



City of Seal Beach

**Adopted Budget
for Fiscal Year
2013-2014**



City of Seal Beach California

FISCAL YEAR 2013-2014 BUDGET



CITY COUNCIL

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

EXECUTIVE OFFICERS

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

ADMINISTRATIVE PERSONNEL

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

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

Cover Photo Courtesy of Council Member Michael Levitt

TABLE OF CONTENTS

FY 2013-2014

| | |
|--|----|
| TABLE OF CONTENTS | i |
| BUDGET MESSAGE | |
| Transmittal Letter | 1 |
| BUDGET SUMMARIES | |
| Organizational Chart | 5 |
| Position Allocation Plan | 6 |
| Ten Year Financial Trend | 10 |
| Summary of Revenues and Expenditures Charts of All Funds | 13 |
| Summary of Revenues and Transfers In All Funds | 14 |
| Summary of Expenditures and Transfer Out All Funds | 15 |
| Operating Transfers | 16 |
| Total Sources and Uses | 17 |
| REVENUE | |
| Revenue Summary by Fund | 19 |
| Analysis of Major Revenues | 27 |
| GENERAL FUND | |
| Fund Description | 33 |
| Analysis of General Fund Unassigned Fund Balance | 34 |
| Summary of Revenues and Expenditures Charts General Fund | 37 |
| Revenue Summary | 38 |
| Expenditure Summary | 39 |
| General Fund Transfer Out | 40 |
| GENERAL GOVERNMENT | |
| City Council | 43 |
| City Manager | 47 |
| City Clerk | 51 |
| Human Resources | 54 |
| City Attorney | 57 |
| Senior Bus | 60 |
| Finance | 63 |
| Risk Management | 67 |
| Non-Departmental | 70 |
| Information Systems | 72 |
| Seal Beach Cable | 74 |
| PUBLIC SAFETY | |
| Police - Emergencies Services Bureau | 77 |
| Police - Field Services | 81 |
| Police - Support Services | 84 |
| Police - Detention Facility | 87 |
| Fire Services | 91 |
| Police - Supplemental Law Enforcement Services Fund | 95 |
| Police - Inmate Welfare | 99 |

TABLE OF CONTENTS

FY 2013-2014

| | |
|---|-----|
| Asset Forfeiture - State | 103 |
| Asset Forfeiture - Federal | 107 |
| Pension Obligation Bond - Debt Service | 110 |
| Fire Station Bond - Debt Service | 112 |
| Police Grants | 115 |
| COMMUNITY DEVELOPMENT | |
| Planning | 119 |
| Building and Safety | 123 |
| Community Development Block Grant (CDBG) | 127 |
| PUBLIC WORKS | |
| Administration and Engineering | 131 |
| Storm Drains | 135 |
| Street Maintenance | 139 |
| Landscape Maintenance | 143 |
| Fleet Maintenance | 147 |
| Refuse | 151 |
| Building/Facility Maintenance | 155 |
| Air Quality Improvement Program | 159 |
| Park Improvement | 162 |
| Gas Tax | 164 |
| Measure M | 167 |
| Measure M2 | 170 |
| Parking In-lieu | 172 |
| Roberti-Z'Berg-Harris Grant | 174 |
| Per Capita Grant | 176 |
| Prop 1B | 178 |
| Citywide Grants | 180 |
| COMMUNITY SERVICES | |
| Administration | 183 |
| Sports | 186 |
| Park and Recreation | 188 |
| Tennis Center | 190 |
| MARINE SAFETY | |
| Mission Statement | 193 |
| Aquatic Programs | 196 |
| Marine Safety | 198 |
| Beach and Pier Maintenance | 201 |
| SPECIAL ASSESSMENT DISTRICTS | |
| Street Lighting Assessment District | 206 |
| Community Facilities District - AD94-1 Redemption | 208 |
| Community Facilities District - Landscape | 210 |

TABLE OF CONTENTS

FY 2013-2014

| | |
|---|-----|
| Community Facilities District - Heron Pointe | 212 |
| Community Facilities District - Pacific Gateway | 214 |
| Community Facilities District - Heron Pointe. | 216 |
| Community Facilities District - Pacific Gateway. | 218 |
| PROPRIETARY FUNDS | |
| Water Operations | 221 |
| Water Capital | 226 |
| Vehicle Replacement | 228 |
| Sewer Operations | 231 |
| Sewer Capital | 234 |
| CAPITAL PROJECTS FUND | |
| Capital Improvement Projects Summary | 237 |
| Capital Improvement Projects Detail | 238 |
| Capital Projects Fund 045 | 240 |
| SUCCESSOR AGENCY TO SB RDA | |
| Riverfront Project Area Low and Moderate Income Housing | 243 |
| Riverfront Project Area | 246 |
| Riverfront Project Area Debt Service | 248 |
| Riverfront Area Tax Increment | 250 |
| APPENDIX | |
| Appropriations Limit | 253 |
| Long-Term Debt | 254 |
| Description of Funds | 256 |
| Glossary of Terms | 260 |



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June 24, 2013

To: Honorable Mayor and Members of the City Council

From: Jill R. Ingram, City Manager

Re: Fiscal Year 2013-2014 Budget Message

I am pleased to present the proposed annual budget for Fiscal Year 2013-2014 for the City of Seal Beach. The City's budget is balanced with General Fund operating revenues exceeding operating expenditures by \$523 thousand for Fiscal Year 2013-2014.

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

The personnel services portion of the Fiscal Year 2013-2014 expenditure budget has been prepared by projecting wages and salaries by position at current levels and adjusted in consideration of existing labor contracts with a 1.3% CPI and merit increases for the Executive/Mid-Management, SBSPA, and OCEA only. The personnel services expenditures for the POA and PMA employees does not include a CPI increase due to expiring contracts on June 30, 2013.

The maintenance and operations, and capital outlay/improvements portions of the Fiscal Year 2013-2014 expenditure budget have been prepared by using historical data to estimate costs, in addition to including estimates for new programs and projects. Fiscal Year 2013-2014 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 2011-2012 actual operating results, followed by both the amended budget and estimated FY 2012-2013 year end amounts. The final column is the FY 2013-2014 proposed budget amounts.

The program descriptions in each section of the budget generally include the mission statement, primary activities, and objectives of each respective program. In addition, the program explanations provide detailed information about each of the budget line items to help the reader understand what constituents are receiving for their money; as well as, to assist City staff in charging items to the appropriate budget line item.

It is crucial that the City continue to stay the course and maintain the present package of core services for our residents, businesses, and visitors and protect all essential municipal services that contribute to the high quality of life in Seal Beach. As previously mentioned, the proposed budget is balanced and provides for the continuation of public services to residents, during a continued slow economic recovery, without the reduction in programs or services. The following is a list of key features provided in the Fiscal Year 2013-2014 budget:

- To assist with fiscal management, the proposed budget offers a clear presentation of what is proposed to be funded, including funding sources and amounts.
- To ensure that the "big picture" is understandable, the summary pages provide a snapshot of the City's finances for general fund revenues of \$28.8 million and expenditures of \$28.3 million, excluding capital projects for FY 2013-2014 of \$4.4 million. The General Fund balance is projected to be \$27.7 million at June 30, 2013. This amount includes reserves and assigned fund balances of \$17.4 million, leaving an unassigned fund balance of \$10.3 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, marine safety, police, and public works.

General Fund Budget Highlights

The General Fund budget presented includes operating expenditures of \$28.3 million and capital project expenditures of \$4.4 million. The capital project expenditures are to be funded out of General Fund reserves with the exception of \$570,000 for six projects: \$400,000 for the Emergency Backup Power; \$60,000 for the Local Coastal Plan; \$50,000 for the Pier Storage Area Repair; \$30,000 City-wide Court Rehabilitation; \$10,000 for Underground Storage Tank Remediation; and \$20,000 for the Street Tree Planting Program. The revenues projected for the next year are conservatively estimated to reflect the current state of the economy. Total General Fund revenues are estimated at \$28.8 million for Fiscal Year 2013-14, with a \$0.1 million increase from the estimated FY 2012-2013 revenues.

In Fiscal Year 2013-2014, the projected revenue increases are primarily due to an increase in expected sales tax revenue of approximately \$350,000. This increase is offset by declines in other revenue sources that were higher than expected because of receipt of one-time revenues in the current fiscal year. General Fund expenditures in the FY 2013-2014 budget are estimated to be \$32.7 million. This amount includes transfers for capital projects in the amount of \$4.4 million for Fiscal Year 2013-2014.

The current General Fund reserves are projected to be approximately \$16.6 million at the end of Fiscal Year 2013-2014.

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 2013-2014, the Public Works department is expected to spend approximately \$14.9 million. Of the \$14.9 million, \$8.4 million is being carried over from the FY 2012-13 adopted budget and will be funded with reserves of fund balance. The CIP being funded out of the General Fund is \$4.4 million, with \$3.8 million funded out of reserves.

Acknowledgement

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

Conclusion:

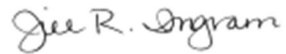
In summary, the budget incorporates funding recommendations from the professional City staff that are responsive to the City Council's overriding priority of providing, and preserving, quality core services to the residents of Seal Beach. The budget has been prepared with the City Council's fiscal priorities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

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

services they have come to expect.

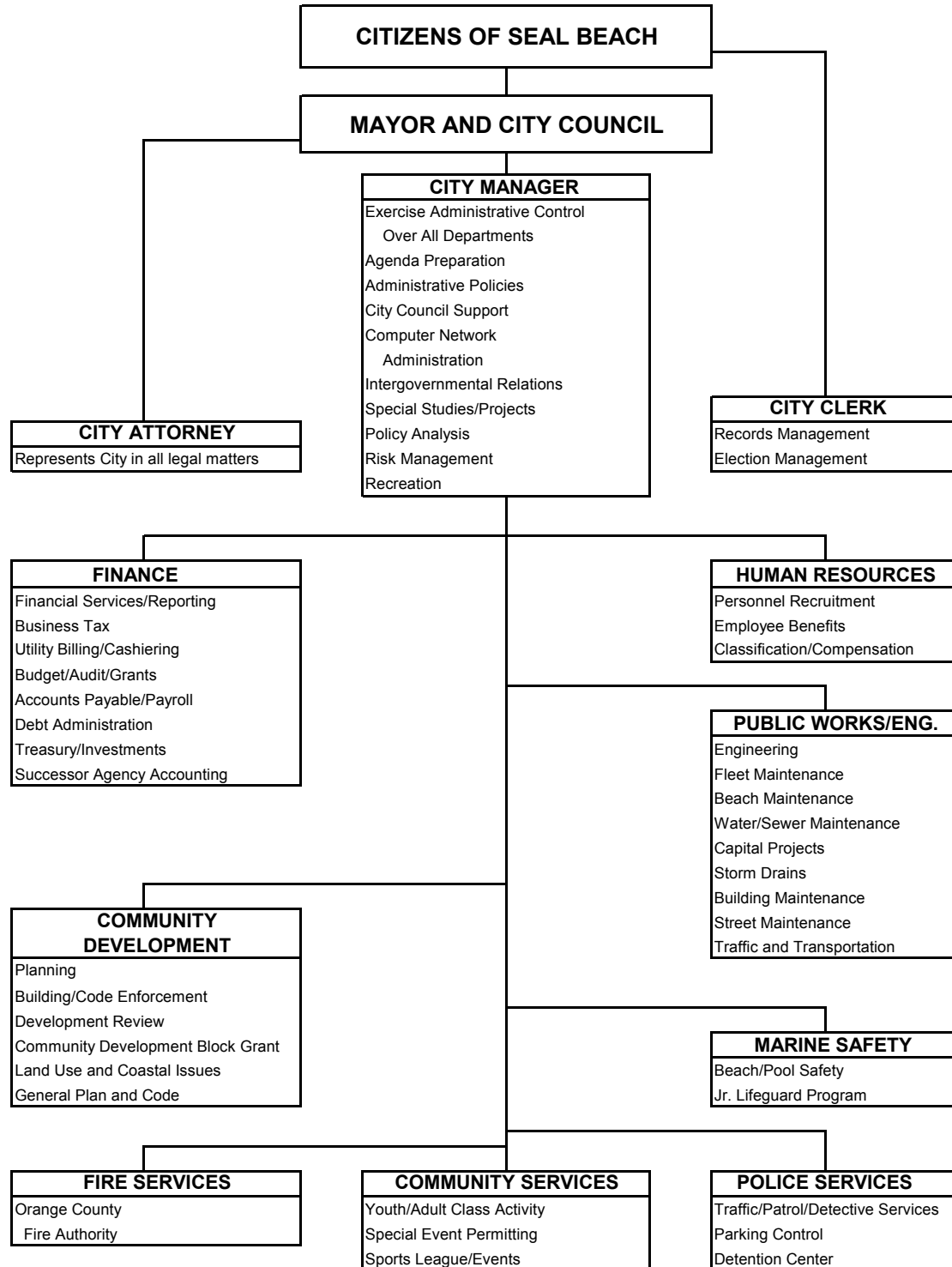
The staff and I welcome comments from both the City Council and the community on the spending plans for Fiscal Year 2013-2014.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jill R. Ingram".

Jill R. Ingram
City Manager

City of Seal Beach Organizational Chart



POSITION ALLOCATION PLAN

FY 2013-2014

| DEPARTMENT | DIVISION | POSITION | APPROVED 2013-2014 | Vacant | Funds Allocation | | | |
|--------------------------|---------------------|------------------------------------|-----------------------|--------|------------------|----------------|--------------------|----------------|
| | | | | | General (001) | Water (017) | Tidelands (034) | Sewer (043) |
| CITY COUNCIL | | | | | | | | |
| 001-010 | City Council | Council Member | 5.00 | - | 4.50 | 0.25 | - | 0.25 |
| Total City Council | | | 5.00 | - | 4.50 | 0.25 | - | 0.25 |
| CITY MANAGER | | | | | | | | |
| 001-011 | City Manager | City Manager | 1.00 | - | 0.80 | 0.10 | - | 0.10 |
| 001-011 | City Manager | Administrative Manager | 1.00 | - | 1.00 | - | - | - |
| 001-014 | City Manager | Management Analyst | 1.00 | - | 0.80 | 0.10 | - | 0.10 |
| 001-011 | City Manager | Executive Assistant | 1.00 | - | 1.00 | - | - | - |
| 001-011 | City Manager | Intern (Part-time) | 0.73 | 0.73 | 0.73 | - | - | - |
| Total City Manager | | | 4.73 | 0.73 | 4.33 | 0.20 | - | 0.20 |
| CITY CLERK | | | | | | | | |
| 001-012 | City Clerk/Election | City Clerk | 1.00 | - | 0.80 | 0.10 | - | 0.10 |
| 001-012 | City Clerk/Election | Deputy City Clerk | 1.00 | - | 0.90 | 0.05 | - | 0.05 |
| Total City Clerk | | | 2.00 | - | 1.70 | 0.15 | - | 0.15 |
| FINANCE | | | | | | | | |
| 001-017 | Finance | Director of Finance/City Treasurer | 1.00 | - | 0.75 | 0.15 | - | 0.10 |
| 001-017 | Finance | Finance Manager | 1.00 | - | 0.60 | 0.25 | - | 0.15 |
| 001-017 | Finance | Accountant | 1.00 | - | 0.80 | 0.10 | - | 0.10 |
| 001-017 | Finance | Accounting Technician (A/P) | 1.00 | - | 0.75 | 0.15 | - | 0.10 |
| 001-017 | Finance | Accounting Technician (Payroll) | 1.00 | - | 0.75 | 0.15 | - | 0.10 |
| 001-017 | Finance | Accounting Technician (Utility) | 1.00 | - | 0.05 | 0.95 | - | - |
| 001-017 | Finance | Senior Account Technician | 1.00 | - | 0.75 | 0.15 | - | 0.10 |
| 001-017 | Finance | Accounting Technician (Part-time) | 0.73 | - | 0.66 | 0.07 | - | - |
| 001-017 | Finance | Accounting Clerk (Part-time) | 1.46 | - | 0.04 | 1.42 | - | - |
| Total Finance Department | | | 9.19 | - | 5.15 | 3.39 | - | 0.65 |

POSITION ALLOCATION PLAN

FY 2013-2014

| DEPARTMENT | DIVISION | POSITION | APPROVED | Vacant | Funds Allocation | | | |
|-----------------------------|--------------------|-----------------------------------|-----------|--------|------------------|----------------|--------------------|----------------|
| | | | 2013-2014 | | General (001) | Water (017) | Tidelands (034) | Sewer (043) |
| POLICE | | | | | | | | |
| 001-021 | EOC | Emergency Services Coordinator | 1.00 | - | 1.00 | - | - | - |
| 001-022 | Field Services | Police Chief | 1.00 | - | 1.00 | - | - | - |
| 001-022 | Field Services | Police Captain | 1.00 | - | 1.00 | - | - | - |
| 001-022 | Field Services | Police Lieutenant | 1.00 | - | 1.00 | - | - | - |
| 001-022 | Field Services | Police Sergeant | 6.00 | - | 6.00 | - | - | - |
| 001-022 | Field Services | Police Corporal | 3.00 | - | 3.00 | - | - | - |
| 001-022 | Field Services | Police Corporal/Sergeant | 1.00 | 1.00 | 1.00 | - | - | - |
| 001-022 | Field Services | Police Officer | 18.00 | - | 18.00 | - | - | - |
| 001-022 | Field Services | Police Officer (Reserve) | 5.00 | - | 5.00 | - | - | - |
| 001-023 | Support Services | Executive Assistant | 1.00 | - | 1.00 | - | - | - |
| 001-023 | Support Services | Accounting Technician | 1.00 | - | 1.00 | - | - | - |
| 001-023 | Support Services | Senior CSO | 5.00 | - | 5.00 | - | - | - |
| 001-023 | Support Services | CSO | 1.00 | - | 1.00 | - | - | - |
| 001-023 | Support Services | Records Supervisor | 1.00 | - | 1.00 | - | - | - |
| 001-023 | Support Services | Lead CSO | 1.00 | - | 1.00 | - | - | - |
| 001-023 | Support Services | Police Aide (Part-time) | 1.77 | - | 1.77 | - | - | - |
| 001-023 | Support Services | Crossing Guard (Part-time) | 2.15 | - | 2.15 | - | - | - |
| 001-024 | Detention Facility | Senior CSO | 6.00 | - | 6.00 | - | - | - |
| Total Police Department | | | 56.92 | 1.00 | 56.92 | - | - | - |
| COMMUNITY DEVELOPMENT | | | | | | | | |
| 001-030 | Planning | Director of Community Development | 1.00 | - | 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 | 1.00 | - | - | - |
| 001-031 | Building & Safety | Code Enforcement Officer | 1.00 | 1.00 | 1.00 | - | - | - |
| 001-031 | Building & Safety | Senior Building Technician | 1.00 | 1.00 | 1.00 | - | - | - |
| Total Community Development | | | 12.00 | 4.00 | 12.00 | - | - | - |

POSITION ALLOCATION PLAN

FY 2013-2014

| DEPARTMENT | DIVISION | POSITION | APPROVED 2013-2014 | Vacant | Funds Allocation | | | |
|--------------------|----------------------|---------------------------------|-----------------------|--------|------------------|----------------|--------------------|----------------|
| | | | | | General (001) | Water (017) | Tidelands (034) | Sewer (043) |
| PUBLIC WORKS | | | | | | | | |
| 001-042 | Admin & Engineering | Director of Public Works | 1.00 | - | 0.50 | 0.30 | 0.05 | 0.15 |
| 001-042 | Admin & Engineering | Dep. Dir. of PW/City Engineer | 1.00 | - | 0.50 | 0.20 | 0.10 | 0.20 |
| 001-042 | Admin & Engineering | Associate Engineer | 1.00 | - | 0.50 | 0.30 | - | 0.20 |
| 001-042 | Admin & Engineering | Assistant Engineer | 1.00 | - | 0.60 | 0.20 | - | 0.20 |
| 001-042 | Admin & Engineering | Executive Assistant | 1.00 | - | 0.50 | 0.30 | - | 0.20 |
| 001-042 | Admin & Engineering | Intern (Part-time) | 0.75 | - | 0.45 | 0.15 | - | 0.15 |
| 001-042 | Admin & Engineering | Office Aide (Part-time) | 0.73 | - | 0.73 | - | - | - |
| 001-044 | Street Maintenance | Deputy Director of Public Works | 1.00 | - | 0.40 | 0.25 | 0.10 | 0.25 |
| 001-044 | Street Maintenance | Sr. Maintenance Worker | 1.00 | - | 0.50 | - | 0.20 | 0.30 |
| 001-044 | Street Maintenance | Maintenance Worker | 1.00 | - | 0.80 | - | - | 0.20 |
| 001-044 | Street Maintenance | Maintenance Aide (Part-time) | 0.75 | - | 0.75 | - | - | - |
| 001-050 | Fleet Maintenance | Fleet Maint. Program Manager | 1.00 | - | 0.75 | 0.15 | - | 0.10 |
| 001-050 | Fleet Maintenance | Mechanic (Part-time) | 0.73 | - | 0.73 | - | - | - |
| 001-052 | Building Maintenance | Maintenance Services Supervisor | 1.00 | - | 1.00 | - | - | - |
| 017-900 | Water Operations | Executive Assistant | 1.00 | - | 0.50 | 0.30 | 0.10 | 0.10 |
| 017-900 | Water Operations | Electrician | 1.00 | - | 0.30 | 0.35 | 0.05 | 0.30 |
| 017-900 | Water Operations | Water Services Supervisor | 1.00 | - | 0.05 | 0.90 | - | 0.05 |
| 017-900 | Water Operations | Sr. Water Operator | 2.00 | - | - | 1.90 | - | 0.10 |
| 017-900 | Water Operations | Sr. Maintenance Worker | 2.00 | - | - | 1.90 | - | 0.10 |
| 017-900 | Water Operations | Water Operator | 2.00 | - | - | 1.90 | - | 0.10 |
| 017-900 | Water Operations | Maintenance Aide (Part-time) | 0.11 | - | - | 0.11 | - | - |
| 034-863 | Beach Maintenance | Sr. Maintenance Worker | 1.00 | - | 0.40 | - | 0.60 | - |
| 034-863 | Beach Maintenance | Maintenance Aide (Part-time) | 1.50 | - | - | - | 1.50 | - |
| 043-925 | Sewer Operations | Maintenance Services Supervisor | 1.00 | - | 0.50 | - | 0.10 | 0.40 |
| 043-925 | Sewer Operations | Sr. Maintenance Worker | 2.00 | - | 0.60 | - | 0.20 | 1.20 |
| 043-925 | Sewer Operations | Maintenance Worker | 1.00 | - | 0.30 | - | 0.10 | 0.60 |
| Total Public Works | | | 28.57 | - | 11.36 | 9.21 | 3.10 | 4.90 |

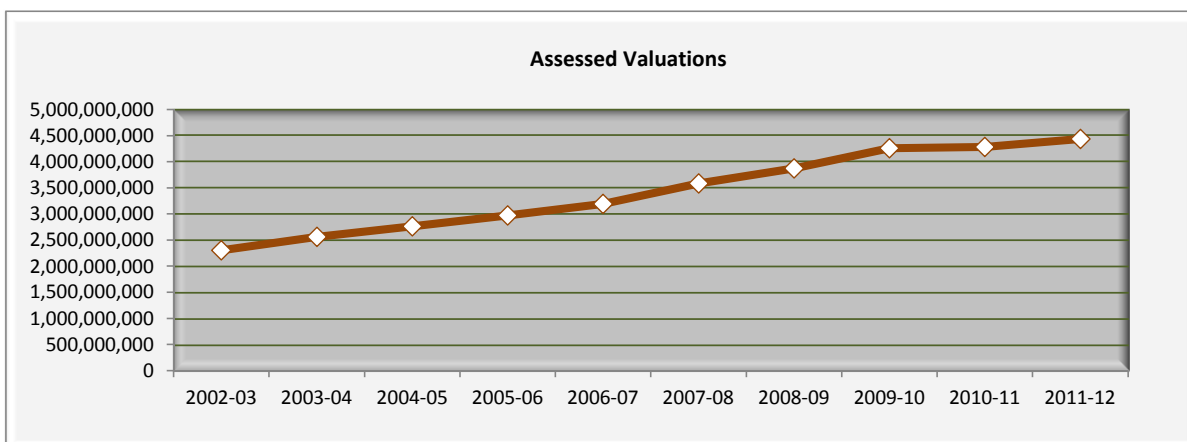
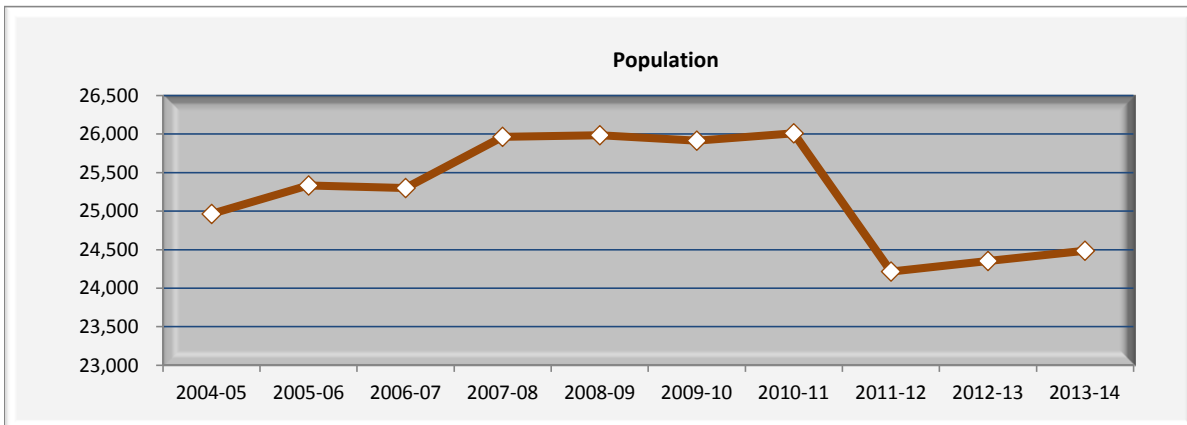
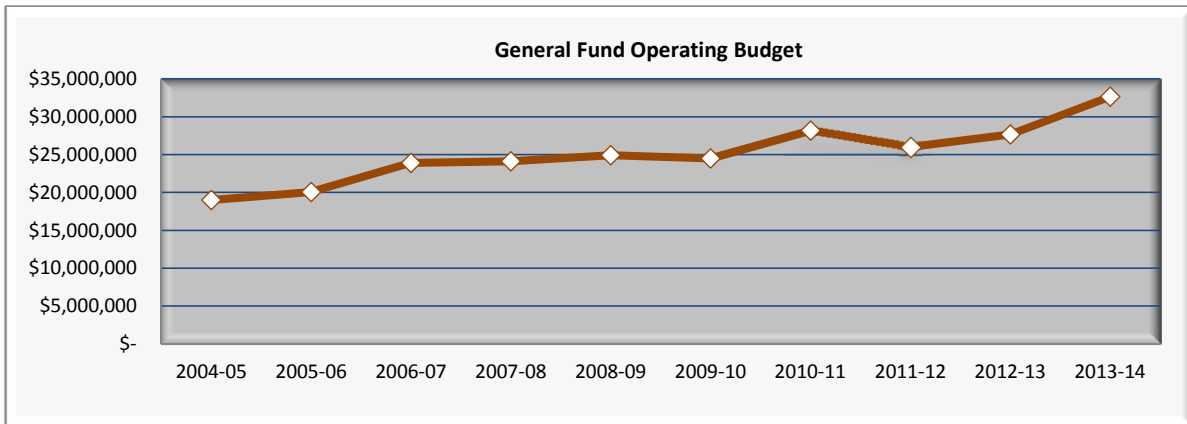
POSITION ALLOCATION PLAN

FY 2013-2014

| DEPARTMENT | DIVISION | POSITION | APPROVED | Vacant | Funds Allocation | | | |
|---|----------------------|-------------------------------------|-----------|--------|------------------|----------------|--------------------|----------------|
| | | | 2013-2014 | | General (001) | Water (017) | Tidelands (034) | Sewer (043) |
| COMMUNITY SERVICES | | | | | | | | |
| 001-070 | Recreation Admin | Recreation Manager | 1.00 | - | 1.00 | - | - | - |
| 001-070 | Recreation Admin | Community Services Coordinator | 1.00 | - | 1.00 | - | - | - |
| 001-070 | Recreation Admin | Recreation Specialist (Part-time) | 0.81 | - | 0.81 | - | - | - |
| 001-070 | Recreation Admin | Comm Svcs Coord (Part-time) | 0.75 | - | 0.75 | - | - | - |
| 001-071 | Sports | Rec Facility Leader (Part-time) | 0.40 | - | 0.40 | - | - | - |
| 001-072 | Parks and Recreation | Rec Facility Leader (Part-time) | 0.03 | - | 0.03 | - | - | - |
| 001-074 | Tennis Center | Rec Facility Leader (Part-time) | 1.46 | - | 1.46 | - | - | - |
| 001-074 | Tennis Center | Recreation Specialist (Part-time) | 1.50 | - | 1.50 | - | - | - |
| 001-074 | Tennis Center | Rec Coordinator (Part-time) | 0.75 | - | 0.75 | - | - | - |
| Total Community Services | | | 7.70 | - | 7.70 | - | - | - |
| MARINE SAFETY | | | | | | | | |
| 001-073 | Aquatics | Rec Facility Leader (Part-time) | 0.02 | - | 0.02 | - | - | - |
| 001-073 | Aquatics | Asst Pool Manager (Part-time) | 0.13 | - | 0.13 | - | - | - |
| 001-073 | Aquatics | Pool Guard (Part-time) | 1.15 | - | 1.15 | - | - | - |
| 001-073 | Aquatics | Swim Instructor (Part-time) | 1.73 | - | 1.73 | - | - | - |
| 001-073 | Aquatics | Aquatics Coordinator | 0.85 | - | 0.85 | - | - | - |
| 034-828 | Tidelands | Marine Safety Chief | 1.00 | - | - | - | 1.00 | - |
| 034-828 | Tidelands | Marine Safety Lieutenant | 1.00 | - | - | - | 1.00 | - |
| 034-828 | Tidelands | Marine Safety Officer | 1.00 | - | - | - | 1.00 | - |
| 034-828 | Tidelands | Marine Safety Lifeguard (Part-time) | 16.06 | - | - | - | 16.06 | - |
| Total Marine Safety | | | 22.94 | - | 3.88 | - | 19.06 | - |
| TOTAL ALL DEPARTMENTS FULL-TIME EQUIVALENTS | | | * 134.05 | 5.73 | 93.04 | 12.95 | 22.16 | 5.90 |

**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

| Fiscal Year | Population | General Fund Operating Budget | General Fund Per Capita | *Total City Budget | Total Budget Per Capita |
|------------------------|-------------------|--|--|-------------------------------|--|
| 2004-05 | 24,964 | \$ 19,015,966 | \$ 762 | \$ 41,948,529 | \$ 1,680 |
| 2005-06 | 25,334 | 20,067,313 | 792 | 45,707,316 | 1,804 |
| 2006-07 | 25,298 | 23,890,646 | 944 | 58,611,539 | 2,317 |
| 2007-08 | 25,962 | 24,121,346 | 929 | 73,510,238 | 2,831 |
| 2008-09 | 25,986 | 24,932,592 | 959 | 50,274,553 | 1,935 |
| 2009-10 | 25,913 | 24,503,600 | 946 | 85,353,300 | 3,294 |
| 2010-11 | 26,010 | 28,187,300 | 1,084 | 60,049,440 | 2,309 |
| 2011-12 | 24,215 | 26,030,600 | 1,075 | 60,662,300 | 2,505 |
| 2012-13 | 24,354 | 27,643,485 | 1,135 | 62,090,223 | 2,549 |
| 2013-14 | 24,487 | 32,652,000 | 1,333 | 63,462,440 | 2,592 |

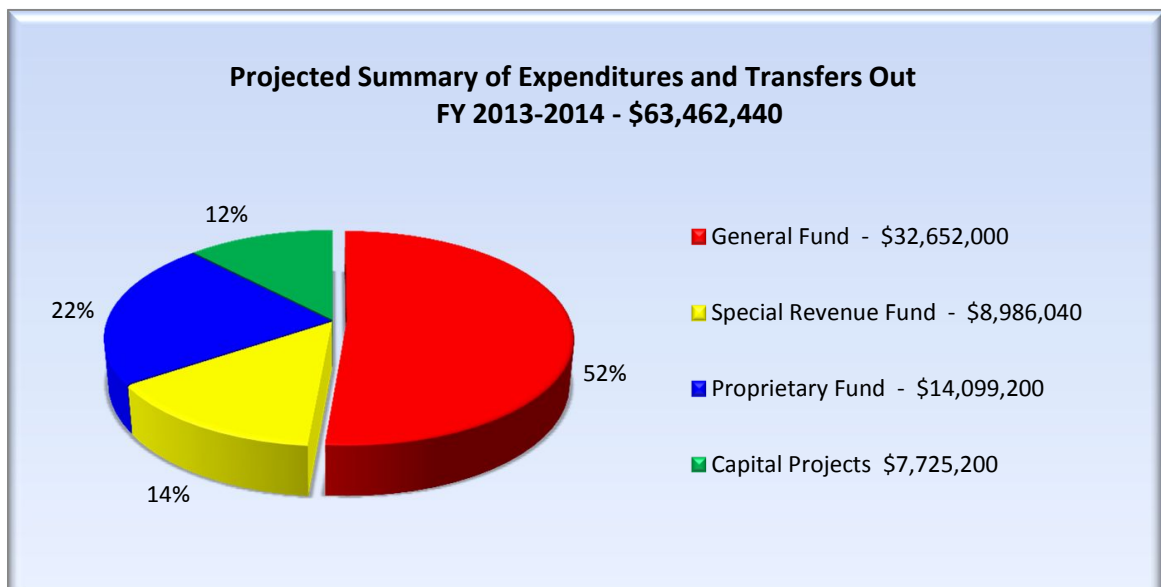
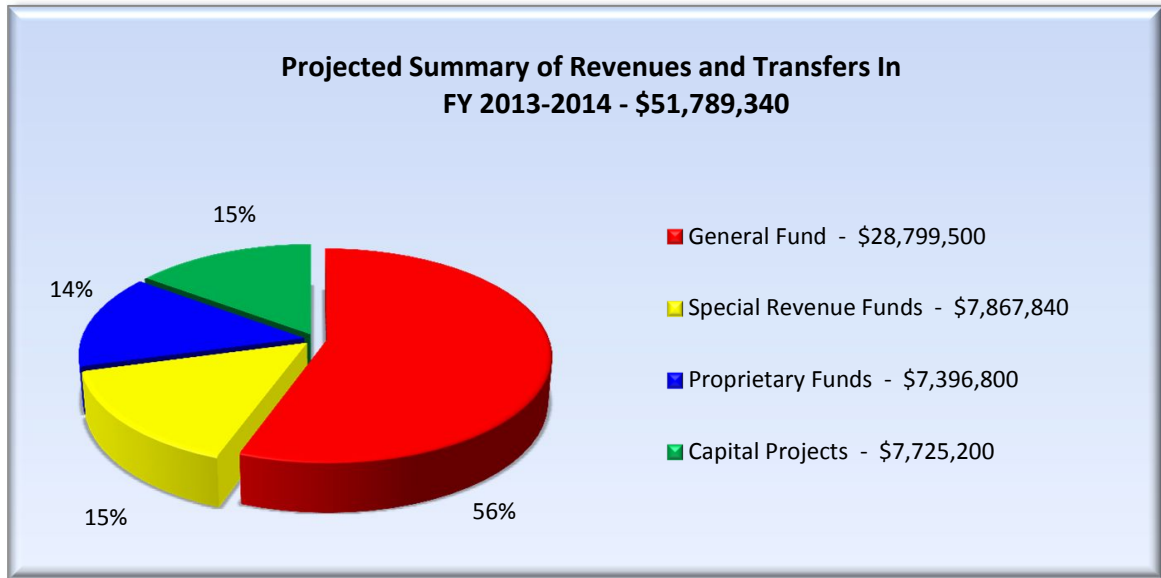
* Includes Adopted Operating, Capital Improvement and Debt for all funds of the City.

