211,862	\$ 4,372,100	\$ 4,372,100	\$ 4,606,800
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 4,211,862</u>	<u>\$ 4,372,100</u>	<u>\$ 4,372,100</u>	<u>\$ 4,606,800</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 4,273,326</u>	<u>\$ 4,443,700</u>	<u>\$ 4,443,700</u>	<u>\$ 4,700,400</u>

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

Account Code: 001-035

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ -	\$ -	\$ -	\$ 665,700
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 665,700</b>

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	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
West Comm	001-035-46000	\$ -	\$ -	\$ -	\$ 665,700
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 665,700</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 665,700</u>



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## 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 FY2014-2015 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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 92,653	\$ 111,600	\$ 111,600	\$ 86,300
Maintenance and Operations	24,270	42,606	42,606	35,000
<b>TOTAL</b>	<b>\$ 116,923</b>	<b>\$ 154,206</b>	<b>\$ 154,206</b>	<b>\$ 121,300</b>

ACCOUNT NUMBER EXPLANATION

40003	Over-time	Special events
40010	Deferred Comp - Cafeteria	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40400	Training and Meetings	Rifle training, SWAT, special program training
40700	Equipment/Materials	SWAT, community policing equipment, frontline and training

City of Seal Beach

FY 2014-2015

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Over-time - SLESF Grant	009-600-40003	\$ 91,264	\$ 110,000	\$ 110,000	\$ 85,000
Deferred Comp- Cafeteria	009-600-40010	13	-	-	-
Medicare Insurance	009-600-40017	1,376	1,600	1,600	1,300
<b>TOTAL PERSONNEL SERVICES</b>		<u>\$ 92,653</u>	<u>\$ 111,600</u>	<u>\$ 111,600</u>	<u>\$ 86,300</u>
<b>MAINTENANCE AND OPERATIONS</b>					
Training and Meetings SLESF Grant	009-600-40400	\$ 340	\$ 5,000	\$ 5,000	\$ 5,000
Equipment/Materials	009-600-40700	23,930	37,606	37,606	30,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 24,270</u>	<u>\$ 42,606</u>	<u>\$ 42,606</u>	<u>\$ 35,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 116,923</u>	<u>\$ 154,206</u>	<u>\$ 154,206</u>	<u>\$ 121,300</u>

**FUND BALANCE ANALYSIS**

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 105,462	\$ 89,080	\$ 89,080	\$ 35,174
Revenues	100,542	100,300	100,300	100,400
Expenditures	(116,923)	(154,206)	(154,206)	(121,300)
Ending Fund Balance	<u>\$ 89,080</u>	<u>\$ 35,174</u>	<u>\$ 35,174</u>	<u>\$ 14,274</u>



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# 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 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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 18,333	\$ 25,000	\$ 11,000	\$ 16,000
<b>TOTAL</b>	<u>\$ 18,333</u>	<u>\$ 25,000</u>	<u>\$ 11,000</u>	<u>\$ 16,000</u>

ACCOUNT NUMBER EXPLANATION

40700	Equipment/Materials	Equipment/materials to benefit inmates
40800	Special Departmental	Miscellaneous commissary items to benefit inmates

# City of Seal Beach

# FY 2014-2015

DEPARTMENT: Police  
 FUND: 010 Inmate Welfare Fund

Account Code: 010-024

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Equipment/Materials	010-024-40700	\$ 3,852	\$ 5,000	\$ 1,000	\$ 5,000
Special Departmental	010-024-40800	14,481	20,000	10,000	11,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 18,333</b>	<b>\$ 25,000</b>	<b>\$ 11,000</b>	<b>\$ 16,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 18,333</b>	<b>\$ 25,000</b>	<b>\$ 11,000</b>	<b>\$ 16,000</b>

## FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 5,683	\$ 1,575	\$ 1,575	\$ 575
Revenues	14,225	16,000	10,000	16,000
Expenditures	(18,333)	(25,000)	(11,000)	(16,000)
Ending Fund Balance	<b>\$ 1,575</b>	<b>\$ (7,425)</b>	<b>\$ 575</b>	<b>\$ 575</b>



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## 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 FY2014-2015 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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ -	\$ 4,800	\$ -	\$ 4,800
<b>TOTAL</b>	<u>\$ -</u>	<u>\$ 4,800</u>	<u>\$ -</u>	<u>\$ 178,200</u>

ACCOUNT NUMBER EXPLANATION

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

# City of Seal Beach

## FY 2014-2015

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	011-555-40001	\$ -	\$ -	\$ -	\$ 105,000
Holiday Pay	011-555-40005	-	-	-	7,500
PERS Retirement	001-021-40012	-	-	-	31,300
Medical Insurance	001-021-40014	-	-	-	19,200
Medicare Insurance	001-021-40017	-	-	-	1,800
Uniform Allowance	001-021-40020	-	-	-	1,000
Annual Education	001-021-40021	-	-	-	4,500
Vacation Buy/Payout	001-021-40027	-	-	-	2,000
Life and Disability	001-021-40018	-	-	-	1,100
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 173,400</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Equipment and Materials	011-555-40700	\$ -	\$ 3,000	\$ -	\$ 3,000
Special Departmental	011-555-40800	-	1,800	-	1,800
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ -</b>	<b>\$ 4,800</b>	<b>\$ -</b>	<b>\$ 4,800</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ -</b>	<b>\$ 4,800</b>	<b>\$ -</b>	<b>\$ 178,200</b>

### FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 4,769	\$ 4,800	\$ 4,800	\$ 4,820
Revenues	31	20	20	173,400
Expenditures	-	(4,800)	-	(178,200)
Ending Fund Balance	<b>\$ 4,800</b>	<b>\$ 20</b>	<b>\$ 4,820</b>	<b>\$ 20</b>



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## 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 2014-2015 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: 013 Asset Forfeiture (Federal)

Account Code: 013-111

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ -	\$ 100	\$ -	\$ 100
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 100</b>	<b>\$ -</b>	<b>\$ 100</b>

ACCOUNT NUMBER EXPLANATION

40700	Equipment/Materials	Frontline equipment including drug enforcement and policing equipment
-------	---------------------	---

DEPARTMENT: Police  
 FUND: 013 Asset Forfeiture (Federal)

Account Code: 013-111

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Equipment and Materials	013-111-40700	\$ -	\$ 100	\$ -	\$ 100
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		\$ -	\$ 100	\$ -	\$ 100
<b>TOTAL EXPENDITURES</b>		\$ -	\$ 100	\$ -	\$ 100

**FUND BALANCE ANALYSIS**

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 25	\$ 25	\$ 25	\$ 25
Revenues	-	-	-	-
Expenditures	-	(100)	-	(100)
Ending Fund Balance	\$ 25	\$ (75)	\$ 25	\$ (75)

DEPARTMENT: Finance  
 FUND: 027 Pension Obligation Bond

Account Code: 027-022  
 027-026

	<u>2012-2013 Actual</u>	<u>2013-2014 Amended Budget</u>	<u>2013-2014 Estimated</u>	<u>2014-2015 Adopted Budget</u>
Debt Service	\$ 1,561,273	\$ 1,099,800	\$ 1,099,800	\$ 1,137,900
<b>TOTAL</b>	<u>\$ 1,561,273</u>	<u>\$ 1,099,800</u>	<u>\$ 1,099,800</u>	<u>\$ 1,137,900</u>

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional	Wells Fargo - Trustee Fee for Pension Obligation Bond
47888	Debt Service	Debt service principal
47999	Interest Expense	Debt service interest



City of Seal Beach

FY 2014-2015

DEPARTMENT: Finance Account Code: 027-022  
 FUND: 027 Pension Obligation Bond 027-026

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>DEBT SERVICE</b>					
Contract Professional	027-022-44000	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
D/S Pmt Safety - Principal	027-022-47888	696,000	775,000	775,000	859,000
Interest Payment - Safety	027-022-47999	363,735	322,300	322,300	276,400
D/S Pmt Fire - Principal	027-026-47888	486,000	-	-	-
Interest Payment - Fire	027-026-47999	13,038	-	-	-
<b>TOTAL DEBT SERVICE</b>		<u>\$ 1,561,273</u>	<u>\$ 1,099,800</u>	<u>\$ 1,099,800</u>	<u>\$ 1,137,900</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 1,561,273</u>	<u>\$ 1,099,800</u>	<u>\$ 1,099,800</u>	<u>\$ 1,137,900</u>

FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 125,898	\$ 87,036	\$ 87,036	\$ 86,857
Revenues	1,522,411	1,099,900	1,099,621	1,137,900
Expenditures	(1,561,273)	(1,099,800)	(1,099,800)	(1,137,900)
Ending Fund Balance	<u>\$ 87,036</u>	<u>\$ 87,136</u>	<u>\$ 86,857</u>	<u>\$ 86,857</u>

DEPARTMENT: Finance  
 FUND: 028 Fire Station Bond

Account Code: 028-026

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Debt Service	\$ 597,245	\$ 581,700	\$ 581,700	\$ 566,100
<b>TOTAL</b>	<b>\$ 597,245</b>	<b>\$ 581,700</b>	<b>\$ 581,700</b>	<b>\$ 566,100</b>

ACCOUNT NUMBER EXPLANATION

47888	Debt Service	Debt service principal
47999	Interest Expense	Debt service interest

DEPARTMENT: Finance  
 FUND: 028 Fire Station Bond

Account Code: 028-026

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>DEBT SERVICE</b>					
Debt Service Pmt - Principal	028-026-47888	\$ 420,000	\$ 420,000	\$ 420,000	\$ 420,000
Interest Payment	028-026-47999	177,245	161,700	161,700	146,100
<b>TOTAL DEBT SERVICE</b>		<u>\$ 597,245</u>	<u>\$ 581,700</u>	<u>\$ 581,700</u>	<u>\$ 566,100</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 597,245</u>	<u>\$ 581,700</u>	<u>\$ 581,700</u>	<u>\$ 566,100</u>

**FUND BALANCE ANALYSIS**

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 626,461	\$ 626,528	\$ 626,628	\$ 626,628
Revenues	597,312	581,800	581,700	566,100
Expenditures	(597,245)	(581,700)	(581,700)	(566,100)
Ending Fund Balance	<u>\$ 626,528</u>	<u>\$ 626,628</u>	<u>\$ 626,628</u>	<u>\$ 626,628</u>



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## 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.
- 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>2012-2013 Actual</u>	<u>2013-2014 Amended Budget</u>	<u>2013-2014 Estimated</u>	<u>2014-2015 Adopted Budget</u>
Personnel Services	\$ 86,454	\$ 148,300	\$ 51,400	\$ 204,600
Maintenance and Operations	13,714	41,000	7,000	50,800
<b>TOTAL</b>	<u>\$ 100,168</u>	<u>\$ 189,300</u>	<u>\$ 58,400</u>	<u>\$ 255,400</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	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Over-time	075-453-40003	\$ 41,901	\$ 33,500	\$ 5,000	\$ -
Medicare Insurance	075-453-40017	375	500	100	-
Over-time	075-458-40003	10,949	10,000	10,200	-
Medicare Insurance	075-458-40017	154	200	200	-
Tuition Reimbursement	075-459-40007	1,270	-	-	-
Over-time	075-460-40003	-	55,700	20,000	55,700
Medicare Insurance	075-460-40017	-	800	300	800
Over-time	075-462-40003	3,383	7,800	-	-
Medicare Insurance	075-462-40017	52	100	-	-
Over-time	075-463-40003	27,970	-	15,300	-
Medicare Insurance	075-463-40017	400	-	300	-
Over-time	075-464-40003	-	5,800	-	-
Medicare Insurance	075-464-40017	-	100	-	-
Over-time	075-465-40003	-	-	-	2,500
Medicare Insurance	075-465-40017	-	-	-	100
Over-time	075-467-40003	-	33,300	-	33,300
Medicare Insurance	075-467-40017	-	500	-	500
Over-time	075-468-40003	-	-	-	35,000
Medicare Insurance	075-468-40017	-	-	-	600
Over-time	075-469-40003	-	-	-	75,000
Medicare Insurance	075-469-40017	-	-	-	1,100
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 86,454</b>	<b>\$ 148,300</b>	<b>\$ 51,400</b>	<b>\$ 204,600</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Equipment/Materials	075-442-40700	\$ -	\$ 5,000	\$ -	\$ 8,800
Training and Meetings	075-453-40400	-	2,000	2,000	-
Equipment/Materials	075-453-40700	3,000	4,000	-	-
Equipment/Materials	075-459-40700	5,631	-	-	-
Equipment / Materials	075-460-40700	-	5,000	5,000	5,000
Equipment/Materials	075-463-40700	5,083	-	-	-
Equipment & Materials	075-466-40700	-	25,000	-	25,000
Equipment & Materials	075-468-40700	-	-	-	4,000
Training and Meetings	075-468-40400	-	-	-	2,000
Equipment & Materials	075-469-40700	-	-	-	6,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 13,714</b>	<b>\$ 41,000</b>	<b>\$ 7,000</b>	<b>\$ 50,800</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 100,168</b>	<b>\$ 189,300</b>	<b>\$ 58,400</b>	<b>\$ 255,400</b>

**FUND BALANCE ANALYSIS**

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ (9,698)	\$ (12,611)	\$ (12,611)	\$ 741
Revenues	97,255	242,900	71,752	255,400
Expenditures	(100,168)	(189,300)	(58,400)	(255,400)
Ending Fund Balance	<b>\$ (12,611)</b>	<b>\$ 40,989</b>	<b>\$ 741</b>	<b>\$ 741</b>



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# 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 Land Use Cases
2012-2013	43 cases
2013-2014	33 cases

## **Objectives**

- Complete the draft Local Coastal Program and submit to the State Coastal Commission for review.
- Secure a long term lease agreement with a restaurant operator at the end of the Pier.
- Continue to streamline development and land use process.
- Implement parking improvement plan for the Downtown area.

# City of Seal Beach

## FY 2014-2015

**DEPARTMENT:** Community Development  
**FUND:** 001 General Fund - Planning

**Account Code:** 001-030

	<u>2012-2013 Actual</u>	<u>2013-2014 Amended Budget</u>	<u>2013-2014 Estimated</u>	<u>2014-2015 Adopted Budget</u>
Personnel Services	\$ 363,665	\$ 391,600	\$ 368,202	\$ 353,700
Maintenance and Operations	22,748	108,629	108,129	100,700
<b>TOTAL</b>	<u>\$ 386,413</u>	<u>\$ 500,229</u>	<u>\$ 476,331</u>	<u>\$ 454,400</u>

### 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
40019	FICA	Employee benefits costs
40022	Flexible Spending Cafeteria	Employee benefits costs
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40100	Office Supplies	Office Supplies
40200	Public/Legal Notices	Public hearing notices mailing and publication costs
40300	Memberships and Dues	American Planning Association, California Chapter American California Chapter American Planning Assoc., Association of Environmental Professional
40400	Training and Meetings	American Planning Association, League of CA Cities Conference, Planning Annual Forum, SCAG Reg. Conference, and CEQA workshop
	Contract Professional Svcs	Local Coastal Planning consultant and Community Development Block Grant administration
47890	Contribution to Other Funds	Reclass revenues to Trust and Agency

# City of Seal Beach

# FY 2014-2015

DEPARTMENT: Community Development  
 FUND: 001 General Fund - Planning

Account Code: 001-030

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-030-40001	\$ 215,434	\$ 291,700	\$ 273,400	\$ 260,700
Part-time	001-030-40004	79,314	7,200	1,800	7,200
Cell Phone Allowance	001-030-40009	519	900	900	1,300
Deferred Comp - Cafeteria	001-030-40010	2,269	1,800	3,700	2,400
Deferred Comp	001-030-40011	6,815	8,600	7,900	7,000
PERS Retirement	001-030-40012	31,701	37,600	36,900	34,800
PARS Retirement	001-030-40013	1,072	-	-	-
Medical Insurance	001-030-40014	15,536	35,900	25,100	33,000
Medicare Insurance	001-030-40017	4,485	4,700	4,700	4,100
Life and Disability	001-030-40018	1,624	2,700	2,700	2,700
FICA	001-030-40019	205	500	200	500
Flexible Spending - Cafeteria	001-030-40022	-	-	2	-
Vacation Buy/Payout	001-030-40027	-	-	7,600	-
Sick Payout	001-030-40028	-	-	3,300	-
Unemployment	001-030-40030	4,691	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 363,665</b>	<b>\$ 391,600</b>	<b>\$ 368,202</b>	<b>\$ 353,700</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-030-40100	\$ 2,071	\$ 3,929	\$ 3,929	\$ 2,000
Public/Legal Notices	001-030-40200	6,017	8,200	8,200	2,500
Memberships and Dues	001-030-40300	600	1,500	1,500	1,300
Training and Meetings	001-030-40400	1,449	2,000	1,500	1,900
Contract Professional	001-030-44000	110,787	93,000	93,000	93,000
Contribution to Other Funds	001-030-47890	(98,176)	-	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 22,748</b>	<b>\$ 108,629</b>	<b>\$ 108,129</b>	<b>\$ 100,700</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 386,413</b>	<b>\$ 500,229</b>	<b>\$ 476,331</b>	<b>\$ 454,400</b>



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# 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.

Code Enforcement Service is also part of the Building Division. The primary responsibility of code enforcement 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**

Fiscal Year	Number of Plan Checks Completed	Number of Inspections
2012-2013	180	4200
2013-2014	230	3700

### **Objectives**

- Complete the Building Division Fee Analysis and recommend flat fee services and reduce other fees accordingly.
- Continue to streamline the plan check process by conducting the review and examination of construction plans in-house.
- Continue a code enforcement compliance policy that responds to complaints within 24 hours.
- Remain current on changes within the Building industry and maintain required certifications and licenses for Building Division staff.
- Update website to allow for on-line permitting and inspection requests (2013 - 2014).
- Complete an RFP for Building, Public Works and Finance software program.

