



# *City of Seal Beach* Adopted Budget Fiscal Year 2018—2019



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



The City of Seal Beach Values:

Excellent Customer Service

Mutual Respect

Teamwork

Professionalism

Honest & Ethical Behavior

**City of Seal Beach  
California**

**FISCAL YEAR 2018-2019 BUDGET**



**CITY COUNCIL**

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

**EXECUTIVE OFFICERS**

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

**EXECUTIVE TEAM**

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

Prepared by  
Finance Department



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June 11, 2018

To: Honorable Mayor and Members of the City Council

From: Jill R. Ingram, City Manager

Re: Fiscal Year 2018 - 2019 Budget Message

In accordance with the City Charter I am submitting the proposed annual budget for Fiscal Year 2018 - 2019 for the City of Seal Beach. In this year the City's budgeted General Fund operating expenditures exceed operating revenues by \$89,200. This shortfall does not include funding for the two additional Police Officers approved by City Council earlier this year.

During the budget adoption process for the FY 2017 – 2018 fiscal year, staff identified some significant challenges in balancing the budget at that time. To balance the budget key positions such as the Director of Community Development were left vacant. This year proved even more challenging. Additional positions were left vacant and some service levels will be impacted.

Revenues continue to underperform in both Sales Tax and Utility Users' Tax. Because of the continued underperformance, the gap in the difference between revenues and expenses grew larger. Expenses related to retirement, public safety, insurance, and retiree health continued to grow as well. The size of the structural deficit was reduced due to the expected receipt of one-time revenues.

Throughout the budget process I stressed the need to prioritize the need of existing resources. The City utilizes a Zero-based Budgeting philosophy which means that each expenditure is re-evaluated very year. The City produces a Line-item Budget which provides for accountability at the department level and is more transparent to the reader.

Over the next few months staff will be working on a path to fiscal sustainability. The current fiscal challenges cannot continue to be met by keeping key positions vacant nor by deferring infrastructure renewal. The increasing structural deficit left unchecked will jeopardize the City's future significantly. City staff has already begun working on a plan to revitalize revenue in the City. In partnership with both businesses and residents a focus on economic development

including a “shop local” campaign is being planned. The future of Seal Beach as a vibrant small town is at the forefront of key decisions that need to be made in the very near term.

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

The personnel services portion of the Fiscal Year 2018 - 2019 expenditure budget has been prepared by projecting wages and salaries by position at current levels and adjusted by 3% for the changes in CPI and merit increases for various positions. This cost of living adjustment is based upon agreements with all of the bargaining units in the City.

The maintenance and operations, and capital outlay/improvements portions of the Fiscal Year 2018 -2019 expenditure budget have been prepared by using historical data as a basis to estimate costs which are then verified through the Zero-based budgeting process. In addition the proposed budget includes estimates for new programs and projects. Fiscal Year 2018 - 2019 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 2016 - 2017 actual operating results, followed by both the amended budget and estimated FY 2017 - 2018 year end amounts. The final column is the FY 2018 - 2019 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 stated, the proposed General Fund operating expenditures exceed the operating revenues by \$89,200, but still provides for the continuation of municipal services to residents although some service levels will be impacted this year. Every effort will be made to look for savings and efficiencies so that the planned reductions in programs or services are minimized. The following is a list of key features provided in the Fiscal Year 2018-2019 budget:

- To assist with fiscal management, the proposed budget offers a clear presentation of what is proposed to be funded, including funding sources and amounts.

- To ensure that the “big picture” is understandable, the summary pages provide a snapshot of the City’s finances for general fund revenues of \$30.3 million and expenditures of \$30.4 million, excluding capital projects for FY 2018-2019 of \$6.7 million and \$309,800 from the Swimming Pool Reserve. The General Fund balance is projected to be \$22.2 million at June 30, 2018. This amount includes reserves and assigned fund balances of \$16.8 million, leaving an unassigned fund balance of \$5.4 million.
- To ensure that the “details” are understandable, the budget is organized by operational departments; city attorney, city clerk, city manager, city council, community services, community development, finance, fire, human resources, marine safety, police, and public works.

### **General Fund Budget Highlights**

The General Fund budget presented includes operating expenditures of \$30.7 million (includes \$309,800 of Swimming Pool Reserve) and capital project expenditures of \$6.7 million (includes a transfer to Tidelands of \$617,300). The capital project expenditures are to be funded out of General Fund reserves with the exception of \$250,700 for Tennis Center Roof Repair project. The revenues projected for the next year are conservatively estimated to reflect the current state of the economy. Total General Fund revenues are estimated at \$30.3 million for Fiscal Year 2018 - 2019, which is a \$2,299 decrease from the estimated FY 2017 - 2018 revenues.

In Fiscal Year 2018 - 2019, the projected revenue decrease is primarily due to transfers in from other funds. General Fund expenditures in the FY 2018 - 2019 budget are estimated to be \$37.4 million. This amount includes transfers for capital projects in the amount of \$6.7 million for Fiscal Year 2018 - 2019.

The current General Fund reserves are projected to be approximately \$15.1 million at the end of Fiscal Year 2018 - 2019.

### **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 2018 - 2019, the Public Works department is expected to spend approximately \$20.8 million. Of the \$20.8 million, \$17.0 million is being carried over from the FY 2017 - 2018 adopted budget and will be funded with reserves of fund balance. The CIP being funded out of the General Fund is \$6.7 million (which includes a transfer to Tidelands of \$617,300), with \$6.1 million funded out of reserves.

## **Acknowledgment**

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

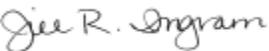
## **Conclusion**

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

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

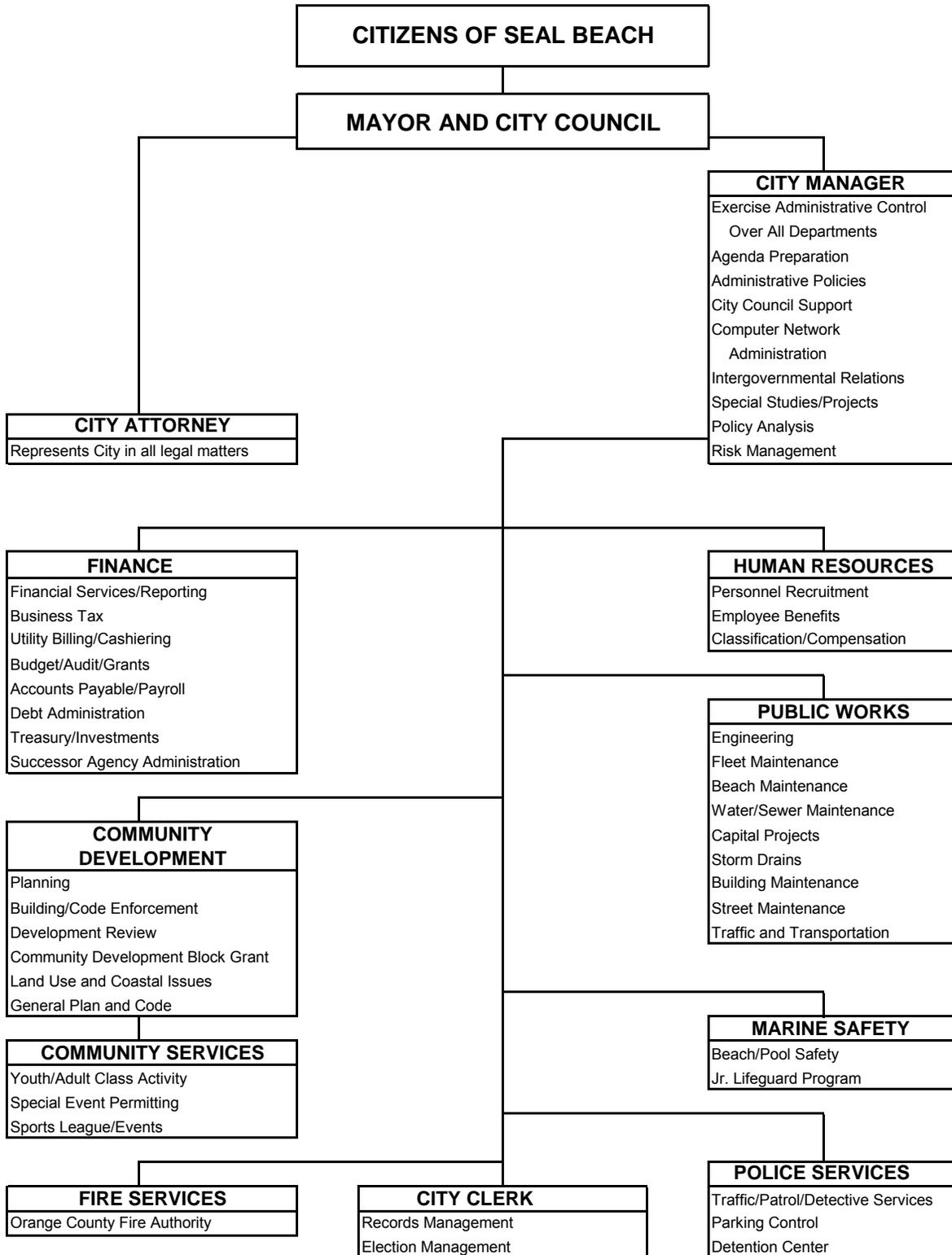
The staff and I welcome comments from both the City Council and the community on the spending plans for Fiscal Year 2018-2019.

Respectfully submitted,



Jill R. Ingram  
City Manager

# City of Seal Beach Organizational Chart



# POSITION ALLOCATION PLAN

FY 2018-2019

DEPARTMENT	DIVISION	POSITION	ADOPTED 2018-2019	Vacant	Funds Allocation					
					General (001)	Water (017)	Tidelands (034)	Sewer (043)	Other Various	
<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>-</b>
<b>CITY MANAGER</b>										
001-011	City Manager	City Manager	1.00	-	0.65	0.15	-	0.15	0.05	0.05
001-011	City Manager	Assistant City Manager	1.00	-	0.33	0.15	0.02	0.15	0.35	0.35
001-014	City Manager	Management Analyst	1.00	-	0.60	0.10	0.20	0.10	-	-
001-011	City Manager	Executive Assistant	1.00	1.00	0.95	-	-	-	-	0.05
001-011	City Manager	Management Analyst (Part-time)	-	-	-	-	-	-	-	-
<b>Total City Manager</b>			<b>4.00</b>	<b>1.00</b>	<b>2.53</b>	<b>0.40</b>	<b>0.22</b>	<b>0.40</b>	<b>0.45</b>	<b>0.45</b>
<b>CITY CLERK</b>										
001-012	City Clerk/Election	City Clerk	1.00	-	0.80	0.10	-	0.10	-	-
001-012	City Clerk/Election	Deputy City Clerk	1.00	-	0.85	0.05	-	0.05	0.05	0.05
001-012	City Clerk/Election	Executive Assistant (Part-time)	0.50	-	0.24	-	-	-	-	0.26
<b>Total City Clerk</b>			<b>2.50</b>	<b>-</b>	<b>1.89</b>	<b>0.15</b>	<b>-</b>	<b>0.15</b>	<b>0.15</b>	<b>0.31</b>
<b>FINANCE</b>										
001-017	Finance	Director of Finance/City Treasurer	1.00	-	0.70	0.15	-	0.15	-	-
001-017	Finance	Finance Manager	1.00	-	0.70	0.15	-	0.15	-	-
001-017	Finance	Accountant	1.00	-	0.60	0.20	-	0.20	-	-
001-017	Finance	Accounting Technician (A/P)	1.00	-	0.85	0.10	-	0.05	-	-
001-017	Finance	Accounting Technician (Payroll)	1.00	-	0.85	0.10	-	0.05	-	-
001-017	Finance	Accounting Technician (Utility)	1.00	-	0.20	0.55	-	0.25	-	-
001-017	Finance	Senior Account Technician	1.00	-	0.75	0.15	-	0.10	-	-
001-017	Finance	Account Clerk (Part-time)	0.50	-	-	0.25	-	0.25	-	-
<b>Total Finance Department</b>			<b>7.50</b>	<b>-</b>	<b>4.65</b>	<b>1.65</b>	<b>-</b>	<b>1.20</b>	<b>-</b>	<b>-</b>

# POSITION ALLOCATION PLAN

FY 2018-2019

DEPARTMENT	DIVISION	POSITION	ADOPTED 2018-2019	Vacant	Funds Allocation			
					General (001)	Water (017)	Tidelands (034)	Sewer (043)
<b>POLICE</b>								
001-021	EOC	Police Corporal	1.00	-	1.00	-	-	-
001-022	Field Services	Police Chief	1.00	-	1.00	-	-	-
001-022	Field Services	Police Commander	2.00	-	2.00	-	-	-
001-022	Field Services	Police Sergeant	7.00	-	7.00	-	-	-
001-022	Field Services	Police Corporal	3.00	-	3.00	-	-	-
001-022	Field Services	Police Officer	20.00	2.00	20.00	-	-	-
001-022	Field Services	Police Officer (Reserve)	5.00	-	5.00	-	-	-
001-023	Support Services	Executive Assistant	1.00	-	1.00	-	-	-
001-023	Support Services	Accounting Technician	1.00	-	1.00	-	-	-
001-023	Support Services	Senior CSO	3.00	-	3.00	-	-	-
001-023	Support Services	CSO	1.00	-	1.00	-	-	-
001-023	Support Services	Records Supervisor	1.00	-	1.00	-	-	-
001-023	Support Services	Police Aide (Part-time)	1.00	-	1.00	-	-	-
001-023	Support Services	Crossing Guard (Part-time)	1.91	-	1.91	-	-	-
001-024	Detention Facility	Senior CSO	6.00	-	6.00	-	-	-
001-025	Parking Enforcement	Senior CSO	2.00	-	2.00	-	-	-
001-025	Parking Enforcement	Lead CSO	1.00	-	1.00	-	-	-
001-025	Parking Enforcement	Police Aide (Part-time)	1.63	-	1.63	-	-	-
013-111	Field Services	Police Officer	1.00	-	-	-	-	1.00
<b>Total Police Department</b>			<b>60.54</b>	<b>2.00</b>	<b>59.54</b>	-	-	<b>1.00</b>
<b>COMMUNITY DEVELOPMENT</b>								
001-030	Planning	Director of Comm. Dev. (Unfunded)	-	1.00	-	-	-	-
001-030	Planning	Senior Planner	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	0.80	0.10	0.10	-
001-031	Building & Safety	Senior Building Technician	1.00	-	1.00	-	-	-
<b>Total Community Development</b>			<b>11.00</b>	<b>3.00</b>	<b>10.80</b>	-	-	<b>0.10</b>
<b>PUBLIC WORKS</b>								

# POSITION ALLOCATION PLAN

FY 2018-2019

DEPARTMENT	DIVISION	POSITION	ADOPTED 2018-2019	Vacant	Funds Allocation			
					General (001)	Water (017)	Tidelands (034)	Sewer (043)
001-042	Admin & Engineering	Director of Public Works	1.00	-	0.30	0.05	0.20	-
001-042	Admin & Engineering	Dep. Dir. of PW/City Engineer	1.00	-	0.15	0.10	0.15	-
001-042	Admin & Engineering	Associate Engineer	1.00	-	0.30	0.30	0.20	-
001-042	Admin & Engineering	Assistant Engineer	1.00	-	0.30	0.05	0.20	-
001-042	Admin & Engineering	Executive Assistant	1.00	-	0.10	0.05	0.10	-
001-042	Admin & Engineering	Account Clerk (Part-time)	1.00	-	0.30	-	0.30	0.40
001-042	Admin & Engineering	Intern (Unpaid)	-	1.00	-	-	-	-
001-043	Public Works Yard	Executive Assistant (Unfunded)	-	1.00	-	-	-	-
001-044	Public Works Yard	Maint. Services Supervisor (Unfunded)	-	1.00	-	-	-	-
001-044	Public Works Yard	Maintenance Services Supervisor	1.00	-	-	-	-	0.30
001-044	Public Works Yard	Electrician	1.00	-	0.30	0.05	0.30	-
001-044	Public Works Yard	Deputy Director of Public Works	1.00	1.00	0.20	0.10	0.50	-
001-044	Public Works Yard	Sr. Maintenance Worker	3.00	-	0.85	-	1.85	0.30
001-044	Public Works Yard	Maintenance Aid (Part-time)	2.19	1.46	1.68	0.36	-	0.15
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)	0.74	-	0.44	0.15	0.15	-
017-900	Field Operations	Water Services Supervisor	1.00	-	-	0.90	0.10	-
017-900	Field Operations	Sr. Water Operator	1.00	-	-	0.90	0.10	-
017-900	Field Operations	Sr. Maintenance Worker	1.00	-	0.85	0.10	0.05	-
017-900	Field Operations	Water Operator	4.00	1.00	-	3.60	0.40	-
017-900	Field Operations	Maintenance Worker (Part-time)	1.44	-	-	0.65	0.65	0.14
017-900	Field Operations	Maintenance Worker	2.00	-	0.40	0.90	0.60	0.10
034-863	Beach Operations	Sr. Maintenance Worker	2.00	-	0.35	-	1.10	0.25
034-863	Beach Operations	Maintenance Worker (Part-time)	2.18	-	0.15	1.34	0.36	0.33
<b>Total Public Works</b>				<b>6.46</b>	<b>8.97</b>	<b>9.30</b>	<b>6.71</b>	<b>1.97</b>
<b>COMMUNITY SERVICES</b>								
001-070	Recreation Admin	Recreation Manager	1.00	-	0.60	0.05	0.05	0.30
001-070	Recreation Admin	Community Services Coordinator	1.00	-	1.00	-	-	-
001-070	Recreation Admin	Rec Coordinator (Part-time)	0.60	-	0.60	-	-	-
001-071	Sports	Rec Coordinator (Part-time)	0.25	-	0.25	-	-	-
001-074	Tennis Center	Rec Coordinator (Part-time)	1.25	-	1.25	-	-	-
001-074	Tennis Center	Recreation Specialist	1.86	-	1.86	-	-	-

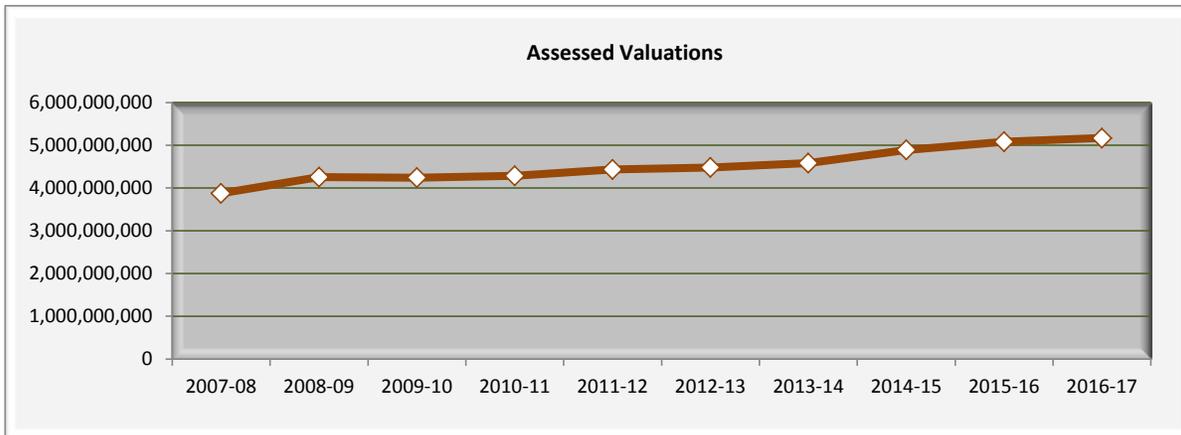
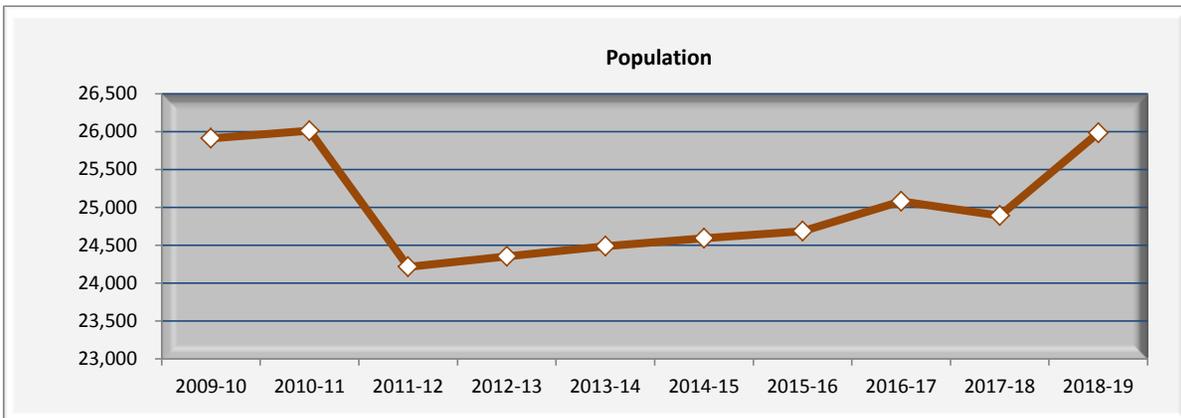
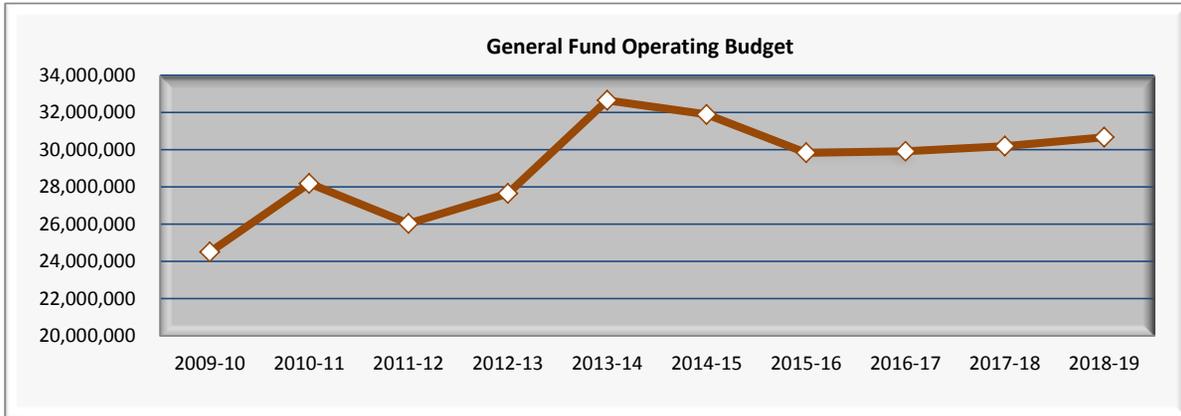
# POSITION ALLOCATION PLAN

FY 2018-2019

DEPARTMENT	DIVISION	POSITION	ADOPTED 2018-2019	Vacant	Funds Allocation			
					General (001)	Water (017)	Tidelands (034)	Sewer (043)
Total Community Services			5.96	-	0.05	-	0.05	0.30
<b>MARINE SAFETY</b>								
001-073	Aquatics	Pool Guard (Part-time)	2.17	-	-	-	-	-
001-073	Aquatics	Swim Instructor (Part-time)	0.53	-	-	-	-	-
001-073	Aquatics	Aquatics Coordinator	0.82	-	-	-	-	-
034-828	Tidelands	Marine Safety Chief	1.00	-	-	1.00	-	-
034-828	Tidelands	Marine Safety Lieutenant	1.00	-	-	1.00	-	-
034-828	Tidelands	Marine Safety Officer	2.00	-	-	2.00	-	-
034-828	Tidelands	Marine Safety Lifeguard (Part-time)	12.44	-	-	12.44	-	-
Total Marine Safety			19.96	-	-	16.44	-	-
<b>TOTAL ALL DEPARTMENTS FULL-TIME EQUIVALENTS</b>			<b>132.01</b>	<b>12.46</b>	<b>11.65</b>	<b>20.26</b>	<b>8.61</b>	<b>4.03</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>
2009-10	25,913	24,503,600	946	85,353,300	3,294
2010-11	26,010	28,187,300	1,084	60,049,440	2,309
2011-12	24,215	26,030,600	1,075	60,662,300	2,505
2012-13	24,354	27,643,485	1,135	62,090,223	2,549
2013-14	24,487	32,652,000	1,333	63,462,440	2,592
2014-15	24,591	31,892,100	1,297	64,975,800	2,642
2015-16	24,684	29,831,800	1,209	74,030,000	2,999
2016-17	25,078	29,917,900	1,193	85,967,600	3,428
2017-18	24,890	30,184,900	1,213	87,641,500	3,521
2018-19	25,984	30,662,900	1,180	82,327,300	3,168

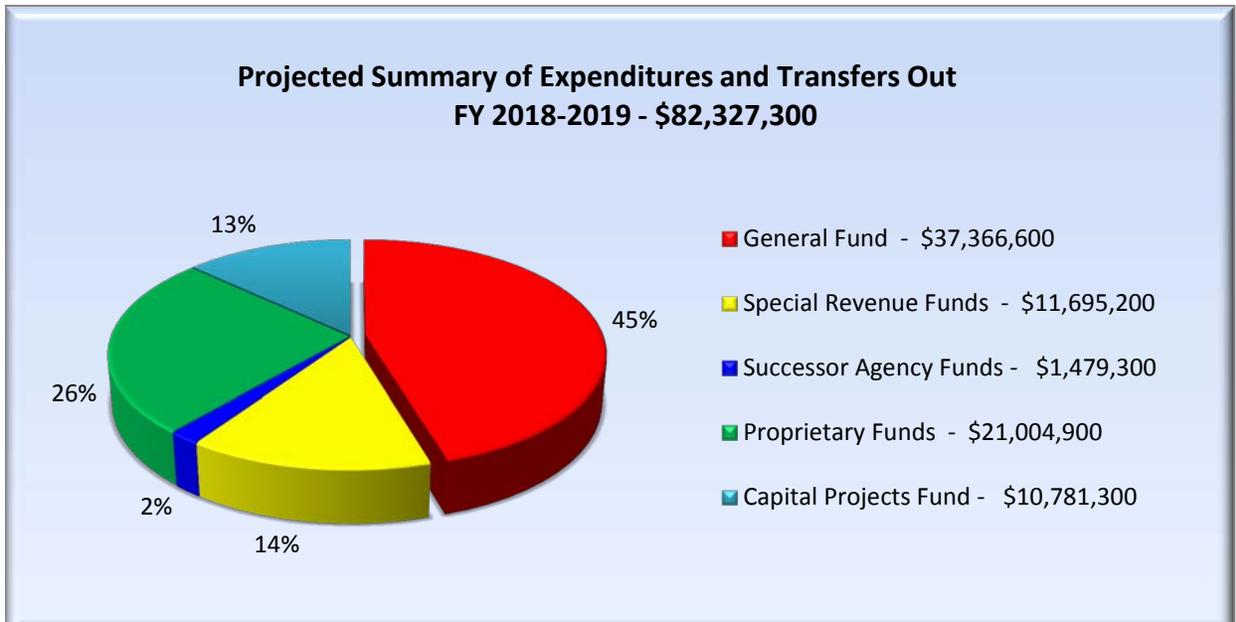
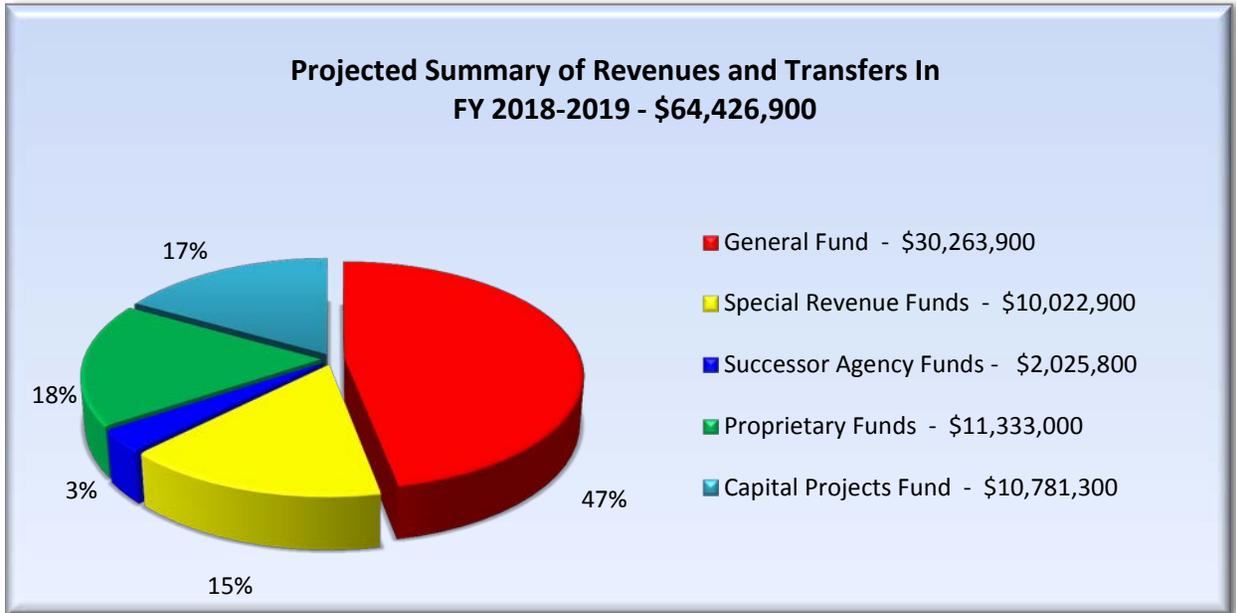
\* Includes Adopted Operating, Capital Improvement and Debt for all funds of the City.

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	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Projected Budget
<b>Total General Fund</b>	<b>\$ 29,164,122</b>	<b>\$ 30,195,900</b>	<b>\$ 30,266,199</b>	<b>\$ 30,263,900</b>
<b>Special Revenue Funds</b>				
002 Street Lighting Assessment District	\$ 185,873	\$ 196,400	\$ 199,768	\$ 196,400
004 Special Project	199,462	242,000	307,300	329,700
005 Waste Management Act	423,994	121,500	123,000	123,000
009 Supplemental Law Enforcement	130,015	130,500	128,700	130,700
010 Detention Facility	11,294	10,000	4,600	10,100
011 Asset Forfeiture - State	130	-	100	100
012 Air Quality Improvement	32,616	30,000	30,000	30,000
013 Asset Forfeiture - Federal	258,021	250,500	101,500	251,500
016 Park Improvement	10,000	-	10,100	-
027 Pension Obligation Debt Service	1,225,400	1,264,700	1,264,700	1,199,200
028 Fire Station Debt Service	538,009	522,300	522,300	506,800
034 Tidelands Beach	2,336,107	5,833,800	3,689,400	4,349,500
039 SB1 Program	-	-	119,100	413,300
040 State Gas Tax	496,625	712,600	503,200	645,900
042 Measure M2	414,995	408,000	412,000	392,000
048 Parking In-lieu	10,200	10,200	10,200	10,200
049 Traffic Impact	3,752	25,000	4,000	4,000
050 Seal Beach Cable	114,881	92,000	103,000	103,000
072 Community Development Block Grant	192,650	180,000	180,000	180,000
075 Police Grants	29,750	195,100	47,900	110,000
080 Citywide Grants	-	550,000	618,800	-
201 CFD 2002-02 SBB/Lampson Landscape	251,291	168,700	168,700	168,700
206 CFD Heron Pointe Refunding 2015	190,797	270,500	277,900	271,900
207 CFD Pacific Gateway Refunding 2016	501,937	498,900	498,100	498,900
208 CFD Heron Pointe 2015 Admin Exp	25,000	15,000	15,000	15,000
209 CFD Pacific Gateway 2016 Lnd/Admin	82,829	83,000	83,000	83,000
<b>Total Special Revenues Funds</b>	<b>\$ 7,665,628</b>	<b>\$ 11,810,700</b>	<b>\$ 9,422,368</b>	<b>\$ 10,022,900</b>
<b>Capital Projects</b>	<b>\$ 1,507,373</b>	<b>\$ 13,118,100</b>	<b>\$ 4,630,803</b>	<b>\$ 10,781,300</b>
<b>Proprietary Funds</b>				
017 Water Operations	\$ 3,245,116	\$ 3,298,700	\$ 3,301,200	\$ 5,094,200
019 Water Capital	1,637,215	1,425,000	1,435,000	1,435,000
021 Vehicle Replacement	328,533	-	53,200	-
043 Sewer Operations	735,717	762,300	762,300	3,068,800
044 Sewer Capital	2,116,523	1,735,000	1,735,000	1,735,000
<b>Total Enterprise Funds</b>	<b>\$ 8,063,104</b>	<b>\$ 7,221,000</b>	<b>\$ 7,286,700</b>	<b>\$ 11,333,000</b>
<b>Successor Agency Funds</b>				
302 Retirement Fund Debt Service	\$ 725,100	\$ 751,800	\$ 751,800	\$ 743,800
304 Retirement Obligation Fund	1,218,365	1,173,900	1,173,900	1,282,000
<b>Total Successor Agency</b>	<b>\$ 1,943,465</b>	<b>\$ 1,925,700</b>	<b>\$ 1,925,700</b>	<b>\$ 2,025,800</b>
<b>Total Revenues All Funds</b>	<b>\$ 48,343,692</b>	<b>\$ 64,271,400</b>	<b>\$ 53,531,770</b>	<b>\$ 64,426,900</b>

## Summary of Expenditures and Transfers Out All Funds

Description	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>General Fund - 001</b>				
<b>Total General Fund</b>	<b>\$ 31,481,298</b>	<b>\$ 40,323,000</b>	<b>\$ 33,679,368</b>	<b>\$ 37,366,600</b>
<b>Special Expenditure Funds</b>				
002 Street Lighting Assessment District	\$ 183,028	\$ 196,400	\$ 189,600	\$ 196,400
004 Special Projects	156,674	378,600	171,200	250,800
005 Waste Management Act	2,861	156,800	98,800	382,700
009 Supplemental Law Enforcement Srvc	122,927	116,200	116,300	116,200
010 Detention Center	4,929	18,000	7,000	20,000
011 Asset Forfeiture (State)	-	4,800	6,500	2,700
012 Air Quality Improvement	32,915	30,600	30,600	30,600
013 Asset Forfeiture (Federal)	13,689	329,500	236,000	362,500
016 Park Improvement	3,557	-	-	-
027 Pension Obligation Bond	1,219,060	1,264,700	1,264,700	1,199,200
028 Fire Station Bond	537,917	522,300	522,300	506,800
034 Tidelands Beach	2,333,599	5,833,800	3,034,600	5,004,300
039 SB1 Program	-	-	-	532,400
040 Gas Tax	605,247	1,572,000	1,186,500	414,200
042 Measure M2	116,591	1,603,300	924,700	1,107,800
049 Traffic Impact	209,823	35,000	35,000	-
050 Seal Beach Cable	114,251	105,000	75,000	115,000
072 Community Development Block Grant	180,000	180,000	180,000	180,000
075 Police Grants	29,750	164,800	44,600	77,300
080 Citywide Grants	215,745	782,800	302,900	68,000
201 CFD Landscape	72,424	169,800	161,600	105,400
206 CFD Heron Pointe	255,375	300,000	300,000	299,100
207 CFD Pacific Gateway 2016	482,877	586,800	586,800	593,900
208 Heron Pointe CFD Admin	18,839	19,000	19,000	19,000
209 CFD Pacific Gateway/Landscape Admin	192,471	249,300	110,300	110,900
<b>Total Special Expenditure Funds</b>	<b>\$ 7,104,549</b>	<b>\$ 14,619,500</b>	<b>\$ 9,604,000</b>	<b>\$ 11,695,200</b>
<b>045 Capital Project Fund</b>	<b>\$ 1,506,476</b>	<b>\$ 13,118,100</b>	<b>\$ 4,631,700</b>	<b>\$ 10,781,300</b>
<b>Proprietary Funds</b>				
017 Water Operations	\$ 5,112,727	\$ 4,766,800	\$ 4,684,500	\$ 4,746,100
019 Water Capital	638,859	12,864,100	6,027,700	9,794,500
021 Vehicle Replacement	363,287	867,400	260,000	320,000
043 Sewer Operations	2,270,088	1,339,000	1,280,500	1,534,300
044 Sewer Capital	786,710	1,296,300	610,300	4,610,000
<b>Total Proprietary Funds</b>	<b>\$ 9,171,672</b>	<b>\$ 21,133,600</b>	<b>\$ 12,863,000</b>	<b>\$ 21,004,900</b>
<b>Successor Agency of Redevelopment Agency Funds</b>				
300 Retirement Fund - Riverfront	\$ 3,580	\$ -	\$ -	\$ -
302 Retirement Fund - Debt Service Fund	139,261	151,800	151,800	108,800
304 Retirement Obligation Fund	999,605	1,211,900	1,211,700	1,370,500
<b>Total Successor Agency of RDA Funds</b>	<b>\$ 1,142,446</b>	<b>\$ 1,363,700</b>	<b>\$ 1,363,500</b>	<b>\$ 1,479,300</b>
<b>Total Expenditures All Funds</b>	<b>\$ 50,406,441</b>	<b>\$ 90,557,900</b>	<b>\$ 62,141,568</b>	<b>\$ 82,327,300</b>