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 | 2011-12 Actual | 2012-13 Amended Budget | 2012-13 Estimated | 2013-2014 Adopted Budget |
|--|----------------------|------------------------------|----------------------|--------------------------------|
| Total General Fund | \$ 28,773,734 | \$ 27,985,700 | \$ 28,696,211 | \$ 28,799,500 |
| Special Revenue Funds | | | | |
| 002 Street Lighting Assessment District | \$ 225,331 | \$ 199,500 | \$ 199,829 | \$ 214,500 |
| 009 Supplemental Law Enforcement | 100,984 | 100,300 | 100,500 | 100,300 |
| 010 Detention Facility | 18,879 | 16,000 | 20,000 | 16,000 |
| 011 Asset Forfeiture - State | 39 | 20 | 20 | 20 |
| 012 Air Quality Improvement | 29,455 | 30,200 | 30,300 | 30,200 |
| 016 Park Improvement | 1,209 | 5,200 | 300 | 300 |
| 027 Pension Obligation Debt Service | 1,524,236 | 1,558,875 | 1,558,875 | 1,099,900 |
| 028 Fire Station Debt Service | 612,893 | 597,346 | 597,346 | 581,800 |
| 034 Tidelands Beach | 1,429,866 | 1,436,899 | 1,460,100 | 1,695,720 |
| 040 State Gas Tax | 738,009 | 684,656 | 707,229 | 763,100 |
| 041 Measure M | 367,367 | 372,623 | 2,500 | 2,000 |
| 042 Measure M2 | - | - | 371,398 | 371,600 |
| 048 Parking In-lieu | 22,075 | - | 16,200 | - |
| 050 Seal Beach Cable | 91,083 | - | 91,100 | 91,100 |
| 070 Roberti-Z'Berg-Harris Urban Open Space | 12,081 | - | - | - |
| 071 Per Capita Grant | 3,812 | - | - | - |
| 072 Community Development Block Grant | 164,415 | 180,000 | 180,000 | 180,000 |
| 075 Police Grants | 108,730 | 126,058 | 126,353 | 122,600 |
| 077 Prop 1B | - | 318,000 | 318,000 | - |
| 080 Citywide Grants | 4,013,385 | 510,671 | 949,493 | 1,500,000 |
| 101 Ad 94-1 Redemption Fund 101 | 145,792 | 151,610 | 151,675 | 151,600 |
| 102 Ad 94-1 Improvement 102 F 101 | 10 | 10 | 4 | - |
| 201 CFD 2002-02 SBB/Lampson Landscape | 169,500 | 141,700 | 141,700 | 141,700 |
| 202 CFD 2002-01 Heron Pointe | 199,049 | 214,800 | 215,100 | 204,000 |
| 203 CFD Pacific Gateway Bonds | 519,190 | 500,100 | 500,200 | 500,200 |
| 204 CFD Heron Pointe Admin Exp | 25,331 | 25,200 | 25,200 | 25,200 |
| 205 CFD No. 2005-01 Pacific Gateway | 76,441 | 75,800 | 76,000 | 76,000 |
| Total Special Revenues Funds | \$ 10,599,162 | \$ 7,245,568 | \$ 7,839,422 | \$ 7,867,840 |
| Capital Projects | \$ 5,530,575 | \$ 6,956,895 | \$ 6,721,254 | \$ 7,725,200 |
| Proprietary Funds | | | | |
| 017 Water Operations | \$ 3,166,559 | \$ 3,321,900 | \$ 3,285,620 | \$ 3,437,700 |
| 019 Water Capital | 1,284,969 | 1,337,000 | 1,337,000 | 1,395,600 |
| 021 Vehicle Replacement | - | 310,000 | 310,000 | 310,000 |
| 043 Sewer Operations | 738,314 | 738,000 | 738,000 | 738,000 |
| 044 Sewer Capital | 1,730,560 | 1,515,500 | 1,535,000 | 1,515,500 |
| Total Enterprise Funds | \$ 6,920,402 | \$ 7,222,400 | \$ 7,205,620 | \$ 7,396,800 |
| Redevelopment Agency Funds | | | | |
| 061 Riverfront Low/Mod Housing | \$ 261,515 | \$ - | \$ - | \$ - |
| 063 Riverfront Project | 8,194 | - | - | - |
| 065 Debt Service | 594,534 | - | - | - |
| 067 Tax Increment | 1,285,132 | - | - | - |
| Total Redevelopment Agency | \$ 2,149,375 | \$ - | \$ - | \$ - |
| Total Revenues All Funds | \$ 53,973,248 | \$ 49,410,563 | \$ 50,462,507 | \$ 51,789,340 |

Summary of Expenditures and Transfers Out All Funds

| Description | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------------|--------------------------------|------------------------|--------------------------------|
| General Fund - 001 | | | | |
| Total General Fund | \$ 26,691,208 | \$ 32,563,021 | \$ 29,170,639 | \$ 32,652,000 |
| Special Expenditure Funds | | | | |
| 002 Street Lighting Assessment District | \$ 189,544 | \$ 199,500 | \$ 194,500 | \$ 199,500 |
| 009 Supplemental Law Enforcement Srvc | 119,595 | 151,010 | 140,600 | 151,600 |
| 010 Detention Center | 18,703 | 25,000 | 25,000 | 25,000 |
| 011 Asset Forfeiture (State) | - | 4,769 | - | 4,800 |
| 012 Air Quality Improvement | 32,227 | 31,350 | 31,400 | 63,000 |
| 013 Asset Forfeiture (Federal) | - | - | - | 100 |
| 016 Park Improvement | 151,229 | 57,000 | 47,000 | 10,000 |
| 027 Pension Obligation Bond | 1,521,042 | 1,558,775 | 1,558,800 | 1,099,800 |
| 028 Fire Station Bond | 612,827 | 597,246 | 597,300 | 581,700 |
| 034 Beach Maintenance | 1,464,591 | 1,443,417 | 1,460,100 | 1,695,720 |
| 040 Gas Tax | 583,252 | 952,000 | 882,000 | 867,000 |
| 041 Measure M | 144,054 | 550,000 | 405,900 | 175,000 |
| 042 Measure M2 | - | - | - | 620,000 |
| 048 Parking In-Lieu | 24,890 | 198,000 | 30,000 | 168,000 |
| 050 Seal Beach Cable | - | - | - | 300,000 |
| 070 Roberti-Z'Berg-Harris | - | - | - | - |
| 071 Per Capita Grant | - | - | - | - |
| 072 Community Development Block Grant | 164,415 | 180,000 | 180,000 | 180,000 |
| 075 Police Grants | 82,252 | 126,058 | 126,683 | 111,000 |
| 077 Prop 1B | - | 318,000 | 318,000 | - |
| 080 Citywide Grants | 4,424,138 | 554,631 | 554,660 | 1,586,720 |
| 101 AD 94-1 Rdmtn F | 136,585 | 136,534 | 136,600 | 140,900 |
| 201 CFD Landscape | 73,725 | 76,074 | 76,100 | 78,100 |
| 202 CFD Heron Pointe | 282,669 | 284,509 | 284,500 | 291,000 |
| 203 CFD Pacific Gateway | 531,415 | 543,795 | 543,800 | 550,600 |
| 204 Heron Pointe CFD Admin | 18,944 | 22,400 | 22,400 | 19,000 |
| 205 CFD Pacific Gateway/Landscape Admin | 61,528 | 65,500 | 65,500 | 67,500 |
| Total Special Expenditure Funds | \$ 10,637,625 | \$ 8,075,568 | \$ 7,680,843 | \$ 8,986,040 |
| 045 Capital Project Fund | \$ 5,530,575 | \$ 6,956,895 | \$ 6,721,254 | \$ 7,725,200 |
| Proprietary Funds | | | | |
| 017 Water Operations | \$ 3,679,058 | \$ 3,789,116 | \$ 3,591,800 | \$ 4,200,700 |
| 019 Water Capital | 486,517 | 3,727,656 | 1,627,718 | 3,841,000 |
| 021 Vehicle Replacement | 81,873 | 757,873 | 757,861 | 43,900 |
| 043 Sewer Operations | 675,354 | 753,008 | 700,400 | 1,340,900 |
| 044 Sewer Capital | 726,895 | 8,360,316 | 4,910,500 | 4,672,700 |
| Total Proprietary Funds | \$ 5,649,697 | \$ 17,387,969 | \$ 11,588,279 | \$ 14,099,200 |
| Redevelopment Agency Funds | | | | |
| 061 Riverfront Low/Mod Housing | \$ 3,588,695 | \$ - | \$ - | \$ - |
| 063 Riverfront Project Area | 3,946,772 | - | - | - |
| 065 Riverfront Debt Service | 1,335,303 | - | - | - |
| 067 Riverfront Tax Increment | 2,022,864 | - | - | - |
| Total Redevelopment Funds | \$ 10,893,634 | \$ - | \$ - | \$ - |
| Total Expenditures All Funds | \$ 59,402,739 | \$ 64,983,453 | \$ 55,161,015 | \$ 63,462,440 |

OPERATING TRANSFERS

FY 2013-2014

| Fund Name | Account Number | Transfer In | Transfer Out | Purpose |
|----------------------------------|----------------|------------------|------------------|---------------------------------------|
| Capital Improvement Project Fund | 045-000-31500 | 7,725,200 | | Capital Projects |
| General Fund | 001-080-47000 | | 4,375,480 | Various CIP projects |
| Park Improvements | 016-800-47000 | | 10,000 | PR1201 Edison Park |
| Gas Tax Fund | 040-090-47000 | | 565,000 | Various CIP projects |
| Measure M Fund | 041-999-47000 | | 175,000 | ST1103 Local Street Resurfacing |
| Measure M2 Fund | 042-099-47000 | | 620,000 | ST1409 Westminster Av. Rehabilitation |
| Parking In-lieu | 048-400-47000 | | 168,000 | ST1203 Main Street Lighting |
| Seal Beach Cable | 050-019-47000 | | 225,000 | BG1402 SBTv3 Control Room Upgrade |
| Citywide Grants | 080-361-47000 | | 1,586,720 | ST1106 College Park Drive Studebaker |
| TOTAL: | | 7,725,200 | 7,725,200 | |
| General Fund | 001-000-31500 | 350,000 | | Overhead and Admin Costs |
| Gas Tax Fund | 040-090-47000 | | 300,000 | Overhead for street maintenance |
| CFD #2002-02 | 201-450-47000 | | 13,000 | Admin costs transfer to GF 001 |
| CFD #2002-01 Heron Pointe | 204-460-47000 | | 11,000 | Admin costs transfer to GF 001 |
| CFD #2005-01 Pacific Tax A | 205-480-47000 | | 11,000 | Admin costs transfer to GF 001 |
| CFD #2005-01 Pacific Tax B | 205-470-47000 | | 15,000 | Admin costs transfer to GF 001 |
| TOTAL: | | 350,000 | 350,000 | |
| General Fund | 001-000-31662 | 324,500 | | Overhead |
| Water Fund | 017-900-44050 | | 324,500 | Overhead transfer to GF 001 |
| TOTAL: | | 324,500 | 324,500 | |
| General Fund | 001-000-31660 | 54,000 | | Overhead |
| Sewer Fund | 043-925-44050 | | 54,000 | Overhead transfer to GF 001 |
| TOTAL: | | 54,000 | 54,000 | |
| General Fund | 001-080-47000 | | 7,199,600 | |
| Street Lighting District Fund | 002-000-31500 | 70,300 | | Street Lighting District |
| Pension Obligation Bond Fund | 027-000-31500 | 1,099,800 | | Pension Obligation Bond |
| Fire Station Bond D/S Fund | 028-000-31500 | 581,700 | | Fire Station Bond |
| Tidelands Fund | 034-000-31500 | 1,072,320 | | Tidelands |
| Capital Projects Fund | 045-000-31500 | 4,375,480 | | Capital Projects |
| TOTAL: | | 7,199,600 | 7,199,600 | |
| Vehicle Replacement | 021-000-31500 | 310,000 | | Vehicle Replacement |
| General Fund | 001-080-47010 | | 310,000 | General Fund |
| TOTAL: | | 310,000 | 310,000 | |

SUMMARY GENERAL FUND TOTAL TRANSFERS:

Transfer In:

| | | |
|---------------|---------|--------------------------|
| 001-000-31500 | 350,000 | Overhead and Admin Costs |
| 001-000-31660 | 54,000 | Overhead |
| 001-000-31662 | 324,500 | Overhead |

Transfer Out:

| | | |
|---------------|-----------|--------------------------|
| 001-080-47000 | 4,375,480 | Various CIP Projects |
| 001-080-47000 | 70,300 | Street Lighting District |
| 001-080-47000 | 1,099,800 | Pension Obligation Bond |
| 001-080-47000 | 581,700 | Fire Station Bond |
| 001-080-47000 | 1,072,320 | Tidelands |
| 001-080-47010 | 310,000 | Vehicle Replacement |

TOTAL GENERAL FUND TRANSFERS

| | |
|-------------------|---------------------|
| \$ 728,500 | \$ 7,509,600 |
|-------------------|---------------------|

TOTAL SOURCES & USES AND FUND BALANCE

FY 2013-2014

| 7/1/2013 | | | | | | | | |
|---------------------------------|-----------------------------------|----------------------|----------------------|-----------------------|--------------------------|----------------------|----------------------|-------------------------------------|
| FUND | ESTIMATED BEGINNING BALANCE | REVENUE | TRANSFERS IN | TOTAL SOURCES | OPERATING EXPENDITURE | TRANSFERS OUT | TOTAL USES | ESTIMATED ENDING FUND BALANCE |
| GENERAL FUND | | | | | | | | |
| General Fund | \$ 27,684,157 | \$ 28,071,000 | \$ 728,500 | \$ 56,483,657 | \$ 25,142,400 | \$ 7,509,600 | \$ 32,652,000 | \$ 23,831,657 |
| SPECIAL REVENUE FUNDS | | | | | | | | |
| Street Lighting District | (9,728) | 144,200 | 70,300 | 204,772 | 199,500 | - | 199,500 | 5,272 |
| Supplemental Law Enforcement | 65,362 | 100,300 | - | 165,662 | 151,600 | - | 151,600 | 14,062 |
| Detention Facility | 683 | 16,000 | - | 16,683 | 25,000 | - | 25,000 | (8,317) |
| Asset Forfeiture | 4,789 | 20 | - | 4,809 | 4,800 | - | 4,800 | 9 |
| Air Quality Improvement Program | 43,091 | 30,200 | - | 73,291 | 63,000 | - | 63,000 | 10,291 |
| Federal Asset Forfeiture | 25 | - | - | 25 | 100 | - | 100 | (75) |
| Park Improvement | 17,698 | 300 | - | 17,998 | - | 10,000 | 10,000 | 7,998 |
| Pension Obligation D/S Fund | 126,073 | 100 | 1,099,800 | 1,225,973 | 1,099,800 | - | 1,099,800 | 126,173 |
| Fire Station Debt Service Fund | 626,608 | 100 | 581,700 | 1,208,408 | 581,700 | - | 581,700 | 626,708 |
| Tidelands | - | 623,400 | 1,072,320 | 1,695,720 | 1,695,720 | - | 1,695,720 | - |
| Gas Tax | 154,918 | 763,100 | - | 918,018 | 2,000 | 865,000 | 867,000 | 51,018 |
| Measure M | 230,437 | 2,000 | - | 232,437 | - | 175,000 | 175,000 | 57,437 |
| Measure M2 | 371,398 | 371,600 | - | 742,998 | - | 620,000 | 620,000 | 122,998 |
| Capital Project Fund | 87,374 | - | 7,725,200 | 7,812,574 | 7,725,200 | - | 7,725,200 | 87,374 |
| Parking In-lieu | 197,191 | - | - | 197,191 | - | 168,000 | 168,000 | 29,191 |
| Seal Beach Cable | 510,574 | 91,100.00 | - | 601,674 | 75,000 | 225,000 | 300,000 | 301,674 |
| CDBG | - | 180,000 | - | 180,000 | 180,000 | - | 180,000 | - |
| Grants | 56,158 | - | - | 56,158 | - | - | - | 56,158 |
| Police Grants | (10,028) | 122,600 | - | 112,572 | 111,000 | - | 111,000 | 1,572 |
| Citywide Grants | (50,898) | 1,500,000 | - | 1,449,102 | - | 1,586,720 | 1,586,720 | (137,618) |
| Ad 94-1 Redemption Fund | 267,060 | 151,600 | - | 418,660 | 140,900 | - | 140,900 | 277,760 |
| Surfside Ad 94-1 Imprv F | 1,237 | - | - | 1,237 | - | - | - | 1,237 |
| CFD Landscape Maint 2002-01 | 491,743 | 141,700 | - | 633,443 | 65,100 | 13,000 | 78,100 | 555,343 |
| CFD Heron Pointe 2002-01 | 383,185 | 204,000 | - | 587,185 | 291,000 | - | 291,000 | 296,185 |
| CFD Pacific Gateway Bonds | 906,724 | 500,200 | - | 1,406,924 | 550,600 | - | 550,600 | 856,324 |
| CFD Heron Pointe Admn Exp Fund | 43,274 | 25,200 | - | 68,474 | 8,000 | 11,000 | 19,000 | 49,474 |
| CFD Pacific Gtewy Landsape/Adm | 209,597 | 76,000 | - | 285,597 | 41,500 | 26,000 | 67,500 | 218,097 |
| PROPRIETARY FUND | | | | | | | | |
| Water Operations | 6,514,287 | 3,437,700 | - | 9,951,987 | 3,876,200 | 324,500 | 4,200,700 | 5,751,287 |
| Water Capital | 17,162,803 | 1,395,600 | - | 18,558,403 | 3,841,000 | - | 3,841,000 | 14,717,403 |
| Vehicle Replacement | 1,700,030 | - | 310,000 | 2,010,030 | 43,900 | - | 43,900 | 1,966,130 |
| Sewer Operations | 2,007,712 | 738,000 | - | 2,745,712 | 1,286,900 | 54,000 | 1,340,900 | 1,404,812 |
| Sewer Capital | 14,919,677 | 1,515,500 | - | 16,435,177 | 4,672,700 | - | 4,672,700 | 11,762,477 |
| TOTAL ALL FUNDS | \$ 74,713,209 | \$ 40,201,520 | \$ 11,587,820 | \$ 126,502,549 | \$ 51,874,620 | \$ 11,587,820 | \$ 63,462,440 | \$ 63,040,110 |



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REVENUE SUMMARY BY FUND

FY 2013-2014

| Account Number | Revenue Source | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|--------------------------------------|----------------------------------|----------------------|--------------------------|----------------------|--------------------------|
| GENERAL FUND - 001 | | | | | |
| Taxes and Assessments: | | | | | |
| Property Tax | | | | | |
| 001-000-30001 | Property Taxes Secured | \$ 5,684,071 | \$ 5,776,000 | \$ 5,776,000 | \$ 5,891,500 |
| 001-000-30002 | Property Taxes Unsecured | 239,363 | 235,000 | 235,000 | 235,000 |
| 001-000-30003 | Homeowners Exemption | 51,648 | 51,000 | 51,000 | 51,000 |
| 001-000-30004 | Secured/Unsecured Prior Year | 96,699 | 135,000 | 135,000 | 135,000 |
| 001-000-30005 | Property Tax - Other | 307,510 | 100,000 | 300,000 | 100,000 |
| 001-000-30006 | Supplemental Tax Secure/Unsecure | 36,720 | 30,000 | 45,000 | 40,000 |
| 001-000-30009 | Prop. Tax-In Lieu VLF | 2,138,794 | 2,128,000 | 2,128,000 | 2,130,000 |
| 001-000-30013 | Property Tax Transfers | 131,239 | 100,000 | 115,000 | 100,000 |
| Total Property Tax | | \$ 8,686,044 | \$ 8,555,000 | \$ 8,785,000 | \$ 8,682,500 |
| Sales Tax | | | | | |
| 001-000-30016 | Sales/Use Tax | \$ 3,642,480 | \$ 3,442,000 | \$ 3,442,000 | \$ 3,751,500 |
| 001-000-30017 | Sales Tax "Back-Fill" | 1,054,953 | 1,310,000 | 1,310,000 | 1,350,500 |
| 001-000-30023 | Public Safety Sales Tax | 232,604 | 196,000 | 200,000 | 200,000 |
| Total Sales Tax | | \$ 4,930,037 | \$ 4,948,000 | \$ 4,952,000 | \$ 5,302,000 |
| Utility Users Tax | | | | | |
| 001-000-30015 | Utility Users Tax | \$ 5,484,256 | \$ 5,300,000 | \$ 5,300,000 | \$ 5,350,000 |
| Total Utility Users Tax | | \$ 5,484,256 | \$ 5,300,000 | \$ 5,300,000 | \$ 5,350,000 |
| Transient Occupancy Tax | | | | | |
| 001-000-30014 | Transient Occupancy Tax | \$ 970,275 | \$ 1,100,000 | \$ 1,300,000 | \$ 1,150,000 |
| Total Transient Occupancy Tax | | \$ 970,275 | \$ 1,100,000 | \$ 1,300,000 | \$ 1,150,000 |
| Franchise Fees | | | | | |
| 001-000-30100 | Electric Franchise Fees | \$ 262,846 | \$ 265,000 | \$ 265,000 | \$ 265,000 |
| 001-000-30110 | Natural Gas Franchise Fees | - | 42,000 | 42,000 | 42,000 |
| 001-000-30120 | Pipeline Franchise Fees | 169,659 | 100,000 | 172,000 | 150,000 |
| 001-000-30130 | Cable TV Franchise Fees | 370,237 | 200,000 | 300,000 | 340,000 |
| 001-000-30140 | Refuse Franchise Fees | 205,289 | 190,000 | 190,000 | 190,000 |
| Total Franchise Fees | | \$ 1,008,031 | \$ 797,000 | \$ 969,000 | \$ 987,000 |
| Other Taxes | | | | | |
| 001-000-30011 | Excise Tax | \$ 3,365 | \$ 3,000 | \$ 3,000 | \$ 3,000 |
| 001-000-30012 | Barrel Tax | 334,811 | 250,000 | 250,000 | 250,000 |
| Total Other Taxes | | \$ 338,176 | \$ 253,000 | \$ 253,000 | \$ 253,000 |
| Total Taxes and Assessments | | \$ 21,416,819 | \$ 20,953,000 | \$ 21,559,000 | \$ 21,724,500 |
| Licenses and Permits: | | | | | |
| 001-000-30210 | Building Permits | \$ 260,379 | \$ 330,000 | \$ 250,000 | \$ 250,000 |
| 001-000-30215 | Business Licenses | 312,386 | 500,000 | 500,000 | 500,000 |
| 001-000-30220 | Contractor Licenses | 111,018 | 100,000 | 100,000 | 100,000 |
| 001-000-30230 | Electrical Permits | 37,991 | 35,000 | 35,000 | 35,000 |
| 001-000-30235 | Film Location Permits | - | - | 50 | - |
| 001-000-30240 | Oil Production Licenses | 12,071 | 12,000 | 12,000 | 12,000 |
| 001-000-30245 | Parking Permits | 137,569 | 135,000 | 135,000 | 135,000 |
| 001-000-30250 | Other Permits | 27,702 | 35,000 | 30,000 | 30,000 |
| 001-000-30255 | Plumbing Permits | 27,644 | 30,000 | 30,000 | 30,000 |
| 001-000-30256 | Issuance Permits | - | - | 70,000 | 70,000 |
| 001-000-30270 | Arbor Park Dog License | 687 | 400 | 400 | 400 |
| Total Licenses and Permits | | \$ 927,447 | \$ 1,177,400 | \$ 1,162,450 | \$ 1,162,400 |

REVENUE SUMMARY BY FUND

FY 2013-2014

| Account Number | Revenue Source | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------------------|-----------------------------------|---------------------|--------------------------|---------------------|--------------------------|
| Intergovernmental: | | | | | |
| 001-000-30320 | Abandoned Vehicles | \$ 37,875 | \$ 10,000 | \$ 17,000 | \$ 15,000 |
| 001-000-30500 | Motor Vehicle In-lieu | 12,868 | - | 13,300 | 13,000 |
| 001-000-30841 | Inmate Fee - Other Agency | 127,055 | 85,000 | 135,000 | 115,000 |
| 001-000-30975 | Grant Reimbursement | 214,582 | 16,200 | 16,200 | 16,200 |
| 001-000-30980 | Other Agency Reimbursements | 19,388 | 247,900 | 247,900 | 247,900 |
| 001-000-30981 | POST Reimbursement | 1,262 | 7,500 | 22,000 | 15,000 |
| 001-016-30990 | Senior Bus Program - OCTA | - | - | - | 59,200 |
| 001-000-30990 | Senior Bus Program Revenue | 55,962 | 82,000 | 82,000 | - |
| Total Intergovernmental | | \$ 468,992 | \$ 448,600 | \$ 533,400 | \$ 481,300 |
| Charges for Services: | | | | | |
| 001-000-30425 | Off-Street Parking | \$ 212,163 | \$ 227,000 | \$ 227,000 | \$ 227,000 |
| 001-000-30430 | Parking Meters | 87,360 | 100,000 | 86,900 | 100,000 |
| 001-000-30600 | Recreation Facilities Rent | 123,459 | 115,000 | 100,000 | 115,000 |
| 001-000-30610 | Leisure Program Fees | 381,240 | 300,000 | 300,000 | 300,000 |
| 001-000-30620 | Rec/Lap Swim Passes | 54,112 | 40,000 | 40,000 | 40,000 |
| 001-000-30630 | Swimming Lessons | 49,515 | 40,000 | 40,000 | 40,000 |
| 001-000-30640 | Recreation Service Charges | 6,412 | 6,000 | 6,000 | 6,000 |
| 001-000-30645 | Tennis Center Property Rental | 154,112 | 285,100 | 285,100 | - |
| 001-074-30645 | Tennis Center Services | - | - | - | 285,100 |
| 001-000-30650 | Sport Fees | 11,990 | 9,000 | 9,000 | 9,000 |
| 001-000-30665 | Swimming Pool Rentals | 8,423 | 7,100 | 7,100 | 7,100 |
| 001-000-30670 | Recreation Program Insurance | 4,555 | 4,000 | 4,000 | 4,000 |
| 001-000-30690 | Recreation Cleaning Fees | 7,600 | 8,000 | 5,000 | 8,000 |
| 001-000-30700 | Reimb. For Miscellaneous Services | 122,609 | 100,000 | 100,000 | 82,000 |
| 001-022-30701 | Subpoena Fees | - | - | - | 1,000 |
| 001-000-30720 | Street Sweeping Services | 44,745 | 40,000 | 40,000 | 40,000 |
| 001-000-30730 | Tree Trimming Services | 38,419 | 38,600 | 38,600 | 38,600 |
| 001-000-30740 | Refuse Services | 1,135,872 | 1,100,000 | 1,100,000 | 1,100,000 |
| 001-000-30800 | Alarm Fees | 32,665 | 35,000 | 35,000 | 35,000 |
| 001-000-30810 | Election Fees | - | - | 75 | - |
| 001-000-30820 | Planning Fees | 18,848 | 20,000 | 40,000 | 20,000 |
| 001-000-30825 | Plan Check Fees | 91,165 | 100,000 | 100,000 | 100,000 |
| 001-000-30835 | Film Location Fees | 1,200 | 2,000 | 1,000 | 1,000 |
| 001-000-30842 | Inmate Self Pay | 391,008 | 400,000 | 325,000 | 400,000 |
| 001-000-30843 | Booking Fees | 12,287 | 10,000 | 6,000 | 10,000 |
| 001-000-30855 | Microfilming Fees | 2,539 | 2,000 | 2,000 | 2,000 |
| 001-000-30870 | Traffic Impact Fees | 62,510 | 10,000 | - | 10,000 |
| 001-000-30871 | GIS Fees | 32,206 | 28,000 | 28,000 | 28,000 |
| 001-000-30872 | Environmental Fees | 2,583 | 2,700 | 2,700 | 2,700 |
| 001-000-30873 | Engineering Inspection Fees | 32,905 | 20,000 | 30,000 | 30,000 |
| 001-000-30900 | Bus Shelter Advertising | 51,320 | 49,200 | 52,000 | 49,200 |
| 001-000-30935 | Returned Check Fee | 697 | 700 | 700 | 700 |
| 001-000-30945 | Sale Printed Material | 18,094 | 18,000 | 18,000 | 18,000 |
| 001-000-30946 | Sale Printed Material - CIP only | 5,285 | 5,000 | 5,000 | 5,000 |
| 001-000-30955 | Special Events | 425 | - | 913 | - |
| 001-000-30961 | Admin Fee - Constr/Demo | 6,092 | 5,000 | 5,000 | 5,000 |
| 001-000-30992 | Charging Station Revenues | 487 | 200 | 600 | 500 |
| 001-016-30993 | Senior Nutrition Transportation | - | - | 8,700 | 8,700 |
| 001-016-30994 | Senior Transport - Thurs. Shop | - | - | - | 18,000 |
| Total Charges for Services | | \$ 3,204,902 | \$ 3,127,600 | \$ 3,049,388 | \$ 3,146,600 |
| Fines and Forfeitures: | | | | | |
| 001-000-30310 | Municipal Code Violations | \$ 2,134 | \$ 1,700 | \$ 2,700 | \$ 1,700 |
| 001-000-30315 | Parking Citations | 850,243 | 800,000 | 800,000 | 800,000 |
| 001-000-30325 | Vehicle Code Violations | 195,022 | 200,000 | 200,000 | 200,000 |
| 001-000-30963 | Unclaimed Property | 151 | 100 | 2,100 | 100 |
| Total Fines and Forfeitures | | \$ 1,047,550 | \$ 1,001,800 | \$ 1,004,800 | \$ 1,001,800 |

REVENUE SUMMARY BY FUND

FY 2013-2014

| Account Number | Revenue Source | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|--|--------------------------------|----------------------|--------------------------|----------------------|--------------------------|
| Use of Money and Property: | | | | | |
| 001-000-30420 | Interest on Investments | \$ 206,938 | \$ 200,000 | \$ 170,000 | \$ 200,000 |
| 001-000-30423 | Unrealized Gain/Loss on Invest | 84,336 | - | - | - |
| 001-000-30440 | Property Use | - | 8,000 | - | 8,000 |
| 001-000-30455 | Rental of Property | 78,442 | 95,000 | 80,000 | 90,000 |
| 001-000-30457 | Rental of Telecomm. Property | 232,131 | 160,000 | 200,000 | 160,000 |
| Total Use of Money and Property | | \$ 601,847 | \$ 463,000 | \$ 450,000 | \$ 458,000 |
| Other Revenues: | | | | | |
| 001-000-30300 | DUI Cost Recovery | \$ - | \$ 1,400 | \$ 1,400 | \$ 1,400 |
| 001-000-30400 | Commissions | 17 | - | (17) | - |
| 001-000-30435 | Oil Royalties | 41,955 | 35,000 | 40,000 | 35,000 |
| 001-000-30910 | Cash Over/Short | 26 | - | (10) | - |
| 001-000-30940 | Sale of Surplus Property | 9,105 | 10,000 | 10,000 | 10,000 |
| 001-000-30960 | Miscellaneous Revenue | 30,888 | 20,000 | 55,000 | 30,000 |
| 001-000-30962 | Donated Revenue | 17,100 | 20,400 | 20,800 | 20,000 |
| 001-000-31501 | Successor Agency Project | 141,065 | - | 82,500 | - |
| 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 |
| Total Other Revenues: | | \$ 618,656 | \$ 465,300 | \$ 588,173 | \$ 474,900 |
| Transfers: | | | | | |
| 001-000-31500 | Transfers In From Other Funds | \$ 487,521 | \$ 349,000 | \$ 349,000 | \$ 350,000 |
| Total Transfers | | \$ 487,521 | \$ 349,000 | \$ 349,000 | \$ 350,000 |
| Total General Fund Revenues | | \$ 28,773,734 | \$ 27,985,700 | \$ 28,696,211 | \$ 28,799,500 |

REVENUE SUMMARY BY FUND

FY 2013-2014

| Account Number | Revenue Source | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|------------------------------|---------------------|--------------------------|---------------------|--------------------------|
| SPECIAL REVENUE FUNDS | | | | | |
| Street Lighting Assessment District - 002: | | | | | |
| 002-000-30001 | Property Taxes Secured | \$ 140,441 | \$ 143,000 | \$ 143,000 | \$ 143,000 |
| 002-000-30004 | Secured/Unsecured Prior Year | 935 | 671 | 1,000 | 1,000 |
| 002-000-30005 | Property Tax Other | 220 | 200 | 200 | 200 |
| 002-000-31500 | Transfer In | 83,735 | 55,629 | 55,629 | 70,300 |
| Total Street Lighting | | \$ 225,331 | \$ 199,500 | \$ 199,829 | \$ 214,500 |
| Supplemental Law Enforcement Services - 009: | | | | | |
| 009-000-30420 | Interest On Investments | \$ 984 | \$ 300 | \$ 500 | \$ 300 |
| 009-000-39075 | Grant Reimbursement | 100,000 | 100,000 | 100,000 | 100,000 |
| Total Supplemental Law Enforcement | | \$ 100,984 | \$ 100,300 | \$ 100,500 | \$ 100,300 |
| Detention Facility - 010: | | | | | |
| 010-000-30400 | Commissary | 18,879 | \$ 16,000 | \$ 20,000 | \$ 16,000 |
| Total Detention Facility | | \$ 18,879 | \$ 16,000 | \$ 20,000 | \$ 16,000 |
| Asset Forfeiture Fund (State) - 011: | | | | | |
| 011-000-30420 | Interest on Investments | \$ 39 | \$ 20 | \$ 20 | \$ 20 |
| Total Asset Forfeiture | | \$ 39 | \$ 20 | \$ 20 | \$ 20 |
| Air Quality Improvement Program - 012: | | | | | |
| 012-000-30420 | Interest on Investments | \$ 410 | \$ 200 | \$ 300 | \$ 200 |
| 012-000-35000 | AB2766 Revenues | 29,045 | 30,000 | 30,000 | 30,000 |
| Total Air Quality Improvement | | \$ 29,455 | \$ 30,200 | \$ 30,300 | \$ 30,200 |
| Park Improvement - 016: | | | | | |
| 016-000-30420 | Interest on Investments | \$ 1,209 | \$ 200 | \$ 300 | \$ 300 |
| 016-000-30865 | Quimby Act Fees | - | 5,000 | - | - |
| Total Park Improvement | | \$ 1,209 | \$ 5,200 | \$ 300 | \$ 300 |
| Pension Obligation D/S - 027: | | | | | |
| 027-000-30420 | Interest on Investments | \$ 120 | \$ 100 | \$ 100 | \$ 100 |
| 027-000-31500 | Transfer In | 1,524,116 | 1,558,775 | 1,558,775 | 1,099,800 |
| Total Pension Obligation | | \$ 1,524,236 | \$ 1,558,875 | \$ 1,558,875 | \$ 1,099,900 |
| Fire Station D/S - 028: | | | | | |
| 028-000-30420 | Interest on Investments | \$ 66 | \$ 100 | \$ 100 | \$ 100 |
| 028-000-31500 | Transfer In | 612,827 | 597,246 | 597,246 | 581,700 |
| Total Fire Station | | \$ 612,893 | \$ 597,346 | \$ 597,346 | \$ 581,800 |
| Tidelands Beach - 034: | | | | | |
| 034-000-30425 | Off-Street Parking | \$ 155,559 | \$ 150,000 | \$ 150,000 | \$ 150,000 |
| 034-000-30630 | Swimming Lessons | 12,306 | 14,200 | 14,200 | 14,200 |
| 034-000-30700 | Reimb Miscellaneous Services | 11,599 | 11,000 | 11,000 | 11,000 |
| 034-000-30960 | Reimb Misc. Revenue | 24,200 | - | - | - |
| 034-000-30962 | Donated Revenue | 3,600 | 4,600 | 6,500 | 4,600 |
| 034-000-30980 | Other Agency Revenue | 132,353 | 105,100 | 105,100 | 105,100 |
| 034-000-31500 | Transfer In | 776,174 | 863,499 | 868,300 | 1,072,320 |
| 034-000-31600 | Landing Fees | 90,719 | 80,000 | 80,000 | 80,000 |
| 034-000-31650 | Property Rental | 94,274 | 105,000 | 105,000 | 105,000 |
| 034-000-31700 | Junior Lifeguard Fees | 129,082 | 103,500 | 120,000 | 103,500 |
| Total Tidelands Beach | | \$ 1,429,866 | \$ 1,436,899 | \$ 1,460,100 | \$ 1,645,720 |

REVENUE SUMMARY BY FUND

FY 2013-2014

| Account Number | Revenue Source | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|------------------------------------|---------------------|--------------------------|---------------------|--------------------------|
| Gas Tax - 040: | | | | | |
| 040-000-30420 | Interest on Investments | \$ 3,089 | \$ 1,300 | \$ 1,500 | \$ 1,300 |
| 040-000-32499 | Gas Tax 2103 | 346,527 | 282,329 | 282,329 | 368,100 |
| 040-000-32500 | Gas Tax 2105 | 119,578 | 125,718 | 139,000 | 121,500 |
| 040-000-32525 | Gas Tax 2106 | 86,235 | 88,886 | 92,200 | 85,300 |
| 040-000-32530 | Gas Tax 2107 | 176,580 | 180,423 | 186,200 | 180,900 |
| 040-000-32535 | Gas Tax 2107.5 | 6,000 | 6,000 | 6,000 | 6,000 |
| Total Gas Tax | | \$ 738,009 | \$ 684,656 | \$ 707,229 | \$ 763,100 |
| Measure M - 041: | | | | | |
| 041-000-30420 | Interest on Investments | \$ 4,665 | \$ 2,000 | \$ 2,500 | \$ 2,000 |
| 041-000-33500 | Local Turnback | 362,702 | 370,623 | - | - |
| Total Measure M | | \$ 367,367 | \$ 372,623 | \$ 2,500 | \$ 2,000 |
| Measure M2 - 042: | | | | | |
| 042-000-30420 | Interest on Investments | \$ - | \$ - | \$ 775 | \$ 1,000 |
| 042-000-33500 | Local Fairshare | - | - | 370,623 | 370,600 |
| Total Measure M2 | | \$ - | \$ - | \$ 371,398 | \$ 371,600 |
| Parking-In-Lieu - 048 | | | | | |
| 048-000-30865 | Parking-In-Lieu | \$ 22,075 | \$ - | \$ 16,200 | \$ - |
| Total Parking In-Lieu | | \$ 22,075 | \$ - | \$ 16,200 | \$ - |
| Seal Beach Cable - 50: | | | | | |
| 050-000-30131 | PEG Fees Publ Access, Edu, Gov | \$ 89,132 | \$ - | \$ 90,000 | \$ 90,000 |
| 050-000-30420 | Interest on Investments | 1,951 | - | 1,100 | 1,100 |
| Total Seal Beach Cable | | \$ 91,083 | \$ - | \$ 91,100 | \$ 91,100 |
| Riverfront Low/Mod Housing - 061: | | | | | |
| 061-000-30420 | Interest on Investments | \$ 2,841 | \$ - | \$ - | \$ - |
| 061-000-38555 | Low/Mod Housing Set Aside | 258,674 | - | - | - |
| Total Riverfront Low/Mod Housing | | \$ 261,515 | \$ - | \$ - | \$ - |
| Riverfront Project Area - 063: | | | | | |
| 063-000-30420 | Interest on Investments | \$ 8,194 | \$ - | \$ - | \$ - |
| Total Riverfront Project | | \$ 8,194 | \$ - | \$ - | \$ - |
| Riverfront Debt Service - 065: | | | | | |
| 065-000-30420 | Interest on Investments | \$ 45 | \$ - | \$ - | \$ - |
| 065-000-31500 | Transfers In | 594,489 | - | - | - |
| Total Riverfront Debt Service | | \$ 594,534 | \$ - | \$ - | \$ - |
| Riverfront Tax Increment - 067: | | | | | |
| 067-000-30001 | Property Taxes Secured | \$ 1,229,456 | \$ - | \$ - | \$ - |
| 067-000-30002 | Property Taxes Unsecured | 40,811 | - | - | - |
| 067-000-30003 | Homeowners Exemption | 7,556 | - | - | - |
| 067-000-30005 | Property Tax Other | 9,864 | - | - | - |
| 067-000-30006 | Supplemental Tax Secure/Unsecure | 5,682 | - | - | - |
| 067-000-30420 | Interest on Investments | 990 | - | - | - |
| 067-000-30423 | Unrealized Gain/Loss On Investment | (9,652) | - | - | - |
| 067-000-31650 | Property Rental | 425 | - | - | - |
| Total Riverfront Tax Increment | | \$ 1,285,132 | \$ - | \$ - | \$ - |
| Roberti-Z'Berg Urban Open Space - 070: | | | | | |
| 070-000-30975 | Grant Reimbursement | \$ 12,081 | \$ - | \$ - | \$ - |
| Total Roberti-Z'Berg Urban Open Space | | \$ 12,081 | \$ - | \$ - | \$ - |

REVENUE SUMMARY BY FUND

FY 2013-2014

| Account Number | Revenue Source | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|---------------------------------|---------------------|--------------------------|---------------------|--------------------------|
| Per Capita Grant - 071: | | | | | |
| 071-000-30975 | Grant Reimbursement | \$ 3,812 | \$ - | \$ - | \$ - |
| Total Per Capita Grants | | \$ 3,812 | \$ - | \$ - | \$ - |
| Community Development Block Grant (CDBG) - 072: | | | | | |
| 072-000-30988 | Other Agency Revenue | \$ 164,415 | \$ 180,000 | \$ 180,000 | \$ 180,000 |
| Total CDBG | | \$ 164,415 | \$ 180,000 | \$ 180,000 | \$ 180,000 |
| Police Grants - 075: | | | | | |
| 075-442-30975 | Grant Reimb - BPV | \$ 358 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| 075-444-30975 | Grant Reimb - OTS - DUI | 1,811 | - | - | - |
| 075-453-30975 | Grant Reimb - ABC | 4,000 | 46,580 | 46,580 | 46,600 |
| 075-455-30975 | Grant Reimb - UASI 2008 | 9,009 | - | - | - |
| 075-456-30975 | Grant Reimb - UASI 2009 | 35,394 | 7,923 | 7,923 | - |
| 075-458-30975 | Grant Reimb - OTS - DUI | 13,968 | 10,145 | 10,440 | 10,100 |
| 075-459-30975 | Grant Reimb - JAG | - | 9,327 | 9,327 | - |
| 075-460-30975 | Grant Reimb - DUI Checkpoint | 37,968 | - | - | - |
| 075-461-30975 | Grant Reimb - UASI 2010 | 6,222 | - | - | - |
| 075-462-30975 | Grant Reimb - UASI 2011 | - | - | - | 8,000 |
| 075-463-30975 | DUI - FY12/13 | - | 47,083 | 47,083 | 47,000 |
| 075-464-30975 | Grant Reimb - UASI 2012 | - | - | - | 5,900 |
| Total Police Grants | | \$ 108,730 | \$ 126,058 | \$ 126,353 | \$ 122,600 |
| Prop 1B - 077: | | | | | |
| 077-000-30980 | Other Agency Revenue | \$ - | \$ 318,000 | \$ 318,000 | \$ - |
| Total Prop 1B | | \$ - | \$ 318,000 | \$ 318,000 | \$ - |
| City Wide Grants - 080: | | | | | |
| 080-300-30975 | Grant Reimb - River's End | \$ 1,857,467 | \$ - | \$ - | \$ - |
| 080-330-30975 | Grant Reimb - ARRA | 1,265.00 | - | - | - |
| 080-333-30975 | Grant Reimb - ARRA | 5,143.50 | - | 357,733 | - |
| 080-340-30975 | Grant Reimb - CalEMA | - | - | 30,406 | - |
| 080-350-30975 | Grant Reimb - EECB | 76,742.59 | - | 50,683 | - |
| 080-360-30975 | Grant Reimb - GMA | 179,764 | - | - | - |
| 080-361-30975 | Grant Reimb - OCTA | 1,573,160.00 | 500,000 | 500,000 | 500,000 |
| 080-362-30975 | Grant Reimb - TEG | 319,842.75 | - | - | - |
| 080-363-30975 | Grant Reimb - ECP Tier 1 - OCTA | - | 10,671 | 10,671 | - |
| 080-364-30975 | Grant Reimb - BCI - OCTA | - | - | - | 1,000,000 |
| Total City Wide Grants | | \$ 4,013,385 | \$ 510,671 | \$ 949,493 | \$ 1,500,000 |
| Ad 94-1 Redemption Fund - 101: | | | | | |
| 101-000-30001 | Property Taxes Secured | \$ 141,492 | \$ 150,000 | \$ 150,000 | \$ 150,000 |
| 101-000-30004 | Secured/Unsecure Prior Year | 3,235 | 1,300 | 1,300 | 1,300 |
| 101-000-30005 | Property Tax Other | 963 | 300 | 300 | 300 |
| 101-000-30420 | Interest on Investments | 102 | 10 | 75 | - |
| Total Ad 94-1 Redemption Fund | | \$ 145,792 | \$ 151,610 | \$ 151,675 | \$ 151,600 |
| Ad 94-1 Imprv - 102: | | | | | |
| 102-000-30420 | Interest on Investments | \$ 10 | \$ 10 | \$ 4 | \$ - |
| Total Ad 94-1 Imprv | | \$ 10 | \$ 10 | \$ 4 | \$ - |
| CFD No. 2002-02 SB Blvd/Lampson Landscape - 201: | | | | | |
| 201-000-30001 | Property Taxes Secured | \$ 166,585 | \$ 140,200 | \$ 140,200 | \$ 140,200 |
| 201-000-30420 | Interest on Investments | 2,915 | 1,500 | 1,500 | 1,500 |
| Total CFD SB Blvd/Lampson Landscape | | \$ 169,500 | \$ 141,700 | \$ 141,700 | \$ 141,700 |

