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

The City of Seal Beach Values:

Excellent Customer Service
Mutual Respect
Teamwork
Professionalism
Honest & Ethical Behavior
City of Seal Beach
California

FISCAL YEAR 2018-2019 BUDGET

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

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

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

Prepared by
Finance Department
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June 11, 2018

To: Honorable Mayor and Members of the City Council

From: Jill R. Ingram, City Manager

Re: Fiscal Year 2018 - 2019 Budget Message

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

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

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

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

Over the next few months staff will be working on a path to fiscal sustainability. The current fiscal challenges cannot continue to be met by keeping key positions vacant nor by deferring infrastructure renewal. The increasing structural deficit left unchecked will jeopardize the City’s future significantly. City staff has already begun working on a plan to revitalize revenue in the City. In partnership with both businesses and residents a focus on economic development
including a “shop local” campaign is being planned. The future of Seal Beach as a vibrant small town is at the forefront of key decisions that need to be made in the very near term.

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

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

The maintenance and operations, and capital outlay/improvements portions of the Fiscal Year 2018 -2019 expenditure budget have been prepared by using historical data as a basis to estimate costs which are then verified through the Zero-based budgeting process. In addition the proposed budget includes estimates for new programs and projects. Fiscal Year 2018 -2019 expenditures include amounts estimated for the previous year and incorporates known significant changes, such as increases in contract costs, where applicable.

To better illustrate trends and changes, in virtually every section of the budget document, you will see a column indicating FY 2016 - 2017 actual operating results, followed by both the amended budget and estimated FY 2017 - 2018 year end amounts. The final column is the FY 2018 - 2019 proposed budget amounts.

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

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

As previously stated, the proposed General Fund operating expenditures exceed the operating revenues by $89,200, but still provides for the continuation of municipal services to residents although some service levels will be impacted this year. Every effort will be made to look for savings and efficiencies so that the planned reductions in programs or services are minimized. The following is a list of key features provided in the Fiscal Year 2018-2019 budget:

- To assist with fiscal management, the proposed budget offers a clear presentation of what is proposed to be funded, including funding sources and amounts.
To ensure that the “big picture” is understandable, the summary pages provide a snapshot of the City’s finances for general fund revenues of $30.3 million and expenditures of $30.4 million, excluding capital projects for FY 2018-2019 of $6.7 million and $309,800 from the Swimming Pool Reserve. The General Fund balance is projected to be $22.2 million at June 30, 2018. This amount includes reserves and assigned fund balances of $16.8 million, leaving an unassigned fund balance of $5.4 million.

To ensure that the “details” are understandable, the budget is organized by operational departments; city attorney, city clerk, city manager, city council, community services, community development, finance, fire, human resources, marine safety, police, and public works.

**General Fund Budget Highlights**

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

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

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

**Capital Improvement Plan**

The Capital Improvement Plan (CIP) is included as part of the proposed budget. This program identifies specific projects that are planned for construction in the City. Improvements to the water, sewer, buildings, streets, and other facilities are discussed in the CIP. During Fiscal Year 2018 - 2019, the Public Works department is expected to spend approximately $20.8 million. Of the $20.8 million, $17.0 million is being carried over from the FY 2017 - 2018 adopted budget and will be funded with reserves of fund balance. The CIP being funded out of the General Fund is $6.7 million (which includes a transfer to Tidelands of $617,300), with $6.1 million funded out of reserves.
Acknowledgment

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

Conclusion

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

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

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

Respectfully submitted,

Jill R. Ingram
City Manager
### POSITION ALLOCATION PLAN

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# POSITION ALLOCATION PLAN

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**Total Police Department:** 60.54 2.00 59.54 - - - - -

## COMMUNITY DEVELOPMENT

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**Total Community Development:** 11.00 3.00 10.80 0.10 - 0.10 -

## PUBLIC WORKS

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**Funds Allocation**

- **General (001)**
- **Water (017)**
- **Tidelands (034)**
- **Sewer (043)**
- **Other**
- **Various**
## POSITION ALLOCATION PLAN

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<td>Marine Safety Lifeguard (Part-time)</td>
<td>12.44</td>
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<td></td>
<td>12.44</td>
<td>-</td>
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<tr>
<td></td>
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<td>Total Marine Safety</td>
<td>19.96</td>
<td>-</td>
<td>3.52</td>
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<td>16.44</td>
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</table>

### TOTAL ALL DEPARTMENTS FULL-TIME EQUIVALENTS

|                         | **132.01** | **12.46** | **87.46** | **11.65** | **20.26** | **8.61** | **4.03** |

*Note: Total full-time equivalents exclude Council Members, Commissioners, and Reserve Officers.*
City of Seal Beach
Ten Year Financial Trend Indicators

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Population</th>
<th>General Fund Operating Budget</th>
<th>General Fund Per Capita</th>
<th>*Total City Budget</th>
<th>Total Budget Per Capita</th>
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</thead>
<tbody>
<tr>
<td>2009-10</td>
<td>25,913</td>
<td>24,503,600</td>
<td>946</td>
<td>85,353,300</td>
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<td>26,010</td>
<td>28,187,300</td>
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<td>26,030,600</td>
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<td>27,643,485</td>
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<td>32,652,000</td>
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<td>63,462,440</td>
<td>2,592</td>
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<tr>
<td>2014-15</td>
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<td>31,892,100</td>
<td>1,297</td>
<td>64,975,800</td>
<td>2,642</td>
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<td>29,831,800</td>
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<td>74,030,000</td>
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<td>29,917,900</td>
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<td>85,967,600</td>
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<td>30,184,900</td>
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<td>87,641,500</td>
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<td>30,662,900</td>
<td>1,180</td>
<td>82,327,300</td>
<td>3,168</td>
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</table>

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

Source (Population): Department of Finance
Summary of Revenues and Expenditures
All Funds

Projected Summary of Revenues and Transfers In
FY 2018-2019 - $64,426,900

- General Fund - $30,263,900
- Special Revenue Funds - $10,022,900
- Successor Agency Funds - $2,025,800
- Proprietary Funds - $11,333,000
- Capital Projects Fund - $10,781,300

Projected Summary of Expenditures and Transfers Out
FY 2018-2019 - $82,327,300

- General Fund - $37,366,600
- Special Revenue Funds - $11,695,200
- Successor Agency Funds - $1,479,300
- Proprietary Funds - $21,004,900
- Capital Projects Fund - $10,781,300
## City of Seal Beach
### Summary of Revenues and Transfers In All Funds

<table>
<thead>
<tr>
<th></th>
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<th></th>
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<tbody>
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<td><strong>Total General Fund</strong></td>
<td>$ 29,164,122</td>
<td>$ 30,195,900</td>
<td>$ 30,266,199</td>
<td>$ 30,263,900</td>
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<tr>
<td><strong>Special Revenue Funds</strong></td>
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<td>012 Air Quality Improvement</td>
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<td>101,500</td>
<td>251,500</td>
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<td>027 Pension Obligation Debt Service</td>
<td>1,225,400</td>
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<td>1,264,700</td>
<td>1,199,200</td>
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<tr>
<td>028 Fire Station Debt Service</td>
<td>538,009</td>
<td>522,300</td>
<td>522,300</td>
<td>506,800</td>
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<tr>
<td>034 Tidelands Beach</td>
<td>2,336,107</td>
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<td>-</td>
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<td>413,300</td>
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<td>712,600</td>
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<td>645,900</td>
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<td>414,995</td>
<td>408,000</td>
<td>412,000</td>
<td>392,000</td>
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<td>048 Parking In-lieu</td>
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<td>10,200</td>
<td>10,200</td>
<td>10,200</td>
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<td>114,881</td>
<td>92,000</td>
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<td>180,000</td>
<td>180,000</td>
<td>180,000</td>
</tr>
<tr>
<td>075 Police Grants</td>
<td>29,750</td>
<td>195,100</td>
<td>47,900</td>
<td>110,000</td>
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<td>090 Citywide Grants</td>
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<td>550,000</td>
<td>618,800</td>
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<td>251,291</td>
<td>168,700</td>
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<td>206 CFD Heron Pointe Refunding 2015</td>
<td>190,797</td>
<td>270,500</td>
<td>277,900</td>
<td>271,900</td>
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<td>207 CFD Pacific Gateway Refunding 2016</td>
<td>501,937</td>
<td>498,900</td>
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<td>498,900</td>
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<td>15,000</td>
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<td>209 CFD Pacific Gateway 2016 Lnd/Admin</td>
<td>82,829</td>
<td>83,000</td>
<td>83,000</td>
<td>83,000</td>
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<tr>
<td><strong>Total Special Revenues Funds</strong></td>
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<td>$ 11,810,700</td>
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<td>$ 13,118,100</td>
<td>$ 4,630,803</td>
<td>$ 10,781,300</td>
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<tr>
<td><strong>Proprietary Funds</strong></td>
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<td>017 Water Operations</td>
<td>$ 3,245,116</td>
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<td>$ 5,094,200</td>
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<td>1,735,000</td>
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<tr>
<td><strong>Successor Agency Funds</strong></td>
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<tr>
<td>302 Retirement Fund Debt Service</td>
<td>$ 729,100</td>
<td>$ 751,800</td>
<td>$ 751,800</td>
<td>$ 743,800</td>
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<td>1,173,900</td>
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<td><strong>Total Successor Agency</strong></td>
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<td>$ 1,925,700</td>
<td>$ 2,025,800</td>
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<td><strong>Total Revenues All Funds</strong></td>
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<td>$ 64,271,400</td>
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<td>$ 64,426,900</td>
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### Summary of Expenditures and Transfers Out

**All Funds**

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<td><strong>General Fund - 001</strong></td>
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**Special Expenditure Funds**

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<tbody>
<tr>
<td>002 Street Lighting Assessment District</td>
<td>$183,028</td>
<td>$196,400</td>
<td>$189,600</td>
<td>$196,400</td>
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<tr>
<td>004 Special Projects</td>
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<td>378,600</td>
<td>171,200</td>
<td>250,800</td>
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<td>2,861</td>
<td>156,800</td>
<td>98,800</td>
<td>382,700</td>
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<td>20,000</td>
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<td>4,800</td>
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<td>2,700</td>
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<td>012 Air Quality Improvement</td>
<td>32,915</td>
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<td>30,600</td>
<td>30,600</td>
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<td>362,500</td>
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<td>5,004,300</td>
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<tr>
<td>039 SB1 Program</td>
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<td>532,400</td>
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</tr>
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<td>050 Seal Beach Cable</td>
<td>114,251</td>
<td>105,000</td>
<td>75,000</td>
<td>115,000</td>
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<tr>
<td>072 Community Development Block Grant</td>
<td>180,000</td>
<td>180,000</td>
<td>180,000</td>
<td>180,000</td>
</tr>
<tr>
<td>075 Police Grants</td>
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<td>164,800</td>
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<td>782,800</td>
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<td>68,000</td>
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**Proprietary Funds**

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<tbody>
<tr>
<td>017 Water Operations</td>
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<td>12,864,100</td>
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<td>043 Sewer Operations</td>
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<td><strong>Total Proprietary Funds</strong></td>
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**Successor Agency of Redevelopment Agency Funds**

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</thead>
<tbody>
<tr>
<td>300 Retirement Fund - Riverfront</td>
<td>$3,580</td>
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<td>$-</td>
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<tr>
<td>302 Retirement Fund - Debt Service Fund</td>
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<td>151,800</td>
<td>151,800</td>
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<td>304 Retirement Obligation Fund</td>
<td>999,605</td>
<td>1,211,900</td>
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<td><strong>Total Successor Agency of RDA Funds</strong></td>
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**Total Expenditures All Funds**

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<tbody>
<tr>
<td><strong>Total Expenditures All Funds</strong></td>
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<td>$90,557,900</td>
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### Operating Transfers FY 2018-2019

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<th>Transfer Out</th>
<th>Purpose</th>
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<td>045-000-31500</td>
<td>10,781,300</td>
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<td>Capital Projects</td>
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<td>General</td>
<td>001-080-47000</td>
<td>6,086,400</td>
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<td>Various CIP projects</td>
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<tr>
<td>Tidelands</td>
<td>034-863-47000</td>
<td>2,589,000</td>
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<td>Various CIP projects</td>
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<td>SB1 Program</td>
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<td>Various CIP projects</td>
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<tr>
<td>Gas Tax</td>
<td>040-090-47000</td>
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<td>Various CIP projects</td>
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<td>Various CIP projects</td>
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<td>050-019-47000</td>
<td>30,000</td>
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<td>BG1802 Audio/Visual Council Chambers</td>
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<tr>
<td>Citywide Grants</td>
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**Summary General Fund Total Transfers:**