# City of Seal Beach

# FY 2014-2015

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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 29,260	\$ 469,800	\$ 211,600	\$ 411,800
Maintenance and Operations	713,956	20,117	157,326	22,900
<b>TOTAL</b>	<b>\$ 743,216</b>	<b>\$ 489,917</b>	<b>\$ 368,926</b>	<b>\$ 434,700</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40004	Part-time	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee salaries 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
40100	Office Supplies	Office Supplies, and 2013 Building code books
40200	Public/Legal Notices	Public/Legal notices
44000	Contract Professional Svcs	Charles Abbott Associates and building administrative hearing
47890	Contribution to Other Funds	Reclass revenues to Trust and Agency

City of Seal Beach

FY 2014-2015

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-031-40001	\$ 14,084	\$ 342,700	\$ 154,300	\$ 341,500
Part-time	001-031-40004	10,938	900	-	-
Cell Phone Allowance	001-031-40009	-	-	-	200
Deferred Comp-Cafeteria	001-031-40010	-	-	2,000	3,100
Deferred Compensation	001-031-40011	459	900	3,100	7,800
PERS Retirement	001-031-40012	1,959	44,100	18,500	25,400
PARS Retirement	001-031-40013	148	-	-	-
Medical Insurance	001-031-40014	1,221	72,700	29,400	26,700
Medicare Insurance	001-031-40017	368	3,200	2,400	3,400
Life and Disability	001-031-40018	83	5,300	1,800	3,500
Flexible Spending - Cafeteria	001-031-40022	-	-	100	200
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 29,260</b>	<b>\$ 469,800</b>	<b>\$ 211,600</b>	<b>\$ 411,800</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-031-40100	\$ 474	\$ 1,126	\$ 1,126	\$ 1,800
Public/Legal Notices	001-031-40200	-	200	200	200
Memberships and Dues	001-031-40300	-	-	-	300
Training and Meetings	001-031-40400	38	-	-	-
Equipment/Materials	001-031-40700	-	-	-	600
Contract Professional Svcs	001-031-44000	383,771	18,791	156,000	20,000
Contribution to Other Funds	001-031-47890	329,673	-	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 713,956</b>	<b>\$ 20,117</b>	<b>\$ 157,326</b>	<b>\$ 22,900</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 743,216</b>	<b>\$ 489,917</b>	<b>\$ 368,926</b>	<b>\$ 434,700</b>



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# City of Seal Beach

## COMMUNITY DEVELOPMENT BLOCK GRANT

### **Managing Department Head:**

Director of Community Development

### **Mission Statement**

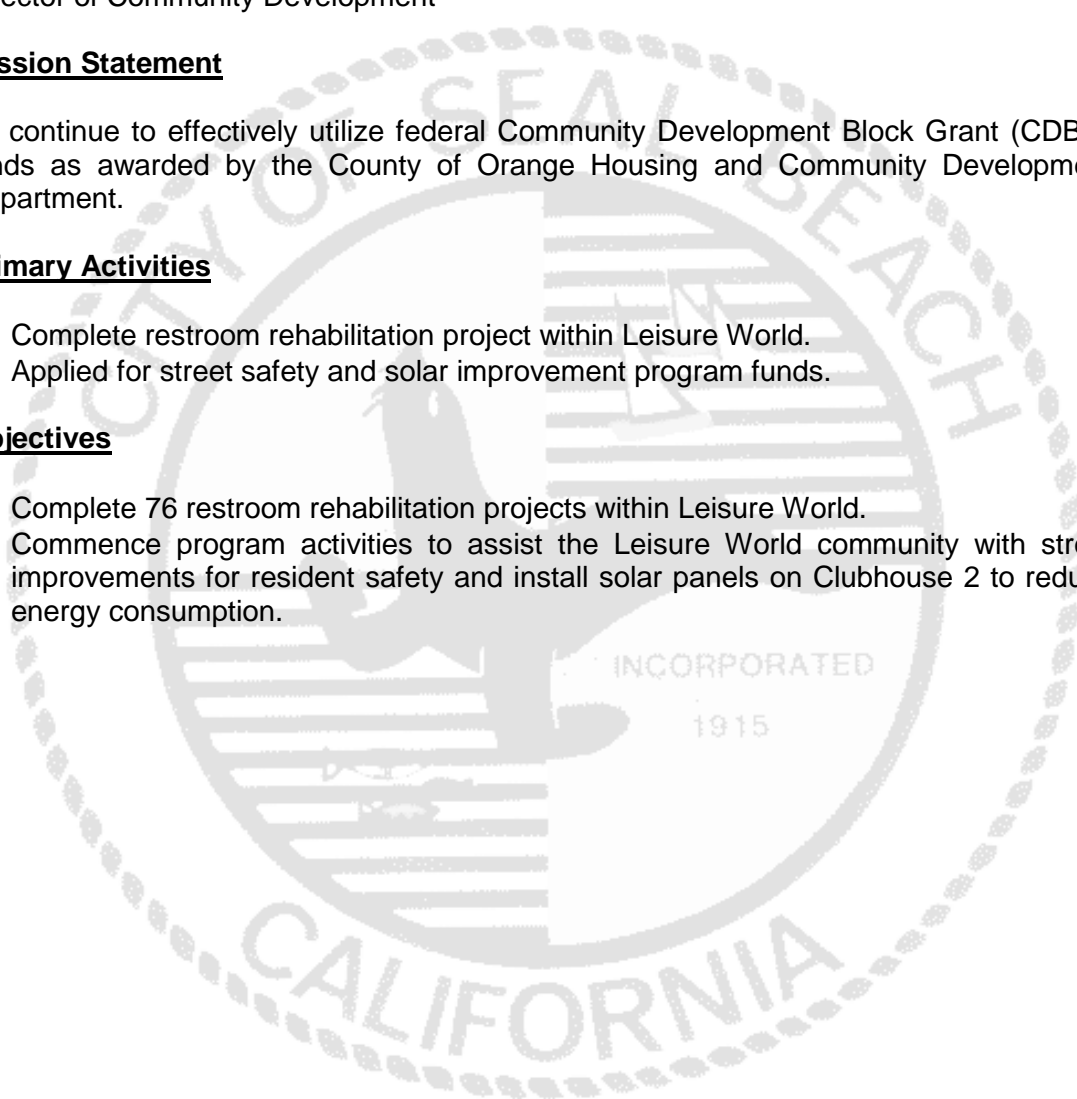
To continue to effectively utilize federal Community Development Block Grant (CDBG) funds as awarded by the County of Orange Housing and Community Development Department.

### **Primary Activities**

- Complete restroom rehabilitation project within Leisure World.
- Applied for street safety and solar improvement program funds.

### **Objectives**

- Complete 76 restroom rehabilitation projects within Leisure World.
- Commence program activities to assist the Leisure World community with street improvements for resident safety and install solar panels on Clubhouse 2 to reduce energy consumption.



DEPARTMENT: Community Development  
 FUND: 072 Community Development Block Grant

Account Code: 072-030

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 179,834	\$ 180,000	\$ 180,000	\$ 180,000
<b>TOTAL</b>	<u>\$ 179,834</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>

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	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional	072-030-44000	\$ 179,834	\$ 180,000	\$ 180,000	\$ 180,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 179,834</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 179,834</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>

**FUND BALANCE ANALYSIS**

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -
Revenues	179,834	180,000	180,000	180,000
Expenditures	(179,834)	(180,000)	(180,000)	(180,000)
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>



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# 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 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, CIP, 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; and provide support for other public works divisions.

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, Los Angeles County Flood Control, Los Angeles County Public Works, Orange County Public Works Department, City of Long Beach, City of Huntington Beach, California Department of Health, Air Quality Management District, California Coastal Commission, Los Angeles Department of Water and Power, Southern California Edison, Southern California Gas, Time-Warner Cable, Verizon, Department Industrial Relations, Naval Weapons Station, California Coastal Conservancy, California Fish and Game, California Fish and Wildlife, Orange County Transportation Authority, Army Corp of Engineers, California Department of Water Resources, OSHA, Environmental Protection Agency, Metropolitan Water District, Orange County Water District, Municipal Water District of Orange County, West Orange County Water District, Orange County Sanitation District.

### **Objectives**

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

DEPARTMENT: Public Works  
 FUND: 001-016 Senior Bus

Account Code: 001-016

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ -	\$ 100,000	\$ 144,000	\$ 144,000
<b>TOTAL</b>	<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ 144,000</u>	<u>\$ 144,000</u>

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Western Transit

DEPARTMENT: Public Works  
 FUND: 001-016 Senior Bus

Account Code: 001-016

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional	001-016-44000	\$ -	\$ 100,000	\$ 144,000	\$ 144,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ 144,000</u>	<u>\$ 144,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ 144,000</u>	<u>\$ 144,000</u>

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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 62,071	\$ 72,600	\$ 58,400	\$ 59,100
Maintenance and Operations	86,479	36,900	35,300	36,900
<b>TOTAL</b>	<b>\$ 148,550</b>	<b>\$ 109,500</b>	<b>\$ 93,700</b>	<b>\$ 96,000</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	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
40027	Vacation Buy/payout	Employee benefits costs
40100	Office Supplies	Office supplies
40300	Memberships and Dues	APWA, ASCE, CA PE License, ITE, NWOCPWD, CEADOC
40400	Training and Meetings	League of Cities, Traffic Engineering Course, report writing, map act, inspection courses, EIT training, water certification, professional engineering license
44000	Contract Professional Svcs	Miscellaneous Professional Engineering, Development Engineering Support, AutoCAD software subscription, Grant submission support, and GIS upgrade.



# City of Seal Beach

# FY 2014-2015

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-042-40001	\$ 39,022	\$ 36,800	\$ 36,800	\$ 38,800
Part-time	001-042-40004	1,134	18,100	3,600	5,200
Tuition Reimbursement	001-042-40007	2,517	1,900	1,900	-
Auto Allowance	001-042-40008	4,200	-	200	-
Cell Phone Allowance	001-042-40009	3,258	3,600	3,600	1,600
Deferred Comp - Cafeteria	001-042-40010	244	400	300	200
Deferred Comp	001-042-40011	828	900	900	900
PERS Retirement	001-042-40012	5,662	4,800	4,800	5,200
PARS Retirement	001-042-40013	75	300	100	100
Medical Insurance	001-042-40014	4,117	4,500	4,500	4,900
AFLAC Cafeteria	001-042-40015	-	-	100	-
Medicare Insurance	001-042-40017	488	900	900	700
Life and Disability	001-042-40018	351	400	400	500
Vacation Buy/Payout	001-042-40027	175	-	300	1,000
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 62,071</b>	<b>\$ 72,600</b>	<b>\$ 58,400</b>	<b>\$ 59,100</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-042-40100	\$ 2,809	\$ 2,800	\$ 2,800	\$ 2,800
Public/Legal Notices Engineer	001-042-40200	-	2,600	-	-
Memberships and Dues	001-042-40300	815	-	1,000	2,600
Training and Meetings	001-042-40400	1,658	3,500	3,500	3,500
Contract Professional	001-042-44000	81,197	28,000	28,000	28,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 86,479</b>	<b>\$ 36,900</b>	<b>\$ 35,300</b>	<b>\$ 36,900</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 148,550</b>	<b>\$ 109,500</b>	<b>\$ 93,700</b>	<b>\$ 96,000</b>



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

## **Objectives**

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

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

Account Code: 001-043

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 190,337	\$ 215,300	\$ 195,900	\$ 224,200
Maintenance and Operations	135,794	166,100	166,100	176,100
<b>TOTAL</b>	<b>\$ 326,131</b>	<b>\$ 381,400</b>	<b>\$ 362,000</b>	<b>\$ 400,300</b>

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 salaries costs
40011	Deferred Compensation	Employee salaries costs
40012	PERS Retirement	Employee salaries costs
40013	PARS Retirement	Employee salaries costs
40014	Medical Insurance	Employee salaries costs
40015	AFLAC Cafeteria	Employee salaries costs
40017	Medicare Insurance	Employee salaries costs
40018	Life and Disability	Employee salaries costs
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40400	Training and Meetings	Staff trainings
40700	Equipment/Materials	Materials for West End Pump Station and replacement trash pump
41020	Electricity	Electricity for West End Pump Station
44000	Contract Professional Svcs	NPDES program consultant, catch basin maint., NPDES advertising, catch basin testing, storm drain video inspection, catch basin filter replacement, professional engineering services, winter storm pump rental, storm preparation flyers, and employee uniforms
45000	Intergovernmental	State Water Resources Control Board, NPDES permit County Orange, AQMD permit fee and LA County property tax

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-043-40001	\$ 137,686	\$ 143,200	\$ 137,800	\$ 144,600
Over-time	001-043-40003	278	5,000	1,000	5,000
Part-time	001-043-40004	6,374	21,500	12,700	25,800
Cell Phone Allowance	001-043-40009	7	-	-	500
Deferred Comp - Cafeteria	001-043-40010	833	1,000	1,700	1,400
Deferred Compensation	001-043-40011	2,769	2,900	2,900	3,000
PERS Retirement	001-043-40012	21,747	18,300	17,900	19,000
PARS Retirement	001-043-40013	165	300	200	400
Medical Insurance	001-043-40014	15,820	18,700	16,900	17,800
AFLAC Cafeteria	001-043-40015	-	-	-	200
Medicare Insurance	001-043-40017	1,995	2,600	2,200	2,700
Life and Disability	001-043-40018	1,468	1,600	1,600	1,900
Comptime Buy/Payout	001-043-40026	167	-	500	-
Vacation Buy/Payout	001-043-40027	1,028	200	500	1,900
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 190,337</b>	<b>\$ 215,300</b>	<b>\$ 195,900</b>	<b>\$ 224,200</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Training and Meetings	001-043-40400	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Equipment/Materials	001-043-40700	3,052	3,000	3,000	13,000
Electricity	001-043-41020	12,905	15,000	15,000	15,000
Contract Professional	001-043-44000	83,287	98,100	98,100	98,100
Intergovernmental	001-043-45000	36,550	49,000	49,000	49,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 135,794</b>	<b>\$ 166,100</b>	<b>\$ 166,100</b>	<b>\$ 176,100</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 326,131</b>	<b>\$ 381,400</b>	<b>\$ 362,000</b>	<b>\$ 400,300</b>



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# STREET MAINTENANCE

## **Managing Department Head:**

Director of Public Works

## **Mission Statement**

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

## **Primary Activities**

Regular activities - Maintenance - sidewalk and gutter patching, pothole repair, road maintenance, traffic markings and signage, paver installation, street litter, Underground Service Alert marking. Engineering - Capital Improvement program (CIP), development review, plan checks, reports, coordinate, budget, permit all activities for street facilities including bridges, overcrossings, streets, sidewalks, curbs, gutters, patching, striping, medians, traffic signal construction, maintenance and repairs, street lighting, street sweeping, street tree trimming and installation; Contract Administration: street patching, striping, sweeping, traffic signals, median and parkway maintenance and senior bus program; Development plan check - utility plans, streets, storm water pollution prevention plans, best management practices; Permits - street excavation, dumpsters/street obstruction, tree planting and removal, cranes, monitoring wells, and traffic control; Routine - respond to public, council and other agency requests for information on plans, permits, CIP, and standard plans; track all street related service requests; prepare maps and blue prints; manage and update the geographic information system (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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 572,929	\$ 505,100	\$ 553,254	\$ 585,200
Maintenance and Operations	335,370	520,650	503,550	568,900
<b>TOTAL</b>	<b>\$ 908,299</b>	<b>\$ 1,025,750</b>	<b>\$ 1,056,804</b>	<b>\$ 1,154,100</b>

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
40022	Flexible Spending - Cafeteria	Employee benefits costs
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40300	Membership Dues	Annual membership
40400	Training and meetings	Staff training and development
40700	Equipment/Materials	Asphalt hot/cold mix, traffic signs, graffiti abatement, pavers, sand bags, equipment, materials, and tools
40800	Special Departmental	Trimming of parkway and median trees
40801	Street Sweeping	Provides street sweeping
41000	Telephone	Cell phone costs
41020	Electricity	Electricity costs
44000	Contract Professional Svcs	Traffic signal maint., plant/shrub replacement, Main St. sidewalk pressure washing, citywide pavement rehab., lighting maint. Contract, concrete rehab., landscape maint. of medians/tract, employee uniform, irrigation system repairs, traffic engineer services, I-405 expansion lobbying, and Citywide traffic counts



# City of Seal Beach

# FY 2014-2015

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-044-40001	\$ 409,769	\$ 375,900	\$ 415,500	\$ 425,500
Over-time	001-044-40003	4,177	5,000	4,100	5,000
Part-time	001-044-40004	20,002	5,800	6,600	8,200
Cell Allowance	001-044-40009	10	-	-	-
Deferred Comp - Cafeteria	001-044-40010	2,231	2,600	5,100	4,400
Deferred Compensation	001-044-40011	7,651	7,600	8,000	8,100
PERS Retirement	001-044-40012	64,764	48,000	54,654	56,100
PARS Retirement	001-044-40013	363	100	100	100
Medical Insurance	001-044-40014	50,628	49,600	47,000	58,900
AFLAC Cafeteria	001-044-40015	-	-	400	500
Medicare Insurance	001-044-40017	5,850	6,000	6,000	6,700
Life and Disability	001-044-40018	4,309	4,100	3,800	5,800
Cafeteria - Taxable	001-044-40023	-	-	300	-
Comptime Buy/Payout	001-044-40026	374	-	-	-
Vacation Buy/Payout	001-044-40027	2,801	400	1,700	5,900
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 572,929</b>	<b>\$ 505,100</b>	<b>\$ 553,254</b>	<b>\$ 585,200</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Membership	001-044-40300	\$ -	\$ 500	\$ 500	\$ 500
Training and Meetings	001-044-40400	-	1,500	1,500	1,500
Equipment/Materials	001-044-40700	19,644	36,000	20,000	36,000
Special Departmental	001-044-40800	69,908	106,000	106,000	106,000
Street Sweeping	001-044-40801	51,233	53,200	52,800	53,200
Telephone	001-044-41000	-	1,200	500	1,200
Electricity	001-044-41020	10,178	16,000	16,000	16,000
Contract Professional	001-044-44000	184,407	306,250	306,250	354,500
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 335,370</b>	<b>\$ 520,650</b>	<b>\$ 503,550</b>	<b>\$ 568,900</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 908,299</b>	<b>\$ 1,025,750</b>	<b>\$ 1,056,804</b>	<b>\$ 1,154,100</b>