**OPERATING TRANSFERS**

**FY 2018-2019**

<u>Fund Name</u>	<u>Account Number</u>	<u>Transfer In</u>	<u>Transfer Out</u>	<u>Purpose</u>
Capital Improvement Project	045-000-31500	10,781,300		Capital Projects
General	001-080-47000		6,086,400	Various CIP projects
Tidelands	034-863-47000		2,589,000	Various CIP projects
SB1 Program	039-090-47000		532,400	Various CIP projects
Gas Tax	040-090-47000		385,500	Various CIP projects
Measure M2	042-099-47000		1,090,000	Various CIP projects
Seal Beach Cable	050-019-47000		30,000	BG1802 Audio/Visual Council Chambers
Citywide Grants	080-361-47000		68,000	ST1408 Traffic Management Center
	<b>TOTAL:</b>	<b>10,781,300</b>	<b>10,781,300</b>	
General	001-000-31502	132,700		Overhead and Admin Costs
Special Project	004-080-47002		28,000	City Clekr Plan Archival/PW GIS
Gas Tax	040-090-47002		26,900	Admin costs transfer to GF 001
Measure M2	042-099-47002		17,800	Admin costs transfer to GF 001
Seal Beach Cable	050-019-47002		10,000	Chamber video streaming
CFD #2002-02	201-450-47002		13,000	Admin costs transfer to GF 001
CFD #2002-01 Heron Pointe	208-460-47002		11,000	Admin costs transfer to GF 001
CFD #2005-01 Pacific Tax B	209-470-47002		15,000	Admin costs transfer to GF 001
CFD #2005-01 Pacific Tax A	209-480-47002		11,000	Admin costs transfer to GF 001
	<b>TOTAL:</b>	<b>132,700</b>	<b>132,700</b>	
General	001-000-31662	324,500		Overhead
Water	017-900-44050		324,500	Overhead transfer to GF 001
	<b>TOTAL:</b>	<b>324,500</b>	<b>324,500</b>	
General	001-000-31660	54,000		Overhead
Sewer	043-925-44050		54,000	Overhead transfer to GF 001
	<b>TOTAL:</b>	<b>54,000</b>	<b>54,000</b>	
General	001-080-47000		617,300	Tidelands various CIP projects
Tidelands Transfer In - CIP	034-000-31500	617,300		General Fund various CIP projects
	<b>TOTAL:</b>	<b>617,300</b>	<b>617,300</b>	
General	001-080-47002		1,760,700	
Street Lighting District	002-000-31502	54,700		Street Lighting District
Pension Obligation Bond	027-000-31502	1,199,200		Pension Obligation Bond
Fire Station Bond D/S	028-000-31502	506,800		Fire Station Bond
	<b>TOTAL:</b>	<b>1,760,700</b>	<b>1,760,700</b>	
Retirement Fund - Debt Service	302-000-31502	743,800		SA Debt Service
Retirement Obligation	304-081-47002		743,800	Transfer to 302 for debt service pmt
	<b>TOTAL:</b>	<b>743,800</b>	<b>743,800</b>	
Tidelands	034-000-31502	100,000		Vehicle Replacement
Transfer Out	021-980-47002		100,000	Transfer to 034 vehicles purchase
	<b>TOTAL:</b>	<b>100,000</b>	<b>100,000</b>	

<b>SUMMARY GENERAL FUND TOTAL TRANSFERS:</b>				
<b>Transfer In:</b>				
	001-000-31502	132,700		Overhead and Admin Costs
	001-000-31660	54,000		Overhead
	001-000-31662	324,500		Overhead
<b>Transfer Out:</b>				
	001-080-47000		6,703,700	Various CIP Projects
	001-080-47002		54,700	Street Lighting District
	001-080-47002		1,199,200	Pension Obligation Bond
	001-080-47002		506,800	Fire Station Bond
<b>TOTAL GENERAL FUND TRANSFERS</b>		<b>\$ 511,200</b>	<b>\$ 8,464,400</b>	

# TOTAL SOURCES & USES AND FUND BALANCE

## FY 2018-2019

FUND	7/1/2018			TOTAL SOURCES	OPERATING EXPENDITURE	TRANSFERS OUT	TOTAL USES	ESTIMATED ENDING FUND BALANCE
	ESTIMATED BEGINNING BALANCE	REVENUE	TRANSFERS IN					
<b>GENERAL FUND</b>								
General Fund	\$ 22,230,025	\$ 29,752,700	\$ 511,200	\$ 52,493,925	\$ 28,902,200	\$ 8,464,400	\$ 37,366,600	\$ 15,127,325
<b>SPECIAL REVENUE FUNDS</b>								
Street Lighting District	-	141,700	54,700	196,400	196,400	-	196,400	-
Special Project	1,155,737	329,700	-	1,485,437	222,800	28,000	250,800	1,234,637
Waste Management Act	445,333	123,000	-	568,333	382,700	-	382,700	185,633
Supplemental Law Enforcement	74,402	130,700	-	205,102	116,200	-	116,200	88,902
Detention Facility	18,576	10,100	-	28,676	20,000	-	20,000	8,676
Asset Forfeiture	2,800	100	-	2,900	2,700	-	2,700	200
Air Quality Improvement Program	7,547	30,000	-	37,547	30,600	-	30,600	6,947
Federal Asset Forfeiture	111,561	251,500	-	363,061	362,500	-	362,500	561
Park Improvement	16,543	-	-	16,543	-	-	-	16,543
Pension Obligation D/S	102,667	-	1,199,200	1,301,867	1,199,200	-	1,199,200	102,667
Fire Station Debt Service	626,876	-	506,800	1,133,676	506,800	-	506,800	626,876
Tidelands	654,800	3,632,200	717,300	5,004,300	2,415,300	2,589,000	5,004,300	-
SB1 Funding	119,100	413,300	-	532,400	-	532,400	532,400	-
Gas Tax	56,065	645,900	-	701,965	1,800	412,400	414,200	287,765
Measure M2	718,381	392,000	-	1,110,381	-	1,107,800	1,107,800	2,581
Capital Project	-	-	10,781,300	10,781,300	10,781,300	-	10,781,300	-
Parking In-lieu	189,874	10,200	-	200,074	-	-	-	200,074
Traffic Impact AB1600	125,740	4,000	-	129,740	-	-	-	129,740
Seal Beach Cable	352,219	103,000	-	455,219	75,000	40,000	115,000	340,219
CDBG	10,241	180,000	-	190,241	180,000	-	180,000	10,241
Police Grants	(32,531)	110,000	-	77,469	77,300	-	77,300	169
Citywide Grants	176,992	-	-	176,992	-	68,000	68,000	108,992
CFD Landscape Maint 2002-01	383,374	168,700	-	552,074	92,400	13,000	105,400	446,674
CFD Heron Pointe - Refund 2015	282,143	271,900	-	554,043	284,100	15,000	299,100	254,943
CFD Pacific Gtewy - Refund 2016	667,622	498,900	-	1,166,522	568,900	25,000	593,900	572,622
CFD Heron Pt - 2015 Admn Exp	69,258	-	15,000	84,258	8,000	11,000	19,000	65,258
CFD Pac. Gtewy - 2016 Land/Admn	109,455	58,000	25,000	192,455	84,900	26,000	110,900	81,555
<b>PROPRIETARY FUND</b>								
Water Operations	(348,005)	3,298,200	1,796,000	4,746,195	4,421,600	324,500	4,746,100	95
Water Capital	17,288,390	1,435,000	-	18,723,390	7,998,500	1,796,000	9,794,500	8,928,890
Vehicle Replacement	2,506,195	-	-	2,506,195	220,000	100,000	320,000	2,186,195
Sewer Operations	(1,534,404)	762,300	2,306,500	1,534,396	1,480,300	54,000	1,534,300	96
Sewer Capital	25,242,348	1,735,000	-	26,977,348	2,303,500	2,306,500	4,610,000	22,367,348
<b>SUCCESSOR AGENCY</b>								
Retirement Fund - Riverfront	53,701	-	-	53,701	-	-	-	53,701
Retirement Fund - Debt Service	(1,225,731)	-	743,800	(481,931)	108,800	-	108,800	(590,731)
Retirement Obligation	256,032	1,282,000	-	1,538,032	626,700	743,800	1,370,500	167,532
<b>TOTAL ALL FUNDS</b>	<b>\$ 70,913,326</b>	<b>\$ 45,770,100</b>	<b>\$ 18,656,800</b>	<b>\$ 135,340,226</b>	<b>\$ 63,670,500</b>	<b>\$ 18,656,800</b>	<b>\$ 82,327,300</b>	<b>\$ 53,012,926</b>



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# REVENUE SUMMARY BY FUND

FY 2018-2019

Account Number	Revenue Source	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Projected Budget
<b>GENERAL FUND - 001</b>					
<b>Taxes and Assessments:</b>					
<b>Property Tax</b>					
001-000-30001	Property Taxes Secured	\$ 7,037,608	\$ 7,160,000	\$ 7,361,900	\$ 7,635,000
001-000-30002	Property Taxes Unsecured	223,958	227,000	259,400	274,000
001-000-30003	Homeowners Exemption	45,565	45,200	43,900	43,900
001-000-30004	Secured/Unsecured Prior Year	51,246	55,000	60,000	55,000
001-000-30005	Property Tax - Other	395,081	350,000	375,000	375,000
001-000-30006	Supplemental Tax Secure/Unsecure	212,393	175,000	200,000	200,000
001-000-30009	Prop. Tax-In Lieu VLF	2,473,389	2,560,000	2,598,100	2,690,000
001-000-30013	Property Tax Transfers	124,971	120,000	120,000	120,000
<b>Total Property Tax</b>		<b>\$ 10,564,211</b>	<b>\$ 10,692,200</b>	<b>\$ 11,018,299</b>	<b>\$ 11,392,900</b>
<b>Sales Tax</b>					
001-000-30016	Sales/Use Tax	\$ 4,110,689	\$ 4,250,100	\$ 4,125,000	\$ 4,125,000
001-000-30017	Sales Tax "Back-Fill"	293	-	-	-
001-000-30023	Public Safety Sales Tax	268,359	270,000	270,000	270,000
<b>Total Sales Tax</b>		<b>\$ 4,379,341</b>	<b>\$ 4,520,100</b>	<b>\$ 4,395,000</b>	<b>\$ 4,395,000</b>
<b>Utility Users Tax</b>					
001-000-30015	Utility Users Tax	\$ 4,177,713	\$ 4,500,000	\$ 4,175,000	\$ 4,175,000
<b>Total Utility Users Tax</b>		<b>\$ 4,177,713</b>	<b>\$ 4,500,000</b>	<b>\$ 4,175,000</b>	<b>\$ 4,175,000</b>
<b>Transient Occupancy Tax</b>					
001-000-30014	Transient Occupancy Tax	\$ 1,693,515	\$ 1,650,000	\$ 1,675,000	\$ 1,675,000
<b>Total Transient Occupancy Tax</b>		<b>\$ 1,693,515</b>	<b>\$ 1,650,000</b>	<b>\$ 1,675,000</b>	<b>\$ 1,675,000</b>
<b>Franchise Fees</b>					
001-000-30100	Electric Franchise Fees	\$ 246,572	\$ 251,500	\$ 251,500	\$ 251,500
001-000-30110	Natural Gas Franchise Fees	35,460	35,500	35,500	35,500
001-000-30120	Pipeline Franchise Fees	52,766	70,000	55,000	55,000
001-000-30130	Cable TV Franchise Fees	482,286	500,000	500,000	500,000
001-000-30140	Refuse Franchise Fees	199,855	165,000	195,000	202,500
<b>Total Franchise Fees</b>		<b>\$ 1,016,939</b>	<b>\$ 1,022,000</b>	<b>\$ 1,037,000</b>	<b>\$ 1,044,500</b>
<b>Other Taxes</b>					
001-000-30011	Excise Tax	\$ 65	\$ 300	\$ 100	\$ 100
001-000-30012	Barrel Tax	190,445	150,000	190,000	200,000
<b>Total Other Taxes</b>		<b>\$ 190,510</b>	<b>\$ 150,300</b>	<b>\$ 190,100</b>	<b>\$ 200,100</b>
<b>Total Taxes and Assessments</b>		<b>\$ 22,022,229</b>	<b>\$ 22,534,600</b>	<b>\$ 22,490,399</b>	<b>\$ 22,882,500</b>
<b>Licenses and Permits:</b>					
001-000-30200	Animal License	\$ 43,450	\$ 50,000	\$ 44,000	\$ 60,000
001-000-30210	Building Permits	358,498	325,000	335,000	330,000
001-000-30215	Business Licenses	479,421	505,000	505,000	505,000
001-000-30220	Contractor Licenses	175,407	180,000	180,000	180,000
001-000-30230	Electrical Permits	18,833	25,000	20,000	20,000
001-000-30235	Film Location Permits	2,104	5,000	2,000	3,000
001-000-30240	Oil Production Licenses	12,060	12,100	12,100	12,100
001-000-30250	Other Permits	21,390	23,000	27,000	25,000
001-000-30255	Plumbing Permits	33,413	23,000	35,000	30,000
001-000-30256	Issuance Permits	42,144	60,000	55,000	52,000
001-025-30245	Parking Permits	113,512	200,000	200,000	245,000
001-000-30265	News Rack Permits	-	-	4,400	-
<b>Total Licenses and Permits</b>		<b>\$ 1,300,232</b>	<b>\$ 1,408,100</b>	<b>\$ 1,419,500</b>	<b>\$ 1,462,100</b>

# REVENUE SUMMARY BY FUND

FY 2018-2019

Account Number	Revenue Source	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Projected Budget
<b>Intergovernmental:</b>					
001-000-30500	Motor Vehicle In-lieu	\$ 11,235	\$ 10,000	\$ 10,000	\$ 10,000
001-000-30841	Inmate Fee - Other Agency	(13,950)	1,500	1,400	1,500
001-000-30978	Waste Disposal	44,610	-	-	-
001-000-30980	Other Agency Reimbursements	5,126	5,800	5,000	5,000
001-000-30981	POST Reimbursement	2,155	8,000	7,000	8,000
001-016-30990	Senior Bus Program - OCTA	66,455	65,000	65,000	65,000
<b>Total Intergovernmental</b>		<b>\$ 115,631</b>	<b>\$ 90,300</b>	<b>\$ 88,400</b>	<b>\$ 89,500</b>
<b>Charges for Services:</b>					
001-000-30640	Recreation Service Charges	\$ 3,724	\$ 3,000	\$ 3,800	\$ 3,800
001-000-30700	Reimb. For Miscellaneous Services	66,888	51,700	60,000	71,500
001-000-30800	Alarm Fees	23,399	25,000	24,000	40,000
001-000-30815	Inspection Fees	10	-	-	-
001-000-30820	Planning Fees	30,788	35,000	20,000	25,000
001-000-30825	Plan Check Fees	158,006	130,000	160,000	150,000
001-000-30835	Film Location Fees	6,815	-	-	-
001-000-30837	Transportation Permit Fees	1,648	1,700	1,700	1,700
001-000-30870	Traffic Impact Fees	-	10,000	-	-
001-000-30872	Environmental Fees	-	500	-	-
001-000-30873	Engineering Inspection Fees	-	15,000	15,000	-
001-000-30900	Bus Shelter Advertising	46,600	46,600	46,600	46,600
001-000-30935	Returned Check Fee	845	700	700	700
001-000-30945	Sale Printed Material	10,040	8,000	8,000	8,000
001-000-30946	Sale Printed Material - CIP only	240	2,000	700	200
001-000-30955	Special Events	4,671	5,000	4,500	5,000
001-000-30961	Admin Fee - Constr/Demo	9,438	10,000	13,000	10,000
001-000-30992	Charging Station Revenues	4,102	3,000	3,000	4,000
001-013-30810	Election Fees	-	-	-	300
001-016-30993	Senior Nutrition Transportation	6,080	8,000	6,100	6,100
001-016-30994	Senior Transport - Thurs. Shop	746	-	-	-
001-022-30701	Subpoena Fees	-	1,000	800	1,000
001-023-30946	Traffic Report - electronic	7,227	6,000	6,000	6,000
001-024-30801	Application Fee - Inmate DC	900	500	3,400	5,000
001-024-30841	Inmate Fee from Other Agencies	1,705	-	1,400	2,000
001-024-30842	Inmate Self Pay	253,540	300,000	260,000	300,000
001-024-30843	Booking Fees	11,335	9,000	12,000	12,000
001-025-30430	Parking Meters	107,086	110,000	110,000	122,000
001-030-30313	Plan Check Code Compliance	2,865	11,000	7,000	6,000
001-030-30314	Plan Check Energy Code Compliance	6,090	13,000	11,000	10,000
001-030-30316	Plan Review Soils and Geotechnical	(100)	-	-	-
001-031-30311	Administrative Citation	200	500	2,300	5,000
001-031-30874	Special Services Fee	13,366	10,000	10,000	10,000
001-042-30801	DPW Permit Application Fees	9,621	6,000	10,000	10,000
001-042-30815	Engineering Inspection Fee	11,740	54,000	25,000	20,000
001-042-30825	Engineering Plan Check	12,446	9,000	20,000	5,000
001-042-30873	Engineering Permit Fee	4,849	5,000	5,000	20,000
001-044-30720	Street Sweeping Svcs	53,976	47,000	54,000	54,000
001-049-30730	Tree Trimming Services	39,194	32,500	35,000	39,000
001-051-30740	Refuse Svcs	1,249,612	1,234,900	1,250,000	1,282,000
001-071-30650	Sport Fees	13,674	15,000	15,000	15,000
001-072-30600	Recreation Facilities Rent	133,240	135,000	125,000	135,000
001-072-30610	Leisure Program Fees	218,923	275,000	215,000	230,000
001-072-30690	Recreation Cleaning Fees	8,708	8,000	8,000	8,000
001-073-30600	Recreation Facilities Rent	-	-	-	7,000
001-073-30620	Rec/Lap Swim Passes	46,660	46,000	46,000	60,500
001-073-30630	Swimming Lessons	59,997	40,000	60,000	82,300
001-073-30665	Swimming Pool Rentals	4,573	5,000	7,000	5,000
001-074-30645	Tennis Center Services	173,878	225,000	200,000	225,000

# REVENUE SUMMARY BY FUND

FY 2018-2019

Account Number	Revenue Source	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Projected Budget
001-074-30646	Pro Shop Sales	12,028	15,000	18,000	17,000
<b>Total Charges for Services</b>		<b>\$ 2,831,373</b>	<b>\$ 2,968,600</b>	<b>\$ 2,884,000</b>	<b>\$ 3,066,700</b>
<b>Fines and Forfeitures:</b>					
001-000-30310	Municipal Code Violations	\$ 47,592	\$ 3,000	\$ 25,000	\$ 50,000
001-000-30325	Vehicle Code Violations	104,691	135,000	95,000	110,000
001-000-30610	Leisure Program Fees	5,745	-	-	-
001-000-30963	Unclaimed Property	561	1,500	500	500
001-025-30315	Parking Citations	944,504	980,000	960,000	1,215,000
<b>Total Fines and Forfeitures</b>		<b>\$ 1,103,093</b>	<b>\$ 1,119,500</b>	<b>\$ 1,080,500</b>	<b>\$ 1,375,500</b>
<b>Use of Money and Property:</b>					
001-000-30420	Interest on Investments	\$ 286,056	\$ 375,000	\$ 375,000	\$ 400,000
001-000-30423	Unrealized Gain/Loss on Invest	(435,605)	-	-	-
001-000-30455	Rental of Property	89,811	60,000	60,000	60,000
001-000-30457	Rental of Telecomm. Property	410,340	240,000	240,000	240,000
001-043-30455	Rental of Property - Ironwood	24,700	36,000	37,200	38,400
<b>Total Use of Money and Property</b>		<b>\$ 375,302</b>	<b>\$ 711,000</b>	<b>\$ 712,200</b>	<b>\$ 738,400</b>
<b>Other Revenues:</b>					
001-000-30435	Fuel Royalties	\$ 16,560	\$ 20,000	\$ 18,000	\$ 18,000
001-000-30910	Cash Over/Short	(5)	-	-	-
001-000-30920	Damaged Property	853	200	600	500
001-000-30940	Sale of Surplus Property	5,132	10,000	10,000	10,000
001-000-30960	Miscellaneous Revenue	10,078	50,000	25,000	85,000
001-000-30971	Settlement/Court Judgement	250,000	-	300,700	-
001-000-31660	Sewer Overhead	54,000	54,000	54,000	54,000
001-000-31662	Water Overhead	324,500	324,500	324,500	324,500
001-013-30810	Election Fees	250	-	-	-
001-019-30977	Prior Year Revenues	-	50,000	-	-
001-022-30300	DUI Cost Recovery	1,067	1,000	800	1,000
001-022-30701	Subpoena Fee	1,412	-	1,100	1,100
001-023-30250	Other Permits	100	100	100	100
001-023-30312	Citation Sign Off	352	300	200	300
001-023-30947	Vehicle Release	22,164	20,000	22,500	22,000
001-023-30977	Prior Year Revenues	(9,839)	-	-	-
<b>Total Other Revenues:</b>		<b>\$ 676,624</b>	<b>\$ 530,100</b>	<b>\$ 757,500</b>	<b>\$ 516,500</b>
<b>Transfers:</b>					
001-000-31502	Transfers In - Operations	\$ 639,638	\$ 833,700	\$ 833,700	\$ 132,700
001-080-31502	Transfers In - Operations	100,000	-	-	-
<b>Total Transfers</b>		<b>\$ 739,638</b>	<b>\$ 833,700</b>	<b>\$ 833,700</b>	<b>\$ 132,700</b>
<b>Total General Fund Revenues</b>		<b>\$ 29,164,122</b>	<b>\$ 30,195,900</b>	<b>\$ 30,266,199</b>	<b>\$ 30,263,900</b>

# REVENUE SUMMARY BY FUND

FY 2018-2019

Account Number	Revenue Source	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Projected Budget
<b>SPECIAL REVENUE FUNDS</b>					
<b>Street Lighting Assessment District - 002:</b>					
002-000-30001	Property Taxes Secured	\$ 140,004	\$ 141,000	\$ 141,000	\$ 141,000
002-000-30004	Secured/Unsecured Prior Year	492	500	500	500
002-000-30005	Property Tax Other	2,677	200	200	200
002-000-31502	Transfer In - Operations	42,700	54,700	58,068	54,700
<b>Total Street Lighting</b>		<b>\$ 185,873</b>	<b>\$ 196,400</b>	<b>\$ 199,768</b>	<b>\$ 196,400</b>
<b>Special Project - 004:</b>					
004-211-39501	Centennial	\$ (100)	\$ -	\$ -	\$ -
004-211-39502	State of the City	2,615	5,000	-	-
004-223-39501	BSCC Grant - PD	70,633	-	63,000	63,000
004-223-39503	AB109	-	-	300	1,700
004-228-39500	5k/10k - Marine Safety	2,855	-	-	-
004-230-39501	Joint Land Use Study	-	145,000	140,000	150,000
004-230-39502	Third Party Testing	-	-	1,600	-
004-231-39500	Plan Archival - Building	6,674	6,000	6,000	6,000
004-231-39501	General Plan - Building	48,987	45,000	45,000	45,000
004-231-39502	GIS - Building	36,704	35,000	35,000	35,000
004-231-39504	Technical Training	2,143	2,000	2,000	2,000
004-231-39505	Automation	3,612	3,000	3,000	3,000
004-231-39506	Business License ADA Fee	-	-	2,500	5,000
004-242-39501	Engineering Plan Check - I405	5,000	1,000	1,000	5,000
004-242-39502	Resource/recycling/recovery	13,151	-	-	-
004-242-39503	50/50 Program	-	-	1,700	-
004-244-39500	Benches - Pub. Works Yard	6,388	-	6,200	10,000
004-249-39500	Tree Replacement - Pub. Works Yard	-	-	-	4,000
004-270-39500	Scholarship - Recreation	800	-	-	-
<b>Total Special Project</b>		<b>\$ 199,462</b>	<b>\$ 242,000</b>	<b>\$ 307,300</b>	<b>\$ 329,700</b>
<b>Waste Management Act - 05</b>					
005-000-30420	Interest on Investment	\$ 3,994	\$ 1,500	\$ 3,000	\$ 3,000
005-000-31502	Transfer In - Operations	300,000	-	-	-
005-011-30141	ACT Implementation Fee	120,000	120,000	120,000	120,000
<b>Total Waste Management Act</b>		<b>\$ 423,994</b>	<b>\$ 121,500</b>	<b>\$ 123,000</b>	<b>\$ 123,000</b>
<b>Supplemental Law Enforcement Services - 009:</b>					
009-000-30420	Interest on Investments	\$ 691	\$ 500	\$ 700	\$ 700
009-000-39075	Grant Reimbursement	129,324	130,000	128,000	130,000
<b>Total Supplemental Law Enforcement</b>		<b>\$ 130,015</b>	<b>\$ 130,500</b>	<b>\$ 128,700</b>	<b>\$ 130,700</b>
<b>Detention Facility - 010:</b>					
010-000-30400	Commissary	\$ 11,249	\$ 10,000	\$ 4,500	\$ 10,000
010-000-30960	Other Revenue	45	-	100	100
<b>Total Detention Facility</b>		<b>\$ 11,294</b>	<b>\$ 10,000</b>	<b>\$ 4,600</b>	<b>\$ 10,100</b>
<b>Asset Forfeiture Fund (State) - 011:</b>					
011-000-30420	Interest on Investments	\$ 81	\$ -	\$ 100	\$ 100
011-000-30990	Asset Forfeiture	49	-	-	-
<b>Total Asset Forfeiture</b>		<b>\$ 130</b>	<b>\$ -</b>	<b>\$ 100</b>	<b>\$ 100</b>
<b>Air Quality Improvement Program - 012:</b>					
012-000-30420	Interest on Investments	\$ 31	\$ -	\$ -	\$ -
012-000-35000	AB2766 Revenues	32,585	30,000	30,000	30,000
<b>Total Air Quality Improvement</b>		<b>\$ 32,616</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>

# REVENUE SUMMARY BY FUND

FY 2018-2019

Account Number	Revenue Source	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Projected Budget
<b>Asset Forfeiture Fund (Fed) - 013:</b>					
013-000-30420	Interest on Investments	\$ 1,465	\$ 500	\$ 1,500	\$ 1,500
013-000-30700	Reimb. Misc Svcs	13,454	-	-	-
013-000-30990	Asset Forfeiture	243,102	250,000	100,000	250,000
<b>Total Asset Forfeiture</b>		<b>\$ 258,021</b>	<b>\$ 250,500</b>	<b>\$ 101,500</b>	<b>\$ 251,500</b>
<b>Park Improvement - 016:</b>					
016-000-30865	Quimby Act Fees	\$ 10,000	\$ -	\$ 10,000	\$ -
<b>Total Park Improvement</b>		<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ 10,100</b>	<b>\$ -</b>
<b>Pension Obligation D/S - 027:</b>					
027-000-30420	Interest on Investment	\$ 279	\$ -	-	\$ -
027-000-31502	Transfer In - Operations	1,225,121	1,264,700	1,264,700	1,199,200
<b>Total Pension Obligation</b>		<b>\$ 1,225,400</b>	<b>\$ 1,264,700</b>	<b>\$ 1,264,700</b>	<b>\$ 1,199,200</b>
<b>Fire Station D/S - 028:</b>					
028-000-30420	Interest on Investments	\$ 664	\$ -	\$ -	\$ -
028-000-31502	Transfer In - Operations	537,345	522,300	522,300	506,800
<b>Total Fire Station</b>		<b>\$ 538,009</b>	<b>\$ 522,300</b>	<b>\$ 522,300</b>	<b>\$ 506,800</b>
<b>Tidelands Beach - 034:</b>					
034-000-30425	Off-Street Parking	\$ 888,837	\$ 1,115,000	\$ 950,000	\$ 1,115,000
034-000-30700	Reimb Miscellaneous Services	11,508	10,000	10,000	10,000
034-000-30835	Film Location Fees	1,540	1,500	2,000	2,000
034-000-30959	Adopt A Highway	6,250	6,300	6,300	6,300
034-000-30969	Insurance Reimbursement	-	-	1,546,100	1,865,000
034-000-30980	Other Agency Revenue	30,242	50,000	50,000	57,000
034-000-31500	Transfer In - CIP	-	2,741,000	113,000	617,300
034-000-31502	Transfer In - Operations	964,745	1,407,800	535,200	100,000
034-000-31600	Landing Fees	138,102	160,000	140,000	225,600
034-000-31650	Property Rental	13,000	-	-	-
034-000-31700	Junior Lifeguard Fees	196,765	182,700	196,000	224,800
034-072-30600	Recreation Facilities Rent	1,405	-	1,000	1,000
034-072-30610	Leisure Program Fees	81,211	117,000	78,000	90,000
034-072-30955	Special Events	2,502	2,500	1,800	2,000
034-863-30455	Rental of Property	-	40,000	60,000	33,500
<b>Total Tidelands Beach</b>		<b>\$ 2,336,107</b>	<b>\$ 5,833,800</b>	<b>\$ 3,689,400</b>	<b>\$ 4,349,500</b>
<b>SB1 Program:</b>					
039-000-32536	Road Maintenance Rehab/Loan Repay	\$ -	\$ -	\$ 34,200	\$ 413,300
039-000-32537	Loan Repayment	-	-	84,900	-
<b>Total SB1</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 119,100</b>	<b>\$ 413,300</b>
<b>Gas Tax - 040:</b>					
040-000-30420	Interest on Investments	\$ 8,791	\$ 6,000	\$ 5,000	\$ 5,000
040-000-32499	Gas Tax 2103	69,363	100,400	100,400	190,800
040-000-32500	Gas Tax 2105	137,651	145,800	145,800	143,300
040-000-32525	Gas Tax 2106	98,596	92,800	92,800	95,700
040-000-32530	Gas Tax 2107	176,224	188,300	150,000	177,800
040-000-32535	Gas Tax 2107.5	6,000	6,000	5,000	5,000
040-000-32536	Road Maintenance Rehab/Loan Repay	-	173,300	4,200	28,300
<b>Total Gas Tax</b>		<b>\$ 496,625</b>	<b>\$ 712,600</b>	<b>\$ 503,200</b>	<b>\$ 645,900</b>
<b>Measure M2 - 042:</b>					
042-000-30420	Interest on Investments	\$ 11,995	\$ 8,000	\$ 8,000	\$ 8,000
042-000-30990	Senior Mobility Program (SMP)	3,962	-	4,000	4,000
042-000-33500	Local Fairshare	399,038	400,000	400,000	380,000
<b>Total Measure M2</b>		<b>\$ 414,995</b>	<b>\$ 408,000</b>	<b>\$ 412,000</b>	<b>\$ 392,000</b>

# REVENUE SUMMARY BY FUND

FY 2018-2019

Account Number	Revenue Source	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Projected Budget
<b>Parking-In-Lieu - 048</b>					
048-000-30865	Parking-In-Lieu	\$ 10,200	\$ 10,200	\$ 10,200	\$ 10,200
<b>Total Parking In-Lieu</b>		<b>\$ 10,200</b>	<b>\$ 10,200</b>	<b>\$ 10,200</b>	<b>\$ 10,200</b>
<b>Traffic Impact AB1600</b>					
049-000-30420	Interest on Investments	\$ 3,752	\$ 5,000	\$ 4,000	\$ 4,000
049-000-30976	Traffic Impact Fees AB1600	-	20,000	-	-
<b>Total Measure M2</b>		<b>\$ 3,752</b>	<b>\$ 25,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
<b>Seal Beach Cable - 50:</b>					
050-000-30131	PEG Fees Publ Access, Edu, Gov	\$ 112,421	\$ 90,000	\$ 100,000	\$ 100,000
050-000-30420	Interest on Investments	2,460	2,000	3,000	3,000
<b>Total Seal Beach Cable</b>		<b>\$ 114,881</b>	<b>\$ 92,000</b>	<b>\$ 103,000</b>	<b>\$ 103,000</b>
<b>Community Development Block Grant (CDBG) - 072:</b>					
072-000-30988	Other Agency Revenue	\$ 192,650	\$ 180,000	\$ 180,000	\$ 180,000
<b>Total CDBG</b>		<b>\$ 192,650</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>
<b>Police Grants - 075:</b>					
075-442-30975	Grant Reimb - BPV	\$ 1,610	\$ 5,000	\$ 2,900	\$ 5,000
075-460-30975	Grant Reimb - DUI Checkpoint	(6,894)	-	-	-
075-470-30975	OTS Step Grant	-	144,700	-	-
075-472-30975	Grant Reimb - DUI	35,034	-	-	60,000
075-473-30975	Grant Reimb - ABC	-	45,400	45,000	45,000
<b>Total Police Grants</b>		<b>\$ 29,750</b>	<b>\$ 195,100</b>	<b>\$ 47,900</b>	<b>\$ 110,000</b>
<b>City Wide Grants - 080:</b>					
080-361-30975	Grant Reimb - OCTA	\$ -	\$ 50,000	\$ 118,800	\$ -
080-365-30975	Grant Reimb - BCI - CALTRANS	-	500,000	500,000	-
<b>Total City Wide Grants</b>		<b>\$ -</b>	<b>\$ 550,000</b>	<b>\$ 618,800</b>	<b>\$ -</b>
<b>CFD No. 2002-02 SB Blvd/Lampson Landscape - 201:</b>					
201-000-30001	Property Taxes Secured	\$ 247,032	\$ 166,700	\$ 166,700	\$ 166,700
201-000-30420	Interest on Investments	2,509	2,000	2,000	2,000
201-000-30677	Prior Years Revenue	1,750	-	-	-
<b>Total CFD SB Blvd/Lampson Landscape</b>		<b>\$ 251,291</b>	<b>\$ 168,700</b>	<b>\$ 168,700</b>	<b>\$ 168,700</b>
<b>CFD Heron Pointe Refunding 2015 - 206:</b>					
206-000-30001	Property Taxes Secured	\$ 188,111	\$ 269,900	\$ 269,900	\$ 269,900
206-000-30004	Secured/Unsecured Prior Year	-	-	4,300	-
206-000-30005	Property Tax Other	-	-	1,700	-
206-000-30420	Interest on Investments	2,686	600	2,000	2,000
<b>Total CFD Heron Pointe</b>		<b>\$ 190,797</b>	<b>\$ 270,500</b>	<b>\$ 277,900</b>	<b>\$ 271,900</b>
<b>CFD Pacific Gateway Refunding 2016 - 207:</b>					
207-000-30001	Secured Property Tax	\$ 496,378	\$ 498,100	\$ 498,100	\$ 498,100
207-000-30302	Cost of Insuance Reimb	2	-	-	-
207-000-30420	Interest on Investments	5,557	800	800	800
<b>Total Pacific Gateway Bonds</b>		<b>\$ 501,937</b>	<b>\$ 498,900</b>	<b>\$ 498,100</b>	<b>\$ 498,900</b>
<b>CFD Heron Pointe 2015 Admin Expense - 208:</b>					
208-000-30300	Administrative Expense Reimb	\$ 25,000	\$ 15,000	\$ 15,000	\$ 15,000
<b>Total Heron Pointe Admin Expense</b>		<b>\$ 25,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>

# REVENUE SUMMARY BY FUND

FY 2018-2019

Account Number	Revenue Source	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Projected Budget
<b>CFD Pacific Gateway 2016 Lnd/Admin- 209:</b>					
209-470-30001	Secured Property Tax	\$ 57,829	\$ 58,000	\$ 58,000	\$ 58,000
209-480-30300	Administrative Expense Reimb	25,000	25,000	25,000	25,000
<b>Total Pacific Gateway</b>		<b>\$ 82,829</b>	<b>\$ 83,000</b>	<b>\$ 83,000</b>	<b>\$ 83,000</b>
<b>PROPRIETARY FUNDS</b>					
<b>Water Operations - 017:</b>					
017-000-30420	Interest on Investments	\$ 34,110	\$ 35,000	\$ 35,000	\$ 35,000
017-000-30815	Engineering Inspection Fee	486	-	-	-
017-000-30960	Miscellaneous Revenue	1,322	1,200	1,200	1,200
017-000-30977	Prior Year Revenues	2,156	-	-	-
017-000-31502	Transfer in - Operation	-	-	-	1,796,000
017-000-34000	Water Revenue	2,053,420	2,000,000	2,000,000	2,000,000
017-000-35000	Residential Water	999,571	1,100,000	1,100,000	1,100,000
017-000-35020	Commercial Water	49,278	62,000	62,000	62,000
017-000-35500	Water Turn On Fee	6,644	6,000	6,000	6,000
017-000-35510	Late Charge	34,612	30,000	30,000	30,000
017-000-35520	Door Tag Fee	673	1,000	2,000	1,000
017-000-35530	Water Meters	313	-	2,000	-
017-000-35590	Fire Service	62,281	62,500	62,500	62,500
017-000-35591	Fire Water Flow Test	250	1,000	500	500
<b>Total Water Operations</b>		<b>\$ 3,245,116</b>	<b>\$ 3,298,700</b>	<b>\$ 3,301,200</b>	<b>\$ 5,094,200</b>
<b>Water Capital - 019:</b>					
019-000-30420	Interest on Investments	\$ 66,252	\$ 35,000	\$ 45,000	\$ 45,000
019-000-35042	Water Connection Fee	73,546	10,000	10,000	10,000
019-000-37000	Water Capital Charge	1,426,514	1,380,000	1,380,000	1,380,000
019-950-30700	Reimbursement	70,903	-	-	-
<b>Total Water Capital</b>		<b>\$ 1,637,215</b>	<b>\$ 1,425,000</b>	<b>\$ 1,435,000</b>	<b>\$ 1,435,000</b>
<b>Vehicle Replacement - 021:</b>					
021-000-30940	Sales of Surplus Property	\$ 18,533	\$ -	\$ 53,200	\$ -
021-000-31502	Transfer In - Operations	310,000	-	-	-
<b>Total Vehicle Replacement</b>		<b>\$ 328,533</b>	<b>\$ -</b>	<b>\$ 53,200</b>	<b>\$ -</b>
<b>Sewer Operations - 043:</b>					
043-000-30420	Interest on Investments	\$ 12,004	\$ 10,300	\$ 10,300	\$ 10,300
043-000-30725	F.O.G. Discharge Permit Fee	27,808	27,000	27,000	27,000
043-000-30946	Sale of Printed Material-CIP Only	8	-	-	-
043-000-30960	Misc. Revenues	221	-	-	-
043-000-31502	Transfer In - Operation	-	-	-	2,306,500
043-000-36000	Sewer Fees	695,676	725,000	725,000	725,000
<b>Total Sewer Operations</b>		<b>\$ 735,717</b>	<b>\$ 762,300</b>	<b>\$ 762,300</b>	<b>\$ 3,068,800</b>
<b>Sewer Capital - 044:</b>					
044-000-30420	Interest on Investments	\$ 55,295	\$ 30,000	\$ 30,000	\$ 30,000
044-000-35042	Sewer Connection Fee	25,674	5,000	5,000	5,000
044-000-37150	Sewer Capital Charge	2,035,554	1,700,000	1,700,000	1,700,000
<b>Total Sewer Capital</b>		<b>\$ 2,116,523</b>	<b>\$ 1,735,000</b>	<b>\$ 1,735,000</b>	<b>\$ 1,735,000</b>
<b>Retirement Fund Debt Service - 302:</b>					
302-000-30420	Interest on Investment	\$ 2,796	\$ -	\$ -	\$ -
302-000-31502	Transfers In - Operations	722,304	751,800	751,800	743,800
<b>Total Retirement Fund Debt Service</b>		<b>\$ 725,100</b>	<b>\$ 751,800</b>	<b>\$ 751,800</b>	<b>\$ 743,800</b>

# REVENUE SUMMARY BY FUND

FY 2018-2019

Account Number	Revenue Source	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Projected Budget
<b>Retirement Obligation Fund</b>					
304-000-30018	SA Tax Increment	\$ 1,218,363	\$ 1,173,900	\$ 1,173,900	\$ 1,282,000
304-000-30420	Interest On Investments	3	-	-	-
304-000-30423	Unrealized Gain/Loss on Invest.	(1)	-	-	-
<b>Total Retirement Obligation Fund</b>		<b>\$ 1,218,365</b>	<b>\$ 1,173,900</b>	<b>\$ 1,173,900</b>	<b>\$ 1,282,000</b>
<b>Capital Project - 045:</b>					
045-000-31500	Transfer In	\$ 1,507,373	\$ 13,118,100	\$ 4,630,803	\$ 10,781,300
<b>Total Capital Project</b>		<b>\$ 1,507,373</b>	<b>\$ 13,118,100</b>	<b>\$ 4,630,803</b>	<b>\$ 10,781,300</b>
<b>Total Revenue of All Funds</b>		<b>\$ 48,343,692</b>	<b>\$ 64,271,400</b>	<b>\$ 53,531,770</b>	<b>\$ 64,426,900</b>

# Analysis of Major Revenues

The total estimated revenues and transfers in from other funds for all City Funds for FY 2018-2019 is \$64.4 million, of which \$30.3 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 public safety, (which includes police, fire, marine safety, animal control services, school resource officer, and code enforcement), public works, recreation, building and neighborhood services, and general government administration. The Special Revenue Funds, Capital Project Fund, Enterprise Funds, and Successor Agency Funds revenues are restricted and cannot be used for general operating expenditures.