REVENUE SUMMARY BY FUND

FY 2013-2014

| Account Number | Revenue Source | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|--------------------------------|---------------------|--------------------------|---------------------|--------------------------|
| CFD No 2002-01 Heron Pointe - 202: | | | | | |
| 202-000-30001 | Property Taxes Secured | \$ 197,929 | \$ 200,000 | \$ 200,000 | \$ 200,000 |
| 202-000-30004 | Secured/Unsecured Prior Year | - | 12,000 | 12,000 | 1,200 |
| 202-000-30005 | Property Tax Other | - | 2,200 | 2,200 | 2,200 |
| 202-000-30420 | Interest on Investments | 1,120 | 600 | 900 | 600 |
| Total CFD Heron Pointe | | \$ 199,049 | \$ 214,800 | \$ 215,100 | \$ 204,000 |
| CFD Pacific Gateway Bonds - 203: | | | | | |
| 203-000-30001 | Secured Property Tax | \$ 518,947 | \$ 500,000 | \$ 500,000 | \$ 500,000 |
| 203-000-30420 | Interest on Investments | 243 | 100 | 200 | 200 |
| Total Pacific Gateway Bonds | | \$ 519,190 | \$ 500,100 | \$ 500,200 | \$ 500,200 |
| CFD Heron Pointe Admin Expense - 204: | | | | | |
| 204-000-30300 | Administrative Expense Reimb | \$ 25,000 | \$ 25,000 | \$ 25,000 | \$ 25,000 |
| 204-000-30420 | Interest On Investments | 331 | 200 | 200 | 200 |
| Total Heron Pointe Admin Expense | | \$ 25,331 | \$ 25,200 | \$ 25,200 | \$ 25,200 |
| CFD No. 2005-01 Pacific Gateway - 205: | | | | | |
| 205-470-30001 | Secured Property Tax | \$ 49,893 | \$ 50,000 | \$ 50,000 | \$ 50,000 |
| 205-470-30420 | Interest On Investments | 1,548 | 800 | 1,000 | 1,000 |
| 205-480-30300 | Administrative Expense Reimb | 25,000 | 25,000 | 25,000 | 25,000 |
| Total Pacific Gateway | | \$ 76,441 | \$ 75,800 | \$ 76,000 | \$ 76,000 |
| PROPRIETARY FUNDS | | | | | |
| Water Operations - 017: | | | | | |
| 017-000-30420 | Interest on Investments | \$ 52,332 | \$ 77,300 | \$ 40,000 | \$ 40,000 |
| 017-000-30946 | Sale Printed Material-CIP Only | - | - | 20 | - |
| 017-000-30960 | Miscellaneous Revenue | 4,111 | 2,500 | 2,500 | 2,500 |
| 017-000-34000 | Water Revenue | 1,887,380 | 1,978,500 | 1,978,500 | 2,077,400 |
| 017-000-35000 | Residential Water | 1,061,158 | 1,084,300 | 1,084,300 | 1,138,500 |
| 017-000-35020 | Commercial Water | 50,330 | 64,700 | 64,700 | 64,700 |
| 017-000-35500 | Water Turn On Fee | 6,800 | 6,000 | 6,000 | 6,000 |
| 017-000-35510 | Late Charge | 38,227 | 36,500 | 36,500 | 36,500 |
| 017-000-35520 | Door Tag Fee | 1,440 | 700 | 700 | 700 |
| 017-000-35530 | Water Meters | 576 | 900 | 900 | 900 |
| 017-000-35590 | Fire Service | 62,705 | 69,500 | 69,500 | 69,500 |
| 017-000-35591 | Fire Water Flow Test | 1,500 | 1,000 | 2,000 | 1,000 |
| Total Water Operations | | \$ 3,166,559 | \$ 3,321,900 | \$ 3,285,620 | \$ 3,437,700 |
| Water Capital - 019: | | | | | |
| 019-000-30420 | Interest on Investments | \$ 18,178 | \$ 15,000 | \$ 15,000 | \$ 8,000 |
| 019-000-35042 | Water Connection Fee | 12,307 | 9,500 | 9,500 | 9,500 |
| 019-000-37000 | Water Capital Charge | 1,254,484 | 1,312,500 | 1,312,500 | 1,378,100 |
| Total Water Capital | | \$ 1,284,969 | \$ 1,337,000 | \$ 1,337,000 | \$ 1,395,600 |
| Vehicle Replacement - 021: | | | | | |
| 021-000-31500 | Transfer In | \$ - | \$ 310,000 | \$ 310,000 | \$ 310,000 |
| Total Vehicle Replacement | | \$ - | \$ 310,000 | \$ 310,000 | \$ 310,000 |
| Sewer Operations - 043: | | | | | |
| 043-000-30024 | Proceeds of Long-Term Debt | \$ - | \$ - | \$ - | \$ - |
| 043-000-30420 | Interest on Investments | 15,585 | 13,000 | 13,000 | 13,000 |
| 043-000-30725 | F.O.G. Discharge Permit Fee | 21,045 | 25,000 | 25,000 | 25,000 |
| 043-000-36000 | Sewer Fees | 701,684 | 700,000 | 700,000 | 700,000 |
| Total Sewer Operations | | \$ 738,314 | \$ 738,000 | \$ 738,000 | \$ 738,000 |

REVENUE SUMMARY BY FUND

FY 2013-2014

| Account Number | Revenue Source | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|-----------------------------------|-------------------------|----------------------|--------------------------|----------------------|--------------------------|
| Sewer Capital - 044: | | | | | |
| 044-000-30420 | Interest on Investments | \$ 10,681 | \$ 8,000 | \$ 10,000 | \$ 8,000 |
| 044-000-35042 | Sewer Connection Fee | 2,152 | 7,500 | 25,000 | 7,500 |
| 044-000-37150 | Sewer Capital Charge | 1,717,727 | 1,500,000 | 1,500,000 | 1,500,000 |
| Total Sewer Capital | | \$ 1,730,560 | \$ 1,515,500 | \$ 1,535,000 | \$ 1,515,500 |
| Capital Project - 045: | | | | | |
| 045-000-31500 | Transfer In | \$ 5,530,575 | \$ 6,956,895 | \$ 6,638,895 | \$ 7,725,200 |
| 045-000-31501 | Sucessor Agency Project | - | - | 82,359 | - |
| Total Capital Project | | \$ 5,530,575 | \$ 6,956,895 | \$ 6,721,254 | \$ 7,725,200 |
| Total Revenue of All Funds | | \$ 53,973,248 | \$ 49,410,563 | \$ 50,462,507 | \$ 51,739,340 |
| | General | \$ 28,773,734 | \$ 27,985,700 | \$ 28,696,211 | \$ 28,799,500 |
| | Special | 10,599,162 | 7,245,568 | 7,839,422 | 7,817,840 |
| | Proprietary | 6,920,402 | 7,222,400 | 7,205,620 | 7,396,800 |
| | RDA | 2,149,375 | - | - | - |
| | Capital | 5,530,575 | 6,956,895 | 6,721,254 | 7,725,200 |
| | | \$ 53,973,248 | \$ 49,410,563 | \$ 50,462,507 | \$ 51,739,340 |

Analysis of Major Revenues

The total estimated revenues and transfers in from other funds for all City Funds for FY 2013/2014 is \$52 million, of which \$29 million is General Fund. General Fund revenues are not restricted and therefore can be used to fund the operating expenditures of the City such as fire services, police services, public works, recreation, and general government administration. The Special Revenue Funds, Capital Project Fund, Enterprise Funds, and Redevelopment Agency Funds revenues are restricted and cannot be used for general operating expenditures.

Analysis of Major General Fund Revenues

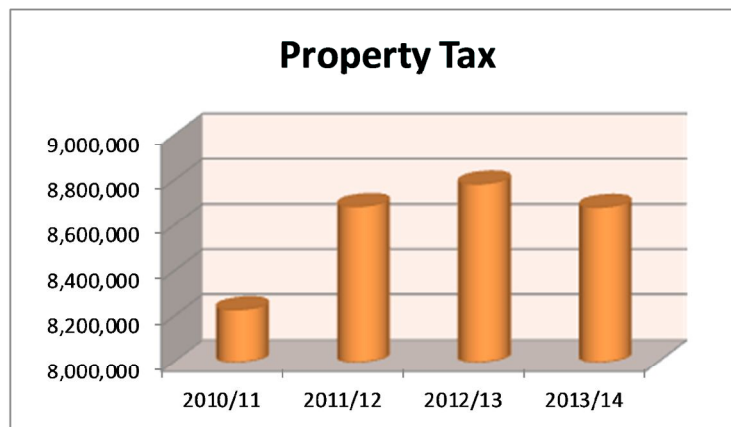
Property Taxes

Property Taxes account for 30% of FY 2013-2014 General Fund revenues. In 1978, the California voters adopted Proposition 13 that changed the definition of taxable value for all real property in the state. Proposition 13 defines the taxable value of real property as factored base year value or market value on lien date (January 1st), whichever is lower. The base year value of property acquired before March 1, 1975 is the 1975 assessed value and the base year value of property acquired on or after March 1, 1975 is usually the market value when the property was transferred and/or purchased. The factored base year value of properties that have not changed ownership since the prior January 1st is calculated by adding the value of any new construction and the Consumer Price Index (CPI) increase but no more than 2% per year.

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

Property Tax

| | Amount | % change |
|---------|-----------|----------|
| 2010/11 | 8,228,811 | |
| 2011/12 | 8,686,044 | 5.6% |
| 2012/13 | 8,785,000 | 1.1% |
| 2013/14 | 8,682,500 | -1.2% |



Budget Assumptions – As the above information illustrates, property taxes continue to be a stable revenue source for the City. The projection for FY 2013-2014 shows a slight decline in expected revenue. The reason for the decline is that in FY 2012-2013 additional property taxes were received as a result of the dissolution of Redevelopment Agencies by the State of California. Some of the RDA funds sent to the state were returned to the city in the form of General Fund property taxes.

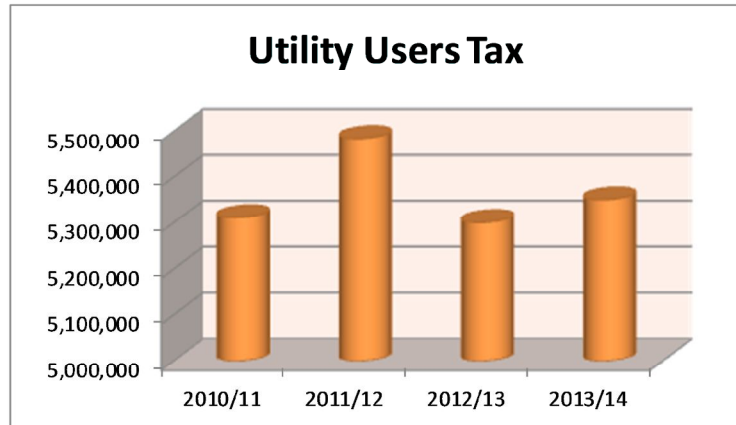
Analysis of Major Revenues

Utility Users Tax

Utility Users Tax (UUT) accounts for 18% of FY 2013-2014 General Fund revenues. The Utility Users Tax rate is charged to customers of electric, natural gas, and telephone companies to raise revenue for general governmental purposes of the City. The Utility Users Tax rate is 11% of the customer's monthly charges. The utility companies collect the tax and remit them to the City.

Utility Users Tax

| | Amount | % change |
|---------|-----------|----------|
| 2010/11 | 5,310,666 | |
| 2011/12 | 5,484,256 | 3.3% |
| 2012/13 | 5,300,000 | -3.4% |
| 2013/14 | 5,350,000 | 0.9% |



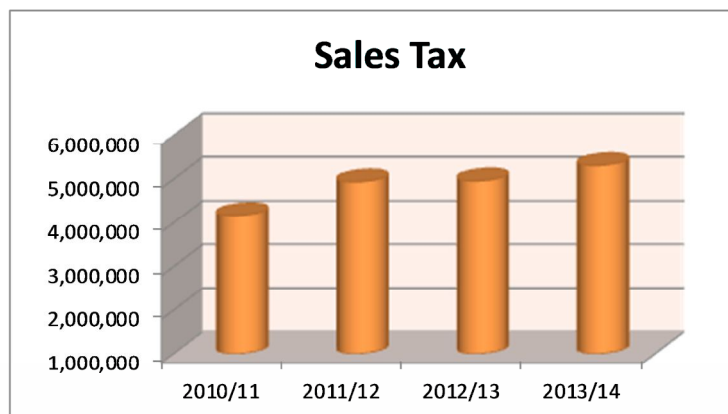
Budget Assumptions – The chart above illustrates the Utility Users Tax revenues continue to be a relatively stable and predictable revenue source. The City has a senior citizen exemption program for the Utility Users Tax. The income level to qualify for the exemption is based on the California Senior citizen Property Tax Assistance program and is currently \$44,096 household income.

Sales and Use Tax

Sales and Use Tax account for 19% of FY 2013-2014 General Fund revenues. The sales tax rate was 7.75% and increased to 8% on January 1, 2013. All goods sold within the City are subject to sales tax except non-prepared food and prescription drugs. The City receives 1% of all sales tax collected. Sales tax revenue for the City is projected to increase slightly in FY 2013-2014.

Sales Tax

| | Amount | % change |
|---------|-----------|----------|
| 2010/11 | 4,160,359 | |
| 2011/12 | 4,930,037 | 18.5% |
| 2012/13 | 4,952,000 | 0.4% |
| 2013/14 | 5,302,000 | 7.1% |



Budget Assumptions – Estimated revenues for Sales and Use Tax for FY 2012-2013 and projections for FY 2013-2014 were provided by Hinderliter, de Llamas and Associates, a consulting firm that specializes in sales and use tax analysis based on sales tax information provided to them by the State of California Board of Equalization.

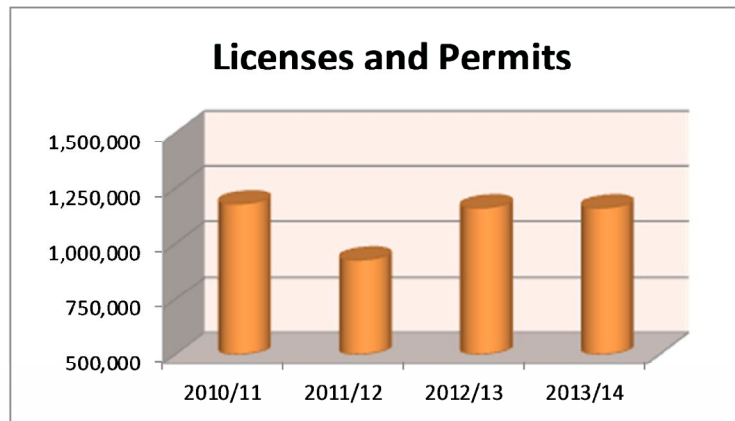
Analysis of Major Revenues

Licenses and Permits

Licenses and Permits account for 4% of FY 2013-2014 General Fund revenues. With an enforcement program that began in FY 2004/2005, this revenue source has become a significant source of funding to support General Fund activities. A slight decrease is projected in FY 2013-14 due to continued slow building activity.

Licenses and Permits

| | Amount | % change |
|---------|-----------|----------|
| 2010/11 | 1,180,345 | |
| 2011/12 | 927,447 | -21.4% |
| 2012/13 | 1,162,450 | 25.3% |
| 2013/14 | 1,162,400 | 0.0% |



Other Revenues

Franchise Fees are imposed on various public utilities and account for 3% of FY 2013-2014 General Fund revenues. The franchise grants the public utilities the right to use public property for system infrastructure such as lines and pipes. It also grants exclusive rights to provide cable television within the City.

Transient Occupancy Tax (TOT) (i.e. Hotel Occupancy Tax) accounts for 4% of FY 2013-2014 General Fund revenues. The approved rate for Transient Occupancy Tax is 12%.

Charges for Services account for 11% of FY 2013-2014 General Fund revenues. Charges for services are used to recover costs of programs for specific end users. Programs provided through Parks and Recreation are typically subsidized by the General Fund to encourage participation.

ANALYSIS OF SPECIAL REVENUE FUNDS MAJOR REVENUES

State Gas Tax

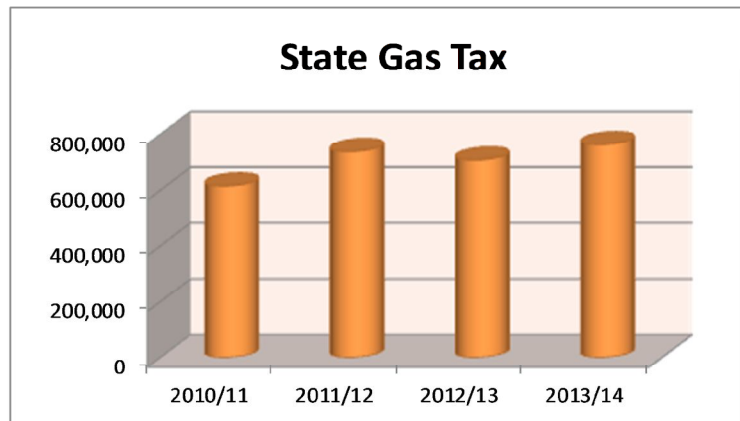
The State of California collects 18¢ per gallon for vehicle fuel which is allocated to the State, Counties and Cities. The City allocation is distributed based on population.

Since the revenue collected is based on the gallons rather than the price of fuel, this revenue source may tend to remain the same as California residents alter their driving habits due to the high cost of gasoline.

Analysis of Major Revenues

State Gas Tax

| | Amount | % change |
|---------|---------|----------|
| 2010/11 | 614,767 | |
| 2011/12 | 738,009 | 20.0% |
| 2012/13 | 707,229 | -4.2% |
| 2013/14 | 763,100 | 7.9% |

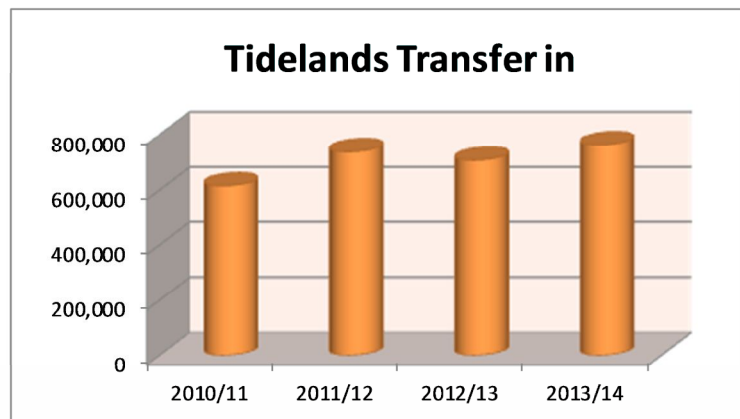


Tidelands Beach Fund – Transfer In – General Fund Subsidy

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

Tidelands Beach Fund - General Fund Subsidy

| | Amount | % change |
|---------|-----------|----------|
| 2010/11 | 710,104 | |
| 2011/12 | 776,174 | 9.3% |
| 2012/13 | 868,300 | 11.9% |
| 2013/14 | 1,122,320 | 29.3% |



Budget Assumptions - The General Fund Subsidy varies significantly from one year to the next. The increase of 30% from FY 2013-2014 is due mainly to a decrease in Junior Lifeguard fees and an increase in overall expenditures.

Measure M/M2 (combined)

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

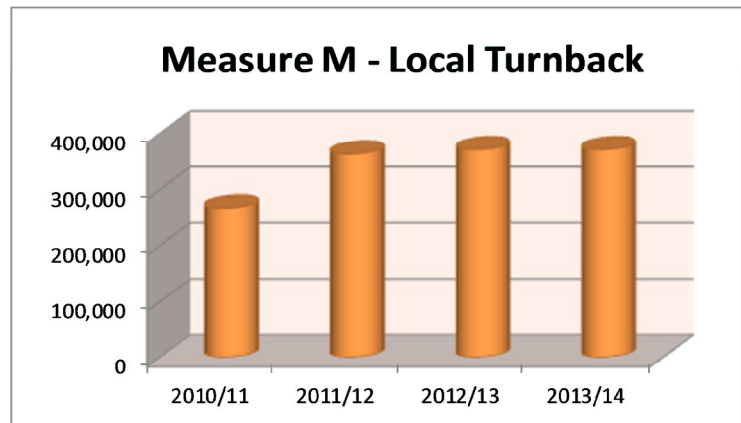
Analysis of Major Revenues

include supplies and salaries and benefits, and compares that figure with the County's benchmark figure of minimum expenditures for street maintenance. The City's "Maintenance of Effort" benchmark figure is \$505,000. Failure to reach the \$505,000 will affect the amount of Measure M - Local Turnback and Gas Tax revenues the City receives.

The City anticipates receipt of \$373,600 of Measure M – Local Turnback revenues for FY 2013-2014.

Measure M Local Turnback

| | Amount | % change |
|---------|---------|----------|
| 2010/11 | 267,063 | |
| 2011/12 | 362,702 | 35.8% |
| 2012/13 | 370,623 | 2.2% |
| 2013/14 | 370,600 | 0.0% |



ANALYSIS OF WATER AND SEWER OPERATIONS MAJOR REVENUE

Water Revenue and Sewer Fees

The City's Water Rate Schedule is tiered and based on consumption and meter size. Revenues are projected to be \$3,437,700 for FY 2013-2014, for the Operations Fund. Water Capital Fund revenues are projected to be \$1,395,600.

The Sewer Capital Fees are also tiered. Revenues are projected to be \$738,000 for operations in the FY 2013-2014. Sewer Capital Fund revenues are projected to be \$1,515,500 for FY 2013-2014.



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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.

| | 2009-2010 Actual | 2010-2011 Actual | 2011-2012 Actual | 2012-2013 Projected | 2013-2014 Adopted |
|---|---------------------|---------------------|---------------------|------------------------|----------------------|
| Beginning Fund Balance | \$36,465,128 | \$30,018,851 | \$26,076,059 | \$28,158,585 | \$27,684,157 |
| General Fund Revenues: | | | | | |
| Property Tax Revenue | \$7,421,545 | \$8,228,811 | \$8,686,044 | \$8,785,000 | \$ 8,682,500 |
| Sales and Use Tax | 4,680,845 | 4,160,359 | 4,930,037 | 4,952,000 | 5,302,000 |
| Utility Users Tax | 5,056,233 | 5,310,666 | 5,484,256 | 5,300,000 | 5,350,000 |
| Transient Occupancy Tax | 1,108,785 | 1,221,491 | 970,275 | 1,300,000 | 1,150,000 |
| Franchise Fees | 941,785 | 1,030,737 | 1,008,031 | 969,000 | 987,000 |
| Other Taxes | 151,724 | 228,449 | 338,176 | 253,000 | 253,000 |
| Licenses and Permits | 1,586,336 | 1,180,345 | 927,447 | 1,162,450 | 1,162,400 |
| Intergovernmental | 740,644 | 397,488 | 468,992 | 533,400 | 481,300 |
| Charges for Services | 3,085,643 | 2,986,389 | 3,204,902 | 3,049,388 | 3,146,600 |
| Fines and Forfeitures | 1,017,944 | 968,751 | 1,047,550 | 1,004,800 | 1,001,800 |
| Use of Money and Property | 558,922 | 536,900 | 601,847 | 450,000 | 458,000 |
| Other Revenue | 657,904 | 571,246 | 618,656 | 588,173 | 474,900 |
| Transfers in from Other Funds | 352,982 | 349,050 | 487,521 | 349,000 | 350,000 |
| Total General Fund Revenues | \$27,361,292 | \$27,170,682 | \$28,773,734 | \$28,696,211 | \$28,799,500 |
| Expenditures: | | | | | |
| General Administration | \$3,755,483 | \$3,490,186 | \$3,526,973 | \$3,642,100 | \$3,903,800 |
| Police Department | 7,757,094 | 7,638,609 | 7,981,032 | 8,337,000 | 8,708,700 |
| Detention Facilities | 753,089 | 634,697 | 692,612 | 692,203 | 726,600 |
| Fire Protection Services | 3,761,742 | 3,912,032 | 4,158,865 | 4,267,900 | 4,443,700 |
| Community Development | 952,564 | 795,110 | 766,981 | 930,900 | 986,100 |
| Public Works | 2,541,829 | 2,732,870 | 2,598,143 | 2,824,732 | 2,755,900 |
| Refuse Services | 1,062,445 | 1,105,330 | 1,117,961 | 1,100,000 | 1,140,000 |
| Recreation | 1,036,377 | 965,221 | 880,982 | 1,177,000 | 1,160,400 |
| Liability/Risk Management | 1,210,513 | 2,606,271 | 1,357,533 | 1,319,200 | 1,317,200 |
| Transfers Out | 10,976,433 | 7,233,148 | 3,610,126 | 4,879,604 | 7,509,600 |
| Total Expenditures | \$33,807,569 | \$31,113,474 | \$26,691,208 | \$29,170,639 | \$32,652,000 |
| Net Revenues (Expenditures) | (\$6,446,277) | (\$3,942,792) | \$2,082,526 | (\$474,428) | (\$3,852,500) |
| Prior Periods Adjustments to Fund Balance | - | - | - | - | - |
| Ending Fund Balance | \$ 30,018,851 | \$26,076,059 | \$28,158,585 | \$27,684,157 | \$23,831,657 |
| Assigned for Encumbrance | \$30,300 | \$102,500 | \$353,098 | \$300,000 | \$300,000 |
| Assigned | 17,846,605 | 12,343,979 | 12,073,492 | 10,941,977 | 9,202,297 |
| Assigned for Fiscal Policy | 5,985,800 | 5,341,571 | 6,519,483 | 6,143,876 | 7,069,130 |
| Unassigned Fund Balance | \$6,156,146 | \$8,288,009 | \$9,212,512 | \$10,298,304 | \$7,260,230 |
| <i>Unassigned Fund Balance</i> | | | | | |
| <i>Percentage of Total Operating Expenditures</i> | 24% | 31% | 35% | 36% | 26% |

General Fund Analysis of Unassigned Fund Balance

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

| |
|---|
| General Fund Assigned Fund Balance |
|---|

| | 2013-14 |
|-----------------------------|-----------------------------|
| Beginning Fund Balance | \$27,684,157 |
| Net Revenues (Expenditures) | (3,852,500) |
| Ending Fund Balance | <u>\$23,831,657</u> |
| Assigned for Encumbrances | \$ 300,000 |
| Assigned for Designations | 9,202,297 |
| Assigned for Fiscal Policy | 7,069,130 |
| Unassigned Fund Balance | <u>7,260,230</u> |
| Total General Fund Balance | <u>\$ 23,831,657</u> |

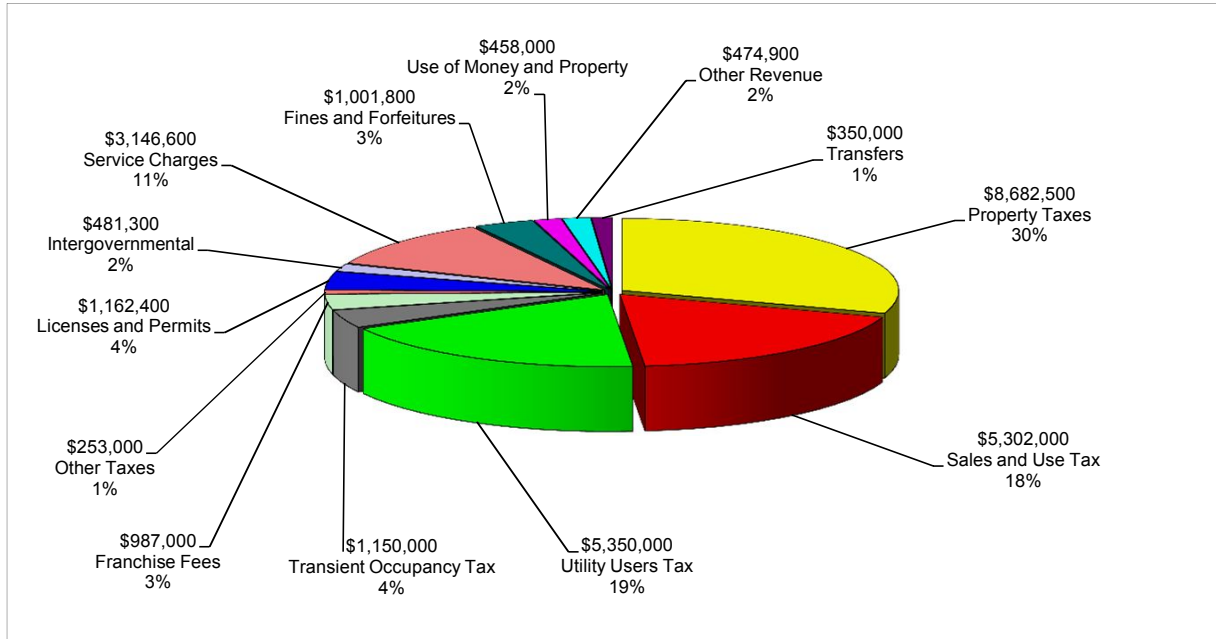
| | Estimated Beginning Balance | Proposed Decreases | Estimated Ending Balance |
|-----------------------------------|-----------------------------------|------------------------------|--------------------------------|
| Assigned for Encumbrances | \$ 300,000 | \$ - | \$ 300,000 |
| City Clerk | 13,680 | (13,680) | - |
| Traffic Impact Fees | 552,128 | (140,000) | 412,128 |
| College Park East | 477,000 | - | 477,000 |
| Swimming Pool | 4,863,700 | (400,000) | 4,463,700 |
| Economic Condition | 1,750,000 | - | 1,750,000 |
| Old Town Improvement | 490,000 | (490,000) | - |
| Street Improvement | 332,833 | - | 332,833 |
| Storm Drain | 1,601,059 | (700,000) | 901,059 |
| Buildings | 611,542 | (486,000) | 125,542 |
| Compensated Absences | 740,035 | - | 740,035 |
| Total Assigned | 11,431,977 | (2,229,680) | 9,202,297 |
| Assigned for Fiscal Policy | 6,143,876 | 925,254 | 7,069,130 |
| Grand Total | <u>\$ 17,875,853</u> | <u>\$ (1,304,426)</u> | <u>\$ 16,571,427</u> |



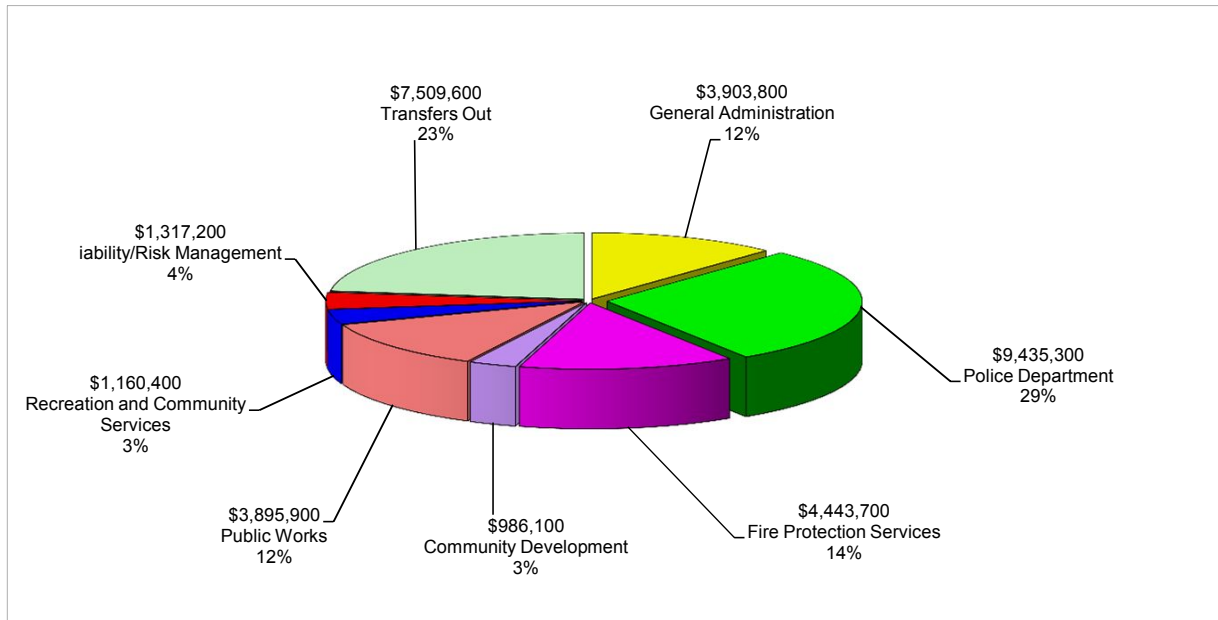
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Summary of Revenues and Expenditures General Fund

Fiscal Year 2013-14 Projected Revenues - \$28,799,500

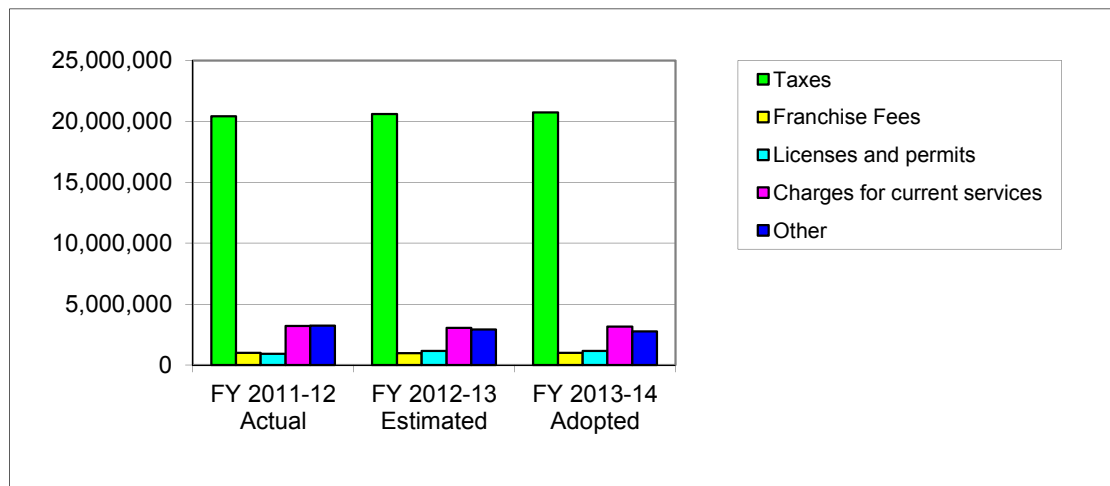


Fiscal Year 2013-14 Projected Expenditures - \$32,652,000



General Fund Revenue Summary

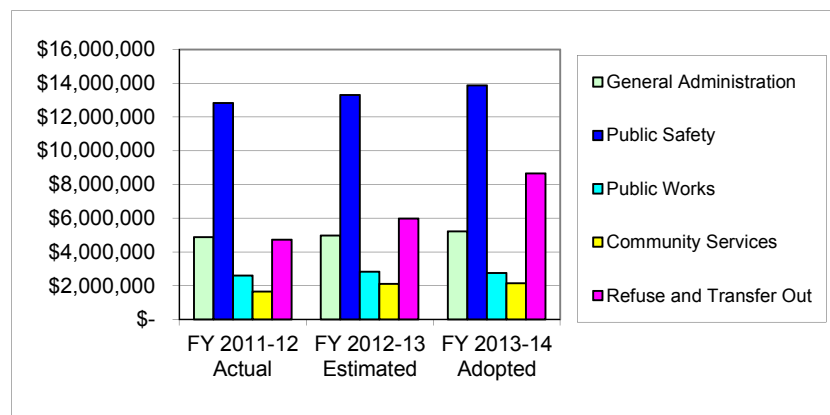
| Description | 2011-2012 Actual | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|--------------------------------------|----------------------|------------------------|--------------------------------|
| Property Tax | \$ 8,686,044 | \$ 8,785,000 | \$ 8,682,500 |
| Other Taxes | 338,176 | 253,000 | 253,000 |
| Utility Users Tax | 5,484,256 | 5,300,000 | 5,350,000 |
| Transient Occupancy Tax | 970,275 | 1,300,000 | 1,150,000 |
| Sales and Use Tax | 4,930,037 | 4,952,000 | 5,302,000 |
| Franchise Fees | 1,008,031 | 969,000 | 987,000 |
| Licenses and Permits | 927,447 | 1,162,450 | 1,162,400 |
| Fines and Forfeitures | 1,047,550 | 1,004,800 | 1,001,800 |
| Use of Money and Property | 601,847 | 450,000 | 458,000 |
| Charges for Services | 3,204,902 | 3,049,388 | 3,146,600 |
| Intergovernmental | 468,992 | 533,400 | 481,300 |
| Other Revenues | 618,656 | 588,173 | 474,900 |
| Transfer In and Enterprise Overheads | 487,521 | 349,000 | 350,000 |
| Total Revenue | \$ 28,773,734 | \$ 28,696,211 | \$ 28,799,500 |



| | FY 2011-12 Actual | FY 2012-13 Estimated | FY 2013-14 Adopted |
|------------------------------|----------------------|-------------------------|-----------------------|
| Taxes | \$ 20,408,788 | \$ 20,590,000 | \$ 20,737,500 |
| Franchise Fees | 1,008,031 | 969,000 | 987,000 |
| Licenses and Permits | 927,447 | 1,162,450 | 1,162,400 |
| Charges for Current Services | 3,204,902 | 3,049,388 | 3,146,600 |
| Other | 3,224,566 | 2,925,373 | 2,766,000 |
| Grand Total | \$ 28,773,734 | \$ 28,696,211 | \$ 28,799,500 |

General Fund Expenditure Summary

| Department | 2011-2012 Actual | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---------------------------------|----------------------|------------------------|-----------------------------|
| 010 City Council | \$ 94,590 | \$ 112,000 | \$ 194,300 |
| 011 City Manager | 655,478 | 707,900 | 586,600 |
| 012 City Clerk | 281,672 | 233,900 | 254,400 |
| 014 Human Resources | - | - | 203,600 |
| 015 City Attorney | 581,825 | 464,000 | 425,000 |
| 016 Senior Bus Program | - | - | 100,000 |
| 017 Finances | 597,960 | 606,900 | 652,000 |
| 018 Risk Management | 1,357,533 | 1,319,200 | 1,317,200 |
| 019 Non-Departmental | 798,645 | 892,000 | 831,600 |
| 020 Information System Technolo | 516,803 | 625,400 | 656,300 |
| 021 Police EOC | 131,217 | 142,500 | 126,900 |
| 022 Police | 5,407,705 | 5,827,700 | 6,055,100 |
| 023 Police Support Services | 2,442,110 | 2,366,800 | 2,526,700 |
| 024 Police Detention Facility | 692,612 | 692,203 | 726,600 |
| 026 Fire | 4,158,865 | 4,267,900 | 4,443,700 |
| 030 Planning | 441,325 | 503,200 | 499,300 |
| 031 Building and Safety | 325,656 | 427,700 | 486,800 |
| 042 Engineering | 222,932 | 188,400 | 109,500 |
| 043 Storm Drain | 310,790 | 353,700 | 381,400 |
| 044 Street Maintenance | 911,985 | 975,732 | 943,000 |
| 049 Landscape Maintenance | 249,178 | 240,300 | 296,800 |
| 050 Automobile Maintenance | 323,370 | 446,700 | 464,700 |
| 051 Refuse | 1,117,961 | 1,100,000 | 1,140,000 |
| 052 Building Maintenance | 579,888 | 619,900 | 560,500 |
| 070 Recreation Administration | 236,672 | 354,500 | 286,800 |
| 071 Sports | 26,562 | 32,600 | 28,700 |
| 072 Parks and Recreation | 349,605 | 358,000 | 399,300 |
| 073 Aquatics | 145,712 | 133,200 | 154,800 |
| 074 Tennis Center | 122,431 | 298,700 | 290,800 |
| Transfer Out | 3,610,126 | 4,879,604 | 7,509,600 |
| Total Expenditures | \$ 26,691,208 | \$ 29,170,639 | \$ 32,652,000 |



| | FY 2011-12 Actual | FY 2012-13 Estimated | FY 2013-14 Adopted |
|-------------------------|----------------------|-------------------------|-----------------------|
| General Administration | \$ 4,884,506 | \$ 4,961,300 | \$ 5,221,000 |
| Public Safety | 12,832,509 | 13,297,103 | 13,879,000 |
| Public Works | 2,598,143 | 2,824,732 | 2,755,900 |
| Community Services | 1,647,963 | 2,107,900 | 2,146,500 |
| Refuse and Transfer Out | 4,728,087 | 5,979,604 | 8,649,600 |
| Grand Total | \$ 26,691,208 | \$ 29,170,639 | \$ 32,652,000 |

City of Seal Beach - General Fund Transfer Out

FY 2013-2014

DEPARTMENT: Finance
FUND: 001 General Fund - Transfer Out

Account Code: 001-080

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|--------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Transfer Out | \$ 3,610,126 | \$ 7,985,084 | \$ 4,879,604 | \$ 7,509,600 |
| TOTAL | \$ 3,610,126 | \$ 7,985,084 | \$ 4,879,604 | \$ 7,509,600 |

ACCOUNT NUMBER EXPLANATION

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

City of Seal Beach - General Fund Transfer Out

FY 2013-2014

DEPARTMENT: Finance
FUND: 001 General Fund - Transfer Out

Account Code: 001-080

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---------------------------|----------------|---------------------|--------------------------|---------------------|--------------------------|
| TRANSFER OUT | | | | | |
| Transfer Out | 001-080-47000 | \$ 3,610,126 | \$ 7,675,084 | \$ 4,569,604 | \$ 7,199,600 |
| Vehicle Replacement | 001-080-47010 | - | 310,000 | 310,000 | 310,000 |
| TOTAL TRANSFER OUT | | <u>\$ 3,610,126</u> | <u>\$ 7,985,084</u> | <u>\$ 4,879,604</u> | <u>\$ 7,509,600</u> |
| TOTAL EXPENDITURES | | <u>\$ 3,610,126</u> | <u>\$ 7,985,084</u> | <u>\$ 4,879,604</u> | <u>\$ 7,509,600</u> |

Transfer Out Account 001-080-47000:

| | |
|-----------------------------------|----------------------------|
| Street Lighting District Fund 002 | \$ 70,300 |
| Pension Obligation D/S Fund 027 | 1,099,800 |
| Fire Station D/S Fund 028 | 581,700 |
| Tidelands Fund 034 | 1,072,320 |
| Capital Projects Fund 045 | 4,375,480 |
| Total for 001-080-47000: | <u>\$ 7,199,600</u> |