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# LANDSCAPE MAINTENANCE

## **Managing Department Head:**

Director of Public Works

## **Mission Statement**

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

## **Primary Activities**

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

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

## **Objectives**

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

DEPARTMENT: Public Works Account Code: 001-049  
 FUND: 001 General Fund - Landscape Maintenance

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 35,020	\$ 34,400	\$ 34,800	\$ 59,600
Maintenance and Operations	200,942	244,950	230,950	275,600
<b>TOTAL</b>	<b>\$ 235,962</b>	<b>\$ 279,350</b>	<b>\$ 265,750</b>	<b>\$ 335,200</b>

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
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40700	Equipment/materials	Arbor Park support (doggie bags and fencing), Gumgrove Park support (doggie bags and etc), misc playground equipment (Beach Tot Lot), Heather Park, Almond Park, and Marina Center
41000	Telephone	Phone costs
41020	Electricity	Electricity at Parks
44000	Contract Professional Svcs	Park landscape maint., Heather/Edison Park portable restrooms, pest control, tree trimming, lighting repairs, certified playground safety inspections, park irrigation repairs, park fencing repairs, Zoeter Park sports field maintenance, plant/shrub replacement, and SB/Lampson eucalyptus tree soil and treatment

City of Seal Beach

FY 2014-2015

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

Account Code: 001-049

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-049-40001	\$ 26,411	\$ 26,800	\$ 26,800	\$ 45,700
Overtime	001-049-40003	795	-	-	-
Deferred Comp - Cafeteria	001-049-40010	148	300	400	900
Deferred Comp	001-049-40011	655	700	700	900
PERS Retirement	001-049-40012	4,116	3,500	3,500	6,100
Medical Insurance	001-049-40014	2,099	2,300	2,300	3,700
Medicare Insurance	001-049-40017	369	500	500	700
Life and Disability	001-049-40018	234	300	300	500
Comptime Buy/Payout	001-049-40026	18	-	-	1,100
Vacation Buy/Payout	001-049-40027	175	-	300	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 35,020</b>	<b>\$ 34,400</b>	<b>\$ 34,800</b>	<b>\$ 59,600</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Equipment/Materials	001-049-40700	\$ 13,702	\$ 17,950	\$ 17,950	\$ 17,000
Telephone	001-049-41000		-	-	400
Electricity	001-049-41020	23,156	13,000	13,000	13,000
Contract Professional	001-049-44000	164,084	214,000	200,000	245,200
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 200,942</b>	<b>\$ 244,950</b>	<b>\$ 230,950</b>	<b>\$ 275,600</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 235,962</b>	<b>\$ 279,350</b>	<b>\$ 265,750</b>	<b>\$ 335,200</b>



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# FLEET MAINTENANCE

## **Managing Department Head:**

Director of Public Works

## **Mission Statement**

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

## **Primary Activities**

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

## **Objectives**

- 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 100 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.

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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 72,655	\$ 127,600	\$ 128,400	\$ 100,800
Maintenance and Operations	342,474	337,100	337,100	305,600
<b>TOTAL</b>	<b>\$ 415,129</b>	<b>\$ 464,700</b>	<b>\$ 465,500</b>	<b>\$ 406,400</b>

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
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40300	Memberships and Dues	Annual membership
40400	Training and Meetings	Staff trainings
40700	Equipment/Materials	Auto parts and materials to maintain approx 100 vehicles and equipment
40800	Special Departmental	Fuel for fleet vehicles, diesel, natural gas for police, lifeguard/admin, emergency generators and fuel polishing contract for the generator
44000	Contract Professional Svcs	Vehicle/Motorcycle maintenance, waste oil disposal, uniforms, contract mechanics and contract auto maintenance



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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-050-40001	\$ 51,388	\$ 75,500	\$ 75,500	\$ 65,800
Overtime	001-050-40003	-	-	500	-
Part-time	001-050-40004	3,129	25,200	25,200	11,300
Deferred Comp-Cafeteria	001-050-40010	127	100	100	100
Deferred Compensation	001-050-40011	968	1,400	1,400	1,300
PERS Retirement	001-050-40012	7,611	9,500	9,500	8,400
PARS Retirement	001-050-40013	41	400	400	200
Medical Insurance	001-050-40014	6,902	13,000	13,000	9,900
Medicare Insurance	001-050-40017	839	1,500	1,500	1,200
Life and Disability	001-050-40018	499	1,000	1,000	900
Comptime Buy/Payout	001-050-40026	123	-	-	-
Vacation Buy/Payout	001-050-40027	1,028	-	300	1,700
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 72,655</b>	<b>\$ 127,600</b>	<b>\$ 128,400</b>	<b>\$ 100,800</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Memberships and Dues	001-050-40300	\$ -	\$ 500	\$ 500	\$ 500
Training and Meetings	001-050-40400	-	1,000	1,000	1,000
Equipment/Materials	001-050-40700	46,540	40,000	40,000	45,000
Special Departmental	001-050-40800	201,939	248,600	248,600	223,600
Contract Professional Svcs	001-050-44000	70,125	47,000	47,000	35,500
Vehicle Purchases Auto Maint	001-050-48075	23,870	-	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 342,474</b>	<b>\$ 337,100</b>	<b>\$ 337,100</b>	<b>\$ 305,600</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 415,129</b>	<b>\$ 464,700</b>	<b>\$ 465,500</b>	<b>\$ 406,400</b>



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# REFUSE SERVICES

**Managing Department Head:**

Director of Public Works

**Mission Statement**

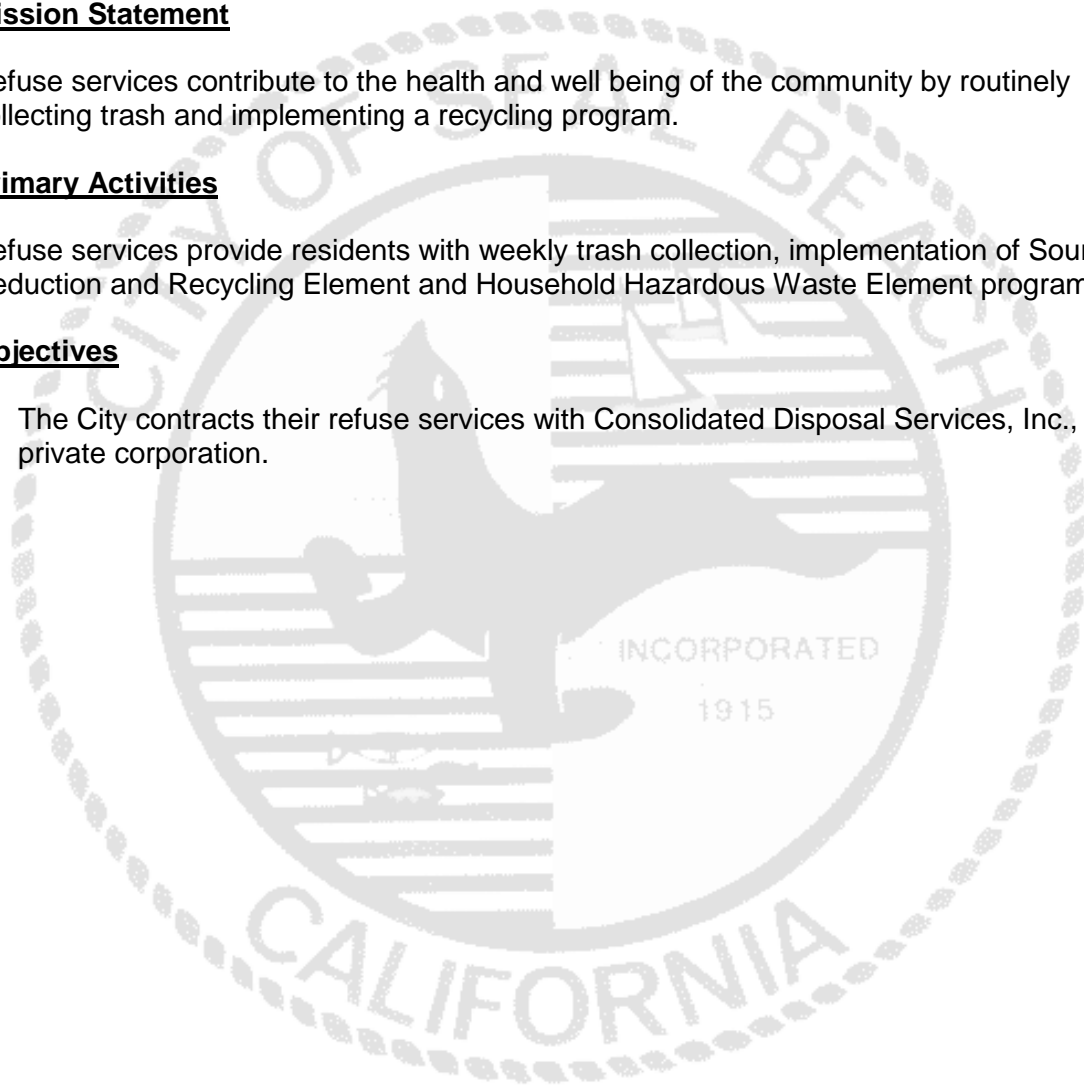
Refuse services contribute to the health and well being of the community by routinely collecting trash and implementing a recycling program.

**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.



# City of Seal Beach

## FY 2011-2012

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

Account Code: 001-051

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 1,159,674	\$ 1,140,000	\$ 1,200,000	\$ 1,200,000
<b>TOTAL</b>	<b>\$ 1,159,674</b>	<b>\$ 1,140,000</b>	<b>\$ 1,200,000</b>	<b>\$ 1,200,000</b>

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Consolidated Disposal Services, Inc.

City of Seal Beach

FY 2014-2015

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

Account Code: 001-051

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional Refuse	001-051-44000	\$ 1,159,674	\$ 1,140,000	\$ 1,200,000	\$ 1,200,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 1,159,674</u>	<u>\$ 1,140,000</u>	<u>\$ 1,200,000</u>	<u>\$ 1,200,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 1,159,674</u>	<u>\$ 1,140,000</u>	<u>\$ 1,200,000</u>	<u>\$ 1,200,000</u>



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# BUILDING AND FACILITIES MAINTENANCE

**Managing Department Head:**  
Director of Public Works

## **Mission Statement**

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

## **Primary Activities**

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

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

## **Objectives**

- In FY 2012-13 the City completed a light remodel of City Hall. 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. The emergency repairs identified within the assessment are being completed. 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.

# City of Seal Beach

## FY 2014-2015

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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 110,061	\$ 108,100	\$ 108,900	\$ 83,600
Maintenance and Operations	411,593	384,800	368,500	385,800
Debt Service	140,612	71,600	71,600	-
<b>TOTAL</b>	<b>\$ 662,266</b>	<b>\$ 564,500</b>	<b>\$ 549,000</b>	<b>\$ 469,400</b>

### 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
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40022	Flexible Spending - Cafeteria	Employee benefits costs
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40700	Equipment/Materials	Building materials/supplies for electrical, plumbing, painting, roofing, and wall repair
41000	Telephone	Telephone expense related to the City
41010	Gas	Gas expense related to the City
41020	Electricity	Electricity expense related to the City and charging station
44000	Contract Professional Svcs	Landscape maint at City facilities HVAC maint, pest control, irrigation repairs, elevator maint (PD & CH), janitorial contract, Rec facilities janitorial, termite control, fire extinguisher McGaugh Pool maintenance, electrical repairs, bldg roof repairs, tree trimming, AQMD permit fee, restroom/janitorial paper supplies, locksmith/pond maintenance, and window/doors/drain cleaning
47444	Lease Payments	Debt service lease payments - City National Bank
47999	Interest Payments	Debt service interest payments - City National Bank



# City of Seal Beach

## FY 2014-2015

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

Account Code: 001-052

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-052-40001	\$ 78,010	\$ 84,200	\$ 84,200	\$ 60,500
Overt-time	001-052-40003	4,029	200	200	5,000
Part-time	001-052-40004	3,129	-	-	-
Deferred Comp - Cafeteria	001-052-40010	549	900	1,400	900
Deferred Compensation	001-052-40011	1,409	1,500	1,500	1,300
PERS Retirement	001-052-40012	12,184	10,600	10,600	7,700
PARS Retirement	001-052-40013	41	-	-	-
Medical Insurance	001-052-40014	7,547	8,500	8,500	5,400
Medicare Insurance	001-052-40017	1,137	1,300	1,300	1,000
Life and Disability	001-052-40018	826	900	900	700
Comptime Buy/Payout	001-052-40026	172	-	-	-
Vacation Buy/Payout	001-052-40027	1,028	-	300	1,100
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 110,061</b>	<b>\$ 108,100</b>	<b>\$ 108,900</b>	<b>\$ 83,600</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Equipment/Materials	001-052-40700	\$ 13,681	\$ 15,000	\$ 15,000	\$ 15,000
Telephone	001-052-41000	32,829	37,000	23,000	25,000
Gas	001-052-41010	4,497	6,800	4,500	6,800
Electricity	001-052-41020	46,913	53,000	53,000	53,000
Contract Professional Svcs	001-052-44000	313,673	273,000	273,000	286,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 411,593</b>	<b>\$ 384,800</b>	<b>\$ 368,500</b>	<b>\$ 385,800</b>
<b>DEBT SERVICE PAYMENT</b>					
Lease Payments	001-052-47444	\$ 132,446	\$ 70,200	\$ 70,200	\$ -
Interest Payments	001-052-47999	8,166	1,400	1,400	-
<b>TOTAL DEBT SERVICE PAYMENT</b>		<b>\$ 140,612</b>	<b>\$ 71,600</b>	<b>\$ 71,600</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 662,266</b>	<b>\$ 564,500</b>	<b>\$ 549,000</b>	<b>\$ 469,400</b>



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# AIR QUALITY IMPROVEMENT

**Managing Department Head:**

Director of Public Works

**Mission Statement**

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

**Primary Activities**

This program funds the transportation of seniors through the Orange County Senior Transportation Program. This program funds the transportation 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.

# City of Seal Beach

## FY 2014-2015

DEPARTMENT: Public Works  
 FUND: 012 Air Quality Improvement

Account Code: 012-700

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 73,125	\$ 63,000	\$ 38,100	\$ 30,000
<b>TOTAL</b>	<b>\$ 73,125</b>	<b>\$ 63,000</b>	<b>\$ 38,100</b>	<b>\$ 30,000</b>

ACCOUNT NUMBER EXPLANATION

41020	Electricity	Electricity
44000	Contract Professional Svcs	Senior transportation program

DEPARTMENT: Public Works  
 FUND: 012 Air Quality Improvement

Account Code: 012-700

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Electricity	012-700-41020	\$ -	\$ 200	\$ -	\$ -
Contract Prof Svcs	012-700-44000	73,125	62,800	38,100	30,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 73,125</b>	<b>\$ 63,000</b>	<b>\$ 38,100</b>	<b>\$ 30,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 73,125</b>	<b>\$ 63,000</b>	<b>\$ 38,100</b>	<b>\$ 30,000</b>

**FUND BALANCE ANALYSIS**

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 44,190	\$ 8,163	\$ 8,163	\$ 83
Revenues	37,097	30,200	30,020	30,000
Expenditures	(73,125)	(63,000)	(38,100)	(30,000)
Ending Fund Balance	<b>\$ 8,163</b>	<b>\$ (24,637)</b>	<b>\$ 83</b>	<b>\$ 83</b>

# City of Seal Beach

## FY 2014-2015

DEPARTMENT: Public Works  
 FUND: 016 Park Improvement

Account Code: 016-800

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 46,742	\$ 10,000	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 46,742</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>

ACCOUNT NUMBER EXPLANATION

47000      Transfer Out      Transfer to Capital Fund for project:

# City of Seal Beach

## FY 2014-2015

DEPARTMENT: Public Works  
 FUND: 016 Park Improvement

Account Code: 016-800

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfer Out	016-800-47000	\$ 46,742	\$ 10,000	\$ -	\$ -
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 46,742</u>	<u>\$ 10,000</u>	<u>\$ -</u>	<u>\$ -</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 46,742</u>	<u>\$ 10,000</u>	<u>\$ -</u>	<u>\$ -</u>

### FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 64,398	\$ 17,973	\$ 17,973	\$ 18,073
Revenues	317	300	100	200
Expenditures	(46,742)	(10,000)	-	-
Ending Fund Balance	<u>\$ 17,973</u>	<u>\$ 8,273</u>	<u>\$ 18,073</u>	<u>\$ 18,273</u>

DEPARTMENT: Public Works  
 FUND: 040 Gas Tax

Account Code: 040-090

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 440,220	\$ 888,290	\$ 433,300	\$ 1,067,000
<b>TOTAL</b>	<b>\$ 440,220</b>	<b>\$ 888,290</b>	<b>\$ 433,300</b>	<b>\$ 1,067,000</b>

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional Svcs	State Controller - Annual Street Report
47000	Transfers Out	Transfer to General Fund for overhead street maintenance \$300,000 and Capital Fund for project:
		<b>Amount</b>
	ST1408	Traffic Management Center Upgrade 75,000
	ST1409	Westminster Ave. Rehabilitation 380,000
	ST1501	Annual Slurry Seal Project 100,000
	ST1504	Annual Concrete Repair Program 50,000
	ST1505	Annual Striping program 50,000
	ST1506	Annual Signage Replacement 10,000
	ST1508	Old Town Parking and Signage Improvemen 100,000
		<b>Total CIP Projects 765,000</b>



City of Seal Beach

FY 2014-2015

DEPARTMENT: Public Works  
 FUND: 040 Gas Tax

Account Code: 040-090

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional	040-090-44000	\$ 1,292	\$ 2,000	\$ 2,000	\$ 2,000
Transfers Out	040-090-47000	438,928	886,290	431,300	1,065,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 440,220</u>	<u>\$ 888,290</u>	<u>\$ 433,300</u>	<u>\$ 1,067,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 440,220</u>	<u>\$ 888,290</u>	<u>\$ 433,300</u>	<u>\$ 1,067,000</u>

FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 329,690	\$ 510,358	\$ 510,358	\$ 843,808
Revenues	620,889	763,100	766,750	661,900
Expenditures	(440,220)	(888,290)	(433,300)	(1,067,000)
Ending Fund Balance	<u>\$ 510,358</u>	<u>\$ 385,168</u>	<u>\$ 843,808</u>	<u>\$ 438,708</u>



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# MEASURE M

**Managing Department Head:**

Director of Public Works

**Primary Activities**

The Measure “M” fund accounts for “Local Turn back” monies established as part of the one-half cent sales tax increase approved November 6, 1990, by voter passage of the Revised Traffic Improvement and Growth Management Ordinance, popularly known as Measure “M”. In November 2006, voters approved an extension of the program through 2041. The Measure M Fund helps fund capital improvement projects to City infrastructure that vary from concrete, slurry, paving, and street and traffic improvements.