- **Transfer In:**
  - 001-000-31502 132,700 Overhead and Admin Costs
  - 001-000-31660 54,000 Overhead
  - 001-000-31662 324,500 Overhead

- **Transfer Out:**
  - 001-080-47000 6,703,700 Various CIP Projects
  - 001-080-47002 54,700 Street Lighting District
  - 001-080-47002 1,199,200 Pension Obligation Bond
  - 001-080-47002 506,800 Fire Station Bond

**Total General Fund Transfers: $511,200** **$8,464,400**
### TOTAL SOURCES & USES AND FUND BALANCE

#### FY 2018-2019

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<th>ESTIMATED ENDING FUND BALANCE</th>
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<td>Police Grants</td>
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<td>CFD Pacific Gtewy - Refund 2016</td>
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<td>Water Operations</td>
<td>(348,005)</td>
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<td>Sewer Operations</td>
<td>(1,534,404)</td>
<td>(815,731)</td>
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<td>22,367,348</td>
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<td>Retirement Fund - Riverfront</td>
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<td>Retirement Fund - Debt Service</td>
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<td>Retirement Obligation</td>
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<td>$ 70,913,326</td>
<td>$ 53,012,926</td>
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## REVENUE SUMMARY BY FUND

### FY 2018-2019

#### GENERAL FUND - 001

**Taxes and Assessments:**

**Property Tax**

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<tr>
<td>001-000-30001</td>
<td>Property Taxes Secured</td>
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<td>Property Taxes Unsecured</td>
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<td>001-000-30003</td>
<td>Homeowners Exemption</td>
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<td>001-000-30004</td>
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<td>001-000-30006</td>
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<td>001-000-30013</td>
<td>Property Tax Transfers</td>
<td>124,971</td>
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**Total Property Tax**

$10,564,211 | $10,692,200 | $11,018,299 | $11,392,900

**Sales Tax**

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<td>293</td>
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**Total Sales Tax**

$4,379,341 | $4,520,100 | $4,395,000 | $4,395,000

**Utility Users Tax**

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<td>001-000-30015</td>
<td>Utility Users Tax</td>
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**Total Utility Users Tax**

$4,177,713 | $4,500,000 | $4,175,000 | $4,175,000

**Transient Occupancy Tax**

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**Total Transient Occupancy Tax**

$1,693,515 | $1,650,000 | $1,675,000 | $1,675,000

**Franchise Fees**

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<td>001-000-30100</td>
<td>Electric Franchise Fees</td>
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<td>Natural Gas Franchise Fees</td>
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<td>001-000-30120</td>
<td>Pipeline Franchise Fees</td>
<td>52,766</td>
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<td>001-000-30130</td>
<td>Cable TV Franchise Fees</td>
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<td>Refuse Franchise Fees</td>
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**Total Franchise Fees**

$1,016,939 | $1,022,000 | $1,037,000 | $1,044,500

**Other Taxes**

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<td>001-000-30011</td>
<td>Excise Tax</td>
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<td>Barrel Tax</td>
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**Total Other Taxes**

$190,510 | $150,300 | $190,100 | $200,100

**License and Permits:**

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<td>001-000-30200</td>
<td>Animal License</td>
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**Total Licenses and Permits**

$1,300,232 | $1,408,100 | $1,419,500 | $1,462,100
## REVENUE SUMMARY BY FUND

### FY 2018-2019

|----------------|----------------|------------------|--------------------------|---------------------------|--------------------------|

### Intergovernmental:
- **001-000-30500**
  - Motor Vehicle In-lieu $11,235, $10,000, $10,000, $10,000
- **001-000-30841**
  - Inmate Fee - Other Agency $(13,950), 1,500, 1,400, 1,500
- **001-000-30978**
  - Waste Disposal 44,610 - - -
- **001-000-30980**
  - Other Agency Reimbursements 5,126 5,800 5,000 5,000
- **001-000-30981**
  - POST Reimbursement 2,155 8,000 7,000 8,000
- **001-016-30990**
  - Senior Bus Program - OCTA 66,645 65,000 65,000 65,000

**Total Intergovernmental** $115,631 $90,300 $88,400 $89,500

### Charges for Services:
- **001-000-30640**
  - Recreation Service Charges $3,724 $3,000 $3,800 $3,800
- **001-000-30700**
  - Reimb. For Miscellaneous Services 66,888 51,700 60,000 71,500
- **001-000-30800**
  - Alarm Fees 23,399 25,000 24,000 40,000
- **001-000-30815**
  - Inspection Fees 10 - - -
- **001-000-30820**
  - Planning Fees 30,788 35,000 20,000 25,000
- **001-000-30825**
  - Plan Check Fees 158,006 130,000 160,000 150,000
- **001-000-30835**
  - Film Location Fees 6,815 - - -
- **001-000-30837**
  - Transportation Permit Fees 1,648 1,700 1,700 1,700
- **001-000-30870**
  - Traffic Impact Fees - 10,000 - -
- **001-000-30872**
  - Environmental Fees - 500 - -
- **001-000-30873**
  - Engineering Inspection Fees - 15,000 15,000 -
- **001-000-30900**
  - Bus Shelter Advertising 46,600 46,600 46,600 46,600
- **001-000-30935**
  - Returned Check Fee 845 700 700 -
- **001-000-30945**
  - Sale Printed Material 10,040 8,000 8,000 8,000
- **001-000-30946**
  - Sale Printed Material - CIP only 240 2,000 700 200
- **001-000-30955**
  - Special Events 4,671 5,000 4,500 5,000
- **001-000-30961**
  - Admin Fee - Constr/Demo 9,438 10,000 13,000 10,000
- **001-000-30993**
  - Charging Station Revenues 4,102 3,000 3,000 4,000
- **001-016-30980**
  - Election Fees - - - 300
- **001-016-30993**
  - Senior Nutrition Transportation 6,080 8,000 6,100 6,100
- **001-016-30994**
  - Senior Transport - Thurs. Shop 746 - - -
- **001-022-30701**
  - Subpoena Fees - 1,000 800 1,000
- **001-023-30946**
  - Traffic Report - electronic 7,227 6,000 6,000 6,000
- **001-024-30946**
  - Application Fee - Inmate DC 900 500 3,400 5,000
- **001-024-30941**
  - Inmate Fee from Other Agencies 1,705 - 1,400 2,000
- **001-024-30934**
  - Inmate Self Pay 253,540 300,000 260,000 300,000
- **001-024-30943**
  - Booking Fees 11,335 9,000 12,000 12,000
- **001-025-30430**
  - Parking Meters 107,086 110,000 110,000 122,000
- **001-030-30313**
  - Plan Check Code Compliance 2,865 11,000 7,000 6,000
- **001-030-30314**
  - Plan Check Energy Code Compliance 6,090 13,000 11,000 10,000
- **001-030-30316**
  - Plan Review Soils and Geotechnical (100) - - -
- **001-031-30311**
  - Administrative Citation 200 500 2,300 5,000
- **001-031-30874**
  - Special Services Fee 13,366 10,000 10,000 10,000
- **001-042-30801**
  - DPW Permit Application Fees 9,621 6,000 10,000 10,000
- **001-042-30815**
  - Engineering Inspection Fee 11,740 54,000 25,000 20,000
- **001-042-30825**
  - Engineering Plan Check 12,446 9,000 20,000 5,000
- **001-042-30873**
  - Engineering Permit Fee 4,849 5,000 5,000 20,000
- **001-044-30720**
  - Street Sweeping Svcs 53,976 47,000 54,000 54,000
- **001-049-30730**
  - Tree Trimming Services 39,194 32,500 35,000 39,000
- **001-051-30740**
  - Refuse Svcs 1,249,612 1,234,960 1,250,000 1,282,000
- **001-071-30650**
  - Sport Fees 13,674 15,000 15,000 15,000
- **001-072-30600**
  - Recreation Facilities Rent 133,240 135,000 125,000 135,000
- **001-072-30610**
  - Leisure Program Fees 218,923 275,000 215,000 230,000
- **001-072-30690**
  - Recreation Cleaning Fees 8,708 8,000 8,000 8,000
- **001-073-30600**
  - Recreation Facilities Rent - - - 7,000
- **001-073-30620**
  - Rec/Lap Swim Passes 46,660 46,000 46,000 60,500
- **001-073-30630**
  - Swimming Lessons 59,997 40,000 60,000 82,300
- **001-073-30665**
  - Swimming Pool Rentals 4,573 5,000 7,000 5,000
- **001-074-30645**
  - Tennis Center Services 173,878 225,000 200,000 225,000

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20
## REVENUE SUMMARY BY FUND

**FY 2018-2019**

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<td>Pro Shop Sales</td>
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**Fines and Forfeitures:**

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<td>Municipal Code Violations</td>
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<td>Leisure Program Fees</td>
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<td>001-000-30963</td>
<td>Unclaimed Property</td>
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<td>001-025-30315</td>
<td>Parking Citations</td>
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**Use of Money and Property:**

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<td>001-000-30420</td>
<td>Interest on Investments</td>
<td>$ 286,056</td>
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<td>001-000-30423</td>
<td>Unrealized Gain/Loss on Invest</td>
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<td>001-000-30457</td>
<td>Rental of Property</td>
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<td>Rental of Telecomm. Property</td>
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<td>Unclaimed Property</td>
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**Other Revenues:**

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<td>001-000-30435</td>
<td>Fuel Royalties</td>
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<td>001-000-30910</td>
<td>Cash Over/Short</td>
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<td>001-000-30940</td>
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<td>Election Fees</td>
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<td>Prior Year Revenues</td>
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<td><strong>Total Other Revenues</strong></td>
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**Transfers:**

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<tr>
<td>001-000-31502</td>
<td>Transfers In - Operations</td>
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<td><strong>$ 833,700</strong></td>
<td><strong>$ 833,700</strong></td>
<td><strong>$ 132,700</strong></td>
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**Total General Fund Revenues**

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<td>$ 29,164,122</td>
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<td>SPECIAL REVENUE FUNDS</td>
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### Revenue Summary by Fund

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### REVENUE SUMMARY BY FUND

#### FY 2018-2019

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#### PROPRIETARY FUNDS

##### Water Operations - 017:

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##### Water Capital - 019:

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<td>021-000-30940</td>
<td>Sales of Surplus Property</td>
<td>$18,533</td>
<td></td>
<td>$53,200</td>
<td>$53,200</td>
</tr>
<tr>
<td>021-000-31502</td>
<td>Transfer In - Operations</td>
<td>$310,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Vehicle Replacement</strong></td>
<td></td>
<td><strong>$328,533</strong></td>
<td></td>
<td>$53,200</td>
<td></td>
</tr>
</tbody>
</table>

##### Sewer Operations - 043:

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>043-000-30420</td>
<td>Interest on Investments</td>
<td>$12,004</td>
<td>$10,300</td>
<td>$10,300</td>
<td>$10,300</td>
</tr>
<tr>
<td>043-000-30725</td>
<td>F.O.G. Discharge Permit Fee</td>
<td>$27,808</td>
<td>$27,000</td>
<td>$27,000</td>
<td>$27,000</td>
</tr>
<tr>
<td>043-000-30946</td>
<td>Sale of Printed Material-CIP Only</td>
<td>$8</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>043-000-30960</td>
<td>Misc. Revenues</td>
<td>$221</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>043-000-31502</td>
<td>Transfer In - Operation</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>043-000-36000</td>
<td>Sewer Fees</td>
<td>$695,676</td>
<td>$725,000</td>
<td>$725,000</td>
<td>$725,000</td>
</tr>
<tr>
<td><strong>Total Sewer Operations</strong></td>
<td></td>
<td><strong>$735,717</strong></td>
<td><strong>$762,300</strong></td>
<td><strong>$762,300</strong></td>
<td><strong>$3,068,800</strong></td>
</tr>
</tbody>
</table>

##### Sewer Capital - 044:

<table>
<thead>
<tr>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>044-000-30420</td>
<td>Interest on Investments</td>
<td>$55,295</td>
<td>$30,000</td>
<td>$30,000</td>
<td>$30,000</td>
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<tr>
<td>044-000-35042</td>
<td>Sewer Connection Fee</td>
<td>$25,674</td>
<td>$5,000</td>
<td>$5,000</td>
<td>$5,000</td>
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<tr>
<td>044-000-37150</td>
<td>Sewer Capital Charge</td>
<td>$2,035,554</td>
<td>$1,700,000</td>
<td>$1,700,000</td>
<td>$1,700,000</td>
</tr>
<tr>
<td><strong>Total Sewer Capital</strong></td>
<td></td>
<td><strong>$2,116,523</strong></td>
<td><strong>$1,735,000</strong></td>
<td><strong>$1,735,000</strong></td>
<td><strong>$1,735,000</strong></td>
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##### Retirement Fund Debt Service - 302:

<table>
<thead>
<tr>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>302-000-30420</td>
<td>Interest on Investment</td>
<td>$2,796</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>302-000-31502</td>
<td>Transfers In - Operations</td>
<td>$722,304</td>
<td>$751,800</td>
<td>$751,800</td>
<td>$743,800</td>
</tr>
<tr>
<td><strong>Total Retirement Fund Debt Service</strong></td>
<td></td>
<td><strong>$725,100</strong></td>
<td><strong>$751,800</strong></td>
<td><strong>$751,800</strong></td>
<td><strong>$743,800</strong></td>
</tr>
<tr>
<td>----------------</td>
<td>----------------------------------------</td>
<td>------------------</td>
<td>--------------------------</td>
<td>----------------------------</td>
<td>----------------------------</td>
</tr>
<tr>
<td>Retirement Obligation Fund</td>
<td>SA Tax Increment</td>
<td>$1,218,363</td>
<td>$1,173,900</td>
<td>$1,173,900</td>
<td>$1,282,000</td>
</tr>
<tr>
<td>304-000-30420</td>
<td>Interest On Investments</td>
<td>3</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>304-000-30423</td>
<td>Unrealized Gain/Loss on Invest.</td>
<td>(1)</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Retirement Obligation Fund</td>
<td></td>
<td>$1,218,365</td>
<td>$1,173,900</td>
<td>$1,173,900</td>
<td>$1,282,000</td>
</tr>
<tr>
<td>Capital Project - 045:</td>
<td>Transfer In</td>
<td>$1,507,373</td>
<td>$13,118,100</td>
<td>$4,630,803</td>
<td>$10,781,300</td>
</tr>
<tr>
<td>045-000-31500</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Capital Project</td>
<td></td>
<td>$1,507,373</td>
<td>$13,118,100</td>
<td>$4,630,803</td>
<td>$10,781,300</td>
</tr>
<tr>
<td>Total Revenue of All Funds</td>
<td></td>
<td>$48,343,692</td>
<td>$64,271,400</td>
<td>$53,531,770</td>
<td>$64,426,900</td>
</tr>
</tbody>
</table>
Analysis of Major Revenues

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

Analysis of Major General Fund Revenues

Property Taxes

Property Taxes account for 37.7% of FY 2018-2019 General Fund revenues. In 1978, the California voters adopted Proposition 13 that changed the definition of taxable value for all real property in the state. Proposition 13 defines the taxable value of real property as factored base year value or market value on lien date (January 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 various other property taxes including those related to penalties and interest.

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
<th>% change</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015/16</td>
<td>10,027,899</td>
<td></td>
</tr>
<tr>
<td>2016/17</td>
<td>10,564,211</td>
<td>5.3%</td>
</tr>
<tr>
<td>2017/18</td>
<td>11,018,299</td>
<td>4.3%</td>
</tr>
<tr>
<td>2018/19</td>
<td>11,392,900</td>
<td>3.4%</td>
</tr>
</tbody>
</table>

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

Utility Users Tax

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

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

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

Sales and Use Tax

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

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

Licenses and Permits

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

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
<th>% change</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015/16</td>
<td>1,260,296</td>
<td></td>
</tr>
<tr>
<td>2016/17</td>
<td>1,300,232</td>
<td>3.2%</td>
</tr>
<tr>
<td>2017/18</td>
<td>1,419,500</td>
<td>9.2%</td>
</tr>
<tr>
<td>2018/19</td>
<td>1,462,100</td>
<td>3.0%</td>
</tr>
</tbody>
</table>

Other Revenues

Franchise Fees are imposed on various public utilities and account for 3.5% of FY 2018-2019 General Fund revenues. The franchise grants the public utilities the right to use public property for system infrastructure such as lines and pipes. It also grants exclusive rights to provide cable television within the City.

Transient Occupancy Tax (TOT) (i.e. Hotel Bed Tax) accounts for 5.5% of FY 2018-2019 General Fund revenues. The approved rate for Transient Occupancy Tax is 12% and over the last several years this source of revenue has recovered and stabilized at the existing levels.

Charges for Services account for 9.9% of FY 2018-2019 General Fund revenues. Charges for services are used to recover costs of programs for specific end users. Programs provided through Community Services are typically subsidized by the General Fund to encourage participation.

ANALYSIS OF SPECIAL REVENUE FUNDS MAJOR REVENUES

State Gas Tax

The State of California collects 41.7¢ per gallon as of November 1, 2017 for vehicle fuel which is allocated to the State, Counties and Cities. The City allocation is distributed based on population. The Road Repair and Accountability Act of 2017 adopted annual inflationary adjustments to all per-gallon
Analysis of Major Revenues

State Gas Tax

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
<th>% change</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015/16</td>
<td>555,121</td>
<td></td>
</tr>
<tr>
<td>2016/17</td>
<td>496,625</td>
<td>-10.5%</td>
</tr>
<tr>
<td>2017/18</td>
<td>503,200</td>
<td>1.3%</td>
</tr>
<tr>
<td>2018/19</td>
<td>645,900</td>
<td>28.4%</td>
</tr>
</tbody>
</table>

Tidelands Beach Fund – Transfer In – General Fund Subsidy

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

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
<th>% change</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015/16</td>
<td>572,563</td>
<td></td>
</tr>
<tr>
<td>2016/17</td>
<td>964,745</td>
<td>68.5%</td>
</tr>
<tr>
<td>2017/18</td>
<td>648,200</td>
<td>-32.8%</td>
</tr>
<tr>
<td>2018/19</td>
<td>717,300</td>
<td>10.7%</td>
</tr>
</tbody>
</table>

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

Measure M2

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

expenditures for street maintenance. The City's "Maintenance of Effort" benchmark figure is $551,208. Failure to reach the $551,208 will affect the amount of Measure M2 - Local Fairshare and Gas Tax revenues the City receives.

The City anticipates receipt of $380,000 from Measure M2 – Local Fairshare revenues for FY 2018-2019.

| Measure M2 Local Fairshare Amount % change |
|---------------|--------|------------|
| 2015/16       | 409,877|            |
| 2016/17       | 414,995| 1.2%       |
| 2017/18       | 412,000| -0.7%      |
| 2018/19       | 392,000| -4.9%      |

ANALYSIS OF WATER AND SEWER OPERATIONS MAJOR REVENUE

Water Revenue and Sewer Fees

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

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

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</tr>
</thead>
<tbody>
<tr>
<td><strong>General Fund Revenues:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Tax Revenue</td>
<td>$9,698,833</td>
<td>$10,027,899</td>
<td>$10,564,211</td>
<td>$11,018,299</td>
<td>$11,392,900</td>
</tr>
<tr>
<td>Sales and Use Tax</td>
<td>4,246,079</td>
<td>4,228,729</td>
<td>4,379,341</td>
<td>4,395,000</td>
<td>4,395,000</td>
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<tr>
<td>Utility Users Tax</td>
<td>4,646,434</td>
<td>4,445,180</td>
<td>4,379,341</td>
<td>4,395,000</td>
<td>4,395,000</td>
</tr>
<tr>
<td>Transient Occupancy Tax</td>
<td>1,525,723</td>
<td>1,655,376</td>
<td>1,693,515</td>
<td>1,675,000</td>
<td>1,675,000</td>
</tr>
<tr>
<td>Franchise Fees</td>
<td>1,163,595</td>
<td>955,922</td>
<td>1,016,939</td>
<td>1,037,000</td>
<td>1,044,500</td>
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<tr>
<td>Other Taxes</td>
<td>344,789</td>
<td>197,166</td>
<td>190,510</td>
<td>190,100</td>
<td>200,100</td>
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<tr>
<td>Licenses and Permits</td>
<td>1,375,188</td>
<td>1,260,296</td>
<td>1,300,232</td>
<td>1,419,500</td>
<td>1,462,100</td>
</tr>
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<td>Intergovernmental</td>
<td>370,242</td>
<td>102,240</td>
<td>115,631</td>
<td>88,400</td>
<td>89,500</td>
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<tr>
<td>Charges for Services</td>
<td>2,898,846</td>
<td>2,702,535</td>
<td>2,831,373</td>
<td>2,884,000</td>
<td>3,066,700</td>
</tr>
<tr>
<td>Fines and Forfeitures</td>
<td>1,115,137</td>
<td>1,110,406</td>
<td>1,103,093</td>
<td>1,080,500</td>
<td>1,375,500</td>
</tr>
<tr>
<td>Use of Money and Property</td>
<td>659,002</td>
<td>939,915</td>
<td>375,302</td>
<td>712,200</td>
<td>738,400</td>
</tr>
<tr>
<td>Other Revenue</td>
<td>640,706</td>
<td>901,069</td>
<td>676,624</td>
<td>757,500</td>
<td>516,500</td>
</tr>
<tr>
<td>Transfers in from Other Funds</td>
<td>421,658</td>
<td>630,000</td>
<td>739,638</td>
<td>833,700</td>
<td>132,700</td>
</tr>
<tr>
<td><strong>Total General Fund Revenues</strong></td>
<td>$29,106,232</td>
<td>$29,156,733</td>
<td>$29,164,122</td>
<td>$30,266,199</td>
<td>$30,263,900</td>
</tr>
<tr>
<td><strong>Expenditures:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Administration</td>
<td>4,260,436</td>
<td>3,696,830</td>
<td>4,255,624</td>
<td>4,524,300</td>
<td>3,855,400</td>
</tr>
<tr>
<td>Police Department</td>
<td>8,778,120</td>
<td>9,013,810</td>
<td>9,554,729</td>
<td>9,666,800</td>
<td>10,452,400</td>
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<tr>
<td>Detention Facilities</td>
<td>755,052</td>
<td>766,661</td>
<td>768,584</td>
<td>866,200</td>
<td>904,000</td>
</tr>
<tr>
<td>Fire Protection Services</td>
<td>4,703,098</td>
<td>4,893,853</td>
<td>5,026,759</td>
<td>5,477,800</td>
<td>5,780,900</td>
</tr>
<tr>
<td>Community Development</td>
<td>848,458</td>
<td>876,412</td>
<td>894,475</td>
<td>668,200</td>
<td>921,800</td>
</tr>
<tr>
<td>Public Works</td>
<td>3,802,557</td>
<td>2,815,238</td>
<td>3,238,770</td>
<td>2,799,200</td>
<td>3,090,000</td>
</tr>
<tr>
<td>Refuse Services</td>
<td>1,139,917</td>
<td>1,071,333</td>
<td>1,170,096</td>
<td>1,150,000</td>
<td>1,150,000</td>
</tr>
<tr>
<td>Recreation</td>
<td>1,129,496</td>
<td>1,295,041</td>
<td>1,327,736</td>
<td>1,426,200</td>
<td>1,812,100</td>
</tr>
<tr>
<td>Liability/Risk Management</td>
<td>1,189,830</td>
<td>1,075,282</td>
<td>938,906</td>
<td>1,024,400</td>
<td>935,600</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>4,802,920</td>
<td>4,663,275</td>
<td>3,905,620</td>
<td>6,074,268</td>
<td>8,464,400</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$31,509,884</td>
<td>$30,167,734</td>
<td>$31,481,298</td>
<td>$33,679,368</td>
<td>$37,366,600</td>
</tr>
<tr>
<td><strong>Total Expenditures (Excludes CIP)</strong></td>
<td>$29,265,560</td>
<td>$28,167,429</td>
<td>$30,655,589</td>
<td>$29,450,168</td>
<td>$30,662,900</td>
</tr>
<tr>
<td><strong>Net Revenues (Expenditures)</strong></td>
<td>$ (2,403,652)</td>
<td>$ (1,011,001)</td>
<td>$ (2,317,176)</td>
<td>$ (3,413,169)</td>
<td>$ (7,102,700)</td>
</tr>
<tr>
<td>Prepaid Expense</td>
<td>1,546,929</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Assigned for Encumbrance</td>
<td>$246,858</td>
<td>$191,831</td>
<td>$309,092</td>
<td>$309,092</td>
<td>$309,092</td>
</tr>
<tr>
<td>Assigned</td>
<td>9,686,576</td>
<td>9,610,906</td>
<td>9,108,269</td>
<td>9,064,329</td>
<td>3,461,055</td>
</tr>
<tr>
<td>Assigned for Fiscal Policy</td>
<td>6,881,620</td>
<td>7,066,390</td>
<td>7,541,181</td>
<td>7,362,542</td>
<td>7,665,725</td>
</tr>
<tr>
<td><strong>Unassigned Fund Balance</strong></td>
<td>$12,156,317</td>
<td>$11,091,243</td>
<td>$8,600,651</td>
<td>$5,410,062</td>
<td>$3,617,453</td>
</tr>
</tbody>
</table>