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City of Seal Beach

CITY COUNCIL

Elected Official:

City Council

Mission Statement

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

Primary Activities

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

City of Seal Beach

FY 2013-2014

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

Account Code: 001-010

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 38,942 | \$ 37,700 | \$ 38,000 | \$ 34,300 |
| Maintenance and Operations | 55,648 | 61,700 | 74,000 | 160,000 |
| TOTAL | \$ 94,590 | \$ 99,400 | \$ 112,000 | \$ 194,300 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|---------------------------------|---|
| 40004 | Part-time | City Council compensation |
| 40013 | PARS Retirement | Employee benefits costs |
| 40017 | Medicare Insurance | Employee benefits costs |
| 40019 | FICA | Employee benefits costs |
| 40100 | Office Supplies | Office Supplies |
| 40101 | Council Discretionary - Dist. 1 | Council special projects |
| 40102 | Council Discretionary - Dist. 2 | Council special projects |
| 40103 | Council Discretionary - Dist. 3 | Council special projects |
| 40104 | Council Discretionary - Dist. 4 | Council special projects |
| 40105 | Council Discretionary - Dist. 5 | Council special projects |
| 40300 | Memberships and Dues | Southern California Assoc. of Government, League California of Cities, Association of California Cities of Orange County, Orange County Council of Governments, and miscellaneous |
| 40400 | Training and Meetings | Meetings and training include, but not limited to annual training conferences, mileage, and general meetings of the City Council |
| 40800 | Special Departmental | Miscellaneous events |
| 40802 | Special Exp. - Comm. Input Prj | Sponsor concerts/permits City supported Events |
| 40900 | Promotional | 4th July Fireworks JFTB contribution and miscellaneous |

City of Seal Beach

FY 2013-2014

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

Account Code: 001-010

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Part-time | 001-010-40004 | \$ 37,286 | \$ 36,000 | \$ 36,000 | \$ 32,400 |
| PARS Retirement | 001-010-40013 | 284 | 526 | 600 | 600 |
| Medicare Insurance | 001-010-40017 | 479 | 281 | 500 | 500 |
| FICA | 001-010-40019 | 893 | 893 | 900 | 800 |
| TOTAL PERSONNEL SERVICES | | \$ 38,942 | \$ 37,700 | \$ 38,000 | \$ 34,300 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Office Supplies | 001-010-40100 | \$ 652 | \$ 1,500 | \$ 1,500 | \$ 1,500 |
| Council Discretionary - Dist. 1 | 001-010-40101 | - | - | - | 20,000 |
| Council Discretionary - Dist. 2 | 001-010-40102 | - | - | - | 20,000 |
| Council Discretionary - Dist. 3 | 001-010-40103 | - | - | - | 20,000 |
| Council Discretionary - Dist. 4 | 001-010-40104 | - | - | - | 20,000 |
| Council Discretionary - Dist. 5 | 001-010-40105 | - | - | - | 20,000 |
| Memberships and Dues | 001-010-40300 | 28,598 | 25,500 | 30,700 | 36,000 |
| Training and Meetings | 001-010-40400 | 10,500 | 10,000 | 12,000 | 12,500 |
| Special Departmental | 001-010-40800 | 7,898 | 10,700 | 16,000 | 10,000 |
| Special Exp.-Comm. Input Prj | 001-010-40802 | - | 5,000 | 5,800 | - |
| Promotional | 001-010-40900 | 8,000 | 9,000 | 8,000 | - |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 55,648 | \$ 61,700 | \$ 74,000 | \$ 160,000 |
| TOTAL EXPENDITURES | | \$ 94,590 | \$ 99,400 | \$ 112,000 | \$ 194,300 |



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City of Seal Beach

CITY MANAGER

Managing Department Head:

City Manager

Mission Statement

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

Primary Activities

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

Objectives

- Enforce all laws and ordinances as prescribed in the City Charter and the Municipal Code.
- Promote the efficient administration of all City departments.
- Formulate and submit recommended actions concerning policy issues to City Council.
- 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

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 495,847 | \$ 530,390 | \$ 538,400 | \$ 437,500 |
| Maintenance and Operations | 159,631 | 146,400 | 169,500 | 149,100 |
| TOTAL | \$ 655,478 | \$ 676,790 | \$ 707,900 | \$ 586,600 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|---------------------------------|---|
| 40001 | Full-time Salaries | Employee salaries costs |
| 40004 | Part-time | Employee salaries costs |
| 40007 | Tuition Reimbursement | Employee benefits costs |
| 40008 | Auto Allowance | Employee benefits costs |
| 40009 | Cell Phone Allowance | Employee benefits costs |
| 40010 | Deferred 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 |
| 40100 | Office Supplies | Office Supplies |
| 40200 | Public/Legal Notices | Misc. publications (subscriptions, handbooks, advertising, and personnel notices). |
| 40300 | Memberships and Dues | Orange County City Manager's Assoc., International City/County Mgmt. Assoc., Municipal Mgmt. Assoc. of Southern CA., American Society for Public Administration, CA. City Mgmt. Foundation, Liebert Cassidy Whitmore, CA. Assoc. of Public Information Officials, National Notary Assoc., and miscellaneous. |
| 40400 | Training and Meetings | League of Cities City Manager and City Council, Orange County City Manager's Assoc., Assoc. of CA. Cities Orange County, International City/County Mgmt. Assoc., CA Assoc. of Public Information Officials, League of CA. Cities, CA. Joint Powers Insurance Authority, Municipal Mgmt. Assoc. Southern CA., Berkeley Executive Seminar, and ACCOC "Bringing Learning to Work Program". |
| 40800 | Special Departmental | Business cards, plaques, and miscellaneous. |
| 44000 | Contract Professional Svcs | Media Training, Executive Team Building, Council Goals, Citizen Satisfaction Survey, and misc. |
| 44001 | Special Expense - Disaster | Disaster related expenses. |

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

Account Code: 001-011

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-011-40001 | \$ 365,444 | \$ 394,826 | \$ 396,200 | \$ 314,500 |
| Part-time | 001-011-40004 | - | - | - | 13,000 |
| Auto Allowance | 001-011-40008 | 6,162 | 6,000 | 6,000 | 6,000 |
| Cell Phone Allowance | 001-011-40009 | 1,235 | 1,200 | 1,200 | 2,100 |
| Deferred Compensation-Cafeteria | 001-011-40010 | 1,046 | 39 | 2,100 | 400 |
| Deferred Compensation | 001-011-40011 | 13,586 | 13,917 | 14,500 | 13,200 |
| PERS Retirement | 001-011-40012 | 61,003 | 65,059 | 58,100 | 40,500 |
| PARS Retirement | 001-011-40013 | 20 | - | - | 200 |
| Medical Insurance | 001-011-40014 | 30,708 | 33,910 | 40,600 | 33,700 |
| Medicare Insurance | 001-011-40017 | 6,194 | 6,520 | 6,600 | 5,300 |
| Life and Disability | 001-011-40018 | 2,925 | 2,857 | 3,700 | 2,600 |
| Vacation Buy/Payout | 001-011-40027 | 7,524 | 6,062 | 9,400 | 6,000 |
| TOTAL PERSONNEL SERVICES | | \$ 495,847 | \$ 530,390 | \$ 538,400 | \$ 437,500 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Office Supplies | 001-011-40100 | \$ 1,910 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| Public/Legal Notices | 001-011-40200 | 896 | 5,000 | 1,000 | 5,000 |
| Memberships and Dues | 001-011-40300 | 6,207 | 11,000 | 8,000 | 8,000 |
| Training and Meetings | 001-011-40400 | 12,680 | 10,000 | 14,000 | 19,600 |
| Special Departmental | 001-011-40800 | 402 | 1,500 | 1,500 | 1,500 |
| Cont. Professional Svcs | 001-011-44000 | 51,546 | 69,900 | 110,000 | 66,000 |
| Special Expense - Disaster | 001-011-44001 | 85,990 | 44,000 | 30,000 | 44,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 159,631 | \$ 146,400 | \$ 169,500 | \$ 149,100 |
| TOTAL EXPENDITURES | | \$ 655,478 | \$ 676,790 | \$ 707,900 | \$ 586,600 |



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City of Seal Beach

CITY CLERK

Managing Department Head:

City Clerk

Mission Statement

The municipal clerk is a primary representative of local government, serving as liaison between the City Council, the City staff, and the public in a helpful, professional manner. The City Charter, City Municipal Code, and various codes of the State of California legally mandate the duties and responsibilities of the City Clerk. The City Clerk position in Seal Beach is that of a citywide elected official and serves for a term of four years with no term limits. The City Clerk is also a full time employee of the City.

Primary Activities

The City Clerk manages all activities in the clerk's office; attends all meetings of the City Council and other meetings as requested by the City Council; is responsible for maintaining an accurate record of the actions resulting from those meetings; maintains all meeting minutes and official documents including ordinances, resolutions, contracts, agreements, deeds, easements, etc.; process amendments to the Municipal Code; certify official and legal documents; administer legal publications; receive/open bids; administer oaths; custodian of official City seal; Fair Political Practices Commission (FPPC) forms – including conflict of interest filings (700 form); conduct all activities associated with municipal elections in accordance with the City Charter and State law; and receipt of claims and requests for information to public.

Objective

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

City of Seal Beach

FY 2013-2014

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

Account Code: 001-012
 001-013

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 249,457 | \$ 250,235 | \$ 220,100 | \$ 205,400 |
| Maintenance and Operations | 31,380 | 48,000 | 11,600 | 48,000 |
| Election | 835 | 50,000 | 2,200 | 1,000 |
| TOTAL | \$ 281,672 | \$ 348,235 | \$ 233,900 | \$ 254,400 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------------|---|
| 40001 | Full-time Salaries | Employee salaries costs |
| 40008 | Auto Allowance | Employee benefits costs |
| 40009 | Cell Phone Allowance | Employee benefits costs |
| 40010 | Deferred 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 |
| 40100 | Office Supplies | Office Supplies |
| 40200 | Public/Legal Notices | Publish City Clerk notices in the newspaper |
| 40300 | Memberships and Dues | City Clerk Assoc. of CA., International Institute of Municipal Clerks, and Notary |
| 40400 | Training and Meetings | City Clerks Association monthly meetings, mileage reimbursement and other related training |
| 40800 | Special Departmental | Records management, records retention, notary, and City Clerk certification |
| 44000 | Contract Professional Svcs | Conversion of documents to Laserfische, consultant for records management, elections consultant, video streaming, electronic agenda and Municipal Code legal review (\$18K FY12/13 carryover) |
| 40800 | Special Departmental | Incidental expenses-off cycle |

DEPARTMENT:
FUND:

City Clerk
001 General Fund - City Clerk & Election

Account Code: 001-012
001-013

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-012-40001 | \$ 182,731 | \$ 186,768 | \$ 150,400 | \$ 156,900 |
| Part-time | 001-012-40004 | - | - | 19,500 | - |
| Auto Allowance | 001-012-40008 | 4,362 | - | - | - |
| Cell Phone Allowance | 001-012-40009 | 935 | 900 | 900 | 900 |
| Deferred Comp-Cafeteria | 001-012-40010 | 154 | 308 | 200 | 100 |
| Deferred Compensation | 001-012-40011 | 5,369 | 5,175 | 4,700 | 4,400 |
| PERS Retirement | 001-012-40012 | 30,815 | 30,776 | 22,800 | 18,200 |
| PARS Retirement | 001-012-40013 | 20 | - | 300 | - |
| Medical Insurance | 001-012-40014 | 14,753 | 18,570 | 12,300 | 14,800 |
| Medicare Insurance | 001-012-40017 | 3,137 | 3,092 | 2,800 | 2,600 |
| Life and Disability | 001-012-40018 | 1,793 | 1,806 | 1,300 | 1,600 |
| Comptime Buy/payout | 001-012-40026 | - | - | 200 | - |
| Vacation Buy/payout | 001-012-40027 | 2,840 | 2,840 | 4,700 | 5,900 |
| Unemployment | 001-012-40030 | 2,548 | - | - | - |
| TOTAL PERSONNEL SERVICES | | \$ 249,457 | \$ 250,235 | \$ 220,100 | \$ 205,400 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Office Supplies | 001-012-40100 | \$ 1,212 | \$ 1,500 | \$ 1,500 | \$ 1,000 |
| Public/Legal Notices | 001-012-40200 | 5,335 | 3,500 | 2,500 | 3,500 |
| Memberships and Dues | 001-012-40300 | 425 | 500 | 500 | 500 |
| Training and Meetings | 001-012-40400 | 669 | 1,000 | 600 | 1,500 |
| Special Departmental | 001-012-40800 | 19,979 | 3,500 | 1,500 | 3,500 |
| Contract Professional Svcs | 001-012-44000 | 3,760 | 38,000 | 5,000 | 38,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 31,380 | \$ 48,000 | \$ 11,600 | \$ 48,000 |
| ELECTIONS | | | | | |
| Special Departmental | 001-013-40800 | \$ 835 | \$ 50,000 | \$ 2,200 | \$ 1,000 |
| TOTAL ELECTIONS | | \$ 835 | \$ 50,000 | \$ 2,200 | \$ 1,000 |
| TOTAL EXPENDITURES | | \$ 281,672 | \$ 348,235 | \$ 233,900 | \$ 254,400 |

City of Seal Beach

FY 2013-2014

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

Account Code: 001-014

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ - | \$ - | \$ - | \$ 123,100 |
| Maintenance and Operations | - | - | - | 80,500 |
| TOTAL | \$ - | \$ - | \$ - | \$ 203,600 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|---------------------------------|--|
| 40001 | Full-time Salaries | Employee salaries costs |
| 40010 | Deferred Compensation-Cafeteria | Employee benefits costs |
| 40011 | Deferred Compensation | Employee benefits costs |
| 40012 | PERS Retirement | Employee benefits costs |
| 40014 | Medical Insurance | Employee benefits costs |
| 40017 | Medicare Insurance | Employee benefits costs |
| 40018 | Life and Disability | Employee benefits costs |
| 40300 | Memberships and Dues | Southern CA. Personnel Mgmt. Assoc., Orange County Human Resources Consortium, and CA. Public Agency Compensation Survey |
| 40400 | Training and Meetings | CA. Public Employees' Retirement System and Southern CA Personnel Mgmt. Assoc. |
| 44000 | Contract Professional Svcs | Section 125, Employee Assistance Program, Personnel Fingerprinting, Pre-employment screening, Psychology Consultant, Background investigations, miscellaneous emergencies, Department of Justice, Retirement Fund review, Personnel Investigation, and Recruitment Advertising |

DEPARTMENT:

City Manager

Account Code:

001-014

FUND:

001 General Fund - Human Resources

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|--------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-011-40001 | \$ - | \$ - | \$ - | \$ 88,800 |
| Deferred Compensation | 001-011-40011 | - | - | - | 3,200 |
| PERS Retirement | 001-011-40012 | - | - | - | 11,500 |
| Medical Insurance | 001-011-40014 | - | - | - | 14,300 |
| Medicare Insurance | 001-011-40017 | - | - | - | 1,500 |
| Life and Disability | 001-011-40018 | - | - | - | 1,100 |
| Vacation Buy/Payout | 001-011-40027 | - | - | - | 2,700 |
| TOTAL PERSONNEL SERVICES | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 123,100</u> |
| MAINTENANCE AND OPERATIONS | | | | | |
| Memberships and Dues | 001-011-40300 | \$ - | \$ - | \$ - | \$ 2,000 |
| Training and Meetings | 001-011-40400 | - | - | - | 3,500 |
| Cont. Professional Svcs | 001-011-44000 | - | - | - | 75,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 80,500</u> |
| TOTAL EXPENDITURES | | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> | <u><u>\$ 203,600</u></u> |



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City of Seal Beach

CITY ATTORNEY

Managing Department Head:

City Manager

Mission Statement

The City Attorney provides legal counsel and representation to the City Council, commissions, and staff with the goal of assuring legal compliance and protecting the City's interest in all legal matters. The City contracts its attorney services with Richards, Watson and Gershon, a professional corporation ("Firm"). Pursuant to the contract, the City pays a monthly retainer of \$20,000 covering all general legal services. For additional services the City pays at the Firm's regular hourly rates, with a 15% discount. For special services, the City pays \$300 per hour.

Primary Activities

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

Objectives

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

City of Seal Beach

FY 2013-2014

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

Account Code: 001-015

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|-----------------------------|---|--------------------------------|---|
| Maintenance and Operations | \$ 581,825 | \$ 425,000 | \$ 464,000 | \$ 425,000 |
| TOTAL | <u>\$ 581,825</u> | <u>\$ 425,000</u> | <u>\$ 464,000</u> | <u>\$ 425,000</u> |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-------------------------|--|
| 49700 | Monthly Legal Contract | Monthly retainer |
| 49720 | General Prosecution | Services beyond that covered by the retainer |
| 49730 | Legal Contract Police | Services beyond that covered by the retainer |
| 49777 | Other Attorney Services | Services beyond that covered by the retainer |

City of Seal Beach

FY 2013-2014

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

Account Code: 001-015

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Monthly Legal Contract | 001-015-49700 | \$ 240,000 | \$ 240,000 | \$ 240,000 | \$ 240,000 |
| Litigation Services | 001-015-49710 | 12,803 | 50,000 | 15,000 | 50,000 |
| General Prosecution | 001-015-49720 | 14,763 | 25,000 | 10,000 | 25,000 |
| Legal Contract Police | 001-015-49730 | 31,979 | 20,000 | 5,000 | 20,000 |
| Other Attorney Services | 001-015-49777 | 282,280 | 90,000 | 194,000 | 90,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 581,825</u> | <u>\$ 425,000</u> | <u>\$ 464,000</u> | <u>\$ 425,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 581,825</u> | <u>\$ 425,000</u> | <u>\$ 464,000</u> | <u>\$ 425,000</u> |

DEPARTMENT: Public Works
FUND: 001-016 Senior Bus

Account Code: 001-016

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ - | \$ - | \$ - | \$ 100,000 |
| TOTAL | \$ - | \$ - | \$ - | \$ 100,000 |

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Western Transit

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 001-016 Senior Bus

Account Code: 001-016

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Contract Professional | 001-016-44000 | \$ - | \$ - | \$ - | \$ 100,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 100,000</u> |
| TOTAL EXPENDITURES | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 100,000</u> |



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City of Seal Beach

FINANCE

Managing Department Head:

Director of Finance/City Treasurer

Mission Statement

Finance is a service-oriented department serving the Public, City Council, City Manager, other department heads, and employees. The main responsibilities fall into two categories: 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

- To 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.
- To safeguard the City's cash through the timely processing and deposit of all City funds.
- To promote positive customer service relations with the City's customers.
- To maximize the total return on the investment portfolio while meeting the daily cash flow demands of the City.

DEPARTMENT: Finance
FUND: 001 General Fund - Finance

Account Code: 001-017

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 482,724 | \$ 492,614 | \$ 487,000 | \$ 521,900 |
| Maintenance and Operations | 115,236 | 119,800 | 119,900 | 130,100 |
| TOTAL | \$ 597,960 | \$ 612,414 | \$ 606,900 | \$ 652,000 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------------|---|
| 40001 | Full-time Salaries | Employee salaries costs |
| 40003 | Over-time | Employee salaries costs |
| 40004 | Part-time | Employee salaries costs |
| 40008 | Auto Allowance | Employee benefits costs |
| 40009 | Cell Phone Allowance | Employee benefits costs |
| 40010 | Deferred Comp - Cafeteria | Employee benefits costs |
| 40011 | Deferred Compensation | Employee benefits costs |
| 40012 | PERS Retirement | Employee benefits costs |
| 40013 | PARS Retirement | Employee benefits costs |
| 40014 | Medical Insurance | Employee benefits costs |
| 40017 | Medicare Insurance | Employee benefits costs |
| 40018 | Life and Disability | Employee benefits costs |
| 40100 | Office Supplies | Parking permit triplicate forms, W-2 and 1099's, City bank checks, business license paper, envelopes (AP and payroll), office supplies, postage and cash receipt tape |
| 40200 | Public/Legal Notices | State Controllers Report and Budget |
| 40300 | Memberships and Dues | American Institute of Certified Public Accountants, Government Finance Officers Assoc., CA. Municipal Revenue and Tax Assoc., CA. Society of Municipal Finance Officers, CA Society of CPA, CA. Municipal Treasurers Assoc., Costco, Certified Public Funds Investment Managers, and subscriptions (GASB pronouncements and update) |
| 40400 | Training and Meetings | Gov. Finance Officers Assoc. conference, CA. Municipal Finance Officers Assoc. conference/luncheon, Public Employees Retirement System conference/training, Springbrook conference/training, Govt. payroll tax seminar, accounting training, and business license |
| 40700 | Equipment/Materials | Equipment and Materials necessary to the department |
| 40800 | Special Departmental | Bank courier services, Cor-o-van storage, CAFR award application fee, postage, annual budget (printing), CAFR (printing), IRS Determination Letter and miscellaneous expenses |
| 44000 | Contract Professional Svcs | Annual audit, BNY custody, HDL - sales/property tax, State Controllers report (City Annual/PFA), Cal. Municipal Statistics, and PFM investment services |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Finance
FUND: 001 General Fund - Finance

Account Code: 001-017

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-017-40001 | \$ 288,475 | \$ 379,359 | \$ 352,000 | \$ 386,100 |
| Part-time | 001-017-40004 | 88,239 | - | 33,200 | 21,800 |
| Auto Allowance | 001-017-40008 | 646 | - | - | - |
| Cell Phone Allowance | 001-017-40009 | 138 | 900 | 1,200 | 1,800 |
| Deferred Comp - Cafeteria | 001-017-40010 | 1,047 | 810 | 3,200 | 3,900 |
| Deferred Compensation | 001-017-40011 | 7,728 | 11,592 | 10,500 | 11,200 |
| PERS Retirement | 001-017-40012 | 43,785 | 62,511 | 51,700 | 49,800 |
| PARS Retirement | 001-017-40013 | 1,059 | - | 500 | 300 |
| Medical Insurance | 001-017-40014 | 19,837 | 26,204 | 22,000 | 33,900 |
| Medicare Insurance | 001-017-40017 | 6,490 | 6,193 | 6,200 | 6,500 |
| Life and Disability | 001-017-40018 | 2,861 | 3,501 | 3,300 | 4,000 |
| Flexible Spending - Cafeteria | 001-017-40022 | - | - | 100 | - |
| Vacation Buy/payout | 001-017-40027 | 16,711 | 1,544 | 3,100 | 2,600 |
| Sick Payout | 001-017-40028 | 5,708 | - | - | - |
| TOTAL PERSONNEL SERVICES | | \$ 482,724 | \$ 492,614 | \$ 487,000 | \$ 521,900 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Office Supplies | 001-017-40100 | \$ 9,849 | \$ 10,000 | \$ 10,000 | \$ 10,000 |
| Public/legal Notices | 001-017-40200 | 1,253 | 835 | 900 | 900 |
| Memberships and Dues | 001-017-40300 | 1,951 | 2,065 | 2,100 | 2,100 |
| Training and Meetings | 001-017-40400 | 5,908 | 16,000 | 16,000 | 16,000 |
| Special Departmental | 001-017-40800 | 12,416 | 19,900 | 19,900 | 19,900 |
| Contract Professional Svcs | 001-017-44000 | 83,859 | 71,000 | 71,000 | 81,200 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 115,236 | \$ 119,800 | \$ 119,900 | \$ 130,100 |
| TOTAL EXPENDITURES | | \$ 597,960 | \$ 612,414 | \$ 606,900 | \$ 652,000 |



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City of Seal Beach

RISK MANAGEMENT

Managing Department Head:

City Manager

Mission Statement

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

Primary Activities

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

Objectives

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

City of Seal Beach

FY 2013-2014

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

Account Code: 001-018

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 1,357,533 | \$ 1,295,637 | \$ 1,319,200 | \$ 1,317,200 |
| TOTAL | <u>\$ 1,357,533</u> | <u>\$ 1,295,637</u> | <u>\$ 1,319,200</u> | <u>\$ 1,317,200</u> |

ACCOUNT NUMBER EXPLANATION

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

City of Seal Beach

FY 2013-2014

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

Account Code: 001-018

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|---------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Gen. Liab. Admn. | 001-018-49500 | \$ 875,327 | \$ 829,124 | \$ 829,200 | \$ 792,200 |
| Env. Ded. Loss | 001-018-49510 | - | - | - | 50,000 |
| Prop. Ded. Loss | 001-018-49520 | - | - | - | 5,000 |
| Work Comp Admn. | 001-018-49600 | 482,206 | 466,513 | 490,000 | 470,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 1,357,533</u> | <u>\$ 1,295,637</u> | <u>\$ 1,319,200</u> | <u>\$ 1,317,200</u> |
| TOTAL EXPENDITURES | | <u>\$ 1,357,533</u> | <u>\$ 1,295,637</u> | <u>\$ 1,319,200</u> | <u>\$ 1,317,200</u> |

DEPARTMENT: Finance
 FUND: 001 General Fund - Non Departmental

Account Code: 001-019

| | 2011-2012 Actual | 2011-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 528,983 | \$ 506,870 | \$ 506,900 | \$ 507,100 |
| Maintenance and Operations | 269,662 | 285,300 | 385,100 | 324,500 |
| TOTAL | \$ 798,645 | \$ 792,170 | \$ 892,000 | \$ 831,600 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|--------------------------------|--|
| 40014 | Medical Insurance | Retiree employee benefits |
| 40100 | Office Supplies | Office Supplies, replenish postage machine, parking permits, and arrowhead water |
| 40300 | Membership and Dues | Local Agency Formation Commission, Santa Ana River Flood, and LCWA JPA contribution. |
| 40800 | Special Departmental | AED, Police Department massage fingerprinting, holiday luncheon, Dekra-lite, and miscellaneous |
| 40802 | Special Exp. - Comm. Input Prj | Sponsor concerts/permits |
| 40804 | Special Exp. - Nonprofit | To support community organization's events, programs, and projects; helicopter and noise study; support non-profit City-wide events |
| 40900 | Promotional | 4th July Fireworks JFTB contribution and miscellaneous. |
| 42000 | Rental/Lease equip | Ricoh lease/maintenance - city hall; postage machine maintenance; lease property tax; Advanced Office Service lease: police department and public works |
| 43000 | Senior Busing Expenditures | Senior bus program - Western Transit |
| 44000 | Contract Professional | SCE License, PARS annual statement fee, POM (parking meter repairs), Priority Cummins - coin counter maintenance, Bartel actuarial study, and Safe Shred |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Finance
FUND: 001 General Fund - Non Departmental

Account Code: 001-019

| Description | Account Number | 2011-2012 Actual | 2011-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Medical Insurance | 001-019-40014 | \$ 528,983 | \$ 506,870 | \$ 506,900 | \$ 507,100 |
| TOTAL PERSONNEL SERVICES | | <u>\$ 528,983</u> | <u>\$ 506,870</u> | <u>\$ 506,900</u> | <u>\$ 507,100</u> |
| MAINTENANCE AND OPERATIONS | | | | | |
| Office Supplies | 001-019-40100 | \$ 24,040 | \$ 33,000 | \$ 33,000 | \$ 39,000 |
| Memberships and Dues | 001-019-40300 | - | - | - | 11,000 |
| Special Departmental | 001-019-40800 | 2,787 | 6,000 | 6,000 | 22,300 |
| Special Exp.- Chamber of Comm. | 001-019-40802 | - | - | - | 6,000 |
| Prior Year Expense | 001-019-40803 | - | - | 73,900 | - |
| Special Exp. - Nonprofits | 001-019-40804 | - | - | - | 105,400 |
| Promotional | 001-019-40900 | - | - | - | 9,500 |
| Rental/Lease Equip | 001-019-42000 | 75,567 | 66,300 | 80,000 | 76,900 |
| Senior Busing Expenditures | 001-019-43000 | 140,666 | 131,600 | 143,800 | - |
| Contract Professional | 001-019-44000 | 26,602 | 48,400 | 48,400 | 54,400 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 269,662</u> | <u>\$ 285,300</u> | <u>\$ 385,100</u> | <u>\$ 324,500</u> |
| TOTAL EXPENDITURES | | <u>\$ 798,645</u> | <u>\$ 792,170</u> | <u>\$ 892,000</u> | <u>\$ 831,600</u> |

City of Seal Beach

FY 2013-2014

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

Account Code: 001-020

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|-----------------------------|---|--------------------------------|---|
| Maintenance and Operations | \$ 516,803 | \$ 645,451 | \$ 625,400 | \$ 656,300 |
| TOTAL | \$ 516,803 | \$ 645,451 | \$ 625,400 | \$ 656,300 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|--------------------------|--|
| 40500 | Office and Tech Resource | Server replacements, replace UPS unit, computer replacements, server drive replacements, IT equipment and peripherals, website enhancements, MDC replacements, server room build, network improvements, and IT misc. |
| 44000 | Contract Professional | Netmotion warranty, VMware renewal, Faronic licenses, anti-virus protection, business software, council video streaming, IT services, IT software licensing, IT supplies, key fob maintenance, PD MDC maintenance, website hosting & maintenance, phone warranty renewals, printer support, Time Warner internet, Verizon phone and internet, warranty renewals, and IT assessment |
| 44002 | PD Special Projects | Police Department Video and Interview upgrade (FY12/13) and GIS upgrade (carryover from FY12/13), mobile data computers (2) |

City of Seal Beach

FY 2013-2014

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

Account Code: 001-020

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Office and Technology Resources | 001-020-40500 | \$ 124,766 | \$ 137,828 | \$ 137,800 | \$ 136,800 |
| Contract Professional Services | 001-020-44000 | 392,037 | 457,623 | 457,600 | 489,500 |
| Police Dept. Special Projects | 001-020-44002 | - | 50,000 | 30,000 | 30,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 516,803</u> | <u>\$ 645,451</u> | <u>\$ 625,400</u> | <u>\$ 656,300</u> |
| TOTAL EXPENDITURES | | <u>\$ 516,803</u> | <u>\$ 645,451</u> | <u>\$ 625,400</u> | <u>\$ 656,300</u> |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Finance
FUND: 050-Seal Beach Cable

Account Code: 050-019

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ - | \$ - | \$ - | \$ 300,000 |
| TOTAL | \$ - | \$ - | \$ - | \$ 300,000 |

ACCOUNT NUMBER EXPLANATION

| | | | |
|-------|----------------------------|---------------------------------------|---------------|
| 44000 | Contract Professional Svcs | Station Operations | |
| 47000 | Transfer Out | Transfer to Capital Fund for Project: | Amount |
| | | BG1402 SBTv3 Control Room Upgrades | 225,000 |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Finance
FUND: 050-Seal Beach Cable

Account Code: 050-019

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Contract Professional | 050-019-44000 | \$ - | \$ - | \$ - | \$ 75,000 |
| Transfer Out | 050-019-47000 | - | - | - | 225,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 300,000</u> |
| TOTAL EXPENDITURES | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 300,000</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|-------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 328,391 | \$ 419,474 | \$ 419,474 | \$ 510,574 |
| Revenues | 91,083 | - | 91,100 | 91,100 |
| Expenditures | - | - | - | (300,000) |
| Ending Fund Balance | <u>\$ 419,474</u> | <u>\$ 419,474</u> | <u>\$ 510,574</u> | <u>\$ 301,674</u> |



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City of Seal Beach

EMERGENCY SERVICES BUREAU

Managing Department Head:

Chief of Police

Mission Statement

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

Primary Activities

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

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

Objectives

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

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

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

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

DEPARTMENT: Police
FUND: 001 General Fund - EOC

Account Code: 001-021

| | 2011-2012 Actual | 2011-2012 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 114,349 | \$ 114,276 | \$ 122,000 | \$ 103,400 |
| Maintenance and Operations | 16,868 | 23,500 | 20,500 | 23,500 |
| TOTAL | \$ 131,217 | \$ 137,776 | \$ 142,500 | \$ 126,900 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|---------------------------|--|
| 40001 | Full-time Salaries | Employee salaries costs |
| 40009 | Cell Phone Allowance | Employee benefits costs |
| 40010 | Deferred Comp - Cafeteria | Employee benefits costs |
| 40011 | Deferred Compensation | Employee benefits costs |
| 40012 | PERS Retirement | Employee benefits costs |
| 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 |
| 40400 | Training and Meetings | International Assoc. of Emergency Mgrs., CA. Emergency Services Assoc., Fed. Emergency Mgrs. Assoc. conference, CA. Specialized Training Institute, OC Emergency Mgrs. Assoc., Emergency Operation Center, and Neighbor for Neighbor training |
| 40700 | Equipment/Materials | Radio Amateur Civil Emergency Services radio equipment, Community Emergency Response Team vehicle and trailer expenses, Volunteers in Police Service events expenses, high capacity Honda generator, Multiplex, and Emergency Operations Center enhancements |
| 40800 | Special Departmental | Emergency food and supplies, Radio Amateur Civil Emergency Svcs. and Community Emergency Response Team uniform shirts, and rain gear |
| 44000 | Contract Professional | National Night Out, Neighbor for Neighbor, Emergency Prop Expo Health Fair, 2 E-Z ups, traffic control equipment and supplies |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Police
FUND: 001 General Fund - EOC

Account Code: 001-021

| Description | Account Number | 2011-2012 Actual | 2011-2012 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|--------------------------|--------------------------|--------------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-021-40001 | \$ 90,290 | \$ 90,042 | \$ 91,200 | \$ 74,100 |
| Cell Phone Allowance | 001-021-40009 | - | | 500 | 900 |
| Deferred Comp - Cafeteria | 001-021-40010 | - | | 1,600 | 2,600 |
| Deferred Comp | 001-021-40011 | 3,151 | 3,151 | 3,200 | 2,600 |
| PERS Retirement | 001-021-40012 | 14,689 | 14,837 | 14,100 | 9,600 |
| Medical Insurance | 001-021-40014 | 3,720 | 3,720 | 8,800 | 11,500 |
| Medicare Insurance | 001-021-40017 | 1,479 | 1,497 | 1,500 | 1,200 |
| Life and Disability | 001-021-40018 | 1,020 | 1,029 | 1,100 | 900 |
| TOTAL PERSONNEL SERVICES | | <u>\$ 114,349</u> | <u>\$ 114,276</u> | <u>\$ 122,000</u> | <u>\$ 103,400</u> |
| MAINTENANCE AND OPERATIONS | | | | | |
| Training and Meeting | 001-021-40400 | \$ 2,367 | \$ 4,000 | \$ 3,000 | \$ 4,000 |
| Equipment and Materials | 001-021-40700 | 8,268 | 10,000 | 10,000 | 10,000 |
| Special Departmental | 001-021-40800 | 3,884 | 4,500 | 4,500 | 4,500 |
| Contract Professional | 001-021-44000 | 2,349 | 5,000 | 3,000 | 5,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 16,868</u> | <u>\$ 23,500</u> | <u>\$ 20,500</u> | <u>\$ 23,500</u> |
| TOTAL EXPENDITURES | | <u><u>\$ 131,217</u></u> | <u><u>\$ 137,776</u></u> | <u><u>\$ 142,500</u></u> | <u><u>\$ 126,900</u></u> |



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City of Seal Beach

POLICE

Managing Department Head:

Chief of Police

Mission Statement

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

Primary Activities

The Department's primary duties include: responding to calls for service; conducting preventive, direct foot and vehicular patrols; and providing traffic enforcement in areas where traffic accidents are occurring and in residential areas as a response to traffic complaints. It also provides neighborhood policing services to geographically defined locations to reduce crime and crime related issues and to partner with the community to maintain its high quality of life standards; follow-through on patrol arrests, cases with workable leads, and file criminal cases with the District Attorney's office; and provide front-counter services to the 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 FY13-14 budget cycle will experience a continuation of these efforts.