**Objectives**

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



DEPARTMENT: Public Works  
 FUND: 041 Measure M

Account Code: 041-099

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 636,779	\$ 175,000	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 636,779</b>	<b>\$ 175,000</b>	<b>\$ -</b>	<b>\$ -</b>

ACCOUNT NUMBER EXPLANATION

47000 Transfer Out Transfer to Capital Fund for Project:

DEPARTMENT: Public Works  
 FUND: 041 Measure M

Account Code: 041-099

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfers Out	041-099-47000	\$ 636,779	\$ 175,000	\$ -	\$ -
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 636,779</u>	<u>\$ 175,000</u>	<u>\$ -</u>	<u>\$ -</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 636,779</u>	<u>\$ 175,000</u>	<u>\$ -</u>	<u>\$ -</u>

**FUND BALANCE ANALYSIS**

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 633,837	\$ -	\$ -	\$ -
Revenues	2,942	2,000	-	-
Expenditures	(636,779)	(175,000)	-	-
Ending Fund Balance	<u>\$ -</u>	<u>\$ (173,000)</u>	<u>\$ -</u>	<u>\$ -</u>

DEPARTMENT: Public Works  
 FUND: 042 Measure M2

Account Code: 042-099

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 94,753	\$ 722,586	\$ 200,000	\$ 1,095,000
<b>TOTAL</b>	<b>\$ 94,753</b>	<b>\$ 722,586</b>	<b>\$ 200,000</b>	<b>\$ 1,095,000</b>

ACCOUNT NUMBER EXPLANATION

47000	Transfer Out	Transfer to Capital Fund for Project:	<u>Amount</u>
		ST1502 Local Street Resurfacing Program	275,000
		ST1503 Arterial Street Resurfacing Program	200,000
		ST1409 Westminster Ave. Rehabilitation	620,000
			<b>1,095,000</b>

City of Seal Beach

FY 2014-2015

DEPARTMENT: Public Works  
 FUND: 042 Measure M2

Account Code: 042-099

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfers Out	042-099-47000	\$ 94,753	\$ 722,586	\$ 200,000	\$ 1,095,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 94,753</u>	<u>\$ 722,586</u>	<u>\$ 200,000</u>	<u>\$ 1,095,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 94,753</u>	<u>\$ 722,586</u>	<u>\$ 200,000</u>	<u>\$ 1,095,000</u>

FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ -	\$ 639,336	\$ 639,336	\$ 813,436
Revenues	734,089	371,600	374,100	373,800
Expenditures	(94,753)	(722,586)	(200,000)	(1,095,000)
Ending Fund Balance	<u>\$ 639,336</u>	<u>\$ 288,350</u>	<u>\$ 813,436</u>	<u>\$ 92,236</u>

DEPARTMENT: Public Works  
 FUND: 048 Parking In-lieu

Account Code: 048-400

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 43,413	\$ 154,587	\$ 154,587	\$ -
<b>TOTAL</b>	<u>\$ 43,413</u>	<u>\$ 154,587</u>	<u>\$ 154,587</u>	<u>\$ -</u>

ACCOUNT NUMBER EXPLANATION

47000      Transfer Out      Transfer to Capital Fund for Project from prior year



City of Seal Beach

FY 2014-2015

DEPARTMENT: Public Works  
 FUND: 048 Parking In-lieu

Account Code: 048-400

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfers Out	048-400-47000	\$ 43,413	\$ 154,587	\$ 154,587	\$ -
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 43,413</u>	<u>\$ 154,587</u>	<u>\$ 154,587</u>	<u>\$ -</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 43,413</u>	<u>\$ 154,587</u>	<u>\$ 154,587</u>	<u>\$ -</u>

FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 210,991	\$ 188,878	\$ 188,878	\$ 64,509
Revenues	21,300	-	30,218	-
Expenditures	(43,413)	(154,587)	(154,587)	-
Ending Fund Balance	<u>\$ 188,878</u>	<u>\$ 34,291</u>	<u>\$ 64,509</u>	<u>\$ 64,509</u>

DEPARTMENT: Finance  
 FUND: 049 - Traffic Impact AB1600

Account Code: 049

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 233,622	\$ 232,056	\$ 92,100	\$ 140,000
<b>TOTAL</b>	<u>\$ 233,622</u>	<u>\$ 232,056</u>	<u>\$ 92,100</u>	<u>\$ 140,000</u>

ACCOUNT NUMBER EXPLANATION

47000	Transfer Out	Transfer to Capital Fund for project:		
		ST1207 SB Comprehensive Parking Mgmt Plan		<u>Amount</u> 140,000

City of Seal Beach

FY 2014-2015

DEPARTMENT: Finance Account Code: 049  
 FUND: 049 - Traffic Impact AB1600

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfer Out	049-333-47000	\$ 233,622	\$ 232,056	\$ 92,100	\$ 140,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 233,622</u>	<u>\$ 232,056</u>	<u>\$ 92,100</u>	<u>\$ 140,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 233,622</u>	<u>\$ 232,056</u>	<u>\$ 92,100</u>	<u>\$ 140,000</u>

FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ -	\$ 747,744	\$ 747,744	\$ 720,869
Revenues	981,366	-	65,225	3,800
Expenditures	(233,622)	(232,056)	(92,100)	(140,000)
Ending Fund Balance	<u>\$ 747,744</u>	<u>\$ 515,688</u>	<u>\$ 720,869</u>	<u>\$ 584,669</u>

# City of Seal Beach

## FY 2014-2015

DEPARTMENT: Public Works  
 FUND: 070 Roberti-z-harris

Account Code: 070-888

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

ACCOUNT NUMBER EXPLANATION

47000      Transfer Out      Transfer to Capital Fund for Project.

City of Seal Beach

FY 2014-2015

DEPARTMENT: Public Works  
 FUND: 070 Roberti-z-harris

Account Code: 070-888

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfers Out	071-888-47000	\$ -	\$ -	\$ -	\$ -
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ -	\$ 412	\$ 412	\$ 412
Revenues	412	-	-	-
Expenditures	-	-	-	-
Ending Fund Balance	<b>\$ 412</b>	<b>\$ 412</b>	<b>\$ 412</b>	<b>\$ 412</b>

DEPARTMENT: Public Works  
 FUND: 073 Grants

Account Code: 073-787

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ -	\$ -	\$ 30,000	\$ 26,100
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 26,100</b>

ACCOUNT NUMBER EXPLANATION

40700      Trash Recepticals                      Citywide trash bin replacement

DEPARTMENT: Public Works  
 FUND: 073 Grants

Account Code: 073-787

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Trash Recepticals	073-787-40700	\$ -	\$ -	\$ 30,000	\$ 26,100
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 30,000</u>	<u>\$ 26,100</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 30,000</u>	<u>\$ 26,100</u>

**FUND BALANCE ANALYSIS**

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 56,158	\$ 56,158	\$ 56,158	\$ 26,158
Revenues	-	-	-	-
Expenditures	-	-	(30,000)	(26,100)
Ending Fund Balance	<u>\$ 56,158</u>	<u>\$ 56,158</u>	<u>\$ 26,158</u>	<u>\$ 58</u>

DEPARTMENT: Public Works  
 FUND: 077 Prop 1B

Account Code: 077-888

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 289,787	\$ 28,213	\$ 28,213	\$ -
<b>TOTAL</b>	<b>\$ 289,787</b>	<b>\$ 28,213</b>	<b>\$ 28,213</b>	<b>\$ -</b>

ACCOUNT NUMBER EXPLANATION

47000      Transfer Out                      Transfer to Capital Project Fund



DEPARTMENT: Public Works  
 FUND: 077 Prop 1B

Account Code: 077-888

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfers Out	077-888-47000	\$ 289,787	\$ 28,213	\$ 28,213	\$ -
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 289,787</u>	<u>\$ 28,213</u>	<u>\$ 28,213</u>	<u>\$ -</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 289,787</u>	<u>\$ 28,213</u>	<u>\$ 28,213</u>	<u>\$ -</u>

**FUND BALANCE ANALYSIS**

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ -	\$ (289,787)	\$ (289,787)	\$ -
Revenues	-	-	318,000	-
Expenditures	(289,787)	(28,213)	(28,213)	-
Ending Fund Balance	<u>\$ (289,787)</u>	<u>\$ (318,000)</u>	<u>\$ -</u>	<u>\$ -</u>

DEPARTMENT: Public Works  
 FUND: 080 City-Wide Grants

Account Code: 080

	<u>2012-2013 Actual</u>	<u>2013-2014 Amended Budget</u>	<u>2013-2014 Estimated</u>	<u>2014-2015 Adopted Budget</u>
Maintenance and Operations	\$ 329,243	\$ 1,812,109	\$ 50,000	\$ 1,586,700
<b>TOTAL</b>	<u>\$ 329,243</u>	<u>\$ 1,812,109</u>	<u>\$ 50,000</u>	<u>\$ 1,586,700</u>

ACCOUNT NUMBER EXPLANATION

47000	Transfer Out	Transfer to Capital Fund for Project:	<u>Amount</u>
		ST1408 Traffic Management Center	586,700
		ST1409 Westminster Ave. Rehab.	1,000,000
		<b>Total CIP Projects</b>	<u><b>1,586,700</b></u>

# City of Seal Beach

## FY 2014-2015

DEPARTMENT: Public Works Account Code: 080  
 FUND: 080 City-Wide Grants

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional	080-363-44000	\$ 10,671	\$ -	\$ -	\$ -
Transfers Out - OCTA	080-361-47000	318,572	225,389	50,000	-
Transfers Out - BCI	080-364-47000	-	1,586,720	-	1,586,700
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 329,243</u>	<u>\$ 1,812,109</u>	<u>\$ 50,000</u>	<u>\$ 1,586,700</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 329,243</u>	<u>\$ 1,812,109</u>	<u>\$ 50,000</u>	<u>\$ 1,586,700</u>

### FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ (445,732)	\$ (44,612)	\$ (44,612)	\$ 120,400
Revenues	730,363	1,500,000	215,012	1,636,700
Expenditures	(329,243)	(1,812,109)	(50,000)	(1,586,700)
Ending Fund Balance	<u>\$ (44,612)</u>	<u>\$ (356,721)</u>	<u>\$ 120,400</u>	<u>\$ 170,400</u>



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# COMMUNITY SERVICES

## **Managing Department Head:**

City Manager

## **Mission Statement**

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

## **Primary Activities**

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

## **Objectives**

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

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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 195,087	\$ 229,300	\$ 229,300	\$ 275,700
Maintenance and Operations	159,581	57,500	73,500	64,100
<b>TOTAL</b>	<b>\$ 354,668</b>	<b>\$ 286,800</b>	<b>\$ 302,800</b>	<b>\$ 339,800</b>

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
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 and Bay Hardware
40300	Memberships and Dues	CPRS dues, NRPA, SCPPOA, and SCMAF
40400	Training and Meetings	CPRS convention, brochure exchange, SCPPOA monthly and miscellaneous training
40700	Equipment/Materials	Necessary equipment and materials for the department
40800	Special Departmental	Community gardens, senior health fair, breakfast with Santa, building supplies, credit card fees, tree lighting, and BMI music license
41009	Cable TV	Direct TV
44000	Contract Professional Svcs	Senior meals and parking NSBC (Shops of Rossmoor)
45000	Intergovernmental	Senior meals and lease of parking

# City of Seal Beach

# FY 2014-2015

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

Account Code: 001-070

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-070-40001	\$ 147,689	\$ 156,000	\$ 156,000	\$ 198,400
Over-time	001-070-40003	293	-	-	-
Part-time	001-070-40004	1,003	25,200	25,200	14,100
Cell Phone Allowance	001-070-40009	415	900	900	1,100
Deferred Comp - Cafeteria	001-070-40010	1,262	1,900	1,900	2,200
Deferred Compensation	001-070-40011	3,784	4,400	4,400	5,700
PERS Retirement	001-070-40012	22,760	20,100	20,100	26,500
PARS Retirement	001-070-40013	132	400	400	200
Medical Insurance	001-070-40014	13,629	15,700	15,100	18,600
Medicare Insurance	001-070-40017	2,343	2,800	2,800	3,300
Life and Disability	001-070-40018	1,777	1,900	1,900	2,500
Flexible Spending - Cafeteria	001-070-40022	-	-	600	1,100
Vacation Buy/Payout	001-070-40027	-	-	-	2,000
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 195,087</b>	<b>\$ 229,300</b>	<b>\$ 229,300</b>	<b>\$ 275,700</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-070-40100	\$ 299	\$ 2,000	\$ 2,000	\$ 2,000
Memberships and Dues	001-070-40300	340	700	700	700
Training and Meetings	001-070-40400	20	700	700	700
Equipment/Materials	001-070-40700	9,240	-	15,000	-
Special Departmental	001-070-40800	20,529	14,100	14,100	13,100
Cable Television	001-070-41009	-	-	-	1,600
Contract Professional	001-070-44000	99,453	-	1,000	46,000
Intergovernmental	001-070-45000	29,700	40,000	40,000	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 159,581</b>	<b>\$ 57,500</b>	<b>\$ 73,500</b>	<b>\$ 64,100</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 354,668</b>	<b>\$ 286,800</b>	<b>\$ 302,800</b>	<b>\$ 339,800</b>

DEPARTMENT: Community Services  
 FUND: 001 General Fund - Sports

Account Code: 001-071

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 23,382	\$ 21,700	\$ 21,700	\$ 24,200
Maintenance and Operations	7,355	7,000	7,000	7,000
<b>TOTAL</b>	<b>\$ 30,737</b>	<b>\$ 28,700</b>	<b>\$ 28,700</b>	<b>\$ 31,200</b>

ACCOUNT NUMBER EXPLANATION

40004	Part-time	Employee salaries costs
40013	PARS Retirement	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40700	Equipment/materials	Field equipment, gym equipment, Softball and Basketball league equipment and various supplies
44000	Contract Professional	Laser level Zoeter Field



DEPARTMENT: Community Services  
 FUND: 001 General Fund - Sports

Account Code: 001-071

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Part-time	001-071-40004	\$ 22,453	\$ 21,000	\$ 21,000	\$ 23,500
PARS Retirement	001-071-40013	612	300	300	300
Medicare Insurance	001-071-40017	317	400	400	400
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 23,382</b>	<b>\$ 21,700</b>	<b>\$ 21,700</b>	<b>\$ 24,200</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Equipment/Materials	001-071-40700	\$ 3,855	\$ 7,000	\$ 7,000	\$ 7,000
Contract Professional	001-071-44000	3,500	-	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 7,355</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 30,737</b>	<b>\$ 28,700</b>	<b>\$ 28,700</b>	<b>\$ 31,200</b>

# City of Seal Beach

## FY 2014-2015

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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 38,649	\$ 800	\$ 37,000	\$ 2,000
Maintenance and Operations	319,841	398,500	355,600	383,000
<b>TOTAL</b>	<b>\$ 358,490</b>	<b>\$ 399,300</b>	<b>\$ 392,600</b>	<b>\$ 385,000</b>

### ACCOUNT NUMBER EXPLANATION

40004	Part-time	Employee salaries costs
40013	PARS Retirement	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40100	Office Supplies	Office supplies
40200	Public/Legal Notices	Recreation brochure design, print and mail
40201	Printing	Recreation guide
40700	Equipment/Materials	Building supplies and miscellaneous
40800	Special Departmental	Vermont Systems, RecTrac online payments, special event insurance, remote access and credit card service fees
41000	Telephone	Telephone (NSBC)
41020	Electricity	Building electricity
44000	Contract Professional Svcs	Contract instructor payment and site specific plan (Eisenhower Park)