**Unassigned Fund Balance**

*Percentage of Total Operating Expenditures*

- Assigned for Fiscal Policy: 3.5% - 23.5%

### The City's Budget and Fiscal Policy

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.
General Fund
Analysis of Unassigned Fund Balance

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

<table>
<thead>
<tr>
<th>General Fund</th>
<th>Assigned Fund Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2018-2019</strong></td>
<td></td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>$22,230,025</td>
</tr>
<tr>
<td>Net Revenues (Expenditures)</td>
<td>(7,102,700)</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$15,127,325</td>
</tr>
</tbody>
</table>

| Assigned for Encumbrances | $393,092 |
| Assigned for Designations | 3,451,055 |
| Assigned for Fiscal Policy | 7,665,725 |
| Unassigned Fund Balance | 3,617,453 |
| Total General Fund Balance | $15,127,325 |

<table>
<thead>
<tr>
<th>Estimated Beginning Balance</th>
<th>Proposed Decreases</th>
<th>Estimated Ending Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assigned for Encumbrances</strong></td>
<td>$393,092</td>
<td>$</td>
</tr>
<tr>
<td>College Park East</td>
<td>477,000</td>
<td>-</td>
</tr>
<tr>
<td>Swimming Pool</td>
<td>4,782,441</td>
<td>(4,782,400)</td>
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<tr>
<td>Economic Condition</td>
<td>1,750,000</td>
<td>-</td>
</tr>
<tr>
<td>Buildings</td>
<td>53,500</td>
<td>(53,500)</td>
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<tr>
<td>Compensated Absences</td>
<td>1,224,014</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Assigned</strong></td>
<td>8,286,955</td>
<td>(4,835,900)</td>
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<tr>
<td><strong>Assigned for Fiscal Policy</strong></td>
<td>7,362,542</td>
<td>303,183</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td>$16,042,589</td>
<td>$(4,532,717)</td>
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</table>
Summary of Revenues and Expenditures
General Fund

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

Fiscal Year 2018-19 Projected Expenditures - $37,366,600
## General Fund
### Revenue Summary

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Property Tax</td>
<td>$10,564,211</td>
<td>$11,018,299</td>
<td>$11,392,900</td>
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<tr>
<td>Other Taxes</td>
<td>190,510</td>
<td>190,100</td>
<td>200,100</td>
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<tr>
<td>Utility Users Tax</td>
<td>4,177,713</td>
<td>4,175,000</td>
<td>4,175,000</td>
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<tr>
<td>Transient Occupancy Tax</td>
<td>1,693,515</td>
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<td>1,675,000</td>
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<tr>
<td>Sales and Use Tax</td>
<td>4,379,341</td>
<td>4,395,000</td>
<td>4,395,000</td>
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<tr>
<td>Franchise Fees</td>
<td>1,016,939</td>
<td>1,037,000</td>
<td>1,044,500</td>
</tr>
<tr>
<td>Licenses and Permits</td>
<td>1,300,232</td>
<td>1,419,500</td>
<td>1,462,100</td>
</tr>
<tr>
<td>Fines and forfeitures</td>
<td>1,103,093</td>
<td>1,080,500</td>
<td>1,375,500</td>
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<tr>
<td>Use of Money and Property</td>
<td>375,302</td>
<td>712,200</td>
<td>738,400</td>
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<tr>
<td>Charges for Services</td>
<td>2,831,373</td>
<td>2,684,000</td>
<td>3,066,700</td>
</tr>
<tr>
<td>Intergovernmental</td>
<td>115,631</td>
<td>88,400</td>
<td>89,500</td>
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<tr>
<td>Other Revenues</td>
<td>676,624</td>
<td>757,500</td>
<td>516,500</td>
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<tr>
<td>Transfer In and Enterprise Overheads</td>
<td>739,638</td>
<td>833,700</td>
<td>132,700</td>
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</table>

### Total Revenue

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Revenue</td>
<td>$29,164,122</td>
<td>$30,266,199</td>
<td>$30,263,900</td>
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</table>

### Graph

![Revenue Summary Graph](image)

<table>
<thead>
<tr>
<th>FY 2016-17 Actual</th>
<th>FY 2017-18 Estimated</th>
<th>FY 2018-19 Projected</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxes</td>
<td>$21,005,290</td>
<td>$21,453,399</td>
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<tr>
<td>Franchise Fees</td>
<td>1,016,939</td>
<td>1,037,000</td>
</tr>
<tr>
<td>Licenses and Permits</td>
<td>1,300,232</td>
<td>1,419,500</td>
</tr>
<tr>
<td>Charges for Current Services</td>
<td>2,831,373</td>
<td>2,684,000</td>
</tr>
<tr>
<td>Other</td>
<td>3,010,288</td>
<td>3,472,300</td>
</tr>
<tr>
<td>Grand Total</td>
<td>$29,164,122</td>
<td>$30,266,199</td>
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</tbody>
</table>
### General Fund Expenditure Summary

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<thead>
<tr>
<th></th>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>010 City Council</td>
<td>$124,440</td>
<td>$236,800</td>
<td>$74,600</td>
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<tr>
<td>011 City Manager</td>
<td>$486,017</td>
<td>$514,800</td>
<td>$412,800</td>
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<tr>
<td>012 City Clerk</td>
<td>$314,160</td>
<td>$313,600</td>
<td>$358,600</td>
</tr>
<tr>
<td>014 Human Resources</td>
<td>$169,056</td>
<td>$183,900</td>
<td>$190,500</td>
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<tr>
<td>015 Legal Services</td>
<td>$593,195</td>
<td>$650,000</td>
<td>$475,000</td>
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<tr>
<td>016 Senior Bus Program</td>
<td>$189,638</td>
<td>$190,000</td>
<td>$183,400</td>
</tr>
<tr>
<td>017 Finance</td>
<td>$747,499</td>
<td>$783,100</td>
<td>$772,000</td>
</tr>
<tr>
<td>018 Risk Management</td>
<td>$1,327,736</td>
<td>$1,426,200</td>
<td>$1,812,100</td>
</tr>
<tr>
<td>019 Non-Departmental</td>
<td>$1,047,071</td>
<td>$972,400</td>
<td>$938,900</td>
</tr>
<tr>
<td>020 Information System Technology</td>
<td>$584,548</td>
<td>$652,700</td>
<td>$633,000</td>
</tr>
<tr>
<td>021 Police EOC</td>
<td>$172,082</td>
<td>$204,200</td>
<td>$221,100</td>
</tr>
<tr>
<td>022 Police</td>
<td>$6,724,590</td>
<td>$6,773,000</td>
<td>$7,365,600</td>
</tr>
<tr>
<td>023 Police Support Services</td>
<td>$1,564,287</td>
<td>$1,269,200</td>
<td>$1,295,300</td>
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<tr>
<td>024 Police Detention Facility</td>
<td>$768,584</td>
<td>$868,200</td>
<td>$904,000</td>
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<tr>
<td>025 Parking Enforcement</td>
<td>$295,879</td>
<td>$632,800</td>
<td>$737,900</td>
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<tr>
<td>026 Fire</td>
<td>$5,026,759</td>
<td>$5,477,800</td>
<td>$5,780,900</td>
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<tr>
<td>030 Planning</td>
<td>$390,091</td>
<td>$390,800</td>
<td>$360,700</td>
</tr>
<tr>
<td>031 Building and Safety</td>
<td>$504,384</td>
<td>$277,400</td>
<td>$561,100</td>
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<tr>
<td>035 West Comp JPA</td>
<td>$1,197,891</td>
<td>$787,600</td>
<td>$832,500</td>
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<tr>
<td>042 Engineering</td>
<td>$82,273</td>
<td>$89,500</td>
<td>$127,200</td>
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<tr>
<td>043 Storm Drain</td>
<td>$402,647</td>
<td>$472,600</td>
<td>$430,200</td>
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<tr>
<td>044 Street Maintenance</td>
<td>$653,225</td>
<td>$647,900</td>
<td>$1,039,100</td>
</tr>
<tr>
<td>049 Landscape Maintenance</td>
<td>$483,039</td>
<td>$698,400</td>
<td>$308,700</td>
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<tr>
<td>050 Automobile Maintenance</td>
<td>$335,233</td>
<td>$390,400</td>
<td>$420,000</td>
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<tr>
<td>051 Refuse</td>
<td>$1,170,096</td>
<td>$1,150,000</td>
<td>$1,150,000</td>
</tr>
<tr>
<td>052 Building Maintenance</td>
<td>$1,272,353</td>
<td>$510,400</td>
<td>$581,400</td>
</tr>
<tr>
<td>070 Recreation Administration</td>
<td>$221,962</td>
<td>$242,800</td>
<td>$184,800</td>
</tr>
<tr>
<td>071 Sports</td>
<td>$30,123</td>
<td>$21,200</td>
<td>$16,200</td>
</tr>
<tr>
<td>072 Parks and Recreation</td>
<td>$248,946</td>
<td>$305,900</td>
<td>$270,800</td>
</tr>
<tr>
<td>073 Aquatics</td>
<td>$209,945</td>
<td>$189,300</td>
<td>$200,400</td>
</tr>
<tr>
<td>074 Tennis Center</td>
<td>$227,930</td>
<td>$265,200</td>
<td>$263,400</td>
</tr>
<tr>
<td>Transfer Out</td>
<td>$3,905,620</td>
<td>$6,074,268</td>
<td>$8,464,400</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>$31,481,298</strong></td>
<td><strong>$33,679,368</strong></td>
<td><strong>$37,366,600</strong></td>
</tr>
</tbody>
</table>

#### Expenditure Summary

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

<table>
<thead>
<tr>
<th>DEPARTMENT:</th>
<th>Finance</th>
<th>Account Code:</th>
<th>001-080</th>
</tr>
</thead>
<tbody>
<tr>
<td>FUND:</td>
<td>001 General Fund - Transfer Out</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfer Out</td>
<td>$ 3,905,620</td>
<td>$ 12,432,100</td>
<td>$ 6,074,268</td>
<td>$ 8,464,400</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$ 3,905,620</td>
<td>$ 12,432,100</td>
<td>$ 6,074,268</td>
<td>$ 8,464,400</td>
</tr>
</tbody>
</table>

**ACCOUNT NUMBER EXPLANATION**

<table>
<thead>
<tr>
<th>ACCOUNT NUMBER</th>
<th>DESCRIPTION</th>
<th>EXPLANATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>47000</td>
<td>Transfer Out - CIP</td>
<td>Transfer out to various capital improvement projects</td>
</tr>
<tr>
<td>47002</td>
<td>Transfer Out - Operations</td>
<td>Transfer out to various funds</td>
</tr>
</tbody>
</table>
## City of Seal Beach - General Fund Transfer Out

**FY 2018-2019**

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

### Transfer Out Account 001-080-47000:
- Tidelands Fund 034 (CIP) 617,300  
- Capital Projects Fund 045 6,086,400  
**Total for 001-080-47000:** $6,703,700

### Transfer Out Account 001-080-47002:
- Street Lighting District Fund 002 $54,700  
- Pension Obligation D/S Fund 027 1,199,200  
- Fire Station D/S Fund 028 506,800  
**Total for 001-080-47002:** $1,760,700

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TRANSFER OUT</strong></td>
<td></td>
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<tr>
<td>Transfer Out - CIP</td>
<td>001-080-47000</td>
<td>$667,162</td>
<td>$9,932,600</td>
<td>$4,229,200</td>
<td>$6,703,700</td>
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<tr>
<td>Transfer Out - Operations</td>
<td>001-080-47002</td>
<td>2,928,458</td>
<td>2,499,500</td>
<td>1,845,068</td>
<td>1,760,700</td>
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<tr>
<td>Vehicle Replacement</td>
<td>001-080-47010</td>
<td>310,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL TRANSFER OUT</strong></td>
<td></td>
<td>$3,905,620</td>
<td>$12,432,100</td>
<td>$6,074,268</td>
<td>$8,464,400</td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES**  
- $3,905,620  
- $12,432,100  
- $6,074,268  
- $8,464,400
CITY COUNCIL