DEPARTMENT: Police
FUND: 001 General Fund - Field Services

Account Code: 001-022

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 5,383,445 | \$ 5,932,742 | \$ 5,793,200 | \$ 5,968,100 |
| Maintenance and Operations | 24,260 | 39,500 | 34,500 | 87,000 |
| TOTAL | \$ 5,407,705 | \$ 5,972,242 | \$ 5,827,700 | \$ 6,055,100 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------------|--|
| 40001 | Full-time Salaries | Employee salaries costs |
| 40002 | Temporary Special Pay | Employee salaries costs |
| 40003 | Over-time | Employee salaries costs |
| 40004 | Part-time | Employee salaries costs |
| 40005 | Holiday Pay | Employee benefits costs |
| 40007 | Tuition Reimbursement | Employee benefits costs |
| 40009 | Cell Phone Allowance | Employee benefits costs |
| 40010 | Deferred Comp - Cafeteria | Employee benefits costs |
| 40011 | Deferred Compensation | Employee benefits costs |
| 40012 | PERS Retirement | Employee benefits costs |
| 40013 | PARS Retirement | Employee benefits costs |
| 40014 | Medical Insurance | Employee benefits costs |
| 40015 | AFLAC Cafeteria | Employee benefits costs |
| 40017 | Medicare Insurance | Employee benefits costs |
| 40018 | Life and Disability | Employee benefits costs |
| 40020 | Uniform Allowance | Employee benefits costs |
| 40021 | Annual Education | Employee benefits costs |
| 40022 | Flexible Spending Cafeteria | Employee benefits costs |
| 40030 | Unemployment | Employee benefits costs |
| 40400 | Training and meetings | FBI-NAA training, Non-Post reimbursement training, conferences, mileage, reserve training, FBI-NAA conference, POST training and peer support team training, CSTI, CPOA, UC Regents, CNOA OCS classes, Motor Training, Command College, Traffic, Narcotics training, Hostage Roll of Chief, Armorer course, Juvenile Justice, Crisis communications, Basic updated skills for Sworn Officers and Team Building Workshop. |
| 40401 | Extradition | Extradition related expenses. |
| 44000 | Contract Professional | School resource officer |

DEPARTMENT: Police
 FUND: 001 General Fund - Field Services

Account Code: 001-022

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|---------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-022-40001 | \$ 2,927,726 | \$ 3,239,187 | \$ 3,168,500 | \$ 3,323,400 |
| Temporary Special Pay | 001-022-40002 | 17,630 | 16,000 | 17,700 | 17,700 |
| Over-time | 001-022-40003 | 233,734 | 282,400 | 244,000 | 244,000 |
| Part-time | 001-022-40004 | 199,596 | 19,200 | 102,100 | 12,000 |
| Holiday Pay | 001-022-40005 | 191,355 | 216,279 | 200,000 | 220,000 |
| Tuition Reimbursement | 001-022-40007 | 18,260 | 37,440 | 15,000 | 20,000 |
| Cell Phone Allowance | 001-022-40009 | 11,182 | 10,800 | 10,800 | 11,700 |
| Deferred Comp - Cafeteria | 001-022-40010 | 17,249 | 27,466 | 16,900 | 42,500 |
| Deferred Comp | 001-022-40011 | - | 6,743 | 3,600 | 6,800 |
| PERS Retirement | 001-022-40012 | 1,154,132 | 1,267,746 | 1,216,300 | 1,349,100 |
| PARS Retirement | 001-022-40013 | 2,878 | 274 | 1,500 | 400 |
| Medical Insurance | 001-022-40014 | 358,723 | 439,822 | 420,000 | 443,300 |
| AFLAC Cafeteria | 001-022-40015 | 1,338 | 2,329 | 4,400 | 4,500 |
| OT-OCTA Agreement C-9-0651 | 001-022-40016 | - | 111,000 | 111,000 | - |
| Medicare Insurance | 001-022-40017 | 59,683 | 61,826 | 63,500 | 63,600 |
| Life and Disability | 001-022-40018 | 28,673 | 30,206 | 31,500 | 33,000 |
| Uniform Allowance | 001-022-40020 | 24,794 | 23,945 | 24,000 | 24,000 |
| Annual Education | 001-022-40021 | 109,703 | 104,385 | 111,800 | 113,700 |
| Flexible Spending - Cafeteria | 001-022-40022 | - | - | 600 | 1,200 |
| Comptime Buy/Payout | 001-022-40026 | 9,952 | 7,908 | 10,000 | 12,400 |
| Vacation Buy/Payout | 001-022-40027 | 16,262 | 24,886 | 20,000 | 24,800 |
| Unemployment | 001-022-40030 | 575 | 2,900 | - | - |
| TOTAL PERSONNEL SERVICES | | \$ 5,383,445 | \$ 5,932,742 | \$ 5,793,200 | \$ 5,968,100 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Training and Meetings | 001-022-40400 | \$ 20,260 | \$ 37,000 | \$ 32,000 | \$ 27,000 |
| Extradition | 001-022-40401 | - | - | - | 10,000 |
| Contract Professional | 001-022-44000 | 4,000 | 2,500 | 2,500 | 50,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 24,260 | \$ 39,500 | \$ 34,500 | \$ 87,000 |
| TOTAL EXPENDITURES | | \$ 5,407,705 | \$ 5,972,242 | \$ 5,827,700 | \$ 6,055,100 |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Police
FUND: 001 General Fund - Support Services

Account Code: 001-023

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 961,747 | \$ 960,534 | \$ 909,200 | \$ 974,100 |
| Maintenance and Operations | 1,356,913 | 1,440,603 | 1,412,600 | 1,507,600 |
| Capital Outlay | - | 45,000 | 45,000 | 45,000 |
| Debt Service | 123,450 | - | - | - |
| TOTAL | \$ 2,442,110 | \$ 2,446,137 | \$ 2,366,800 | \$ 2,526,700 |

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 |
| 40100 | Office Supplies | Office Supplies specifically related to Police Support Services Dept. |
| 40300 | Memberships and Dues | CPOA, CPCA, NTOA, OCTMA, IOMGIA, SCESA, IAFCI, CCJWSA CSAA, CNOA, OCFCIA, CSAIA, IACP, CCUG, FBI-NAA, IACP-Net, FBI-LEEDA, and CLETS. Subscription to job related publications: CPOA newsletters, CPOA Regional Directory, Resource Directories US ID manual, Narcotics Newsletter, Lexipol Policy Manual, etc. |
| 40400 | Training and Meetings | Non-POST reimbursed training, conferences, POST reimbursable training, and Peer Support Program |
| 40600 | Automotive Expense | Car washes, detailing, and miscellaneous vehicle expense. |
| 40700 | Equipment/materials | Photo processing, batteries, flares, audio/video tapes, non-office supplies, radar maintenance & repairs, audio recorders, body armor fingerprint supplies, small computer peripherals, disaster kits, supplies, field consumables, tasers, license plate reader, and cameras |
| 40800 | Special Departmental | Citations (moving/parking), uniforms, badges, property supplies, range supplies & ammunition, special order items, Volunteer program drug testing kits, equipment repairs, and body armor. |
| 40804 | Vehicles Leasing | Leasing detective vehicles |
| 41000 | Telephone | T-1 line connections to West Covina and OC Elite, ILJAO and ILJAO connection |

| | | |
|-------|------------------------|---|
| 41010 | Gas | Building gas costs |
| 41020 | Electricity | Building electricity costs |
| 42000 | Rental/lease Equip | K1 vehicle tracking system, Direct TV, postage meter, CLEAR |
| 44000 | Contract Professional | False alarm, DOJ fingerprinting, sexual assault examinations, turbo data, employment physicals, background investigations, DUI blood and breath tests, transcription services, polygraph testing, first aid supplies, Orange County 800 MHz contract, animal care center, and TCTI counseling |
| 45000 | Intergovernmental | West Covina Systems Group, County Prosecution Assessment fees, radio and MDC repairs, Range fees, Long Beach Animal Control, mobile command post vehicle, County of Orange citation processing |
| 46000 | West Comp JPA | West Comm JPA |
| 47888 | Debt Service | Principal payment for the 800MHz |
| 47999 | Interest Payments | Bond interest payment for the 800MHz |
| 48010 | Furniture and Fixtures | Incremental Furniture and OSHA Compliant |

DEPARTMENT: Police
FUND: 001 General Fund - Support Services

Account Code: 001-023

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|---------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-023-40001 | \$ 628,138 | \$ 628,430 | \$ 594,000 | \$ 641,000 |
| Over-time | 001-023-40003 | 5,737 | 8,000 | 7,000 | 8,000 |
| Part-time | 001-023-40004 | 92,954 | 84,400 | 89,800 | 89,200 |
| Tuition Reimbursement | 001-023-40007 | 7,561 | 18,720 | 8,000 | 10,000 |
| Cell Phone Allowance | 001-023-40009 | 935 | 900 | 900 | 900 |
| Deferred Comp - Cafeteria | 001-023-40010 | 1,015 | 1,165 | 900 | 1,000 |
| Deferred Compensation | 001-023-40011 | 7,077 | 6,708 | 6,100 | 6,900 |
| PERS Retirement | 001-023-40012 | 107,499 | 104,518 | 98,000 | 87,200 |
| PARS Retirement | 001-023-40013 | 1,660 | 1,234 | 1,900 | 1,900 |
| Medical Insurance | 001-023-40014 | 81,876 | 78,439 | 74,200 | 101,400 |
| AFLAC Cafeteria | 001-023-40015 | 535 | 396 | 1,700 | 900 |
| Medicare Insurance | 001-023-40017 | 10,713 | 11,355 | 11,000 | 11,400 |
| Life and Disability | 001-023-40018 | 7,725 | 7,663 | 7,500 | 8,200 |
| Uniform Pay | 001-023-40020 | 6,055 | 5,860 | 5,900 | 5,900 |
| Flexible Spending - Cafeteria | 001-023-40022 | - | 215 | 200 | 200 |
| Comptime Buy/Payout | 001-023-40026 | - | - | 500 | - |
| Vacation Buy/Payout | 001-023-40027 | 1,810 | 1,531 | 1,600 | - |
| Unemployment | 001-023-40030 | 457 | 1,000 | - | - |
| TOTAL PERSONNEL SERVICES | | \$ 961,747 | \$ 960,534 | \$ 909,200 | \$ 974,100 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Office Supplies | 001-023-40100 | \$ 14,795 | \$ 16,000 | \$ 16,000 | \$ 16,000 |
| Memberships and Dues | 001-023-40300 | 2,460 | 2,700 | 3,000 | 3,500 |
| Training and Meetings | 001-023-40400 | 4,658 | 9,000 | 5,500 | 10,000 |
| Automotive Expense | 001-023-40600 | 4,578 | 4,100 | 4,100 | 6,600 |
| Equipment/Materials | 001-023-40700 | 20,029 | 26,000 | 26,000 | 41,000 |
| Special Departmental | 001-023-40800 | 24,038 | 34,700 | 32,000 | 43,200 |
| Vehicles Leasing | 001-023-40804 | - | - | - | 15,000 |
| Telephone | 001-023-41000 | 56,520 | 56,900 | 56,000 | 58,500 |
| Gas | 001-023-41010 | 3,036 | 3,600 | 3,000 | 3,600 |
| Electricity | 001-023-41020 | 56,033 | 58,000 | 55,000 | 58,000 |
| Rental/Lease Equip | 001-023-42000 | 4,023 | 5,500 | 5,500 | 6,000 |
| Contract Professional | 001-023-44000 | 123,278 | 150,600 | 145,000 | 154,800 |
| Intergovernmental | 001-023-45000 | 423,996 | 452,300 | 442,000 | 470,200 |
| West Com JPA | 001-023-46000 | 619,469 | 621,203 | 619,500 | 621,200 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 1,356,913 | \$ 1,440,603 | \$ 1,412,600 | \$ 1,507,600 |
| CAPITAL OUTLAY | | | | | |
| Furniture and Fixtures | 001-023-48010 | \$ - | \$ 45,000 | \$ 45,000 | \$ 45,000 |
| TOTAL CAPITAL OUTLAY | | \$ - | \$ 45,000 | \$ 45,000 | \$ 45,000 |
| DEBT SERVICE | | | | | |
| Debt Service | 001-023-47888 | \$ 120,000 | \$ - | \$ - | \$ - |
| Interest Payments | 001-023-47999 | 3,450 | - | - | - |
| TOTAL DEBT SERVICE | | \$ 123,450 | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | | \$ 2,442,110 | \$ 2,446,137 | \$ 2,366,800 | \$ 2,526,700 |

City of Seal Beach

DETENTION FACILITY

Managing Department Head:

Chief of Police

Mission Statement

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

Primary Activities

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

Objectives

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

DEPARTMENT: Police
FUND: 001 General Fund - Detention Facility

Account Code: 001-024

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 613,921 | \$ 624,768 | \$ 601,403 | \$ 621,800 |
| Maintenance and Operations | 78,691 | 104,197 | 90,800 | 104,800 |
| TOTAL | \$ 692,612 | \$ 728,965 | \$ 692,203 | \$ 726,600 |

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 |
| 40010 | Deferred Comp - Cafeteria | Employee benefits costs |
| 40011 | Deferred Compensation | Employee benefits costs |
| 40012 | PERS Retirement | Employee benefits costs |
| 40013 | PARS Retirement | Employee benefits costs |
| 40014 | Medical Insurance | Employee benefits costs |
| 40015 | AFLAC Cafeteria | Employee benefits costs |
| 40017 | Medicare Insurance | Employee benefits costs |
| 40018 | Life and Disability | Employee benefits costs |
| 40020 | Uniform Allowance | Employee benefits costs |
| 40021 | Annual Education | Employee benefits costs |
| 40022 | Flexible Spending - Cafeteria | Employee benefits costs |
| 40100 | Office Supplies | Office Supplies |
| 40200 | Public/Legal Notices | Recruitment advertisements |
| 40300 | Memberships and Dues | Newport Harbor Bar Assoc., CA Jail Programs Assoc. & American Correctional Assoc., LA County Bar Assoc. and Riverside County Bar Association |
| 40400 | Training and Meetings | STC training, Federal training and meetings and other required training. |
| 40700 | Equipment/Materials | Plumbing, fixtures, lighting, replacement cameras, cleaning materials, jail mattresses, bedding, uniforms, vacuum, miscellaneous operating and equipment supplies and new floor polisher |
| 40800 | Special Departmental | Uniforms, CSO badges and STC Core course uniform/material |
| 41000 | Telephone | Telephone services |
| 42000 | Rental/Lease Equip | Miscellaneous rental needs (fans, blowers, and storage). |
| 44000 | Contract Professional | Contract physician, nurse, and meal vendor; general maintenance contractual services; contract GPS work furlough inmate services. |

DEPARTMENT:
FUND:

Police
001 General Fund - Detention Facility

Account Code: 001-024

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-024-40001 | \$ 394,358 | \$ 415,493 | \$ 391,900 | \$ 411,900 |
| Temporary Special Pay | 001-024-40002 | 226 | - | 100 | 500 |
| Over-time | 001-024-40003 | 33,009 | 30,603 | 30,603 | 33,000 |
| Part-time | 001-024-40004 | 540 | - | - | - |
| Holiday Police - Detention Center | 001-024-40005 | 3,653 | 4,692 | 4,700 | 4,700 |
| Deferred Comp - Cafeteria | 001-024-40010 | 4,180 | 3,720 | 4,000 | 4,100 |
| Deferred Compensation | 001-024-40011 | 3,433 | 3,495 | 3,300 | 3,500 |
| PERS Retirement | 001-024-40012 | 81,086 | 84,644 | 79,400 | 72,500 |
| PARS Retirement | 001-024-40013 | - | - | - | - |
| Medical Insurance | 001-024-40014 | 59,053 | 61,860 | 56,400 | 69,800 |
| Medicare Insurance | 001-024-40017 | 7,162 | 7,215 | 6,900 | 7,100 |
| Life and Disability | 001-024-40018 | 4,722 | 4,815 | 4,500 | 5,300 |
| Uniform Pay | 001-024-40020 | 5,397 | 5,216 | 4,600 | 5,200 |
| Annual Education | 001-024-40021 | 2,752 | 3,015 | 3,000 | 3,000 |
| Comptime Buy/Payout | 001-024-40026 | 8,146 | - | 6,000 | 1,200 |
| Vacation Buy/Payout | 001-024-40027 | 6,204 | - | 6,000 | - |
| TOTAL PERSONNEL SERVICES | | \$ 613,921 | \$ 624,768 | \$ 601,403 | \$ 621,800 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Office Supplies | 001-024-40100 | \$ 518 | \$ 800 | \$ 800 | \$ 800 |
| Public/Legal Notices | 001-024-40200 | - | 500 | 300 | 500 |
| Memberships and Dues | 001-024-40300 | - | 1,500 | 700 | 1,500 |
| Training and Meeting | 001-024-40400 | 1,549 | 6,897 | 4,000 | 7,500 |
| Equipment/Materials | 001-024-40700 | 6,968 | 10,000 | 10,000 | 10,000 |
| Special/Departmental | 001-024-40800 | 32 | 3,200 | 2,000 | 3,200 |
| Telephone | 001-024-41000 | 670 | 800 | 700 | 800 |
| Rental/Lease Equip | 001-024-42000 | - | 500 | 300 | 500 |
| Contract Prof Svcs | 001-024-44000 | 68,954 | 80,000 | 72,000 | 80,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 78,691 | \$ 104,197 | \$ 90,800 | \$ 104,800 |
| TOTAL EXPENDITURES | | \$ 692,612 | \$ 728,965 | \$ 692,203 | \$ 726,600 |



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City of Seal Beach

FIRE SERVICES

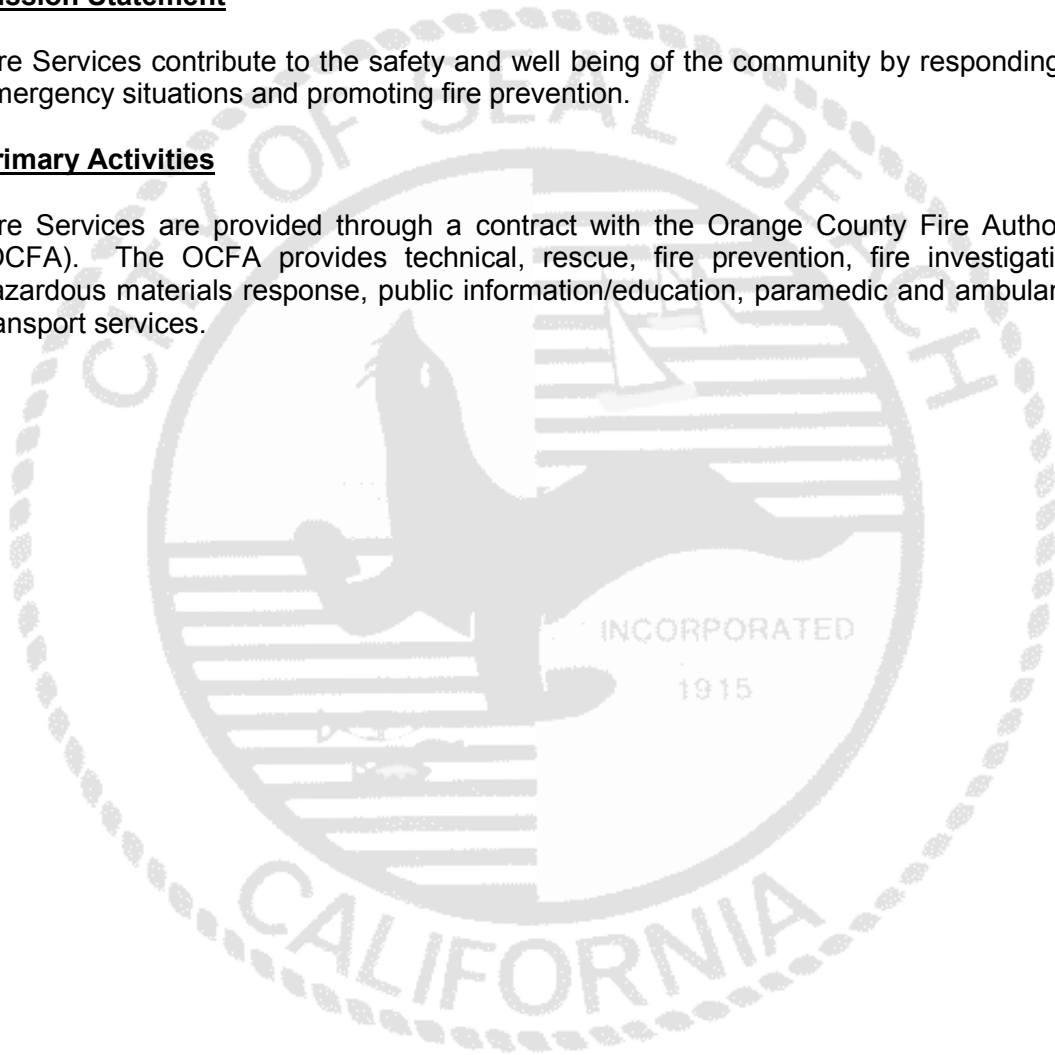
Managing Department Head:
City Manager

Mission Statement

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

Primary Activities

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



City of Seal Beach

FY 2013-2014

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

Account Code: 001-026

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|-----------------------------|---|--------------------------------|---|
| Personnel Services | \$ 57,760 | \$ 61,464 | \$ 61,500 | \$ 71,600 |
| Maintenance and Operations | 4,101,105 | 4,206,398 | 4,206,400 | 4,372,100 |
| TOTAL | \$ 4,158,865 | \$ 4,267,862 | \$ 4,267,900 | \$ 4,443,700 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------------|---|
| 40012 | PERS Retirement | Employee benefits costs |
| 44000 | Contract Professional Svcs | OCFA Contract (Fire and Emergency Medical Services) |

City of Seal Beach

FY 2013-2014

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

Account Code: 001-026

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| PERS Retirement | 001-026-40012 | \$ 57,760 | \$ 61,464 | \$ 61,500 | \$ 71,600 |
| TOTAL PERSONNEL SERVICES | | \$ 57,760 | \$ 61,464 | \$ 61,500 | \$ 71,600 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Contract Professional Services | 001-026-44000 | \$ 4,101,105 | \$ 4,206,398 | \$ 4,206,400 | \$ 4,372,100 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 4,101,105 | \$ 4,206,398 | \$ 4,206,400 | \$ 4,372,100 |
| TOTAL EXPENDITURES | | \$ 4,158,865 | \$ 4,267,862 | \$ 4,267,900 | \$ 4,443,700 |



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City of Seal Beach

POLICE - SLESF

Managing Department Head:

Chief of Police

Mission Statement

The Supplemental Law Enforcement Services Fund (SLESF) Grant (Proposition 172, circa 1992) is restricted funding received from the State under the State Citizens Option for Public Safety Program. Certain implementation procedures are required prior to the use of these funds, and the funds must not be used to supplant existing funding for law enforcement.

Primary Activities

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

Objectives

- The Police Department's SLESF will provide funds for personnel and equipment supporting the Department's community policing efforts and front-line support.
- For the FY2013-2014 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

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 95,704 | \$ 111,010 | \$ 111,600 | \$ 111,600 |
| Maintenance and Operations | 23,891 | 40,000 | 29,000 | 40,000 |
| TOTAL | \$ 119,595 | \$ 151,010 | \$ 140,600 | \$ 151,600 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|---------------------------------|--|
| 40003 | Over-time | Special events |
| 40017 | Medicare Insurance | Employee benefits costs |
| 40022 | Flexible Spending - Cafeteria | Employee benefits costs |
| 40400 | Training and Meetings | Rifle training, SWAT, special program training |
| 40700 | Equipment/Materials | SWAT, community policing equipment, frontline and training |
| 40800 | Special Departmental SLEF Grant | Reimbursements for SLEF eligible purchases |
| 48075 | Vehicles | SLEF eligible vehicle purchases and outfitting |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Police
FUND: 009 Supplemental Law Enforcement Srvc

Account Code: 009-600

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Over-time - SLESF Grant | 009-600-40003 | \$ 94,211 | \$ 110,000 | \$ 110,000 | \$ 110,000 |
| Defered Comp- Cafeteria | 009-600-40010 | 29 | - | - | - |
| AFLAC - Cafeteria | 009-600-40015 | 23 | - | - | - |
| Medicare Insurance | 009-600-40017 | 1,441 | 1,010 | 1,600 | 1,600 |
| TOTAL PERSONNEL SERVICES | | \$ 95,704 | \$ 111,010 | \$ 111,600 | \$ 111,600 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Training and Meetings SLESF Grant | 009-600-40400 | \$ 779 | \$ 5,000 | \$ 1,000 | \$ 5,000 |
| Equipment/Materials | 009-600-40700 | 23,112 | 35,000 | 28,000 | 35,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 23,891 | \$ 40,000 | \$ 29,000 | \$ 40,000 |
| TOTAL EXPENDITURES | | \$ 119,595 | \$ 151,010 | \$ 140,600 | \$ 151,600 |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|-------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 124,073 | \$ 105,462 | \$ 105,462 | \$ 65,362 |
| Revenues | 100,984 | 100,300 | 100,500 | 100,300 |
| Expenditures | (119,595) | (151,010) | (140,600) | (151,600) |
| Ending Fund Balance | \$ 105,462 | \$ 54,752 | \$ 65,362 | \$ 14,062 |



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City of Seal Beach

POLICE - INMATE WELFARE

Managing Department Head:

Chief of Police

Mission Statement

The Seal Beach Detention Center serves as a lock-up facility capable of holding 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 Detention Center

Account Code: 010-024

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 18,703 | \$ 25,000 | \$ 25,000 | \$ 25,000 |
| TOTAL | \$ 18,703 | \$ 25,000 | \$ 25,000 | \$ 25,000 |

ACCOUNT NUMBER EXPLANATION

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

City of Seal Beach

FY 2013-2014

DEPARTMENT: Police
FUND: 010 Detention Center

Account Code: 010-024

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Equipment/Materials | 010-024-40700 | \$ 3,171 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| Special Departmental | 010-024-40800 | 15,532 | 20,000 | 20,000 | 20,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 18,703</u> | <u>\$ 25,000</u> | <u>\$ 25,000</u> | <u>\$ 25,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 18,703</u> | <u>\$ 25,000</u> | <u>\$ 25,000</u> | <u>\$ 25,000</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 5,507 | \$ 5,683 | \$ 5,683 | \$ 683 |
| Revenues | 18,879 | 16,000 | 20,000 | 16,000 |
| Expenditures | (18,703) | (25,000) | (25,000) | (25,000) |
| Ending Fund Balance | <u>\$ 5,683</u> | <u>\$ (3,317)</u> | <u>\$ 683</u> | <u>\$ (8,317)</u> |



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City of Seal Beach

STATE ASSET FORFEITURE

Managing Department Head:

Chief of Police

Mission Statement

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

Primary Activities

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

Objectives

- During the FY2013-2014 budget cycle, the City may expend existing funds for equipment to upgrade new police vehicles to operational status; modernize older police vehicles; and, to purchase new equipment for other law enforcement uses.

City of Seal Beach

FY 2013-2014

DEPARTMENT: Police
FUND: 011 Asset Forfeiture (State)

Account Code: 011-555

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|-----------------------------|---|--------------------------------|---|
| Maintenance and Operations | \$ - | \$ 4,769 | \$ - | \$ 4,800 |
| TOTAL | <u>\$ -</u> | <u>\$ 4,769</u> | <u>\$ -</u> | <u>\$ 4,800</u> |

ACCOUNT NUMBER EXPLANATION

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

City of Seal Beach

FY 2013-2014

DEPARTMENT: Police
FUND: 011 Asset Forfeiture (State)

Account Code: 011-555

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Equipment and Materials | 011-555-40700 | | \$ 2,769 | \$ - | \$ 3,000 |
| Special Departmental | 011-555-40800 | - | 2,000 | - | 1,800 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ - | \$ 4,769 | \$ - | \$ 4,800 |
| TOTAL EXPENDITURES | | \$ - | \$ 4,769 | \$ - | \$ 4,800 |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 4,730 | \$ 4,769 | \$ 4,769 | \$ 4,789 |
| Revenues | 39 | 20 | 20 | 20 |
| Expenditures | - | (4,769) | - | (4,800) |
| Ending Fund Balance | \$ 4,769 | \$ 20 | \$ 4,789 | \$ 9 |



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City of Seal Beach

FEDERAL ASSET FORFEITURE

Managing Department Head:

Chief of Police

Mission Statement

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

Primary Activities

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

Objectives

- During the FY 2013-2014 budget cycle, the City may expend existing funds for equipment to upgrade new police vehicles to operational status; modernize older police vehicles; and, to purchase new equipment for other law enforcement uses.

City of Seal Beach

FY 2013-2014

DEPARTMENT: Police
FUND: 013 Asset Forfeiture (Federal)

Account Code: 013-111

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|-----------------------------|---|--------------------------------|---|
| Maintenance and Operations | \$ - | \$ - | \$ - | \$ 100 |
| TOTAL | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 100</u> |

ACCOUNT NUMBER EXPLANATION

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

City of Seal Beach

FY 2013-2014

DEPARTMENT: Police
FUND: 013 Asset Forfeiture (Federal)

Account Code: 013-111

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Equipment and Materials | 013-111-40700 | \$ - | \$ - | \$ - | \$ 100 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 100</u> |
| TOTAL EXPENDITURES | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 100</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 25 | \$ 25 | \$ 25 | \$ 25 |
| Revenues | - | - | - | - |
| Expenditures | - | - | - | (100) |
| Ending Fund Balance | <u>\$ 25</u> | <u>\$ 25</u> | <u>\$ 25</u> | <u>\$ (75)</u> |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Finance
FUND: 027 Pension Obligation Bond

Account Code: 027-022
027-026

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|--------------|-----------------------------|---|--------------------------------|---|
| Debt Service | \$ 1,521,042 | \$ 1,558,775 | \$ 1,558,800 | \$ 1,099,800 |
| TOTAL | \$ 1,521,042 | \$ 1,558,775 | \$ 1,558,800 | \$ 1,099,800 |

ACCOUNT NUMBER EXPLANATION

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

City of Seal Beach

FY 2013-2014

DEPARTMENT: Finance
FUND: 027 Pension Obligation Bond

Account Code: 027-022
027-026

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|----------------|---------------------|--------------------------|---------------------|--------------------------|
| DEBT SERVICE | | | | | |
| Contract Professional | 027-022-44000 | \$ - | \$ - | \$ - | \$ 2,500 |
| D/S Pmt Safety - Principal | 027-022-47888 | 622,000 | 696,000 | 696,000 | 775,000 |
| Interest Payment - Safety | 027-022-47999 | 400,827 | 363,736 | 363,800 | 322,300 |
| D/S Pmt Fire - Principal | 027-026-47888 | 462,000 | 486,000 | 486,000 | - |
| Interest Payment - Fire | 027-026-47999 | 36,215 | 13,039 | 13,000 | - |
| TOTAL DEBT SERVICE | | <u>\$ 1,521,042</u> | <u>\$ 1,558,775</u> | <u>\$ 1,558,800</u> | <u>\$ 1,099,800</u> |
| TOTAL EXPENDITURES | | <u>\$ 1,521,042</u> | <u>\$ 1,558,775</u> | <u>\$ 1,558,800</u> | <u>\$ 1,099,800</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|-------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 122,704 | \$ 125,898 | \$ 125,998 | \$ 126,073 |
| Revenues | 1,524,236 | 1,558,875 | 1,558,875 | 1,099,900 |
| Expenditures | (1,521,042) | (1,558,775) | (1,558,800) | (1,099,800) |
| Ending Fund Balance | <u>\$ 125,898</u> | <u>\$ 125,998</u> | <u>\$ 126,073</u> | <u>\$ 126,173</u> |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Finance
FUND: 028 Fire Station Bond

Account Code: 028-026

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|--------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Debt Service | \$ 612,827 | \$ 597,246 | \$ 597,300 | \$ 581,700 |
| TOTAL | <u>\$ 612,827</u> | <u>\$ 597,246</u> | <u>\$ 597,300</u> | <u>\$ 581,700</u> |

ACCOUNT NUMBER EXPLANATION

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

City of Seal Beach

FY 2013-2014

DEPARTMENT: Finance
FUND: 028 Fire Station Bond

Account Code: 028-026

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------------|----------------|-------------------|--------------------------|---------------------|--------------------------|
| DEBT SERVICE | | | | | |
| Debt Service Pmt - Principal | 028-026-47888 | \$ 420,000 | \$ 420,000 | \$ 420,000 | \$ 420,000 |
| Interest Payment | 028-026-47999 | 192,827 | 177,246 | 177,300 | 161,700 |
| TOTAL DEBT SERVICE | | <u>\$ 612,827</u> | <u>\$ 597,246</u> | <u>\$ 597,300</u> | <u>\$ 581,700</u> |
| TOTAL EXPENDITURES | | <u>\$ 612,827</u> | <u>\$ 597,246</u> | <u>\$ 597,300</u> | <u>\$ 581,700</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|-------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 626,396 | \$ 626,462 | \$ 626,562 | \$ 626,608 |
| Revenues | 612,893 | 597,346 | 597,346 | 581,800 |
| Expenditures | (612,827) | (597,246) | (597,300) | (581,700) |
| Ending Fund Balance | <u>\$ 626,462</u> | <u>\$ 626,562</u> | <u>\$ 626,608</u> | <u>\$ 626,708</u> |



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City of Seal Beach

POLICE - GRANTS

Managing Department Head:

Chief of Police

Mission Statement

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

Primary Activities

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

Objectives

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

City of Seal Beach

FY 2013-2014

DEPARTMENT: Police
FUND: 075 Police Grants

Account Code: 075

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|-----------------------------|---|--------------------------------|---|
| Personnel Services | \$ 81,044 | \$ 100,675 | \$ 101,300 | \$ 100,000 |
| Maintenance and Operations | 1,208 | 25,383 | 25,383 | 11,000 |
| TOTAL | \$ 82,252 | \$ 126,058 | \$ 126,683 | \$ 111,000 |

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) |
| 45500 | Pass Through Recipient | Grant expense reimbursed from another agency |

DEPARTMENT: Police
FUND: 075 Police Grants

Account Code: 075

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Over-time | 075-453-40003 | \$ 4,000 | \$ 40,000 | \$ 40,000 | \$ 33,500 |
| Medicare Insurance | 075-453-40017 | (90) | 580 | 600 | 500 |
| Over-time | 075-456-40003 | 18,917 | - | - | - |
| Medicare Insurance | 075-456-40017 | 59 | - | - | - |
| Over-time | 075-458-40003 | - | 10,000 | 10,500 | 10,000 |
| Medicare Insurance | 075-458-40017 | - | 145 | 200 | 200 |
| Over-time | 075-459-40003 | 13,762 | - | - | - |
| Medicare Insurance | 075-459-40017 | 206 | 27 | 100 | - |
| Over-time | 075-460-40003 | 37,411 | - | - | 41,400 |
| Medicare Insurance | 075-460-40017 | 558 | - | - | 600 |
| Over-time | 075-461-40003 | 6,126 | - | - | - |
| Medicare Insurance | 075-461-40017 | 96 | - | - | - |
| Over-time | 075-462-40003 | - | 7,809 | 7,800 | 7,800 |
| Medicare Insurance | 075-462-40017 | - | 114 | 100 | 100 |
| Over-time | 075-463-40003 | - | 41,400 | 41,400 | - |
| Medicare Insurance | 075-463-40017 | - | 600 | 600 | - |
| Over-time | 075-464-40003 | - | - | - | 5,800 |
| Medicare Insurance | 075-464-40017 | - | - | - | 100 |
| TOTAL PERSONNEL SERVICES | | \$ 81,044 | \$ 100,675 | \$ 101,300 | \$ 100,000 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Equipment/Materials | 075-442-40700 | \$ - | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| Training and Meetings | 075-453-40400 | 400 | 2,000 | 2,000 | 2,000 |
| Equipment/Materials | 075-453-40700 | (458) | 4,000 | 4,000 | 4,000 |
| Tuition Reimbursement | 075-459-40007 | - | 1,270 | 1,270 | - |
| Training and Meetings | 075-459-40400 | 965 | - | - | - |
| Equipment/Materials | 075-459-40700 | 302 | 8,030 | 8,030 | - |
| Equipment/Materials | 075-463-40700 | - | 5,083 | 5,083 | - |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 1,208 | \$ 25,383 | \$ 25,383 | \$ 11,000 |
| TOTAL EXPENDITURES | | \$ 82,252 | \$ 126,058 | \$ 126,683 | \$ 111,000 |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|-------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ (36,176) | \$ (9,698) | \$ (9,698) | \$ (10,028) |
| Revenues | 108,730 | 126,058 | 126,353 | 122,600 |
| Expenditures | (82,252) | (126,058) | (126,683) | (111,000) |
| Ending Fund Balance | <u>\$ (9,698)</u> | <u>\$ (9,698)</u> | <u>\$ (10,028)</u> | <u>\$ 1,572</u> |



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City of Seal Beach

PLANNING

Managing Department Head:

Director of Community Development

Mission Statement

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

Primary Functions

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

Summary Activity Report

| Fiscal Year | Number of Planning Commission Land Use Cases |
|-------------|--|
| 2009-2010 | 44 cases |
| 2012-2013 | 43 cases |

Objectives

- Complete the draft Local Coastal Program and submit to the State Coastal Commission for review.
- Obtain certification of the 2013-2021 Housing Element from the State Department of Housing and Community Development.
- Secure a long term lease agreement with a restaurant operator at the end of the Pier.
- Provide a streamlined development and land use process.
- Provide a proactive code enforcement compliance policy.

City of Seal Beach

FY 2013-2014

DEPARTMENT: Community Development
FUND: 001 General Fund - Planning

Account Code: 001-030

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|-----------------------------|---|--------------------------------|---|
| Personnel Services | \$ 392,481 | \$ 413,126 | \$ 362,500 | \$ 391,600 |
| Maintenance and Operations | 48,844 | 139,200 | 140,700 | 107,700 |
| TOTAL | \$ 441,325 | \$ 552,326 | \$ 503,200 | \$ 499,300 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------------|--|
| 40001 | Full-time Salaries | Employee salaries costs |
| 40004 | Part-time | Employee salaries costs |
| 40008 | Auto Allowance | Employee benefits costs |
| 40009 | Cell Phone Allowance | Employee benefits costs |
| 40010 | Deferred Comp - Cafeteria | Employee benefits costs |
| 40011 | Deferred Compensation | Employee benefits costs |
| 40012 | PERS Retirement | Employee benefits costs |
| 40013 | PARS Retirement | Employee benefits costs |
| 40014 | Medical Insurance | Employee benefits costs |
| 40017 | Medicare Insurance | Employee benefits costs |
| 40018 | Life and Disability | Employee benefits costs |
| 40019 | FICA | Employee benefits costs |
| 40100 | Office Supplies | Office Supplies |
| 40200 | Public/Legal Notices | Public hearing notices mailing and publication costs |
| 40300 | Memberships and Dues | American Planning Association, American Institute of Certified Planners |
| 40400 | Training and Meetings | American Planning Association, League of CA Cities Conference |
| 44000 | Contract Professional Svcs | Local Coastal Planning consultant and Community Development Block Grant administration |

DEPARTMENT: Community Development
 FUND: 001 General Fund - Planning

Account Code: 001-030

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-030-40001 | \$ 242,062 | \$ 314,678 | \$ 213,700 | \$ 291,700 |
| Part-time | 001-030-40004 | 47,018 | 5,760 | 80,200 | 7,200 |
| Auto Allowance | 001-030-40008 | 3,069 | - | - | - |
| Cell Phone Allowance | 001-030-40009 | 658 | 900 | 600 | 900 |
| Deferred Comp - Cafeteria | 001-030-40010 | 2,154 | 2,135 | 2,300 | 1,800 |
| Deferred Comp | 001-030-40011 | 7,467 | 11,014 | 6,900 | 8,600 |
| PERS Retirement | 001-030-40012 | 36,494 | 51,853 | 31,800 | 37,600 |
| PARS Retirement | 001-030-40013 | 566 | 85 | 1,100 | - |
| Medical Insurance | 001-030-40014 | 21,587 | 18,699 | 14,900 | 35,900 |
| Medicare Insurance | 001-030-40017 | 5,132 | 5,086 | 4,500 | 4,700 |
| Life and Disability | 001-030-40018 | 1,868 | 2,916 | 1,500 | 2,700 |
| FICA | 001-030-40019 | 290 | - | 300 | 500 |
| Vacation Buy/Payout | 001-030-40027 | 20,966 | - | - | - |
| Sick Payout | 001-030-40028 | 3,148 | - | - | - |
| Unemployment | | - | - | 4,700 | - |
| TOTAL PERSONNEL SERVICES | | \$ 392,481 | \$ 413,126 | \$ 362,500 | \$ 391,600 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Office Supplies | 001-030-40100 | \$ 721 | \$ 3,000 | \$ 3,000 | \$ 3,000 |
| Public/Legal Notices | 001-030-40200 | 2,883 | 3,400 | 5,800 | 8,200 |
| Memberships and Dues | 001-030-40300 | 1,250 | 1,500 | 600 | 1,500 |
| Training and Meetings | 001-030-40400 | 1,240 | 1,300 | 1,300 | 2,000 |
| Contract Professional | 001-030-44000 | 42,750 | 130,000 | 130,000 | 93,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 48,844 | \$ 139,200 | \$ 140,700 | \$ 107,700 |
| TOTAL EXPENDITURES | | \$ 441,325 | \$ 552,326 | \$ 503,200 | \$ 499,300 |



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City of Seal Beach

BUILDING AND SAFETY

Managing Department Head:

Director of Community Development

Mission Statement

The mission of the Building Division is to promote the safety and well-being 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 and habitable structures.

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.

Summary Activity Report

| Fiscal Year | Number of Plan Checks Completed | Number of Inspections |
|-------------|---------------------------------|-----------------------|
| 2010-2011 | 191 | 4499 |
| 2012-2013 | 180 | 4200 |

Objectives

- Adopt the 2013 California Building Codes by January 1, 2014.
- Continue to streamline permitting and inspection processes.
- Promote "Building Safety Month" in May of each year.
- Remain current on changes within the industry and maintain required certifications and licenses.
- Update website to allow for on-line permitting and inspection requests (2012 - 2013).

City of Seal Beach

FY 2013-2014

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

Account Code: 001-031

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 38,015 | \$ 30,738 | \$ 30,100 | \$ 469,800 |
| Maintenance and Operations | 287,641 | 401,850 | 397,600 | 17,000 |
| TOTAL | \$ 325,656 | \$ 432,588 | \$ 427,700 | \$ 486,800 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------------|--|
| 40001 | Full-time Salaries | Employee salaries costs |
| 40011 | Deferred Compensation | Employee benefits costs |
| 40012 | PERS Retirement | Employee benefits costs |
| 40013 | PARS Retirement | Employee benefits costs |
| 40014 | Medical Insurance | Employee benefits costs |
| 40017 | Medicare Insurance | Employee benefits costs |
| 40018 | Life and Disability | Employee benefits costs |
| 40100 | Office Supplies | Office Supplies |
| 40200 | Public/Legal Notices | Abatement notices |
| 44000 | Contract Professional Svcs | Charles Abbott Associates, building fee study, and building code adoption (one time) |
| 45000 | Intergovernmental | Seismic/BSA fees |

City of Seal Beach

FY 2013-2014

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

Account Code: 001-031

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-031-40001 | \$ 20,563 | \$ 23,252 | \$ 13,700 | \$ 342,700 |
| Part-time | 001-031-40004 | 7,556 | - | 11,000 | 900 |
| Deferred Comp-Cafeteria | 001-031-40010 | 4 | - | - | - |
| Deferred Compensation | 001-031-40011 | 564 | 814 | 500 | 900 |
| PERS Retirement | 001-031-40012 | 2,629 | 3,831 | 2,000 | 44,100 |
| PARS Retirement | 001-031-40013 | 92 | - | 200 | - |
| Medical Insurance | 001-031-40014 | 2,427 | 2,314 | 2,200 | 72,700 |
| Medicare Insurance | 001-031-40017 | 495 | 373 | 400 | 3,200 |
| Life and Disability | 001-031-40018 | 117 | 154 | 100 | 5,300 |
| Vacation Buy/Payout | 001-031-40027 | 3,011 | - | - | - |
| Sick Payout | 001-031-40028 | 556 | - | - | - |
| TOTAL PERSONNEL SERVICES | | \$ 38,015 | \$ 30,738 | \$ 30,100 | \$ 469,800 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Office Supplies | 001-031-40100 | \$ 465 | \$ 800 | \$ 800 | \$ 800 |
| Public/Legal Notices | 001-031-40200 | - | 200 | - | 200 |
| Contract Professional Svcs | 001-031-44000 | 287,177 | 396,850 | 396,800 | 16,000 |
| Intergovernmental | 001-031-45000 | - | 4,000 | - | - |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 287,641 | \$ 401,850 | \$ 397,600 | \$ 17,000 |
| TOTAL EXPENDITURES | | \$ 325,656 | \$ 432,588 | \$ 427,700 | \$ 486,800 |



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City of Seal Beach

COMMUNITY DEVELOPMENT BLOCK GRANT

Managing Department Head:

Director of Community Development

Mission Statement

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

Primary Activities

- Complete restroom rehabilitation projects within Leisure World.
- Look for additional grant funding opportunities through OC Housing and Community Development Department

Objectives

Complete 76 restroom rehabilitation projects within Leisure World.