## Analysis of Major General Fund Revenues

### Property Taxes

Property Taxes account for 37.7% of FY 2018-2019 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 various other property taxes including those related to penalties and interest.

#### Property Tax

	Amount	% change
2015/16	10,027,899	
2016/17	10,564,211	5.3%
2017/18	11,018,299	4.3%
2018/19	11,392,900	3.4%



Budget Assumptions – As the above information illustrates, property taxes continue to be a stable revenue source for the City. The projection for FY 2018-2019 shows an increase in expected revenue, but at a slower rate than 2017-2018. The reason for the increase is that in FY 2018-2019 additional property taxes are expected to be received as a result of continued strength in the local real estate market.

### Utility Users Tax

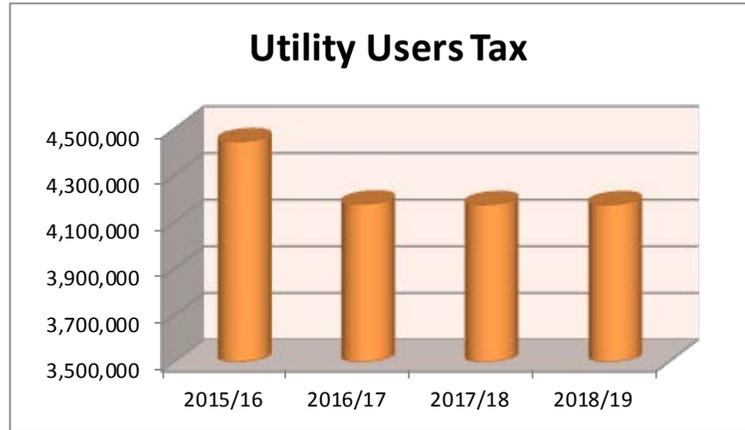
Utility Users Tax (UUT) accounts for 13.8% of FY 2018-2019 General Fund revenues. The Utility Users Tax rate is charged to customers of electric, natural gas, and telecommunications companies to raise

# Analysis of Major Revenues

revenue for general governmental purposes of the City. The Utility Users Tax rate, which was lowered by the voters in 2014, is currently 10% of the customer's applicable monthly charges. Beginning in January 2016 retailers that sell pre-paid wireless plans were required to collect the UUT at the point of sale. The rate for pre-paid wireless is capped at 9%. The utility companies collect the taxes and remit them to the City.

## Utility Users Tax

	Amount	% change
2015/16	4,445,180	
2016/17	4,177,713	-6.0%
2017/18	4,175,000	-0.1%
2018/19	4,175,000	0.0%



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

## Sales and Use Tax

Sales and Use Tax account for 14.5% of FY 2018-2019 General Fund revenues. The sales tax rate is 7.75% as of January 1, 2017. All goods sold within the City are subject to sales tax except non-prepared food and prescription drugs. The City receives 1% of all sales tax collected. Budgeted Sales Tax revenue for the City is projected to remain unchanged in FY 2018-2019.

## Sales Tax

	Amount	% change
2015/16	4,228,729	
2016/17	4,379,341	3.6%
2017/18	4,395,000	0.4%
2018/19	4,395,000	0.0%



**Budget Assumptions** – Estimated revenues for Sales and Use Tax for FY 2017-2018 and projections for FY 2018-2019 were based on information by Hinderlitter, de Llamas and Associates, a consulting firm that specializes in sales and use tax analysis provided based on sales tax information provided to them by the State of California Board of Equalization.

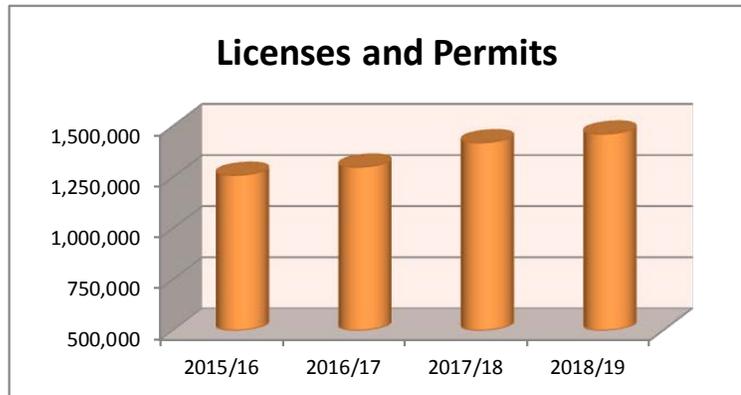
# Analysis of Major Revenues

## Licenses and Permits

Licenses and Permits account for 4.8% of FY 2018-2019 General Fund revenues. A slight increase is projected in FY 2018-2019 primarily due to a proposed increase in fees related to animal licensing.

### Licenses and Permits

	<u>Amount</u>	<u>% change</u>
2015/16	1,260,296	
2016/17	1,300,232	3.2%
2017/18	1,419,500	9.2%
2018/19	1,462,100	3.0%



## Other Revenues

Franchise Fees are imposed on various public utilities and account for 3.5% of FY 2018-2019 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 Bed Tax) accounts for 5.5% of FY 2018-2019 General Fund revenues. The approved rate for Transient Occupancy Tax is 12% and over the last several years this source of revenue has recovered and stabilized at the existing levels.

Charges for Services account for 9.9% of FY 2018-2019 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 41.7¢ per gallon as of November 1, 2017 for vehicle fuel which is allocated to the State, Counties and Cities. The City allocation is distributed based on population. The Road Repair and Accountability Act of 2017 adopted annual inflationary adjustments to all per-gallon

# Analysis of Major Revenues

motor

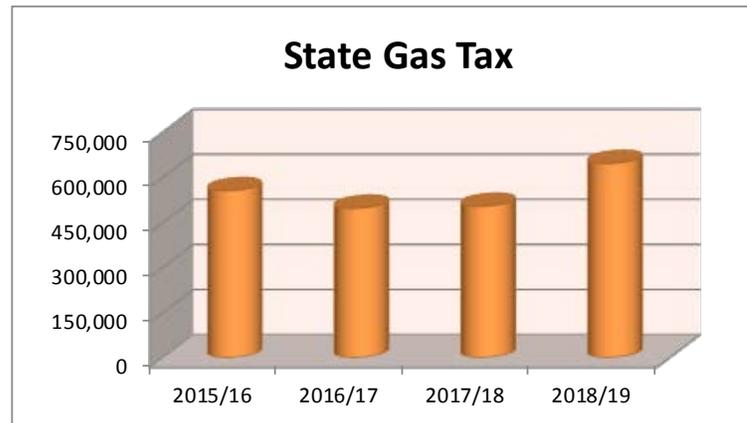
fuel

excise

taxes.

## State Gas Tax

	Amount	% change
2015/16	555,121	
2016/17	496,625	-10.5%
2017/18	503,200	1.3%
2018/19	645,900	28.4%

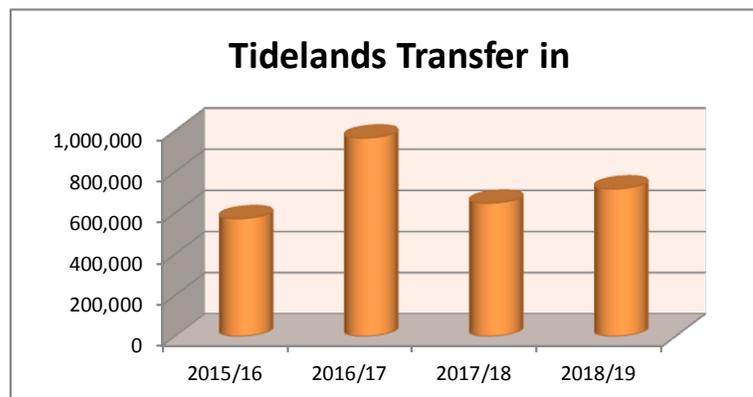


## Tidelands Beach Fund – Transfer In – General Fund Subsidy

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. Typically 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 generally subsidized by the General Fund as illustrated in the following graph.

## Tidelands Beach Fund - General Fund Subsidy

	Amount	% change
2015/16	572,563	
2016/17	964,745	68.5%
2017/18	648,200	-32.8%
2018/19	717,300	10.7%



Budget Assumptions - The General Fund Subsidy varies significantly from one year to the next. In the proposed budget there is no planned subsidy primarily due to expected one-time revenues as the result of insurance recoveries from the pier fire.

## Measure M2

The Measure M “Local Turnback” revenues are part of the ½ cent sales tax increase approved by voters November 6, 1990 which would provide transportation funding through 2011. In November 2006, voters approved the continuation of the ½ cent sales tax through 2041. These funds can only be expended on street and highway improvements. The allocation of the ½ cent sales tax is based on the City’s population and on the City’s “Maintenance of Effort” and/or the minimum amount of General Fund funds expended on street and sidewalk maintenance. Each year the City must file a “Maintenance of Effort” report with the Orange County Transportation Authority (OCTA). The report itemizes the estimated expenses the City will spend with General Fund dollars on streets, storm drains and sidewalk repairs that include supplies, and salaries and benefits, and compares that figure with the County’s benchmark figure of minimum

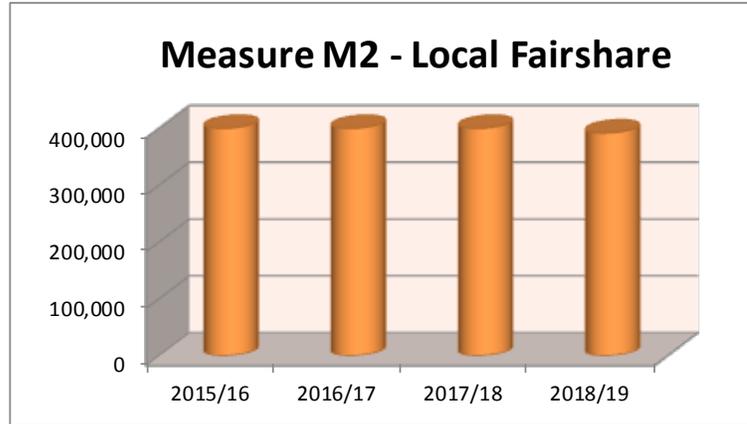
# Analysis of Major Revenues

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 \$380,000 from Measure M2 – Local Fairshare revenues for FY 2018-2019.

## Measure M2 Local Fairshare

	Amount	% change
2015/16	409,877	
2016/17	414,995	1.2%
2017/18	412,000	-0.7%
2018/19	392,000	-4.9%



## ANALYSIS OF WATER AND SEWER OPERATIONS MAJOR REVENUE

### Water Revenue and Sewer Fees

The City’s Water Rate Schedule is tiered and based on consumption and meter size. Revenues are projected to be \$3,298,200 excludes transfer in for FY 2018-2019, for the Operations Fund. Water Capital Fund revenues are projected to be \$1,435,000.

The Sewer Capital Fees are also tiered. Revenues are projected to be \$762,300 excludes transfer in for operations in the FY 2018-2019. Sewer Capital Fund revenues are projected to be \$1,735,000.



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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.

	2014-2015 Actual	2015-2016 Actual	2016-2017 Actual	2017-2018 Projected	2018-2019 Adopted
Beginning Fund Balance	\$ 29,828,094	\$ 28,971,371	\$ 27,960,370	\$ 25,643,193	\$ 22,230,025
General Fund Revenues:					
Property Tax Revenue	\$ 9,698,833	\$ 10,027,899	\$ 10,564,211	\$ 11,018,299	\$ 11,392,900
Sales and Use Tax	4,246,079	4,228,729	4,379,341	4,395,000	4,395,000
Utility Users Tax	4,646,434	4,445,180	4,177,713	4,175,000	4,175,000
Transient Occupancy Tax	1,525,723	1,655,376	1,693,515	1,675,000	1,675,000
Franchise Fees	1,163,595	955,922	1,016,939	1,037,000	1,044,500
Other Taxes	344,789	197,166	190,510	190,100	200,100
Licenses and Permits	1,375,188	1,260,296	1,300,232	1,419,500	1,462,100
Intergovernmental	370,242	102,240	115,631	88,400	89,500
Charges for Services	2,898,846	2,702,535	2,831,373	2,884,000	3,066,700
Fines and Forfeitures	1,115,137	1,110,406	1,103,093	1,080,500	1,375,500
Use of Money and Property	659,002	939,915	375,302	712,200	738,400
Other Revenue	640,706	901,069	676,624	757,500	516,500
Transfers in from Other Funds	421,658	630,000	739,638	833,700	132,700
Total General Fund Revenues	<u>\$ 29,106,232</u>	<u>\$ 29,156,733</u>	<u>\$ 29,164,122</u>	<u>\$ 30,266,199</u>	<u>\$ 30,263,900</u>
Expenditures:					
General Administration	\$ 4,260,436	\$ 3,696,830	\$ 4,255,624	\$ 4,524,300	\$ 3,855,400
Police Department	8,778,120	9,013,810	9,954,729	9,666,800	10,452,400
Detention Facilities	755,052	766,661	768,584	868,200	904,000
Fire Protection Services	4,703,098	4,893,853	5,026,759	5,477,800	5,780,900
Community Development	848,458	876,412	894,475	668,200	921,800
Public Works	3,902,557	2,815,238	3,238,770	2,799,200	3,090,000
Refuse Services	1,139,917	1,071,333	1,170,096	1,150,000	1,150,000
Recreation	1,129,496	1,075,282	938,906	1,024,400	935,600
Liability/Risk Management	1,189,830	1,295,041	1,327,736	1,426,200	1,812,100
Transfers Out	4,802,920	4,663,275	3,905,620	6,074,268	8,464,400
Total Expenditures	<u>\$ 31,509,884</u>	<u>\$ 30,167,734</u>	<u>\$ 31,481,298</u>	<u>\$ 33,679,368</u>	<u>\$ 37,366,600</u>
Total Expenditures (Excludes CIP)	<u>\$ 29,265,560</u>	<u>\$ 28,167,429</u>	<u>\$ 30,655,589</u>	<u>\$ 29,450,168</u>	<u>\$ 30,662,900</u>
Net Revenues (Expenditures)	<u>\$ (2,403,652)</u>	<u>\$ (1,011,001)</u>	<u>\$ (2,317,176)</u>	<u>\$ (3,413,169)</u>	<u>\$ (7,102,700)</u>
Prepaid Expense	1,546,929	-	-	-	-
Ending Fund Balance	<u>\$ 28,971,371</u>	<u>\$ 27,960,370</u>	<u>\$ 25,643,193</u>	<u>\$ 22,230,025</u>	<u>\$ 15,127,325</u>
Assigned for Encumbrance	\$ 246,858	\$ 191,831	\$ 393,092	\$ 393,092	\$ 393,092
Assigned	9,686,576	9,610,906	9,108,269	9,064,329	3,451,055
Assigned for Fiscal Policy	6,881,620	7,066,390	7,541,181	7,362,542	7,665,725
Unassigned Fund Balance	<u>\$ 12,156,317</u>	<u>\$ 11,091,243</u>	<u>\$ 8,600,651</u>	<u>\$ 5,410,062</u>	<u>\$ 3,617,453</u>
<i>Unassigned Fund Balance</i>					
<i>Percentage of Total Operating Expenditures</i>	40.3%	39.4%	28.1%	18.4%	11.8%
<i>Assigned for Fiscal Policy</i>					
<i>Percentage of Total Operating Expenditures</i>	23.5%	25.1%	24.6%	25.0%	25.0%

# General Fund Analysis of Unassigned Fund Balance

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

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

	<b>2018-2019</b>
Beginning Fund Balance	\$22,230,025
Net Revenues (Expenditures)	(7,102,700)
Ending Fund Balance	<b><u>\$15,127,325</u></b>
Assigned for Encumbrances	\$ 393,092
Assigned for Designations	3,451,055
Assigned for Fiscal Policy	7,665,725
Unassigned Fund Balance	3,617,453
Total General Fund Balance	<b><u>\$ 15,127,325</u></b>

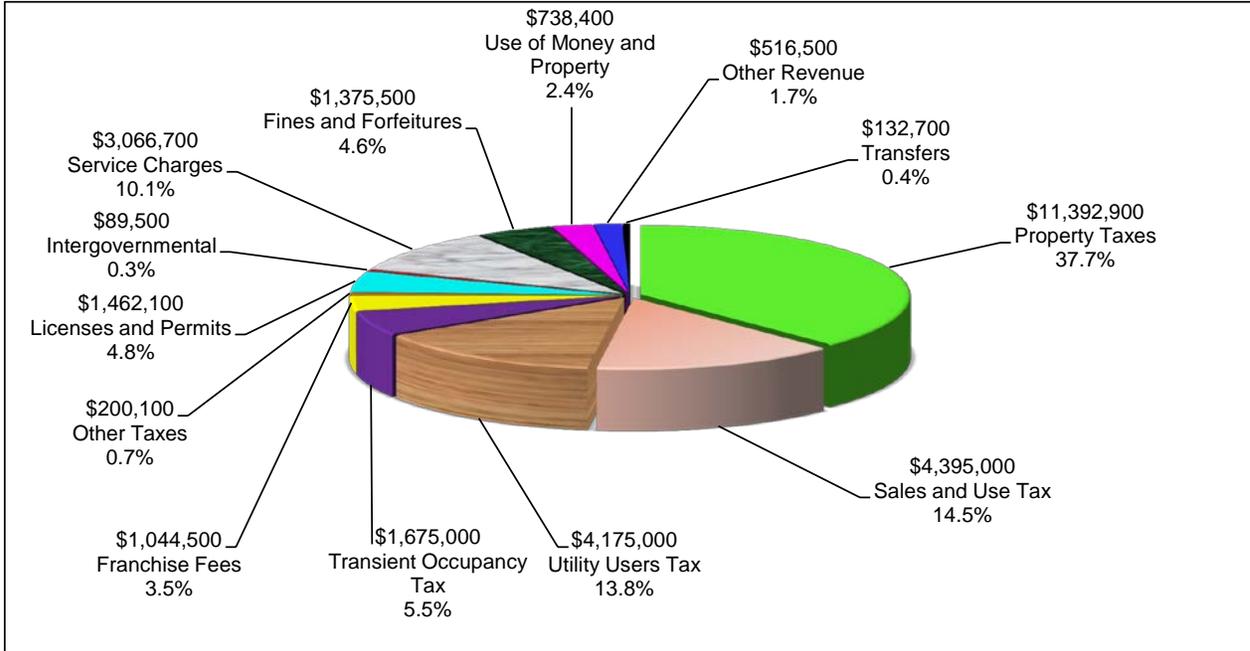
	Estimated Beginning Balance	Proposed Decreases	Estimated Ending Balance
<b>Assigned for Encumbrances</b>	<b>\$ 393,092</b>	<b>\$ -</b>	<b>\$ 393,092</b>
College Park East	477,000	-	477,000
Swimming Pool	4,782,441	(4,782,400)	41
Economic Condition	1,750,000	-	1,750,000
Buildings	53,500	(53,500)	-
Compensated Absences	1,224,014	-	1,224,014
<b>Total Assigned</b>	<b><u>8,286,955</u></b>	<b><u>(4,835,900)</u></b>	<b><u>3,451,055</u></b>
<b>Assigned for Fiscal Policy</b>	<b>7,362,542</b>	<b>303,183</b>	<b>7,665,725</b>
<b>Grand Total</b>	<b><u>\$ 16,042,589</u></b>	<b><u>\$ (4,532,717)</u></b>	<b><u>\$ 11,509,872</u></b>



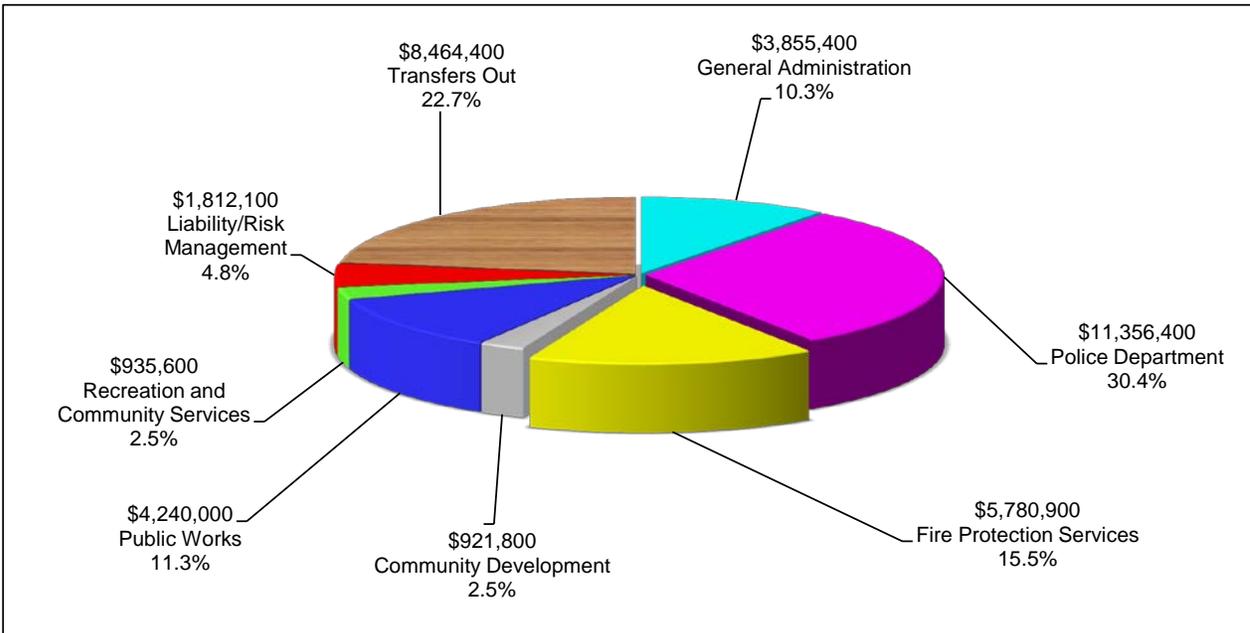
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## Summary of Revenues and Expenditures General Fund

### Fiscal Year 2018-19 Projected Revenues - \$30,263,900

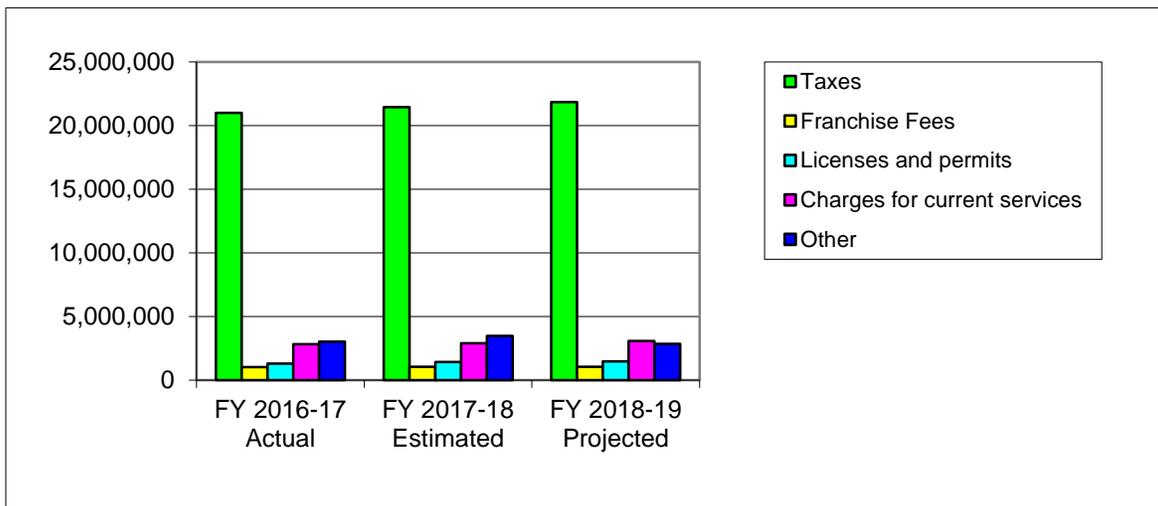


### Fiscal Year 2018-19 Projected Expenditures - \$37,366,600



# General Fund Revenue Summary

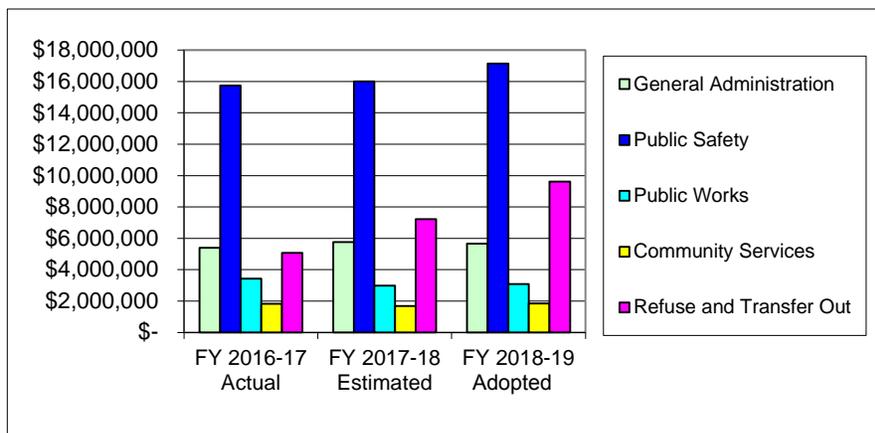
Description	2016-2017 Actual	2017-2018 Estimated	2018-2019 Projected Budget
Property Tax	\$ 10,564,211	\$ 11,018,299	\$ 11,392,900
Other Taxes	190,510	190,100	200,100
Utility Users Tax	4,177,713	4,175,000	4,175,000
Transient Occupancy Tax	1,693,515	1,675,000	1,675,000
Sales and Use Tax	4,379,341	4,395,000	4,395,000
Franchise Fees	1,016,939	1,037,000	1,044,500
Licenses and Permits	1,300,232	1,419,500	1,462,100
Fines and Forfeitures	1,103,093	1,080,500	1,375,500
Use of Money and Property	375,302	712,200	738,400
Charges for Services	2,831,373	2,884,000	3,066,700
Intergovernmental	115,631	88,400	89,500
Other Revenues	676,624	757,500	516,500
Transfer In and Enterprise Overheads	739,638	833,700	132,700
<b>Total Revenue</b>	<b>\$ 29,164,122</b>	<b>\$ 30,266,199</b>	<b>\$ 30,263,900</b>



	FY 2016-17 Actual	FY 2017-18 Estimated	FY 2018-19 Projected
Taxes	\$ 21,005,290	\$ 21,453,399	\$ 21,838,000
Franchise Fees	1,016,939	1,037,000	1,044,500
Licenses and Permits	1,300,232	1,419,500	1,462,100
Charges for Current Services	2,831,373	2,884,000	3,066,700
Other	3,010,288	3,472,300	2,852,600
<b>Grand Total</b>	<b>\$ 29,164,122</b>	<b>\$ 30,266,199</b>	<b>\$ 30,263,900</b>

# General Fund Expenditure Summary

Department	2018-2019		
	2016-2017 Actual	2017-2018 Estimated	Adopted Budget
010 City Council	\$ 124,440	\$ 236,800	\$ 74,600
011 City Manager	486,017	541,800	412,800
012 City Clerk	314,160	313,600	358,600
014 Human Resources	169,056	183,900	190,500
015 Legal Services	593,195	650,000	475,000
016 Senior Bus Program	189,638	190,000	183,400
017 Finance	747,499	783,100	772,000
018 Risk Management	1,327,736	1,426,200	1,812,100
019 Non-Departmental	1,047,071	972,400	938,900
020 Information System Technolo	584,548	652,700	633,000
021 Police EOC	172,082	204,200	221,100
022 Police	6,724,590	6,773,000	7,365,600
023 Police Support Services	1,564,287	1,269,200	1,295,300
024 Police Detention Facility	768,584	868,200	904,000
025 Parking Enforcement	295,879	632,800	737,900
026 Fire	5,026,759	5,477,800	5,780,900
030 Planning	390,091	390,800	360,700
031 Building and Safety	504,384	277,400	561,100
035 West Comp JPA	1,197,891	787,600	832,500
042 Engineering	82,273	89,500	127,200
043 Storm Drain	402,647	472,600	430,200
044 Street Maintenance	653,225	647,900	1,039,100
049 Landscape Maintenance	493,039	698,400	308,700
050 Automobile Maintenance	335,233	380,400	420,000
051 Refuse	1,170,096	1,150,000	1,150,000
052 Building Maintenance	1,272,353	510,400	581,400
070 Recreation Administration	221,962	242,800	184,800
071 Sports	30,123	21,200	16,200
072 Parks and Recreation	248,946	305,900	270,800
073 Aquatics	209,945	189,300	200,400
074 Tennis Center	227,930	265,200	263,400
Transfer Out	3,905,620	6,074,268	8,464,400
<b>Total Expenditures</b>	<b>\$ 31,481,298</b>	<b>\$ 33,679,368</b>	<b>\$ 37,366,600</b>



	FY 2016-17 Actual	FY 2017-18 Estimated	FY 2018-19 Proposed
General Administration	\$ 5,393,722	\$ 5,760,500	\$ 5,667,500
Public Safety	15,750,072	16,012,800	17,137,300
Public Works	3,428,408	2,989,200	3,090,000
Community Services	1,833,381	1,692,600	1,857,400
Refuse and Transfer Out	5,075,716	7,224,268	9,614,400
<b>Grand Total</b>	<b>\$ 31,481,298</b>	<b>\$ 33,679,368</b>	<b>\$ 37,366,600</b>

City of Seal Beach - General Fund Transfer Out

**FY 2018-2019**

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

	<u>2016-2017 Actual</u>	<u>2017-2018 Amended Budget</u>	<u>2017-2018 Estimated</u>	<u>2018-2019 Adopted Budget</u>
Transfer Out	\$ 3,905,620	\$ 12,432,100	\$ 6,074,268	\$ 8,464,400
<b>TOTAL</b>	<b>\$ 3,905,620</b>	<b>\$ 12,432,100</b>	<b>\$ 6,074,268</b>	<b>\$ 8,464,400</b>

ACCOUNT NUMBER EXPLANATION

47000	Transfer Out - CIP	Transfer out to various capital improvement projects
47002	Transfer Out - Operations	Transfer out to various funds

City of Seal Beach - General Fund Transfer Out

FY 2018-2019

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>TRANSFER OUT</b>					
Transfer Out - CIP	001-080-47000	\$ 667,162	\$ 9,932,600	\$ 4,229,200	\$ 6,703,700
Transfer Out - Operations	001-080-47002	2,928,458	2,499,500	1,845,068	1,760,700
Vehicle Replacement	001-080-47010	310,000	-	-	-
<b>TOTAL TRANSFER OUT</b>		<u>\$ 3,905,620</u>	<u>\$ 12,432,100</u>	<u>\$ 6,074,268</u>	<u>\$ 8,464,400</u>
<b>TOTAL EXPENDITURES</b>		<u><b>\$ 3,905,620</b></u>	<u><b>\$ 12,432,100</b></u>	<u><b>\$ 6,074,268</b></u>	<u><b>\$ 8,464,400</b></u>

<b>Transfer Out Account 001-080-47000:</b>	
Tidelands Fund 034 (CIP)	617,300
Capital Projects Fund 045	6,086,400
<b>Total for 001-080-47000:</b>	<u><b>\$ 6,703,700</b></u>
<b>Transfer Out Account 001-080-47002:</b>	
Street Lighting District Fund 002	\$ 54,700
Pension Obligation D/S Fund 027	1,199,200
Fire Station D/S Fund 028	506,800
Tidelands Fund 034	-
	<u><b>\$ 1,760,700</b></u>



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# CITY COUNCIL

## **Elected Official:**

City Council

## **Mission Statement**

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

## **Primary Activities**

The City Council reviews and decides issues affecting the City; enacts laws and directs actions as required to provide for the general welfare of the community through programs, services, and activities; creates sustainable revenue for essential City services; provides policy guidance to City staff; adopts and monitors the annual operating and capital improvement budgets; makes appointments to vacancies on various commissions and committees; 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

	<u>2016-2017 Actual</u>	<u>2017-2018 Amended Budget</u>	<u>2017-2018 Estimated</u>	<u>2018-2019 Adopted Budget</u>
Personnel Services	\$ 34,954	\$ 33,600	\$ 33,600	\$ 33,600
Maintenance and Operations	89,486	210,700	203,200	41,000
<b>TOTAL</b>	<u>\$ 124,440</u>	<u>\$ 244,300</u>	<u>\$ 236,800</u>	<u>\$ 74,600</u>

ACCOUNT NUMBER EXPLANATION

40004	Part-time	City Council compensation
40013	PARS Retirement	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40019	FICA	Employee benefits costs
40100	Office Supplies	Office Supplies
40101	Council Discretionary - Dist. 1	Council special projects
40102	Council Discretionary - Dist. 2	Council special projects
40103	Council Discretionary - Dist. 3	Council special projects
40104	Council Discretionary - Dist. 4	Council special projects
40105	Council Discretionary - Dist. 5	Council special projects
40300	Memberships and Dues	Southern California Assoc. of Government, League California of Cities, Orange County Council of Governments, and miscellaneous
40400	Training and Meetings	Meetings and training include, but not limited to annual training conferences, mileage, and general meetings of the City Council
40800	Special Departmental	Miscellaneous events
44000	Contract Professional	Strategic Planning

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Part-time	001-010-40004	\$ 33,716	\$ 32,400	\$ 32,400	\$ 32,400
PARS Retirement	001-010-40013	351	300	300	300
Medicare Insurance	001-010-40017	485	500	500	500
FICA	001-010-40019	402	400	400	400
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 34,954</b>	<b>\$ 33,600</b>	<b>\$ 33,600</b>	<b>\$ 33,600</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-010-40100	\$ 641	\$ 1,000	\$ 1,000	\$ 1,000
Council Discretionary - Dist. 1	001-010-40101	678	34,300	34,300	-
Council Discretionary - Dist. 2	001-010-40102	11,630	28,400	28,400	-
Council Discretionary - Dist. 3	001-010-40103	10,150	39,700	39,700	-
Council Discretionary - Dist. 4	001-010-40104	16,000	24,000	24,000	-
Council Discretionary - Dist. 5	001-010-40105	151	39,800	39,800	-
Memberships and Dues	001-010-40300	14,391	21,000	21,000	15,000
Training and Meetings	001-010-40400	11,804	12,500	10,000	10,000
Special Departmental	001-010-40800	1,041	10,000	5,000	5,000
Contract Professional	001-010-44000	23,000	-	-	10,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 89,486</b>	<b>\$ 210,700</b>	<b>\$ 203,200</b>	<b>\$ 41,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 124,440</b>	<b>\$ 244,300</b>	<b>\$ 236,800</b>	<b>\$ 74,600</b>



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# CITY MANAGER

## **Managing Department Head:**

City Manager

## **Mission Statement**

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

## **Primary Activities**

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

## **Objectives**

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

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

Account Code: 001-011

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 445,590	\$ 516,300	\$ 488,300	\$ 373,300
Maintenance and Operations	40,427	70,000	53,500	39,500
<b>TOTAL</b>	<b>\$ 486,017</b>	<b>\$ 586,300</b>	<b>\$ 541,800</b>	<b>\$ 412,800</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40004	Part-time	Employee salaries costs
40008	Auto Allowance	Employee benefits costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Compensation-Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40027	Vacation Buy/Payout	Employee benefits costs
40032	Health Program	Employee benefits costs
40100	Office Supplies	Office Supplies
40300	Memberships and Dues	Orange County City Manager's Assoc., International City/County Mgmt. Assoc., CA. City Mgmt., Assoc., CA. Assoc. of Public Information Officials, League of CA Cities, Public Employers Labor Relations Association, and miscellaneous
40400	Training and Meetings	League of Cities City Manager and City Council, Orange County City Manager's Assoc., International City/County Management Association, California Association of Public Information Officials, and California Joint Powers Insurance Authority
40800	Special Departmental	Pop up City Hall and miscellaneous
44000	Contract Professional Svcs	Miscellaneous

# City of Seal Beach

# FY 2018-2019

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-011-40001	\$ 249,124	\$ 319,600	\$ 263,800	\$ 247,900
Part-time	001-011-40004	86,440	52,500	105,200	-
Auto Allowance	001-011-40008	4,200	4,200	4,200	3,900
Cell Phone Allowance	001-011-40009	1,317	1,300	1,300	900
Deferred Compensation-Cafeteria	001-011-40010	740	500	600	700
Deferred Compensation	001-011-40011	12,669	12,600	15,300	14,300
PERS Retirement	001-011-40012	48,683	63,000	57,500	59,200
PARS Retirement	001-011-40013	1,087	700	1,300	-
Medical Insurance	001-011-40014	16,588	37,800	17,900	25,500
Medicare Insurance	001-011-40017	5,281	5,900	5,700	4,100
Life and Disability	001-011-40018	1,335	2,400	1,300	1,900
Vacation Buy/Payout	001-011-40027	17,278	14,900	12,400	14,200
Health Program	001-011-40032	848	900	1,800	700
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 445,590</b>	<b>\$ 516,300</b>	<b>\$ 488,300</b>	<b>\$ 373,300</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-011-40100	\$ 1,678	\$ 5,000	\$ 3,000	\$ 3,000
Memberships and Dues	001-011-40300	9,250	7,500	7,500	4,000
Training and Meetings	001-011-40400	7,306	20,000	10,500	5,000
Special Departmental	001-011-40800	74	2,500	2,500	2,500
Cont. Professional Svcs	001-011-44000	22,119	35,000	30,000	25,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 40,427</b>	<b>\$ 70,000</b>	<b>\$ 53,500</b>	<b>\$ 39,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 486,017</b>	<b>\$ 586,300</b>	<b>\$ 541,800</b>	<b>\$ 412,800</b>



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# CITY CLERK

## **Managing Department Head:**

City Clerk

## **Mission Statement**

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

## **Primary Activities**

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

## **Objective**

- To work efficiently and ethically at all times.
- Stay informed and in compliance with federal and state regulations imposed on all local government agencies, City Municipal Code, City Charter and City policies and procedures.
- Complete the implementation of an automated Agenda Management system to create efficiency and reduce costs related to unfunded State mandates.
- Administer the November 6, 2018 General Municipal Elections for Districts 1, 3 and 5, along with any Ballot Measures or Run-off Elections if needed.
- Leverage the Avante Laserfiche Electronic Document Management System to increase the use of electronic records management citywide, including the use of automated workflows, and creating increased accessibility to City staff and the public.
- Process and respond to the increasing requests for public records through the implemented online California Public Records Act processing solution NextRequest.
- Implement electronic filing of State required Conflict of Interest and Campaign Finance Form.
- Maintain the video streaming and archiving of City Council and Planning Commission meetings.
- Continue managing the City's Municipal Code codification process.
- Leverage the City website to expand government transparency matters on the City Clerk webpage.
- Provide Community Outreach regarding City Clerk services.