Elected Official:
City Council

Mission Statement

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

Primary Activities

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

Objectives

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

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

### Personnel Services

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>$34,954</td>
<td>$33,600</td>
<td>$33,600</td>
<td>$33,600</td>
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</tbody>
</table>

### Maintenance and Operations

<table>
<thead>
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</thead>
<tbody>
<tr>
<td>89,486</td>
<td>210,700</td>
<td>203,200</td>
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</table>

### Total

<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>$124,440</td>
<td>$244,300</td>
<td>$236,800</td>
<td>$74,600</td>
</tr>
</tbody>
</table>
## City of Seal Beach

### FY 2018-2019

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<thead>
<tr>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PERSONNEL SERVICES</strong></td>
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<tr>
<td>Part-time</td>
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<td>$32,400</td>
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<td>PARS Retirement</td>
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<td>300</td>
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<tr>
<td>Medicare Insurance</td>
<td>001-010-40017</td>
<td>485</td>
<td>500</td>
<td>500</td>
<td>500</td>
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<tr>
<td>FICA</td>
<td>001-010-40019</td>
<td>402</td>
<td>400</td>
<td>400</td>
<td>400</td>
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<tr>
<td><strong>TOTAL PERSONNEL SERVICES</strong></td>
<td></td>
<td><strong>$34,954</strong></td>
<td><strong>$33,600</strong></td>
<td><strong>$33,600</strong></td>
<td><strong>$33,600</strong></td>
</tr>
<tr>
<td><strong>MAINTENANCE AND OPERATIONS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Office Supplies</td>
<td>001-010-40100</td>
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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.
## City of Seal Beach

### FY 2018-2019

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### ACCOUNT NUMBER EXPLANATION

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

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**TOTAL PERSONNEL SERVICES**

$445,590 \quad $516,300 \quad $488,300 \quad $373,300

### MAINTENANCE AND OPERATIONS

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**TOTAL MAINTENANCE AND OPERATIONS**

$40,427 \quad $70,000 \quad $53,500 \quad $39,500

**TOTAL EXPENDITURES**

$486,017 \quad $586,300 \quad $541,800 \quad $412,800
Managing Department Head:
City Clerk

Mission Statement

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

Primary Activities

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

Objective

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

### FY 2018-2019

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

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### ACCOUNT NUMBER EXPLANATION

- **40001** Full-time Salaries: Employee salaries costs
- **40004** Part-time: Employee salaries costs
- **40009** Cell Phone Allowance: Employee benefits costs
- **40010** Deferred Comp - Cafeteria: Employee benefits costs
- **40011** Deferred Compensation: Employee benefits costs
- **40012** PERS Retirement: Employee benefits costs
- **40013** PARS Retirement: Employee benefits costs
- **40014** Medical Insurance: Employee benefits costs
- **40017** Medicare Insurance: Employee benefits costs
- **40018** Life and Disability: Employee benefits costs
- **40023** Cafeteria - Taxable: Employee benefits costs
- **40032** Health Program: Employee benefits costs
- **40100** Office Supplies: Office Supplies
- **40200** Public/Legal Notices: Legal notices, public hearings, ordinance
- **40300** Memberships and Dues: ARMA, City Clerks Association of California, Internatioanal Institute of Municipal Clerks, and National Notary Association
- **40400** Training and Meetings: Technical Tracks for Clerks (UCR) #3/4 and ARMA International,
- **40800** Special Departmental: Potential mandates and miscellaneous events
- **44000** Contract Professional Svcs: Codification services, government transparency, and CPS backscanning project
- **013-40800** Special Departmental: Martin Chapman annual services, training and education, publications, materials and supplies, election run-off, and Orange County Registrar
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## City of Seal Beach

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### ACCOUNT NUMBER EXPLANATION

- **40001 Full-time Salaries**: Employee salaries costs
- **40009 Cell Phone Allowance**: Employee benefits costs
- **40011 Deferred Compensation**: Employee benefits costs
- **40012 PERS Retirement**: Employee benefits costs
- **40014 Medical Insurance**: Employee benefits costs
- **40017 Medicare Insurance**: Employee benefits costs
- **40018 Life and Disability**: Employee benefits costs
- **40027 Vacation Buy/Payout**: Employee benefits costs
- **40032 Health Program**: Employee benefits costs
- **40300 Memberships and Dues**: Southern CA. Personnel Mgmt. Assoc., Orange County Human Resources Consortium, Liebert Cassidy Whitmore, CA Public Employer Labor Relations Assoc., and So. CA Public Labor Relations Council, and So. CA Public Labor Relations Council
- **40400 Training and Meetings**: CA, Public Employer Labor Relations Assoc., So. CA Public Labor Relations Council, Liebert Cassidy Whitmore, and miscellaneous
- **40800 Special Departmental**: Postage and labor posters
- **44000 Contract Professional Svcs**: Section 125, Employee Assistance Program, Livescan, TASC, Pre-employment screening, psychology consultant, unemployment, CALOPPS, personnel investigation, recruitment advertising/testing, Executive search, and miscellaneous
## City of Seal Beach

**DEPARTMENT:** City Manager  
**FUND:** 001 General Fund - Human Resources  
**Account Code:** 001-014  
**FY 2018-2019**

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| MAINTENANCE AND OPERATIONS   |                |                  |                          |                            |                          |
| Memberships and Dues         | 001-014-40300  | $5,515           | $7,000                   | $5,700                     | $5,500                   |
| Training and Meetings        | 001-014-40400  | 3,112            | 4,000                    | 3,500                      | 2,000                    |
| Special Departmental         | 001-014-40800  | -                | -                        | 300                        | 300                      |
| Cont. Professional Svcs      | 001-014-44000  | 47,232           | 55,000                   | 55,000                     | 50,000                   |
| **TOTAL MAINTENANCE AND OPERATIONS** | $55,859 | $66,000         | $64,500                 | $57,800                   |                          |

**TOTAL EXPENDITURES**

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Managing Department Head:
City Manager

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

Primary Activities
The City Attorney’s Office attends all City Council and Planning Commission meetings. The City Attorney represents the City in all legal actions against the City and prosecutes if called upon to do so, except in cases prosecuted by outside counsel. The City Attorney prepares and/or reviews all contracts, ordinances, resolutions, litigation, and other documents and provides Council and staff legal advice regarding compliance with applicable laws.

Objectives
- Provide effective legal services to all City officers, departments, and commissions.
- Advise City regarding compliance issues to minimize risk of litigation.
- Effectively represent the City in litigation matters.
## Legal Services Account Code: 001-015

### 001 General Fund - Legal Services

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<td>$ 650,000</td>
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<td><strong>TOTAL</strong></td>
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<td><strong>$ 650,000</strong></td>
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### ACCOUNT NUMBER EXPLANATION

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<th>Account Number</th>
<th>Description</th>
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<tr>
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<td>RWG - Monthly Retainer</td>
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<tr>
<td>49710</td>
<td>RWG - Litigation Services</td>
</tr>
<tr>
<td>49721</td>
<td>DRL - General Prosecution</td>
</tr>
<tr>
<td>49777</td>
<td>RWG - Other Attorney Services</td>
</tr>
<tr>
<td>49778</td>
<td>RWG - Personnel Matters</td>
</tr>
<tr>
<td>49779</td>
<td>RWG - Special Counsel</td>
</tr>
<tr>
<td>49782</td>
<td>LCW - Personnel Matters</td>
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<tr>
<td>MAINTENANCE AND OPERATIONS</td>
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<tr>
<td>RWG - Monthly Retainer</td>
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<td>Reimburseable Costs/Expenses</td>
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<td>RWG - Litigation Services</td>
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<td>DRL - General Prosecution</td>
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<td>RWG - Police Services</td>
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<tr>
<td>RWG - Other Attorney Services</td>
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<td>RWG - Environmental</td>
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<tr>
<td>TOTAL EXPENDITURES</td>
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Managing Department Head:
Director of Finance/City Treasurer

Mission Statement

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

Primary Activities

Finance performs the following activities: accounts payable, accounts receivable, city-wide cash receipting, payroll, business licensing, utility billing, general ledger maintenance, timely financial reporting in conformity with generally accepted accounting principles, fixed asset recording, budgeting, grant administration, assessment district administration, Successor Agency of the Redevelopment Agency administration, debt administration, cash and investment management. The department also monitors compliance with Utility Users Tax, Transient Occupancy Tax, Business Licenses, and many others.

Objectives

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

### FY 2018-2019

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

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<tr>
<td>Personnel Services</td>
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<td>$649,700</td>
<td>$611,800</td>
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<td><strong>TOTAL</strong></td>
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<td><strong>$783,100</strong></td>
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</tbody>
</table>

**ACCOUNT NUMBER EXPLANATION**

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

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<thead>
<tr>
<th>Description</th>
<th>Account Number</th>
<th>2016-17 Actual</th>
<th>2017-18 Amended Budget</th>
<th>2018-19 Adopted Budget</th>
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**TOTAL PERSONNEL SERVICES**

$587,114 $649,700 $611,800 $609,300

### MAINTENANCE AND OPERATIONS

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<tr>
<th>Description</th>
<th>Account Number</th>
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**TOTAL MAINTENANCE AND OPERATIONS**

$160,385 $177,000 $171,300 $162,700

**TOTAL EXPENDITURES**

$747,499 $826,700 $783,100 $772,000
Managing Department Head:
City Manager

Mission Statement

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

Primary Activities

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

Objectives

- Protect the City’s assets through cost-effective risk management services.
- Protect public and employee safety.
- Recommend changes to all departments to remove City from possible liability.
- Stay current in knowledge of principles, practices, and methods of safety and loss prevention as well as state and federal laws relating to health and safety, including CAL/OSHA.
- Provide City insurance coverage without interruption and to ensure that all City agreements provide for adequate liability and worker’s compensation coverage.
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<td>Maintenance and Operations</td>
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<td>$1,401,900</td>
<td>$1,426,200</td>
<td>$1,812,100</td>
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<tr>
<td>TOTAL</td>
<td>$1,327,736</td>
<td>$1,401,900</td>
<td>$1,426,200</td>
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ACCOUNT NUMBER EXPLANATION

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<th>Description</th>
<th>Explanation</th>
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<td>Gen. Liab. Admn Risk Mgmt</td>
<td>Annual Insurance Premium</td>
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<tr>
<td>49501</td>
<td>Property Insurance Premium</td>
<td>Annual Insurance Premium, Crime Insurance Program</td>
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<tr>
<td>49600</td>
<td>Work Comp Admn Risk Mgmt</td>
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### City of Seal Beach

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

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<td>$1,327,736</td>
<td>$1,401,900</td>
<td>$1,426,200</td>
<td>$1,812,100</td>
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**TOTAL EXPENDITURES**  
$1,327,736 $1,401,900 $1,426,200 $1,812,100
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<td><strong>$938,900</strong></td>
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**ACCOUNT NUMBER EXPLANATION**

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

**FY 2018-2019**

**DEPARTMENT:** Finance  
**Account Code:** 001-019

**FUND:** 001 General Fund - Non Departmental

### PERSONNEL SERVICES

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**TOTAL PERSONNEL SERVICES**

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<tr>
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<tbody>
<tr>
<td></td>
<td>565,262</td>
<td>449,700</td>
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<tr>
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### MAINTENANCE AND OPERATIONS

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**TOTAL MAINTENANCE AND OPERATIONS**

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**TOTAL EXPENDITURES**

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## City of Seal Beach
### FY 2018-2019

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

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<td>$652,700</td>
<td>$652,700</td>
<td>$633,000</td>
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<td><strong>TOTAL</strong></td>
<td>$584,548</td>
<td>$652,700</td>
<td>$652,700</td>
<td>$633,000</td>
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</table>