DEPARTMENT: Community Development
FUND: 072 Community Development Block Grant

Account Code: 072-030

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 164,415 | \$ 180,000 | \$ 180,000 | \$ 180,000 |
| TOTAL | \$ 164,415 | \$ 180,000 | \$ 180,000 | \$ 180,000 |

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Leisure World restroom rehabilitation program

DEPARTMENT: Community Development
 FUND: 072 Community Development Block Grant

Account Code: 072-030

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Contract Professional | 072-030-44000 | \$ 164,415 | \$ 180,000 | \$ 180,000 | \$ 180,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 164,415</u> | <u>\$ 180,000</u> | <u>\$ 180,000</u> | <u>\$ 180,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 164,415</u> | <u>\$ 180,000</u> | <u>\$ 180,000</u> | <u>\$ 180,000</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ - | \$ - | \$ - | \$ - |
| Revenues | 164,415 | 180,000 | 180,000 | 180,000 |
| Expenditures | (164,415) | (180,000) | (180,000) | (180,000) |
| Ending Fund Balance | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |



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City of Seal Beach

ADMINISTRATIVE ENGINEERING

Managing Department Head:

Director of Public Works

Mission Statement

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

Primary Activities

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

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

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

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

Objectives

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

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

Account Code: 001-042

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 57,437 | \$ 57,577 | \$ 59,500 | \$ 72,600 |
| Maintenance and Operations | 165,495 | 128,900 | 128,900 | 36,900 |
| TOTAL | \$ 222,932 | \$ 186,477 | \$ 188,400 | \$ 109,500 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|---------------------------------|--|
| 40001 | Full-time Salaries | Employee salaries costs |
| 40003 | Over-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 |
| 40100 | Office Supplies | Office supplies |
| 40300 | Memberships and Dues | APWA, ASCE, CA PE License, ITE, NWOPWD, CEADOC |
| 40400 | Training and Meetings | League of Cities, Traffic Engineering Course, report writing, map act, inspection courses, EIT training, water certification, professional engineering license |
| 40802 | Special Exp. - Comm. Input Proj | Entry monument, and helicopter and noise study |
| 44000 | Contract Professional Svcs | Miscellaneous Professional Engineering, Development Engineering Support, AutoCAD software subscription, Grant submission support, and GIS upgrade. |

DEPARTMENT:
FUND:

Public Works
001 General Fund - Administration and Engineering

Account Code: 001-042

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-042-40001 | \$ 35,879 | \$ 35,735 | \$ 36,300 | \$ 36,800 |
| Over-time | 001-042-40003 | 163 | - | - | - |
| Part-time | 001-042-40004 | 2,334 | 3,000 | 1,000 | 18,100 |
| Tuition Reimbursement | 001-042-40007 | - | - | 2,600 | 1,900 |
| Auto Allowance | 001-042-40008 | 4,362 | 4,200 | 4,200 | - |
| Cell Phone Allowance | 001-042-40009 | 2,804 | 2,700 | 3,200 | 3,600 |
| Deferred Comp - Cafeteria | 001-042-40010 | 95 | 63 | 300 | 400 |
| Deferred Comp | 001-042-40011 | 851 | 809 | 900 | 900 |
| PERS Retirement | 001-042-40012 | 6,050 | 5,888 | 5,600 | 4,800 |
| PARS Retirement | 001-042-40013 | 80 | 100 | 100 | 300 |
| Medical Insurance | 001-042-40014 | 3,771 | 3,859 | 4,200 | 4,500 |
| AFLAC Cafeteria | 001-042-40015 | - | - | - | - |
| Medicare Insurance | 001-042-40017 | 538 | 714 | 500 | 900 |
| Life and Disability | 001-042-40018 | 337 | 336 | 400 | 400 |
| Vacation Buy/Payout | 001-042-40027 | 173 | 173 | 200 | - |
| TOTAL PERSONNEL SERVICES | | \$ 57,437 | \$ 57,577 | \$ 59,500 | \$ 72,600 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Office Supplies | 001-042-40100 | \$ 2,642 | \$ 2,800 | \$ 2,800 | \$ 2,800 |
| Memberships and Dues | 001-042-40300 | 642 | 2,600 | 2,600 | 2,600 |
| Training and Meetings | 001-042-40400 | 3,012 | 3,500 | 3,500 | 3,500 |
| Special Departmental | 001-042-40800 | 328 | - | - | - |
| Special Exp.-Comm. Input Prj | 001-042-40802 | - | 30,000 | 30,000 | - |
| Telephone Engineer | 001-042-41000 | 34 | - | - | - |
| Contract Professional | 001-042-44000 | 158,837 | 90,000 | 90,000 | 28,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 165,495 | \$ 128,900 | \$ 128,900 | \$ 36,900 |
| TOTAL EXPENDITURES | | \$ 222,932 | \$ 186,477 | \$ 188,400 | \$ 109,500 |



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City of Seal Beach

STORM DRAINS

Managing Department Head:

Director of Public Works

Mission Statement

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

Primary Activities

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

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

Objectives

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

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

Account Code: 001-043

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 188,380 | \$ 189,550 | \$ 191,100 | \$ 215,300 |
| Maintenance and Operations | 122,409 | 162,600 | 162,600 | 166,100 |
| TOTAL | \$ 310,790 | \$ 352,150 | \$ 353,700 | \$ 381,400 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------------|--|
| 40001 | Full-time Salaries | Employee salaries costs |
| 40003 | Over-time | Employee salaries costs |
| 40004 | Part-time | Employee salaries costs |
| 40010 | Deferred Comp - Cafeteria | Employee salaries costs |
| 40011 | Deferred Compensation | Employee salaries costs |
| 40012 | PERS Retirement | Employee salaries costs |
| 40013 | PARS Retirement | Employee salaries costs |
| 40014 | Medical Insurance | Employee salaries costs |
| 40015 | AFLAC Cafeteria | Employee salaries costs |
| 40017 | Medicare Insurance | Employee salaries costs |
| 40018 | Life and Disability | Employee salaries costs |
| 40400 | Training and Meetings | Staff trainings |
| 40700 | Equipment/Materials | Materials for West End Pump Station |
| 41020 | Electricity | Electricity for West End Pump Station |
| 44000 | Contract Professional Svcs | NPDES program consultant, catch basin maint., NPDES advertising, catch basin testing, storm drain video inspection, catch basin filter replacement, professional engineering services, winter storm pump rental, storm preparation flyers, and employee uniforms |
| 45000 | Intergovernmental | State Water Resources Control Board, NPDES permit County Orange, AQMD permit fee and LA County property tax |

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

Account Code: 001-043

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-043-40001 | \$ 137,895 | \$ 139,154 | \$ 137,200 | \$ 143,200 |
| Over-time | 001-043-40003 | 117 | - | 400 | 5,000 |
| Part-time | 001-043-40004 | 3,377 | 4,500 | 7,300 | 21,500 |
| Deferred Comp - Cafeteria | 001-043-40010 | 461 | 418 | 800 | 1,000 |
| Deferred Compensation | 001-043-40011 | 2,934 | 2,825 | 2,800 | 2,900 |
| PERS Retirement | 001-043-40012 | 23,284 | 22,930 | 21,700 | 18,300 |
| PARS Retirement | 001-043-40013 | 97 | 200 | 200 | 300 |
| Medical Insurance | 001-043-40014 | 15,264 | 15,494 | 15,900 | 18,700 |
| Medicare Insurance | 001-043-40017 | 1,931 | 2,277 | 2,000 | 2,600 |
| Life and Disability | 001-043-40018 | 1,431 | 1,434 | 1,500 | 1,600 |
| Comptime Buy/Payout | 001-043-40026 | 236 | - | 200 | - |
| Vacation Buy/Payout | 001-043-40027 | 961 | 318 | 1,100 | 200 |
| Sick Payout | 001-043-40028 | 393 | - | - | - |
| TOTAL PERSONNEL SERVICES | | \$ 188,380 | \$ 189,550 | \$ 191,100 | \$ 215,300 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Training and Meetings | 001-043-40400 | \$ - | \$ - | \$ - | \$ 1,000 |
| Equipment/Materials | 001-043-40700 | 873 | 3,000 | 3,000 | 3,000 |
| Electricity | 001-043-41020 | 14,824 | 15,000 | 15,000 | 15,000 |
| Contract Professional | 001-043-44000 | 68,819 | 95,600 | 95,600 | 98,100 |
| Intergovernmental | 001-043-45000 | 37,894 | 49,000 | 49,000 | 49,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 122,409 | \$ 162,600 | \$ 162,600 | \$ 166,100 |
| TOTAL EXPENDITURES | | \$ 310,790 | \$ 352,150 | \$ 353,700 | \$ 381,400 |



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City of Seal Beach

STREET MAINTENANCE

Managing Department Head:

Director of Public Works

Mission Statement

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

Primary Activities

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

City of Seal Beach

FY 2013-2014

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

Account Code: 001-044

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 564,888 | \$ 565,309 | \$ 569,100 | \$ 505,100 |
| Maintenance and Operations | 347,097 | 405,532 | 406,632 | 437,900 |
| TOTAL | \$ 911,985 | \$ 970,841 | \$ 975,732 | \$ 943,000 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|--------------------------------|--|
| 40001 | Full-time Salaries | Employee salaries costs |
| 40003 | Over-time | Employee salaries costs |
| 40004 | Part-time | Employee salaries costs |
| 40010 | Deferred Comp - Cafeteria | Employee benefits costs |
| 40011 | Deferred Compensation | Employee benefits costs |
| 40012 | PERS Retirement | Employee benefits costs |
| 40013 | PARS Retirement | Employee benefits costs |
| 40014 | Medical Insurance | Employee benefits costs |
| 40015 | AFLAC Cafeteria | Employee benefits costs |
| 40017 | Medicare Insurance | Employee benefits costs |
| 40018 | Life and Disability | Employee benefits costs |
| 40022 | Flexible Spending - Cafeteria | Employee benefits costs |
| 40300 | Membership Dues | Annual membership |
| 40700 | Equipment/Materials | Asphalt hot/cold mix, traffic signs, graffiti abatement, pavers, sand bags, equipment, materials, and tools |
| 40800 | Special Departmental | Trimming of parkway and median trees |
| 40801 | Street Sweeping | Provides street sweeping |
| 40802 | Special Exp. - Comm Input Proj | Paver's in Parkway at Girlscout house |
| 41000 | Telephone | Verizon cell phone costs |
| 41020 | Electricity | Electricity costs |
| 44000 | Contract Professional Svcs | Traffic signal maint., plant/shrub replacement, Main St. sidewalk pressure washing, citywide pavement rehab., lighting maint. Contract, concrete rehab., landscape maint. Of medians/tract, employee uniforms, irrigation system repairs, traffic engineer services, and Citywide traffic counts |

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

Account Code: 001-044

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-044-40001 | \$ 412,792 | \$ 417,826 | \$ 408,100 | \$ 375,900 |
| Over-time | 001-044-40003 | 605 | - | 1,100 | 5,000 |
| Part-time | 001-044-40004 | 6,672 | 8,000 | 21,300 | 5,800 |
| Deferred Comp - Cafeteria | 001-044-40010 | 1,317 | 1,106 | 2,100 | 2,600 |
| Deferred Compensation | 001-044-40011 | 8,260 | 7,956 | 7,600 | 7,600 |
| PERS Retirement | 001-044-40012 | 69,733 | 68,849 | 64,500 | 48,000 |
| PARS Retirement | 001-044-40013 | 130 | 200 | 400 | 100 |
| Medical Insurance | 001-044-40014 | 47,722 | 48,513 | 50,500 | 49,600 |
| AFLAC Cafeteria | 001-044-40015 | - | - | - | - |
| Medicare Insurance | 001-044-40017 | 5,390 | 6,751 | 5,800 | 6,000 |
| Life and Disability | 001-044-40018 | 4,283 | 4,300 | 4,400 | 4,100 |
| Comptime Buy/Payout | 001-044-40022 | 1,180 | - | 400 | - |
| Vacation Buy/Payout | 001-044-40027 | 4,840 | 1,808 | 2,900 | 400 |
| Sick Payout | 001-044-40028 | 1,963 | - | - | - |
| TOTAL PERSONNEL SERVICES | | \$ 564,888 | \$ 565,309 | \$ 569,100 | \$ 505,100 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Membership | 001-044-40300 | \$ - | \$ - | \$ - | \$ 500 |
| Training and Meetings | 001-044-40400 | - | - | - | 1,500 |
| Telephone | 001-044-41000 | - | - | - | 1,200 |
| Equipment/Materials | 001-044-40700 | 24,252 | 36,000 | 36,000 | 36,000 |
| Special Departmental | 001-044-40800 | 59,033 | 70,000 | 70,000 | 106,000 |
| Street Sweeping | 001-044-40801 | 50,333 | 50,132 | 50,132 | 53,200 |
| Special Exp. - Comm Input Prj | 001-044-40802 | - | 3,500 | 3,500 | - |
| Telephone | 001-044-41000 | - | - | 1,100 | - |
| Electricity | 001-044-41020 | 14,628 | 16,000 | 16,000 | 16,000 |
| Contract Professional | 001-044-44000 | 198,851 | 229,900 | 229,900 | 223,500 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 347,097 | \$ 405,532 | \$ 406,632 | \$ 437,900 |
| TOTAL EXPENDITURES | | \$ 911,985 | \$ 970,841 | \$ 975,732 | \$ 943,000 |



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City of Seal Beach

LANDSCAPE MAINTENANCE

Managing Department Head:

Director of Public Works

Mission Statement

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

Primary Activities

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

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

Accomplishments from 2012-13

During the past year over 200 trees were planted throughout the City. Also grant funds were secured to construct landscaped medians on Seal Beach Boulevard and Lampson Avenue. The proposed budget reflects the increased maintenance necessary to care for the added facilities.

Objectives

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

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

Account Code: 001-049

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 33,524 | \$ 33,497 | \$ 34,200 | \$ 34,400 |
| Maintenance and Operations | 215,654 | 201,200 | 206,100 | 262,400 |
| TOTAL | \$ 249,178 | \$ 234,697 | \$ 240,300 | \$ 296,800 |

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 |
| 40022 | Flexible Spending - Cafeteria | Employee benefits costs |
| 40700 | Equipment/materials | Arbor Park support (doggie bags and fencing), Gumgrove Park support (doggie bags and etc), misc playground equipment (Beach Tot Lot), Heather Park, Almond Park, and Marina Center |
| 41000 | Telephone | phone costs |
| 41020 | Electricity | Electricity at Parks |
| 44000 | Contract Professional Svcs | Park landscape maint., Heather/Edison Park portable restrooms, pest control, tree trimming, lighting repairs, certified playground safety inspections, park irrigation repairs, park fencing repairs, Zoeter Park sports field maint., and plant/shrub replacement |

City of Seal Beach

FY 2013-2014

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

Account Code: 001-049

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-049-40001 | \$ 25,693 | \$ 25,713 | \$ 26,100 | \$ 26,800 |
| Deferred Comp - Cafeteria | 001-049-40010 | 45 | 40 | 200 | 300 |
| Deferred Comp | 001-049-40011 | 672 | 637 | 700 | 700 |
| PARS Retirement | 001-049-40012 | 4,332 | 4,237 | 4,100 | 3,500 |
| Medical Insurance | 001-049-40014 | 2,030 | 2,065 | 2,100 | 2,300 |
| Medicare Insurance | 001-049-40017 | 359 | 411 | 400 | 500 |
| Life and Disability | 001-049-40018 | 220 | 221 | 300 | 300 |
| Comptime Buy/Payout | 001-049-40026 | - | - | 100 | - |
| Vacation Buy/Payout | 001-049-40027 | 173 | 173 | 200 | - |
| TOTAL PERSONNEL SERVICES | | \$ 33,524 | \$ 33,497 | \$ 34,200 | \$ 34,400 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Equipment/Materials | 001-049-40700 | \$ 3,588 | \$ 4,700 | \$ 8,000 | \$ 12,000 |
| Telephone | 001-049-41000 | - | - | 300 | 13,400 |
| Electricity | 001-049-41020 | 18,682 | 13,000 | 14,300 | 13,000 |
| Contract Professional | 001-049-44000 | 193,383 | 183,500 | 183,500 | 224,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 215,654 | \$ 201,200 | \$ 206,100 | \$ 262,400 |
| TOTAL EXPENDITURES | | \$ 249,178 | \$ 234,697 | \$ 240,300 | \$ 296,800 |



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City of Seal Beach

FLEET MAINTENANCE

Managing Department Head:

Director of Public Works

Mission Statement

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

Primary Activities

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

Objectives

- The City has introduced a vehicle replacement internal service fund. The various departments and divisions will pay into the fund each year to recognize the annual cost of operating the vehicles needed to carry out their mission and also to have funds available to replace vehicles and equipment when necessary.
- Maintenance is completed using one full time mechanic and one part time mechanics. The Department has successfully recruited and trained a replacement of the City's Mechanic who has retired after 27 years with the City.
- The cost of fuel has fluctuated wildly during the previous budget year. Gasoline expense estimates are based on a per gallon cost of \$3.00. Over the past year the City has added two backup power sources at facilities that require maintenance and fueling.

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

Account Code: 001-050

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 27,577 | \$ 95,921 | \$ 74,100 | \$ 127,600 |
| Maintenance and Operations | 295,794 | 365,500 | 372,600 | 337,100 |
| TOTAL | \$ 323,370 | \$ 461,421 | \$ 446,700 | \$ 464,700 |

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

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

Account Code: 001-050

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-050-40001 | \$ 19,615 | \$ 77,290 | \$ 51,300 | \$ 75,500 |
| Part-time | 001-050-40004 | - | - | 4,300 | 25,200 |
| Deferred Comp-Cafeteria | 001-050-40010 | 28 | 32 | 200 | 100 |
| Deferred Compensation | 001-050-40011 | 578 | 1,389 | 1,000 | 1,400 |
| PERS Retirement | 001-050-40012 | 3,318 | 12,736 | 7,500 | 9,500 |
| PARS Retirement | 001-050-40013 | 233 | - | 100 | 400 |
| Medical Insurance | 001-050-40014 | 1,918 | 1,947 | 7,000 | 13,000 |
| Medicare Insurance | 001-050-40017 | 221 | 1,224 | 900 | 1,500 |
| Life and Disability | 001-050-40018 | 166 | 985 | 500 | 1,000 |
| Comptime Buy/Payout | 001-050-40026 | 236 | - | 200 | - |
| Vacation Buy/Payout | 001-050-40027 | 871 | 318 | 1,100 | - |
| Sick Payout | 001-050-40028 | 393 | - | - | - |
| TOTAL PERSONNEL SERVICES | | \$ 27,577 | \$ 95,921 | \$ 74,100 | \$ 127,600 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Memberships and Dues | 001-050-40300 | \$ - | \$ - | \$ - | \$ 500 |
| Training and Meetings | 001-050-40400 | - | - | - | 1,000 |
| Equipment/Materials | 001-050-40700 | 20,728 | 30,600 | 37,700 | 40,000 |
| Special Departmental | 001-050-40800 | 180,737 | 248,400 | 248,400 | 248,600 |
| Contract Professional Svcs | 001-050-44000 | 88,829 | 86,500 | 86,500 | 47,000 |
| Vehicle Purchases Auto Maint | 001-050-48075 | 5,500 | - | - | - |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 295,794 | \$ 365,500 | \$ 372,600 | \$ 337,100 |
| TOTAL EXPENDITURES | | \$ 323,370 | \$ 461,421 | \$ 446,700 | \$ 464,700 |



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City of Seal Beach

REFUSE SERVICES

Managing Department Head:

Director of Public Works

Mission Statement

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

Primary Activities

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

Objectives

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

City of Seal Beach

FY 2011-2012

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

Account Code: 001-051

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|-----------------------------|---|--------------------------------|---|
| Maintenance and Operations | \$ 1,117,961 | \$ 1,100,000 | \$ 1,100,000 | \$ 1,140,000 |
| TOTAL | <u>\$ 1,117,961</u> | <u>\$ 1,100,000</u> | <u>\$ 1,100,000</u> | <u>\$ 1,140,000</u> |

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Consolidated Disposal Services, Inc.

City of Seal Beach

FY 2013-2014

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

Account Code: 001-051

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Contract Professional Refuse | 001-051-44000 | \$ 1,117,961 | \$ 1,100,000 | \$ 1,100,000 | \$ 1,140,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 1,117,961 | \$ 1,100,000 | \$ 1,100,000 | \$ 1,140,000 |
| TOTAL EXPENDITURES | | \$ 1,117,961 | \$ 1,100,000 | \$ 1,100,000 | \$ 1,140,000 |



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City of Seal Beach

BUILDING AND FACILITIES MAINTENANCE

Managing Department Head:

Director of Public Works

Mission Statement

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

Primary Activities

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

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

Objectives

- On June 14, 2010 the City council authorized a Facility Condition Assessment of all city owned facilities. The assessment is used to identify repairs and upgrades, determine estimated repair costs, determine required Americans with Disabilities Act (ADA) upgrades and create both a master maintenance and capital improvement plan. Projects and repairs include roofs, architectural, civil, structural, mechanical, and electrical components of each city facility. Staff continues efforts to address issues identified in this assessment.
- Funding for the work to be done in-house or by small contract is included in this budget. Other work was proposed in the Capital Improvement section.
- The objective is to maintain clean, safe government facilities for the public, visitors and City staff.

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

Account Code: 001-052

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 99,085 | \$ 105,203 | \$ 107,200 | \$ 108,100 |
| Maintenance and Operations | 362,204 | 403,400 | 372,000 | 380,800 |
| Debt Service | 118,599 | 116,707 | 140,700 | 71,600 |
| TOTAL | \$ 579,888 | \$ 625,310 | \$ 619,900 | \$ 560,500 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-------------------------------|--|
| 40001 | Full-time Salaries | Employee salaries costs |
| 40003 | Over-time | Employee salaries costs |
| 40004 | Part-Time | Employee salaries costs |
| 40010 | Deferred Comp - Cafeteria | Employee benefits costs |
| 40011 | Deferred Compensation | Employee benefits costs |
| 40012 | PERS Retirement | Employee benefits costs |
| 40013 | PARS Retirement | Employee benefits costs |
| 40014 | Medical Insurance | Employee benefits costs |
| 40017 | Medicare Insurance | Employee benefits costs |
| 40018 | Life and Disability | Employee benefits costs |
| 40022 | Flexible Spending - Cafeteria | Employee benefits costs |
| 40700 | Equipment/Materials | Building materials/supplies for electrical, plumbing, painting, roofing, and wall repair |
| 41000 | Telephone | Telephone expense related to the City |
| 41010 | Gas | Gas expense related to the City |
| 41020 | Electricity | Electricity expense related to the City and charging station |
| 44000 | Contract Professional Svcs | Landscape maint at City facilities HVAC maint, pest control, Irrigation repairs, elevator maint (PD & CH), janitorial contract, Rec facilities janitorial, termite control, fire extinguisher McGaugh Pool maintenance, electrical repairs, bldg roof repairs, tree trimming, AQMD permit fee, restroom/janitorial paper supplies, locksmith/pond maintenance, and window/doors/drain cleaning |
| 47444 | Lease Payments | Debt service lease payments - City National Bank |
| 47999 | Interest Payments | Debt service interest payments - City National Bank |

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

Account Code: 001-052

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-052-40001 | \$ 73,287 | \$ 80,330 | \$ 77,600 | \$ 84,200 |
| Overt-time | 001-052-40003 | - | - | 100 | 200 |
| Part-time | 001-052-40004 | - | - | 4,300 | - |
| Deferred Comp - Cafeteria | 001-052-40010 | 114 | 74 | 600 | 900 |
| Deferred Compensation | 001-052-40011 | 1,541 | 1,475 | 1,400 | 1,500 |
| PERS Retirement | 001-052-40012 | 13,285 | 13,237 | 12,100 | 10,600 |
| PARS Retirement | 001-052-40013 | - | - | 100 | - |
| Medical Insurance | 001-052-40014 | 7,562 | 7,677 | 7,700 | 8,500 |
| Medicare Insurance | 001-052-40017 | 981 | 1,273 | 1,100 | 1,300 |
| Life and Disability | 001-052-40018 | 815 | 819 | 900 | 900 |
| Comptime Buy/Payout | 001-052-40026 | 236 | - | 200 | - |
| Vacation Buy/Payout | 001-052-40027 | 871 | 318 | 1,100 | - |
| Sick Payout | 001-052-40028 | 393 | - | - | - |
| TOTAL PERSONNEL SERVICES | | \$ 99,085 | \$ 105,203 | \$ 107,200 | \$ 108,100 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Equipment/Materials | 001-052-40700 | \$ 9,146 | \$ 10,000 | \$ 15,000 | \$ 15,000 |
| Telephone | 001-052-41000 | 38,797 | 37,000 | 37,000 | 37,000 |
| Gas | 001-052-41010 | 4,498 | 6,800 | 6,000 | 6,800 |
| Electricity | 001-052-41020 | 44,496 | 53,000 | 45,000 | 53,000 |
| Contract Professional Svcs | 001-052-44000 | 265,267 | 296,600 | 269,000 | 269,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 362,204 | \$ 403,400 | \$ 372,000 | \$ 380,800 |
| DEBT SERVICE PAYMENT | | | | | |
| Lease Payments | 001-052-47444 | \$ 106,313 | \$ 109,930 | \$ 132,300 | \$ 70,200 |
| Interest Payments | 001-052-47999 | 12,286 | 6,777 | 8,400 | 1,400 |
| TOTAL DEBT SERVICE PAYMENT | | \$ 118,599 | \$ 116,707 | \$ 140,700 | \$ 71,600 |
| TOTAL EXPENDITURES | | \$ 579,888 | \$ 625,310 | \$ 619,900 | \$ 560,500 |



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City of Seal Beach

AIR QUALITY IMPROVEMENT

Managing Department Head:

Director of Public Works

Mission Statement

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

Primary Activities

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

Objectives

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

City of Seal Beach

FY 2012-2013

DEPARTMENT: Public Works
FUND: 012 Air Quality Improvement

Account Code: 012-700
 012-700

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|-----------------------------|---|--------------------------------|---|
| Maintenance and Operations | \$ 32,227 | \$ 31,350 | \$ 31,400 | \$ 63,000 |
| TOTAL | \$ 32,227 | \$ 31,350 | \$ 31,400 | \$ 63,000 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------------|-------------------------------|
| 41020 | Electricity | Electricity |
| 44000 | Contract Professional Svcs | Senior transportation program |

City of Seal Beach

FY 2012-2013

DEPARTMENT: Public Works
FUND: 012 Air Quality Improvement

Account Code: 012-700

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Electricity | 012-700-41020 | \$ - | \$ 200 | \$ 200 | \$ 200 |
| Contract Prof Svcs | 012-700-44000 | 32,227 | 31,150 | 31,200 | 62,800 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 32,227</u> | <u>\$ 31,350</u> | <u>\$ 31,400</u> | <u>\$ 63,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 32,227</u> | <u>\$ 31,350</u> | <u>\$ 31,400</u> | <u>\$ 63,000</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 46,963 | \$ 44,191 | \$ 44,191 | \$ 43,091 |
| Revenues | 29,455 | 30,200 | 30,300 | 30,200 |
| Expenditures | (32,227) | (31,350) | (31,400) | (63,000) |
| Ending Fund Balance | <u>\$ 44,191</u> | <u>\$ 43,041</u> | <u>\$ 43,091</u> | <u>\$ 10,291</u> |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 016 Park Improvement

Account Code: 016-800

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 151,229 | \$ 57,000 | \$ 47,000 | \$ 10,000 |
| TOTAL | <u>\$ 151,229</u> | <u>\$ 57,000</u> | <u>\$ 47,000</u> | <u>\$ 10,000</u> |

ACCOUNT NUMBER EXPLANATION

| | | | |
|-------|--------------|---------------------------------------|---------------|
| 47000 | Transfer Out | Transfer to Capital Fund for project: | Amount |
| | | PR1201 Edison park | 10,000 |

DEPARTMENT: Public Works
 FUND: 016 Park Improvement

Account Code: 016-800

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Transfer Out | 016-800-47000 | \$ 151,229 | \$ 57,000 | \$ 47,000 | \$ 10,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 151,229</u> | <u>\$ 57,000</u> | <u>\$ 47,000</u> | <u>\$ 10,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 151,229</u> | <u>\$ 57,000</u> | <u>\$ 47,000</u> | <u>\$ 10,000</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 214,418 | \$ 64,398 | \$ 64,398 | \$ 17,698 |
| Revenues | 1,209 | 5,200 | 300 | 300 |
| Expenditures | (151,229) | (57,000) | (47,000) | (10,000) |
| Ending Fund Balance | <u>\$ 64,398</u> | <u>\$ 12,598</u> | <u>\$ 17,698</u> | <u>\$ 7,998</u> |

DEPARTMENT: Public Works
FUND: 040 Gas Tax

Account Code: 040-090

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 583,252 | \$ 952,000 | \$ 882,000 | \$ 867,000 |
| TOTAL | \$ 583,252 | \$ 952,000 | \$ 882,000 | \$ 867,000 |

ACCOUNT NUMBER EXPLANATION

| | | | |
|--------|--------------------------------|--|----------------|
| 44000 | Contract Professional Svcs | State Controller - Annual Street Report | |
| 47000 | Transfers Out | Transfer to General Fund for overhead street maintenance \$300,000 and Capital Fund for project: | |
| | | | Amount |
| ST1205 | Annual Concrete Repair Program | | 25,000 |
| ST1401 | Annual Slurry | | 50,000 |
| ST1405 | Annual Striping Program | | 50,000 |
| ST1406 | Annual Signage | | 10,000 |
| ST1404 | Annual Concrete Repair Program | | 50,000 |
| ST1409 | Westminster Ave. Rehab | | 380,000 |
| | Total CIP Projects | | 565,000 |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 040 Gas Tax

Account Code: 040-090

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Contract Professional | 040-090-44000 | \$ 1,490 | \$ 2,000 | \$ 2,000 | \$ 2,000 |
| Transfers Out | 040-090-47000 | 581,762 | 950,000 | 880,000 | 865,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 583,252</u> | <u>\$ 952,000</u> | <u>\$ 882,000</u> | <u>\$ 867,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 583,252</u> | <u>\$ 952,000</u> | <u>\$ 882,000</u> | <u>\$ 867,000</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|-------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 174,932 | \$ 329,689 | \$ 329,689 | \$ 154,918 |
| Revenues | 738,009 | 684,656 | 707,229 | 763,100 |
| Expenditures | (583,252) | (952,000) | (882,000) | (867,000) |
| Ending Fund Balance | <u>\$ 329,689</u> | <u>\$ 62,345</u> | <u>\$ 154,918</u> | <u>\$ 51,018</u> |



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City of Seal Beach

MEASURE M

Managing Department Head:

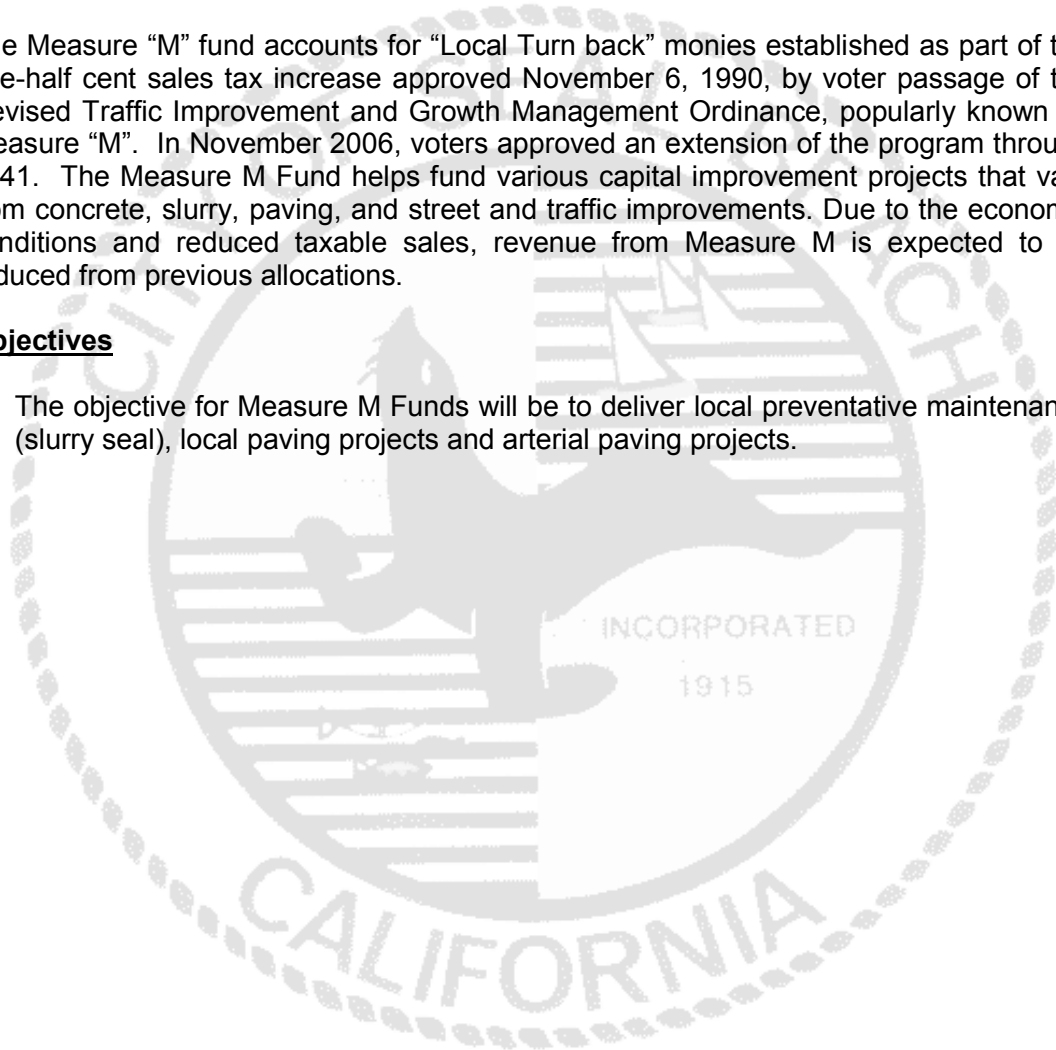
Director of Public Works

Primary Activities

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

Objectives

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



DEPARTMENT: Public Works
 FUND: 041 Measure M

Account Code: 041-099

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 144,054 | \$ 550,000 | \$ 405,900 | \$ 175,000 |
| TOTAL | \$ 144,054 | \$ 550,000 | \$ 405,900 | \$ 175,000 |

ACCOUNT NUMBER EXPLANATION

| | | | |
|-------|----------------------------|---|----------------|
| 44000 | Contract Professional Svcs | Traffic signal maintenance | |
| 47000 | Transfer Out | Transfer to Capital Fund for Project: | Amount |
| | | ST1408 Traffic Management Upgrade | 75,000 |
| | | ST1402 Local Street Resurfacing Program | 100,000 |
| | | Total CIP Projects | 175,000 |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 041 Measure M

Account Code: 041-099

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Transfers Out | 041-099-47000 | \$ 144,054 | \$ 550,000 | \$ 405,900 | \$ 175,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 144,054</u> | <u>\$ 550,000</u> | <u>\$ 405,900</u> | <u>\$ 175,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 144,054</u> | <u>\$ 550,000</u> | <u>\$ 405,900</u> | <u>\$ 175,000</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|-------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 410,524 | \$ 633,837 | \$ 633,837 | \$ 230,437 |
| Revenues | 367,367 | 372,623 | 2,500 | 2,000 |
| Expenditures | (144,054) | (550,000) | (405,900) | (175,000) |
| Ending Fund Balance | <u>\$ 633,837</u> | <u>\$ 456,460</u> | <u>\$ 230,437</u> | <u>\$ 57,437</u> |

DEPARTMENT: Public Works
FUND: 042 Measure M2

Account Code: 042-099

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ - | \$ - | \$ - | \$ 620,000 |
| TOTAL | \$ - | \$ - | \$ - | \$ 620,000 |

ACCOUNT NUMBER EXPLANATION

47000 Transfer Out

Transfer to Capital Fund for Project:

| | <u>Amount</u> |
|--------------------------------|---------------|
| ST1409 Westminster Ave. Rehab. | 620,000 |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 042 Measure M2

Account Code: 042-099

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Transfers Out | 042-099-47000 | \$ - | \$ - | \$ - | \$ 620,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 620,000</u> |
| TOTAL EXPENDITURES | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 620,000</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ - | \$ - | \$ - | \$ 371,398 |
| Revenues | - | - | 371,398 | 371,600 |
| Expenditures | - | - | - | (620,000) |
| Ending Fund Balance | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 371,398</u> | <u>\$ 122,998</u> |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 048 Parking In-lieu

Account Code: 048-400

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|-----------------------------|---|--------------------------------|---|
| Maintenance and Operations | \$ 24,890 | \$ 198,000 | \$ 30,000 | \$ 168,000 |
| TOTAL | <u>\$ 24,890</u> | <u>\$ 198,000</u> | <u>\$ 30,000</u> | <u>\$ 168,000</u> |

ACCOUNT NUMBER EXPLANATION

| | | | |
|-------|--------------|---|---------------|
| 47000 | Transfer Out | Transfer to Capital Fund for Project: | Amount |
| | | ST1203 Main Street Lighting Improvement | 168,000 |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 048 Parking In-lieu

Account Code: 048-400

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Transfers Out | 048-400-47000 | \$ 24,890 | \$ 198,000 | \$ 30,000 | \$ 168,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 24,890</u> | <u>\$ 198,000</u> | <u>\$ 30,000</u> | <u>\$ 168,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 24,890</u> | <u>\$ 198,000</u> | <u>\$ 30,000</u> | <u>\$ 168,000</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|-------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 213,806 | \$ 210,991 | \$ 210,991 | \$ 197,191 |
| Revenues | 22,075 | - | 16,200 | - |
| Expenditures | (24,890) | (198,000) | (30,000) | (168,000) |
| Ending Fund Balance | <u>\$ 210,991</u> | <u>\$ 12,991</u> | <u>\$ 197,191</u> | <u>\$ 29,191</u> |

DEPARTMENT: Public Works
FUND: 070 Roberti-Z'Berg-Harris

Account Code: 070-888

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ - | \$ - | \$ - | \$ - |
| TOTAL | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|--------------|-----------------------------------|
| 47000 | Transfer Out | Transfer to Capital Fund project. |
|-------|--------------|-----------------------------------|

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 070 Roberti-Z'Berg-Harris

Account Code: 070-888

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Transfers Out | 070-888-47000 | \$ - | \$ - | \$ - | \$ - |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| TOTAL EXPENDITURES | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ (12,081) | \$ - | \$ - | \$ - |
| Revenues | 12,081 | - | - | - |
| Expenditures | - | - | - | - |
| Ending Fund Balance | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 071 Per Capita Grant

Account Code: 071-888

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ - | \$ - | \$ - | \$ - |
| TOTAL | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

ACCOUNT NUMBER EXPLANATION

47000 Transfer Out Transfer to Capital Fund for Project.

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 071 Per Capita Grant

Account Code: 071-888

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Transfers Out | 071-888-47000 | \$ - | \$ - | \$ - | \$ - |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| TOTAL EXPENDITURES | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ (3,812) | \$ - | \$ - | \$ - |
| Revenues | 3,812 | - | - | - |
| Expenditures | - | - | - | - |
| Ending Fund Balance | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

DEPARTMENT: Public Works
FUND: 077 Prop 1B

Account Code: 077-888

| | <u>2011-2012 Actual</u> | <u>2012-2013 Amended Budget</u> | <u>2012-2013 Estimated</u> | <u>2013-2014 Adopted Budget</u> |
|----------------------------|-----------------------------|---|--------------------------------|---|
| Maintenance and Operations | \$ - | \$ 318,000 | \$ 318,000 | \$ - |
| TOTAL | <u>\$ -</u> | <u>\$ 318,000</u> | <u>\$ 318,000</u> | <u>\$ -</u> |

ACCOUNT NUMBER EXPLANATION

47000 Transfer Out

Transfer to Capital Project Fund

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 077 Prop 1B

Account Code: 077-888

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Transfers Out | 077-888-47000 | \$ - | \$ 318,000 | \$ 318,000 | \$ - |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ -</u> | <u>\$ 318,000</u> | <u>\$ 318,000</u> | <u>\$ -</u> |
| TOTAL EXPENDITURES | | <u>\$ -</u> | <u>\$ 318,000</u> | <u>\$ 318,000</u> | <u>\$ -</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ - | \$ - | \$ - | \$ - |
| Revenues | - | 318,000 | 318,000 | - |
| Expenditures | - | (318,000) | (318,000) | - |
| Ending Fund Balance | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

DEPARTMENT: Public Works
FUND: 080 City-Wide Grants

Account Code: 080

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 4,424,138 | \$ 554,631 | \$ 554,660 | \$ 1,586,720 |
| TOTAL | \$ 4,424,138 | \$ 554,631 | \$ 554,660 | \$ 1,586,720 |

ACCOUNT NUMBER EXPLANATION

| 47000 | Transfer Out | Transfer to Capital Fund for Project: | Amount |
|-------|--------------|---------------------------------------|------------------|
| | | ST1408 Traffic Management Center | 586,720 |
| | | ST1409 Westminster Ave. Rehab. | 1,000,000 |
| | | | 1,586,720 |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 080 City-Wide Grants

Account Code: 080

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|---------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Contract Professional | 080-363-44000 | \$ - | \$ 10,671 | \$ 10,700 | \$ - |
| Transfers Out - Rivers End RMC | 080-300-47000 | 1,807,766 | - | - | - |
| Transfers Out - Federal ARRA GT | 080-330-47000 | 370,369 | - | - | - |
| Transfers Out - EECB | 080-350-47000 | 127,620 | - | - | - |
| Transfers Out - GMA | 080-360-47000 | 750,739 | - | - | - |
| Transfers Out - OCTA | 080-361-47000 | 1,012,171 | 543,960 | 543,960 | - |
| Transfers Out - TEG | 080-362-47000 | 355,474 | - | - | - |
| Transfers Out - BCI | 080-364-47000 | - | - | - | 1,586,720 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 4,424,138 | \$ 554,631 | \$ 554,660 | \$ 1,586,720 |
| TOTAL EXPENDITURES | | \$ 4,424,138 | \$ 554,631 | \$ 554,660 | \$ 1,586,720 |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|---------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ (34,978) | \$ (445,731) | \$ (445,731) | \$ (50,898) |
| Revenues | 4,013,385 | 510,671 | 949,493 | 1,500,000 |
| Expenditures | (4,424,138) | (554,631) | (554,660) | (1,586,720) |
| Ending Fund Balance | <u>\$ (445,731)</u> | <u>\$ (489,691)</u> | <u>\$ (50,898)</u> | <u>\$ (137,618)</u> |



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City of Seal Beach

COMMUNITY SERVICES

Managing Department Head:

City Manager

Mission Statement

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

Primary Activities

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

Objectives

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

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

Account Code: 001-070

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 188,421 | \$ 202,912 | \$ 196,500 | \$ 229,300 |
| Maintenance and Operations | 48,251 | 167,050 | 158,000 | 57,500 |
| TOTAL | \$ 236,672 | \$ 369,962 | \$ 354,500 | \$ 286,800 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------------|--|
| 40001 | Full-time Salaries | Employee salaries costs |
| 40003 | Over-time | Employee salaries costs |
| 40004 | Part-time | Employee salaries costs |
| 40010 | Deferred Comp - Cafeteria | Employee benefits costs |
| 40011 | Deferred Compensation | Employee benefits costs |
| 40012 | PERS Retirement | Employee benefits costs |
| 40013 | PARS Retirement | Employee benefits costs |
| 40014 | Medical Insurance | Employee benefits costs |
| 40017 | Medicare Insurance | Employee benefits costs |
| 40018 | Life and Disability | Employee benefits costs |
| 40100 | Office Supplies | Office supplies and Bay Hardware |
| 40300 | Memberships and Dues | CPRS dues, NRPA, SCPPOA, and SCMAF |
| 40400 | Training and Meetings | CPRS convention, brochure exchange, SCPPOA monthly and miscellaneous training |
| 40700 | Equipment/Materials | Necessary equipment and materials for the department |
| 40800 | Special Departmental | Direct TV-NSBC, community gardens, senior health fair, breakfast with Santa, building supplies, credit card fees, tree lighting, and BMI music license |
| 44000 | Contract Professional Svcs | Park Master Plan (FY12/13) |
| 45000 | Intergovernmental | Senior meals and lease of parking |

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

Account Code: 001-070

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 001-070-40001 | \$ 133,496 | \$ 147,266 | \$ 148,100 | \$ 156,000 |
| Over-time | 001-070-40003 | - | - | 300 | - |
| Part-time | 001-070-40004 | 65 | 10,000 | 2,000 | 25,200 |
| Cell Phone Allowance | 001-070-40009 | | | 500 | 900 |
| Deferred Comp - Cafeteria | 001-070-40010 | 401 | 178 | 1,300 | 1,900 |
| Deferred Compensation | 001-070-40011 | 1,652 | 3,674 | 3,800 | 4,400 |
| PERS Retirement | 001-070-40012 | 22,488 | 24,266 | 22,900 | 20,100 |
| PARS Retirement | 001-070-40013 | 106 | 200 | 200 | 400 |
| Medical Insurance | 001-070-40014 | 13,147 | 13,370 | 13,200 | 15,700 |
| Medicare Insurance | 001-070-40017 | 2,167 | 2,341 | 2,400 | 2,800 |
| Life and Disability | 001-070-40018 | 1,585 | 1,617 | 1,800 | 1,900 |
| Unemployment | 001-070-40030 | 13,315 | - | - | - |
| TOTAL PERSONNEL SERVICES | | \$ 188,421 | \$ 202,912 | \$ 196,500 | \$ 229,300 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Office Supplies | 001-070-40100 | \$ 521 | \$ 1,500 | \$ 1,500 | \$ 2,000 |
| Memberships and Dues | 001-070-40300 | 400 | 700 | 700 | 700 |
| Training and Meetings | 001-070-40400 | | 700 | 700 | 700 |
| Equipment/Materials | 001-070-40700 | 6,512 | 12,400 | 12,400 | - |
| Special Departmental | 001-070-40800 | 14,907 | 12,700 | 12,700 | 14,100 |
| Contract Professional | 001-070-44000 | | 100,000 | 100,000 | - |
| Intergovernmental | 001-070-45000 | 25,911 | 39,050 | 30,000 | 40,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 48,251 | \$ 167,050 | \$ 158,000 | \$ 57,500 |
| TOTAL EXPENDITURES | | \$ 236,672 | \$ 369,962 | \$ 354,500 | \$ 286,800 |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Community Services
FUND: 001 General Fund - Sports

Account Code: 001-071

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|-----------------------------|---|--------------------------------|---|
| Personnel Services | \$ 20,456 | \$ 37,268 | \$ 22,100 | \$ 21,700 |
| Maintenance and Operations | 6,106 | 10,500 | 10,500 | 7,000 |
| TOTAL | \$ 26,562 | \$ 47,768 | \$ 32,600 | \$ 28,700 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------|---|
| 40004 | Part-time | Employee salaries costs |
| 40013 | PARS Retirement | Employee benefits costs |
| 40017 | Medicare Insurance | Employee benefits costs |
| 40700 | Equipment/materials | Field equipment, gym equipment, Softball and Basketball league equipment and various supplies |
| 41020 | Electricity | Gym electricity |
| 44000 | Contract Professional | Laser level Zoeter Field |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Community Services
FUND: 001 General Fund - Sports

Account Code: 001-071

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------------|--------------------------|-------------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Part-time | 001-071-40004 | \$ 19,587 | \$ 35,940 | \$ 21,000 | \$ 21,000 |
| PARS Retirement | 001-071-40013 | 568 | 800 | 700 | 300 |
| Medicare Insurance | 001-071-40017 | 301 | 528 | 400 | 400 |
| TOTAL PERSONNEL SERVICES | | <u>\$ 20,456</u> | <u>\$ 37,268</u> | <u>\$ 22,100</u> | <u>\$ 21,700</u> |
| MAINTENANCE AND OPERATIONS | | | | | |
| Equipment/Materials | 001-071-40700 | \$ 6,106 | \$ 7,000 | \$ 7,000 | \$ 7,000 |
| Contract Professional | 001-071-44000 | - | 3,500 | 3,500 | - |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 6,106</u> | <u>\$ 10,500</u> | <u>\$ 10,500</u> | <u>\$ 7,000</u> |
| TOTAL EXPENDITURES | | <u><u>\$ 26,562</u></u> | <u><u>\$ 47,768</u></u> | <u><u>\$ 32,600</u></u> | <u><u>\$ 28,700</u></u> |

City of Seal Beach

FY 2013-2014

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

Account Code: 001-072

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 30,105 | \$ 26,720 | \$ 40,300 | \$ 800 |
| Maintenance and Operations | 319,500 | 337,700 | 317,700 | 398,500 |
| TOTAL | \$ 349,605 | \$ 364,420 | \$ 358,000 | \$ 399,300 |

ACCOUNT NUMBER EXPLANATION

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

City of Seal Beach

FY 2013-2014

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

Account Code: 001-072

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|--------------------------|--------------------------|--------------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Part-time Leisure Classes | 001-072-40004 | \$ 28,668 | \$ 26,000 | \$ 39,000 | \$ 600 |
| PARS Retirement | 001-072-40013 | 557 | 338 | 700 | 100 |
| Medicare Insurance | 001-072-40017 | 430 | 382 | 600 | 100 |
| Unemployment | 001-072-40030 | 450 | - | - | - |
| TOTAL PERSONNEL SERVICES | | <u>\$ 30,105</u> | <u>\$ 26,720</u> | <u>\$ 40,300</u> | <u>\$ 800</u> |
| MAINTENANCE AND OPERATIONS | | | | | |
| Office Supplies | 001-072-40100 | \$ - | \$ 500 | \$ 500 | \$ 700 |
| Public/Legal Notices | 001-072-40200 | 45,691 | 50,000 | 50,000 | - |
| Printing | 001-072-40201 | - | - | - | 55,000 |
| Equipment/Materials | 001-072-40700 | 1,267 | 2,200 | 2,200 | 4,600 |
| Special Departmental | 001-072-40800 | 7,350 | 11,000 | 11,000 | 14,200 |
| Telephone | 001-072-41000 | 2,037 | 2,000 | 2,000 | 2,000 |
| Electricity | 001-072-41020 | 10,461 | 12,000 | 12,000 | 12,000 |
| Contract Professional | 001-072-44000 | 252,694 | 260,000 | 240,000 | 310,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 319,500</u> | <u>\$ 337,700</u> | <u>\$ 317,700</u> | <u>\$ 398,500</u> |
| TOTAL EXPENDITURES | | <u><u>\$ 349,605</u></u> | <u><u>\$ 364,420</u></u> | <u><u>\$ 358,000</u></u> | <u><u>\$ 399,300</u></u> |

City of Seal Beach

FY 2013-2014

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

Account Code: 001-074

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|-----------------------------|---|--------------------------------|---|
| Personnel Services | \$ - | \$ 72,600 | \$ 74,700 | \$ 87,700 |
| Maintenance and Operations | 122,431 | 212,500 | 224,000 | 203,100 |
| TOTAL | \$ 122,431 | \$ 285,100 | \$ 298,700 | \$ 290,800 |

ACCOUNT NUMBER EXPLANATION

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

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

Account Code: 001-074

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Part-time | 001-074-40004 | \$ - | \$ 70,000 | \$ 72,600 | \$ 85,200 |
| PARS Retirement | 001-074-40013 | - | 1,500 | 1,000 | 1,200 |
| Medicare Insurance | 001-074-40017 | - | 1,100 | 1,100 | 1,300 |
| TOTAL PERSONNEL SERVICES | | <u>\$ -</u> | <u>\$ 72,600</u> | <u>\$ 74,700</u> | <u>\$ 87,700</u> |
| MAINTENANCE AND OPERATIONS | | | | | |
| Bldg/Material/Supplies | 001-074-40550 | \$ 3,926 | \$ 6,000 | \$ 9,000 | \$ 12,000 |
| Special Departmental | 001-074-40800 | - | 11,000 | 8,500 | 6,800 |
| Bldg/Ground Materials | 001-074-40950 | 13,338 | 53,200 | 45,000 | 45,000 |
| Cable | 001-074-41009 | - | - | - | 1,200 |
| Telephone | 001-074-41000 | - | 3,500 | 3,500 | 3,500 |
| Gas | 001-074-41010 | 601 | 2,000 | 1,000 | 1,200 |
| Electricity | 001-074-41020 | 31,486 | 36,800 | 31,500 | 36,000 |
| Contract Professional Services | 001-074-44000 | 73,079 | 100,000 | 125,500 | 97,400 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 122,431</u> | <u>\$ 212,500</u> | <u>\$ 224,000</u> | <u>\$ 203,100</u> |
| TOTAL EXPENDITURES | | <u>\$ 122,431</u> | <u>\$ 285,100</u> | <u>\$ 298,700</u> | <u>\$ 290,800</u> |



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City of Seal Beach

MARINE SAFETY

Managing Department Head:

Marine Safety Chief

Mission Statement

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

Primary Activities

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

Beach Lifeguard Division

The beach lifeguard's primary activities involve safety of the beach going public. Ocean lifeguards protect an assigned area of beach from a station, or in some instances, patrol a section of beach in a mobile unit, warn of hazardous conditions, rescue people in distress or in danger of drowning, answer questions and give information pertaining to the beach and ocean environment, apply first aid to those in need, remove hazardous obstacles from sand and water, take charge of lost children, advise the public regarding local beach and ocean related ordinances, regulations, safety and conduct, perform other related work as required and maintain a professional and courteous relationship with the public.

Pool Lifeguard Division

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

City of Seal Beach

Junior Lifeguard Division

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

AED (automated external defibrillator). Seal Beach Marine Safety manages the City of Seal Beach AED program consisting of 18 AED 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 Lifeguard Department works with the community to spread the message of beach safety through such programs as Project Wipeout, introduced over 25 years ago to prevent spinal cord injuries in Orange County. Through Project Wipeout, Seal Beach Lifeguards participate in the Orange County Fair, the Orange County Youth Expo, and the Project Wipeout Lifeguard Seminar. In addition to this program, Lifeguards actively educate visiting schools, Boy and Girl Scouts and various other groups.



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DEPARTMENT: Marine Safety
 FUND: 001 General Fund - Aquatics

Account Code: 001-073

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 95,342 | \$ 90,498 | \$ 79,900 | \$ 100,100 |
| Maintenance and Operations | 50,370 | 56,300 | 53,300 | 54,700 |
| TOTAL | \$ 145,712 | \$ 146,798 | \$ 133,200 | \$ 154,800 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|---------------------|---|
| 40004 | Part-time | Employee salaries costs |
| 40013 | PARS Retirement | Employee benefits costs |
| 40017 | Medicare Insurance | Employee benefits costs |
| 40030 | Unemployment | Employee benefits costs |
| 40700 | Equipment/Materials | Pool supplies, staff uniforms, instructional aids and miscellaneous |
| 41000 | Telephone | Telephone and fax pool office |
| 41010 | Gas | Los Alamitos Unified School District |
| 41020 | Electricity | Los Alamitos Unified School District |

DEPARTMENT: Marine Safety
 FUND: 001 General Fund - Aquatics

Account Code: 001-073

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Part-time | 001-073-40004 | \$ 87,135 | \$ 85,000 | \$ 77,100 | \$ 97,300 |
| PARS Retirement | 001-073-40013 | 2,343 | 1,249 | 1,700 | 1,300 |
| Medicare Insurance | 001-073-40017 | 1,314 | 1,249 | 1,100 | 1,500 |
| Unemployment | 001-073-40030 | 4,550 | 3,000 | - | - |
| TOTAL PERSONNEL SERVICES | | <u>\$ 95,342</u> | <u>\$ 90,498</u> | <u>\$ 79,900</u> | <u>\$ 100,100</u> |
| MAINTENANCE AND OPERATIONS | | | | | |
| Equipment/Materials | 001-073-40700 | \$ 5,970 | \$ 8,700 | \$ 7,800 | \$ 7,800 |
| Telephone | 001-073-41000 | 2,273 | 1,600 | 1,600 | 1,600 |
| Gas | 001-073-41010 | 21,266 | 25,000 | 21,300 | 21,300 |
| Electricity | 001-073-41020 | 20,862 | 21,000 | 22,600 | 24,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 50,370</u> | <u>\$ 56,300</u> | <u>\$ 53,300</u> | <u>\$ 54,700</u> |
| TOTAL EXPENDITURES | | <u>\$ 145,712</u> | <u>\$ 146,798</u> | <u>\$ 133,200</u> | <u>\$ 154,800</u> |

DEPARTMENT: Marine Safety
FUND: 034 Tidelands Beach

Account Code: 034-828

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 926,478 | \$ 956,605 | \$ 954,500 | \$ 985,500 |
| Maintenance and Operations | 92,572 | 135,525 | 138,700 | 154,200 |
| TOTAL | \$ 1,019,051 | \$ 1,092,130 | \$ 1,093,200 | \$ 1,139,700 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-------------------------------------|--|
| 40001 | Full-time Salaries | Employee salaries costs |
| 40003 | Over-time | Employee salaries costs |
| 40004 | Part-time | Employee salaries costs |
| 40006 | Junior Lifeguard Sal | Employee benefits costs |
| 40009 | Cell Phone Allowance | Employee benefits costs |
| 40010 | Deferred Comp - Cafeteria | Employee benefits costs |
| 40011 | Deferred Compensation | Employee benefits costs |
| 40012 | PERS Retirement | Employee benefits costs |
| 40013 | PARS Retirement | Employee benefits costs |
| 40014 | Medical Insurance | Employee benefits costs |
| 40017 | Medicare Insurance | Employee benefits costs |
| 40018 | Life and Disability | Employee benefits costs |
| 40030 | Unemployment | Employee benefits costs |
| 40100 | Office Supplies | Office Supplies |
| 40300 | Memberships and Dues | United States Lifesaving Association, Orange County Lifeguard Chiefs Association, Seal Beach Lifeguard Association and California Boating Safety Officer Association |
| 40400 | Training and Meetings | California Surf Lifesaving Association meeting, Emergency Medical Technician training, American Red Cross training, Certification fees, CA Dept. of Boating and Waterways class, United States Coast Guard Skipper class |
| 40600 | Marine Maint/Fuel Lifeguard | Fuel, communications, boat maintenance, PWC maintenance ATV maintenance, and boat upgrade/repair |
| 40700 | Equipment/Materials | Rescue equipment, fist aid supplies, uniforms, tower and headquarters maint., oxygen maint., paddle board, cleaning supplies, pest control and repair of (2) Lifeguard Towers |
| 40701 | Materials and Supplies-Jr Lifeguard | Uniforms, office supplies, can buoys, banquet/Catalina food, paddle boards, field trip supplies, EZ-ups, and body boards. |
| 40800 | Special Departmental | Class A uniforms, training rooms tables/chairs, Scuba maintenance, back-up generator, binoculars and equipment maintenance. |
| 40806 | Special Dept-Jr Lifeguard | USLA, buses for field trips, Catalina Express, Catalina Dive boat rental, Raging Water entry fee, banquet rentals, storage rental, movie, night rental, and campground. |
| 41000 | Telephone | Telephone |
| 41020 | Electricity | Electricity |
| 44000 | Contract Professional | Repair of (2) Lifeguard Towers |
| 45000 | Intergovernmental | Rescue boat slip fees |
| 47010 | Vehicle Replacement | Transfer out to Vehicle Replacement Fund |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Marine Safety
FUND: 034 Tidelands Beach

Account Code: 034-828

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|---------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 034-828-40001 | \$ 287,922 | \$ 287,505 | \$ 291,200 | \$ 301,600 |
| Over-time | 034-828-40003 | 5,891 | 10,000 | 6,000 | 10,000 |
| Part-time | 034-828-40004 | 373,465 | 389,325 | 389,300 | 389,300 |
| Junior Lifeguard Sal | 034-828-40006 | 69,234 | 78,900 | 78,900 | 86,000 |
| Tuition Reimbursement | 034-828-40007 | 492 | 1,000 | 1,000 | - |
| Cell Phone Allowance | 034-828-40009 | 1,869 | 1,800 | 2,300 | 2,700 |
| Deferred Comp - Cafeteria | 034-828-40010 | 1,167 | 1,060 | 1,800 | 2,400 |
| Deferred Comp | 034-828-40011 | 8,929 | 8,385 | 8,500 | 8,600 |
| PERS Retirement | 034-828-40012 | 103,709 | 101,823 | 99,900 | 99,200 |
| PARS Retirement | 034-828-40013 | 9,937 | 10,000 | 10,200 | 10,200 |
| Medical Insurance | 034-828-40014 | 32,339 | 33,245 | 34,600 | 37,400 |
| Medicare Insurance | 034-828-40017 | 11,758 | 11,699 | 10,700 | 12,100 |
| Life and Disability | 034-828-40018 | 2,952 | 2,952 | 3,100 | 3,300 |
| Comp time Buy/Payout | 034-828-40026 | - | - | - | - |
| Vacation Buy/Payout | 034-828-40027 | 6,911 | 6,911 | 8,600 | 10,700 |
| Unemployment | 034-828-40030 | 9,903 | 12,000 | 8,400 | 12,000 |
| TOTAL PERSONNEL SERVICES | | \$ 926,478 | \$ 956,605 | \$ 954,500 | \$ 985,500 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Office Supplies | 034-828-40100 | \$ 2,359 | \$ 3,500 | \$ 3,500 | \$ 3,900 |
| Membership and Dues | 034-828-40300 | 510 | 480 | 100 | 700 |
| Training and Meeting | 034-828-40400 | 4,876 | 6,600 | 4,800 | 6,800 |
| Marine Maint/Fuel Lifeguard | 034-828-40600 | 8,339 | 9,950 | 14,000 | 11,600 |
| Equipment/Materials | 034-828-40700 | 15,366 | 16,250 | 16,250 | 40,600 |
| Materials & Supplies Jr Lifeguard | 034-828-40701 | 12,952 | 19,350 | 19,350 | 26,400 |
| Special Departmental | 034-828-40800 | 9,217 | 12,085 | 11,000 | 11,500 |
| Special Dept - Jr Lifeguard | 034-828-40806 | 23,912 | 27,610 | 32,000 | 35,600 |
| Telephone | 034-828-41000 | 1,905 | 3,000 | 3,000 | 3,400 |
| Electricity | 034-828-41020 | 10,836 | 9,000 | 9,000 | 10,000 |
| Contract Professional | 034-828-44000 | | 24,000 | 22,000 | - |
| Intergovernmental | 034-828-45000 | 2,302 | 3,700 | 3,700 | 3,700 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 92,572 | \$ 135,525 | \$ 138,700 | \$ 154,200 |
| TOTAL EXPENDITURES | | \$ 1,019,051 | \$ 1,092,130 | \$ 1,093,200 | \$ 1,139,700 |



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City of Seal Beach

BEACH AND PIER MAINTENANCE

Managing Department Head:

Director of Public Works

Mission Statement

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

Primary Activities

Regular Activities - primary activities include cleaning the beach with the surf rake for large debris; removing windblown sand from parking lots and adjacent residences; emptying the tot lot, pier, parking lot and beach trash cans; removing graffiti; constructing and removing the seasonal berm and cleaning up after storm events. In addition, the city pays the Surfside Colony \$24,000 per year for maintenance of Surfside Beach.

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

Objectives

- The Department is actively working to maintain the beach with its limited staff. Typically approximately 30,000 cubic yards of sand is moved from the west side of the beach to the east side of the beach every two years. In April 2009, the City participated in an Army Corps of Engineers sand nourishment program and brought 60,000 cubic yards of sand to East Beach for beach nourishment. Nourishment from external sources is typically done every 5-7 years.
- This is a constant maintenance requirement because the angles of the naval jetty's cause wave refraction and movement of the sand from east to west.
- This Division is funded approximately 10% by Tidelands revenues and subsidized 90% by General Fund.

DEPARTMENT: Public Works
FUND: 034 Beach Maintenance

Account Code: 034-863

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 198,561 | \$ 197,254 | \$ 210,800 | \$ 209,600 |
| Maintenance and Operations | 246,979 | 154,033 | 156,100 | 346,420 |
| TOTAL | \$ 445,540 | \$ 351,287 | \$ 366,900 | \$ 556,020 |

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 |
| 40030 | Unemployment | Employee benefits costs |
| 41000 | Telephone | Cellular phone |
| 41020 | Electricity | Electricity for beach, parking lots, and pier |
| 44000 | Contract Professional Svcs | Surfside beach cleaning, landscape maintenance (Eisenhower & Windsurf park), pier parking lot (slurry seal & striping) winter sand berm construction, removal & inspection, coastal and pier engineering, tree trimming (1st Street, Eisenhower park and beach tree rings), emergency pump rental for winter storms, and sand backpass (\$150K) |
| 40700 | Equipment/Materials | Sandbags, beach tools, pier plumbing (showers & restrooms), beach graffiti abatement, pier railing, signage & utility maintenance, and diesel fuel for beach equipment |
| 47010 | Vehicle Replacement | Transfer out to Vehicle Replacement Fund |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 034 Beach Maintenance

Account Code: 034-863

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 034-863-40001 | \$ 118,374 | \$ 119,851 | \$ 114,900 | \$ 123,100 |
| Over-time | 034-863-40003 | 28 | - | 500 | 500 |
| Part-time | 034-863-40004 | 36,882 | 36,345 | 53,300 | 44,100 |
| Deferred Comp - Cafeteria | 034-863-40010 | 248 | 207 | 400 | 500 |
| Deferred Comp | 034-863-40011 | 2,169 | 2,093 | 2,000 | 2,200 |
| PERS Retirement | 034-863-40012 | 20,041 | 19,749 | 18,400 | 15,700 |
| PARS Retirement | 034-863-40013 | 802 | 510 | 1,000 | 1,000 |
| Medical Insurance | 034-863-40014 | 13,099 | 13,312 | 15,100 | 17,700 |
| Medicare Insurance | 034-863-40017 | 2,079 | 2,434 | 2,400 | 2,600 |
| Life and Disability | 034-863-40018 | 1,259 | 1,246 | 1,300 | 1,400 |
| Comp time Buy/Payout | 034-863-40026 | 472 | - | 400 | - |
| Vacation Buy/Payout | 034-863-40027 | 2,150 | 507 | 1,100 | 800 |
| Sick Payout | 034-863-40028 | 785 | - | - | - |
| Unemployment Beach | 034-863-40030 | 173 | 1,000 | - | - |
| TOTAL PERSONNEL SERVICES | | \$ 198,561 | \$ 197,254 | \$ 210,800 | \$ 209,600 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Equipment/Materials | 034-863-40700 | \$ 7,430 | \$ 10,076 | \$ 10,100 | \$ 14,500 |
| Telephone | 034-863-41000 | - | - | - | 120 |
| Electricity | 034-863-41020 | 3,003 | 2,600 | 4,600 | 3,800 |
| Contract Prof. Svcs | 034-863-44000 | 206,796 | 141,357 | 141,400 | 328,000 |
| Transfer Out | 034-863-47000 | 29,750 | - | - | - |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 246,979 | \$ 154,033 | \$ 156,100 | \$ 346,420 |
| TOTAL EXPENDITURES | | \$ 445,540 | \$ 351,287 | \$ 366,900 | \$ 556,020 |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 34,724 | \$ (0) | \$ (0) | \$ (0) |
| Revenues | 1,429,866 | 1,436,899 | 1,460,100 | 1,695,720 |
| Expenditures | (1,464,591) | (1,443,417) | (1,460,100) | (1,695,720) |
| Ending Fund Balance | <u>\$ (0)</u> | <u>\$ (6,518)</u> | <u>\$ (0)</u> | <u>\$ (0)</u> |



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City of Seal Beach

SPECIAL ASSESSMENT DISTRICTS

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

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



DEPARTMENT: Public Works
 FUND: 002 Street Lighting Assessment District

Account Code: 002-500

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 189,544 | \$ 199,500 | \$ 194,500 | \$ 199,500 |
| TOTAL | \$ 189,544 | \$ 199,500 | \$ 194,500 | \$ 199,500 |

ACCOUNT NUMBER EXPLANATION

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

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

DEPARTMENT: Public Works
 FUND: 002 Street Lighting Assessment District

Account Code: 002-500

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Electricity - Street Lighting | 002-500-41020 | \$ 179,891 | \$ 184,500 | \$ 184,500 | \$ 184,500 |
| Contract Professional | 002-500-44000 | 9,653 | 10,000 | 10,000 | 10,000 |
| Legal Fees | 002-500-49777 | - | 5,000 | - | 5,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 189,544</u> | <u>\$ 199,500</u> | <u>\$ 194,500</u> | <u>\$ 199,500</u> |
| TOTAL EXPENDITURES | | <u>\$ 189,544</u> | <u>\$ 199,500</u> | <u>\$ 194,500</u> | <u>\$ 199,500</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|--------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ (50,844) | \$ (15,057) | \$ (15,057) | \$ (9,728) |
| Revenues | 225,331 | 199,500 | 199,829 | 214,500 |
| Expenditures | <u>(189,544)</u> | <u>(199,500)</u> | <u>(194,500)</u> | <u>(199,500)</u> |
| Ending Fund Balance | <u>\$ (15,057)</u> | <u>\$ (15,057)</u> | <u>\$ (9,728)</u> | <u>\$ 5,272</u> |

DEPARTMENT: Finance
FUND: 101 AD94-1 Redemption

Account Code: 101-333

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 9,125 | \$ 9,354 | \$ 9,400 | \$ 9,400 |
| Debt Service | 127,460 | 127,180 | 127,200 | 131,500 |
| TOTAL | \$ 136,585 | \$ 136,534 | \$ 136,600 | \$ 140,900 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------------|---|
| 44000 | Contract Professional Svc | Willdan Financial Services and Bank of New York |
| 47888 | Debt Service Pmt Principal | Debt service principal |
| 47999 | Interest Expense | Debt service interest |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Finance
FUND: 101 AD94-1 Redemption

Account Code: 101-333

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|--------------------------|--------------------------|--------------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Contract Prof Svc | 101-333-44000 | \$ 9,125 | \$ 9,354 | \$ 9,400 | \$ 9,400 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 9,125</u> | <u>\$ 9,354</u> | <u>\$ 9,400</u> | <u>\$ 9,400</u> |
| DEBT SERVICE | | | | | |
| Debt Service Pmt Principal | 101-333-47888 | \$ 100,000 | \$ 105,000 | \$ 105,000 | \$ 115,000 |
| Interest Expense | 101-333-47999 | 27,460 | 22,180 | 22,200 | 16,500 |
| TOTAL DEBT SERVICE | | <u>\$ 127,460</u> | <u>\$ 127,180</u> | <u>\$ 127,200</u> | <u>\$ 131,500</u> |
| TOTAL EXPENDITURES | | <u><u>\$ 136,585</u></u> | <u><u>\$ 136,534</u></u> | <u><u>\$ 136,600</u></u> | <u><u>\$ 140,900</u></u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Beginning Fund Balance | \$ 242,778 | \$ 251,985 | \$ 251,985 | \$ 267,060 |
| Revenues | 145,792 | 151,610 | 151,675 | 151,600 |
| Expenditures | (136,585) | (136,534) | (136,600) | (140,900) |
| Ending Fund Balance | <u><u>\$ 251,985</u></u> | <u><u>\$ 267,061</u></u> | <u><u>\$ 267,060</u></u> | <u><u>\$ 277,760</u></u> |

DEPARTMENT: Finance
FUND: 201 CFD Landscape

Account Code: 201-450

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 73,725 | \$ 76,074 | \$ 76,100 | \$ 78,100 |
| TOTAL | \$ 73,725 | \$ 76,074 | \$ 76,100 | \$ 78,100 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------------|--|
| 43750 | Water Service | Water service expense |
| 44000 | Contract Professional Svcs | Spectrum Care Landscape Services and Willdan |
| 47000 | Transfer Out | Transfer out to General Fund for Admin costs |

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

City of Seal Beach

FY 2013-2014

DEPARTMENT: Finance
FUND: 201 CFD Landscape

Account Code: 201-450

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Water services | 201-450-43750 | \$ 10,699 | \$ 13,000 | \$ 13,000 | \$ 13,000 |
| Contract Professional | 201-450-44000 | 51,026 | 51,074 | 51,100 | 52,100 |
| Transfers Out | 201-450-47000 | 12,000 | 12,000 | 12,000 | 13,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 73,725</u> | <u>\$ 76,074</u> | <u>\$ 76,100</u> | <u>\$ 78,100</u> |
| TOTAL EXPENDITURES | | <u>\$ 73,725</u> | <u>\$ 76,074</u> | <u>\$ 76,100</u> | <u>\$ 78,100</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|-------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 330,368 | \$ 426,143 | \$ 426,143 | \$ 491,743 |
| Revenues | 169,500 | 141,700 | 141,700 | 141,700 |
| Expenditures | (73,725) | (76,074) | (76,100) | (78,100) |
| Ending Fund Balance | <u>\$ 426,143</u> | <u>\$ 491,769</u> | <u>\$ 491,743</u> | <u>\$ 555,343</u> |

DEPARTMENT: Finance
 FUND: 202 CFD Heron Pointe

Account Code: 202-460

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|--------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Debt Service | \$ 282,669 | \$ 284,509 | \$ 284,500 | \$ 291,000 |
| TOTAL | \$ 282,669 | \$ 284,509 | \$ 284,500 | \$ 291,000 |

ACCOUNT NUMBER EXPLANATION

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

DEPARTMENT: Finance
FUND: 202 CFD Heron Pointe

Account Code: 202-460

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|----------------|---------------------|--------------------------------|------------------------|--------------------------------|
| DEBT SERVICE | | | | | |
| Special Tax Transfer | 202-460-47100 | \$ 25,000 | \$ 25,000 | \$ 25,000 | \$ 25,000 |
| Debt Service Pmt Principal | 202-460-47888 | 75,000 | 80,000 | 80,000 | 90,000 |
| Interest Expense | 202-460-47999 | 182,669 | 179,509 | 179,500 | 176,000 |
| TOTAL DEBT SERVICE | | <u>\$ 282,669</u> | <u>\$ 284,509</u> | <u>\$ 284,500</u> | <u>\$ 291,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 282,669</u> | <u>\$ 284,509</u> | <u>\$ 284,500</u> | <u>\$ 291,000</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Beginning Fund Balance | \$ 536,205 | \$ 452,585 | \$ 452,585 | \$ 383,185 |
| Revenues | 199,049 | 214,800 | 215,100 | 204,000 |
| Expenditures | (282,669) | (284,509) | (284,500) | (291,000) |
| Ending Fund Balance | <u>\$ 452,585</u> | <u>\$ 382,876</u> | <u>\$ 383,185</u> | <u>\$ 296,185</u> |

DEPARTMENT: Finance
FUND: 203 CFD Pacific Gateway

Account Code: 203-470

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|--------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Debt Service | \$ 531,415 | \$ 543,795 | \$ 543,800 | \$ 550,600 |
| TOTAL | \$ 531,415 | \$ 543,795 | \$ 543,800 | \$ 550,600 |

ACCOUNT NUMBER EXPLANATION

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

City of Seal Beach

FY 2013-2014

DEPARTMENT: Finance
FUND: 203 CFD Pacific Gateway

Account Code: 203-470

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|----------------|-------------------|--------------------------|---------------------|--------------------------|
| DEBT SERVICE | | | | | |
| Special Tax Transfer | 203-470-47100 | \$ 25,000 | \$ 25,000 | \$ 25,000 | \$ 25,000 |
| Debt Service Pmt Principal | 203-470-47888 | 50,000 | 65,000 | 65,000 | 75,000 |
| Interest Expense | 203-470-47999 | 456,415 | 453,795 | 453,800 | 450,600 |
| TOTAL DEBT SERVICE | | <u>\$ 531,415</u> | <u>\$ 543,795</u> | <u>\$ 543,800</u> | <u>\$ 550,600</u> |
| TOTAL EXPENDITURES | | <u>\$ 531,415</u> | <u>\$ 543,795</u> | <u>\$ 543,800</u> | <u>\$ 550,600</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|-------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 962,550 | \$ 950,324 | \$ 950,324 | \$ 906,724 |
| Revenues | 519,190 | 500,100 | 500,200 | 500,200 |
| Expenditures | (531,415) | (543,795) | (543,800) | (550,600) |
| Ending Fund Balance | <u>\$ 950,324</u> | <u>\$ 906,629</u> | <u>\$ 906,724</u> | <u>\$ 856,324</u> |

DEPARTMENT: Finance
FUND: 204 Heron Pointe CFD

Account Code: 204-460

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 18,944 | \$ 22,400 | \$ 22,400 | \$ 19,000 |
| TOTAL | \$ 18,944 | \$ 22,400 | \$ 22,400 | \$ 19,000 |

ACCOUNT NUMBER EXPLANATION

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

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

City of Seal Beach

FY 2013-2014

DEPARTMENT: Finance
FUND: 204 Heron Pointe CFD

Account Code: 204-460

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Contract Professional | 204-460-44000 | \$ 7,944 | \$ 11,400 | \$ 11,400 | \$ 8,000 |
| Transfers Out | 204-460-47000 | 11,000 | 11,000 | 11,000 | 11,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 18,944</u> | <u>\$ 22,400</u> | <u>\$ 22,400</u> | <u>\$ 19,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 18,944</u> | <u>\$ 22,400</u> | <u>\$ 22,400</u> | <u>\$ 19,000</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 34,086 | \$ 40,474 | \$ 40,474 | \$ 43,274 |
| Revenues | 25,331 | 25,200 | 25,200 | 25,200 |
| Expenditures | (18,944) | (22,400) | (22,400) | (19,000) |
| Ending Fund Balance | <u>\$ 40,474</u> | <u>\$ 43,274</u> | <u>\$ 43,274</u> | <u>\$ 49,474</u> |

DEPARTMENT: Finance
FUND: 205 CFD Pacific Gateway
 Landscape

Account Code: 205-470 & 480

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 61,528 | \$ 65,500 | \$ 65,500 | \$ 67,500 |
| TOTAL | <u>\$ 61,528</u> | <u>\$ 65,500</u> | <u>\$ 65,500</u> | <u>\$ 67,500</u> |

ACCOUNT NUMBER EXPLANATION

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

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

City of Seal Beach

FY 2013-2014

DEPARTMENT: Finance
FUND: 205 CFD Pacific Gateway
 Landscape

Account Code: 205-470 & 480

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Water Services | 205-470-43750 | \$ 3,029 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| Contract Professional Services | 205-470-44000 | 24,804 | 26,800 | 26,800 | 28,800 |
| Transfer Out | 205-470-47000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Contract Professional Services | 205-480-44000 | 7,694 | 7,700 | 7,700 | 7,700 |
| Transfers Out | 205-480-47000 | 11,000 | 11,000 | 11,000 | 11,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 61,528 | \$ 65,500 | \$ 65,500 | \$ 67,500 |
| TOTAL EXPENDITURES | | \$ 61,528 | \$ 65,500 | \$ 65,500 | \$ 67,500 |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|-------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 184,184 | \$ 199,097 | \$ 199,097 | \$ 209,597 |
| Revenues | 76,441 | 75,800 | 76,000 | 76,000 |
| Expenditures | (61,528) | (65,500) | (65,500) | (67,500) |
| Ending Fund Balance | \$ 199,097 | \$ 209,397 | \$ 209,597 | \$ 218,097 |



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City of Seal Beach

WATER OPERATIONS AND CIP

Managing Department Head:

Director of Public Works

Mission Statement

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

Primary Activities

Regular activities - Primary activities include producing and disinfecting water, pipe installation and maintenance, station maintenance, water quality sampling and testing, flushing hydrants, exercising valves, changing meters, reading meters, repairing leaks and main line breaks, customer service requests, water turn off's and on's, cross connection program, fire flow tests, instrumentation and control and public relations.

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

Objectives

- Much of the system is over 40-45 years old. In order to maintain the system, additional labor resources were re-allocated to the water department. These additions have ensured increased station maintenance; compliance with regulations, exercised valves yearly, flushes hydrants semi-annually. The current draft engineering and hydraulic model has identified numerous deficiencies and corrections in the system.
- The last Water Master Plan was adopted in 2004. The City Council will be asked to consider adoption of an update to this Water Master Plan. This update will incorporate items such as the Capital Improvements completed since 2004, new requirements for operation of the water system, updated construction costs, etc.