# City of Seal Beach

# FY 2018-2019

**DEPARTMENT:** City Clerk  
**FUND:** 001 General Fund - City Clerk & Election

**Account Code:** 001-012  
 001-013

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 276,546	\$ 294,700	\$ 272,700	\$ 281,300
Maintenance and Operations	21,235	27,800	37,700	27,300
Election	16,379	3,500	3,200	50,000
<b>TOTAL</b>	<b>\$ 314,160</b>	<b>\$ 326,000</b>	<b>\$ 313,600</b>	<b>\$ 358,600</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
40023	Cafeteria - Taxable	Employee benefits costs
40032	Health Program	Employee benefits costs
40100	Office Supplies	Office Supplies
40200	Public/Legal Notices	Legal notices, public hearings, ordinance
40300	Memberships and Dues	ARMA, City Clerks Association of California, Internatioanal Institute of Municipal Clerks, and National Notary Association
40400	Training and Meetings	Technical Tracks for Clerks (UCR) #3/4 and ARMA International,
40800	Special Departmental	Potential mandates and miscellaneous events
44000	Contract Professional Svcs	Codofication services, government transparency, and CPS backscanning project
013-40800	Special Departmental	Martin Chapman annual services, training and education, publications, materials and supplies, election run-off, and Orange County Registrar

# City of Seal Beach

# FY 2018-2019

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-012-40001	\$ 171,214	\$ 167,400	\$ 160,300	\$ 171,800
Part-time	001-012-40004	37,209	55,800	38,600	26,500
Cell Phone Allowance	001-012-40009	720	700	700	700
Deferred Comp-Cafeteria	001-012-40010	364	700	400	-
Deferred Compensation	001-012-40011	4,409	4,400	4,400	4,500
PERS Retirement	001-012-40012	29,501	33,000	32,300	41,000
PARS Retirement	001-012-40013	489	700	500	300
Medical Insurance	001-012-40014	26,292	26,100	30,100	31,100
Medicare Insurance	001-012-40017	2,962	3,300	2,800	3,000
Life and Disability	001-012-40018	1,774	1,700	1,700	1,700
Cafeteria - Taxable	001-012-40023	761	-	-	-
Health Program	001-012-40032	851	900	900	700
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 276,546</b>	<b>\$ 294,700</b>	<b>\$ 272,700</b>	<b>\$ 281,300</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-012-40100	\$ 1,095	\$ 1,000	\$ 1,200	\$ 1,200
Public/Legal Notices	001-012-40200	8,903	3,500	3,000	6,700
Memberships and Dues	001-012-40300	670	800	1,200	700
Training and Meetings	001-012-40400	3,418	4,000	4,300	3,400
Special Departmental	001-012-40800	804	3,500	1,500	2,800
Contract Professional Svcs	001-012-44000	6,345	15,000	26,500	12,500
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 21,235</b>	<b>\$ 27,800</b>	<b>\$ 37,700</b>	<b>\$ 27,300</b>
<b>ELECTIONS</b>					
Special Departmental	001-013-40800	\$ 16,379	\$ 3,500	\$ 3,200	\$ 50,000
<b>TOTAL ELECTIONS</b>		<b>\$ 16,379</b>	<b>\$ 3,500</b>	<b>\$ 3,200</b>	<b>\$ 50,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 314,160</b>	<b>\$ 326,000</b>	<b>\$ 313,600</b>	<b>\$ 358,600</b>

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 113,197	\$ 121,000	\$ 119,400	\$ 132,700
Maintenance and Operations	55,859	66,000	64,500	57,800
<b>TOTAL</b>	<b>\$ 169,056</b>	<b>\$ 187,000</b>	<b>\$ 183,900</b>	<b>\$ 190,500</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40009	Cell Phone Allowance	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
40032	Health Program	Employee benefits costs
40300	Memberships and Dues	Southern CA. Personnel Mgmt. Assoc., Orange County Human Resources Consortium, Liebert Cassidy Whitmore, CA Public Employer Labor Relations Assoc., and So. CA Public Labor Relations Council, and So. CA Public Labor Relations Council
40400	Training and Meetings	CA. Public Employer Labor Relations Assoc., So. CA Public Labor Relations Council, Liebert Cassidy Whitmore, and miscellaneous
40800	Special Departmental	Postage and labor posters
44000	Contract Professional Svcs	Section 125, Employee Assistance Program, Livescan, TASC, Pre-employment screening, psychology consultant, unemployment, CALOPPS, personnel investigation, recruitment advertising/testing, Executive search, and miscellaneous

City of Seal Beach

FY 2018-2019

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

Account Code: 001-014

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-014-40001	\$ 80,848	\$ 83,300	\$ 83,300	\$ 89,000
Cell Phone Allowance	001-014-40009	135	100	100	100
Deferred Compensation	001-014-40011	2,798	2,900	2,900	3,100
PERS Retirement	001-014-40012	13,853	16,400	16,400	21,200
Medical Insurance	001-014-40014	12,074	12,500	12,500	13,000
Medicare Insurance	001-014-40017	1,187	1,300	1,300	1,400
Life and Disability	001-014-40018	807	800	800	800
Vacation Buy/Payout	001-014-40027	1,495	3,700	2,100	4,000
Health Program	001-014-40032	-	-	-	100
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 113,197</b>	<b>\$ 121,000</b>	<b>\$ 119,400</b>	<b>\$ 132,700</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Memberships and Dues	001-014-40300	\$ 5,515	\$ 7,000	\$ 5,700	\$ 5,500
Training and Meetings	001-014-40400	3,112	4,000	3,500	2,000
Special Departmental	001-014-40800	-	-	300	300
Cont. Professional Svcs	001-014-44000	47,232	55,000	55,000	50,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 55,859</b>	<b>\$ 66,000</b>	<b>\$ 64,500</b>	<b>\$ 57,800</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 169,056</b>	<b>\$ 187,000</b>	<b>\$ 183,900</b>	<b>\$ 190,500</b>



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# LEGAL SERVICES

**Managing Department Head:**

City Manager

**Mission Statement**

The City Attorney provides legal counsel and representation to the City, 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 approved contract rates.

**Primary Activities**

The City Attorney's Office 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, except in cases prosecuted by outside counsel. The City Attorney prepares and/or reviews all contracts, ordinances, resolutions, litigation, and other documents and provides Council and staff legal advice regarding compliance with applicable laws.

**Objectives**

- Provide effective legal services to all City officers, departments, and commissions.
- Advise City regarding compliance issues to minimize risk of litigation.
- Effectively represent the City in litigation matters.

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 593,195	\$ 475,000	\$ 650,000	\$ 475,000
<b>TOTAL</b>	<b>\$ 593,195</b>	<b>\$ 475,000</b>	<b>\$ 650,000</b>	<b>\$ 475,000</b>

ACCOUNT NUMBER EXPLANATION

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

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

Account Code: 001-015

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
RWG - Monthly Retainer	001-015-49700	\$ 240,000	\$ 240,000	\$ 240,000	\$ 246,000
Reimbursable Costs/Expenses	001-015-49705	101,273	-	-	-
RWG - Litigation Services	001-015-49710	185,159	75,000	175,000	114,000
RWG - General Prosecution	001-015-49720	-	5,000	5,000	-
DRL - General Prosecution	001-015-49721	3,031	20,000	20,000	20,000
RWG - Police Services	001-015-49730	1,290	20,000	20,000	-
RWG - Other Attorney Services	001-015-49777	23,423	50,000	50,000	40,000
RWG - Personnel Matters	001-015-49778	16,589	20,000	20,000	20,000
RWG - Special Counsel	001-015-49779	-	15,000	15,000	15,000
RWG - Environmental	001-015-49780	3,705	5,000	5,000	-
RWG - Real Estate	001-015-49781	248	5,000	5,000	-
LCW - Personnel Matters	001-015-49782	18,477	20,000	95,000	20,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 593,195</b>	<b>\$ 475,000</b>	<b>\$ 650,000</b>	<b>\$ 475,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 593,195</b>	<b>\$ 475,000</b>	<b>\$ 650,000</b>	<b>\$ 475,000</b>



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# 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, employees, and residents. 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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 587,114	\$ 649,700	\$ 611,800	\$ 609,300
Maintenance and Operations	160,385	177,000	171,300	162,700
<b>TOTAL</b>	<b>\$ 747,499</b>	<b>\$ 826,700</b>	<b>\$ 783,100</b>	<b>\$ 772,000</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
40023	Cafeteria Taxable	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40032	Health Program	Employee benefits costs
40033	Medical Waiver	Employee benefits costs
40100	Office Supplies	Office Supplies
40200	Public/Legal Notices	State Controllers Report and Budget, and public notices
40300	Memberships and Dues	Government Finance Officers Association, Women Leading Government, California Municipal Treasurers Association, CRMTA, California Society of Municipal Finance Officers, GASB update, American Water Works Assoc., and Water Environment
40400	Training and Meetings	CSFMO Conference/Luncheon, PERS Conference/Training, Business License, CMTA/League of CA - Finance, Accounting Training - GFOA, and Government Tax Seminar - Payroll
40800	Special Departmental	Bank Courier Services, CAFR award application fee (GFOA) postage, CAFR and budget printing, IRS determination letter
44000	Contract Professional Svcs	Audit, State Controllers Reports, HDL, CA Municipal Statistics, GASB 68 calculation, BNY, PFM, Muni Services, and CalPERS GASB 68 valuation reports

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-017-40001	\$ 401,963	\$ 445,700	\$ 415,200	\$ 436,900
Over-Time - Finance	001-017-40003	545	-	1,000	-
Part-time	001-017-40004	37,555	24,200	29,400	-
Cell Phone Allowance	001-017-40009	1,260	1,300	1,300	1,300
Deferred Comp - Cafeteria	001-017-40010	2,581	500	2,600	2,400
Deferred Compensation	001-017-40011	11,214	11,800	11,500	12,000
PERS Retirement	001-017-40012	69,586	87,900	83,100	93,400
PARS Retirement	001-017-40013	478	300	400	-
Medical Insurance	001-017-40014	41,848	50,200	36,100	37,600
Medicare Insurance	001-017-40017	6,636	7,200	6,800	6,800
Life and Disability	001-017-40018	3,955	4,800	4,100	4,200
Flexible Spending - Cafeteria	001-017-40022	1,318	1,600	2,000	2,300
Cafeteria Taxable	001-017-40023	1548	2,400	1,700	2,200
Vacation Buy/payout	001-017-40027	3,250	5,000	11,900	5,200
Unemployment Finance	001-017-40030	3,026	-	-	-
Health Program	001-017-40032	351	900	900	600
Medical Waiver	001-017-40033	-	5,900	3,800	4,400
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 587,114</b>	<b>\$ 649,700</b>	<b>\$ 611,800</b>	<b>\$ 609,300</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-017-40100	\$ 2,640	\$ 8,500	\$ 5,000	\$ 5,000
Public/legal Notices	001-017-40200	818	1,000	900	1,000
Memberships and Dues	001-017-40300	2,323	2,500	2,400	2,000
Training and Meetings	001-017-40400	8,358	11,000	9,000	9,000
Office and Technology Resource	001-017-40500	5	-	-	-
Special Departmental	001-017-40800	8,880	15,500	15,500	14,700
Contract Professional Svcs	001-017-44000	137,361	138,500	138,500	131,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 160,385</b>	<b>\$ 177,000</b>	<b>\$ 171,300</b>	<b>\$ 162,700</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 747,499</b>	<b>\$ 826,700</b>	<b>\$ 783,100</b>	<b>\$ 772,000</b>



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# 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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 1,327,736	\$ 1,401,900	\$ 1,426,200	\$ 1,812,100
<b>TOTAL</b>	<u>\$ 1,327,736</u>	<u>\$ 1,401,900</u>	<u>\$ 1,426,200</u>	<u>\$ 1,812,100</u>

ACCOUNT NUMBER EXPLANATION

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

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Gen. Liab. Admn.	001-018-49500	\$ 568,511	\$ 683,600	\$ 683,600	\$ 802,500
Property Insurance Premium	001-018-49501	201,302	215,000	239,300	243,200
Work Comp Admn.	001-018-49600	557,923	503,300	503,300	766,400
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 1,327,736</u>	<u>\$ 1,401,900</u>	<u>\$ 1,426,200</u>	<u>\$ 1,812,100</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 1,327,736</u>	<u>\$ 1,401,900</u>	<u>\$ 1,426,200</u>	<u>\$ 1,812,100</u>

DEPARTMENT: Finance  
 FUND: 001 General Fund - Non Departmental

Account Code: 001-019

	<u>2016-2017 Actual</u>	<u>2017-2018 Amended Budget</u>	<u>2017-2018 Estimated</u>	<u>2018-2019 Adopted Budget</u>
Personnel Services	\$ 565,262	\$ 449,700	\$ 463,500	\$ 464,700
Maintenance and Operations	481,809	508,200	508,900	474,200
<b>TOTAL</b>	<b>\$ 1,047,071</b>	<b>\$ 957,900</b>	<b>\$ 972,400</b>	<b>\$ 938,900</b>

ACCOUNT NUMBER EXPLANATION

40012	PERS Retirement	Retiree benefits
40014	Medical Insurance	Retiree benefits
40100	Office Supplies	Postage replenish, office supplies, and Pitney Bowes
40300	Membership and Dues	Santa Ana River Flood, and LCWA JPA Contribution
40400	Trainings and Meetings	Council meetings, AED training classes and executive team building
40800	Special Departmental	Corovan, In-service day, AED replacements, and miscellaneous
40802	Special Exp. - Comm. Input Prj	Sponsor concerts/permits
40900	Promotional	4th July Fireworks JFTB contribution
42000	Rental/Lease equip	De Lage Lease, C3 Solutions, equipment rental taxes, Pitney Bowes, and Holiday light - Dekra lite
44000	Contract Professional	PARS, Safe shred, Gov Invest, Consultant services, OpenGov, Animal Care Center, Cummins - Coin Counter Maint., Consultant services, Class and Comp, and Transparency Management
45000	Intergovernmental	Long Beach Animal Control, School Resource Officer, Local Agency Formation Commission (LAFCO), Long Beach Transit, and OCTAP

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Deferred Comp - Cafeteria	001-019-40010	\$ 332	\$ -	\$ -	\$ -
PERS Retirement	001-019-40012	-	-	13,800	15,000
Medical Insurance	001-019-40014	564,930	449,700	449,700	449,700
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 565,262</b>	<b>\$ 449,700</b>	<b>\$ 463,500</b>	<b>\$ 464,700</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-019-40100	\$ 36,300	\$ 24,600	\$ 24,600	\$ 24,600
Memberships and Dues	001-019-40300	6,300	6,300	6,700	6,300
Trainings and Meetings	001-019-40400	3,716	6,600	6,600	6,300
Equipment/Materials Non -dept	001-019-40700	5,470	-	-	-
Special Departmental	001-019-40800	5,967	15,300	15,300	10,000
Special Exp. - Chamber of Comm	001-019-40802	-	6,000	6,000	6,000
Special Exp. - Nonprofits	001-019-40804	11,866	-	-	-
Promotional	001-019-40900	8,000	10,000	10,300	8,000
Rental/Lease Equip	001-019-42000	80,618	104,900	104,900	90,600
Telephone Non-Dept	001-019-41000	294	-	-	-
Contract Professional	001-019-44000	122,687	127,100	127,100	100,000
Intergovernmental	001-019-45000	200,591	207,400	207,400	222,400
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 481,809</b>	<b>\$ 508,200</b>	<b>\$ 508,900</b>	<b>\$ 474,200</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,047,071</b>	<b>\$ 957,900</b>	<b>\$ 972,400</b>	<b>\$ 938,900</b>

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

Account Code: 001-020

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 584,548	\$ 652,700	\$ 652,700	\$ 633,000
<b>TOTAL</b>	<b>\$ 584,548</b>	<b>\$ 652,700</b>	<b>\$ 652,700</b>	<b>\$ 633,000</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, video streaming and agenda mgmt, and IT misc.
44000	Contract Professional	Netmotion warranty, VMware renewal, Faronic licenses, anti-virus software, anti-malware software, proofpoint (spam), barracuda, Laserfische, Springbrook maintenance, SuiteOne maintenance, Synoptek IT services, Adobe Photoshop, Symantec/VEEAM, backup tapes and supplies, MDC maintenance, VoIP, Spectrum, Marina Center router and Internet, Verizon, NLSS Decoder, RapidIdentity, domain registration, Switch warranty, Nimble, Server warranties, firewall and routers, Wifi equipment maintenance, website maintenance, Beehive, DeLage, AutoCADD, GIS, and Fleet Management license

DEPARTMENT:

City Manager

Account Code:

001-020

FUND:

001 General Fund - Information Systems

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Office and Technology Resources	001-020-40500	\$ 166,638	\$ 152,000	\$ 152,000	\$ 155,000
Contract Professional Services	001-020-44000	417,910	500,700	500,700	478,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 584,548</u>	<u>\$ 652,700</u>	<u>\$ 652,700</u>	<u>\$ 633,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 584,548</u>	<u>\$ 652,700</u>	<u>\$ 652,700</u>	<u>\$ 633,000</u>

DEPARTMENT: Various  
 FUND: 004 Special Projects

Account Code: 004-xxx

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 156,674	\$ 378,600	\$ 171,200	\$ 250,800
<b>TOTAL</b>	<b>\$ 156,674</b>	<b>\$ 378,600</b>	<b>\$ 171,200</b>	<b>\$ 250,800</b>

ACCOUNT NUMBER EXPLANATION

080-47002	Transfer Out	Transfer out to General Fund
211-41501	Centennial	Centennial
223-41503	AB109	AB109
228-41500	5K/10K - Marine Safety	5K/10K for Marine Safety
230-41501	Joint Land Use Study	Joint Land Use Study
231-41500	Plan Archival - Building	Plan Archival
231-41502	GIS - Building	GIS
244-41500	Benches - PW Yard	Benches
249-41500	Tree Replacement - PW Yard	Tree Replacement

# City of Seal Beach

## FY 2018-2019

DEPARTMENT: Various Account Code: 004-xxx  
 FUND: 004 Special Projects

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Citywide Special Projects	004-019-41500	\$ 4,950	\$ -	\$ -	\$ -
Transfer Out - Operation	004-080-47002	100,000	-	-	28,000
Salon Meritage	004-211-41500	-	-	-	-
Centennial	004-211-41501	6,253	-	6,000	46,700
State of the City	044-211-41502	2,615	5,100	-	-
BSCC Grant - PD	004-223-41501	1,322	30,000	-	-
Reward	004-223-41502	2,080	-	-	-
AB109	004-223-41503	-	-	1,700	1,700
5K/10K - Marine Safety	004-228-41500	15,065	-	500	400
Cottage	004-230-41500	3,221	-	-	-
Joint Land Use Study	004-230-41501	-	290,000	140,000	150,000
Plan Archival - Building	004-231-41500	-	20,000	10,000	10,000
GIS - Building	004-231-41502	-	10,500	-	-
Engineering Plan Check Expense	004-242-41501	820	-	-	-
Benches - PW Yard	004-244-41500	9,899	9,000	9,000	10,000
Tree Replacement - PW Yard	004-249-41500	-	4,000	4,000	4,000
Scholarship - Recreation	004-270-41500	449	-	-	-
5K/10K - Recreation	004-270-41503	-	10,000	-	-
Marina Center	004-270-41504	10,000	-	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 156,674</b>	<b>\$ 378,600</b>	<b>\$ 171,200</b>	<b>\$ 250,800</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 156,674</b>	<b>\$ 378,600</b>	<b>\$ 171,200</b>	<b>\$ 250,800</b>

### FUND BALANCE ANALYSIS

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 976,849	\$ 1,019,637	\$ 1,019,637	\$ 1,155,737
Revenues	199,462	242,000	307,300	329,700
Expenditures	(156,674)	(378,600)	(171,200)	(250,800)
Ending Fund Balance	<b>\$ 1,019,637</b>	<b>\$ 883,037</b>	<b>\$ 1,155,737</b>	<b>\$ 1,234,637</b>

# City of Seal Beach

## FY 2018-2019

**DEPARTMENT:** City Manager  
**FUND:** 005 Waste Management Act

**Account Code:** 005-xxx

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ -	\$ -	\$ -	\$ 233,900
Maintenance and Operations	2,861	156,800	98,800	148,800
<b>TOTAL</b>	<b>\$ 2,861</b>	<b>\$ 156,800</b>	<b>\$ 98,800</b>	<b>\$ 382,700</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 benefits costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Compensation-Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40023	Cafeteria - Taxable	Employee benefits costs
40027	Vacation Buy/Payout	Employee benefits costs
40032	Health Program	Employee benefits costs
40700	Equipment and materials	Equipment and materials, outreach (organics), education and training, printing, Big Belly, and dog bags
44000	Contract Professional	Street sweeping, solid waste technical assistance (organics), and renegotiate or seek competitive proposals

# City of Seal Beach

## FY 2018-2019

DEPARTMENT: City Manager  
 FUND: 005 Waste Management Act

Account Code: 005-xxx

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	005-011-40001	\$ -	\$ -	\$ -	\$ 134,500
Over-time	005-011-40003	-	-	-	100
Part-time	005-011-40004	-	-	-	30,600
Auto Allowance	005-011-40008	-	-	-	300
Cell Allowance	005-011-40009	-	-	-	400
Deferred Comp - Cafeteria	005-011-40010	-	-	-	400
Deferred Compensation	005-011-40011	-	-	-	3,900
PERS Retirement	005-011-40012	-	-	-	32,100
PARS Retirement	005-011-40013	-	-	-	400
Medical Insurance	005-011-40014	-	-	-	22,000
Medicare Insurance	005-011-40017	-	-	-	2,600
Life and Disability	005-011-40018	-	-	-	1,100
Cafeteria - Taxable	005-011-40023	-	-	-	200
Vacation Buy/Payout	005-011-40027	-	-	-	5,000
Health Program	005-011-40032	-	-	-	300
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 233,900</b>
<b>Waste Management Act</b>					
Equipment/Materials	005-011-40700	\$ 2,861	\$ 128,000	\$ 70,000	\$ 45,000
Contract Professional	005-011-44000	-	28,800	28,800	103,800
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>2,861</b>	<b>156,800</b>	<b>98,800</b>	<b>148,800</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 2,861</b>	<b>\$ 156,800</b>	<b>\$ 98,800</b>	<b>\$ 382,700</b>

### FUND BALANCE ANALYSIS

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ -	\$ 421,133	\$ 421,133	\$ 445,333
Revenues	423,994	121,500	123,000	123,000
Expenditures	(2,861)	(156,800)	(98,800)	(382,700)
Ending Fund Balance	<b>\$ 421,133</b>	<b>\$ 385,833</b>	<b>\$ 445,333</b>	<b>\$ 185,633</b>

DEPARTMENT: Finance  
 FUND: 050-Seal Beach Cable

Account Code: 050-019

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 114,251	\$ 105,000	\$ 75,000	\$ 115,000
<b>TOTAL</b>	<b>\$ 114,251</b>	<b>\$ 105,000</b>	<b>\$ 75,000</b>	<b>\$ 115,000</b>

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional Svcs	Station Operations	
47000	Transfer Out - CIP	Transfer to Capital Fund for Project:	<b>Amount</b>
		BG1802 Audio/visual council chamber	30,000
47002	Transfer Out - Operations	Transfer to General Fund	

City of Seal Beach

FY 2018-2019

DEPARTMENT: Finance  
 FUND: 050-Seal Beach Cable

Account Code: 050-019

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional	050-019-44000	\$ 34,884	\$ 75,000	\$ 75,000	\$ 75,000
Special Expense-SBTV	050-019-44001	46,724	-	-	-
Transfer Out - CIP	050-019-47000	32,643	30,000	-	30,000
Transfer Out - Operation	050-019-47002	-	-	-	10,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 114,251</b>	<b>\$ 105,000</b>	<b>\$ 75,000</b>	<b>\$ 115,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 114,251</b>	<b>\$ 105,000</b>	<b>\$ 75,000</b>	<b>\$ 115,000</b>

FUND BALANCE ANALYSIS

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 323,589	\$ 324,219	\$ 324,219	\$ 352,219
Revenues	114,881	92,000	103,000	103,000
Expenditures	(114,251)	(105,000)	(75,000)	(115,000)
Ending Fund Balance	<b>\$ 324,219</b>	<b>\$ 311,219</b>	<b>\$ 352,219</b>	<b>\$ 340,219</b>



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# EMERGENCY SERVICES BUREAU

## **Managing Department Head:**

Chief of Police

## **Mission Statement**

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

## **Primary Activities**

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

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

## **Objectives**

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

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

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

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

DEPARTMENT: Police  
 FUND: 001 General Fund - EOC

Account Code: 001-021

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 157,595	\$ 188,200	\$ 184,000	\$ 203,600
Maintenance and Operations	14,487	23,000	20,200	17,500
<b>TOTAL</b>	<b>\$ 172,082</b>	<b>\$ 211,200</b>	<b>\$ 204,200</b>	<b>\$ 221,100</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40003	Over-time	Employee salaries costs
40005	Holiday Pay	Employee salaries costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40020	Uniform Allowance	Employee benefits costs
40021	Annual Education	Employee benefits costs
40400	Training and Meetings	California Emergency Services Association, International Assoc. of Emergency Manager, Ocean Carrier Equipment Management Assoc., Red Cross, and Federal Emergency Management Agency
40700	Equipment/Materials	EOC enhancements and maintenance, RACES radio equipment, CERT vehicle and trailer expenses and supplies, VIPS event, and miscellaneous
40800	Special Departmental	Emergency food kits, water, supplies, RACES and CERT uniform, shirts and gear, and information flyers
44000	Contract Professional	National Night Out, Neighbor for Neighbor, Emergency Prop Expo Health Fair, traffic control equipment and supplies, Community events and public outreach, fingerprinting of new VIPS & CERT members Perpetua Technologies LLC, and Samariteam site subscription

DEPARTMENT: Police Account Code: 001-021  
 FUND: 001 General Fund - EOC

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-021-40001	\$ 88,872	\$ 108,100	\$ 108,100	\$ 117,000
Special Pay	001-021-40002	-	-	300	-
Over-Time	001-021-40003	721	-	2,000	2,000
Holiday Pay	001-021-40005	5,904	7,700	6,500	8,300
Cell Phone Allowance	001-021-40009	-	-	900	1,200
Deferred Comp - Cafeteria	001-021-40010	-	12,600	12,600	12,600
PERS Retirement	001-021-40012	38,355	44,700	44,100	53,800
Medical Insurance	001-021-40014	17,002	6,600	-	-
Medicare Insurance	001-021-40017	1,402	1,900	1,900	2,100
Life and Disability	001-021-40018	1,086	1,100	1,100	1,100
Uniform Allowance	001-021-40020	731	1,000	1,000	1,000
Annual Education	001-021-40021	3,288	4,500	4,300	4,500
Comptime Buy/Payout	001-021-40026	234	-	1,200	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 157,595</b>	<b>\$ 188,200</b>	<b>\$ 184,000</b>	<b>\$ 203,600</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Membership and Dues	001-021-40300	\$ 2,343	\$ -	\$ -	\$ -
Training and Meeting	001-021-40400	-	4,000	4,000	2,000
Equipment and Materials	001-021-40700	7,531	8,500	8,000	7,500
Special Departmental	001-021-40800	2,197	4,500	4,400	3,000
Contract Professional	001-021-44000	2,416	6,000	3,800	5,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 14,487</b>	<b>\$ 23,000</b>	<b>\$ 20,200</b>	<b>\$ 17,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 172,082</b>	<b>\$ 211,200</b>	<b>\$ 204,200</b>	<b>\$ 221,100</b>



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# POLICE

## **Managing Department Head:**

Chief of Police

## **Mission Statement**

The Seal Beach Police Department dedicates itself to providing outstanding police service to the citizens of Seal Beach with the primary objective of protecting lives and property. Its Mission Statement reads, "The 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 FY18-19 budget cycle will experience a continuation of these efforts.

DEPARTMENT: Police  
 FUND: 001 General Fund - Field Services

Account Code: 001-022

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 6,699,585	\$ 6,575,100	\$ 6,728,500	\$ 7,340,600
Maintenance and Operations	25,005	45,000	44,500	25,000
<b>TOTAL</b>	<b>\$ 6,724,590</b>	<b>\$ 6,620,100</b>	<b>\$ 6,773,000</b>	<b>\$ 7,365,600</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
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
40023	Cafeteria - Taxable	Employee benefits costs
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40033	Medical Waiver	Employee benefits costs
40400	Training and meetings	Non-Post and POST training, FBI, UC Regents, reserve officer training, CA Specialized Training Institute, CA Peace Officers Assoc., CA Narcotic Officers Assoc., peer support program, OCSD, motor training, Command College, traffic, narcotics, hostages, SLI Role of Chief, Amorer, Juvenile Justice, Crisis Communications, CAD/RMS, National Academy and basic officer skill updates

# City of Seal Beach

## FY 2018-2019

DEPARTMENT: Police  
 FUND: 001 General Fund - Field Services

Account Code: 001-022

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-022-40001	\$ 3,609,376	\$ 3,711,300	\$ 3,599,000	\$ 4,109,400
Temporary Special Pay	001-022-40002	43,491	17,700	17,700	17,700
Over-time	001-022-40003	547,766	305,000	650,200	305,000
Part-time	001-022-40004	9,057	12,000	12,000	12,000
Holiday Pay	001-022-40005	215,933	258,000	227,100	284,900
Tuition Reimbursement	001-022-40007	14,954	8,000	11,500	11,500
Cell Phone Allowance	001-022-40009	10,672	10,000	13,000	13,000
Deferred Comp - Cafeteria	001-022-40010	57,874	45,600	41,400	34,800
Deferred Comp	001-022-40011	4,819	-	-	-
PERS Retirement	001-022-40012	1,284,668	1,477,200	1,451,700	1,756,600
PARS Retirement	001-022-40013	117	200	200	200
Medical Insurance	001-022-40014	409,525	413,600	415,500	483,300
AFLAC Cafeteria	001-022-40015	2,035	1,900	3,600	3,400
Medicare Insurance	001-022-40017	69,638	66,300	66,700	72,200
Life and Disability	001-022-40018	27,950	32,600	30,400	34,700
Uniform Allowance	001-022-40020	28,852	30,300	29,200	32,600
Annual Education	001-022-40021	111,832	103,400	103,400	103,700
Flexible Spending - Cafeteria	001-022-40022	2,500	1,900	1,900	1,900
Cafeteria - Taxable	001-022-40023	3,225	-	5,500	6,500
Comptime Buy/Payout	001-022-40026	49,145	27,600	10,000	18,000
Vacation Buy/Payout	001-022-40027	158,579	30,500	30,500	39,200
Sick Payout	001-022-40028	37,577	-	-	-
Medical Waiver	001-022-40033	-	22,000	8,000	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 6,699,585</b>	<b>\$ 6,575,100</b>	<b>\$ 6,728,500</b>	<b>\$ 7,340,600</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Training and Meetings	001-022-40400	\$ 16,108	\$ 45,000	\$ 44,500	\$ 25,000
Training and Meetings - POST	001-022-40402	8,897	-	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 25,005</b>	<b>\$ 45,000</b>	<b>\$ 44,500</b>	<b>\$ 25,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 6,724,590</b>	<b>\$ 6,620,100</b>	<b>\$ 6,773,000</b>	<b>\$ 7,365,600</b>

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 738,295	\$ 780,600	\$ 751,300	\$ 810,700
Maintenance and Operations	819,307	541,800	510,700	477,100
Capital Outlay	6,685	7,500	7,200	7,500
<b>TOTAL</b>	<b>\$ 1,564,287</b>	<b>\$ 1,329,900</b>	<b>\$ 1,269,200</b>	<b>\$ 1,295,300</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
40023	Cafeteria Taxable	Employee benefits costs
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/Payout	Employee benefits costs
40033	Medical Waiver	Employee benefits costs
40100	Office Supplies	Office Supplies, custom file folders, and postage
40300	Memberships and Dues	CPOA, CPCA, OCTMA, SCCIA, CHIA, CATO, Sungard, CNOA, IACP CCUG, FBI-NAA, IAPE, CLEARs, CAPE, IAEM, CA Peer Support Assoc and CA Emergency Serv Assoc.,
40400	Training and Meetings	Non-POST property and evidence, records, notary, office training, computer training, court, and time management
40700	Equipment/materials	Taser, vehicle code books, flares, rader gun, radio and lithium batteries, audio recorders and supplies, small computer peripherals, medical medical supplies, latex gloves, ID card supplies, and kitchen supplies

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

# City of Seal Beach

## FY 2018-2019

DEPARTMENT: Police  
 FUND: 001 General Fund - Support Services

Account Code: 001-023

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-023-40001	\$ 466,181	\$ 485,800	\$ 482,000	\$ 508,600
Over-time	001-023-40003	7,991	13,000	7,300	7,000
Part-time	001-023-40004	80,472	87,100	71,300	78,500
Tuition Reimbursement	001-023-40007	1,222	3,000	3,000	3,000
Cell Phone Allowance	001-023-40009	900	900	900	900
Deferred Comp - Cafeteria	001-023-40010	13,091	11,000	10,900	9,700
Deferred Compensation	001-023-40011	8,273	7,800	7,800	8,200
PERS Retirement	001-023-40012	68,395	80,500	80,100	100,800
PARS Retirement	001-023-40013	1,041	1,100	800	1,000
Medical Insurance	001-023-40014	60,154	60,600	56,200	57,300
AFLAC Cafeteria	001-023-40015	1,729	2,400	1,700	300
Medicare Insurance	001-023-40017	8,453	9,000	8,400	9,200
Life and Disability	001-023-40018	5,606	5,700	5,900	5,900
Uniform Pay	001-023-40020	3,210	3,100	3,100	3,100
Flexible Spending - Cafeteria	001-023-40022	1,155	2,000	1,900	1,800
Cafeteria Taxable	001-023-40023	11	100	400	1,800
Comptime Buy/Payout	001-023-40026	1,219	600	5,000	6,300
Vacation Buy/Payout	001-023-40027	8,042	6,800	4,000	6,500
Medical Waiver	001-023-40033	-	100	600	800
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 738,295</b>	<b>\$ 780,600</b>	<b>\$ 751,300</b>	<b>\$ 810,700</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-023-40100	\$ 14,981	\$ 15,000	\$ 15,000	\$ 15,000
Memberships and Dues	001-023-40300	2,937	4,800	4,300	3,000
Training and Meetings	001-023-40400	5,121	4,000	5,000	4,000
Training and Meetings - POST	001-023-40402	297	1,000	-	-
Automotive Expense	001-023-40600	5,898	6,000	7,200	-
Equipment/Materials	001-023-40700	64,728	74,000	73,500	35,000
Special Departmental	001-023-40800	77,413	47,700	46,500	42,900
Vehicles Leasing	001-023-40804	-	1,000	200	1,000
Telephone	001-023-41000	65,907	55,000	58,500	73,200
Gas	001-023-41010	2,226	2,800	2,800	2,800
Electricity	001-023-41020	55,685	58,000	60,000	58,000
Rental/Lease Equip	001-023-42000	28,235	29,700	29,700	34,200
Contract Professional	001-023-44000	165,022	58,700	58,000	59,600
Intergovernmental	001-023-45000	329,793	184,100	150,000	148,400
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 819,307</b>	<b>\$ 541,800</b>	<b>\$ 510,700</b>	<b>\$ 477,100</b>
<b>CAPITAL OUTLAY</b>					
Furniture and Fixtures	001-023-48010	\$ 6,685	\$ 7,500	\$ 7,200	\$ 7,500
<b>TOTAL CAPITAL OUTLAY</b>		<b>\$ 6,685</b>	<b>\$ 7,500</b>	<b>\$ 7,200</b>	<b>\$ 7,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,564,287</b>	<b>\$ 1,329,900</b>	<b>\$ 1,269,200</b>	<b>\$ 1,295,300</b>

# DETENTION FACILITY

## **Managing Department Head:**

Chief of Police

## **Mission Statement**

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

## **Primary Activities**

The Detention Center's primary function is to process, book, and transport those arrested by members of the Seal Beach Police Department. Additionally, the Detention Center provides custody and care for contract City, County, State, and Federal prisoners serving sentences or awaiting relocation, in a manner that complies with all applicable County, State, and Federal mandates.

## **Objectives**

- The Police Department has staff that provides jail intake processing and screening, security, booking, and transportation services for Seal Beach arrestees and those of other governmental agencies with contracts for service by the Department.
- Additionally, the Detention Center provides bed space to local and regional, criminals serving jail sentences, for which they pay a fee to the City in an effort to reduce operational costs.