City of Seal Beach

FY 2014-2015

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Part-time Leisure Classes	001-072-40004	\$ 37,440	\$ 600	\$ 35,900	\$ 1,800
PARS Retirement	001-072-40013	665	100	500	100
Medicare Insurance	001-072-40017	544	100	600	100
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 38,649</b>	<b>\$ 800</b>	<b>\$ 37,000</b>	<b>\$ 2,000</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-072-40100	\$ 263	\$ 700	\$ 700	\$ 800
Public/Legal Notices	001-072-40200	50,244	-	1,400	-
Printing	001-072-40201	-	55,000	55,000	55,000
Equipment/Materials	001-072-40700	1,942	4,600	4,600	4,000
Special Departmental	001-072-40800	8,662	14,200	14,200	14,200
Telephone	001-072-41000	2,146	2,000	2,700	2,000
Electricity	001-072-41020	12,685	12,000	12,000	12,000
Contract Professional	001-072-44000	243,899	310,000	265,000	295,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 319,841</b>	<b>\$ 398,500</b>	<b>\$ 355,600</b>	<b>\$ 383,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 358,490</b>	<b>\$ 399,300</b>	<b>\$ 392,600</b>	<b>\$ 385,000</b>

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

Account Code: 001-074

	<u>2012-2013 Actual</u>	<u>2013-2014 Amended Budget</u>	<u>2013-2014 Estimated</u>	<u>2014-2015 Adopted Budget</u>
Personnel Services	\$ 74,585	\$ 87,700	\$ 87,700	\$ 97,500
Maintenance and Operations	226,590	153,100	153,100	204,900
<b>TOTAL</b>	<u>\$ 301,175</u>	<u>\$ 240,800</u>	<u>\$ 240,800</u>	<u>\$ 302,400</u>

ACCOUNT NUMBER EXPLANATION

40004	Part-time	Employee salaries costs
40013	PARS Retirement	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40550	Bldg/Material/Supplies	Building supplies (lumber and other materials)
40800	Special Departmental	Concessions
40950	Bldg/Ground Materials	Landscape maintenance
41000	Telephone	Telephone
41009	Cable	Cable
41010	Gas	Gas
41020	Electricity	Electricity
44000	Contract Professional Svcs	Lighting replacement, pest control, security, site specific plan and miscellaneous

City of Seal Beach

FY 2014-2015

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

Account Code: 001-074

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Part-time	001-074-40004	\$ 72,625	\$ 85,200	\$ 85,200	\$ 94,900
PARS Retirement	001-074-40013	926	1,200	1,200	1,200
Medicare Insurance	001-074-40017	1,034	1,300	1,300	1,400
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 74,585</b>	<b>\$ 87,700</b>	<b>\$ 87,700</b>	<b>\$ 97,500</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Bldg/Material/Supplies	001-074-40550	\$ 8,064	\$ 12,000	\$ 12,000	\$ 14,000
Special Departmental	001-074-40800	7,335	6,800	6,800	6,800
Bldg/Ground Materials	001-074-40950	41,344	45,000	45,000	45,000
Telephone	001-074-41000	3,018	3,500	3,500	3,500
Cable	001-074-41009	-	1,200	1,200	1,200
Gas	001-074-41010	564	1,200	1,200	1,200
Electricity	001-074-41020	33,674	36,000	36,000	36,000
Contract Professional Services	001-074-44000	132,591	47,400	47,400	97,200
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 226,590</b>	<b>\$ 153,100</b>	<b>\$ 153,100</b>	<b>\$ 204,900</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 301,175</b>	<b>\$ 240,800</b>	<b>\$ 240,800</b>	<b>\$ 302,400</b>



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# 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.

### **Junior Lifeguard Division**

The Marine Safety Department administers a Junior Lifeguard Program serving up to 300 children ages 9-17. Junior Lifeguards are taught ocean and beach safety, lifesaving techniques including CPR and First-Aid, as well as lifesaving competition skills. This program begins 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.





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# City of Seal Beach

## FY 2014-2015

DEPARTMENT: Marine Safety  
 FUND: 001 General Fund - Aquatics

Account Code: 001-073

	<u>2012-2013 Actual</u>	<u>2013-2014 Amended Budget</u>	<u>2013-2014 Estimated</u>	<u>2014-2015 Adopted Budget</u>
Personnel Services	\$ 84,923	\$ 100,100	\$ 100,100	\$ 104,700
Maintenance and Operations	52,723	55,241	50,350	69,600
<b>TOTAL</b>	<u>\$ 137,646</u>	<u>\$ 155,341</u>	<u>\$ 150,450</u>	<u>\$ 174,300</u>

ACCOUNT NUMBER EXPLANATION

40004	Part-time	Employee salaries costs
40013	PARS Retirement	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40700	Equipment/Materials	Pool supplies, staff uniforms, instructional aids and miscellaneous
41000	Telephone	Telephone and fax pool office
41010	Gas	Los Alamitos Unified School District
41020	Electricity	Los Alamitos Unified School District

City of Seal Beach

FY 2014-2015

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Part-time	001-073-40004	\$ 82,199	\$ 97,300	\$ 97,300	\$ 101,600
PARS Retirement	001-073-40013	1,599	1,300	1,300	1,500
Medicare Insurance	001-073-40017	1,125	1,500	1,500	1,600
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 84,923</b>	<b>\$ 100,100</b>	<b>\$ 100,100</b>	<b>\$ 104,700</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Training and Meetings	001-073-40400	\$ -	\$ -	\$ 850	\$ -
Equipment/Materials	001-073-40700	7,152	8,341	17,900	22,700
Telephone	001-073-41000	1,679	1,600	1,600	1,600
Gas	001-073-41010	22,836	21,300	15,000	21,300
Electricity	001-073-41020	21,056	24,000	15,000	24,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 52,723</b>	<b>\$ 55,241</b>	<b>\$ 50,350</b>	<b>\$ 69,600</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 137,646</b>	<b>\$ 155,341</b>	<b>\$ 150,450</b>	<b>\$ 174,300</b>

## City of Seal Beach

FY 2014-2015

DEPARTMENT: Marine Safety  
 FUND: 034 Tidelands Beach

Account Code: 034-828

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 946,111	\$ 985,500	\$ 979,800	\$ 1,010,200
Maintenance and Operations	129,259	154,200	144,600	182,400
<b>TOTAL</b>	<b>\$ 1,075,370</b>	<b>\$ 1,139,700</b>	<b>\$ 1,124,400</b>	<b>\$ 1,192,600</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40003	Over-time	Employee salaries costs
40004	Part-time	Employee salaries costs
40006	Junior Lifeguard Sal	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
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
40100	Office Supplies	Office Supplies
40300	Memberships and Dues	United States Lifesaving Association, Orange County Lifeguard Chiefs Association, Seal Beach Lifeguard Association and California Boating Safety Officer Association
40400	Training and Meetings	California Surf Lifesaving Association meeting, Emergency Medical Technician training, American Red Cross training, Certification fees, CA Dept. of Boating and Waterways class, United States Coast Guard Skipper class
40600	Marine Maint/Fuel Lifeguard	Fuel, communications, boat maintenance, PWC maintenance ATV maintenance, and boat upgrade/repair
40700	Equipment/Materials	Rescue equipment, fist aid supplies, uniforms, tower and headquarters maint., oxygen maint., paddle board, cleaning supplies, pest control repair of (2) Lifeguard Towers, and 800 Mhz radios
40701	Materials and Supplies-Jr Lifeguard	Uniforms, office supplies, can buoys, banquet/Catalina food, paddle boards, field trip suppliles, EZ-ups, and body boards
40800	Special Departmental	Class A uniforms, training rooms tables/chairs, Scuba maintenance, back-up generator, binoculars and equipment maintenance
40806	Special Dept-Jr Lifeguard	USLA, buses for field trips, Catalina Express, Catalina Dive boat rental, Raging Water entry fee, banquet rentals, storage rental, movie, night rental, and campground
41000	Telephone	Telephone
41020	Electricity	Electricity
44000	Contract Professional	Repair of (2) Lifeguard Towers
45000	Intergovernmental	Rescue boat slip fees

## City of Seal Beach

FY 2014-2015

DEPARTMENT: Marine Safety  
 FUND: 034 Tidelands Beach

Account Code: 034-828

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	034-828-40001	\$ 291,343	\$ 301,600	\$ 301,600	\$ 307,400
Over-time	034-828-40003	3,350	10,000	10,000	10,000
Part-time	034-828-40004	398,114	389,300	389,300	416,100
Junior Lifeguard Sal	034-828-40006	63,249	86,000	86,000	88,200
Tuition Reimbursement	034-828-40007	553	-	1,000	1,000
Cell Phone Allowance	034-828-40009	2,216	2,700	2,700	2,700
Deferred Comp - Cafeteria	034-828-40010	1,732	2,400	2,700	2,900
Deferred Comp	034-828-40011	8,436	8,600	8,600	8,800
PERS Retirement	034-828-40012	99,834	99,200	99,200	99,800
PARS Retirement	034-828-40013	10,101	10,200	10,200	6,600
Medical Insurance	034-828-40014	34,781	37,400	37,400	43,500
Medicare Insurance	034-828-40017	11,423	12,100	12,100	12,500
Life and Disability	034-828-40018	3,084	3,300	3,300	3,400
Vacation Buy/Payout	034-828-40027	8,569	10,700	10,700	7,300
Unemployment	034-828-40030	9,326	12,000	5,000	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 946,111</b>	<b>\$ 985,500</b>	<b>\$ 979,800</b>	<b>\$ 1,010,200</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	034-828-40100	\$ 2,188	\$ 3,900	\$ 3,900	\$ 5,000
Membership and Dues	034-828-40300	(135)	700	700	800
Training and Meeting	034-828-40400	4,455	6,800	6,800	11,300
Marine Maint/Fuel Lifeguard	034-828-40600	12,992	11,600	11,600	13,400
Equipment/Materials	034-828-40700	16,841	40,600	40,600	56,200
Materials & Supplies Jr Lifeguard	034-828-40701	20,518	26,400	20,500	26,200
Special Departmental	034-828-40800	7,838	11,500	7,800	11,600
Special Dept - Jr Lifeguard	034-828-40806	34,880	35,600	35,600	40,800
Telephone	034-828-41000	2,205	3,400	3,400	3,400
Electricity	034-828-41020	8,696	10,000	10,000	10,000
Contract Professional	034-828-44000	18,781	-	-	-
Intergovernmental	034-828-45000	-	3,700	3,700	3,700
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 129,259</b>	<b>\$ 154,200</b>	<b>\$ 144,600</b>	<b>\$ 182,400</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,075,370</b>	<b>\$ 1,139,700</b>	<b>\$ 1,124,400</b>	<b>\$ 1,192,600</b>



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# 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 with its limited staff. Typically, approximately 30,000 cubic yards of sand is moved from the west side of the beach to the east side of the beach every two years. In April 2009, the City participated in an Army Corps of Engineers sand nourishment program and brought 70,000 cubic yards of sand to East Beach for beach nourishment. Nourishment from external sources is typically done every 5-7 years. City staff is participating in the planning of the next nourishment project with construction anticipated to occur between 2016-2018.
- This Division is funded approximately by Tidelands revenues and subsidized by General Fund.

DEPARTMENT: Public Works  
 FUND: 034 Beach Maintenance

Account Code: 034-863

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 208,949	\$ 209,600	\$ 209,600	\$ 241,300
Maintenance and Operations	147,177	357,776	357,900	240,900
<b>TOTAL</b>	<b>\$ 356,126</b>	<b>\$ 567,376</b>	<b>\$ 567,500</b>	<b>\$ 482,200</b>

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
40026	Comptime Buy/payout	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	Cellular phone
41020	Electricity	Electricity for beach, parking lots, and pier
44000	Contract Professional Svcs	Surfside beach cleaning, landscape maintenance (Eisenhower & Windsurf park), pier parking lot (slurry seal & striping) winter sand berm construction, removal & inspection, coastal and pier engineering, tree trimming (1st Street, Eisenhower park and beach tree rings), emergency pump rental for winter storms, and sand backpass (\$150K)



# City of Seal Beach

# FY 2014-2015

DEPARTMENT: Public Works  
 FUND: 034 Beach Maintenance

Account Code: 034-863

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	034-863-40001	\$ 115,216	\$ 123,100	\$ 123,100	\$ 125,800
Over-time	034-863-40003	219	500	500	500
Part-time	034-863-40004	53,151	44,100	44,100	71,100
Cell Phone Allowance	034-863-40009	-	-	-	500
Deferred Comp - Cafeteria	034-863-40010	462	500	500	1,500
Deferred Comp	034-863-40011	1,952	2,200	2,200	2,200
PERS Retirement	034-863-40012	18,458	15,700	15,700	16,500
PARS Retirement	034-863-40013	900	1,000	1,000	900
Medical Insurance	034-863-40014	13,750	17,700	17,700	16,400
AFLAC Cafeteria	034-863-40015	-	-	-	100
Medicare Insurance	034-863-40017	2,373	2,600	2,600	3,000
Life and Disability	034-863-40018	1,229	1,400	1,400	1,800
Comp time Buy/Payout	034-863-40026	167	-	-	-
Vacation Buy/Payout	034-863-40027	1,072	800	800	1,000
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 208,949</b>	<b>\$ 209,600</b>	<b>\$ 209,600</b>	<b>\$ 241,300</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Equipment/Materials	034-863-40700	\$ 9,543	\$ 14,500	\$ 14,500	\$ 26,500
Telephone	034-863-41000	-	120	200	200
Electricity	034-863-41020	4,485	3,800	3,800	3,800
Contract Prof. Svcs	034-863-44000	133,149	339,356	339,400	210,400
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 147,177</b>	<b>\$ 357,776</b>	<b>\$ 357,900</b>	<b>\$ 240,900</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 356,126</b>	<b>\$ 567,376</b>	<b>\$ 567,500</b>	<b>\$ 482,200</b>

## FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -
Revenues	1,431,496	1,695,720	1,691,900	1,674,800
Expenditures	(1,431,496)	(1,707,076)	(1,691,900)	(1,674,800)
Ending Fund Balance	\$ -	\$ (11,356)	\$ -	\$ -



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# SPECIAL ASSESSMENT DISTRICTS

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



DEPARTMENT: Public Works  
 FUND: 002 Street Lighting Assessment District

Account Code: 002-500

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 199,604	\$ 199,500	\$ 205,000	\$ 210,000
<b>TOTAL</b>	<u>\$ 199,604</u>	<u>\$ 199,500</u>	<u>\$ 205,000</u>	<u>\$ 210,000</u>

ACCOUNT NUMBER EXPLANATION

41020	Electricity	Street Lighting
44000	Contract Professional Svcs	Willdan Financial Services and legal fees
49777	Legal Fees	Legal expenses related to Street Lighting District

The Seal Beach Street Lighting Assessment District was formed under the Street Lighting Act of 1919 to finance the maintenance of streetlights and to finance the electricity used by the streetlights by special assessments. 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 2014-2015

DEPARTMENT: Public Works  
 FUND: 002 Street Lighting Assessment District

Account Code: 002-500

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Electricity - Street Lighting	002-500-41020	\$ 190,025	\$ 184,500	\$ 195,000	\$ 200,000
Contract Professional	002-500-44000	9,579	10,000	10,000	10,000
Legal Fees	002-500-49777	-	5,000	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 199,604</u>	<u>\$ 199,500</u>	<u>\$ 205,000</u>	<u>\$ 210,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 199,604</u>	<u>\$ 199,500</u>	<u>\$ 205,000</u>	<u>\$ 210,000</u>

### FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ (15,056)	\$ -	\$ -	\$ -
Revenues	214,660	214,500	205,000	210,000
Expenditures	(199,604)	(199,500)	(205,000)	(210,000)
Ending Fund Balance	<u>\$ -</u>	<u>\$ 15,000</u>	<u>\$ -</u>	<u>\$ -</u>

DEPARTMENT: Finance  
 FUND: 101 AD94-1 Redemption

Account Code: 101-333

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 15,741	\$ 9,400	\$ 9,400	\$ 9,400
Debt Service	127,180	131,500	131,500	130,200
<b>TOTAL</b>	<b>\$ 142,921</b>	<b>\$ 140,900</b>	<b>\$ 140,900</b>	<b>\$ 139,600</b>

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional Svc	Willdan Financial Services and Bank of New York
47000	Transfer Out	Transfer admin cost to General Fund
47888	Debt Service Pmt Principal	Debt service principal
47999	Interest Expense	Debt service interest

# City of Seal Beach

# FY 2014-2015

DEPARTMENT: Finance  
 FUND: 101 AD94-1 Redemption

Account Code: 101-333

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Prof Svc	101-333-44000	\$ 5,532	\$ 9,400	\$ 9,400	\$ 9,400
Transfer Out	101-333-47000	10,209	-	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 15,741</u>	<u>\$ 9,400</u>	<u>\$ 9,400</u>	<u>\$ 9,400</u>
<b>DEBT SERVICE</b>					
Debt Service Pmt Principal	101-333-47888	\$ 105,000	\$ 115,000	\$ 115,000	\$ 120,000
Interest Expense	101-333-47999	22,180	16,500	16,500	10,200
<b>TOTAL DEBT SERVICE</b>		<u>\$ 127,180</u>	<u>\$ 131,500</u>	<u>\$ 131,500</u>	<u>\$ 130,200</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 142,921</u>	<u>\$ 140,900</u>	<u>\$ 140,900</u>	<u>\$ 139,600</u>

## FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 251,986	\$ 259,954	\$ 259,954	\$ 270,654
Revenues	150,889	151,600	151,600	151,600
Expenditures	(142,921)	(140,900)	(140,900)	(139,600)
Ending Fund Balance	<u>\$ 259,954</u>	<u>\$ 270,654</u>	<u>\$ 270,654</u>	<u>\$ 282,654</u>

**DEPARTMENT:** Finance  
**FUND:** 102 Surfside AD94-1 Improvement

**Account Code:** 102-333

	<b>2012-2013 Actual</b>	<b>2013-2014 Amended Budget</b>	<b>2013-2014 Estimated</b>	<b>2014-2015 Adopted Budget</b>
Maintenance and Operations	\$ 1,243	\$ -	\$ -	\$ -
<b>TOTAL</b>	<u>\$ 1,243</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

ACCOUNT NUMBER EXPLANATION

47000	Transfer Out	Transfer to fund 101
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City of Seal Beach

FY 2014-2015

DEPARTMENT: Finance  
 FUND: 102 Surfside AD94-1 Improvement

Account Code: 102-333

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfer Out	101-333-47000	\$ 1,243	\$ -	\$ -	\$ -
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 1,243</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 1,243</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 1,237	\$ -	\$ -	\$ -
Revenues	6	-	-	-
Expenditures	(1,243)	-	-	-
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEPARTMENT: Finance Account Code: 201-450  
 FUND: 201 CFD Landscape

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ -	\$ -	\$ -	\$ 16,800
Maintenance and Operations	75,257	91,100	126,000	224,100
<b>TOTAL</b>	<b>\$ 75,257</b>	<b>\$ 91,100</b>	<b>\$ 126,000</b>	<b>\$ 240,900</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries 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
43750	Water Service	Water service expense
44000	Contract Professional Svcs	Spectrum Care Landscape Services and Willdan
47000	Transfer Out	Transfer out to General Fund for Admin costs

The Seal Beach Community Facilities District No. 2002-02 (Seal Beach Boulevard/Lampson Avenue Landscape Maintenance 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 2014-2015

DEPARTMENT: Finance  
 FUND: 201 CFD Landscape

Account Code: 201-450

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	201-450-40001	\$ -	\$ -	\$ -	\$ 12,800
Deferred Compensation-Cafeteria	201-450-40010	-	-	-	400
Deferred Compensation	201-450-40011	-	-	-	200
PERS Retirement	201-450-40012	-	-	-	1,700
Medical Insurance	201-450-40014	-	-	-	1,000
Medicare Insurance	201-450-40017	-	-	-	200
Life and Disability	201-450-40018	-	-	-	200
Vacation Buy/Payout	201-450-40027	-	-	-	300
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,800</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Water services	201-450-43750	\$ 11,789	\$ 13,000	\$ 13,000	\$ 13,000
Contract Professional	201-450-44000	51,468	65,100	100,000	98,100
Transfers Out	201-450-47000	12,000	13,000	13,000	113,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 75,257</b>	<b>\$ 91,100</b>	<b>\$ 126,000</b>	<b>\$ 224,100</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 75,257</b>	<b>\$ 91,100</b>	<b>\$ 126,000</b>	<b>\$ 240,900</b>

## FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 426,143	\$ 514,440	\$ 514,440	\$ 530,840
Revenues	163,554	141,700	142,400	142,700
Expenditures	(75,257)	(91,100)	(126,000)	(240,900)
Ending Fund Balance	<b>\$ 514,440</b>	<b>\$ 565,040</b>	<b>\$ 530,840</b>	<b>\$ 432,640</b>

DEPARTMENT: Finance  
 FUND: 202 CFD Heron Pointe

Account Code: 202-460

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Debt Service	\$ 284,509	\$ 291,000	\$ 291,000	\$ 292,100
<b>TOTAL</b>	<u>\$ 284,509</u>	<u>\$ 291,000</u>	<u>\$ 291,000</u>	<u>\$ 292,100</u>

ACCOUNT NUMBER EXPLANATION

47100	Special Tax Transfer	Transfer to Fund 204 to cover admin cost
47888	Debt Service Pmt Principal	Debt service principal
47999	Interest Expense	Debt service interest

# City of Seal Beach

# FY 2014-2015

DEPARTMENT: Finance  
 FUND: 202 CFD Heron Pointe

Account Code: 202-460

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>DEBT SERVICE</b>					
Special Tax Transfer	202-460-47100	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Debt Service Pmt Principal	202-460-47888	80,000	90,000	90,000	95,000
Interest Expense	202-460-47999	179,509	176,000	176,000	172,100
<b>TOTAL DEBT SERVICE</b>		<u>\$ 284,509</u>	<u>\$ 291,000</u>	<u>\$ 291,000</u>	<u>\$ 292,100</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 284,509</u>	<u>\$ 291,000</u>	<u>\$ 291,000</u>	<u>\$ 292,100</u>

## FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 452,585	\$ 464,118	\$ 464,118	\$ 376,918
Revenues	296,042	204,000	203,800	204,000
Expenditures	(284,509)	(291,000)	(291,000)	(292,100)
Ending Fund Balance	<u>\$ 464,118</u>	<u>\$ 377,118</u>	<u>\$ 376,918</u>	<u>\$ 288,818</u>

DEPARTMENT: Finance  
 FUND: 203 CFD Pacific Gateway

Account Code: 203-470

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Debt Service	\$ 543,795	\$ 550,600	\$ 550,600	\$ 561,700
<b>TOTAL</b>	<u>\$ 543,795</u>	<u>\$ 550,600</u>	<u>\$ 550,600</u>	<u>\$ 561,700</u>

ACCOUNT NUMBER EXPLANATION

47100	Special Tax Transfer	Transfer to Fund 205 to cover admin cost
47888	Debt Service Pmt Principal	Debt service principal
47999	Interest Expense	Debt service interest

City of Seal Beach

FY 2014-2015

DEPARTMENT: Finance  
 FUND: 203 CFD Pacific Gateway

Account Code: 203-470

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>DEBT SERVICE</b>					
Special Tax Transfer	203-470-47100	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Debt Service Pmt Principal	203-470-47888	65,000	75,000	75,000	90,000
Interest Expense	203-470-47999	453,795	450,600	450,600	446,700
<b>TOTAL DEBT SERVICE</b>		<u>\$ 543,795</u>	<u>\$ 550,600</u>	<u>\$ 550,600</u>	<u>\$ 561,700</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 543,795</u>	<u>\$ 550,600</u>	<u>\$ 550,600</u>	<u>\$ 561,700</u>

FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 950,325	\$ 963,870	\$ 963,870	\$ 913,470
Revenues	557,340	500,200	500,200	500,200
Expenditures	(543,795)	(550,600)	(550,600)	(561,700)
Ending Fund Balance	<u>\$ 963,870</u>	<u>\$ 913,470</u>	<u>\$ 913,470</u>	<u>\$ 851,970</u>

DEPARTMENT: Finance  
 FUND: 204 Heron Pointe CFD

Account Code: 204-460

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 18,976	\$ 19,000	\$ 19,000	\$ 19,000
<b>TOTAL</b>	<b>\$ 18,976</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>

ACCOUNT NUMBER EXPLANATION

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

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



# City of Seal Beach

# FY 2014-2015

DEPARTMENT: Finance  
 FUND: 204 Heron Pointe CFD

Account Code: 204-460

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional	204-460-44000	\$ 7,976	\$ 8,000	\$ 8,000	\$ 8,000
Transfers Out	204-460-47000	11,000	11,000	11,000	11,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 18,976</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 18,976</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>

## FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 40,474	\$ 46,800	\$ 46,800	\$ 53,000
Revenues	25,302	25,200	25,200	25,300
Expenditures	(18,976)	(19,000)	(19,000)	(19,000)
Ending Fund Balance	<b>\$ 46,800</b>	<b>\$ 53,000</b>	<b>\$ 53,000</b>	<b>\$ 59,300</b>

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

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ -	\$ -	\$ -	\$ 16,800
Maintenance and Operations	65,366	67,500	67,500	67,500
<b>TOTAL</b>	<b>\$ 65,366</b>	<b>\$ 67,500</b>	<b>\$ 67,500</b>	<b>\$ 84,300</b>

ACCOUNT NUMBER EXPLANATION

43750	Water Services	Water service expense
44000	Contract Professional Svcs	Spectrum Landscape Services, Willdan Financial Services, and Bank of New York
47000	Transfer out	Transfers to General Fund for Admin Costs Tax (A & B)

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

# City of Seal Beach

## FY 2014-2015

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	205-470-40001	\$ -	\$ -	\$ -	\$ 12,800
Deferred Compensation-Cafeteria	205-470-40010	-	-	-	400
Deferred Compensation	205-470-40011	-	-	-	200
PERS Retirement	205-470-40012	-	-	-	1,700
Medical Insurance	205-470-40014	-	-	-	1,000
Medicare Insurance	205-470-40017	-	-	-	200
Life and Disability	205-470-40018	-	-	-	200
Vacation Buy/Payout	205-470-40027	-	-	-	300
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,800</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Water Services	205-470-43750	\$ 3,973	\$ 5,000	\$ 5,000	\$ 5,000
Contract Professional Services	205-470-44000	27,698	28,800	28,800	28,800
Transfer Out	205-470-47000	15,000	15,000	15,000	15,000
Contract Professional Services	205-480-44000	7,695	7,700	7,700	7,700
Transfers Out	205-480-47000	11,000	11,000	11,000	11,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 65,366</b>	<b>\$ 67,500</b>	<b>\$ 67,500</b>	<b>\$ 67,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 65,366</b>	<b>\$ 67,500</b>	<b>\$ 67,500</b>	<b>\$ 84,300</b>

### FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 199,097	\$ 211,444	\$ 211,444	\$ 219,944
Revenues	77,713	76,000	76,000	76,200
Expenditures	(65,366)	(67,500)	(67,500)	(84,300)
Ending Fund Balance	<b>\$ 211,444</b>	<b>\$ 219,944</b>	<b>\$ 219,944</b>	<b>\$ 211,844</b>



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# WATER OPERATIONS AND CIP

## **Managing Department Head:**

Director of Public Works

## **Mission Statement**

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

## **Primary Activities**

Regular activities - Primary activities include producing and disinfecting water, 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 Los Alamitos, City of Huntington Beach, California Dept. of Health, Air Quality Management District, Dept. of Water Resources, OSHA, Environmental Protection Agency, Metropolitan Water District, Orange County Water District, Municipal Water District of Orange county, West Orange County Water Board and Golden State Water Company.

## **Objectives**

- The City's water system is 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 2014 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.

# City of Seal Beach

## FY 2014-2015

DEPARTMENT: Public Works  
 FUND: 017 Water Fund - Operations

Account Code: 017-900

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 1,156,365	\$ 1,303,100	\$ 1,257,000	\$ 1,385,800
Maintenance and Operations	2,601,472	2,931,113	2,907,013	2,895,300
<b>TOTAL</b>	<b>\$ 3,757,837</b>	<b>\$ 4,234,213</b>	<b>\$ 4,164,013</b>	<b>\$ 4,281,100</b>

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
40026	Comp time Buy/Payout	Employee benefits costs
40027	Vacation Buy/Payout	Employee benefits costs
40028	Sick Payout	Employee benefits costs
40100	Office Supplies	Postage for water bills, water billing forms, office supplies, publications
40300	Memberships and Dues	State Water Distrib. & Treatment licenses, AWWA, OC Backflow, USC Cross Connection Control
40400	Training and Meetings	Finance Billing training, Water Dept State required training
40700	Equipment/Materials	Replacement parts for fire hydrants, valves, fittings, parts for wells and booster stations, water meters, chlorination supplies and tools for water department
40800	Special Departmental	Datamatic hand held and annual maintenance, Springbrook annual maintenance, and credit card charges (BofA & Payment Resource)
40900	Depreciation	Fixed asset annual depreciation
41000	Telephone	Telephone lines for station alarms, emergency cell phone on-call
41010	Gas	Natural gas for water wells and booster station
41020	Electricity	Electricity for water stations and adding new Lampson Well which will run on electric

44000	Contract Professional	Water quality laboratory testing, landscape maintenance-Beverly Manor uniforms, pump maintenance, backup power maintenance, annual water quality report, underground service alert, professional engineering services regulatory required testing, water break repairs and Local Coastal Planning consultant
44050	Overhead	Administrative expenses calculated for department
45000	Intergovernmental	MWD imported water, OCWD replenishment charge, OC hazmat facility charge, AQMD permits, WOCWB feeder line and MWD connection fees
47999	Interest Payments	Economic Development Administrative Loan - Department of Commerce



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# City of Seal Beach

# FY 2014-2015

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

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	017-900-40001	\$ 782,555	\$ 927,300	\$ 836,100	\$ 936,000
Temporary Special Pay	017-900-40002	489	-	-	-
Over-time	017-900-40003	43,038	35,000	50,600	40,000
Part-time	017-900-40004	67,349	44,200	75,200	75,000
Holiday Pay	017-900-40005	-	-	-	800
Tuition Reimbursement	017-900-40007	4,550	5,000	5,000	5,000
Auto Allowance	017-900-40008	-	-	-	600
Cell Phone Allowance	017-900-40009	7	-	-	1,800
Deferred Comp - Cafeteria	017-900-40010	2,481	3,100	11,000	14,500
Deferred Compensation	017-900-40011	14,025	17,100	16,000	17,100
PERS Retirement	017-900-40012	124,166	115,400	108,500	122,800
PARS Retirement	017-900-40013	1,035	1,000	1,100	1,000
Medical Insurance	017-900-40014	85,672	126,800	108,800	131,000
AFLAC - Cafeteria	017-900-40015	-	-	100	300
Medicare Insurance	017-900-40017	10,924	15,000	12,700	15,300
Life and Disability	017-900-40018	8,376	10,100	10,100	13,100
FICA	017-900-40019	-	100	100	100
Uniform Allowance	017-900-40020	-	-	-	1,000
Annual Education	017-900-40021	-	-	-	500
Flexible Spending - Cafeteria	017-900-40022	11	-	200	200
Comp-time Buy/Payout	017-900-40026	1,896	-	14,000	-
Vacation Buy/Payout	017-900-40027	9,791	3,000	7,400	9,700
Sick Payout	017-900-40028	-	-	100	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 1,156,365</b>	<b>\$ 1,303,100</b>	<b>\$ 1,257,000</b>	<b>\$ 1,385,800</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	017-900-40100	\$ 33,371	\$ 28,600	\$ 28,600	\$ 28,600
Membership and Dues	017-900-40300	1,617	1,600	2,500	2,500
Training and Meetings	017-900-40400	3,171	5,500	5,500	5,500
Equipment/Materials	017-900-40700	53,404	100,000	75,000	113,100
Special Departmental	017-900-40800	36,868	33,000	33,000	35,000
Depreciation	017-900-40900	41,030	41,400	41,400	41,400
Telephone	017-900-41000	9,310	10,700	10,700	10,700
Gas	017-900-41010	19,004	35,000	35,000	35,000
Electricity	017-900-41020	166,751	160,000	160,000	160,000
Contract Prof Svcs	017-900-44000	87,596	236,513	236,513	188,500
Overhead	017-900-44050	324,500	324,500	324,500	324,500
Intergovernmental	017-900-45000	1,820,448	1,950,500	1,950,500	1,950,500
Interest Payment	017-900-47999	4,402	3,800	3,800	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 2,601,472</b>	<b>\$ 2,931,113</b>	<b>\$ 2,907,013</b>	<b>\$ 2,895,300</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 3,757,837</b>	<b>\$ 4,234,213</b>	<b>\$ 4,164,013</b>	<b>\$ 4,281,100</b>

## FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 6,820,465	\$ 6,695,179	\$ 6,695,179	\$ 5,949,266
Revenues	3,632,551	3,437,700	3,418,100	3,428,500
Expenditures	(3,757,837)	(4,234,213)	(4,164,013)	(4,281,100)
Ending Fund Balance	<u>\$ 6,695,179</u>	<u>\$ 5,898,666</u>	<u>\$ 5,949,266</u>	<u>\$ 5,096,666</u>

DEPARTMENT: Public Works  
 FUND: 019 Water Capital Improvement Fund

Account Code: 019-950

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 504,699	\$ 3,678,663	\$ 2,011,000	\$ 4,726,000
<b>TOTAL</b>	<u>\$ 504,699</u>	<u>\$ 3,678,663</u>	<u>\$ 2,011,000</u>	<u>\$ 4,726,000</u>

ACCOUNT NUMBER EXPLANATION

40900	Depreciation	Fixed asset annual depreciation
49605	Construction-Capital Projects	Various Contractors for capital projects

City of Seal Beach

FY 2014-2015

DEPARTMENT: Public Works  
 FUND: 019 Water Capital Improvement Fund

Account Code: 019-950

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Depreciation	019-950-40900	\$ 510,002	\$ 511,000	\$ 511,000	\$ 511,000
Construction - Capital Projects	019-950-49605	(5,303)	3,167,663	1,500,000	4,215,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 504,699</u>	<u>\$ 3,678,663</u>	<u>\$ 2,011,000</u>	<u>\$ 4,726,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 504,699</u>	<u>\$ 3,678,663</u>	<u>\$ 2,011,000</u>	<u>\$ 4,726,000</u>

FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 17,453,521	\$ 18,292,332	\$ 18,292,332	\$ 17,671,432
Revenues	1,343,510	1,395,600	1,390,100	1,401,600
Expenditures	(504,699)	(3,678,663)	(2,011,000)	(4,726,000)
Ending Fund Balance	<u>\$ 18,292,332</u>	<u>\$ 16,009,269</u>	<u>\$ 17,671,432</u>	<u>\$ 14,347,032</u>

DEPARTMENT:

Public Works

Account Code:

021-980

FUND:

021 Vehicle Replacement Fund

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ -	\$ -	\$ -	\$ -
Capital Outlay	39,288	116,549	116,549	215,400
<b>TOTAL</b>	<u>\$ 39,288</u>	<u>\$ 116,549</u>	<u>\$ 116,549</u>	<u>\$ 215,400</u>

ACCOUNT NUMBER EXPLANATION

40900	Depreciation	Annual depreciation expense
48075	Vehicles	Vehicle Replacement

City of Seal Beach

FY 2014-2015

DEPARTMENT: Public Works  
 FUND: 021 Vehicle Replacement Fund

Account Code: 021-980

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>CAPITAL OUTLAY</b>					
Depreciation	021-980-40900	\$ 33,768	\$ 43,900	\$ 43,900	\$ 43,900
Vehicles	021-980-48075	5,520	72,649	72,649	171,500
<b>TOTAL CAPITAL OUTLAY</b>		<u>\$ 39,288</u>	<u>\$ 116,549</u>	<u>\$ 116,549</u>	<u>\$ 215,400</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 39,288</u>	<u>\$ 116,549</u>	<u>\$ 116,549</u>	<u>\$ 215,400</u>

FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 2,147,892	\$ 2,454,257	\$ 2,454,257	\$ 2,647,708
Revenues	345,654	310,000	310,000	310,000
Expenditures	(39,288)	(116,549)	(116,549)	(215,400)
Ending Fund Balance	<u>\$ 2,454,257</u>	<u>\$ 2,647,708</u>	<u>\$ 2,647,708</u>	<u>\$ 2,742,308</u>



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# SEWER OPERATIONS AND CIP

## **Managing Department Head:**

Director of Public Works

## **Mission Statement**

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

## **Primary Activities**

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

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

## **Objectives**

- The Public Works Department has made significant progress in its undertaking of a large capital improvement program to replace the majority of the infrastructure. Due to its age, much of the system is at the end of its useful life.
- The Department has reconstructed five of the City's seven lift stations within the past 10 years, eliminated 2 pump stations, replaced 10 blocks of sewer mainline and replaced the force main on Seal Beach Blvd. The Department will continue its aggressive capital improvement program and on-going maintenance.
- In addition, the City Council approved a 2005 update to the Sewer Master Plan with a \$15 million dollar Capital Improvement Program supported by increased user rates. New requirements from EPA and the Regional Quality Water Board will focus more energy in the maintenance and operation of the system. In response to these requirements, the Department has also prepared a Preventative Maintenance Plan, an Emergency Response Plan, sewer grease ordinance and a Fats Oils and Grease Program.
- The Sewer Master Plan will be updated in FY 2014-15 with a Sewer Rate Study to insure that rates are accurately set.