**ACCOUNT NUMBER EXPLANATION**

| 40500 | Office and Tech Resource | Server replacements, replace UPS unit, computer replacements, server drive replacements, IT equipment and peripherals, website enhancements, MDC replacements, server room build, network improvements, video streaming and agenda mgmt, and IT misc. |
| 44000 | Contract Professional | Netmotion warranty, VMware renewal, Faronic licenses, anti-virus software, anti-malware software, proofpoint (spam), barracuda, Laserfische, Springbrook maintenance, SuiteOne maintenance, Synoptek IT services, Adobe Photoshop, Symantec/VEEAM, backup tapes and supplies, MDC maintenance, VoIP, Spectrum, Marina Center router and Internet, Verizon, NLSS Decoder, RapidIdentity, domain registration, Switch warranty, Nimble, Server warranties, firewall and routers, WiFi equipment maintenance, website maintenance, Beehive, DeLage, AutoCADD, GIS, and Fleet Management license |
|------------------------------------|----------------|------------------|--------------------------|---------------------|--------------------------|
| Office and Technology Resources    | 001-020-40500  | $166,638         | $152,000                 | $152,000            | $155,000                 |
| Contract Professional Services     | 001-020-44000  | 417,910          | 500,700                  | 500,700             | 478,000                  |
| **TOTAL MAINTENANCE AND OPERATIONS** |                | **$584,548**    | **$652,700**             | **$652,700**        | **$633,000**             |
| **TOTAL EXPENDITURES**             |                | **$584,548**    | **$652,700**             | **$652,700**        | **$633,000**             |
## City of Seal Beach
### FY 2018-2019

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

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<tr>
<td></td>
<td>$ 156,674</td>
<td>$ 378,600</td>
<td>$ 171,200</td>
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<td>$ 378,600</td>
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**ACCOUNT NUMBER EXPLANATION**

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<td>Centennial</td>
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<td>223-41503</td>
<td>AB109</td>
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<td>228-41500</td>
<td>5K/10K - Marine Safety</td>
<td>5K/10K for Marine Safety</td>
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<td>230-41501</td>
<td>Joint Land Use Study</td>
<td>Joint Land Use Study</td>
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<td>231-41500</td>
<td>Plan Archival - Building</td>
<td>Plan Archival</td>
</tr>
<tr>
<td>231-41502</td>
<td>GIS - Building</td>
<td>GIS</td>
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<tr>
<td>244-41500</td>
<td>Benches - PW Yard</td>
<td>Benches</td>
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<tr>
<td>249-41500</td>
<td>Tree Replacement - PW Yard</td>
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### MAINTENANCE AND OPERATIONS

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<td>$378,600</td>
<td>$171,200</td>
<td>$250,800</td>
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<tr>
<td>TOTAL EXPENDITURES</td>
<td></td>
<td>$156,674</td>
<td>$378,600</td>
<td>$171,200</td>
<td>$250,800</td>
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### FUND BALANCE ANALYSIS

<table>
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## City of Seal Beach

### FY 2018-2019

**DEPARTMENT:** City Manager  
**FUND:** 005 Waste Management Act  
**Account Code:** 005-xxx

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<td>148,800</td>
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<td>$ 2,861</td>
<td>$ 156,800</td>
<td>$ 98,800</td>
<td>$ 382,700</td>
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**ACCOUNT NUMBER EXPLANATION**

- **40001** Full-time Salaries  
  Employee salaries costs
- **40003** Over-time  
  Employee salaries costs
- **40004** Part-time  
  Employee salaries costs
- **40008** Auto Allowance  
  Employee benefits costs
- **40009** Cell Phone Allowance  
  Employee benefits costs
- **40010** Deferred Compensation-Cafeteria  
  Employee benefits costs
- **40011** Deferred Compensation  
  Employee benefits costs
- **40012** PERS Retirement  
  Employee benefits costs
- **40013** PARS Retirement  
  Employee benefits costs
- **40014** Medical Insurance  
  Employee benefits costs
- **40017** Medicare Insurance  
  Employee benefits costs
- **40018** Life and Disability  
  Employee benefits costs
- **40023** Cafeteria - Taxable  
  Employee benefits costs
- **40027** Vacation Buy/Payout  
  Employee benefits costs
- **40032** Health Program  
  Employee benefits costs
- **40700** Equipment and materials  
  Equipment and materials, outreach (organics), education and training, printing, Big Belly, and dog bags
- **44000** Contract Professional  
  Street sweeping, solid waste technical assistance (organics), and renegotiate or seek competitive proposals
## City of Seal Beach

### DEPARTMENT:
City Manager

### FUND:
005 Waste Management Act

### Account Code:
005-xxx

### FY 2018-2019

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<td>2,861</td>
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<td>98,800</td>
<td>148,800</td>
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<td><strong>TOTAL EXPENDITURES</strong></td>
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<td>$ 2,861</td>
<td>$ 156,800</td>
<td>$ 98,800</td>
<td>$ 382,700</td>
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### FUND BALANCE ANALYSIS

<table>
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<th></th>
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## City of Seal Beach

**DEPARTMENT:** Finance  
**FUND:** 050-Seal Beach Cable  
**Account Code:** 050-019

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### ACCOUNT NUMBER EXPLANATION

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<td>Station Operations</td>
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City of Seal Beach

| DEPARTMENT: | Finance |
| FUND:       | 050-Seal Beach Cable |
| Account Code: | 050-019 |

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<td>MAINTENANCE AND OPERATIONS</td>
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<td>$105,000</td>
<td>$75,000</td>
<td>$115,000</td>
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| TOTAL EXPENDITURES           |                | $114,251         | $105,000                  | $75,000           | $115,000                 |

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Managing Department Head:
Chief of Police

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

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

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

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

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

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

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

### FY 2018-2019

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

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### ACCOUNT NUMBER EXPLANATION

- **40001** Full-time Salaries: Employee salaries costs
- **40003** Over-time: Employee salaries costs
- **40005** Holiday Pay: Employee salaries costs
- **40009** Cell Phone Allowance: Employee benefits costs
- **4010** Deferred Comp - Cafeteria: Employee benefits costs
- **4012** PERS Retirement: Employee benefits costs
- **4017** Medicare Insurance: Employee benefits costs
- **4018** Life and Disability: Employee benefits costs
- **4020** Uniform Allowance: Employee benefits costs
- **4021** Annual Education: Employee benefits costs
- **40400** Training and Meetings: California Emergency Services Association, International Assoc. of Emergency Manager, Ocean Carrier Equipment Management Assoc., Red Cross, and Federal Emergency Management Agency
- **40700** Equipment/Materials: EOC enhancements and maintenance, RACES radio equipment, CERT vehicle and trailer expenses and supplies, VIPS event, and miscellaneous
- **40800** Special Departmental: Emergency food kits, water, supplies, RACES and CERT uniform, shirts and gear, and information flyers
- **44000** Contract Professional: National Night Out, Neighbor for Neighbor, Emergency Prop Expo Health Fair, traffic control equipment and supplies, Community events and public outreach, fingerprinting of new VIPS & CERT members Perpetua Technologies LLC, and Samariteam site subscription
### PERSONNEL SERVICES

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**TOTAL PERSONNEL SERVICES**

$157,595 $188,200 $184,000 $203,600

### MAINTENANCE AND OPERATIONS

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**TOTAL MAINTENANCE AND OPERATIONS**

$14,487 $23,000 $20,200 $17,500

**TOTAL EXPENDITURES**

$172,082 $211,200 $204,200 $221,100
Managing Department Head:
Chief of Police

Mission Statement

The Seal Beach Police Department dedicates itself to providing outstanding police service to the citizens of Seal Beach with the primary objective of protecting lives and property. Its Mission Statement reads, “The Mission of the Police Department is to drive down crime and improve the quality of life for residents and visitors of Seal Beach.”

Primary Activities

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

Objectives

Maintain Public Safety and Quality of Life

- Continue to implement Community Oriented Policing
  - Work with alcohol establishments to reduce over consumption by patrons
  - Continue to provide “above and beyond” customer service where possible
  - Focus on crime prevention, intervention and suppression
- The FY18-19 budget cycle will experience a continuation of these efforts.
## City of Seal Beach

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

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<td><strong>TOTAL</strong></td>
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<td><strong>$7,365,600</strong></td>
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### ACCOUNT NUMBER EXPLANATION

- **40001** Full-time Salaries: Employee salaries costs
- **40002** Temporary Special Pay: Employee salaries costs
- **40003** Over-time: Employee salaries costs
- **40004** Part-time: Employee salaries costs
- **40005** Holiday Pay: Employee benefits costs
- **40007** Tuition Reimbursement: Employee benefits costs
- **40009** Cell Phone Allowance: Employee benefits costs
- **40010** Deferred Comp - Cafeteria: Employee benefits costs
- **40012** PERS Retirement: Employee benefits costs
- **40013** PARS Retirement: Employee benefits costs
- **40014** Medical Insurance: Employee benefits costs
- **40015** AFLAC Cafeteria: Employee benefits costs
- **40017** Medicare Insurance: Employee benefits costs
- **40018** Life and Disability: Employee benefits costs
- **40020** Uniform Allowance: Employee benefits costs
- **40021** Annual Education: Employee benefits costs
- **40022** Flexible Spending Cafeteria: Employee benefits costs
- **40023** Cafeteria - Taxable: Employee benefits costs
- **40026** Comptime Buy/payout: Employee benefits costs
- **40027** Vacation Buy/payout: Employee benefits costs
- **40033** Medical Waiver: Employee benefits costs
- **40400** Training and meetings: Non-Post and POST training, FBI, UC Regents, reserve officer training, CA Specialized Training Institute, CA Peace Officers Assoc., CA Narcotic Officers Assoc., peer support program, OCSD, motor training, Command College, traffic, narcotics, hostages, SLI Role of Chief, Amorer, Juvenile Justice, Crisis Communications, CAD/RMS, National Academy and basic officer skill updates
### City of Seal Beach

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

#### FY 2018-2019

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#### MAINTENANCE AND OPERATIONS

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**TOTAL EXPENDITURES**

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<td>Equipment/materials</td>
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**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
- 40100: Office Supplies - Office Supplies, custom file folders, and postage
- 40300: Memberships and Dues - CPOA, CPC, OCTMA, SCCIA, CHIA, CATO, Sungard, CNOA, IACP CCUG, FBI-NAA, IAPE, CLEARS, CAPE, IAEM, CA Peer Support Assoc and CA Emergency Serv Assoc.
- 40400: Training and Meetings - Non-POST property and evidence, records, notary, office training, computer training, court, and time management
- 40700: Equipment/materials - Taser, vehicle code books, flares, rader gun, radio and lithium batteries, audio recorders and supplies, small computer peripherals, medical medical supplies, latex gloves, ID card supplies, and kitchen supplies
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<th>Code</th>
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<td>Ammunition, uniforms, badges, boots, equipment, property supplies, property supplies, print jobs, forms, volunteer expenses, drug testing kits, equipment repairs, body armor, riot helmets, intoximeter supplies and repair, NARCAN, laser recertification, and Susteen Forensic renewa</td>
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Managing Department Head:
Chief of Police

Mission Statement

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

Primary Activities

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

Objectives

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

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

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**ACCOUNT NUMBER EXPLANATION**

- **40001** Full-time Salaries: Employee salaries costs
- **40002** Temporary Special Pay: Employee salaries costs
- **40003** Over-time: Employee salaries costs
- **40005** Holiday Pay: Employee salaries costs
- **40007** Tuition Reimbursement: Employee benefits costs
- **40009** Cell Phone Allowance: Employee benefits costs
- **40010** Deferred Comp - Cafeteria: Employee benefits costs
- **40011** Deferred Compensation: Employee benefits costs
- **40012** PERS Retirement: Employee benefits costs
- **40014** Medical Insurance: Employee benefits costs
- **40017** Medicare Insurance: Employee benefits costs
- **40018** Life and Disability: Employee benefits costs
- **40020** Uniform Allowance: Employee benefits costs
- **40021** Annual Education: Employee benefits costs
- **40022** Flexible Spending - Cafeteria: Employee benefits costs
- **40023** Cafeteria - Taxable: Employee benefits costs
- **40026** Comptime Buy/payout: Employee benefits costs
- **40027** Vacation Buy/payout: Employee benefits costs
- **40033** Medical Waiver: Employee benefits costs
- **40100** Office Supplies: Office Supplies
- **40200** Public/Legal Notices: Recruitment advertisements
- **40300** Memberships and Dues: Newport Harbor Bar Assoc., CA Jail Programs Assoc., American Correctional Assoc., LA County Bar Assoc., and Riverside County Bar Assoc.
- **40400** Training and Meetings: STC, Federal, State, and miscellaneous
- **40700** Equipment/Materials: Plumbing, fixtures, lighting, replacement cameras, cleaning materials, and polishing equipment
- **40800** Special Departmental: Uniforms, badges, and STC Core course uniform/materials
- **41000** Telephone: Telephone services
- **44000** Contract Professional: Contract physician, nurse, and meal vendor; general maintenance contractual services; and GPS work furlough inmate services.
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| MAINTENANCE AND OPERATIONS                      |                |                  |                          |                           |                          |
| Office Supplies                                 | 001-024-40100  | $634 $           | $800 $                   | $500 $                    | $600 $                   |
| Public/Legal Notices                            | 001-024-40200  | 250 $            | 500 $                    | 300 $                     | 500 $                    |
| Memberships and Dues                            | 001-024-40300  | - $              | 1,500 $                  | 800 $                     | 1,000 $                  |
| Training and Meeting                            | 001-024-40400  | 3,832 $          | 6,000 $                  | 5,400 $                   | 4,000 $                  |
| Equipment/Materials                             | 001-024-40700  | 5,598 $          | 7,000 $                  | 6,800 $                   | 8,200 $                  |
| Special/Departmental                            | 001-024-40800  | 2,643 $          | 3,200 $                  | 2,000 $                   | 3,000 $                  |
| Telephone                                       | 001-024-41000  | 5,928 $          | 800 $                    | 1,400 $                   | 1,400 $                  |
| Contract Prof Svcs                              | 001-024-44000  | 37,863 $         | 58,000 $                 | 46,500 $                  | 40,000 $                 |
| TOTAL MAINTENANCE AND OPERATIONS                 |                | $56,748 $        | $77,800 $                | $63,700 $                 | $58,700 $                |