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 711,836	\$ 816,600	\$ 804,500	\$ 845,300
Maintenance and Operations	56,748	77,800	63,700	58,700
<b>TOTAL</b>	<b>\$ 768,584</b>	<b>\$ 894,400</b>	<b>\$ 868,200</b>	<b>\$ 904,000</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40002	Temporary Special Pay	Employee salaries costs
40003	Over-time	Employee salaries costs
40005	Holiday Pay	Employee salaries costs
40007	Tuition Reimbursement	Employee benefits costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40020	Uniform Allowance	Employee benefits costs
40021	Annual Education	Employee benefits costs
40022	Flexible Spending - Cafeteria	Employee benefits costs
40023	Cafeteria - Taxable	Employee benefits costs
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40033	Medical Waiver	Employee benefits costs
40100	Office Supplies	Office Supplies
40200	Public/Legal Notices	Recruitment advertisements
40300	Memberships and Dues	Newport Harbor Bar Assoc., CA Jail Programs Assoc., American Correctional Assoc., LA County Bar Assoc., and Riverside County Bar Assoc.
40400	Training and Meetings	STC, Federal, State, and miscellaneous
40700	Equipment/Materials	Plumbing, fixtures, lighting, replacement cameras, cleaning materials, and polishing equipment
40800	Special Departmental	Uniforms, badges, and STC Core course uniform/materials
41000	Telephone	Telephone services
44000	Contract Professional	Contract physician, nurse, and meal vendor; general maintenance contractual services; and GPS work furlough inmate services.

DEPARTMENT: Police  
 FUND: 001 General Fund - Detention Facility

Account Code: 001-024

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-024-40001	\$ 435,914	\$ 512,300	\$ 506,400	\$ 531,600
Temporary Special Pay	001-024-40002	8	500	-	-
Over-time	001-024-40003	38,296	33,000	32,000	20,000
Holiday Police - Detention Center	001-024-40005	8,252	9,400	7,400	9,100
Tuition Reimbursement	001-024-40007	4,302	4,200	-	-
Cell Allowance	001-024-40009	165	800	1,000	1,000
Deferred Comp - Cafeteria	001-024-40010	3,395	5,500	2,800	5,700
Deferred Compensation	001-024-40011	3,063	3,700	3,700	3,900
PERS Retirement	001-024-40012	99,985	115,700	114,700	136,300
Medical Insurance	001-024-40014	75,919	99,400	106,000	110,000
Medicare Insurance	001-024-40017	7,609	8,400	8,200	8,500
Life and Disability	001-024-40018	4,802	5,500	5,600	5,600
Uniform Pay	001-024-40020	4,146	5,600	5,500	5,500
Annual Education - POST	001-024-40021	4,535	5,500	5,100	4,900
Flexible Spending - Cafeteria	001-024-40022	-	600	-	400
Cafeteria Taxable	001-024-40023	-	-	400	700
Comptime Buy/Payout	001-024-40026	16,552	3,200	3,200	1,600
Vacation Buy/Payout	001-024-40027	4,893	800	2,500	500
Medical Waiver	001-024-40033	-	2,500	-	-
<b>TOTAL PERSONNEL SERVICES</b>		<u>\$ 711,836</u>	<u>\$ 816,600</u>	<u>\$ 804,500</u>	<u>\$ 845,300</u>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-024-40100	\$ 634	\$ 800	\$ 500	\$ 600
Public/Legal Notices	001-024-40200	250	500	300	500
Memberships and Dues	001-024-40300	-	1,500	800	1,000
Training and Meeting	001-024-40400	3,832	6,000	5,400	4,000
Equipment/Materials	001-024-40700	5,598	7,000	6,800	8,200
Special/Departmental	001-024-40800	2,643	3,200	2,000	3,000
Telephone	001-024-41000	5,928	800	1,400	1,400
Contract Prof Svcs	001-024-44000	37,863	58,000	46,500	40,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 56,748</u>	<u>\$ 77,800</u>	<u>\$ 63,700</u>	<u>\$ 58,700</u>
<b>CAPITAL OUTLAY</b>					
<b>TOTAL EXPENDITURES</b>		<u>\$ 768,584</u>	<u>\$ 894,400</u>	<u>\$ 868,200</u>	<u>\$ 904,000</u>

DEPARTMENT: Police  
 FUND: 001 General Fund - Parking Enforcement

Account Code: 001-025

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 289,689	\$ 341,500	\$ 294,600	\$ 393,300
Maintenance and Operations	6,190	349,500	338,200	344,600
<b>TOTAL</b>	<b>\$ 295,879</b>	<b>\$ 691,000</b>	<b>\$ 632,800</b>	<b>\$ 737,900</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	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
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40020	Uniform Allowance	Employee benefits costs
40021	Annual Education	Employee benefits costs
40022	Flexible Spending - Cafeteria	Employee benefits costs
40026	Comptime Buy/payout	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40033	Medical Waiver	Employee benefits costs
40100	Office Supplies	Office supplies and parking permits (NAFCO)
40200	Public/Legal Notices	Recruitment and parking permit advertisement
40300	Memberships and Dues	Cal Public Parking Assoc. and National Parking Assoc.
40400	Training and Meetings	CPPA conference and NPA conference
40700	Equipment/Materials	TSC ticket stock and enforcement tools
40800	Special Departmental	Uniforms, badges and parking meter repair
44000	Contract Professional	Dataticket, handheld software maintenance, Kusunoki, and POM
45000	Intergovernmental	Orange County citation processing

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-025-40001	\$ 210,719	\$ 216,600	\$ 172,500	\$ 229,300
Over-time	001-025-40003	1,461	-	5,000	5,000
Part-Time	001-025-40004	9,049	46,000	41,000	46,100
Holiday Pay	001-025-40005	-	-	-	1,300
Cell Allowance	001-025-40009	-	-	-	100
Deferred Comp - Cafeteria	001-025-40010	-	1,100	-	1,100
Deferred Compensation	001-025-40011	1,222	2,100	900	2,000
PERS Retirement	001-025-40012	35,766	43,200	39,000	59,300
PARS Retirement	001-025-40013	107	600	300	600
Medical Insurance	001-025-40014	20,831	18,900	12,900	31,700
Medicare Insurance	001-025-40017	2,255	4,000	2,800	4,300
Life and Disability	001-025-40018	2,313	2,500	2,100	2,900
Uniform Pay	001-025-40020	2,790	2,300	1,900	2,400
Annual Education - POST	001-025-40021	-	-	-	600
Flexible Spending - Cafeteria	001-025-40022	-	-	-	300
Comptime Buy/Payout	001-025-40026	3,176	-	4,200	1,700
Vacation Buy/Payout	001-025-40027	-	-	7,800	400
Medical Waiver	001-025-40033	-	4,200	4,200	4,200
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 289,689</b>	<b>\$ 341,500</b>	<b>\$ 294,600</b>	<b>\$ 393,300</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-025-40100	\$ -	\$ 17,000	\$ 16,500	\$ 17,000
Public/Legal Notices	001-025-40200	-	900	900	2,000
Memberships and Dues	001-025-40300	-	1,500	1,200	1,500
Training and Meeting	001-025-40400	35	3,500	2,000	500
Equipment/Materials	001-025-40700	229	7,300	6,800	3,900
Special/Departmental	001-025-40800	-	5,800	2,800	3,000
Contract Prof Svcs	001-025-44000	5,926	78,500	80,000	81,700
Intergovernmental	001-025-45000	-	235,000	228,000	235,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 6,190</b>	<b>\$ 349,500</b>	<b>\$ 338,200</b>	<b>\$ 344,600</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 295,879</b>	<b>\$ 691,000</b>	<b>\$ 632,800</b>	<b>\$ 737,900</b>



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# FIRE SERVICES

**Managing Department Head:**

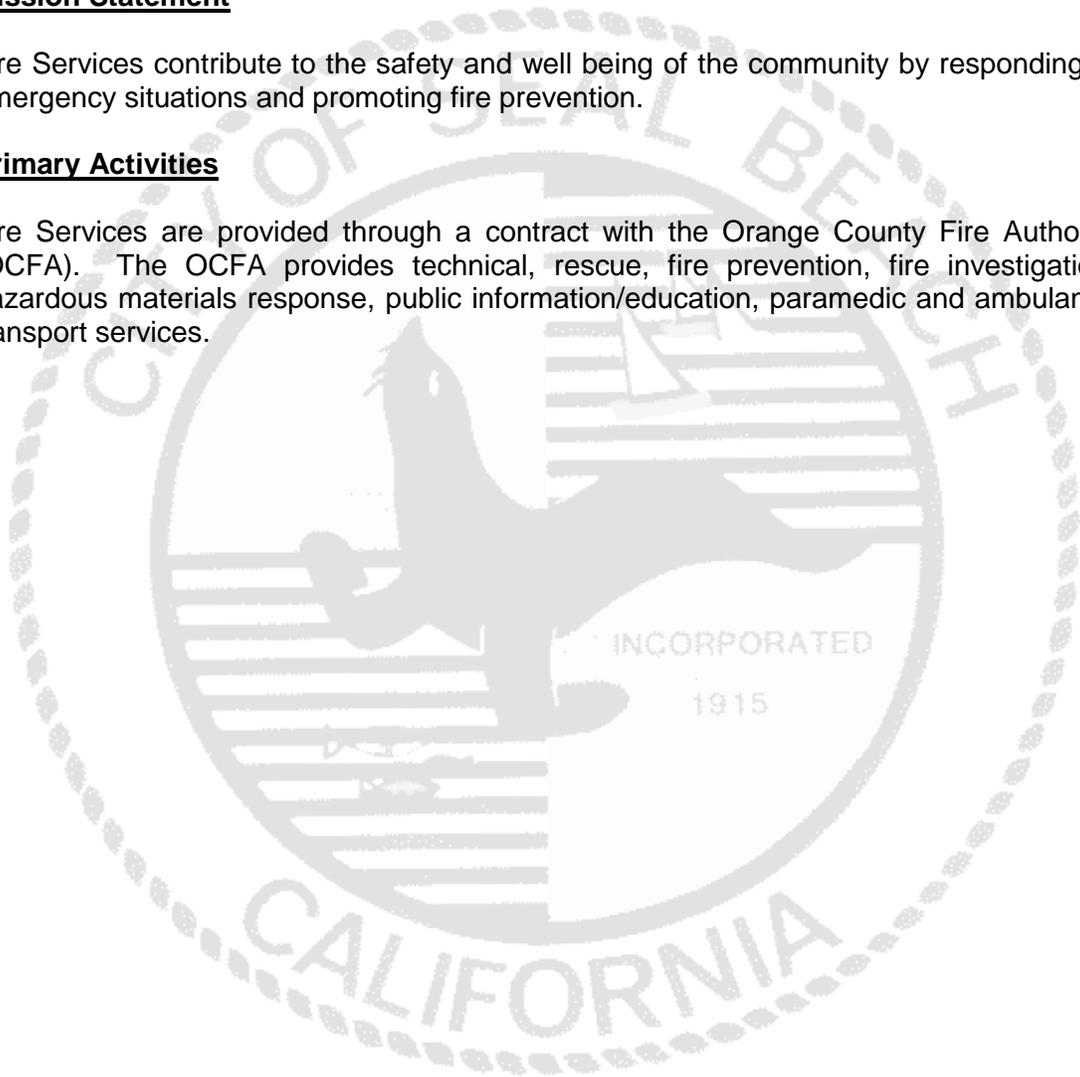
City Manager

**Mission Statement**

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

**Primary Activities**

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



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

Account Code: 001-026

	<u>2016-2017 Actual</u>	<u>2017-2018 Amended Budget</u>	<u>2017-2018 Estimated</u>	<u>2018-2019 Adopted Budget</u>
Personnel Services	\$ 135,519	\$ 278,600	\$ 278,600	\$ 328,700
Maintenance and Operations	4,891,240	5,199,200	5,199,200	5,452,200
<b>TOTAL</b>	<u>\$ 5,026,759</u>	<u>\$ 5,477,800</u>	<u>\$ 5,477,800</u>	<u>\$ 5,780,900</u>

ACCOUNT NUMBER EXPLANATION

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

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
PERS Retirement	001-026-40012	\$ 135,519	\$ 278,600	\$ 278,600	\$ 328,700
<b>TOTAL PERSONNEL SERVICES</b>		<u>\$ 135,519</u>	<u>\$ 278,600</u>	<u>\$ 278,600</u>	<u>\$ 328,700</u>
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional Services	001-026-44000	\$ 4,891,240	\$ 5,199,200	\$ 5,199,200	\$ 5,452,200
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 4,891,240</u>	<u>\$ 5,199,200</u>	<u>\$ 5,199,200</u>	<u>\$ 5,452,200</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 5,026,759</u>	<u>\$ 5,477,800</u>	<u>\$ 5,477,800</u>	<u>\$ 5,780,900</u>

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

Account Code: 001-035

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 1,197,891	\$ 787,600	\$ 787,600	\$ 832,500
<b>TOTAL</b>	<b>\$ 1,197,891</b>	<b>\$ 787,600</b>	<b>\$ 787,600</b>	<b>\$ 832,500</b>

ACCOUNT NUMBER EXPLANATION

46000 West Comm West Comm JPA

DEPARTMENT: Police Account Code: 001-035  
 FUND: 001 General Fund - West Comm JPA

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
West Comm	001-035-46000	\$ 1,197,891	\$ 787,600	\$ 787,600	\$ 832,500
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 1,197,891</u>	<u>\$ 787,600</u>	<u>\$ 787,600</u>	<u>\$ 832,500</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 1,197,891</u>	<u>\$ 787,600</u>	<u>\$ 787,600</u>	<u>\$ 832,500</u>



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# 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 FY2018-2019 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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 89,375	\$ 86,200	\$ 86,300	\$ 86,200
Maintenance and Operations	33,552	30,000	30,000	30,000
<b>TOTAL</b>	<b>\$ 122,927</b>	<b>\$ 116,200</b>	<b>\$ 116,300</b>	<b>\$ 116,200</b>

ACCOUNT NUMBER EXPLANATION

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

City of Seal Beach

FY 2018-2019

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Over-time - SLESF Grant	009-600-40003	\$ 88,013	\$ 85,000	\$ 85,000	\$ 85,000
Part-time SLEF Grant	009-600-40004	6	-	-	-
Deferred Comp- Cafeteria	009-600-40010	97	-	100	-
Medicare Insurance	009-600-40017	1,259	1,200	1,200	1,200
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 89,375</b>	<b>\$ 86,200</b>	<b>\$ 86,300</b>	<b>\$ 86,200</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Training and Meetings SLESF Grant	009-600-40400	\$ 9,583	\$ 5,000	\$ 5,000	\$ 5,000
Equipment/Materials	009-600-40700	23,969	25,000	25,000	25,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 33,552</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 122,927</b>	<b>\$ 116,200</b>	<b>\$ 116,300</b>	<b>\$ 116,200</b>

FUND BALANCE ANALYSIS

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 54,914	\$ 62,002	\$ 62,002	\$ 74,402
Revenues	130,015	130,500	128,700	130,700
Expenditures	(122,927)	(116,200)	(116,300)	(116,200)
Ending Fund Balance	<b>\$ 62,002</b>	<b>\$ 76,302</b>	<b>\$ 74,402</b>	<b>\$ 88,902</b>



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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 feeding the fund are generated through sales of commissary items to the prisoners, for their benefit. Any and all proceeds from these sales are rolled back to the prisoners in the form of supplies and equipment to better their lot while confined.

## **Objectives**

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

DEPARTMENT: Police  
 FUND: 010 Inmate Welfare Fund

Account Code: 010-024

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 4,929	\$ 18,000	\$ 7,000	\$ 20,000
<b>TOTAL</b>	<b>\$ 4,929</b>	<b>\$ 18,000</b>	<b>\$ 7,000</b>	<b>\$ 20,000</b>

ACCOUNT NUMBER EXPLANATION

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

DEPARTMENT: Police  
 FUND: 010 Inmate Welfare Fund

Account Code: 010-024

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Equipment/Materials	010-024-40700	\$ 711	\$ 8,000	\$ 3,000	\$ 10,000
Special Departmental	010-024-40800	4,218	10,000	4,000	10,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 4,929</b>	<b>\$ 18,000</b>	<b>\$ 7,000</b>	<b>\$ 20,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 4,929</b>	<b>\$ 18,000</b>	<b>\$ 7,000</b>	<b>\$ 20,000</b>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 14,611	\$ 20,976	\$ 20,976	\$ 18,576
Revenues	11,294	10,000	4,600	10,100
Expenditures	(4,929)	(18,000)	(7,000)	(20,000)
Ending Fund Balance	<b>\$ 20,976</b>	<b>\$ 12,976</b>	<b>\$ 18,576</b>	<b>\$ 8,676</b>



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# STATE ASSET FORFEITURE

**Managing Department Head:**

Chief of Police

**Mission Statement**

The State Asset Forfeiture Fund accounts for revenues derived from monies and property seized in drug-related incidents. Those labeled State or Federal 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 FY2018-2019 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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	-	4,800	6,500	2,700
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 4,800</b>	<b>\$ 6,500</b>	<b>\$ 2,700</b>

ACCOUNT NUMBER EXPLANATION

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

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Equipment and Materials	011-555-40700	\$ -	\$ 3,000	\$ 6,500	\$ 1,400
Special Departmental	011-555-40800	-	1,800	-	1,300
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		\$ -	\$ 4,800	\$ 6,500	\$ 2,700
<b>TOTAL EXPENDITURES</b>		\$ -	\$ 4,800	\$ 6,500	\$ 2,700

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 9,070	\$ 9,200	\$ 9,200	\$ 2,800
Revenues	130	-	100	100
Expenditures	-	(4,800)	(6,500)	(2,700)
Ending Fund Balance	\$ 9,200	\$ 4,400	\$ 2,800	\$ 200



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# FEDERAL ASSET FORFEITURE

## **Managing Department Head:**

Chief of Police

## **Mission Statement**

The Federal Asset Forfeiture Fund accounts for revenues derived from monies and property seized in drug-related incidents. Those labeled State or Federal 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 2018-2019 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 Account Code: 013-111  
 FUND: 013 Asset Forfeiture (Federal)

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 5,286	\$ 159,000	\$ 163,000	\$ 192,000
Maintenance and Operations	8,403	170,500	73,000	170,500
<b>TOTAL</b>	<b>\$ 13,689</b>	<b>\$ 329,500</b>	<b>\$ 236,000</b>	<b>\$ 362,500</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40005	Holiday Pay	Employee benefits costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40020	Uniform Allowance	Employee benefits costs
40021	Annual Education	Employee benefits costs
40400	Training and Meeting	CA Narcotics Officer Assoc. conference, drug recognition expert, and school resource officer training
40700	Equipment/materials	Furniture, offices supplies, and equipments
40800	Special Departmental	Extradition and detention center improvements

# City of Seal Beach

# FY 2018-2019

DEPARTMENT: Police  
 FUND: 013 Asset Forfeiture (Federal)

Account Code: 013-111

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	013-111-40001	\$ 4,250	\$ 102,900	\$ 104,300	\$ 112,700
Temporary Special Pay	013-111-40002	-	-	1,000	-
Overtime	013-111-40003	-	-	6,700	-
Holiday Pay	013-111-40005	-	7,300	7,900	7,900
Deferred Comp - Cafeteria	013-111-40010	-	-	12,600	12,600
PERS Retirement	013-111-40012	805	21,300	20,600	51,400
Medical Insurance	013-111-40014	-	19,200	-	-
Medicare Insurance	013-111-40017	66	1,700	2,100	2,000
Life and Disability	013-111-40018	-	1,100	700	1,100
Uniform Allowance	013-111-40020	38	1,000	1,000	1,000
Annual Education	013-111-40021	127	4,500	3,200	3,300
Comp Time Buy/Payout	013-111-40026	-	-	2,900	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 5,286</b>	<b>\$ 159,000</b>	<b>\$ 163,000</b>	<b>\$ 192,000</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Training and Meetings	013-111-40400	\$ 8,403	\$ 15,500	\$ 23,000	\$ 15,500
Equipment and Materials	013-111-40700	-	140,000	50,000	140,000
Special Departmental	013-111-40800	-	15,000	-	15,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 8,403</b>	<b>\$ 170,500</b>	<b>\$ 73,000</b>	<b>\$ 170,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 13,689</b>	<b>\$ 329,500</b>	<b>\$ 236,000</b>	<b>\$ 362,500</b>

## FUND BALANCE ANALYSIS

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 1,729	\$ 246,061	\$ 246,061	\$ 111,561
Revenues	258,021	250,500	101,500	251,500
Expenditures	(13,689)	(329,500)	(236,000)	(362,500)
Ending Fund Balance	<b>\$ 246,061</b>	<b>\$ 167,061</b>	<b>\$ 111,561</b>	<b>\$ 561</b>

DEPARTMENT: Finance  
 FUND: 027 Pension Obligation Bond

Account Code: 027-022

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Debt Service	\$ 1,219,060	\$ 1,264,700	\$ 1,264,700	\$ 1,199,200
<b>TOTAL</b>	<b>\$ 1,219,060</b>	<b>\$ 1,264,700</b>	<b>\$ 1,264,700</b>	<b>\$ 1,199,200</b>

ACCOUNT NUMBER EXPLANATION

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

DEPARTMENT: Finance  
 FUND: 027 Pension Obligation Bond

Account Code: 027-022

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>DEBT SERVICE</b>					
Contract Professional	027-022-44000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
D/S Pmt Safety - Principal	027-022-47888	1,047,000	1,160,000	1,160,000	1,163,000
Interest Payment - Safety	027-022-47999	169,060	101,700	101,700	33,200
<b>TOTAL DEBT SERVICE</b>		<b>\$ 1,219,060</b>	<b>\$ 1,264,700</b>	<b>\$ 1,264,700</b>	<b>\$ 1,199,200</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,219,060</b>	<b>\$ 1,264,700</b>	<b>\$ 1,264,700</b>	<b>\$ 1,199,200</b>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 96,327	\$ 102,667	\$ 102,667	\$ 102,667
Revenues	1,225,400	1,264,700	1,264,700	1,199,200
Expenditures	(1,219,060)	(1,264,700)	(1,264,700)	(1,199,200)
Ending Fund Balance	<b>\$ 102,667</b>	<b>\$ 102,667</b>	<b>\$ 102,667</b>	<b>\$ 102,667</b>

DEPARTMENT: Finance  
 FUND: 028 Fire Station Bond

Account Code: 028-026

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Debt Service	\$ 537,917	\$ 522,300	\$ 522,300	\$ 506,800
<b>TOTAL</b>	<b>\$ 537,917</b>	<b>\$ 522,300</b>	<b>\$ 522,300</b>	<b>\$ 506,800</b>

ACCOUNT NUMBER EXPLANATION

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

City of Seal Beach

FY 2018-2019

DEPARTMENT: Finance  
 FUND: 028 Fire Station Bond

Account Code: 028-026

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>DEBT SERVICE</b>					
Contract Professional	028-026-44000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Debt Service Pmt - Principal	028-026-47888	420,000	420,000	420,000	420,000
Interest Payment	028-026-47999	114,917	99,300	99,300	83,800
<b>TOTAL DEBT SERVICE</b>		<u>\$ 537,917</u>	<u>\$ 522,300</u>	<u>\$ 522,300</u>	<u>\$ 506,800</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 537,917</u>	<u>\$ 522,300</u>	<u>\$ 522,300</u>	<u>\$ 506,800</u>

FUND BALANCE ANALYSIS

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 626,784	\$ 626,876	\$ 626,876	\$ 626,876
Revenues	538,009	522,300	522,300	506,800
Expenditures	(537,917)	(522,300)	(522,300)	(506,800)
Ending Fund Balance	<u>\$ 626,876</u>	<u>\$ 626,876</u>	<u>\$ 626,876</u>	<u>\$ 626,876</u>



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# POLICE - GRANTS

## **Managing Department Head:**

Chief of Police

## **Mission Statement**

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

## **Primary Activities**

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

## **Objectives**

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

DEPARTMENT: Police  
 FUND: 075 Police Grants

Account Code: 075

	<u>2016-2017 Actual</u>	<u>2017-2018 Amended Budget</u>	<u>2017-2018 Estimated</u>	<u>2018-2019 Adopted Budget</u>
Personnel Services	\$ 28,140	\$ 136,240	\$ 38,600	\$ 48,800
Maintenance and Operations	1,610	28,560	6,000	28,500
<b>TOTAL</b>	<u>\$ 29,750</u>	<u>\$ 164,800</u>	<u>\$ 44,600</u>	<u>\$ 77,300</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	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Over-time - OTS	075-472-40003	\$ 27,732	\$ 95,000	\$ -	\$ 8,200
Medicare Insurance	075-472-40017	408	1,400	-	100
Overtime	075-473-40003	-	39,840	38,000	39,900
Medicare Insurance	075-473-40017	-	-	600	600
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 28,140</b>	<b>\$ 136,240</b>	<b>\$ 38,600</b>	<b>\$ 48,800</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Equipment/Materials	075-442-40700	\$ 1,610	\$ 5,000	\$ 3,000	\$ 5,000
Equipment and Materials	075-472-40700	-	18,000	-	18,000
Training & Meetings - ABC	075-473-40400	-	2,500	-	2,500
Equipment & Materials	075-473-40700	-	2,560	2,500	2,500
Special Department - Grants	075-473-40800	-	500	500	500
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 1,610</b>	<b>\$ 28,560</b>	<b>\$ 6,000</b>	<b>\$ 28,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 29,750</b>	<b>\$ 164,800</b>	<b>\$ 44,600</b>	<b>\$ 77,300</b>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ (35,831)	\$ (35,831)	\$ (35,831)	\$ (32,531)
Revenues	29,750	195,100	47,900	110,000
Expenditures	(29,750)	(164,800)	(44,600)	(77,300)
Ending Fund Balance	<b>\$ (35,831)</b>	<b>\$ (5,531)</b>	<b>\$ (32,531)</b>	<b>\$ 169</b>



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# PLANNING

**Managing Department Head:**

Director of Community Development

**Mission Statement**

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

**Primary Functions**

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

**Summary Activity Report**

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

**Objectives**

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

DEPARTMENT: Community Development  
 FUND: 001 General Fund - Planning

Account Code: 001-030

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 309,551	\$ 326,400	\$ 292,300	\$ 270,400
Maintenance and Operations	80,540	146,500	98,500	90,300
<b>TOTAL</b>	<b>\$ 390,091</b>	<b>\$ 472,900</b>	<b>\$ 390,800</b>	<b>\$ 360,700</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40004	Part-time	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40015	AFLAC Cafeteria	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40019	FICA	Employee benefits costs
40100	Office Supplies	Office Supplies
40300	Memberships and Dues	American Planning Assoc. and Planning Director Assoc.
40400	Training and Meetings	Planning Director Assoc. workshop, SCAG regional conference, and League Academy for Commissioners
44000	Contract Professional Svcs	Local Coastal Planning consultant, Community Development Block and miscellaneous

# City of Seal Beach

# FY 2018-2019

DEPARTMENT: Community Development  
 FUND: 001 General Fund - Planning

Account Code: 001-030

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-030-40001	\$ 215,924	\$ 225,600	\$ 209,600	\$ 183,500
Part-time	001-030-40004	4,011	7,200	4,200	7,200
Deferred Comp - Cafeteria	001-030-40010	1,507	1,500	1,100	1,600
Deferred Comp	001-030-40011	5,278	5,700	4,300	4,300
PERS Retirement	001-030-40012	35,748	44,500	40,400	43,800
PARS Retirement	001-030-40013	34	100	100	100
Medical Insurance	001-030-40014	28,408	34,700	25,100	24,800
AFLAC Cafeteria	001-030-40015	-	-	200	100
Medicare Insurance	001-030-40017	3,315	3,500	3,200	2,900
Life and Disability	001-030-40018	2,042	2,400	1,900	1,800
FICA	001-030-40019	63	300	100	300
Comp Time Buy/Payout	001-030-40026	123	-	2,100	-
Vacation Buy/Payout	001-030-40027	5,138	-	-	-
Sick Payout	001-030-40028	7,960	-	-	-
Health & Wellness Program	001-030-40032	-	900	-	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 309,551</b>	<b>\$ 326,400</b>	<b>\$ 292,300</b>	<b>\$ 270,400</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-030-40100	\$ 1,705	\$ 2,000	\$ 1,800	\$ 2,000
Public/Legal Notices	001-030-40200	4,440	4,000	2,000	-
Memberships and Dues	001-030-40300	640	2,100	1,700	1,300
Training and Meetings	001-030-40400	1,684	3,000	-	2,000
Contract Professional	001-030-44000	72,071	135,400	93,000	85,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 80,540</b>	<b>\$ 146,500</b>	<b>\$ 98,500</b>	<b>\$ 90,300</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 390,091</b>	<b>\$ 472,900</b>	<b>\$ 390,800</b>	<b>\$ 360,700</b>



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# BUILDING AND NEIGHBORHOOD SERVICES

**Managing Department Head:**

Director of Community Development

**Mission Statement**

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

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

**Primary Functions**

- Provide professional expertise and assistance to residents, contractors, and design professionals regarding building code issues.
- Review construction plans and documents.
- Issue permits for construction and alteration of buildings and structures.
- Perform inspections on buildings and structures and enforce compliance with the provisions of the Code of the City of Seal Beach and the California Building Codes.
- Compile monthly permit data reports; maintain project coordination with internal divisions, as well as state and local agencies.
- Review, amend, and adopt required codes and policies.
- Investigate and enforce all municipal code violations such as property maintenance zoning and land use compliance.

**Summary Activity Report** Building Division/Neighborhood Services

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

**Objectives**

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

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 319,161	\$ 569,000	\$ 253,400	\$ 535,800
Maintenance and Operations	185,223	28,800	24,000	25,300
<b>TOTAL</b>	<b>\$ 504,384</b>	<b>\$ 597,800</b>	<b>\$ 277,400</b>	<b>\$ 561,100</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40015	AFLAC Cafeteria	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40022	Flexible Spending Cafeteria	Employee benefits costs
40032	Medical Waiver	Employee benefits costs
40100	Office Supplies	Office supplies
40300	Membership	International Code Council, CA Assoc. of Code Enforcement Officers, and California Building Officials
40400	Training and meetings	CA Building Officials workshop
40700	Equipment/materials	Uniform, safety shoes, and equipment
44000	Contract Professional Svcs	Charles Abbott, Transtech, and code enforcement

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-031-40001	\$ 227,787	\$ 403,600	\$ 163,800	\$ 375,400
Cell Phone Allowance	001-031-40009	-	-	-	-
Deferred Comp-Cafeteria	001-031-40010	4,183	3,700	2,200	500
Deferred Compensation	001-031-40011	4,139	9,500	2,800	8,600
PERS Retirement	001-031-40012	46,099	79,600	57,600	89,600
Medical Insurance	001-031-40014	25,975	58,400	15,600	47,300
AFLAC Cafeteria	001-031-40015	-	-	100	100
Medicare Insurance	001-031-40017	3,431	6,100	2,500	5,600
Life and Disability	001-031-40018	2,538	4,600	1,900	4,500
Flexible Spending - Cafeteria	001-031-40022	576	1,200	1,700	2,200
Comptime Buy/Payout	001-031-40026	204	-	1,000	-
Vacation Buy/Payout	001-031-40027	3,569	2,300	3,500	-
Sick Payout	001-031-40028	660	-	-	-
Health Program	001-031-40032	-	-	-	-
Medical Waiver	001-031-40033	-	-	-	2,000
Retiree Health Savings	001-031-40034	-	-	700	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 319,161</b>	<b>\$ 569,000</b>	<b>\$ 253,400</b>	<b>\$ 535,800</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-031-40100	\$ 1,670	\$ 1,800	\$ 1,800	\$ 1,800
Public/Legal Notices	001-031-40200	-	200	-	-
Memberships and Dues	001-031-40300	135	600	600	600
Training and Meetings	001-031-40400	870	1,800	1,000	1,800
Equipment/Materials	001-031-40700	953	1,100	600	1,100
Contract Professional Svcs	001-031-44000	181,595	23,300	20,000	20,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 185,223</b>	<b>\$ 28,800</b>	<b>\$ 24,000</b>	<b>\$ 25,300</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 504,384</b>	<b>\$ 597,800</b>	<b>\$ 277,400</b>	<b>\$ 561,100</b>



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# COMMUNITY DEVELOPMENT BLOCK GRANT

**Managing Department Head:**

Director of Community Development

**Mission Statement**

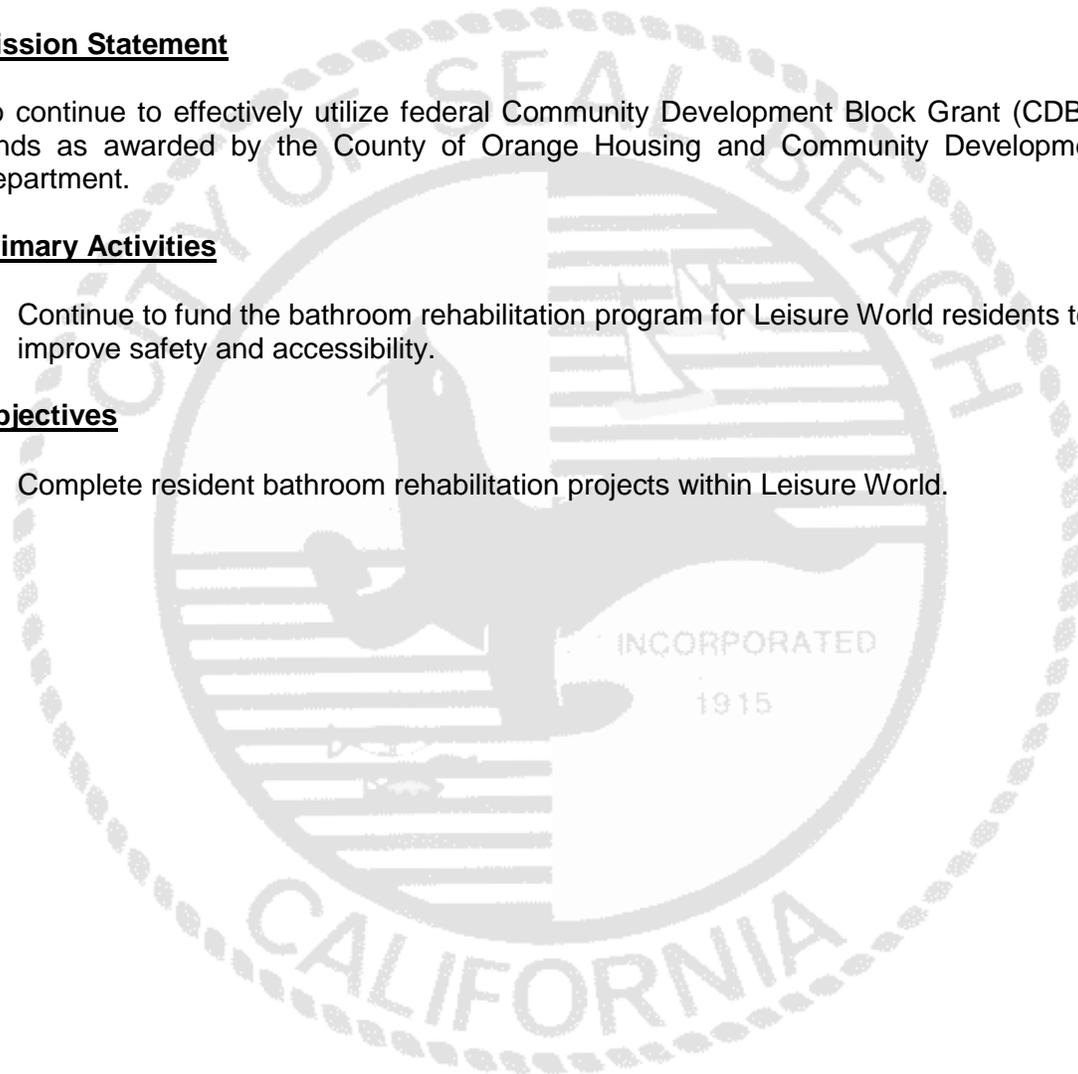
To continue to effectively utilize federal Community Development Block Grant (CDBG) funds as awarded by the County of Orange Housing and Community Development Department.

**Primary Activities**

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

**Objectives**

- Complete resident bathroom rehabilitation projects within Leisure World.



**DEPARTMENT:** Community Development  
**FUND:** 072 Community Development Block Grant

**Account Code:** 072-030

	<b>2016-2017 Actual</b>	<b>2017-2018 Amended Budget</b>	<b>2017-2018 Estimated</b>	<b>2018-2019 Adopted Budget</b>
Maintenance and Operations	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000
<b>TOTAL</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>

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	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional	072-030-44000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 180,000</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 180,000</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ (2,409)	\$ 10,241	\$ 10,241	\$ 10,241
Revenues	192,650	180,000	180,000	180,000
Expenditures	(180,000)	(180,000)	(180,000)	(180,000)
Ending Fund Balance	<u>\$ 10,241</u>	<u>\$ 10,241</u>	<u>\$ 10,241</u>	<u>\$ 10,241</u>



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# ADMINISTRATIVE ENGINEERING

## **Managing Department Head:**

Director of Public Works

## **Mission Statement**

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

## **Primary Activities**

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

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

Construction Management/Inspection - inspection of grading, public, and private improvements, respond to citizen requests concerning construction activities, enforce City and agency regulations, and ensure quality assurance and conformance to plans, specifications and standards.

Outside Agency Coordination and/or Compliance with Regulations - National Pollution Discharge Elimination System permit; Regional Water Quality Control Board; California Department of Transportation, Orange County Flood Control, Orange County Public Works Department, All surrounding Cities, California Department of Health, Air Quality Management District, California Coastal Commission, Southern California Edison, Southern California Gas, Spectrum, Frontier, Naval Weapons Station, California Coastal Conservancy, California Fish and Game, California Fish and Wildlife, Orange County Transportation Authority, OSHA, Environmental Protection Agency, Orange County Water District, Municipal Water District of Orange County, West Orange County Water District, Orange County Sanitation District, ACE, SLC.