DEPARTMENT: Public Works  
 FUND: 043 Sewer Operations

Account Code: 043-925

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Personnel Services	\$ 468,300	\$ 682,500	\$ 571,400	\$ 670,400
Maintenance and Operations	206,826	414,219	428,919	298,300
<b>TOTAL</b>	<b>\$ 675,126</b>	<b>\$ 1,376,719</b>	<b>\$ 1,280,319</b>	<b>\$ 968,700</b>

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 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
40019	FICA	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
40100	Office Supplies	Office supplies
40300	Memberships and Dues	California Water Environment Association certification and dues
40400	Training and Meetings	Training and education
40700	Equipment/Materials	Electrical supplies, valves, pumps, chemicals, tools & equipment.
40900	Depreciation	Annual depreciation of sewer fixed assets
41000	Telephone	Telephone lines to sewer stations, emergency phones, pagers
41010	Gas	Natural gas for sewer station engines and emergency generators.
41020	Electricity	Electricity at sewer pump stations
44000	Contract Professional Svcs	Pump station maintenance and emergency call outs, sewer cleaning, video taping, FOG program, landscape maintenance, uniforms, professional services, and emergency spot repairs
44050	Overhead	Administrative expenses calculated for department
45000	Intergovernmental	State permits and fees, AQMD, OC Health Care, OC tax, City of Huntington Beach for Sunset Aquatic Park
48075	Vehicles	Sewer vacuum truck



# City of Seal Beach

## FY 2014-2015

DEPARTMENT: Public Works  
 FUND: 043 Sewer Operations  
 Account Code: 043-925

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	043-925-40001	\$ 340,921	\$ 500,900	\$ 412,200	\$ 469,200
Temporary Special Pay	043-925-40002	26	-	-	-
Over-time	043-925-40003	9,293	10,500	10,500	15,000
Part-time	043-925-40004	13,550	9,100	9,100	24,400
Holiday Pay	043-925-40005	-	-	-	800
Auto Allowance	043-925-40008	-	-	-	600
Cell Phone Allowance	043-925-40009	7	-	-	1,500
Deferred Comp - Cafeteria	043-925-40010	1,388	2,700	4,400	4,600
Deferred Comp	043-925-40011	6,738	11,000	9,900	10,400
PERS Retirement	043-925-40012	51,111	64,200	50,100	64,100
PARS Retirement	043-925-40013	188	100	100	300
Medical Insurance	043-925-40014	35,091	68,000	58,600	55,600
AFLAC Cafeteria	043-925-40015	-	-	200	400
Medicare Insurance	043-925-40017	4,154	8,000	5,700	7,800
Life and Disability	043-925-40018	3,228	5,400	5,400	5,700
FICA	043-925-40019	-	100	100	100
Uniform Allowance	043-925-40020	-	-	-	1,000
Annual Education	043-925-40021	-	-	-	500
Flexible Spending - Cafeteria	043-925-40022	11	-	100	200
Cafeteria - Taxable	043-925-40023	-	-	200	-
Comp time Buy/Payout	043-925-40026	353	-	800	-
Vacation Buy/Payout	043-925-40027	2,241	2,500	4,000	8,200
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 468,300</b>	<b>\$ 682,500</b>	<b>\$ 571,400</b>	<b>\$ 670,400</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	043-925-40100	\$ 314	\$ 1,297	\$ 1,297	\$ 1,000
Membership and Dues	043-925-40300	324	1,500	1,500	1,500
Training and Meetings	043-925-40400	435	2,500	2,500	2,000
Equipment and Materials	043-925-40700	15,277	20,000	34,700	42,000
Depreciation	043-925-40900	8,439	10,000	10,000	10,000
Telephone	043-925-41000	7,879	7,500	7,500	7,500
Gas	043-925-41010	498	500	500	500
Electricity	043-925-41020	25,700	28,800	28,800	28,800
Contract Prof Svcs	043-925-44000	88,892	263,122	263,122	126,000
Overhead	043-925-44050	54,000	54,000	54,000	54,000
Intergovernmental	043-925-45000	5,068	25,000	25,000	25,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 206,826</b>	<b>\$ 414,219</b>	<b>\$ 428,919</b>	<b>\$ 298,300</b>
<b>CAPITAL OUTLAY</b>					
Vehicles	043-925-48075	\$ -	\$ 280,000	\$ 280,000	\$ -
<b>TOTAL CAPITAL OUTLAY</b>		<b>\$ -</b>	<b>\$ 280,000</b>	<b>\$ 280,000</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 675,126</b>	<b>\$ 1,376,719</b>	<b>\$ 1,280,319</b>	<b>\$ 968,700</b>

### FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 1,970,113	\$ 2,080,255	\$ 2,080,255	\$ 1,535,206
Revenues	785,268	738,000	735,270	735,300
Expenditures	(675,126)	(1,376,719)	(1,280,319)	(968,700)
Ending Fund Balance	<u>\$ 2,080,255</u>	<u>\$ 1,441,536</u>	<u>\$ 1,535,206</u>	<u>\$ 1,301,806</u>

DEPARTMENT: Public Works  
 FUND: 044 Sewer Capital

Account Code: 044-975

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 845,352	\$ 7,248,972	\$ 3,772,700	\$ 4,587,400
<b>TOTAL</b>	<u>\$ 845,352</u>	<u>\$ 7,248,972</u>	<u>\$ 3,772,700</u>	<u>\$ 4,587,400</u>

Account Number Explanation

40900	Depreciation	Annual depreciation expense
44000	Contract Professional	Consulting services related to capital improvement Specialized sanitary sewer consultant
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 2014-2015

DEPARTMENT: Public Works  
 FUND: 044 Sewer Capital

Account Code: 044-975

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Depreciation	044-975-40900	\$ 560,675	\$ 562,000	\$ 562,000	\$ 562,000
Contract Prof Svcs	044-975-44000	-	10,000	-	-
Amortization	044-975-47600	88,125	4,500	4,500	12,100
Interest Expense	044-975-47999	192,694	206,200	206,200	223,300
Construction - Capital Projects	044-975-49605	3,858	6,466,272	3,000,000	3,790,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 845,352</u>	<u>\$ 7,248,972</u>	<u>\$ 3,772,700</u>	<u>\$ 4,587,400</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 845,352</u>	<u>\$ 7,248,972</u>	<u>\$ 3,772,700</u>	<u>\$ 4,587,400</u>

FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 18,295,177	\$ 19,371,935	\$ 19,371,935	\$ 17,316,235
Revenues	1,922,110	1,515,500	1,717,000	1,722,800
Expenditures	(845,352)	(7,248,972)	(3,772,700)	(4,587,400)
Ending Fund Balance	<u>\$ 19,371,935</u>	<u>\$ 13,638,463</u>	<u>\$ 17,316,235</u>	<u>\$ 14,451,635</u>



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

		<b>Approved Carry over 2013-2014 Budget</b>	<b>2014-15 Adopted Budget</b>	<b>2014-15 Total</b>
Fund 001	General Fund	\$ 2,830,000	\$ 365,000	\$ 3,195,000
Fund 004	Special Projects	-	22,000	22,000
Fund 019	Water Capital Fund	2,465,000	1,750,000	4,215,000
Fund 040	State Gas Tax	455,000	310,000	765,000
Fund 042	Measure M2	620,000	475,000	1,095,000
Fund 044	Sewer Capital Fund	3,415,000	375,000	3,790,000
Fund 049	Traffic Impact	140,000	-	140,000
Fund 050	Seal Beach Cable	225,000	-	225,000
Fund 080	Citywide Grants	1,586,700	-	1,586,700
Fund 201	CFD Landscape	-	100,000	100,000
<b>TOTAL</b>		<b><u>\$ 11,736,700</u></b>	<b><u>\$ 3,397,000</u></b>	<b><u>\$ 15,133,700</u></b>

Capital Project (Fund 045)	\$ 7,128,700
Water Capital Project (Fund 019)	4,215,000
Sewer Capital Project (Fund 044)	<u>3,790,000</u>
<b>Total Capital Project - All Funds</b>	<b><u>\$ 15,133,700</u></b>

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 2014-2015 include, but not limited to Pier Upgrades Project (Utilities, Decking, Structural, etc), City Council Chamber Remodel, North Community Center Remodel, Beverly Manor Reservoir Rehabilitation, Water and Sewer Rate Studies, Traffic Management Center Upgrades, and Old Town Signage Improvements.

For the FY 2014-2015, the total Capital Improvement Project budget is \$7,128,700, which excludes the Water and Sewer Capital Funds, only \$3,195,000 is General Fund. The remaining balance of \$3,933,700 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 2014-2015

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

Capital Fund: 045, 019, & 044

Project Number	Description	Approved Carry over 2013-2014 Budget	2014-15 Adopted Budget	2014-15 Total
<b>Fund 001 General Fund</b>				
BG1203	Underground Storage Tank Remediation	\$ 10,000	\$ 10,000	\$ 20,000
BG1302	Emergency Backup Power for City Hall/FS 44/Lifeguards HQ	400,000	-	400,000
BG1504	Citywide Financial Information System	-	100,000	100,000
BP1002	Pier Utility Upgrade Project	300,000	-	300,000
BP1004	Pier Re-Decking Final Phase	300,000	-	300,000
BP1102	Local Coastal Plan	80,000	-	80,000
BP1103	Pier Structural Assessment Implementation	100,000	-	100,000
BP1501	5 Year Pier Structural Assessment Report	-	100,000	100,000
PR1501	Annual Citywide Court Rehabilitation (Tennis/Basketball)	-	30,000	30,000
ST1507	Annual Street Tree Planting Program	-	20,000	20,000
ST1510	PCH and Anderson Landscape Improvements	-	50,000	50,000
<b>Subtotal for General Fund</b>		<b>1,190,000</b>	<b>310,000</b>	<b>1,500,000</b>
<b>001 - 29013 Buildings Assigned Fund Balance</b>				
BG1401	Council Chamber Remodel	300,000	-	300,000
BG1501	North Community Center Remodel	-	25,000	25,000
BG1502	Mary Wilson Library Carpet Replacement	-	5,000	5,000
BG1503	City Flagpole Lighting Improvement	-	25,000	25,000
<b>Subtotal for Building Assigned Fund Balance</b>		<b>300,000</b>	<b>55,000</b>	<b>355,000</b>
<b>001 - 29013 Old Town Assigned Fund Balance</b>				
ST1203	Main Street Lighting Improvement	240,000	-	240,000
<b>Subtotal for Old Town Assigned Fund Balance</b>		<b>240,000</b>	<b>-</b>	<b>240,000</b>
<b>001 - 29014 Swimming Pool Assigned Fund Balance</b>				
BG0904	New Swimming Pool	400,000	-	400,000
<b>Subtotal for Swimming Pool Assigned Fund Balance</b>		<b>400,000</b>	<b>-</b>	<b>400,000</b>
<b>001 - 29012 Storm Drain Assigned Fund Balance</b>				
SD1401	College Park East Storm Drain Master Plan Improvement	700,000	-	700,000
<b>Subtotal for Storm Drain Assigned Fund Balance</b>		<b>700,000</b>	<b>-</b>	<b>700,000</b>
<b>Total General Fund Requests:</b>		<b>2,830,000</b>	<b>365,000</b>	<b>3,195,000</b>
<b>Fund 004 Special Projects</b>				
BG1501	North Community Center Remodel	-	22,000	22,000
<b>Total Special Projects Requests:</b>		<b>-</b>	<b>22,000</b>	<b>22,000</b>
<b>Fund 019 Water Capital Fund</b>				
BG1403	City Yard Building Improvement Project	135,000	-	135,000
BP1002	Pier Utility Upgrade Project	450,000	-	450,000
BP1102	Local Coastal Plan	80,000	-	80,000
WT0904	Water Station Rehab. - Beverly Manor	1,200,000	1,500,000	2,700,000
WT1103	Lampson Well Water Connection Improvement	400,000	-	400,000
WT1301	Main Line Replacement Hellman Ranch Permits	50,000	50,000	100,000
WT1401	Ocean Ave. Alley (First St. to 6th)	150,000	-	150,000
WT1501	Water Rate Study Update	-	100,000	100,000
WT1504	Citywide Water Meter Replacement Study	-	100,000	100,000
<b>Total Water Fund Requests:</b>		<b>2,465,000</b>	<b>1,750,000</b>	<b>4,215,000</b>

# CAPITAL IMPROVEMENT PROJECTS

FY 2014-2015

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

Capital Fund: 045, 019, & 044

Project Number	Description	Approved Carry over 2013-2014 Budget	2014-15 Adopted Budget	2014-15 Total
<b>Fund 040 State Gas Tax</b>				
ST1408	Traffic Management Center Upgrade	75,000	-	75,000
ST1409	Westminster Ave. Rehabilitation	380,000	-	380,000
ST1501	Annual Slurry Seal Project	-	100,000	100,000
ST1504	Annual Concrete Repair Program	-	50,000	50,000
ST1505	Annual Striping program	-	50,000	50,000
ST1506	Annual Signage Replacement	-	10,000	10,000
ST1508	Old Town Parking and Signage Improvement	-	100,000	100,000
<b>Total Gas Tax Fund Requests:</b>		<b>455,000</b>	<b>310,000</b>	<b>765,000</b>
<b>Fund 042 Measure M2</b>				
ST1502	Local Street Resurfacing Program	-	275,000	275,000
ST1503	Arterial Street Resurfacing Program	-	200,000	200,000
ST1409	Westminster Ave. Rehabilitation	620,000	-	620,000
<b>Total Measure M2 Fund Requests:</b>		<b>620,000</b>	<b>475,000</b>	<b>1,095,000</b>
<b>Fund 044 Sewer Capital Fund</b>				
BG1302	Emergency Backup Power for City Hall/FS 44/Lifeguards HQ	100,000	-	100,000
BG1403	City Yard Building Improvement Project	135,000	-	135,000
BP1002	Pier Utility Upgrade Project	450,000	-	450,000
BP1102	Local Coastal Plan	80,000	-	80,000
SS0901	10 Year Sewer Imp. Master Plan (8 <sup>th</sup> St & Pier P.S.)	2,500,000	-	2,500,000
SS1301	Sewer System Master Plan Update	-	250,000	250,000
SS1501	Manhole Rehabilitation	-	25,000	25,000
SS1401	Sewer Rate Study	-	100,000	100,000
WT1401	Ocean Ave. Alley (First St. to 6th)	150,000	-	150,000
<b>Total Sewer Fund Requests:</b>		<b>3,415,000</b>	<b>375,000</b>	<b>3,790,000</b>
<b>Fund 049 Traffic Impact</b>				
ST1207	Seal Beach Comprehensive Parking Management Plan	140,000	-	140,000
<b>Total Traffic Impact Requests:</b>		<b>140,000</b>	<b>-</b>	<b>140,000</b>
<b>Fund 050 Seal Beach Cable Foundation</b>				
BG1402	SBTV3 Control Room Upgrades	225,000	-	225,000
<b>Total Seal Beach Cable Foundation Fund Requests:</b>		<b>225,000</b>	<b>-</b>	<b>225,000</b>
<b>Fund 080 Citywide Grants</b>				
<i>080-361/364 Grant Reimb.</i>				
ST1408	Traffic Management Center Upgrade (361)	586,700	-	586,700
ST1409	Westminster Ave. Rehabilitation (364)	1,000,000	-	1,000,000
<b>Total Citywide Grant Fund Requests:</b>		<b>1,586,700</b>	<b>-</b>	<b>1,586,700</b>
<b>Fund 201 CFD Landscape</b>				
ST1509	Westminster Ave Median Improvement	-	100,000	100,000
<b>Total Community Facilities District Requests:</b>		<b>-</b>	<b>100,000</b>	<b>100,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 11,736,700</b>	<b>\$ 3,397,000</b>	<b>\$ 15,133,700</b>