<p>| CAPITAL OUTLAY                                  |                |                  |                          |                           |                          |</p>
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<td>2,790</td>
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<tr>
<td>Annual Education - POST</td>
<td>001-025-40021</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Flexible Spending - Cafeteria</td>
<td>001-025-40022</td>
<td>-</td>
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<tr>
<td>Comptime Buy/Payout</td>
<td>001-025-40026</td>
<td>3,176</td>
<td>-</td>
<td>4,200</td>
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<tr>
<td>Vacation Buy/Payout</td>
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<td>-</td>
<td>-</td>
<td>7,800</td>
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<td>Medical Waiver</td>
<td>001-025-40033</td>
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<td>4,200</td>
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</table>

**TOTAL PERSONNEL SERVICES**

|                        |               | $289,689       | $314,500               | $294,600                | $393,300               |

### MAINTENANCE AND OPERATIONS

<table>
<thead>
<tr>
<th>Description</th>
<th>Account Number</th>
<th>2016-17 Actual</th>
<th>2017-18 Amended Budget</th>
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<td>Office Supplies</td>
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<td>Memberships and Dues</td>
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<td>Equipment/Materials</td>
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<td>229</td>
<td>7,300</td>
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<tr>
<td>Special/Departmental</td>
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<td>5,800</td>
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<td>3,000</td>
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<td>Contract Prof Svcs</td>
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<td>80,000</td>
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<td>Intergovernmental</td>
<td>001-025-45000</td>
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<td>235,000</td>
<td>228,000</td>
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**TOTAL MAINTENANCE AND OPERATIONS**

|                        |               | $6,190         | $349,500               | $338,200                | $344,600               |

**TOTAL EXPENDITURES**

|                        |               | $295,879       | $691,000               | $632,800                | $737,900               |
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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.
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>$135,519</td>
<td>$278,600</td>
<td>$278,600</td>
<td>$328,700</td>
<td></td>
</tr>
<tr>
<td>Maintenance and Operations</td>
<td>4,891,240</td>
<td>5,199,200</td>
<td>5,199,200</td>
<td>5,452,200</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>5,026,759</strong></td>
<td><strong>5,477,800</strong></td>
<td><strong>5,477,800</strong></td>
<td><strong>5,780,900</strong></td>
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**ACCOUNT NUMBER EXPLANATION**

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<thead>
<tr>
<th>40012</th>
<th>PERS Retirement</th>
<th>Retiree costs</th>
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<tbody>
<tr>
<td>44000</td>
<td>Contract Professional Svcs</td>
<td>Orange County Fire Authority (OCFA)</td>
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</table>
## PERSONNEL SERVICES

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>PERS Retirement</td>
<td>001-026-40012</td>
<td>$135,519</td>
<td>$278,600</td>
<td>$278,600</td>
<td>$328,700</td>
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<tr>
<td>TOTAL PERSONNEL SERVICES</td>
<td></td>
<td>$135,519</td>
<td>$278,600</td>
<td>$278,600</td>
<td>$328,700</td>
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## MAINTENANCE AND OPERATIONS

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</thead>
<tbody>
<tr>
<td>Contract Professional Services</td>
<td>001-026-44000</td>
<td>$4,891,240</td>
<td>$5,199,200</td>
<td>$5,199,200</td>
<td>$5,452,200</td>
</tr>
<tr>
<td>TOTAL MAINTENANCE AND OPERATIONS</td>
<td></td>
<td>$4,891,240</td>
<td>$5,199,200</td>
<td>$5,199,200</td>
<td>$5,452,200</td>
</tr>
</tbody>
</table>

## TOTAL EXPENDITURES

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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<th></th>
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</thead>
<tbody>
<tr>
<td>TOTAL EXPENDITURES</td>
<td>$5,026,759</td>
<td>$5,477,800</td>
<td>$5,477,800</td>
<td>$5,780,900</td>
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</table>
## City of Seal Beach

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

<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Maintenance and Operations</td>
<td>$1,197,891</td>
<td>$787,600</td>
<td>$787,600</td>
<td>$832,500</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$1,197,891</td>
<td>$787,600</td>
<td>$787,600</td>
<td>$832,500</td>
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</table>

**ACCOUNT NUMBER EXPLANATION**

| 46000 | West Comm | West Comm JPA |
City of Seal Beach

<table>
<thead>
<tr>
<th>DEPARTMENT:</th>
<th>Police</th>
</tr>
</thead>
<tbody>
<tr>
<td>FUND:</td>
<td>001 General Fund - West Comm JPA</td>
</tr>
<tr>
<td>Account Code:</td>
<td>001-035</td>
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</table>

<table>
<thead>
<tr>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>MAINTENANCE AND OPERATIONS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>West Comm</td>
<td>001-035-46000</td>
<td>$1,197,891</td>
<td>$787,600</td>
<td>$787,600</td>
<td>$832,500</td>
</tr>
<tr>
<td>TOTAL MAINTENANCE AND OPERATIONS</td>
<td></td>
<td>$1,197,891</td>
<td>$787,600</td>
<td>$787,600</td>
<td>$832,500</td>
</tr>
<tr>
<td>TOTAL EXPENDITURES</td>
<td></td>
<td>$1,197,891</td>
<td>$787,600</td>
<td>$787,600</td>
<td>$832,500</td>
</tr>
</tbody>
</table>
Managing Department Head:
Chief of Police

Mission Statement

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

Primary Activities

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

Objectives

- The Police Department's SLESF will provide funds for personnel and equipment supporting the Department's community policing efforts and front-line support.
- For the FY2018-2019 budget cycle, the City will expend existing funds for personnel and equipment supporting the department's front-line, community policing efforts and for other permissible law enforcement uses.
## City of Seal Beach

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

<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Personnel Services</td>
<td>$89,375</td>
<td>$86,200</td>
<td>$86,300</td>
<td>$86,200</td>
</tr>
<tr>
<td>Maintenance and Operations</td>
<td>$33,552</td>
<td>$30,000</td>
<td>$30,000</td>
<td>$30,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$122,927</strong></td>
<td><strong>$116,200</strong></td>
<td><strong>$116,300</strong></td>
<td><strong>$116,200</strong></td>
</tr>
</tbody>
</table>

### ACCOUNT NUMBER EXPLANATION

- **40003** Over-time Special events-SLEF Grant
- **40017** Medicare Insurance Employee benefits costs
- **40400** Training and Meetings Rifle training, SWAT, and special program training
- **40700** Equipment/Materials SWAT, community policing equipment, and frontline equipment
## City of Seal Beach
### FY 2018-2019

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

### PERSONNEL SERVICES

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Over-time - SLESF Grant</td>
<td>009-600-40003</td>
<td>$ 88,013</td>
<td>$ 85,000</td>
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<td>-</td>
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<tr>
<td>Deferred Comp- Cafeteria</td>
<td>009-600-40010</td>
<td>97</td>
<td>-</td>
<td>100</td>
<td>-</td>
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<tr>
<td>Medicare Insurance</td>
<td>009-600-40017</td>
<td>1,259</td>
<td>1,200</td>
<td>1,200</td>
<td>1,200</td>
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<tr>
<td><strong>TOTAL PERSONNEL SERVICES</strong></td>
<td></td>
<td>$ 89,375</td>
<td>$ 86,200</td>
<td>$ 86,300</td>
<td>$ 86,200</td>
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### MAINTENANCE AND OPERATIONS

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Training and Meetings SLESF Grant</td>
<td>009-600-40400</td>
<td>$ 9,583</td>
<td>$ 5,000</td>
<td>$ 5,000</td>
<td>$ 5,000</td>
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<td>Equipment/Materials</td>
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<td>23,969</td>
<td>25,000</td>
<td>25,000</td>
<td>25,000</td>
</tr>
<tr>
<td><strong>TOTAL MAINTENANCE AND OPERATIONS</strong></td>
<td></td>
<td>$ 33,552</td>
<td>$ 30,000</td>
<td>$ 30,000</td>
<td>$ 30,000</td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES**  
$ 122,927  
$ 116,200  
$ 116,300  
$ 116,200

### FUND BALANCE ANALYSIS

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Fund Balance</td>
<td>$ 54,914</td>
<td>$ 62,002</td>
<td>$ 62,002</td>
<td>$ 74,402</td>
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<td>Revenues</td>
<td>130,015</td>
<td>130,500</td>
<td>128,700</td>
<td>130,700</td>
</tr>
<tr>
<td>Expenditures</td>
<td>(122,927)</td>
<td>(116,200)</td>
<td>(116,300)</td>
<td>(116,200)</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$ 62,002</td>
<td>$ 76,302</td>
<td>$ 74,402</td>
<td>$ 88,902</td>
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</table>
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Managing Department Head:
Chief of Police

Mission Statement

The Seal Beach Police Detention Center serves as a lock-up facility capable of holding 18 arrestees or pay-to-stay inmates. The high security facility holds male prisoners of varying degrees of security risks. Female prisoners brought to the facility for booking purposes are processed out of the facility as soon as practicable. Prisoners housed in the facility are allowed the opportunity to purchase commissary items to better their time served. Those monies spent by the prisoners cover costs of the commissary items purchased and also other items for the good of all prisoners within the facility.

Primary Activities

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

Objectives

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

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>Yearly Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>40700</td>
<td>Equipment/Materials</td>
<td>$4,929 Actual, $18,000 Amended, $7,000 Estimated, $20,000 Adopted</td>
</tr>
<tr>
<td>40800</td>
<td>Special Departmental Commissary</td>
<td>$4,929 Actual, $18,000 Amended, $7,000 Estimated, $20,000 Adopted</td>
</tr>
</tbody>
</table>
## City of Seal Beach

**FY 2018-2019**

**DEPARTMENT:** Police  
**FUND:** 010 Inmate Welfare Fund  
**Account Code:** 010-024

### Maintenance and Operations

<table>
<thead>
<tr>
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<th></th>
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<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Equipment/Materials</td>
<td>010-024-40700</td>
<td>$711</td>
<td>$8,000</td>
<td>$3,000</td>
<td>$10,000</td>
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<tr>
<td>Special Departmental</td>
<td>010-024-40800</td>
<td>4,218</td>
<td>10,000</td>
<td>4,000</td>
<td>10,000</td>
</tr>
<tr>
<td><strong>TOTAL MAINTENANCE AND OPERATIONS</strong></td>
<td></td>
<td><strong>4,929</strong></td>
<td><strong>18,000</strong></td>
<td><strong>7,000</strong></td>
<td><strong>20,000</strong></td>
</tr>
</tbody>
</table>

### Total Expenditures

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td><strong>4,929</strong></td>
<td><strong>18,000</strong></td>
<td><strong>7,000</strong></td>
<td><strong>20,000</strong></td>
</tr>
</tbody>
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### Fund Balance Analysis

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<tr>
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<tbody>
<tr>
<td>Beginning Fund Balance</td>
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<td>$20,976</td>
<td>$20,976</td>
<td>$18,576</td>
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<td>Revenues</td>
<td>11,294</td>
<td>10,000</td>
<td>4,600</td>
<td>10,100</td>
</tr>
<tr>
<td>Expenditures</td>
<td>(4,929)</td>
<td>(18,000)</td>
<td>(7,000)</td>
<td>(20,000)</td>
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<tr>
<td>Ending Fund Balance</td>
<td>$20,976</td>
<td>$12,976</td>
<td>$18,576</td>
<td>$8,676</td>
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</table>
Managing Department Head:
Chief of Police