## **Objectives**

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

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 57,706	\$ 59,000	\$ 51,500	\$ 111,900
Maintenance and Operations	24,567	39,600	38,000	15,300
<b>TOTAL</b>	<b>\$ 82,273</b>	<b>\$ 98,600</b>	<b>\$ 89,500</b>	<b>\$ 127,200</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40004	Part-time	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40032	Health & Wellness Program	Employee benefits costs
40100	Office Supplies	Replacing chairs and printing supplies
40300	Memberships and Dues	APWA, CA Professional Engineer, and City Engineer OC Assoc.
40400	Training and Meetings	APWA, City Engineer OC Assoc., Public Works Officers, and Tech training
41000	Telephone Engineer	Telephone Engineer
42000	Rental/Lease Equip Engineer	Miscellaneous Professional Engineering, Development Engineering
44000	Contract Professional Svcs	Engineering services, Development Engineering Support, AutoCADD software, Grant submittal support, GIS, and Beehive

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-042-40001	\$ 43,410	\$ 41,100	\$ 35,200	\$ 69,000
Part-time	001-042-40004	1,361	1,500	500	12,600
Cell Phone Allowance	001-042-40009	-	-	100	100
Deferred Comp - Cafeteria	001-042-40010	432	500	400	600
Deferred Comp	001-042-40011	959	900	900	1,700
PERS Retirement	001-042-40012	5,921	8,100	7,400	15,100
PARS Retirement	001-042-40013	17	100	100	200
Medical Insurance	001-042-40014	4,597	4,900	4,900	10,300
AFLAC Cafeteria	001-042-40015	-	-	100	300
Medicare Insurance	001-042-40017	669	600	600	1,200
Life and Disability	001-042-40018	340	400	300	600
Flexible Cafeteria	001-042-40022	-	-	100	100
Health & Wellness Program	001-042-40032	-	900	900	100
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 57,706</b>	<b>\$ 59,000</b>	<b>\$ 51,500</b>	<b>\$ 111,900</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-042-40100	\$ 1,746	\$ 2,000	\$ 2,000	\$ 2,000
Public/Legal Notices Engineer	001-042-40200	1,024	-	-	-
Memberships and Dues	001-042-40300	1,450	2,000	2,000	1,900
Training and Meetings	001-042-40400	1,090	2,000	2,000	1,400
Telephone Engineer	001-042-41000	27	-	-	-
Rental/Lease Equip Engineer	001-042-42000	515	-	-	-
Contract Professional	001-042-44000	18,715	33,600	32,000	10,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 24,567</b>	<b>\$ 39,600</b>	<b>\$ 38,000</b>	<b>\$ 15,300</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 82,273</b>	<b>\$ 98,600</b>	<b>\$ 89,500</b>	<b>\$ 127,200</b>



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# STORM DRAINS

## **Managing Department Head:**

Director of Public Works

## **Mission Statement**

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

## **Primary Activities**

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

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

## **Objectives**

- Maintains the existing storm drain infrastructure of over 216 catch basins, several thousand linear feet of storm drains, and the West End Pump Station.
- Continue ongoing improvements to the West End Pump Station to maximize the station's efficiency.
- The City continues to seek outside grant funding to improve the infrastructure.
- Performs inspection and maintenance of storm drain filters and screens. Each catch basin is inspected and cleaned at least twice per year.
- The City will participate in sub-regional watershed planning as well as work with pollution control measures for the San Gabriel and Anaheim Bay watersheds.
- 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.
- The City will comply with the statewide trash provisions as implemented by the Santa Ana Regional Water Quality Control Board.

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 247,680	\$ 249,600	\$ 270,600	\$ 239,000
Maintenance and Operations	154,967	209,900	202,000	191,200
<b>TOTAL</b>	<b>\$ 402,647</b>	<b>\$ 459,500</b>	<b>\$ 472,600</b>	<b>\$ 430,200</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
40023	Cafeteria Taxable	Employee benefits costs
40400	Training and Meetings	CWEA, Quinn Power, and vendor training
40700	Equipment/Materials	Oil, sand bags, and cleaning solutions
41020	Electricity	Electricity
44000	Contract Professional Svcs	NPDES program consultant, catch basin maint., Beehive SD module and license fee, storm drain video inspection, catch basin filter replacement, professional engineering services, winter storm pump rental, and WEPS
44001	Special Expense - Ironwood	Westridge Commerical
45000	Intergovernmental	State Water Resources Control Board, NPDES County Orange program, AQMD permit fees, and Coyote Creek watershed monitoring

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-043-40001	\$ 129,229	\$ 128,700	\$ 122,000	\$ 155,200
Over-time	001-043-40003	10,597	5,000	16,400	-
Part-time	001-043-40004	53,266	59,600	75,300	11,500
Cell Phone Allowance	001-043-40009	-	-	100	200
Deferred Comp - Cafeteria	001-043-40010	1,612	1,700	1,200	800
Deferred Compensation	001-043-40011	2,573	2,200	2,200	3,400
PERS Retirement	001-043-40012	22,773	25,400	24,600	35,600
PARS Retirement	001-043-40013	644	800	1,000	200
Medical Insurance	001-043-40014	20,789	21,600	21,000	27,500
AFLAC Cafeteria	001-043-40015	222	100	100	-
Medicare Insurance	001-043-40017	2,628	2,900	3,100	2,500
Life and Disability	001-043-40018	1,347	1,300	1,300	1,500
Flexible Cafeteria	001-043-40022	-	-	100	100
Cafeteria Taxable	001-043-40023	306	300	300	300
Comptime Buy/Payout	001-043-40026	569	-	500	-
Vacation Buy/Payout	001-043-40027	275	-	1,000	-
Unemployment Storm Dr	001-043-40030	850	-	400	-
Health Program	001-043-40032	-	-	-	200
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 247,680</b>	<b>\$ 249,600</b>	<b>\$ 270,600</b>	<b>\$ 239,000</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Memberships and Dues	001-043-40300	\$ 28	\$ -	\$ -	\$ -
Training and Meetings	001-043-40400	425	1,000	1,000	1,000
Equipment/Materials	001-043-40700	20,317	6,000	6,000	8,000
Electricity	001-043-41020	16,932	14,000	14,000	15,000
Contract Professional	001-043-44000	101,610	126,900	126,000	105,200
Special Expense - Ironwood	001-043-44001	752	3,000	-	3,000
Intergovernmental	001-043-45000	14,903	59,000	55,000	59,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 154,967</b>	<b>\$ 209,900</b>	<b>\$ 202,000</b>	<b>\$ 191,200</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 402,647</b>	<b>\$ 459,500</b>	<b>\$ 472,600</b>	<b>\$ 430,200</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 Account Code: 001-044  
 FUND: 001 General Fund - Street Maintenance

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 389,168	\$ 387,900	\$ 406,200	\$ 324,500
Maintenance and Operations	264,057	211,000	241,700	714,600
<b>TOTAL</b>	<b>\$ 653,225</b>	<b>\$ 598,900</b>	<b>\$ 647,900</b>	<b>\$ 1,039,100</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
40027	Vacation Buy/payout	Employee benefits costs
40300	Membership	American Public Works Assoc., International Municiple Signal Assoc., and Department of Petroleum Resources
40400	Training and meetings	American Public Works Assoc., International Municiple Signal Assoc., and Department of Petroleum Resources
40700	Equipment/Materials	Asphalt hot/cold mix, graffiti remover gel, flowmix, hand tools, street signs uniform, concrete materials, and boot replacement
40801	Street Sweeping	Street sweeping and additional Main Street
41000	Telephone	Cell phones
41020	Electricity	Electricity costs
44000	Contract Professional Svcs	Main Street pavers, concrete repairs, traffic engineering services, TMC traffic engineering, pavement repairs, traffic signal maintenance, annual street maintenance, landscape, Main Street pressure washing, tree trimming, and miscellaneous

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

Account Code: 001-044

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-044-40001	\$ 233,564	\$ 258,500	\$ 239,800	\$ 196,400
Over-time	001-044-40003	18,867	5,000	20,800	-
Part-time	001-044-40004	31,158	15,100	31,800	36,600
Cell Allowance	001-044-40009	-	-	100	100
Deferred Comp - Cafeteria	001-044-40010	3,132	3,600	2,900	1,700
Deferred Compensation	001-044-40011	4,580	4,700	4,600	3,600
PERS Retirement	001-044-40012	44,505	51,000	49,000	43,300
PARS Retirement	001-044-40013	384	200	400	500
Medical Insurance	001-044-40014	40,795	41,400	44,300	35,700
AFLAC Cafeteria	001-044-40015	224	100	100	-
Medicare Insurance	001-044-40017	3,978	4,200	4,300	3,500
Life and Disability	001-044-40018	2,203	2,500	2,500	2,000
Flexible Cafeteria	001-044-40022	-	-	100	200
Cafeteria - Taxable	001-044-40023	1,069	1,100	1,100	800
Comptime Buy/Payout	001-044-40026	1,423	-	1,000	-
Vacation Buy/Payout	001-044-40027	1,816	500	1,600	-
Unemployment Street M	001-044-40030	1,470	-	1,800	-
Health Program	001-044-40032	-	-	-	100
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 389,168</b>	<b>\$ 387,900</b>	<b>\$ 406,200</b>	<b>\$ 324,500</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-044-40100	\$ 17	\$ -	\$ -	\$ -
Membership	001-044-40300	308	500	500	700
Training and Meetings	001-044-40400	(62)	1,500	1,500	900
Equipment/Materials	001-044-40700	25,570	31,200	32,000	36,200
Street Sweeping	001-044-40801	114,844	86,200	86,000	94,200
Telephone	001-044-41000	1,698	1,700	1,700	2,000
Electricity	001-044-41020	18,133	20,000	20,000	20,000
Contract Professional	001-044-44000	103,549	69,900	100,000	560,600
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 264,057</b>	<b>\$ 211,000</b>	<b>\$ 241,700</b>	<b>\$ 714,600</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 653,225</b>	<b>\$ 598,900</b>	<b>\$ 647,900</b>	<b>\$ 1,039,100</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 115 vehicles and equipment is performed using one full-time mechanic and one part-time mechanic.
- The cost of fuel has fluctuated during the previous budget years. The City has added two backup power sources and is currently in construction for a third at facilities that require maintenance and fueling.
- Continue to utilize Dossier and Voyager to schedule PM maintenance.
- Continue to bring more repairs and maintenance in house.
  - Decrease the vehicle and equipment down time
  - Lower repair costs
- Create a Master Preventative Maintenance Schedule to prolong the life of equipment and vehicles.
- Create a Master Parts Inventory and re-order schedule to assist in maintenance efficiency.

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 99,380	\$ 104,700	\$ 105,900	\$ 118,200
Maintenance and Operations	235,853	275,300	274,500	301,800
<b>TOTAL</b>	<b>\$ 335,233</b>	<b>\$ 380,000</b>	<b>\$ 380,400</b>	<b>\$ 420,000</b>

ACCOUNT NUMBER EXPLANATION

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

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-050-40001	\$ 52,598	\$ 57,200	\$ 57,200	\$ 63,200
Over-time	001-050-40003	-	-	500	-
Part-time	001-050-40004	23,448	22,900	23,600	24,300
Cell Phone Allowance	001-050-40009	-	-	100	100
Deferred Comp-Cafeteria	001-050-40010	380	200	100	100
Deferred Compensation	001-050-40011	774	1,000	1,000	1,100
PERS Retirement	001-050-40012	9,348	11,300	11,300	15,100
PARS Retirement	001-050-40013	292	300	300	300
Medical Insurance	001-050-40014	10,202	10,000	10,000	11,900
AFLAC Cafeteria	001-050-40015	58	-	-	-
Medicare Insurance	001-050-40017	1,112	1,200	1,200	1,300
Life and Disability	001-050-40018	616	600	600	700
Sick Payout	001-050-40028	540	-	-	-
Health Program	001-050-40032	-	-	-	100
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 99,380</b>	<b>\$ 104,700</b>	<b>\$ 105,900</b>	<b>\$ 118,200</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Memberships and Dues	001-050-40300	\$ -	\$ 500	\$ 500	\$ 300
Training and Meetings	001-050-40400	-	1,000	1,000	1,000
Equipment/Materials	001-050-40700	52,436	56,000	56,000	56,000
Special Departmental	001-050-40800	153,851	165,000	165,000	206,000
Contract Professional Svcs	001-050-44000	29,566	52,800	52,000	38,500
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 235,853</b>	<b>\$ 275,300</b>	<b>\$ 274,500</b>	<b>\$ 301,800</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 335,233</b>	<b>\$ 380,000</b>	<b>\$ 380,400</b>	<b>\$ 420,000</b>



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# REFUSE SERVICES

**Managing Department Head:**

Director of Public Works

**Mission Statement**

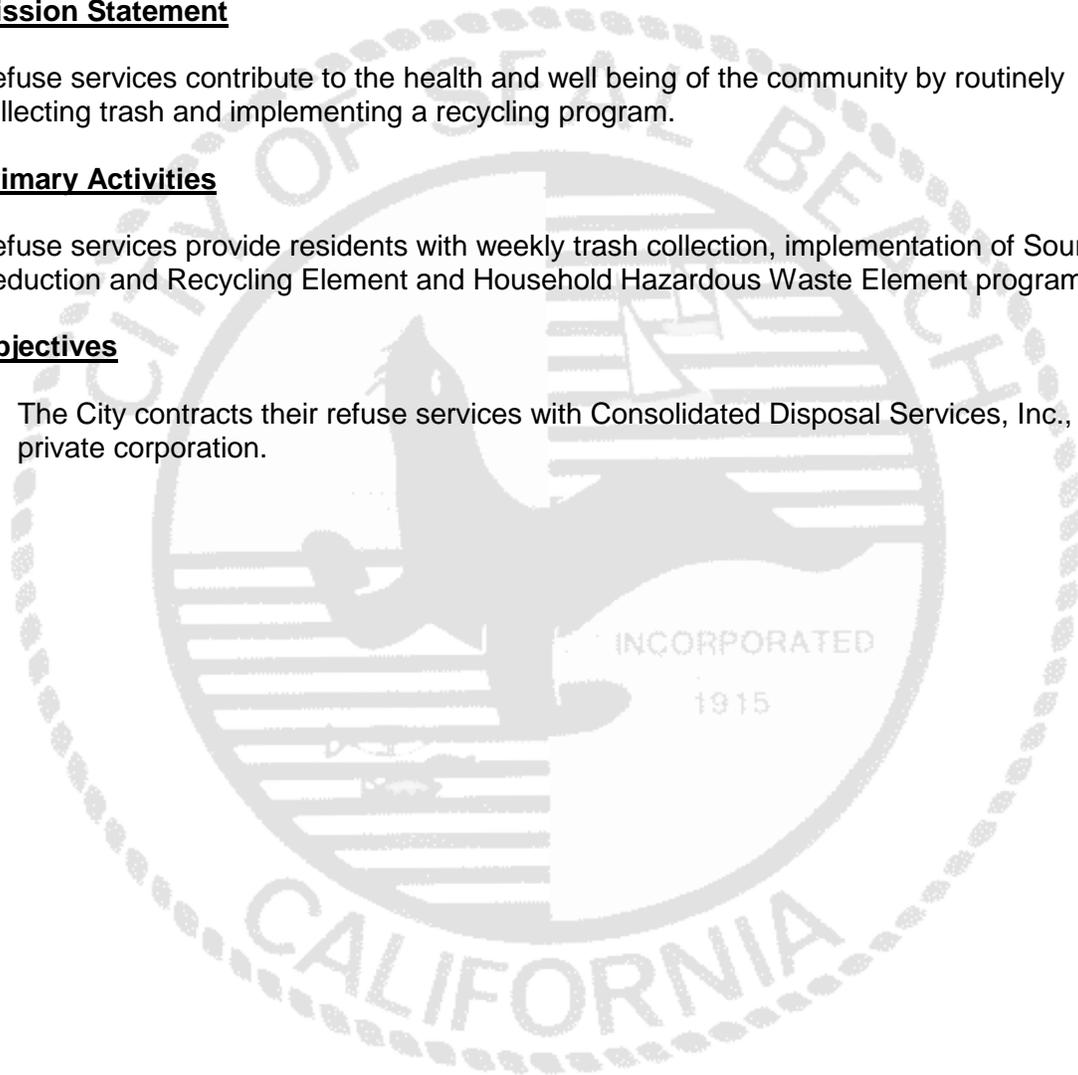
Refuse services contribute to the health and well being of the community by routinely collecting trash and implementing a recycling program.

**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.



DEPARTMENT: Public Works Account Code: 001-051  
 FUND: 001- General Fund - Refuse

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 1,170,096	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000
<b>TOTAL</b>	<u>\$ 1,170,096</u>	<u>\$ 1,150,000</u>	<u>\$ 1,150,000</u>	<u>\$ 1,150,000</u>

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Refuse Contract

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

Account Code: 001-051

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional Refuse	001-051-44000	\$ 1,170,096	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		\$ 1,170,096	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000
<b>TOTAL EXPENDITURES</b>		\$ 1,170,096	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000



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# BUILDING AND FACILITIES MAINTENANCE

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

## **Mission Statement**

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

## **Primary Activities**

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

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

## **Objectives**

- Similar projects are scheduled for the City Council Chambers and the Public Works Administration Building. On October 10, 2011 the City council adopted a Facility Condition Assessment of all city owned facilities. Funding options are being evaluated for the remainder of the improvements identified within the plan.
- Funding for the work to be done in-house or by small contract is included in this budget. Other work was proposed in the Capital Improvement section.

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 113,736	\$ 112,000	\$ 106,300	\$ 129,900
Maintenance and Operations	327,754	311,700	312,200	359,700
Debt Service	830,863	91,900	91,900	91,800
<b>TOTAL</b>	<b>\$ 1,272,353</b>	<b>\$ 515,600</b>	<b>\$ 510,400</b>	<b>\$ 581,400</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
40027	Vacation Buy/payout	Employee benefits costs
40030	Unemployment	Employee benefits costs
40700	Equipment/Materials	Building maintenance and repairs
41000	Telephone	Telephone
41010	Gas	Gas
41020	Electricity	Electricity
44000	Contract Professional Svcs	HVAC maintenance, pest control, elevator maintenance, janitorial contract, termite control, fire extinguisher maintenance, electrical repairs, building roof repairs, AQMD permit fees, landscape, tree trim
47888	Principal Payments	Debt service principal - City National Bank
47999	Interest Payments	Interest payments - City National Bank

# City of Seal Beach

## FY 2018-2019

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

Account Code: 001-052

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-052-40001	\$ 77,123	\$ 79,800	\$ 73,000	\$ 91,100
Over-time	001-052-40003	2,871	200	5,300	-
Part-time	001-052-40004	915	-	-	-
Cell Phone Allowance	001-052-40009	-	-	100	100
Deferred Comp - Cafeteria	001-052-40010	1,550	600	1,200	1,200
Deferred Compensation	001-052-40011	1,557	1,600	1,600	1,900
PERS Retirement	001-052-40012	14,130	14,500	13,900	20,100
PARS retirement	001-052-40013	-	-	-	-
Medical Insurance	001-052-40014	11,550	12,800	9,500	13,100
AFLAC Cafeteria	001-052-40015	29	-	-	-
Medicare Insurance	001-052-40017	1,065	1,200	1,000	1,400
Life and Disability	001-052-40018	830	800	700	900
Comptime Buy/Payout	001-052-40026	285	-	-	-
Vacation Buy/Payout	001-052-40027	1,291	500	-	-
Unemployment Building	001-052-40030	540	-	-	-
Health Program	001-052-40032	-	-	-	100
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 113,736</b>	<b>\$ 112,000</b>	<b>\$ 106,300</b>	<b>\$ 129,900</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies Building	001-052-40100	\$ 2,534	\$ -	\$ -	\$ -
Equipment/Materials	001-052-40700	24,611	20,000	27,000	30,000
Telephone	001-052-41000	38,031	28,000	28,000	28,000
Gas	001-052-41010	4,167	5,200	5,200	5,200
Electricity	001-052-41020	52,233	52,000	52,000	52,000
Contract Professional Svcs	001-052-44000	-	206,500	200,000	244,500
Intergovernmental	001-052-45000	206,178	-	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 327,754</b>	<b>\$ 311,700</b>	<b>\$ 312,200</b>	<b>\$ 359,700</b>
<b>DEBT SERVICE PAYMENT</b>					
Debt Service - Principal	001-052-47888	\$ 764,726	\$ 69,600	\$ 69,600	\$ 73,100
Interest Payments	001-052-47999	66,137	22,300	22,300	18,700
<b>TOTAL DEBT SERVICE PAYMENT</b>		<b>\$ 830,863</b>	<b>\$ 91,900</b>	<b>\$ 91,900</b>	<b>\$ 91,800</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,272,353</b>	<b>\$ 515,600</b>	<b>\$ 510,400</b>	<b>\$ 581,400</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.

DEPARTMENT: Public Works  
 FUND: 012 Air Quality Improvement

Account Code: 012-700

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 32,915	\$ 30,600	\$ 30,600	\$ 30,600
<b>TOTAL</b>	<u>\$ 32,915</u>	<u>\$ 30,600</u>	<u>\$ 30,600</u>	<u>\$ 30,600</u>

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Senior transportation program and SCE bike path

DEPARTMENT: Public Works  
 FUND: 012 Air Quality Improvement

Account Code: 012-700

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Prof Svcs	012-700-44000	\$ 32,915	\$ 30,600	\$ 30,600	\$ 30,600
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 32,915</u>	<u>\$ 30,600</u>	<u>\$ 30,600</u>	<u>\$ 30,600</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 32,915</u>	<u>\$ 30,600</u>	<u>\$ 30,600</u>	<u>\$ 30,600</u>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 8,445	\$ 8,147	\$ 8,147	\$ 7,547
Revenues	32,616	30,000	30,000	30,000
Expenditures	(32,915)	(30,600)	(30,600)	(30,600)
Ending Fund Balance	<u>\$ 8,147</u>	<u>\$ 7,547</u>	<u>\$ 7,547</u>	<u>\$ 6,947</u>

# City of Seal Beach

## FY 2018-2019

DEPARTMENT: Public Works  
 FUND: 016 Park Improvement

Account Code: 016-800

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 3,557	\$ -	\$ -	\$ -
<b>TOTAL</b>	<u>\$ 3,557</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

# City of Seal Beach

## FY 2018-2019

DEPARTMENT: Public Works  
 FUND: 016 Park Improvement

Account Code: 016-800

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfer Out	016-800-47000	\$ 3,557	\$ -	\$ -	\$ -
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		\$ 3,557	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>		\$ 3,557	\$ -	\$ -	\$ -

### FUND BALANCE ANALYSIS

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ -	\$ 6,443	\$ 6,443	\$ 16,543
Revenues	10,000	-	10,100	-
Expenditures	(3,557)	-	-	-
Ending Fund Balance	\$ 6,443	\$ 6,443	\$ 16,543	\$ 16,543

DEPARTMENT: Public Works  
 FUND: 039 SB1 Program

Account Code: 039-090

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ -	\$ -	\$ -	\$ 532,400
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 532,400</b>

ACCOUNT NUMBER EXPLANATION

47000 Transfers Out

Transfer to Capital Fund for projects:

	<b>Amount</b>
ST1701/ST1801 FY 18 Street Slurry Seal Program	92,000
ST1901 Annual Slurry Seal Program	400,000
ST1904 Annual Concrete Repair Program	40,000
<b>Total CIP Projects</b>	<b>532,000</b>

DEPARTMENT: Public Works  
 FUND: 039 SB1 Program

Account Code: 039-090

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfers Out - CIP	039-090-47000	\$ -	\$ -	\$ -	\$ 532,400
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 532,400</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 532,400</b>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ 119,100
Revenues	-	-	119,100	413,300
Expenditures	-	-	-	(532,400)
Ending Fund Balance	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 119,100</b>	<b>\$ -</b>

DEPARTMENT: Public Works  
 FUND: 040 Gas Tax

Account Code: 040-090

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 605,247	\$ 1,572,000	\$ 1,186,500	\$ 414,200
<b>TOTAL</b>	<b>\$ 605,247</b>	<b>\$ 1,572,000</b>	<b>\$ 1,186,500</b>	<b>\$ 414,200</b>

ACCOUNT NUMBER EXPLANATION

44000	Contract Professional Svcs	State Controller - Annual Street Report	
47000	Transfers Out	Transfer to Capital Fund for projects:	<b>Amount</b>
	ST1508	Old Town Parking and Signage Improvemen	91,000
	ST1701/ST1801	FY 18 Street Slurry Seal Program	289,500
	ST1708	Westm/17th St. Corridor Traffic Sig Syn	5,000
		<b>Total CIP Projects</b>	<b>385,500</b>
47002	Transfers Out - Operation	Transfer to General Fund	

City of Seal Beach

FY 2018-2019

DEPARTMENT: Public Works  
 FUND: 040 Gas Tax

Account Code: 040-090

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional	040-090-44000	\$ 1,792	\$ 77,000	\$ 77,000	\$ 1,800
Transfers Out - CIP	040-090-47000	203,455	945,000	559,500	385,500
Transfers Out - Operations	040-090-47002	400,000	550,000	550,000	26,900
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 605,247</b>	<b>\$ 1,572,000</b>	<b>\$ 1,186,500</b>	<b>\$ 414,200</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 605,247</b>	<b>\$ 1,572,000</b>	<b>\$ 1,186,500</b>	<b>\$ 414,200</b>

FUND BALANCE ANALYSIS

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 847,988	\$ 739,365	\$ 739,365	\$ 56,065
Revenues	496,625	712,600	503,200	645,900
Expenditures	(605,247)	(1,572,000)	(1,186,500)	(414,200)
Ending Fund Balance	<b>\$ 739,365</b>	<b>\$ (120,035)</b>	<b>\$ 56,065</b>	<b>\$ 287,765</b>



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# MEASURE M2

**Managing Department Head:**

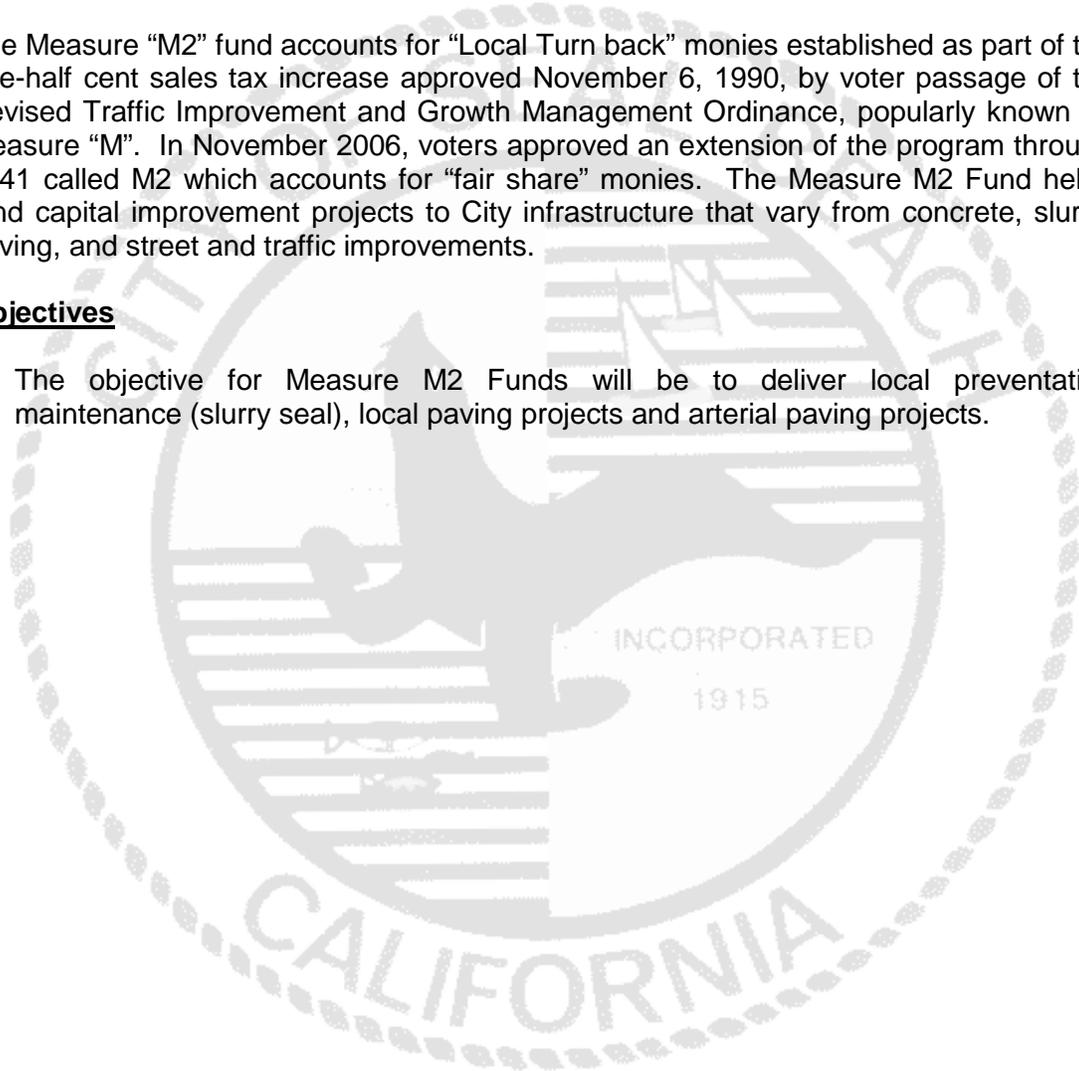
Director of Public Works

**Primary Activities**

The Measure “M2” fund accounts for “Local Turn back” monies established as part of the one-half cent sales tax increase approved November 6, 1990, by voter passage of the Revised Traffic Improvement and Growth Management Ordinance, popularly known as Measure “M”. In November 2006, voters approved an extension of the program through 2041 called M2 which accounts for “fair share” monies. The Measure M2 Fund helps fund capital improvement projects to City infrastructure that vary from concrete, slurry, paving, and street and traffic improvements.

**Objectives**

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



DEPARTMENT: Public Works  
 FUND: 042 Measure M2

Account Code: 042-099

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 116,591	\$ 1,603,300	\$ 924,700	\$ 1,107,800
<b>TOTAL</b>	<b>\$ 116,591</b>	<b>\$ 1,603,300</b>	<b>\$ 924,700</b>	<b>\$ 1,107,800</b>

ACCOUNT NUMBER EXPLANATION

47000	Transfer Out	Transfer to Capital Fund for Project:	<u>Amount</u>
		ST1602/ST1702	445,000
		ST1708	58,000
		ST1802	75,000
		ST1808	100,000
		ST1902	212,000
		ST1903	200,000
		<b>Total CIP Projects</b>	<b><u>1,090,000</u></b>
47002	Transfer Out - Operation	Transfer to General Fund	

City of Seal Beach

FY 2018-2019

DEPARTMENT: Public Works  
 FUND: 042 Measure M2

Account Code: 042-099

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional	042-099-44000	\$ -	\$ 60,600	\$ 60,000	\$ -
Transfers Out-CIP	042-099-47000	116,591	1,254,300	576,300	1,090,000
Transfers Out-Operation	042-099-47002	-	288,400	288,400	17,800
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 116,591</b>	<b>\$ 1,603,300</b>	<b>\$ 924,700</b>	<b>\$ 1,107,800</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 116,591</b>	<b>\$ 1,603,300</b>	<b>\$ 924,700</b>	<b>\$ 1,107,800</b>

FUND BALANCE ANALYSIS

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 932,677	\$ 1,231,081	\$ 1,231,081	\$ 718,381
Revenues	414,995	408,000	412,000	392,000
Expenditures	(116,591)	(1,603,300)	(924,700)	(1,107,800)
Ending Fund Balance	<b>\$ 1,231,081</b>	<b>\$ 35,781</b>	<b>\$ 718,381</b>	<b>\$ 2,581</b>

DEPARTMENT: Public Works  
FUND: 048 Parking In-lieu

Account Code: 048-400

	<u>2016-2017 Actual</u>	<u>2017-2018 Amended Budget</u>	<u>2017-2018 Estimated</u>	<u>2018-2019 Adopted Budget</u>
Maintenance and Operations	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

ACCOUNT NUMBER EXPLANATION

City of Seal Beach

FY 2018-2019

DEPARTMENT: Public Works  
 FUND: 048 Parking In-lieu

Account Code: 048-400

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfers Out	048-400-47000	\$ -	\$ -	\$ -	\$ -
<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**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 169,474	\$ 179,674	\$ 179,674	\$ 189,874
Revenues	10,200	10,200	10,200	10,200
Expenditures	-	-	-	-
Ending Fund Balance	<b>\$ 179,674</b>	<b>\$ 189,874</b>	<b>\$ 189,874</b>	<b>\$ 200,074</b>

DEPARTMENT: Public Works  
FUND: 049 - Traffic Impact AB1600

Account Code: 049

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 209,823	\$ 35,000	\$ 35,000	\$ -
<b>TOTAL</b>	<u>\$ 209,823</u>	<u>\$ 35,000</u>	<u>\$ 35,000</u>	<u>\$ -</u>

ACCOUNT NUMBER EXPLANATION

DEPARTMENT: Public Works  
 FUND: 049 - Traffic Impact AB1600

Account Code: 049

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfer Out - CIP	049-333-47000	\$ 20,185	\$ 35,000	\$ 35,000	\$ -
Transfer Out - Operation	049-333-47002	189,638	-	-	-
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 209,823</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 209,823</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ -</b>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 362,811	\$ 156,740	\$ 156,740	\$ 125,740
Revenues	3,752	25,000	4,000	4,000
Expenditures	(209,823)	(35,000)	(35,000)	-
Ending Fund Balance	<b>\$ 156,740</b>	<b>\$ 146,740</b>	<b>\$ 125,740</b>	<b>\$ 129,740</b>

DEPARTMENT: Public Works  
 FUND: 080 City-Wide Grants

Account Code: 080

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 215,745	\$ 782,800	\$ 302,900	\$ 68,000
<b>TOTAL</b>	<u>\$ 215,745</u>	<u>\$ 782,800</u>	<u>\$ 302,900</u>	<u>\$ 68,000</u>

ACCOUNT NUMBER EXPLANATION

47000	Transfer Out	Transfer to Capital Fund for Projects:	<u>Amount</u>
		ST1408 Traffic Management Center Upgrade	68,000
		<b>Total CIP Projects</b>	<u><b>68,000</b></u>

DEPARTMENT: Public Works  
 FUND: 080 City-Wide Grants

Account Code: 080

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfers Out - OCTA	080-361-47000	\$ 215,745	\$ 782,800	\$ 302,900	\$ 68,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 215,745</u>	<u>\$ 782,800</u>	<u>\$ 302,900</u>	<u>\$ 68,000</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 215,745</u>	<u>\$ 782,800</u>	<u>\$ 302,900</u>	<u>\$ 68,000</u>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 76,837	\$ (138,908)	\$ (138,908)	\$ 176,992
Revenues	-	550,000	618,800	-
Expenditures	(215,745)	(782,800)	(302,900)	(68,000)
Ending Fund Balance	<u>\$ (138,908)</u>	<u>\$ (371,708)</u>	<u>\$ 176,992</u>	<u>\$ 108,992</u>



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# SENIOR SERVICES

**Managing Department Head:**

Director of Public Works

**Mission Statement**

The Recreation and Community Services Department is dedicated to supporting the senior community of Seal Beach through various programs that support the overall needs of the community.

**Primary Activities**

The division offers senior services and programs including senior meals-on-wheels, transportation, and tax preparation services. The division also provides important resources to seniors throughout the County.

**Objectives**

- Provide and promote a high quality congregate senior meals program using a Seal Beach Community Center.
- Manage vendor to provide home delivered meals throughout the entire City.
- Manage transportation services including; dial-a-ride, shopper shuttle and shuttle services to the congregate meals.
- Coordinate free tax preparation for seniors using volunteer resources.
- Provide resources to seniors about various programs available throughout the county.