DEPARTMENT: Public Works  
 FUND: 045 Capital Project Fund

Account Code: 045-333

	<u>2012-2013 Actual</u>	<u>2013-2014 Amended Budget</u>	<u>2013-2014 Estimated</u>	<u>2014-2015 Adopted Budget</u>
Maintenance and Operations	\$ 3,316,684	\$ 8,004,319	\$ 3,589,003	\$ 7,128,700
<b>TOTAL</b>	<u>\$ 3,316,684</u>	<u>\$ 8,004,319</u>	<u>\$ 3,589,003</u>	<u>\$ 7,128,700</u>

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Various Contractors for capital projects



City of Seal Beach

FY 2014-2015

DEPARTMENT: Public Works  
 FUND: 045 Capital Project Fund

Account Code: 045-333

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional Svcs	045-333-44000	\$ 3,316,684	\$ 8,004,319	\$ 3,589,003	\$ 7,128,700
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 3,316,684</u>	<u>\$ 8,004,319</u>	<u>\$ 3,589,003</u>	<u>\$ 7,128,700</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 3,316,684</u>	<u>\$ 8,004,319</u>	<u>\$ 3,589,003</u>	<u>\$ 7,128,700</u>

FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 87,374	\$ 89,003	\$ 89,003	\$ 0
Revenues	3,318,313	8,004,319	3,500,000	7,128,700
Expenditures	(3,316,684)	(8,004,319)	(3,589,003)	(7,128,700)
Ending Fund Balance	<u>\$ 89,003</u>	<u>\$ 89,003</u>	<u>\$ 0</u>	<u>\$ 0</u>



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# SUCCESSOR AGENCY TO SB RDA

## **Managing Department Head:**

Director of Finance/City Treasurer

## **Mission Statement**

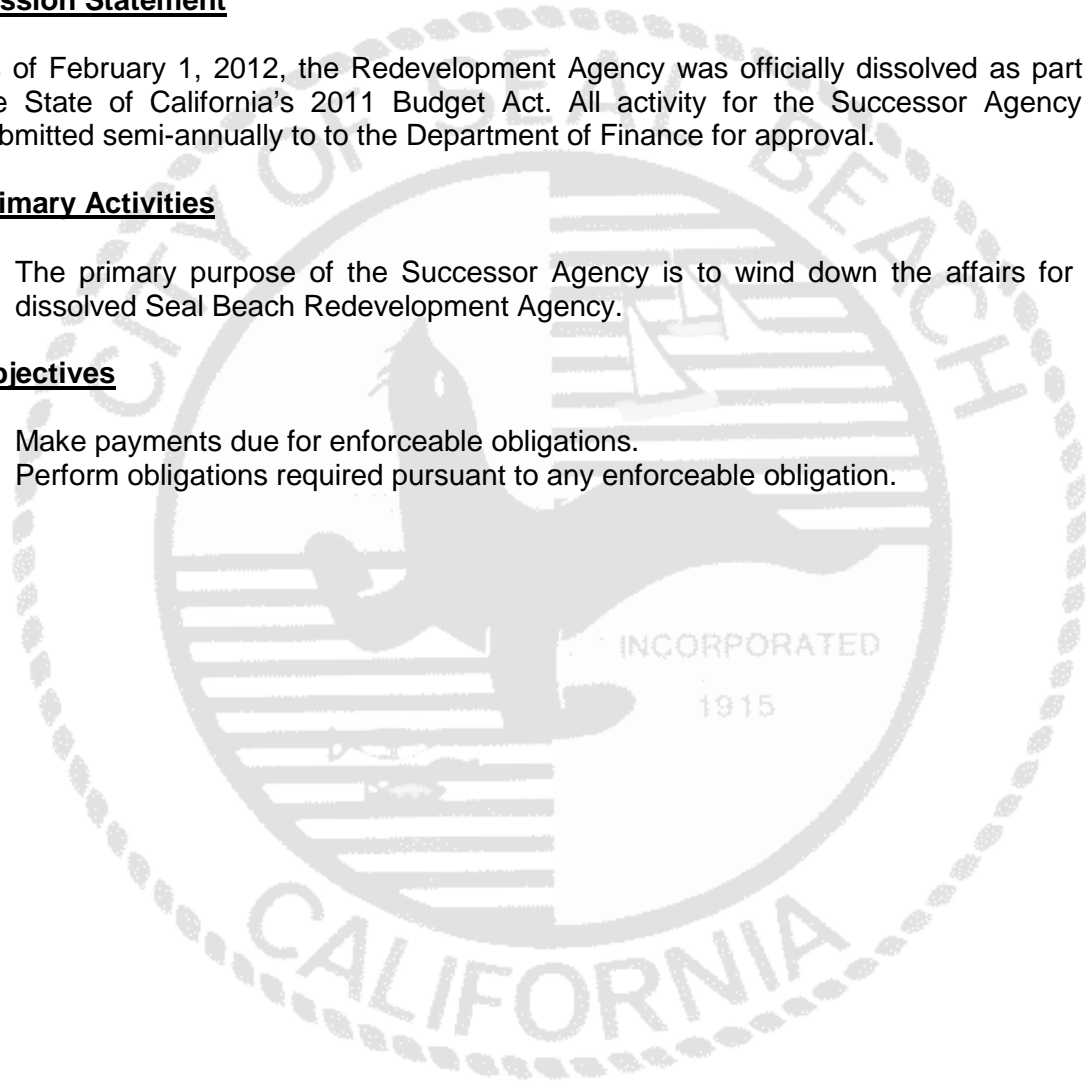
As of February 1, 2012, the Redevelopment Agency was officially dissolved as part of the State of California's 2011 Budget Act. All activity for the Successor Agency is submitted semi-annually to the Department of Finance for approval.

## **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.



# City of Seal Beach

# FY 2014-2015

**DEPARTMENT:** Finance  
**FUND:** 300 RDA - Riverfront Fund

**Account Code:** 300-063

	<b>2012-2013 Actual</b>	<b>2013-2014 Amended Budget</b>	<b>2013-2014 Estimated</b>	<b>2014-2015 Adopted Budget</b>
Maintenance and Operations	\$ 3,803,296	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 3,803,296</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

ACCOUNT NUMBER EXPLANATION

40900	Depreciation	Depreciation expense
44000	Contract Professional Svcs	Agency audit expenses.
47001	Project/Admin Allowance exp	Transfer to GF for admin allowance and project SD1201
47889	Extraordinary Gain/Loss	Payment to Orange County

DEPARTMENT: Finance  
 FUND: 300 RDA - Riverfront Fund

Account Code: 300-063

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Depreciation	300-063-40900	\$ 32,048	\$ -	\$ -	\$ -
Contract Prof. Svcs	300-063-44000	6,681	-	-	-
Project/Admin Allowance Exp	300-063-47001	910,171	-	-	-
Extraordinary Gain/Loss	300-063-47889	2,854,396	-	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 3,803,296</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 3,803,296</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**FUND BALANCE ANALYSIS**

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 4,592,403	\$ 792,444	\$ 792,444	\$ 793,344
Revenues	3,337	-	900	-
Expenditures	(3,803,296)	-	-	-
Ending Fund Balance	<u>\$ 792,444</u>	<u>\$ 792,444</u>	<u>\$ 793,344</u>	<u>\$ 793,344</u>

DEPARTMENT: Finance  
 FUND: 301 RDA - Riverfront Low/Mod Fund

Account Code: 301-061

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 3,184,799	\$ -	\$ -	\$ -
<b>TOTAL</b>	<u>\$ 3,184,799</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

ACCOUNT NUMBER EXPLANATION

45050	Low/Mod Housing Exp	Seal Beach Shores rental assistance, Seal Beach Shores loan repayment and Low/Mod Grants and Loans.
47889	Extraordinary Gain/Loss	Payment to Orange County

DEPARTMENT: Finance  
 FUND: 301 RDA - Riverfront Low/Mod Fund

Account Code: 301-061

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Low/Mod Housing Exp	301-061-45050	\$ 180,000	\$ -	\$ -	\$ -
Extraordinary Gain/Loss	301-061-47889	3,004,799	-	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 3,184,799</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 3,184,799</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**FUND BALANCE ANALYSIS**

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 3,005,890	\$ 21,417	\$ 21,417	\$ 21,417
Revenues	200,326	-	-	-
Expenditures	(3,184,799)	-	-	-
Ending Fund Balance	<b>\$ 21,417</b>	<b>\$ 21,417</b>	<b>\$ 21,417</b>	<b>\$ 21,417</b>

DEPARTMENT: Finance  
 FUND: 302 RDA - Debt Service Fund

Account Code: 302-065

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 3,646	\$ -	\$ -	\$ -
Debt Service	330,684	-	229,500	204,300
<b>TOTAL</b>	<b>\$ 334,330</b>	<b>\$ -</b>	<b>\$ 229,500</b>	<b>\$ 204,300</b>

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional Svcs	Bank of New York admin expense.
47999	Interest Expense	Debt service interest - Tax Allocation Bonds A & B



# City of Seal Beach

## FY 2014-2015

DEPARTMENT: Finance  
 FUND: 302 RDA - Debt Service Fund

Account Code: 302-065

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Prof Svcs.	302-065-44000	\$ 3,646	\$ -	\$ -	\$ -
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 3,646</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>DEBT SERVICE</b>					
Interest Expense	302-065-47999	\$ 330,684	\$ -	\$ 229,500	\$ 204,300
<b>TOTAL DEBT SERVICE</b>		<b>\$ 330,684</b>	<b>\$ -</b>	<b>\$ 229,500</b>	<b>\$ 204,300</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 334,330</b>	<b>\$ -</b>	<b>\$ 229,500</b>	<b>\$ 204,300</b>

### FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ (4,384,232)	\$ (3,992,160)	\$ (3,992,160)	\$ (3,497,338)
Revenues	726,402	-	724,322	719,300
Expenditures	(334,330)	-	(229,500)	(204,300)
Ending Fund Balance	<b>\$ (3,992,160)</b>	<b>\$ (3,992,160)</b>	<b>\$ (3,497,338)</b>	<b>\$ (2,982,338)</b>

DEPARTMENT: Finance  
 FUND: 303 RDA - Tax Increment Fund

Account Code: 303-067

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 222,629	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 222,629</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

ACCOUNT NUMBER EXPLANATION

47000	Transfer Out	Debt service transfer to Fund 302
47889	Extraordinary Gain/Loss	Payment to Orange County

DEPARTMENT: Finance  
 FUND: 303 RDA - Tax Increment Fund

Account Code: 303-067

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfer Out	303-067-47000	\$ 111,802	\$ -	\$ -	\$ -
Extraordinary Gain/Loss	303-067-47889	110,827	-	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 222,629</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 222,629</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**FUND BALANCE ANALYSIS**

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 229,123	\$ 211	\$ 211	\$ 211
Revenues	(6,283)	-	-	-
Expenditures	(222,629)	-	-	-
Ending Fund Balance	<u>\$ 211</u>	<u>\$ 211</u>	<u>\$ 211</u>	<u>\$ 211</u>

DEPARTMENT: Finance  
 FUND: 304 Retirement Obligation Fund

Account Code: 304-081

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Maintenance and Operations	\$ 1,251,740	\$ -	\$ 932,500	\$ 965,100
<b>TOTAL</b>	<b>\$ 1,251,740</b>	<b>\$ -</b>	<b>\$ 968,400</b>	<b>\$ 1,027,900</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	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
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40022	Life/Long Term Disability	Employee benefits costs
44000	Contract Professional Svcs	Agency audit expenses, legal services, and misc
44005	Property Tax Admin Fee	Orange County Administrative Fee.
45050	Low/Mod Housing set aside	20% set aside for Low/Mod Housing .
47000	Transfer Out	Debt service transfer to Fund 302
47001	Project/Admin Allowance exp	Transfer to GF for admin allowance and project SD1201
47889	Extraordinary Gain/Loss	Payment to Orange County

# City of Seal Beach

## FY 2014-2015

**DEPARTMENT:** Finance  
**FUND:** 304 Retirement Obligation Fund

**Account Code:** 304-081

Description	Account Number	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	304-081-40001	\$ -	\$ -	\$ 30,000	\$ 48,500
Auto Allowance	304-081-40008	-	-	-	500
Cell Allowance	304-081-40009	-	-	-	400
Deferred Comp - Cafeteria	304-081-40010	-	-	200	500
Deferred Comp	304-081-40011	-	-	1,000	1,900
PERS Retirement	304-081-40012	-	-	4,000	6,600
Medical Insurance	304-081-40014	-	-	-	2,900
Medicare	304-081-40017	-	-	600	900
Life/Long Term Disability	304-081-40022	-	-	100	600
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,900</b>	<b>\$ 62,800</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional	304-081-44000	\$ -	\$ -	20,000	63,300
Property Tax Fee	304-081-44005	-	-	2,500	2,500
Low/Mod Housing 20% set aside	304-081-45050	-	-	180,000	180,000
Transfer Out	304-081-47000	812,609	-	730,000	719,300
Project/Admin. Allowance Exp	304-081-47001	274,952	-	-	-
Extraordinary Gain/Loss	304-081-47889	164,179	-	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 1,251,740</b>	<b>\$ -</b>	<b>\$ 932,500</b>	<b>\$ 965,100</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,251,740</b>	<b>\$ -</b>	<b>\$ 968,400</b>	<b>\$ 1,027,900</b>

### FUND BALANCE ANALYSIS

	2012-2013 Actual	2013-2014 Amended Budget	2013-2014 Estimated	2014-2015 Adopted Budget
Beginning Fund Balance	\$ 665,838	\$ 771,957	\$ 771,957	\$ 84,244
Revenues	1,357,859	-	280,687	1,027,900
Expenditures	(1,251,740)	-	(968,400)	(1,027,900)
Ending Fund Balance	<u>\$ 771,957</u>	<u>\$ 771,957</u>	<u>\$ 84,244</u>	<u>\$ 84,244</u>



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# 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, 2015**

<b>Limit for FY 13/14</b>	<b>\$</b>	<b>25,480,537</b>
<b>2014/2015 per Capita Personal Income</b>		<b>0.9977</b>
<b>Product</b>		<b>25,421,932</b>
<b>2013/2014 Population Change (County)</b>		<b>1.0033</b>
<b>Appropriations Limit FY 14/15</b>	<b>\$</b>	<b><u>25,505,824</u></b>
<b>Appropriations Limit FY 14/15</b>		<b>25,505,824</b>
<b>Total FY 14/15 General Fund revenues subject to Appropriations Limit (Schedule A)</b>		<b><u>17,624,700</u></b>
<b>Unused Appropriations Limit</b>	<b>\$</b>	<b><u>7,881,124</u></b>

## 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, 2014, the City did not have any debt subject to the State Debt Limit.

Current General Fund debt obligations include capital leases for air conditioning and lighting for City buildings.

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 2014-2015. 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 7/1/2014	Requirements for Fiscal Year Ending June 30, 2015			Ending Outstanding Balance 6/30/2015
			Interest Payable	Principal Payment	Total	
<b><i>General Fund</i></b>						
<i>Capital Leases</i>						
Energy Efficiency Program	1,546,931	1,546,932	52,596	58,573	111,169	1,488,359
<b><i>Total General Fund</i></b>	<b>1,546,931</b>	<b>1,546,932</b>	<b>52,596</b>	<b>58,573</b>	<b>111,169</b>	<b>1,488,359</b>
<b><i>Water and Sewer Enterprise</i></b>						
State of CA Revolving Loan 10-838-550	2,644,015	2,416,036	62,817	106,963	169,780	2,309,073
State of CA Revolving Loan 10-842-550	2,125,112	2,125,112	19,690	57,556	77,246	2,067,556
2011 Installment Sales Agreement	3,310,000	2,835,000	134,520	130,000	264,520	2,705,000
<b><i>Total Water and Sewer Enterprise Funds</i></b>	<b>8,079,127</b>	<b>7,376,148</b>	<b>217,027</b>	<b>294,520</b>	<b>511,546</b>	<b>7,081,629</b>
<b><i>Pension Obligation</i></b>						
<i>Bond</i>						
Police Plan 2008A-2	8,775,000	5,270,000	276,307	859,000	1,135,307	4,411,000
<b><i>Total Pension Obligation Fund</i></b>	<b>8,775,000</b>	<b>5,270,000</b>	<b>276,307</b>	<b>859,000</b>	<b>1,135,307</b>	<b>4,411,000</b>
<b><i>Lease Revenue 2009 Bond</i></b>						
<i>Bond</i>						
Fire Station Project	6,300,000	4,095,000	146,081	420,000	566,081	3,675,000
<b><i>Total Lease Revenue Fund</i></b>	<b>6,300,000</b>	<b>4,095,000</b>	<b>146,081</b>	<b>420,000</b>	<b>566,081</b>	<b>3,675,000</b>
<b><i>Total All City Funds Outstanding Debt</i></b>	<b>24,701,058</b>	<b>18,288,080</b>	<b>692,010</b>	<b>1,632,093</b>	<b>2,324,103</b>	<b>16,655,988</b>

# 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

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**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

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**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

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**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.