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 017 Water Fund - Operations

Account Code: 017-900

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 1,146,735 | \$ 1,213,279 | \$ 1,144,700 | \$ 1,278,100 |
| Maintenance and Operations | 2,532,323 | 2,575,837 | 2,447,100 | 2,922,600 |
| TOTAL | \$ 3,679,058 | \$ 3,789,116 | \$ 3,591,800 | \$ 4,200,700 |

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 |
| 40010 | Deferred Comp - Cafeteria | Employee benefits costs |
| 40011 | Deferred Compensation | Employee benefits costs |
| 40012 | PERS Retirement | Employee benefits costs |
| 40013 | PARS Retirement | Employee benefits costs |
| 40014 | Medical Insurance | Employee benefits costs |
| 40015 | AFLAC Cafeteria | Employee benefits costs |
| 40017 | Medicare Insurance | Employee benefits costs |
| 40018 | Life and Disability | Employee benefits costs |
| 40019 | FICA | Employee benefits costs |
| 40022 | Flexible Spending - Cafeteria | Employee benefits costs |
| 40026 | Comp time Buy/Payout | Employee benefits costs |
| 40027 | Vacation Buy/Payout | Employee benefits costs |
| 40028 | Sick Payout | Employee benefits costs |
| 40100 | Office Supplies | Postage for water bills, water billing forms, office supplies, publications |
| 40300 | Memberships and Dues | State Water Distrib. & Treatment licenses, AWWA, OC Backflow, USC Cross Connection Control |
| 40400 | Training and Meetings | Finance Billing training, Water Dept State required training |
| 40700 | Equipment/Materials | Replacement parts for Fire Hydrants, valves, fittings, parts for wells and booster stations, water meters, chlorination supplies and tools for water department |
| 40800 | Special Departmental | Datamatic hand held and annual maintenance, Springbrook annual maintenance, and credit card charges (BofA & Payment Resource) |
| 40900 | Depreciation | Fixed asset annual depreciation |
| 41000 | Telephone | Telephone lines for station alarms, emergency cell phone on-call |
| 41010 | Gas | Natural gas for water wells and booster station |
| 41020 | Electricity | Electricity for water stations and adding new Lampson Well which will run on electric |
| 42000 | Rent/Lease Equipment | Equipment rental |

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



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City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 017 Water Fund - Operations

Account Code: 017-900

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|---------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 017-900-40001 | \$ 778,577 | \$ 869,185 | \$ 773,200 | \$ 902,300 |
| Over-time | 017-900-40003 | 45,589 | 31,000 | 45,000 | 35,000 |
| Part-time | 017-900-40004 | 50,219 | 28,823 | 68,800 | 44,200 |
| Tuition Reimbursement | 017-900-40007 | 8,598 | - | 1,000 | 5,000 |
| Deferred Comp - Cafeteria | 017-900-40010 | 1,412 | 1,162 | 2,100 | 3,100 |
| Deferred Compensation | 017-900-40011 | 14,126 | 15,463 | 14,000 | 17,100 |
| PERS Retirement | 017-900-40012 | 132,084 | 143,224 | 122,300 | 115,400 |
| PARS Retirement | 017-900-40013 | 1,087 | 423 | 1,100 | 1,000 |
| Medical Insurance | 017-900-40014 | 84,959 | 96,802 | 85,600 | 126,800 |
| Medicare Insurance | 017-900-40017 | 10,789 | 14,717 | 10,900 | 15,000 |
| Life and Disability | 017-900-40018 | 8,484 | 9,211 | 8,600 | 10,100 |
| FICA | 017-900-40019 | - | - | - | 100 |
| Flexible Spending - Cafeteria | 017-900-40022 | - | - | 100 | - |
| Comp-time Buy/Payout | 017-900-40026 | 1,180 | - | 2,000 | - |
| Vacation Buy/Payout | 017-900-40027 | 6,990 | 3,269 | 10,000 | 3,000 |
| Sick Payout | 017-900-40028 | 2,641 | - | - | - |
| TOTAL PERSONNEL SERVICES | | \$ 1,146,735 | \$ 1,213,279 | \$ 1,144,700 | \$ 1,278,100 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Office Supplies | 017-900-40100 | \$ 20,913 | \$ 29,000 | \$ 32,900 | \$ 28,600 |
| Membership and Dues | 017-900-40300 | 1,131 | 1,600 | 1,600 | 1,600 |
| Training and Meetings | 017-900-40400 | 1,584 | 4,700 | 4,700 | 5,500 |
| Equipment/Materials | 017-900-40700 | 53,833 | 100,800 | 62,000 | 100,000 |
| Special Departmental | 017-900-40800 | 26,240 | 33,000 | 33,000 | 33,000 |
| Depreciation | 017-900-40900 | 42,463 | 41,435 | 41,400 | 41,400 |
| Telephone | 017-900-41000 | 9,690 | 8,900 | 8,900 | 10,700 |
| Gas | 017-900-41010 | 20,159 | 35,000 | 20,200 | 35,000 |
| Electricity | 017-900-41020 | 158,711 | 160,000 | 160,000 | 160,000 |
| Rent/Lease Equip | 017-900-42000 | 241 | - | - | - |
| Contract Prof Svcs | 017-900-44000 | 115,238 | 194,000 | 115,000 | 228,000 |
| Overhead | 017-900-44050 | 324,500 | 324,500 | 324,500 | 324,500 |
| Intergovernmental | 017-900-45000 | 1,752,615 | 1,638,500 | 1,638,500 | 1,950,500 |
| Interest Payment | 017-900-47999 | 5,005 | 4,402 | 4,400 | 3,800 |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 2,532,323 | \$ 2,575,837 | \$ 2,447,100 | \$ 2,922,600 |
| TOTAL EXPENDITURES | | \$ 3,679,058 | \$ 3,789,116 | \$ 3,591,800 | \$ 4,200,700 |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|---------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 7,332,966 | \$ 6,820,467 | \$ 6,820,467 | \$ 6,514,287 |
| Revenues | 3,166,559 | 3,321,900 | 3,285,620 | 3,437,700 |
| Expenditures | (3,679,058) | (3,789,116) | (3,591,800) | (4,200,700) |
| Ending Fund Balance | <u>\$ 6,820,467</u> | <u>\$ 6,353,251</u> | <u>\$ 6,514,287</u> | <u>\$ 5,751,287</u> |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 019 Water Capital Improvement Fund

Account Code: 019-950
 019-950

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 486,517 | \$ 3,727,656 | \$ 1,627,718 | \$ 3,841,000 |
| TOTAL | <u>\$ 486,517</u> | <u>\$ 3,727,656</u> | <u>\$ 1,627,718</u> | <u>\$ 3,841,000</u> |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-------------------------------|--|
| 40900 | Depreciation | Fixed asset annual depreciation |
| 44000 | Contract Professional | Consultant Services |
| 49605 | Construction-Capital Projects | Various Contractors for capital projects |

DEPARTMENT: Public Works
 FUND: 019 Water Capital Improvement Fund

Account Code: 019-950

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Depreciation | 019-950-40900 | \$ 467,537 | \$ 510,818 | \$ 510,818 | \$ 511,000 |
| Contract Professional Services | 019-925-44000 | 18,980 | - | - | - |
| Construction - Capital Projects | 019-950-49605 | - | 3,216,838 | 1,116,900 | 3,330,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 486,517</u> | <u>\$ 3,727,656</u> | <u>\$ 1,627,718</u> | <u>\$ 3,841,000</u> |
| TOTAL EXPENDITURES | | <u>\$ 486,517</u> | <u>\$ 3,727,656</u> | <u>\$ 1,627,718</u> | <u>\$ 3,841,000</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|----------------------|--------------------------|----------------------|--------------------------|
| Beginning Fund Balance | \$ 16,655,069 | \$ 17,453,521 | \$ 17,453,521 | \$ 17,162,803 |
| Revenues | 1,284,969 | 1,337,000 | 1,337,000 | 1,395,600 |
| Expenditures | (486,517) | (3,727,656) | (1,627,718) | (3,841,000) |
| Ending Fund Balance | <u>\$ 17,453,521</u> | <u>\$ 15,062,865</u> | <u>\$ 17,162,803</u> | <u>\$ 14,717,403</u> |

DEPARTMENT: Public Works
FUND: 021 Vehicle Replacement Fund

Account Code: 021-980

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 48,105 | \$ - | \$ - | \$ - |
| Capital Outlay | 33,768 | 757,873 | 757,861 | 43,900 |
| TOTAL | \$ 81,873 | \$ 757,873 | \$ 757,861 | \$ 43,900 |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|-----------------------|--|
| 40900 | Depreciation | Annual depreciation expense |
| 44000 | Contract Professional | Lifeguard boat repair |
| 49605 | Capital Projects | Project BG1207 - Fleet Equipment Upgrade |
| 48075 | Vehicles | Vehicle Replacement |

| 2012-2013 Replacement | | | | |
|------------------------|------------|--------|------------------------|-------------------|
| Department | Model Year | Make | Model Type | Cost |
| Police | 2000 | Ford | Taurus | \$ 32,500 |
| PW - Engineering Admin | 1997 | Ford | Bus | 13,500 |
| PW - Engineering Admin | 1997 | Ford | Bus | 13,500 |
| PW - Engineering Admin | 2002 | Toyota | Prius | 24,000 |
| PW - Streets | 1999 | Mixer | Concrete Mixer | 5,500 |
| PW - Sewer | 1986 | Ford | F-350 | 55,000 |
| PW - Sewer | 1990 | Ford | F-250 | 25,500 |
| PW - Sewer | 1999 | Hyster | S50XM Forklift | 20,500 |
| Police | | | Right Hand Vehicle (2) | 72,000 |
| | | | | \$ 262,000 |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 021 Vehicle Replacement Fund

Account Code: 021-980

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Contract Professional | 021-980-44000 | \$ 48,105 | \$ - | \$ - | \$ - |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 48,105 | \$ - | \$ - | \$ - |
| CAPITAL OUTLAY | | | | | |
| Depreciation | 021-980-40900 | \$ 33,768 | \$ 43,861 | \$ 43,861 | \$ 43,900 |
| Vehicles | 021-980-48075 | - | 614,012 | 614,000 | - |
| Capital Projects | 021-980-49605 | - | 100,000 | 100,000 | - |
| TOTAL CAPITAL OUTLAY | | \$ 33,768 | \$ 757,873 | \$ 757,861 | \$ 43,900 |
| TOTAL EXPENDITURES | | \$ 81,873 | \$ 757,873 | \$ 757,861 | \$ 43,900 |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|---------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 2,229,764 | \$ 2,147,891 | \$ 2,147,891 | \$ 1,700,030 |
| Revenues | - | 310,000 | 310,000 | 310,000 |
| Expenditures | (81,873) | (757,873) | (757,861) | (43,900) |
| Ending Fund Balance | <u>\$ 2,147,891</u> | <u>\$ 1,700,018</u> | <u>\$ 1,700,030</u> | <u>\$ 1,966,130</u> |



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City of Seal Beach

SEWER OPERATIONS AND CIP

Managing Department Head:

Director of Public Works

Mission Statement

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

Primary Activities

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

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

Objectives

- The Public Works Department has made significant progress in its undertaking of a large capital improvement program to replace the majority of the infrastructure. Due to its age, much of the system is at the end of its useful life. The City's sewer system has been video-taped which provides detailed information for the Capital Improvement Program. The Video's were taken in 2006 and will need to be updated in the next few years.
- The Department has reconstructed two sewer lift stations; rehabilitated 2 stations, eliminated 2 pump stations, replaced 10 blocks of sewer mainline and replaced the force main on Seal Beach Blvd. The Department will continue its aggressive capital improvement program and on-going maintenance.
- In addition, the City Council approved a 2005 update to the Sewer Master Plan with a \$15 million dollar Capital Improvement program supported by increased user rates. New requirements from EPA and the Regional Quality Water Board will focus more energy in the maintenance and operation of the system. In response to these requirements, the Department has also prepared a Preventative Maintenance Plan, an Emergency Response Plan, sewer grease ordinance and a Fats Oils and Grease Program.
- Staff is pursuing project funding through the State Revolving Loan Program.

DEPARTMENT: Public Works
FUND: 043 Sewer Operations

Account Code: 043-925

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 426,003 | \$ 454,569 | \$ 452,100 | \$ 682,500 |
| Maintenance and Operations | 249,351 | 298,439 | 248,300 | 378,400 |
| TOTAL | \$ 675,354 | \$ 753,008 | \$ 700,400 | \$ 1,340,900 |

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 |
| 40100 | Office Supplies | Office supplies |
| 40300 | Memberships and Dues | California Water Environment Association certification and dues |
| 40400 | Training and Meetings | Training and education |
| 40700 | Equipment/Materials | Electrical supplies, valves, pumps, chemicals, tools & equipment. |
| 40900 | Depreciation | Annual depreciation of sewer fixed assets |
| 41000 | Telephone | Telephone lines to sewer stations, emergency phones, pagers |
| 41010 | Gas | Natural gas for sewer station engines and emergency generators. |
| 41020 | Electricity | Electricity at sewer pump stations |
| 44000 | Contract Professional Svcs | Pump station maintenance and emergency call outs, sewer cleaning, video taping, FOG program, landscape maintenance, uniforms, professional services, emergency spot repairs, and Local Coastal Planning consultant |
| 44050 | Overhead | Administrative expenses calculated for department |
| 45000 | Intergovernmental | State permits and fees, AQMD, OC Health Care, OC tax, City of Huntington Beach for Sunset Aquatic Park |
| 47010 | Vehicle Replacement | Transfer out to Vehicle Replacement Fund |
| 48075 | Vehicles | Sewer vacuum truck |
| 49777 | Legal Fees | Expenditures for services beyond that covered by the Retainer. |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 043 Sewer Operations

Account Code: 043-925

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Full-time Salaries | 043-925-40001 | \$ 297,160 | \$ 341,604 | \$ 323,400 | \$ 500,900 |
| Over-time | 043-925-40003 | 10,477 | - | 10,500 | 10,500 |
| Part-time | 043-925-40004 | 12,754 | 2,144 | 14,400 | 9,100 |
| Tuition Reimbursement | 043-925-40007 | 174 | - | - | - |
| Deferred Comp - Cafeteria | 043-925-40010 | 720 | 653 | 1,300 | 2,700 |
| Deferred Comp | 043-925-40011 | 6,137 | 7,261 | 6,700 | 11,000 |
| PERS Retirement | 043-925-40012 | 50,805 | 56,290 | 50,300 | 64,200 |
| PARS Retirement | 043-925-40013 | 240 | 31 | 200 | 100 |
| Medical Insurance | 043-925-40014 | 31,475 | 35,706 | 35,000 | 68,000 |
| AFLAC Cafeteria | 043-925-40015 | - | - | - | - |
| Medicare Insurance | 043-925-40017 | 3,540 | 5,445 | 4,200 | 8,000 |
| Life and Disability | 043-925-40018 | 3,028 | 3,329 | 3,300 | 5,400 |
| FICA | 043-925-40019 | - | - | - | 100 |
| Flexible Spending - Cafeteria | 043-925-40022 | - | - | 100 | - |
| Comp time Buy/Payout | 043-925-40026 | 1,180 | - | 400 | - |
| Vacation Buy/Payout | 043-925-40027 | 5,960 | 2,106 | 2,300 | 2,500 |
| Sick Payout | 043-925-40028 | 2,353 | - | - | - |
| TOTAL PERSONNEL SERVICES | | \$ 426,003 | \$ 454,569 | \$ 452,100 | \$ 682,500 |
| MAINTENANCE AND OPERATIONS | | | | | |
| Office Supplies | 043-925-40100 | \$ 421 | \$ 1,000 | \$ 1,000 | \$ 1,000 |
| Membership and Dues | 043-925-40300 | 410 | 800 | 800 | 1,500 |
| Training and Meetings | 043-925-40400 | 280 | 1,500 | 1,500 | 2,500 |
| Equipment and Materials | 043-925-40700 | 10,764 | 10,000 | 15,000 | 20,000 |
| Depreciation | 043-925-40900 | 8,913 | 8,439 | 8,400 | 10,000 |
| Telephone | 043-925-41000 | 7,171 | 7,100 | 7,100 | 7,500 |
| Gas | 043-925-41010 | 525 | 500 | 500 | 500 |
| Electricity | 043-925-41020 | 26,985 | 28,800 | 26,000 | 28,800 |
| Contract Prof Svcs | 043-925-44000 | 125,449 | 161,300 | 120,000 | 227,600 |
| Overhead | 043-925-44050 | 54,000 | 54,000 | 54,000 | 54,000 |
| Intergovernmental | 043-925-45000 | 14,349 | 25,000 | 14,000 | 25,000 |
| Legal Fees | 043-925-49777 | 84 | - | - | - |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 249,351 | \$ 298,439 | \$ 248,300 | \$ 378,400 |
| CAPITAL OUTLAY | | | | | |
| Vehicles | 043-925-48075 | \$ - | \$ - | \$ - | \$ 280,000 |
| TOTAL CAPITAL OUTLAY | | \$ - | \$ - | \$ - | \$ 280,000 |
| TOTAL EXPENDITURES | | \$ 675,354 | \$ 753,008 | \$ 700,400 | \$ 1,340,900 |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|---------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 1,907,152 | \$ 1,970,112 | \$ 1,970,112 | \$ 2,007,712 |
| Revenues | 738,314 | 738,000 | 738,000 | 738,000 |
| Expenditures | (675,354) | (753,008) | (700,400) | (1,340,900) |
| Ending Fund Balance | <u>\$ 1,970,112</u> | <u>\$ 1,955,104</u> | <u>\$ 2,007,712</u> | <u>\$ 1,404,812</u> |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 044 Sewer Capital

Account Code: 044-975

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|-----------------------------|---|--------------------------------|---|
| Maintenance and Operations | \$ 726,895 | \$ 8,360,316 | \$ 4,910,500 | \$ 4,672,700 |
| TOTAL | \$ 726,895 | \$ 8,360,316 | \$ 4,910,500 | \$ 4,672,700 |

Account Number Explanation

| | | |
|-------|-------------------------------|---|
| 40900 | Depreciation | Annual depreciation expense |
| 44000 | Contract Professional | Consulting services related to capital improvement Specialized sanitary sewer consultant |
| 47600 | Amortization | 2000 Sewer System Certificates of Participation |
| 47999 | Interest Expense | 2000 Sewer System Certificates of Participation |
| 49605 | Construction-Capital Projects | Various Contractors for capital projects |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 044 Sewer Capital

Account Code: 044-975

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|-------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Depreciation | 044-975-40900 | \$ 548,281 | \$ 561,235 | \$ 561,300 | \$ 562,000 |
| Contract Prof Svcs | 044-975-44000 | 9,790 | 10,000 | 10,000 | 10,000 |
| Amortization | 044-975-47600 | 16,544 | 4,474 | 4,500 | 4,500 |
| Interest Expense | 044-975-47999 | 152,280 | 146,640 | 146,700 | 206,200 |
| Construction - Capital Projects | 044-975-49605 | - | 7,637,967 | 4,188,000 | 3,890,000 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 726,895</u> | <u>\$ 8,360,316</u> | <u>\$ 4,910,500</u> | <u>\$ 4,672,700</u> |
| TOTAL EXPENDITURES | | <u>\$ 726,895</u> | <u>\$ 8,360,316</u> | <u>\$ 4,910,500</u> | <u>\$ 4,672,700</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|----------------------|--------------------------|----------------------|--------------------------|
| Beginning Fund Balance | \$ 17,291,512 | \$ 18,295,177 | \$ 18,295,177 | \$ 14,919,677 |
| Revenues | 1,730,560 | 1,515,500 | 1,535,000 | 1,515,500 |
| Expenditures | (726,895) | (8,360,316) | (4,910,500) | (4,672,700) |
| Ending Fund Balance | <u>\$ 18,295,177</u> | <u>\$ 11,450,361</u> | <u>\$ 14,919,677</u> | <u>\$ 11,762,477</u> |



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Capital Improvement Projects Summary

FY 2013-2014

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

| | | Approved Carry over 2012-2013 Budget | 2013-2014 Adopted Budget | 2013-2014 Total |
|--------------|--------------------|---|--------------------------------|----------------------|
| Fund 001 | General Fund | \$ 3,105,480 | \$ 1,270,000 | \$ 4,375,480 |
| Fund 016 | Park Improvements | 10,000 | - | 10,000 |
| Fund 019 | Water Capital Fund | 2,140,000 | 1,190,000 | 3,330,000 |
| Fund 040 | State Gas Tax | 25,000 | 540,000 | 565,000 |
| Fund 041 | Measure M | - | 175,000 | 175,000 |
| Fund 042 | Measure M2 | - | 620,000 | 620,000 |
| Fund 044 | Sewer Capital Fund | 2,990,000 | 900,000 | 3,890,000 |
| Fund 048 | Parking In-lieu | 168,000 | - | 168,000 |
| Fund 050 | Seal Beach Cable | - | 225,000 | 225,000 |
| Fund 080 | Citywide Grants | - | 1,586,720 | 1,586,720 |
| TOTAL | | \$ 8,438,480 | \$ 6,506,720 | \$ 14,945,200 |

| | |
|--|----------------------|
| Capital Project (Fund 045) | \$ 7,725,200 |
| Water Capital Project (Fund 019) | 3,330,000 |
| Sewer Capital Project (Fund 044) | 3,890,000 |
| Total Capital Project - All Funds | \$ 14,945,200 |

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 fiscal year 2013-2014 include, but not limited to Main Street Tree Planting, Mary Wilson Library Structural Improvements, Ocean Alley Utility Improvement (Main St. to 6th St.), Golden Rain Intersection Improvement, Lampson Avenue Median Improvement and the Graphic Integration System.

For the fiscal year 2013-2014, the total Capital Improvement Project budget is \$7,725,200, excluding Water and Sewer Capital Funds. The total Capital Improvement costs in the General Fund is \$4,375,480. The remaining balance of Capital Improvement projects, \$3,349,720, is funded through the various revenue sources listed above. Detailed description of all capital projects, including Water and Sewer Capital Funds are presented in the 5-Year Capital Improvement Program budget document.

CAPITAL IMPROVEMENT PROJECTS DETAIL

FY 2013-2014

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

Capital Fund: 045, 019, 21, & 044

| Project Number | Description | Approved Carry over 2012-2013 Budget | 2013-2014 Adopted Budget | 2013-2014 Total |
|--|--|--------------------------------------|--------------------------|------------------|
| Fund 001 | General Fund | | | |
| BG1203 | Underground Storage Tank Remediation | \$ - | \$ 10,000 | \$ 10,000 |
| BP1002 | Pier Utility Upgrade Project | 300,000 | | 300,000 |
| BP1004 | Pier Re-Decking Final Phase | 300,000 | | 300,000 |
| BP1102 | Local Coastal Plan | 20,000 | 60,000 | 80,000 |
| BP1103 | Pier Structural Assessment Implementation | 100,000 | | 100,000 |
| BP1401 | Pier Storage Area Repair | - | 50,000 | 50,000 |
| PR1401 | Citywide Court Rehabilitation (Tennis/Basketball) | - | 30,000 | 30,000 |
| ST1407 | Street Tree Planting Program - Annual | - | 20,000 | 20,000 |
| BG1302 | Emergency Backup Power for City Hall/FS 44/Lifeguards HQ | - | 400,000 | 400,000 |
| | Subtotal for General Fund | 720,000 | 570,000 | 1,290,000 |
| | 001 - 20289 Successor Agency Project | | | |
| SD1201 | Storm Drain Master Plan Improvements | 869,480 | - | 869,480 |
| | Subtotal for Successor Agency Project | 869,480 | - | 869,480 |
| | 001 - 29013 Buildings Assigned Fund Balance | | | |
| BG1204 | City Hall Remodel | 186,000 | - | 186,000 |
| BG1401 | Council Chamber Remodel | - | 300,000 | 300,000 |
| | Subtotal for Building Assigned Fund Balance | 186,000 | 300,000 | 486,000 |
| | 001 - 29013 Old Town Assigned Fund Balance | | | |
| ST1203 | Main Street Lighting Improvement | 490,000 | - | 490,000 |
| | Subtotal for Old Town Assigned Fund Balance | 490,000 | - | 490,000 |
| | 001 - 29014 Swimming Pool Assigned Fund Balance | | | |
| BG0904 | New Swimming Pool | - | 400,000 | 400,000 |
| | Subtotal for Swimming Pool Assigned Fund Balance | - | 400,000 | 400,000 |
| | 001 - 29012 Storm Drain Assigned Fund Balance | | | |
| SD1401 | College Park East Storm Drain Master Plan Improvement | 700,000 | - | 700,000 |
| | Subtotal for Storm Drain Assigned Fund Balance | 700,000 | - | 700,000 |
| | 001 - 29007 AB1600 Impact Fee Assigned Fund Balance | | | |
| ST1207 | Seal Beach Comprehensive Parking Management Plan | 140,000 | - | 140,000 |
| | Subtotal for Developer/Traffic Impact Fee Assigned Fund Balance | 140,000 | - | 140,000 |
| Total General Fund Requests: | | 3,105,480 | 1,270,000 | 4,375,480 |
| Fund 016 | Park Improvements | | | |
| PR1201 | Edison Park - Community Gardens Expansion | 10,000 | - | 10,000 |
| Total Park Improvement Fund Requests: | | 10,000 | - | 10,000 |
| Fund 019 | Water Capital Fund | | | |
| BG1403 | City Yard Building Improvement Project | - | 150,000 | 150,000 |
| BP1002 | Pier Utility Upgrade Project | 450,000 | - | 450,000 |
| BP1102 | Local Coastal Plan | 40,000 | 40,000 | 80,000 |
| WT0904 | Water Station Rehab. - Beverly Manor | 1,200,000 | - | 1,200,000 |
| WT1102 | Lampson Water Well - Backup Generator | 400,000 | - | 400,000 |
| WT1103 | Lampson Well Water Connection Improvement | - | 400,000 | 400,000 |
| WT1301 | Main Line Replacement Hellman Ranch Permits | 50,000 | - | 50,000 |
| WT1401 | Ocean Ave. Alley (First St. to 6th) | - | 600,000 | 600,000 |
| Total Water Fund Requests: | | 2,140,000 | 1,190,000 | 3,330,000 |

CAPITAL IMPROVEMENT PROJECTS DETAIL

FY 2013-2014

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

Capital Fund: 045, 019, 21, & 044

| Project Number | Description | Approved Carry over 2012-2013 Budget | 2013-2014 Adopted Budget | 2013-2014 Total |
|---|---|--------------------------------------|--------------------------|----------------------|
| Fund 040 | State Gas Tax | | | |
| ST1205 | Annual Concrete Repair Program | 25,000 | - | 25,000 |
| ST1401 | Annual Slurry Seal Project | - | 50,000 | 50,000 |
| ST1404 | Annual Concrete Repair Program | - | 50,000 | 50,000 |
| ST1405 | Annual Striping program | - | 50,000 | 50,000 |
| ST1406 | Annual Signage Replacement | - | 10,000 | 10,000 |
| ST1409 | Westminster Ave. Rehabilitation | - | 380,000 | 380,000 |
| Total Gas Tax Fund Requests: | | 25,000 | 540,000 | 565,000 |
| Fund 041 | Measure M | | | |
| ST1408 | Traffic Management Center Upgrade | - | 75,000 | 75,000 |
| ST1402 | Local Street Resurfacing Program | - | 100,000 | 100,000 |
| Total Measure M Fund Requests: | | - | 175,000 | 175,000 |
| Fund 042 | Measure M2 | | | |
| ST1409 | Westminster Ave. Rehabilitation | - | 620,000 | 620,000 |
| Total Measure M2 Fund Requests: | | - | 620,000 | 620,000 |
| Fund 044 | Sewer Capital Fund | | | |
| BG1302 | Emergency Backup Power for City Hall/FS 44/Lifeguards HQ | - | 100,000 | 100,000 |
| BG1403 | City Yard Building Improvement Project | - | 150,000 | 150,000 |
| BP1002 | Pier Utility Upgrade Project | 450,000 | - | 450,000 |
| BP1102 | Local Coastal Plan | 40,000 | 40,000 | 80,000 |
| SS0901 | 10 Year Sewer Imp. Master Plan (8 th St & Pier P.S.) | 2,500,000 | - | 2,500,000 |
| SS1201 | Manhole Rehabilitation | - | 10,000 | 10,000 |
| WT1201 | Ocean Ave. Alley (First St. to 6th) | - | 600,000 | 600,000 |
| Total Sewer Fund Requests: | | 2,990,000 | 900,000 | 3,890,000 |
| Fund 048 | Parking In-lieu | | | |
| ST1203 | Main Street Lighting Improvements | 168,000 | - | 168,000 |
| Total Parking-in-Lieu Fund Requests: | | 168,000 | - | 168,000 |
| Fund 050 | Seal Beach Cable Foundation | | | |
| BG1402 | SBTV3 Control Room Upgrades | - | 225,000 | 225,000 |
| Total Seal Beach Cable Foundation Fund Requests: | | - | 225,000 | 225,000 |
| Fund 080 | Citywide Grants | | | |
| <i>080-364 Grant Reimb.</i> | | | | |
| ST1408 | Traffic Management Center Upgrade | - | 586,720 | 586,720 |
| ST1409 | Westminster Ave. Rehabilitation | - | 1,000,000 | 1,000,000 |
| Total Citywide Grant Fund Requests: | | - | 1,586,720 | 1,586,720 |
| TOTAL EXPENDITURES | | \$ 8,438,480 | \$ 6,506,720 | \$ 14,945,200 |

DEPARTMENT: Public Works
FUND: 045 Capital Project Fund

Account Code: 045-333

| | <u>2011-2012 Actual</u> | <u>2012-2013 Amended Budget</u> | <u>2012-2013 Estimated</u> | <u>2013-2014 Adopted Budget</u> |
|----------------------------|-----------------------------|---|--------------------------------|---|
| Maintenance and Operations | <u>\$ 5,530,575</u> | <u>\$ 6,956,895</u> | <u>\$ 6,721,254</u> | <u>\$ 7,725,200</u> |
| TOTAL | <u><u>\$ 5,530,575</u></u> | <u><u>\$ 6,956,895</u></u> | <u><u>\$ 6,721,254</u></u> | <u><u>\$ 7,725,200</u></u> |

ACCOUNT NUMBER EXPLANATION

44000 Contract Professional Svcs Various Contractors for capital projects

City of Seal Beach

FY 2013-2014

DEPARTMENT: Public Works
FUND: 045 Capital Project Fund

Account Code: 045-333

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|---------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Contract Professional Svcs | 045-333-44000 | \$ 5,530,575 | \$ 6,956,895 | \$ 6,721,254 | \$ 7,725,200 |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 5,530,575</u> | <u>\$ 6,956,895</u> | <u>\$ 6,721,254</u> | <u>\$ 7,725,200</u> |
| TOTAL EXPENDITURES | | <u>\$ 5,530,575</u> | <u>\$ 6,956,895</u> | <u>\$ 6,721,254</u> | <u>\$ 7,725,200</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 87,374 | \$ 87,374 | \$ 87,374 | \$ 87,374 |
| Revenues | 5,530,575 | 6,956,895 | 6,721,254 | 7,725,200 |
| Expenditures | (5,530,575) | (6,956,895) | (6,721,254) | (7,725,200) |
| Ending Fund Balance | <u>\$ 87,374</u> | <u>\$ 87,374</u> | <u>\$ 87,374</u> | <u>\$ 87,374</u> |



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City of Seal Beach

REDEVELOPMENT AGENCY

Managing Department Head:

Director of Community Development

Mission Statement

As of February 1, 2012, the Redevelopment Agency was officially dissolved as part of the State of California's 2011 Budget Act. There are no new activities associated with this agency.

Primary Activities

- No activity.

Objectives

- No activity.



DEPARTMENT: Community Development
FUND: 61 RDA - Riverfront Low/Mod Housing

Account Code: 061-081

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 3,588,695 | \$ - | \$ - | \$ - |
| TOTAL | \$ 3,588,695 | \$ - | \$ - | \$ - |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------------|---|
| 44000 | Contract Professional Svcs | Civic Stone, CDBG/LM Program |
| 45050 | Low/Mod Housing Exp | Seal Beach Shores rental assistance, Seal Beach Shores loan repayment and Low/Mod Grants and Loans |
| 47000 | Transfer Out | RDA dissolution, transfer to Fund 301 |
| 49800 | Legal Services | Legal Fees |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Community Development
FUND: 61 RDA - Riverfront Low/Mod Housing

Account Code: 061-081

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|---------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Contract Prof. Svcs | 061-081-44000 | \$ 60,061 | \$ - | \$ - | \$ - |
| Low/Mod Housing Exp | 061-081-45050 | 229,418 | - | - | - |
| Transfer Out | 061-081-47000 | 3,272,217 | - | - | - |
| Legal Services | 061-081-49800 | 26,999 | - | - | - |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 3,588,695</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| TOTAL EXPENDITURES | | <u>\$ 3,588,695</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 3,327,180 | \$ - | \$ - | \$ - |
| Revenues | 261,515 | - | - | - |
| Expenditures | (3,588,695) | - | - | - |
| Ending Fund Balance | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Community Development
FUND: 063 RDA - Riverfront Project Area

Account Code: 063-081

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|-----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Personnel Services | \$ 1,104 | \$ - | \$ - | \$ - |
| Maintenance and Operations | 3,928,451 | - | - | - |
| Capital Outlay/Debt Service | 17,217 | - | - | - |
| TOTAL | \$ 3,946,772 | \$ - | \$ - | \$ - |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------------|--|
| 44000 | Contract Professional Svcs | Agency audit expenses |
| 47444 | Lease Payments RDA | RDA debt service lease payments and loan from Sewer |
| 47000 | Transfer Out | RDA dissolution, transfer to Fund 300 |
| 47999 | Interest Expense | RDA debt service interest payments and loan from Sewer |
| 49800 | Legal Services | Agency legal expenses] |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Community Development
FUND: 063 RDA - Riverfront Project Area

Account Code: 063-081

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|---------------------|--------------------------|---------------------|--------------------------|
| PERSONNEL SERVICES | | | | | |
| Part-time | 063-081-40004 | \$ 900 | \$ - | \$ - | \$ - |
| PARS Retirement | 063-081-40013 | 31 | - | - | - |
| Medicare | 063-081-40017 | 61 | - | - | - |
| FICA Expense | 063-081-40019 | 112 | - | - | - |
| TOTAL PERSONNEL SERVICES | | \$ 1,104 | \$ - | \$ - | \$ - |
| MAINTENANCE AND OPERATIONS | | | | | |
| Training and Meetings | 063-081-40400 | \$ 580 | \$ - | \$ - | \$ - |
| Contract Prof Svcs | 063-081-44000 | 41,179 | - | - | - |
| Transfer Out | 063-081-47000 | 3,835,878 | - | - | - |
| Legal Services | 063-081-49800 | 50,814 | - | - | - |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 3,928,451 | \$ - | \$ - | \$ - |
| CAPITAL OUTLAY/DEBT SERVICE | | | | | |
| Lease Payments - RDA | 063-081-47444 | \$ 15,228 | \$ - | \$ - | \$ - |
| Interest Expense | 063-081-47999 | 1,989 | - | - | - |
| TOTAL DEBT SERVICE | | \$ 17,217 | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | | \$ 3,946,772 | \$ - | \$ - | \$ - |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 3,938,577 | \$ - | \$ - | \$ - |
| Revenues | 8,194 | - | - | - |
| Expenditures | (3,946,772) | - | - | - |
| Ending Fund Balance | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

DEPARTMENT: Community Development
 FUND: 065 RDA - Riverfront Debt Service

Account Code: 065-081

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 742,843 | \$ - | \$ - | \$ - |
| Debt Service | 592,460 | - | - | - |
| TOTAL | \$ 1,335,303 | \$ - | \$ - | \$ - |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------------|--|
| 44000 | Contract Professional Svcs | Bank of New York admin expense |
| 47000 | Transfer Out | RDA dissolution, transfer to Fund 302 |
| 47888 | Debt Service | Debt service principal - Tax Allocation Bonds A & B |
| 47999 | Interest Expense | Debt service interest - Tax Allocation Bonds A & B |
| 49777 | Legal Fees | Expenditure for services beyond that covered by the Retainer |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Community Development
FUND: 065 RDA - Riverfront Debt Service

Account Code: 065-081

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|---------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Contract Prof Svcs. | 065-081-44000 | \$ 2,073 | \$ - | \$ - | \$ - |
| Transfer Out | 065-081-47000 | 740,770 | - | - | - |
| TOTAL MAINTENANCE AND OPERATIONS | | \$ 742,843 | \$ - | \$ - | \$ - |
| DEBT SERVICE | | | | | |
| Debt Service-RDA Debt Svc | 065-081-47888 | \$ 450,000 | \$ - | \$ - | \$ - |
| Interest Expense | 065-081-47999 | 142,460 | - | - | - |
| TOTAL DEBT SERVICE | | \$ 592,460 | \$ - | \$ - | \$ - |
| TOTAL EXPENDITURES | | \$ 1,335,303 | \$ - | \$ - | \$ - |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 740,769 | \$ - | \$ - | \$ - |
| Revenues | 594,534 | - | - | - |
| Expenditures | (1,335,303) | - | - | - |
| Ending Fund Balance | \$ - | \$ - | \$ - | \$ - |

DEPARTMENT: Community Development
 FUND: 067 RDA - Riverfront Tax Increment

Account Code: 067-081

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|----------------------------|---------------------|--------------------------------|------------------------|--------------------------------|
| Maintenance and Operations | \$ 2,022,864 | \$ - | \$ - | \$ - |
| TOTAL | \$ 2,022,864 | \$ - | \$ - | \$ - |

ACCOUNT NUMBER EXPLANATION

| | | |
|-------|----------------------------|---|
| 44000 | Contract Professional Svcs | Agency audit expenses |
| 44002 | Property Maintenance Fee | Property rental maintenance fee through Bancap |
| 44005 | Property Tax Admin Fee | Orange County Administrative Fee |
| 44500 | ERAF/SERAF Contribution | SERAF payment |
| 45050 | Low/Mod Housing set aside | 20% set aside for Low/Mod Housing |
| 47000 | Transfer Out | Debt service transfer to Fund 065, year-end transfer to Riverfront Fund 063, and RDA dissolution transfer to Fund 302 |
| 49800 | Legal Services | Agency legal fees |

City of Seal Beach

FY 2013-2014

DEPARTMENT: Community Development
FUND: 067 RDA - Riverfront Tax Increment

Account Code: 067-081

| Description | Account Number | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|---|----------------|---------------------|--------------------------|---------------------|--------------------------|
| MAINTENANCE AND OPERATIONS | | | | | |
| Low/Mod Housing 20% SA | 067-081-45050 | \$ 258,674 | \$ - | \$ - | \$ - |
| Transfer Out | 067-081-47000 | 1,764,190 | - | - | - |
| TOTAL MAINTENANCE AND OPERATIONS | | <u>\$ 2,022,864</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| TOTAL EXPENDITURES | | <u>\$ 2,022,864</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

FUND BALANCE ANALYSIS

| | 2011-2012 Actual | 2012-2013 Amended Budget | 2012-2013 Estimated | 2013-2014 Adopted Budget |
|------------------------|------------------|--------------------------|---------------------|--------------------------|
| Beginning Fund Balance | \$ 737,732 | \$ - | \$ - | \$ - |
| Revenues | 1,285,132 | - | - | - |
| Expenditures | (2,022,864) | - | - | - |
| Ending Fund Balance | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |



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Appropriations Limits

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

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

City of Seal Beach Schedule B Calculation of Appropriations Subject to Propositions XIII B Limit For Fiscal Year Ended June 30, 2014

| | | |
|--|-----------|-------------------|
| Limit for FY 12/13 | \$ | 24,051,871 |
| 2013/2014 per Capita Personal Income | | 1.0512 |
| Product | | 25,283,327 |
| 2012/2013 Population Change (County) | | 1.0078 |
| Appropriations Limit FY 13/14 | \$ | 25,480,537 |
| Appropriations Limit FY 13/14 | | 25,480,537 |
| Total FY 13/14 General Fund revenues subject to Appropriations Limit (Schedule A) | | 16,370,320 |
| Unused Appropriations Limit | \$ | 9,110,217 |

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, 2013, the City did not have any debt subject to the State Debt Limit.

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

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

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

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

The following schedule outlines the City's total outstanding debt for the fiscal year 2013-14. 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 7/1/2013 | Requirements for Fiscal Year Ending June 30, 2014 | | | Ending Outstanding Balance 6/30/2014 |
|---|--------------------------------|---|--|----------------------|------------------|---|
| | | | Interest Payable | Principal Payment | Total | |
| <u>General Fund</u> | | | | | | |
| <u>Capital Leases</u> | | | | | | |
| Air Conditioning/Lighting | | | | | | |
| Capital Property Lease | 1,072,147 | 70,135 | 1,397 | 70,135 | 71,532 | - |
| Total General Fund | 1,072,147 | 70,135 | 1,397 | 70,135 | 71,532 | - |
| <u>Water and Sewer Enterprise</u> | | | | | | |
| Water Economic Development Loan | 288,000 | 74,780 | 3,768 | 13,306 | 17,074 | 61,474 |
| State of CA Revolving Loan 10-838-550 | 2,644,356 | 2,514,718 | 65,383 | 104,022 | 169,405 | 2,410,696 |
| 2011 Installment Sales Agreement | 3,310,000 | 2,965,000 | 140,760 | 130,000 | 270,760 | 2,835,000 |
| Total Water and Sewer Enterprise Funds | 6,242,356 | 5,554,498 | 209,911 | 247,328 | 457,239 | 5,307,170 |
| <u>Pension Obligation</u> | | | | | | |
| <u>Bond</u> | | | | | | |
| Police Plan 2008A-2 | 8,775,000 | 6,045,000 | 322,299 | 775,000 | 1,097,299 | 5,270,000 |
| Total Pension Obligation Fund | 8,775,000 | 6,045,000 | 322,299 | 775,000 | 1,097,299 | 5,270,000 |
| <u>Lease Revenue 2009 Bond</u> | | | | | | |
| <u>Bond</u> | | | | | | |
| Fire Station Project | 6,300,000 | 4,515,000 | 161,663 | 420,000 | 581,663 | 4,095,000 |
| Total Lease Revenue Fund | 6,300,000 | 4,515,000 | 161,663 | 420,000 | 581,663 | 4,095,000 |
| Total All City Funds Outstanding Debt | 22,389,503 | 16,184,633 | 695,270 | 1,512,463 | 2,207,733 | 14,672,170 |

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.

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

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.

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.

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

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

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.

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.

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

The CLEEP Grant Fund 076: The CLEEP Grant Fund accounts for funds received from the State under the California Law Enforcement Equipment Program. The funds received are to be expended on high technology law enforcement equipment.

Traffic Relief Fund 079: The State established the Traffic Congestion Improvement Act funded by the passage of Prop 42 which mandated that revenues resulting from the state sales and use taxes on the sale of motor vehicle fuel be used for transportation purposes. In November 2006, the voters approved the sale of General Obligation Bonds by the State to fund state and local transportation projects to relieve congestion, improve movement of goods, improve air quality and enhance safety and security of the transportation system.

Community Development Block Grant (CDBG 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.

Citywide Grants Fund 080:

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

Description of Funds

Community Facilities District No. 2002-01 202 & 204: The Community Facilities District No. 2002-01 (Heron Pointe) was formed under the Mello-Roos Community Facilities Act of 1982, as amended, to provide financing for the construction and acquisition of certain public street improvements, water and sanitary sewer improvements, dry utility improvements, park and landscaping improvements which will serve the new construction in the Community Facility District.

Community Facilities District No. 2002-02 201: The Community Facilities District No. 2002-02 was formed under the Mello-Roos Community Facilities Act of 1982 to provide financing for the City's Maintenance of landscaping facilities installed within the public right-of-way as part of the Bixby Old Ranch Town Center and country Club developments.

Community Facilities District No. 2005-01 205: The Community Facilities District No. 2005-01 (Pacific Gateway Business Center) was formed under the Mello-Roos Community Facilities Act of 1982, as amended. Special Tax B will satisfy costs related to the maintenance of parks, parkways and open space within the District ("Landscape Maintenance).

Redevelopment Agency Funds/Successor Agency: 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.

Riverfront Project Area 063: The Riverfront Project Area Fund accounts for staff, operating costs and capital projects within the Riverfront Project Area.

Tax Increment Fund 067: The Tax Increment Fund accounts for the collection of property tax revenues and rental income from property within the Redevelopment Project Area. The 20% Low and Moderate Housing set-aside is transferred from this fund into the Riverfront Project Area Low and Moderate Housing Set-Aside Fund. Revenues accounted for in this fund are also transferred into the Debt Service fund for payment of long-term debt.

Debt Service Fund 065: The Debt Service Fund accounts for the payments of long-term debt.

Low and Moderate Income Housing Funds 061: The Riverfront Low and Moderate Income Housing Funds account for preserving and expanding the City's affordable housing stock.

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

Water Enterprise Funds 017 & 019: The Water Enterprise Funds account for water operations that are financed and operated in a manner similar to private business enterprises where the intent of the government is that the costs of providing goods or services to the general public on a continuing basis is financed or recovered primarily through user charges. The water usage rates are tiered and charged by the cubic feet consumed. The fees collected cover the water operations maintenance and operation expenses.

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

Description of Funds

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.

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

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

Vehicle Replacement Funds 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.

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

Glossary of Terms

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Glossary of Terms

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Glossary of Terms

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

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

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

Program Purpose – The responsibilities of each department.

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

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

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

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

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

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