DEPARTMENT: Community Services  
 FUND: 001-016 Senior Services

Account Code: 001-016

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 189,638	\$ 183,700	\$ 190,000	\$ 183,400
<b>TOTAL</b>	<b>\$ 189,638</b>	<b>\$ 183,700</b>	<b>\$ 190,000</b>	<b>\$ 183,400</b>

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Keolis transit and Senior meals

DEPARTMENT: Community Services  
 FUND: 001-016 Senior Services

Account Code: 001-016

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional	001-016-44000	\$ 189,638	\$ 183,700	\$ 190,000	\$ 183,400
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 189,638</u>	<u>\$ 183,700</u>	<u>\$ 190,000</u>	<u>\$ 183,400</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 189,638</u>	<u>\$ 183,700</u>	<u>\$ 190,000</u>	<u>\$ 183,400</u>



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# PARKS AND LANDSCAPE SERVICES

## **Managing Department Head:**

Director of Public Works

## **Mission Statement**

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

## **Primary Activities**

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

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

## **Objectives**

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

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 41,756	\$ 86,900	\$ 71,400	\$ 97,600
Maintenance and Operations	451,283	629,100	627,000	211,100
<b>TOTAL</b>	<b>\$ 493,039</b>	<b>\$ 716,000</b>	<b>\$ 698,400</b>	<b>\$ 308,700</b>

ACCOUNT NUMBER EXPLANATION

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

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-049-40001	\$ 28,415	\$ 61,100	\$ 51,100	\$ 68,700
Overtime	001-049-40003	144	-	200	-
Cell Phone Allowance	001-049-40009	-	-	100	100
Deferred Comp - Cafeteria	001-049-40010	272	100	900	1,300
Deferred Comp	001-049-40011	830	1,400	1,300	1,700
PERS Retirement	001-049-40012	7,046	12,000	11,000	16,400
Medical Insurance	001-049-40014	3,305	10,400	5,700	7,700
Medicare Insurance	001-049-40017	372	900	700	1,000
Life and Disability	001-049-40018	225	500	400	600
Vacation Buy/Payout	001-049-40027	1,147	500	-	-
Health Program	001-049-40030	-	-	-	100
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 41,756</b>	<b>\$ 86,900</b>	<b>\$ 71,400</b>	<b>\$ 97,600</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Equipment/Materials	001-049-40700	\$ 11,882	\$ 17,000	\$ 17,000	\$ 23,000
Electricity	001-049-41020	8,693	10,000	10,000	10,000
Contract Professional	001-049-44000	430,708	602,100	600,000	178,100
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 451,283</b>	<b>\$ 629,100</b>	<b>\$ 627,000</b>	<b>\$ 211,100</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 493,039</b>	<b>\$ 716,000</b>	<b>\$ 698,400</b>	<b>\$ 308,700</b>



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# RECREATION & COMMUNITY SERVICES

## **Managing Department Head:**

Director of Public Works

## **Mission Statement**

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

## **Primary Activities**

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

## **Objectives**

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

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 145,526	\$ 174,000	\$ 161,000	\$ 160,300
Maintenance and Operations	76,436	84,000	81,800	24,500
<b>TOTAL</b>	<b>\$ 221,962</b>	<b>\$ 258,000</b>	<b>\$ 242,800</b>	<b>\$ 184,800</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40004	Part-time	Employee salaries costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40100	Office Supplies	Office supplies
40300	Memberships and Dues	Cal Parks Rec Society
40400	Training and Meetings	Brochure Exchanges and CPRS conference
40800	Special Departmental	Edison Park use, Plug and Play, music licenses, and recreation program/events
41009	Cable TV	NSBC TV
44000	Contract Professional Svcs	Parking North Seal Beach Comm. Center

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

Account Code: 001-070

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	001-070-40001	\$ 88,801	\$ 96,100	\$ 97,100	\$ 100,500
Over-time	001-070-40003	5,224	-	-	-
Part-time	001-070-40004	12,605	42,600	30,300	22,700
Deferred Comp - Cafeteria	001-070-40010	1,704	2,000	3,000	100
Deferred Compensation	001-070-40011	2,334	2,200	2,200	2,300
PERS Retirement	001-070-40012	14,124	12,200	12,000	14,900
PARS Retirement	001-070-40013	155	600	400	400
Medical Insurance	001-070-40014	11,397	13,800	12,900	16,200
AFLAC - Cafeteria	001-070-40015	-	-	100	100
Medicare Insurance	001-070-40017	1,662	2,100	1,900	2,000
Life and Disability	001-070-40018	850	1,000	1,100	1,100
Vacation Buy/Payout	001-070-40027	6,010	1,400	-	-
Sick Payout	001-070-40028	660	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 145,526</b>	<b>\$ 174,000</b>	<b>\$ 161,000</b>	<b>\$ 160,300</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-070-40100	\$ 641	\$ 1,500	\$ 1,200	\$ 1,200
Public/Legal Notices	001-070-40200	(32)	-	-	-
Memberships and Dues	001-070-40300	-	700	200	500
Training and Meetings	001-070-40400	80	1,500	-	500
Special Departmental	001-070-40800	3,564	7,100	7,100	8,800
Cable Television	001-070-41009	1,572	1,900	2,000	2,000
Contract Professional	001-070-44000	70,611	71,300	71,300	11,500
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 76,436</b>	<b>\$ 84,000</b>	<b>\$ 81,800</b>	<b>\$ 24,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 221,962</b>	<b>\$ 258,000</b>	<b>\$ 242,800</b>	<b>\$ 184,800</b>

# City of Seal Beach

## FY 2018-2019

DEPARTMENT: Community Services  
 FUND: 001 General Fund - Sports

Account Code: 001-071

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 22,287	\$ 13,500	\$ 14,200	\$ 9,200
Maintenance and Operations	7,836	7,000	7,000	7,000
<b>TOTAL</b>	<b>\$ 30,123</b>	<b>\$ 20,500</b>	<b>\$ 21,200</b>	<b>\$ 16,200</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	Equipments for field, softball, basketball, and gym

DEPARTMENT: Community Services  
 FUND: 001 General Fund - Sports

Account Code: 001-071

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Part-time	001-071-40004	\$ 21,686	\$ 13,100	\$ 13,800	\$ 9,000
PARS Retirement	001-071-40013	283	200	200	100
Medicare Insurance	001-071-40017	318	200	200	100
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 22,287</b>	<b>\$ 13,500</b>	<b>\$ 14,200</b>	<b>\$ 9,200</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Equipment/Materials	001-071-40700	\$ 7,836	\$ 7,000	\$ 7,000	\$ 7,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 7,836</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 30,123</b>	<b>\$ 20,500</b>	<b>\$ 21,200</b>	<b>\$ 16,200</b>

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 115	\$ -	\$ -	\$ -
Maintenance and Operations	248,831	300,600	305,900	270,800
<b>TOTAL</b>	<b>\$ 248,946</b>	<b>\$ 300,600</b>	<b>\$ 305,900</b>	<b>\$ 270,800</b>

ACCOUNT NUMBER EXPLANATION

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

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Part-time Leisure Classes	001-072-40004	\$ 112	\$ -	\$ -	\$ -
PARS Retirement	001-072-40013	1	-	-	-
Medicare Insurance	001-072-40017	2	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 115</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	001-072-40100	\$ 486	\$ 800	\$ 500	\$ 600
Public/Legal Notices	001-072-40200	-	2,500	2,500	-
Printing	001-072-40201	45,784	49,000	49,000	49,000
Office and Technology Resource	001-072-40500	-	-	-	-
Equipment/Materials	001-072-40700	3,992	3,000	2,800	2,800
Special Departmental	001-072-40800	11,883	27,700	27,700	25,000
Telephone	001-072-41000	2,145	2,600	2,400	2,400
Electricity	001-072-41020	13,880	15,000	15,000	15,000
Contract Professional	001-072-44000	170,661	200,000	205,000	175,000
Intergovernmental Leisure	001-072-45000	-	-	1,000	1,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 248,831</b>	<b>\$ 300,600</b>	<b>\$ 305,900</b>	<b>\$ 270,800</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 248,946</b>	<b>\$ 300,600</b>	<b>\$ 305,900</b>	<b>\$ 270,800</b>

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 120,320	\$ 119,400	\$ 132,900	\$ 119,300
Maintenance and Operations	107,610	124,600	132,300	144,100
<b>TOTAL</b>	<b>\$ 227,930</b>	<b>\$ 244,000</b>	<b>\$ 265,200</b>	<b>\$ 263,400</b>

ACCOUNT NUMBER EXPLANATION

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

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Part-time	001-074-40004	\$ 116,016	\$ 111,700	\$ 124,900	\$ 111,700
PARS Retirement	001-074-40013	1,475	1,500	1,600	1,300
Medical Insurance	001-074-40014	1,194	4,600	4,600	4,800
Medicare Insurance	001-074-40017	1,635	1,600	1,800	1,500
<b>TOTAL PERSONNEL SERVICES</b>		<u>\$ 120,320</u>	<u>\$ 119,400</u>	<u>\$ 132,900</u>	<u>\$ 119,300</u>
<b>MAINTENANCE AND OPERATIONS</b>					
Bldg/Material/Supplies	001-074-40550	\$ 11,857	\$ 18,000	\$ 18,000	\$ 18,000
Special Departmental	001-074-40800	3,385	7,100	6,600	6,600
Bldg/Ground Materials	001-074-40950	8,507	15,000	24,700	21,300
Telephone	001-074-41000	446	1,300	500	600
Cable	001-074-41009	1,978	1,800	1,700	1,700
Gas	001-074-41010	628	1,000	800	800
Electricity	001-074-41020	26,305	28,000	28,000	28,000
Contract Professional Services	001-074-44000	54,504	52,400	52,000	67,100
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 107,610</u>	<u>\$ 124,600</u>	<u>\$ 132,300</u>	<u>\$ 144,100</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 227,930</u>	<u>\$ 244,000</u>	<u>\$ 265,200</u>	<u>\$ 263,400</u>



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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 400 children ages 9-17. Junior Lifeguards are taught ocean and beach safety, lifesaving techniques including CPR and First-Aid, as well as lifesaving competition skills. This program begins at the end of June and ends in mid-August.

## **Other Administrative Duties**

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

### **Lifeguard Training Academy**

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

### **City Wide AED program**

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

### **Beach Safety Education**

The Marine Safety Department works with the community to spread the message of beach safety through such programs as Project Wipeout, introduced over 25 years ago to prevent spinal cord injuries in Orange County. Through Project Wipeout, Seal Beach Lifeguards participate in the Orange County Fair, the Orange County Youth Expo, and the Project Wipeout Lifeguard Seminar. In addition to this program, Lifeguards actively educate visiting schools, Boy and Girl Scouts and various other groups.



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DEPARTMENT: Marine Safety  
 FUND: 001 General Fund - Aquatics

Account Code: 001-073

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 122,167	\$ 128,100	\$ 95,000	\$ 108,100
Maintenance and Operations	87,778	96,900	94,300	92,300
<b>TOTAL</b>	<b>\$ 209,945</b>	<b>\$ 225,000</b>	<b>\$ 189,300</b>	<b>\$ 200,400</b>

ACCOUNT NUMBER EXPLANATION

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

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Part-time	001-073-40004	\$ 118,928	\$ 124,700	\$ 92,100	\$ 105,200
PARS Retirement	001-073-40013	1,545	1,600	1,300	1,400
Medicare Insurance	001-073-40017	1,694	1,800	1,400	1,500
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 122,167</b>	<b>\$ 128,100</b>	<b>\$ 95,000</b>	<b>\$ 108,100</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Training and Meetings	001-073-40400	\$ -	\$ 800	\$ 600	\$ 2,300
Equipment/Materials	001-073-40700	13,868	14,600	12,200	12,100
Telephone	001-073-41000	2,050	2,000	2,000	2,100
Gas	001-073-41010	18,854	22,600	22,600	18,900
Electricity	001-073-41020	22,606	24,900	24,900	24,900
Contract Professionals	001-073-44000	30,400	32,000	32,000	32,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 87,778</b>	<b>\$ 96,900</b>	<b>\$ 94,300</b>	<b>\$ 92,300</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 209,945</b>	<b>\$ 225,000</b>	<b>\$ 189,300</b>	<b>\$ 200,400</b>

DEPARTMENT: Community Services  
 FUND: 034 Tidelands Beach

Account Code: 034-072

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 55,331	\$ 40,000	\$ 55,300	\$ 55,300
<b>TOTAL</b>	<b>\$ 55,331</b>	<b>\$ 40,000</b>	<b>\$ 55,300</b>	<b>\$ 55,300</b>

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Recreation programs at the beach water watcher tag

DEPARTMENT: Community Services  
 FUND: 034 Tidelands Beach

Account Code: 034-072

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Prof Leisure Tideland	034-072-44000	\$ 55,331	\$ 40,000	\$ 55,300	\$ 55,300
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 55,331</u>	<u>\$ 40,000</u>	<u>\$ 55,300</u>	<u>\$ 55,300</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 55,331</u>	<u>\$ 40,000</u>	<u>\$ 55,300</u>	<u>\$ 55,300</u>

DEPARTMENT: Marine Safety  
 FUND: 034 Tidelands Beach

Account Code: 034-828

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 1,200,669	\$ 1,254,000	\$ 1,240,000	\$ 1,330,900
Maintenance and Operations	162,633	189,700	171,200	179,200
Capital Outlay	86,830	535,200	535,200	100,000
<b>TOTAL</b>	<b>\$ 1,450,132</b>	<b>\$ 1,978,900</b>	<b>\$ 1,946,400</b>	<b>\$ 1,610,100</b>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40002	Over-time PT	Employee salaries costs
40003	Over-time	Employee salaries costs
40004	Part-time	Employee salaries costs
40006	Junior Lifeguard Sal	Employee salaries costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40030	Unemployment	Employee benefits costs
40032	Health & WellInsess Program	Employee benefits costs
40100	Office Supplies	Tide books, sun screen, office supplies, logs/EMR forms, awards, and warning signs
40300	Memberships and Dues	OC training, OC Chief Assoc., CA Marine Safety Chiefs Assoc., and S.B. Lifeguard Assoc.
40400	Training and Meetings	CPR cards, EMT, USLA, CSLSA, drowning prevention, SCUBA, PC 832, EVOC, and State of the City
40600	Marine Maint/Fuel Lifeguard	Fuel and maintenance for boat, ATV, and PWC
40700	Equipment/Materials	First aid supplies, oxygen maintenance, towers supplies, uniforms, tower phone install, cleaning supplies, EZ up, sun protection, tower maint., switchboard repair, tower glass, and rescue paddle boards
40701	Materials and Supplies-Jr Lifeguard	Uniforms, certificates, office supplies, EZ ups, Banquet, Catalina pizza, Express, equipment, paddle boards, video production, and fins
40800	Special Departmental	Training room A/V, uniforms, gym equipment and maintenance, dive maintenance, lifeguard jackets, Hot Schedule, and training manequin
40806	Special Dept-Jr Lifeguard	Raging Waters, USLA membership, Catalina transportation, mobile, storage, banquet rentals, aquarium distance learning fee, and buses
41000	Telephone	Telephone
41020	Electricity	Electricity
44000	Contract Professional	Recreation programs at the beach water watcher tag
45000	Intergovernmental	Rescue boat slip fees and OC Task Force drowning prevention
48075	Vehicle	Two vehicles

# City of Seal Beach

## FY 2018-2019

DEPARTMENT: Marine Safety  
 FUND: 034 Tidelands Beach

Account Code: 034-828

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	034-828-40001	\$ 410,887	\$ 431,000	\$ 438,500	\$ 449,800
Over-time PT	034-828-40002	-	4,000	4,000	9,000
Over-time	034-828-40003	17,129	8,000	16,800	18,000
Part-time	034-828-40004	435,965	420,600	420,600	443,200
Junior Lifeguard Sal	034-828-40006	75,723	87,400	87,400	92,100
Cell Phone Allowance	034-828-40009	3,506	3,600	3,600	3,600
Deferred Comp - Cafeteria	034-828-40010	1,851	2,200	2,100	1,800
Deferred Comp	034-828-40011	10,532	10,900	10,900	11,200
PERS Retirement	034-828-40012	142,502	154,000	152,100	171,900
PARS Retirement	034-828-40013	6,455	6,700	6,700	7,000
Medical Insurance	034-828-40014	69,762	91,400	72,800	85,400
Medicare Insurance	034-828-40017	13,780	14,400	13,500	15,300
Life and Disability	034-828-40018	4,128	4,300	4,300	4,400
Vacation Buy/Payout	034-828-40027	7,599	14,600	6,700	17,300
Health & Wellness Program	034-828-40032	850	900	900	900
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 1,200,669</b>	<b>\$ 1,254,000</b>	<b>\$ 1,240,000</b>	<b>\$ 1,330,900</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	034-828-40100	\$ 7,924	\$ 10,000	\$ 9,000	\$ 7,800
Membership and Dues	034-828-40300	4,224	900	800	800
Training and Meeting	034-828-40400	9,969	14,200	13,500	8,000
Marine Maint/Fuel Lifeguard	034-828-40600	9,511	10,000	10,500	11,000
Equipment/Materials	034-828-40700	24,471	27,200	25,000	25,600
Materials & Supplies Jr Lifeguard	034-828-40701	29,161	32,500	31,000	37,500
Special Departmental	034-828-40800	10,848	13,100	13,000	12,200
Special Dept - Jr Lifeguard	034-828-40806	46,583	56,000	40,000	48,500
Telephone	034-828-41000	4,844	4,100	4,100	4,800
Electricity	034-828-41020	8,283	8,000	8,000	8,300
Contract Professional	034-828-44000	3,347	5,000	10,000	6,000
Intergovernmental	034-828-45000	3,468	8,700	6,300	8,700
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 162,633</b>	<b>\$ 189,700</b>	<b>\$ 171,200</b>	<b>\$ 179,200</b>
<b>CAPITAL OUTLAY</b>					
Vehicle	034-828-48075	\$ 86,830	\$ 535,200	\$ 535,200	\$ 100,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>\$ 86,830</b>	<b>\$ 535,200</b>	<b>\$ 535,200</b>	<b>\$ 100,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,450,132</b>	<b>\$ 1,978,900</b>	<b>\$ 1,946,400</b>	<b>\$ 1,610,100</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 \$37,000 per year for maintenance, berm construction and removal on Surfside Beach.

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

## **Objectives**

- The Department is actively working to maintain the beach and manage the sand with limited staff. This year, staff will oversee the berm construction in the fall and its removal in the spring.
- The Department will oversee the reconstruction of the part of the pier that was burned by the recent fire as well as other structural and utility upgrades. Plans will cover new utility lines on the pier, a new sewer pump station, new electrical services and required structural improvements necessary to restore the end of the pier and allow it to be opened to the public and for the construction of a potential new restaurant. Any repairs that were the result of the fire will be coordinated with the City's insurance carrier for payments and/or reimbursement.
- Continue to capture all ongoing expenses in the Tidelands Lease Area
- The Department will look to repair and/or replace aged and deteriorating sections of the boardwalk wall, between Electric Avenue and 10<sup>th</sup> street, on an annual basis.

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 286,508	\$ 289,900	\$ 334,600	\$ 335,000
Maintenance and Operations	361,094	623,900	526,300	414,900
Capital Outlay	180,534	2,901,100	172,000	2,589,000
<b>TOTAL</b>	<b>\$ 828,136</b>	<b>\$ 3,814,900</b>	<b>\$ 1,032,900</b>	<b>\$ 3,338,900</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	
40015	AFLAC Cafeteria	Employee benefits costs	
40017	Medicare Insurance	Employee benefits costs	
40018	Life and Disability	Employee benefits costs	
40027	Vacation Buy/payout	Employee benefits costs	
40700	Equipment/Materials	Sandbags, beach tools, pier plumbing (showers & restrooms), beach graffiti abatement, pier railing, signage & utility maintenance, and diesel fuel for beach equipment	
41000	Telephone	Cell Phones	
41020	Electricity	Electricity for beach, parking lots, and pier	
44000	Contract Professional Svcs	Surfside beach cleaning, landscape maintenance, ABM, uniform, sand berm construction/removal/inspection, tree trimming, lobbying, sand nourishment, coastal pier engineering, and janitorial	
47000	Transfer Out	Transfer to Capital Fund for Projects:	
	BP1002	Pier Utility Upgrade	<u>Amount</u> 2,409,000
	BP1102	Local Coastal Plan	80,000
	BP1902	Zero Tower Safety Improvements	100,000
		<b>Total CIP Projects</b>	<b><u>2,589,000</u></b>

City of Seal Beach

FY 2018-2019

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	034-863-40001	\$ 129,822	\$ 153,100	\$ 151,700	\$ 171,600
Over-time	034-863-40003	13,203	500	48,400	1,500
Part-time	034-863-40004	78,976	66,500	64,500	77,100
Part-time Overtime	034-863-40008	-	-	-	-
Cell Phone Allowance	034-863-40009	9	100	100	100
Deferred Comp - Cafeteria	034-863-40010	1,594	1,300	1,000	500
Deferred Comp	034-863-40011	1,817	2,800	2,700	3,500
PERS Retirement	034-863-40012	24,243	30,200	29,800	40,500
PARS Retirement	034-863-40013	1,017	900	800	1,000
Medical Insurance	034-863-40014	27,971	29,300	28,500	33,400
AFLAC Cafeteria	034-863-40015	5	200	200	100
Medicare Insurance	034-863-40017	3,127	3,300	3,800	3,700
Life and Disability	034-863-40018	1,380	1,600	1,600	1,700
Flexible Spending Cafeteria	034-863-40022	-	-	100	100
Comp time Buy/Payout	034-863-40026	569	-	500	-
Vacation Buy/Payout	034-863-40027	375	100	500	100
Sick Payout	034-863-40028	2,400	-	-	-
Unemployment Beach	034-863-40030	-	-	400	-
Health Program	034-863-40032	-	-	-	100
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 286,508</b>	<b>\$ 289,900</b>	<b>\$ 334,600</b>	<b>\$ 335,000</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies Beach MA	034-863-40100	\$ 349	\$ -	\$ -	\$ -
Equipment/Materials	034-863-40700	12,571	19,500	19,500	36,500
Telephone	034-863-41000	3,259	2,800	2,800	2,800
Electricity	034-863-41020	2,510	4,100	4,000	4,100
Contract Prof. Svcs	034-863-44000	342,405	597,500	500,000	371,500
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 361,094</b>	<b>\$ 623,900</b>	<b>\$ 526,300</b>	<b>\$ 414,900</b>
<b>CAPITAL OUTLAY</b>					
Vehicles	034-863-48075	\$ 54,624	\$ 160,100	\$ -	\$ -
Transfer Out - CIP	034-863-47000	125,910	2,741,000	172,000	2,589,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>\$ 180,534</b>	<b>\$ 2,901,100</b>	<b>\$ 172,000</b>	<b>\$ 2,589,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 828,136</b>	<b>\$ 3,814,900</b>	<b>\$ 1,032,900</b>	<b>\$ 3,338,900</b>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ (2,508)	\$ -	\$ -	\$ 654,800
Revenues	2,336,107	5,833,800	3,689,400	4,349,500
Expenditures	(2,333,599)	(5,833,800)	(3,034,600)	(5,004,300)
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 654,800</u>	<u>\$ -</u>



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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
- 201 - Community Facilities District 2002-02 (SB Blvd/Lampson Ave Landscape Maintenance)
- 206 - Community Facilities District Heron Pointe 2015
- 207 - Community Facilities District Pacific Gateway Bonds 2016
- 208 - Community Facilities District 2002-01 (Heron Pointe Administrative Expense Fund)
- 209 - Community Facilities District 2005-01 (Pacific Gateway Business Center)



DEPARTMENT: Public Works  
 FUND: 002 Street Lighting Assessment District

Account Code: 002-500

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 183,028	\$ 196,400	\$ 189,600	\$ 196,400
<b>TOTAL</b>	<b>\$ 183,028</b>	<b>\$ 196,400</b>	<b>\$ 189,600</b>	<b>\$ 196,400</b>

ACCOUNT NUMBER EXPLANATION

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

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

DEPARTMENT: Public Works Account Code: 002-500  
 FUND: 002 Street Lighting Assessment District

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Electricity - Street Lighting	002-500-41020	\$ 173,513	\$ 186,800	\$ 180,000	\$ 186,800
Contract Professional	002-500-44000	9,515	9,600	9,600	9,600
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 183,028</b>	<b>\$ 196,400</b>	<b>\$ 189,600</b>	<b>\$ 196,400</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 183,028</b>	<b>\$ 196,400</b>	<b>\$ 189,600</b>	<b>\$ 196,400</b>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ (13,013)	\$ (10,168)	\$ (10,168)	\$ (0)
Revenues	185,873	196,400	199,768	196,400
Expenditures	(183,028)	(196,400)	(189,600)	(196,400)
Ending Fund Balance	<b>\$ (10,168)</b>	<b>\$ (10,168)</b>	<b>\$ (0)</b>	<b>\$ (0)</b>

DEPARTMENT: Finance  
 FUND: 201 CFD Landscape

Account Code: 201-450

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 28,445	\$ 46,800	\$ 38,600	\$ 45,800
Maintenance and Operations	43,979	123,000	123,000	59,600
<b>TOTAL</b>	<b>\$ 72,424</b>	<b>\$ 169,800</b>	<b>\$ 161,600</b>	<b>\$ 105,400</b>

ACCOUNT NUMBER EXPLANATION

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

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

City of Seal Beach

FY 2018-2019

DEPARTMENT: Finance  
 FUND: 201 CFD Landscape

Account Code: 201-450

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	201-450-40001	\$ 18,732	\$ 32,100	\$ 27,200	\$ 31,800
Overtime	201-450-40003	72	-	-	-
Deferred Compensation-Cafeteria	201-450-40010	265	-	500	600
Deferred Compensation	201-450-40011	607	800	700	800
PERS Retirement	201-450-40012	4,204	6,300	5,800	7,600
Medical Insurance	201-450-40014	2,383	6,100	3,700	4,200
Medicare Insurance	201-450-40017	298	500	400	500
Life and Disability	201-450-40018	163	300	300	300
Vacation Buy/Payout	201-450-40027	1,721	700	-	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 28,445</b>	<b>\$ 46,800</b>	<b>\$ 38,600</b>	<b>\$ 45,800</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Water services	201-450-43750	\$ 6,656	\$ 13,000	\$ 13,000	\$ 13,000
Contract Professional	201-450-44000	24,323	97,000	97,000	33,600
Transfers Out	201-450-47000	13,000	-	-	-
Transfers Out - Operations	201-450-47002	-	13,000	13,000	13,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 43,979</b>	<b>\$ 123,000</b>	<b>\$ 123,000</b>	<b>\$ 59,600</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 72,424</b>	<b>\$ 169,800</b>	<b>\$ 161,600</b>	<b>\$ 105,400</b>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 197,407	\$ 376,274	\$ 376,274	\$ 383,374
Revenues	251,291	168,700	168,700	168,700
Expenditures	(72,424)	(169,800)	(161,600)	(105,400)
Ending Fund Balance	<b>\$ 376,274</b>	<b>\$ 375,174</b>	<b>\$ 383,374</b>	<b>\$ 446,674</b>

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

Account Code: 206-460

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Debt Service	\$ 255,375	\$ 300,000	\$ 300,000	\$ 299,100
<b>TOTAL</b>	<b>\$ 255,375</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 299,100</b>

ACCOUNT NUMBER EXPLANATION

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

City of Seal Beach

FY 2018-2019

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

Account Code: 206-460

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>DEBT SERVICE</b>					
Special Tax Transfer	206-460-47100	\$ 25,000	\$ 15,000	\$ 15,000	\$ 15,000
Debt Service Pmt Principal	206-460-47888	115,000	135,000	135,000	135,000
Interest Expense	206-460-47999	115,375	150,000	150,000	149,100
<b>TOTAL DEBT SERVICE</b>		<u>\$ 255,375</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 299,100</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 255,375</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 299,100</u>

FUND BALANCE ANALYSIS

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 368,821	\$ 304,243	\$ 304,243	\$ 282,143
Revenues	190,797	270,500	277,900	271,900
Expenditures	(255,375)	(300,000)	(300,000)	(299,100)
Ending Fund Balance	<u>\$ 304,243</u>	<u>\$ 274,743</u>	<u>\$ 282,143</u>	<u>\$ 254,943</u>

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

Account Code: 207-470

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Debt Service	\$ 482,877	\$ 586,800	\$ 586,800	\$ 593,900
<b>TOTAL</b>	<b>\$ 482,877</b>	<b>\$ 586,800</b>	<b>\$ 586,800</b>	<b>\$ 593,900</b>

ACCOUNT NUMBER EXPLANATION

47100	Special Tax Transfer	Admin cost to Fund 209
47888	Debt Service Pmt Principal	Principle
47999	Interest Expense	Interest and Interest accrual

DEPARTMENT: Finance Account Code: 207-470  
 FUND: 207 CFD Pacific Gateway 2005-01 (2016)

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>DEBT SERVICE</b>					
Special Tax Transfer	207-470-47100	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Debt Service Pmt Principal	207-470-47888	185,000	215,000	215,000	230,000
Interest Expense	207-470-47999	272,877	346,800	346,800	338,900
<b>TOTAL DEBT SERVICE</b>		<u>\$ 482,877</u>	<u>\$ 586,800</u>	<u>\$ 586,800</u>	<u>\$ 593,900</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 482,877</u>	<u>\$ 586,800</u>	<u>\$ 586,800</u>	<u>\$ 593,900</u>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 737,262	\$ 756,322	\$ 756,322	\$ 667,622
Revenues	501,937	498,900	498,100	498,900
Expenditures	(482,877)	(586,800)	(586,800)	(593,900)
Ending Fund Balance	<u>\$ 756,322</u>	<u>\$ 668,422</u>	<u>\$ 667,622</u>	<u>\$ 572,622</u>

DEPARTMENT: Finance  
 FUND: 208 Heron Pointe CFD

Account Code: 208-460

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 18,839	\$ 19,000	\$ 19,000	\$ 19,000
<b>TOTAL</b>	<b>\$ 18,839</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
47002	Transfer Out - Operations	Transfer to General Fund for Admin Costs

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

DEPARTMENT: Finance  
 FUND: 208 Heron Pointe CFD

Account Code: 208-460

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional	208-460-44000	\$ 7,839	\$ 8,000	\$ 8,000	\$ 8,000
Transfers Out - Operations	208-460-47002	11,000	11,000	11,000	11,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 18,839</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 18,839</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 67,097	\$ 73,258	\$ 73,258	\$ 69,258
Revenues	25,000	15,000	15,000	15,000
Expenditures	(18,839)	(19,000)	(19,000)	(19,000)
Ending Fund Balance	<b>\$ 73,258</b>	<b>\$ 69,258</b>	<b>\$ 69,258</b>	<b>\$ 65,258</b>

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 28,445	\$ 46,800	\$ 38,600	\$ 45,800
Maintenance and Operations	164,026	202,500	71,700	65,100
<b>TOTAL</b>	<b>\$ 192,471</b>	<b>\$ 249,300</b>	<b>\$ 110,300</b>	<b>\$ 110,900</b>

ACCOUNT NUMBER EXPLANATION

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

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

# City of Seal Beach

## FY 2018-2019

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	209-470-40001	\$ 18,732	\$ 32,100	\$ 27,200	\$ 31,800
Overtime	209-470-40003	72	-	-	-
Deferred Compensation-Cafeteria	209-470-40010	265	-	500	600
Deferred Compensation	209-470-40011	607	800	700	800
PERS Retirement	209-470-40012	4,204	6,300	5,800	7,600
Medical Insurance	209-470-40014	2,293	6,100	3,700	4,200
Medicare Insurance	209-470-40017	388	500	400	500
Life and Disability	209-470-40018	163	300	300	300
Vacation Buy/Payout	209-470-40027	1,721	700	-	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 28,445</b>	<b>\$ 46,800</b>	<b>\$ 38,600</b>	<b>\$ 45,800</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Water Services	209-470-43750	\$ 2,604	\$ 10,000	\$ 10,000	\$ 10,000
Contract Professional Services	209-470-44000	7,801	36,800	28,000	21,400
Transfer Out - Operation	209-470-47002	15,000	15,000	15,000	15,000
Transfer Out - CIP	209-470-47000	122,126	122,000	-	-
Contract Professional Services	209-480-44000	5,495	7,700	7,700	7,700
Transfers Out	209-480-47002	11,000	11,000	11,000	11,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 164,026</b>	<b>\$ 202,500</b>	<b>\$ 71,700</b>	<b>\$ 65,100</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 192,471</b>	<b>\$ 249,300</b>	<b>\$ 110,300</b>	<b>\$ 110,900</b>

### FUND BALANCE ANALYSIS

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 246,397	\$ 136,755	\$ 136,755	\$ 109,455
Revenues	82,829	83,000	83,000	83,000
Expenditures	(192,471)	(249,300)	(110,300)	(110,900)
Ending Fund Balance	<b>\$ 136,755</b>	<b>\$ (29,545)</b>	<b>\$ 109,455</b>	<b>\$ 81,555</b>



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# WATER OPERATIONS AND CIP

## **Managing Department Head:**

Director of Public Works

## **Mission Statement**

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

## **Primary Activities**

Regular activities - Primary activities include monitoring the SCADA controls for water wells and pump stations, water production, pipe installation and maintenance, booster station maintenance, well maintenance, water quality sampling and testing, flushing hydrants, exercising valves, changing meters, reading meters, repairing leaks and main line breaks, customer service requests, water turn off's and on's, cross connection program, fire flow tests, instrumentation and control, and public relations. In addition, due to Southern California's semi-arid climate, growing population and a dependency on imported water, Seal Beach, like other Southern California water agencies need to carefully manage its water supply for short and long term sustainability.

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

## **Objectives**

- The City's water system is on average over 40-45 years old. Over the past 10 years the City has invested in upgrading of the infrastructure and technology improvements. In order to maintain the system, labor resources are continuously evaluated within the water department. The department staff performs daily testing, inspection of the system, station maintenance, compliance with regulations, exercising of all valves, and flushing of hydrants.
- The last Water Master Plan was adopted in 2012. In 2018, projects identified within this master plan will be implemented and/or designed including improvements for the Beverly Manor Booster Pump Station, The Navy Booster Station Chlorination system and the Bolsa Chica Production Well. 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.
- The City will manage certain water conservation programs, both in times of drought and at all other times. The City will oversee rebate programs as incentive to help in water conservation as well as enforce state and local regulations on wasteful water usage.

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

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 1,942,719	\$ 1,388,800	\$ 1,332,600	\$ 1,331,300
Maintenance and Operations	3,167,357	3,258,000	3,231,900	3,414,800
Capital Outlay	2,651	120,000	120,000	-
<b>TOTAL</b>	<b>\$ 5,112,727</b>	<b>\$ 4,766,800</b>	<b>\$ 4,684,500</b>	<b>\$ 4,746,100</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
40023	Cafeteria Taxable	Employee benefits costs
40027	Vacation Buy/Payout	Employee benefits costs
40033	Medical Waiver	Employee benefits costs
40100	Office Supplies	Office Supplies
40300	Memberships and Dues	USC, OC Backflow, Water Board certificates, and AWWA
40400	Training and Meetings	American Public Works Assoc., and American Water Works Assoc.
40700	Equipment/Materials	Parts for fire hydrants, water production, and distribution system
41000	Telephone	Telephone and cellular
41010	Gas	Gas
41020	Electricity	Electricity
44000	Contract Professional	Water quality laboratory testing, landscape maintenance, uniform, pump/VFD/SCADA maintenance, backup power, annual water quality report, underground service alert, professional engineering services, regulatory testing, water break repairs, water conservation consultant, Beehive, and Gov Clarity
44050	Overhead	Overhead charge transfer to General Fund
45000	Intergovernmental	MWDOC, AQMD, and West Orange County Water Board
48075	Vehicle	Water meter reader truck

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	017-900-40001	\$ 858,909	\$ 860,600	\$ 747,000	\$ 873,600
Over-time	017-900-40003	63,656	60,000	64,200	19,700
Part-time	017-900-40004	129,730	122,300	211,600	65,700
Tuition Reimbursement	017-900-40007	7,958	5,000	5,000	5,000
Auto Allowance	017-900-40008	900	900	900	900
Cell Phone Allowance	017-900-40009	675	700	800	900
Deferred Comp - Cafeteria	017-900-40010	10,325	7,700	9,000	10,100
Deferred Compensation	017-900-40011	17,086	16,700	16,300	17,900
PERS Retirement	017-900-40012	685,171	147,900	137,000	172,600
PARS Retirement	017-900-40013	1,579	1,600	2,800	800
Medical Insurance	017-900-40014	127,336	133,600	101,300	129,800
AFLAC - Cafeteria	017-900-40015	429	300	300	100
Part-time Overtime	017-900-40016	184	-	-	-
Medicare Insurance	017-900-40017	14,894	15,600	14,700	14,300
Life and Disability	017-900-40018	8,623	8,800	7,600	9,400
FICA	017-900-40019	22	100	100	100
Flexible Spending - Cafeteria	017-900-40022	273	300	500	700
Cafeteria Taxable	017-900-40023	366	500	200	300
Comp-time Buy/Payout	017-900-40026	345	-	600	-
Vacation Buy/Payout	017-900-40027	11,047	5,300	8,600	6,000
Sick Payout	017-900-40028	1,321	-	1,900	-
Unemployment	017-900-40030	1,890	-	1,300	-
Health Program	017-900-40032	-	-	-	700
Medical Waiver	017-900-40033	-	900	900	2,700
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 1,942,719</b>	<b>\$ 1,388,800</b>	<b>\$ 1,332,600</b>	<b>\$ 1,331,300</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	017-900-40100	\$ 28,208	\$ 21,000	\$ 20,000	\$ 22,000
Membership and Dues	017-900-40300	1,674	2,400	2,400	3,400
Training and Meetings	017-900-40400	1,592	2,000	1,000	1,700
Equipment/Materials	017-900-40700	97,217	100,500	120,000	130,000
Special Departmental	017-900-40800	57,823	-	-	-
Depreciation	017-900-40900	102,161	-	-	-
Telephone	017-900-41000	14,685	16,000	16,000	16,000
Gas	017-900-41010	1,002	5,000	5,000	5,000
Electricity	017-900-41020	167,644	150,000	150,000	150,000
Contract Prof Svcs	017-900-44000	257,652	262,800	220,000	262,400
Overhead	017-900-44050	324,500	324,500	324,500	324,500
Intergovernmental	017-900-45000	2,113,199	2,373,800	2,373,000	2,499,800
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 3,167,357</b>	<b>\$ 3,258,000</b>	<b>\$ 3,231,900</b>	<b>\$ 3,414,800</b>
<b>CAPITAL OUTLAY</b>					
Vehicles	017-900-48075	\$ 2,651	\$ 120,000	\$ 120,000	\$ -
<b>TOTAL CAPITAL OUTLAY</b>		<b>\$ 2,651</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 5,112,727</b>	<b>\$ 4,766,800</b>	<b>\$ 4,684,500</b>	<b>\$ 4,746,100</b>
<b>FUND BALANCE ANALYSIS</b>					
		<b>2016-2017 Actual</b>	<b>2017-2018 Amended Budget</b>	<b>2017-2018 Estimated</b>	<b>2018-2019 Adopted Budget</b>
Beginning Fund Balance		\$ 2,902,906	\$ 1,035,295	\$ 1,035,295	\$ (348,005)
Revenues		3,245,116	3,298,700	3,301,200	5,094,200
Expenditures		(5,112,727)	(4,766,800)	(4,684,500)	(4,746,100)
Ending Fund Balance		<b>\$ 1,035,295</b>	<b>\$ (432,805)</b>	<b>\$ (348,005)</b>	<b>\$ 95</b>

DEPARTMENT: Public Works  
 FUND: 019 Water Capital Improvement Fund

Account Code: 019-950

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 638,859	\$ 12,864,100	\$ 6,027,700	\$ 9,794,500
<b>TOTAL</b>	<u>\$ 638,859</u>	<u>\$ 12,864,100</u>	<u>\$ 6,027,700</u>	<u>\$ 9,794,500</u>

ACCOUNT NUMBER EXPLANATION

47002	Transfer Out - Operation	Transfer to Fund 017
47999	Interest Expense	WOCWB
49605	Construction-Capital Projects	Various Contractors for capital projects

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Depreciation	019-950-40900	\$ 499,750	\$ -	\$ -	\$ -
Contract Professional Services	019-925-44000	4,088	-	-	-
Transfer Out-Operation	019-950-47002	-	-	-	1,796,000
Interest Expense	019-950-47999	-	-	7,600	12,000
Construction - Capital Projects	019-950-49605	135,021	12,864,100	6,020,100	7,986,500
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 638,859</b>	<b>\$ 12,864,100</b>	<b>\$ 6,027,700</b>	<b>\$ 9,794,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 638,859</b>	<b>\$ 12,864,100</b>	<b>\$ 6,027,700</b>	<b>\$ 9,794,500</b>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 20,882,734	\$ 21,881,090	\$ 21,881,090	\$ 17,288,390
Revenues	1,637,215	1,425,000	1,435,000	1,435,000
Expenditures	(638,859)	(12,864,100)	(6,027,700)	(9,794,500)
Ending Fund Balance	<b>\$ 21,881,090</b>	<b>\$ 10,441,990</b>	<b>\$ 17,288,390</b>	<b>\$ 8,928,890</b>

**DEPARTMENT:**

**Public Works**

**Account Code:**

**021-980**

**FUND:**

**021 Vehicle Replacement Fund**

	<b>2016-2017 Actual</b>	<b>2017-2018 Amended Budget</b>	<b>2017-2018 Estimated</b>	<b>2018-2019 Adopted Budget</b>
Maintenance and Operations	\$ 141,453	\$ 80,000	\$ 80,000	\$ 100,000
Capital Outlay	221,834	787,400	180,000	220,000
<b>TOTAL</b>	<b>\$ 363,287</b>	<b>\$ 867,400</b>	<b>\$ 260,000</b>	<b>\$ 320,000</b>

ACCOUNT NUMBER EXPLANATION

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

# City of Seal Beach

## FY 2018-2019

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Transfer Out - Operations	021-980-47002	\$ 141,453	\$ 80,000	\$ 80,000	\$ 100,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 141,453</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>	<b>\$ 100,000</b>
<b>CAPITAL OUTLAY</b>					
Depreciation	021-980-40900	\$ 189,830	\$ -	\$ -	\$ -
Vehicles	021-980-48075	32,004	787,400	180,000	220,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>\$ 221,834</b>	<b>\$ 787,400</b>	<b>\$ 180,000</b>	<b>\$ 220,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 363,287</b>	<b>\$ 867,400</b>	<b>\$ 260,000</b>	<b>\$ 320,000</b>

### FUND BALANCE ANALYSIS

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 2,747,750	\$ 2,712,995	\$ 2,712,995	\$ 2,506,195
Revenues	328,533	-	53,200	-
Expenditures	(363,287)	(867,400)	(260,000)	(320,000)
Ending Fund Balance	<b>\$ 2,712,995</b>	<b>\$ 1,845,595</b>	<b>\$ 2,506,195</b>	<b>\$ 2,186,195</b>



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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 Department will continue its aggressive capital improvement program and on-going maintenance.
- The Department oversees a sewer grease ordinance and a Fats Oils and Grease Program.
- The Sewer Rate Study will be updated in FY 2018-19 insure that rates are accurately set.
- With an updated Sewer Master Plan, Sewer System Management Plan, Sewer Management Plan Audit, and Sanitary Sewer Overflow Emergency Response Plan, the City will review and implement maintenance and repair projects for areas of need as identified in these reports.
- The City will update its inventory of cleaned and videoed sewer lines as required every five years.

# City of Seal Beach

# FY 2018-2019

**DEPARTMENT:** Public Works  
**FUND:** 043 Sewer Operations

**Account Code:** 043-925

	<u>2016-2017 Actual</u>	<u>2017-2018 Amended Budget</u>	<u>2017-2018 Estimated</u>	<u>2018-2019 Adopted Budget</u>
Personnel Services	\$ 1,475,799	\$ 984,300	\$ 957,400	\$ 984,300
Maintenance and Operations	794,289	354,700	323,100	350,000
<b>TOTAL</b>	<u>\$ 2,270,088</u>	<u>\$ 1,339,000</u>	<u>\$ 1,280,500</u>	<u>\$ 1,534,300</u>

ACCOUNT NUMBER EXPLANATION

40001	Full-time Salaries	Employee salaries costs
40003	Over-time	Employee salaries costs
40004	Part-time	Employee salaries costs
40008	Auto Allowance	Employee benefits costs
40009	Cell Phone Allowance	Employee benefits costs
40010	Deferred Comp - Cafeteria	Employee benefits costs
40011	Deferred Compensation	Employee benefits costs
40012	PERS Retirement	Employee benefits costs
40013	PARS Retirement	Employee benefits costs
40014	Medical Insurance	Employee benefits costs
40015	AFLAC Cafeteria	Employee benefits costs
40017	Medicare Insurance	Employee benefits costs
40018	Life and Disability	Employee benefits costs
40019	FICA	Employee benefits costs
40022	Flexible Spending Cafeteria	Employee benefits costs
40023	Cafeteria - Taxable	Employee benefits costs
40027	Vacation Buy/payout	Employee benefits costs
40033	Medical Waiver	Employee benefits costs
40100	Office Supplies	Office supplies and furniture
40300	Memberships and Dues	CWEA certifications and APWA
40400	Training and Meetings	Training and staff development
40700	Equipment/Materials	Equipment, pumps, and pump repair
41000	Telephone	Telephone and cell
41010	Gas	Gas
41020	Electricity	Electricity for sewer pump station
44000	Contract Professional Svcs	Pump station maintenance, emergency response, sewer cleaning, FOG program, landscape maintenance, uniforms, Beehive, and Gov Clarity
44050	Overhead	Administrative expenses calculated for department
45000	Intergovernmental	South Coast Air Quality Management District, Orange County Sanitation District, and Orange County property tax
48075	Vehicles	Camera truck

# City of Seal Beach

# FY 2018-2019

DEPARTMENT: Public Works  
 FUND: 043 Sewer Operations

Account Code: 043-925

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	043-925-40001	\$ 579,271	\$ 660,800	\$ 609,500	\$ 627,000
Temporary Special Pay	043-925-40002	10	-	-	-
Over-time	043-925-40003	29,611	10,500	44,700	3,100
Part-time	043-925-40004	56,492	49,800	41,900	79,700
Auto Allowance	043-925-40008	900	900	900	900
Cell Phone Allowance	043-925-40009	675	700	800	900
Deferred Comp - Cafeteria	043-925-40010	4,377	5,200	4,900	4,600
Deferred Comp	043-925-40011	14,935	14,100	14,200	15,000
PERS Retirement	043-925-40012	667,104	121,100	114,200	128,000
PARS Retirement	043-925-40013	695	600	500	1,000
Medical Insurance	043-925-40014	81,463	95,700	94,100	98,300
AFLAC Cafeteria	043-925-40015	717	300	200	100
Medicare Insurance	043-925-40017	9,541	10,900	10,000	10,600
Life and Disability	043-925-40018	5,405	6,600	6,000	6,300
FICA	043-925-40019	22	100	100	100
Flexible Spending - Cafeteria	043-925-40022	226	300	400	500
Cafeteria - Taxable	043-925-40023	481	700	300	300
Comp time Buy/Payout	043-925-40026	3,083	-	3,000	-
Vacation Buy/Payout	043-925-40027	17,339	5,300	8,600	6,000
Sick Payout	043-925-40028	2,642	-	1,900	-
Unemployment	043-925-40030	810	-	500	-
Health Program	043-925-40032	-	-	-	600
Medical Waiver	043-925-40033	-	700	700	1,300
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 1,475,799</b>	<b>\$ 984,300</b>	<b>\$ 957,400</b>	<b>\$ 984,300</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Office Supplies	043-925-40100	\$ 742	\$ 4,000	\$ 4,000	\$ 4,000
Membership and Dues	043-925-40300	191	1,400	1,000	1,700
Training and Meetings	043-925-40400	260	2,000	2,000	2,000
Equipment and Materials	043-925-40700	26,885	37,500	37,500	40,000
Depreciation	043-925-40900	563,625	-	-	-
Telephone	043-925-41000	12,680	12,000	12,000	12,000
Gas	043-925-41010	701	1,000	600	500
Electricity	043-925-41020	23,621	24,000	12,000	24,000
Contract Prof Svcs	043-925-44000	105,489	203,800	190,000	196,800
Overhead	043-925-44050	54,000	54,000	54,000	54,000
Intergovernmental	043-925-45000	6,095	15,000	10,000	15,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 794,289</b>	<b>\$ 354,700</b>	<b>\$ 323,100</b>	<b>\$ 350,000</b>
<b>CAPITAL OUTLAY</b>					
Vehicles	043-925-48075	\$ -	\$ -	\$ -	\$ 200,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 2,270,088</b>	<b>\$ 1,339,000</b>	<b>\$ 1,280,500</b>	<b>\$ 1,534,300</b>

## FUND BALANCE ANALYSIS

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 518,167	\$ (1,016,204)	\$ (1,016,204)	\$ (1,534,404)
Revenues	735,717	762,300	762,300	3,068,800
Expenditures	(2,270,088)	(1,339,000)	(1,280,500)	(1,534,300)
Ending Fund Balance	\$ (1,016,204)	\$ (1,592,904)	\$ (1,534,404)	\$ 96

DEPARTMENT: Public Works  
 FUND: 044 Sewer Capital

Account Code: 044-975

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 786,710	\$ 1,296,300	\$ 610,300	\$ 4,610,000
<b>TOTAL</b>	<u>\$ 786,710</u>	<u>\$ 1,296,300</u>	<u>\$ 610,300</u>	<u>\$ 4,610,000</u>

Account Number Explanation

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

City of Seal Beach

FY 2018-2019

DEPARTMENT: Public Works  
 FUND: 044 Sewer Capital

Account Code: 044-975

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Depreciation	044-975-40900	\$ 560,139	\$ -	\$ -	\$ -
Transfer Out - Operation	044-975-47002	-	-	-	2,306,500
Amortization	044-975-47600	12,070	12,100	12,100	12,100
Interest Expense	044-975-47999	214,501	206,400	206,400	255,400
Construction - Capital Projects	044-975-49605	-	1,077,800	391,800	2,036,000
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 786,710</b>	<b>\$ 1,296,300</b>	<b>\$ 610,300</b>	<b>\$ 4,610,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 786,710</b>	<b>\$ 1,296,300</b>	<b>\$ 610,300</b>	<b>\$ 4,610,000</b>

FUND BALANCE ANALYSIS

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 22,787,835	\$ 24,117,648	\$ 24,117,648	\$ 25,242,348
Revenues	2,116,523	1,735,000	1,735,000	1,735,000
Expenditures	(786,710)	(1,296,300)	(610,300)	(4,610,000)
Ending Fund Balance	<b>\$ 24,117,648</b>	<b>\$ 24,556,348</b>	<b>\$ 25,242,348</b>	<b>\$ 22,367,348</b>



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

		<b>Approved Carry over 2017-18 Budget</b>	<b>2018-19 Adopted Budget</b>	<b>2018-19 Total</b>
Fund 001	General Fund	\$ 5,786,400	\$ 300,000	\$ 6,086,400
Fund 019	Water Capital Fund	6,844,000	1,142,500	7,986,500
Fund 034	Tidelands	2,489,000	100,000	2,589,000
Fund 039	SB1 Program	-	532,400	532,400
Fund 040	State Gas Tax	385,500	-	385,500
Fund 042	Measure M2	678,000	412,000	1,090,000
Fund 044	Sewer Capital Fund	726,000	1,310,000	2,036,000
Fund 050	Seal Beach Cable	30,000	-	30,000
Fund 080	Citywide Grants	68,000	-	68,000
<b>TOTAL</b>		<b><u>\$ 17,006,900</u></b>	<b><u>\$ 3,796,900</u></b>	<b><u>\$ 20,803,800</u></b>

Capital Project (Fund 045)	\$ 10,781,300
Water Capital Project (Fund 019)	7,986,500
Vehicle Replacement (Fund 021)	-
Sewer Capital Project (Fund 044)	<u>2,036,000</u>
<b>Total Capital Project - All Funds</b>	<b><u>\$ 20,803,800</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 2017-2018 include, but not limited to, Westminster Avenue Paving and Median Improvement Project from West City Limits to Seal Beach Boulevard, 7th Street Alley Water and Sewer Line Replacement, Annual Concrete Replacement Project and City Facilities Roof Rehabilitation Project.

For the FY 2018-2019, the total Capital Improvement Project budget is \$10,781,300 which excludes the Water and Sewer Capital Funds, only \$6,173,400 is General Fund. The remaining balance of \$4,694,900 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 2018-2019

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

Capital Fund: 045, 019, & 044

Project Number	Description	Approved Carry over 2017-18 Budget	2018-19 Adopted Budget	2018-19 Total
<b>Fund 001 General Fund</b>				
BG1504	Citywide Financial Information System	\$ 190,000	\$ -	\$ 190,000
BG1603	Countywide 800mHz Agreement	14,000	-	14,000
BG1805	Senior Center Repair Project	30,000	-	30,000
BG1808	15 1st Street Building Renovation Project	125,800	-	125,800
BG1901	Tennis Center Roof Repair Project	-	250,700	250,700
SD1802	Preliminary Design Analysis for Marina Drive	70,000	-	70,000
SD1803	Preliminary Design Analysis for Seal Way	50,000	-	50,000
SD1804	Preliminary Design Analysis for College Park East	70,000	-	70,000
ST1207	Seal Beach Comprehensive Parking Management Plan	450,000	-	450,000
<b>Subtotal for General Fund</b>		<b>\$ 999,800</b>	<b>\$ 250,700</b>	<b>\$ 1,250,500</b>
<b>001 - 29013 Buildings Assigned Fund Balance</b>				
BG1808	15 1st Street Building Renovation Project	\$ 4,200	\$ -	\$ 4,200
BG1901	Tennis Center Roof Repair Project	-	49,300	49,300
<b>Subtotal for Building Assigned Fund Balance</b>		<b>\$ 4,200</b>	<b>\$ 49,300</b>	<b>\$ 53,500</b>
<b>001 - 29009 Swimming Pool Assigned Fund Balance</b>				
BG0904	Community Swimming Pool	\$ 4,782,400	\$ -	\$ 4,782,400
<b>Subtotal for Swimming Pool Assigned Fund Balance</b>		<b>\$ 4,782,400</b>	<b>\$ -</b>	<b>\$ 4,782,400</b>
<b>Total General Fund Requests:</b>		<b>5,786,400</b>	<b>300,000</b>	<b>6,086,400</b>
<b>Fund 019 Water Capital Fund</b>				
BP1002	Pier Utility Upgrade Project	\$ 567,000	\$ -	\$ 567,000
BP1102	Local Coastal Plan	67,000	-	67,000
SS1902	6th St. Alley Sewer Repair	-	700,000	700,000
WT0904	Water Station Rehab. - Beverly Manor	5,200,000	-	5,200,000
WT1301	Hellman Ranch Permit	-	50,000	50,000
WT1501	Water Rate Study Update	20,000	-	20,000
WT1603	Water Well Rehab Bolsa Chica	-	100,000	100,000
WT1605	Navy reservoir Chlorination System Upgrades	140,000	-	140,000
WT1703	405 Widening Water Line Reconfiguration	750,000	-	750,000
WT1801	SCADA Improvement Upgrade Project	100,000	-	100,000
WT1901	Almond Ave Fire Hydrant Relocation	-	100,000	100,000
WT1902	Lampson Well Head Treatment Analysis	-	100,000	100,000
WT1904	Annual Citywide Water Meter Replacement	-	50,000	50,000
WT1906	Annual Water Valve Replacement Program	-	42,500	42,500
<b>Total Water Fund Requests:</b>		<b>\$ 6,844,000</b>	<b>\$ 1,142,500</b>	<b>\$ 7,986,500</b>
<b>Fund 034 Tidelands</b>				
BP1002	Pier Utility Upgrade Project	\$ 2,409,000	\$ -	\$ 2,409,000
BP1102	Local Coastal Plan	80,000	-	80,000
BP1902	Zero Tower Safety Improvements	-	100,000	100,000
<b>Total Tidelands Fund Requests:</b>		<b>\$ 2,489,000</b>	<b>\$ 100,000</b>	<b>\$ 2,589,000</b>
<b>Fund 039 SB1 Program</b>				
ST1701/ST1801	FY 18 Street Slurry Seal Program	\$ -	\$ 92,400	\$ 92,400
ST1901	Annual Slurry Seal Program	-	400,000	400,000
ST1904	Annual Concrete Repair Program	-	40,000	40,000
<b>Total SB1 Program Fund Requests:</b>		<b>\$ -</b>	<b>\$ 532,400</b>	<b>\$ 532,400</b>

# CAPITAL IMPROVEMENT PROJECTS

FY 2018-2019

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

Capital Fund: 045, 019, & 044

Project Number	Description	Approved Carry over 2017-18 Budget	2018-19 Adopted Budget	2018-19 Total
<b>Fund 040 State Gas Tax</b>				
ST1508	Old Town Parking and Signage Improvement	\$ 91,000	\$ -	\$ 91,000
ST1701/ST1801	FY 18 Street Slurry Seal Program	289,500	-	289,500
ST1708	Westminster/17th St. Corridor Traffic Signal Synchronization	5,000	-	5,000
<b>Total Gas Tax Fund Requests:</b>		<b>\$ 385,500</b>	<b>\$ -</b>	<b>\$ 385,500</b>
<b>Fund 042 Measure M2</b>				
ST1602/ST1702	FY 17 Local Street Paving Program	\$ 445,000	-	\$ 445,000
ST1708	Westminster/17th St. Corridor Traffic Signal Synchronization	58,000	-	58,000
ST1802	FY 18 Concrete Repair Program	75,000	-	75,000
ST1808	New Traffic Signal Battery Back-up Project	100,000	-	100,000
ST1902	Local Street Resurfacing Program	-	212,000	212,000
ST1903	Arterial Street Resurfacing Program	-	200,000	200,000
<b>Total Measure M2 Fund Requests:</b>		<b>\$ 678,000</b>	<b>\$ 412,000</b>	<b>\$ 1,090,000</b>
<b>Fund 044 Sewer Capital Fund</b>				
BP1002	Pier Utility Upgrade Project	\$ 600,000	\$ -	\$ 600,000
BP1102	Local Coastal Plan	66,000	-	66,000
SS1401	Sewer Rate Study	20,000	-	20,000
BG1808	15 1st Street Building Renovation Project	40,000	-	40,000
SS1901	Annual Manhole Rehabilitation	-	10,000	10,000
SS1902	6th St. Alley Sewer Repair	-	700,000	700,000
SS1903	Pump Station 35 Upgrades	-	500,000	500,000
WT1801	SCADA Improvement Upgrade Project	-	100,000	100,000
<b>Total Sewer Fund Requests:</b>		<b>\$ 726,000</b>	<b>\$ 1,310,000</b>	<b>\$ 2,036,000</b>
<b>Fund 050 Seal Beach Cable Foundation</b>				
BG1802	Audio/Visual Council Chambers Upgrade	\$ 30,000	\$ -	\$ 30,000
<b>Total Seal Beach Cable Foundation Fund Requests:</b>		<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>
<b>Fund 080 Citywide Grants</b>				
<i>080-361 Grant Reimb.</i>				
ST1408	Traffic Management Center Upgrade (361)	\$ 68,000	\$ -	\$ 68,000
<b>Total Citywide Grant Fund Requests:</b>		<b>68,000</b>	<b>-</b>	<b>68,000</b>
<b>TOTAL EXPENDITURES</b>		<b>17,006,900</b>	<b>3,264,500</b>	<b>20,803,800</b>

**DEPARTMENT:** Public Works  
**FUND:** 045 Capital Project Fund

**Account Code:** 045-333

	<u>2016-2017 Actual</u>	<u>2017-2018 Amended Budget</u>	<u>2017-2018 Estimated</u>	<u>2018-2019 Adopted Budget</u>
Maintenance and Operations	\$ 1,506,476	\$ 13,118,100	\$ 4,631,700	\$ 10,781,300
<b>TOTAL</b>	<u>\$ 1,506,476</u>	<u>\$ 13,118,100</u>	<u>\$ 4,631,700</u>	<u>\$ 10,781,300</u>

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Various Contractors for capital projects

DEPARTMENT: Public Works  
 FUND: 045 Capital Project Fund

Account Code: 045-333

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional Svcs	045-333-44000	\$ 1,506,476	\$ 13,118,100	\$ 4,631,700	\$ 10,781,300
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<u>\$ 1,506,476</u>	<u>\$ 13,118,100</u>	<u>\$ 4,631,700</u>	<u>\$ 10,781,300</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 1,506,476</u>	<u>\$ 13,118,100</u>	<u>\$ 4,631,700</u>	<u>\$ 10,781,300</u>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ -	\$ 897	\$ 897	\$ -
Revenues	1,507,373	13,118,100	4,630,803	10,781,300
Expenditures	(1,506,476)	(13,118,100)	(4,631,700)	(10,781,300)
Ending Fund Balance	<u>\$ 897</u>	<u>\$ 897</u>	<u>\$ -</u>	<u>\$ -</u>



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# SUCCESSOR AGENCY TO SB RDA

## **Managing Department Head:**

Director of Finance/City Treasurer

## **Mission Statement**

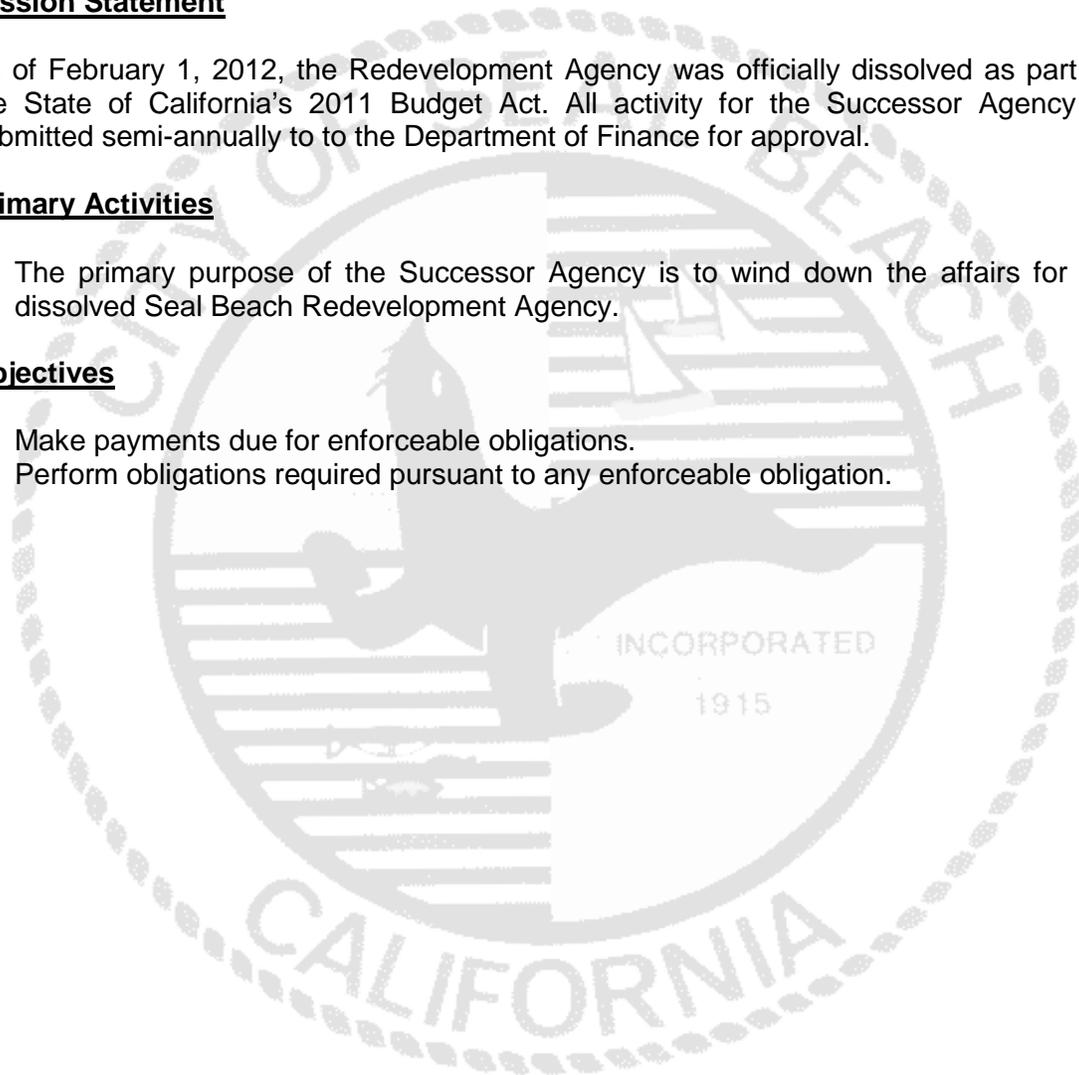
As of February 1, 2012, the Redevelopment Agency was officially dissolved as part of the State of California's 2011 Budget Act. All activity for the Successor Agency is submitted semi-annually to the Department of Finance for approval.

## **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.



DEPARTMENT: Finance  
 FUND: 300 RDA - Riverfront Fund

Account Code: 300-063

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Maintenance and Operations	\$ 3,580	\$ -	\$ -	\$ -
<b>TOTAL</b>	<u>\$ 3,580</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

ACCOUNT NUMBER EXPLANATION

DEPARTMENT: Finance  
 FUND: 300 RDA - Riverfront Fund

Account Code: 300-063

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>MAINTENANCE AND OPERATIONS</b>					
Depreciation	300-063-40900	\$ 3,580	\$ -	\$ -	\$ -
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		\$ 3,580	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>		\$ 3,580	\$ -	\$ -	\$ -

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 57,281	\$ 53,701	\$ 53,701	\$ 53,701
Revenues	-	-	-	-
Expenditures	(3,580)	-	-	-
Ending Fund Balance	\$ 53,701	\$ 53,701	\$ 53,701	\$ 53,701

DEPARTMENT: Finance  
FUND: 302 RDA - Debt Service Fund

Account Code: 302-065

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Debt Service	\$ 139,261	\$ 151,800	\$ 151,800	\$ 108,800
<b>TOTAL</b>	<b>\$ 139,261</b>	<b>\$ 151,800</b>	<b>\$ 151,800</b>	<b>\$ 108,800</b>

ACCOUNT NUMBER EXPLANATION

47999	Interest Expense	Debt service interest - Tax Allocation Bonds A & B Interest accrual A&B
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DEPARTMENT: Finance Account Code: 302-065  
 FUND: 302 RDA - Debt Service Fund

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>DEBT SERVICE</b>					
Interest Expense	302-065-47999	\$ 139,261	\$ 151,800	\$ 151,800	\$ 108,800
<b>TOTAL DEBT SERVICE</b>		<u>\$ 139,261</u>	<u>\$ 151,800</u>	<u>\$ 151,800</u>	<u>\$ 108,800</u>
<b>TOTAL EXPENDITURES</b>		<u>\$ 139,261</u>	<u>\$ 151,800</u>	<u>\$ 151,800</u>	<u>\$ 108,800</u>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ (2,411,570)	\$ (1,825,731)	\$ (1,825,731)	\$ (1,225,731)
Revenues	725,100	751,800	751,800	743,800
Expenditures	(139,261)	(151,800)	(151,800)	(108,800)
Ending Fund Balance	<u>\$ (1,825,731)</u>	<u>\$ (1,225,731)</u>	<u>\$ (1,225,731)</u>	<u>\$ (590,731)</u>

DEPARTMENT: Finance  
 FUND: 304 Retirement Obligation Fund

Account Code: 304-081

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Personnel Services	\$ 4,287	\$ 7,000	\$ 6,800	\$ 4,000
Maintenance and Operations	995,318	1,204,900	1,204,900	1,366,500
<b>TOTAL</b>	<b>\$ 999,605</b>	<b>\$ 1,211,900</b>	<b>\$ 1,211,700</b>	<b>\$ 1,370,500</b>

ACCOUNT NUMBER EXPLANATION

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

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

Description	Account Number	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
<b>PERSONNEL SERVICES</b>					
Full-time Salaries	304-081-40001	\$ 3,812	\$ 7,000	\$ 6,000	\$ 4,000
Deferred Comp - Cafeteria	304-081-40010	5	-	-	-
Deferred Comp	304-081-40011	118	-	200	-
PERS Retirement	304-081-40012	293	-	500	-
Medicare	304-081-40017	51	-	100	-
Flexible Spending - Cafeteria	304-081-40022	8	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 4,287</b>	<b>\$ 7,000</b>	<b>\$ 6,800</b>	<b>\$ 4,000</b>
<b>MAINTENANCE AND OPERATIONS</b>					
Contract Professional	304-081-44000	\$ 42,834	60,500	60,500	50,100
Housing Auth.-Admin Allow	304-081-45051	150,000	150,000	150,000	330,000
Transfer Out - Operations	304-081-47002	722,304	751,800	751,800	743,800
Project/Admin. Allowance Exp	304-081-47001	80,180	-	-	-
Principal - Sewer	304-081-47888	-	242,600	242,600	242,600
<b>TOTAL MAINTENANCE AND OPERATIONS</b>		<b>\$ 995,318</b>	<b>\$ 1,204,900</b>	<b>\$ 1,204,900</b>	<b>\$ 1,366,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 999,605</b>	<b>\$ 1,211,900</b>	<b>\$ 1,211,700</b>	<b>\$ 1,370,500</b>

**FUND BALANCE ANALYSIS**

	2016-2017 Actual	2017-2018 Amended Budget	2017-2018 Estimated	2018-2019 Adopted Budget
Beginning Fund Balance	\$ 75,072	\$ 293,832	\$ 293,832	\$ 256,032
Revenues	1,218,365	1,173,900	1,173,900	1,282,000
Expenditures	(999,605)	(1,211,900)	(1,211,700)	(1,370,500)
Ending Fund Balance	<b>\$ 293,832</b>	<b>\$ 255,832</b>	<b>\$ 256,032</b>	<b>\$ 167,532</b>



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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, 2019**

<b>Limit for FY 17/18</b>	<b>\$</b>	<b>29,177,939</b>
<b>2017/2018 per Capita Personal Income</b>		<b>1.0367</b>
<b>Product</b>		<b>30,248,769</b>
<b>2016/2017 Population Change (County)</b>		<b>0.9989</b>
<b>Appropriations Limit FY 18/19</b>	<b>\$</b>	<b><u>30,215,496</u></b>
 <b>Appropriations Limit FY 18/19</b>		 <b>30,215,496</b>
<b>Total FY 18/19 General Fund revenues subject to Appropriations Limit (Schedule A)</b>		<b><u>13,480,100</u></b>
 <b>Unused Appropriations Limit</b>	 <b>\$</b>	 <b><u>16,735,396</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, 2018, the City did not have any debt subject to the State Debt Limit.

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

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

On June 20, 2008, the City issued Taxable Pension Obligation Bonds for the purpose of refunding the City's obligations to the California Public Employees' Retirement System for pension benefits accruing for its members.

The City issued \$6.3 million of bond proceeds in January of 2009. The bond proceeds were used to construct a new state-of-the-art 12,000 square foot fire station located at 3131 North Gate Road.

The following schedule outlines the City's total outstanding debt for the fiscal year 2018-2019. 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 7/1/2018	Requirements for Fiscal Year Ending June 30, 2019			Ending Outstanding Balance 6/30/2019
			Interest Payable	Principal Payment	Total	
<b><i>General Fund</i></b>						
<i>Capital Leases</i>						
Energy Efficiency Program	1,546,931	603,308	22,290	69,520	91,810	533,788
<b>Total General Fund</b>	<b>1,546,931</b>	<b>603,308</b>	<b>19,906</b>	<b>71,904</b>	<b>91,810</b>	<b>533,788</b>
<b><i>Water and Sewer Enterprise</i></b>						
State of CA Revolving Loan 10-838-550	2,644,015	1,971,206	51,251	118,529	169,780	1,852,677
State of CA Revolving Loan 10-842-550	1,652,742	1,382,484	35,945	70,778	106,723	1,311,706
2011 Installment Sales Agreement	3,310,000	2,270,000	107,040	160,000	267,040	2,110,000
WOCWB Utility Agreement	894,928	872,555	13,932	89,493	103,425	783,062
<b>Total Water and Sewer Enterprise Funds</b>	<b>8,501,685</b>	<b>6,496,245</b>	<b>208,168</b>	<b>438,800</b>	<b>646,968</b>	<b>6,057,445</b>
<b><i>Pension Obligation</i></b>						
<i>Bond</i>						
Police Plan 2008A-2	8,775,000	1,263,000	107,153	1,263,000	1,370,153	-
<b>Total Pension Obligation Fund</b>	<b>8,775,000</b>	<b>1,263,000</b>	<b>107,153</b>	<b>1,263,000</b>	<b>1,370,153</b>	<b>-</b>
<b><i>Lease Revenue 2009 Bond</i></b>						
<i>Bond</i>						
Fire Station Project	6,300,000	2,415,000	83,753	420,000	503,753	1,995,000
<b>Total Lease Revenue Fund</b>	<b>6,300,000</b>	<b>2,415,000</b>	<b>83,753</b>	<b>420,000</b>	<b>503,753</b>	<b>1,995,000</b>
<b>Total All City Funds Outstanding Debt</b>	<b>25,123,616</b>	<b>10,777,553</b>	<b>418,980</b>	<b>2,193,704</b>	<b>2,612,684</b>	<b>8,586,233</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.

*Waste Management Act 005:* The Waste Management Act was formed under AB939 to decrease the amount of solid waste Seal Beach deposits at local landfills, increase recycling efforts citywide and promote a more sustainable environment for the residents and visitors of Seal Beach.

*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.

*Inmate Welfare 010:* The Inmate Welfare was initially funded by monies seeded the previous jail services vendor. The revenues also derived from sales of commissary items to the prisoners for their benefit.

*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.

# Description of Funds

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.

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.

Capital Projects Fund 045: Capital Improvement Project funds major capital projects with various revenues sources but excludes the Water and Sewer Capital Fund. These sources get transferred into the Capital Improvement Project Fund.

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.

Seal Beach Cable 050: The Seal Beach Cable accounts for revenues derived from PEGS fees which provide for channel capacity to be designated for public, education, or government use..

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

# Description of Funds

*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. 2002-01 206 & 208:* The Community Facilities District No. 2002-01 (Heron Pointe) was formed under the Mello-Roos Community Facilities Act of 1982, as amended, to provide financing for the construction and acquisition of certain public street improvements, water and sanitary sewer improvements, dry utility improvements, park and landscaping improvements which will serve the new construction in the Community Facility District.

*Community Facilities District No. 2002-02 201:* 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. 2005-01 207:* 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.

# Description of Funds

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.

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.

## RESOLUTION 6833

### **A RESOLUTION OF THE SEAL BEACH CITY COUNCIL ADOPTING THE FISCAL YEAR 2018-2019 OPERATING BUDGET AND 5-YEAR CAPITAL IMPROVEMENT PROGRAM, APPROVING THE CAPITAL IMPROVEMENT PROGRAM BUDGET FOR FISCAL YEAR 2018-2019, SETTING THE APPROPRIATION LIMIT FOR FISCAL YEAR 2018-2019, AND AUTHORIZING APPROPRIATIONS BY FUND**

#### **RECITALS**

- a. On May 22, 2018 and May 24, 2018, the City Council conducted budget workshops to provide an opportunity to the public to comment on the proposed budget for Fiscal Year 2018-2019, the 5-Year Capital Improvement Program, and the Capital Improvement Program Budget for Fiscal Year 2018-2019.
- b. Pursuant to Seal Beach City Charter Article X, the City Council held a duly noticed public hearing on June 11, 2018 to consider adopting the budget for Fiscal Year 2018-2019 and the 5-Year Capital Improvement Program. Copies of the proposed budget have been available for inspection by the public in the City Clerk's Office and on the City's website at least 10 days prior to the public hearing.
- c. On November 6, 1979, the voters of California added Article XIII B to the State Constitution placing various limitations on the appropriations of the State and local governments. Article XIII B provides that the appropriations limit for the Fiscal Year 2018-2019 shall not exceed the appropriations limit for the prior year adjusted for the change in the cost of living and the change in population. The proposed appropriations limit of \$30,215,496 does not exceed the appropriations limit for Fiscal Year 2018-2019 adjusted for the change in the cost of living and the change in population.
- d. At the duly noticed workshops and the public hearing held on June 11, 2018, the City Council provided an opportunity for the public to comment on the proposed budget for Fiscal Year 2018-2019, the 5-Year Capital Improvement Program for the period FY 2018/2019 – FY 2022/2023, the Capital Improvement Program Budget for Fiscal Year 2018-2019, and the appropriations limit.

Resolution 6833

NOW THEREFORE, THE SEAL BEACH CITY COUNCIL DOES HEREBY RESOLVE:

SECTION 1. That certain document entitled "City of Seal Beach Fiscal Year 2018-2019 Operating Budget", a copy of which is on file in the office of the City Clerk and on the City's website, which may hereafter be amended by the Council, is hereby approved as the operating budget for the City of Seal Beach for the Fiscal Year 2018-2019, beginning July 1, 2018 and ending June 30, 2019. The following list shows the appropriations by each fund:

**Appropriations by Fund**

	<u>FY 2018-2019</u>
General Fund	\$ 37,422,600
Street Lighting	196,400
Special Projects	250,800
Waste Management Act	382,700
Supplemental Law Enforcement Grant	116,200
Detention Facility	20,000
Asset Forfeiture - State	2,700
Air Quality Improvement	30,600
Asset Forfeiture - Federal	362,500
Water Operations	4,746,100
Water Capital	9,794,500
Pension Obligation Bond	1,199,200
Fire Station Bond	506,800
Vehicle Replacement	320,000
Tidelands Fund	5,004,300
SB1 Program	532,400
Gas Tax	414,200
Measure M2	1,107,800
Sewer Operations	1,534,300
Sewer Capital	4,610,000
Capital Projects	10,781,300
Seal Beach Cable	115,000
Community Development Block Grant	180,000
Police Grants	77,300
City Wide Grants	68,000
CFD Landscape	105,400
CFD Heron Pointe	299,100
CFD Pacific Gateway	593,900
CFD Heron Pointe Admin	19,000
CFD Pacific Gateway Admin	110,900
Retirement Fund - Debt Service	108,800
Retirement Obligation Fund	1,370,500
Appropriations	<u>82,383,300</u>

SECTION 2. Appropriations in the amount not to exceed \$82,383,300 are authorized for the purpose of carrying on the business of the City. The City Manager is hereby authorized to make appropriation transfers within and between functions and programs, in accordance with Fiscal Policy, as long as such transfers do not increase the adopted annual budget appropriations.

SECTION 3. All encumbrances from FY 2017-2018 are re-appropriated for continued use in FY 2018-2019.

SECTION 4. The City Council hereby adopts the 5-Year Capital Improvement Program for the City of Seal Beach, and approves the Capital Improvement Program Budget for the fiscal year commencing July 1, 2018 and ending June 30, 2019. All capital project appropriation balances from FY 2017-2018 shall be carried forward for use in FY 2018-2019.

SECTION 5. The City Council hereby establishes an appropriations limit of \$30,215,496 for fiscal year 2018-2019, in full compliance with Article XIII B of the State Constitution.

PASSED, APPROVED, AND ADOPTED by the Seal Beach City Council at a regular meeting held on 11<sup>th</sup> day of June, 2018 by the following vote:

AYES: Council Members: Deaton, Massa-Lavitt, Moore, Sustarsic, Varipapa  
NOES: Council Members: None  
ABSENT: Council Members: None  
ABSTAIN: Council Members: None



\_\_\_\_\_  
Mike Varipapa, Mayor

ATTEST:

  
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Robin L. Roberts, City Clerk

STATE OF CALIFORNIA }  
COUNTY OF ORANGE } SS  
CITY OF SEAL BEACH }

I, Robin L. Roberts, City Clerk of the City of Seal Beach, do hereby certify that the foregoing resolution is the original copy of Resolution 6833 on file in the office of the City Clerk, passed, approved, and adopted by the Seal Beach City Council at a regular meeting held on 11<sup>th</sup> day of June, 2018.



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Robin L. Roberts, City Clerk