Mission Statement

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

Primary Activities

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

Objectives

- During the FY2018-2019 budget cycle, the City may expend existing funds for equipment to upgrade new police vehicles to operational status; modernize older police vehicles; and, to purchase new equipment for other law enforcement uses.
<table>
<thead>
<tr>
<th></th>
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<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>40700</td>
<td>Equipment/materials</td>
<td>$</td>
<td>$</td>
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<td>40800</td>
<td>Special Departmental</td>
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<td>4,800</td>
<td>6,500</td>
<td>2,700</td>
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</tbody>
</table>

**ACCOUNT NUMBER EXPLANATION**

- 40700 Equipment/materials: Frontline equipment
- 40800 Special Departmental: Travel and extradition expenses.
## City of Seal Beach

### FY 2018-2019

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

<table>
<thead>
<tr>
<th></th>
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<tr>
<td><strong>MAINTENANCE AND OPERATIONS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equipment and Materials</td>
<td>011-555-40700</td>
<td>$ -</td>
<td>$ 3,000</td>
<td>$ 6,500</td>
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<tr>
<td>Special Departmental</td>
<td>011-555-40800</td>
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<td>$ 1,800</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL MAINTENANCE AND OPERATIONS</strong></td>
<td>$ -</td>
<td>$ 4,800</td>
<td>$ 6,500</td>
<td>$ 2,700</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>$ -</td>
<td>$ 4,800</td>
<td>$ 6,500</td>
<td>$ 2,700</td>
</tr>
</tbody>
</table>

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### FUND BALANCE ANALYSIS

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<th></th>
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</tr>
</thead>
<tbody>
<tr>
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<td>$ 9,200</td>
<td>$ 9,200</td>
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<tr>
<td>Revenues</td>
<td>130</td>
<td>-</td>
<td>100</td>
<td>100</td>
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<tr>
<td>Expenditures</td>
<td>-</td>
<td>(4,800)</td>
<td>(6,500)</td>
<td>(2,700)</td>
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<tr>
<td>Ending Fund Balance</td>
<td>$ 9,200</td>
<td>$ 4,400</td>
<td>$ 2,800</td>
<td>$ 200</td>
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</tbody>
</table>
Managing Department Head:
Chief of Police

Mission Statement

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

Primary Activities

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

Objectives

- During the FY 2018-2019 budget cycle, the City may expend existing funds for equipment to upgrade new police vehicles to operational status; modernize older police vehicles; and, to purchase new equipment for other law enforcement uses.
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<tbody>
<tr>
<td></td>
<td>$ 5,286</td>
<td>$ 159,000</td>
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<tr>
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<td>8,403</td>
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**TOTAL**

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<tr>
<td></td>
<td>$ 13,689</td>
<td>$ 329,500</td>
<td>$ 236,000</td>
<td>$ 362,500</td>
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**ACCOUNT NUMBER EXPLANATION**

- **40001** Full-time Salaries: Employee salaries costs
- **40005** Holiday Pay: Employee benefits costs
- **40010** Deferred Comp - Cafeteria: Employee benefits costs
- **40011** Deferred Compensation: Employee benefits costs
- **40012** PERS Retirement: Employee benefits costs
- **40017** Medicare Insurance: Employee benefits costs
- **40018** Life and Disability: Employee benefits costs
- **40020** Uniform Allowance: Employee benefits costs
- **40021** Annual Education: Employee benefits costs
- **40040** Training and Meeting: CA Narcotics Officer Assoc. conference, drug recognition expert, and school resource officer training
- **40070** Equipment/materials: Furniture, offices supplies, and equipments
- **40800** Special Departmental: Extradition and detention center improvements
### DEPARTMENT: Police  
#### FUND: 013 Asset Forfeiture (Federal)

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<td>-</td>
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<td><strong>TOTAL PERSONNEL SERVICES</strong></td>
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<td><strong>$5,286</strong></td>
<td><strong>$159,000</strong></td>
<td><strong>$163,000</strong></td>
<td><strong>$192,000</strong></td>
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</tbody>
</table>

| MAINTENANCE AND OPERATIONS   |                |                  |                          |                           |                          |
| Training and Meetings        | 013-111-40400  | $8,403           | $15,500                  | $23,000                   | $15,500                  |
| Equipment and Materials      | 013-111-40700  | -                | 140,000                  | 50,000                    | 140,000                  |
| Special Departmental         | 013-111-40800  | -                | 15,000                   | -                         | 15,000                   |
| **TOTAL MAINTENANCE AND OPERATIONS** |            | **$8,403**       | **$170,500**             | **$73,000**               | **$170,500**             |

| **TOTAL EXPENDITURES**       |                | **$13,689**      | **$329,500**             | **$236,000**              | **$362,500**             |

### FUND BALANCE ANALYSIS

<table>
<thead>
<tr>
<th></th>
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<th></th>
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</tr>
</thead>
<tbody>
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<td>Beginning Fund Balance</td>
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<td>$246,061</td>
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<td>(329,500)</td>
<td>(236,000)</td>
<td>(362,500)</td>
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<tr>
<td>Ending Fund Balance</td>
<td>$246,061</td>
<td>$167,061</td>
<td>$111,561</td>
<td>$561</td>
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115
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<tr>
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<tbody>
<tr>
<td>Debt Service</td>
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<td>$1,264,700</td>
<td>$1,264,700</td>
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<td>TOTAL</td>
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<td>$1,264,700</td>
<td>$1,264,700</td>
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**ACCOUNT NUMBER EXPLANATION**

- 44000 Contract Professional Trustee fees
- 47888 Debt Service Principle
- 47999 Interest Expense Interest
## DEBT SERVICE

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<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Contract Professional</td>
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<td>$3,000</td>
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<td>D/S Pmt Safety - Principal</td>
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<td>1,160,000</td>
<td>1,160,000</td>
<td>1,163,000</td>
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<tr>
<td>Interest Payment - Safety</td>
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<td>169,060</td>
<td>101,700</td>
<td>101,700</td>
<td>33,200</td>
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<tr>
<td><strong>TOTAL DEBT SERVICE</strong></td>
<td><strong>$1,219,060</strong></td>
<td><strong>$1,264,700</strong></td>
<td><strong>$1,264,700</strong></td>
<td><strong>$1,199,200</strong></td>
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</table>

**TOTAL EXPENDITURES**

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<tr>
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</thead>
<tbody>
<tr>
<td></td>
<td><strong>$1,219,060</strong></td>
<td><strong>$1,264,700</strong></td>
<td><strong>$1,264,700</strong></td>
<td><strong>$1,199,200</strong></td>
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</table>

## FUND BALANCE ANALYSIS

<table>
<thead>
<tr>
<th></th>
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<tr>
<td>Beginning Fund Balance</td>
<td>$96,327</td>
<td>$102,667</td>
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<td>($1,219,060)</td>
<td>($1,264,700)</td>
<td>($1,264,700)</td>
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<tr>
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<td>$102,667</td>
<td>$102,667</td>
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### City of Seal Beach

**DEPARTMENT:** Finance  
**FUND:** 028 Fire Station Bond  
**Account Code:** 028-026

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<tbody>
<tr>
<td>Debt Service</td>
<td>$537,917</td>
<td>$522,300</td>
<td>$522,300</td>
<td>$506,800</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$537,917</td>
<td>$522,300</td>
<td>$522,300</td>
<td>$506,800</td>
</tr>
</tbody>
</table>

**ACCOUNT NUMBER EXPLANATION**

- 44000 Contract Professional Trustee fees
- 47888 Debt Service Principle
- 47999 Interest Expense Interest
### CITY OF SEAL BEACH

#### FY 2018-2019

**DEPARTMENT:** Finance  
**Account Code:** 028-026  
**FUND:** 028 Fire Station Bond

<table>
<thead>
<tr>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DEBT SERVICE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contract Professional</td>
<td>028-026-44000</td>
<td>$3,000</td>
<td>$3,000</td>
<td>$3,000</td>
<td>$3,000</td>
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<td>420,000</td>
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<td><strong>TOTAL DEBT SERVICE</strong></td>
<td></td>
<td>$537,917</td>
<td>$522,300</td>
<td>$522,300</td>
<td>$506,800</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td></td>
<td>$537,917</td>
<td>$522,300</td>
<td>$522,300</td>
<td>$506,800</td>
</tr>
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</table>

#### FUND BALANCE ANALYSIS

<table>
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<tr>
<th></th>
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<tbody>
<tr>
<td>Beginning Fund Balance</td>
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<td>$626,876</td>
<td>$626,876</td>
<td>$626,876</td>
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<tr>
<td>Expenditures</td>
<td></td>
<td>(522,300)</td>
<td>(522,300)</td>
<td>(522,300)</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$626,876</td>
<td>$626,876</td>
<td>$626,876</td>
<td>$626,876</td>
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</tbody>
</table>

119
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 Anti initiative (UASI) grant funds to pay for training and equipment which enhance the overall capabilities of the Seal Beach Police Department to respond to community public safety and law enforcement needs. Previous purchases included: police headquarters building target hardening; a fully equipped CERT equipment trailer and tow vehicle; a fully equipped Mobile Command Post vehicle; RACES radio equipment; portable radios; specialized training and backfill pay; etc.

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

**FY 2018-2019**

**DEPARTMENT:** Police  
**FUND:** 075 Police Grants  
**Account Code:** 075

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<tbody>
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<td>40003</td>
<td>Over-time Employee salaries costs</td>
<td>$28,140</td>
<td>$136,240</td>
<td>$38,600</td>
<td>$48,800</td>
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<tr>
<td>40017</td>
<td>Medicare Insurance Employee benefits costs</td>
<td>1,610</td>
<td>28,560</td>
<td>6,000</td>
<td>28,500</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$29,750</strong></td>
<td><strong>$164,800</strong></td>
<td><strong>$44,600</strong></td>
<td><strong>$77,300</strong></td>
</tr>
</tbody>
</table>

### 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)
### City of Seal Beach
**DEPARTMENT:** Police  
**FUND:** 075 Police Grants

#### Account Code: 075

<table>
<thead>
<tr>
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</thead>
<tbody>
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<tr>
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<td>-</td>
<td>600</td>
<td>600</td>
</tr>
<tr>
<td><strong>TOTAL PERSONNEL SERVICES</strong></td>
<td></td>
<td>$28,140</td>
<td>$136,240</td>
<td>$38,600</td>
<td>$48,800</td>
</tr>
</tbody>
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</thead>
<tbody>
<tr>
<td><strong>MAINTENANCE AND OPERATIONS</strong></td>
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<tr>
<td>Equipment/Materials</td>
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<td><strong>TOTAL MAINTENANCE AND OPERATIONS</strong></td>
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<td>$1,610</td>
<td>$28,560</td>
<td>$6,000</td>
<td>$28,500</td>
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**TOTAL EXPENDITURES**  
$29,750 $164,800 $44,600 $77,300

### FUND BALANCE ANALYSIS

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</tr>
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<td>$ (35,831)</td>
<td>$ (35,831)</td>
<td>$ (32,531)</td>
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<tr>
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<td>(29,750)</td>
<td>(164,800)</td>
<td>(44,600)</td>
<td>(77,300)</td>
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<tr>
<td>Ending Fund Balance</td>
<td>$ (35,831)</td>
<td>$ (5,531)</td>
<td>$ (32,531)</td>
<td>$ 169</td>
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123
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

<table>
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<tr>
<th>Fiscal Year</th>
<th>Number of Planning Commission and Land Use Cases</th>
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</thead>
<tbody>
<tr>
<td>2013-2014</td>
<td>33 cases</td>
</tr>
<tr>
<td>2014-2015</td>
<td>30 cases</td>
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<tr>
<td>2015-2016</td>
<td>39 cases</td>
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<tr>
<td>2016-2017</td>
<td>44 cases</td>
</tr>
</tbody>
</table>

Objectives
- Manage the preparation of a Local Coastal Plan through public outreach efforts and consultation with the Coastal Commission.
- Continue to cultivate a working relationship with Coastal Commission Staff.
- Complete development of a Joint Land Use Study with Naval Weapons Station Seal Beach to assess impacts from the installation’s mission, primarily its impacts on East Beach.
City of Seal Beach  
FY 2018-2019

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

<table>
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<tr>
<th></th>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>40001</td>
<td>Full-time Salaries</td>
<td>$ 309,551</td>
<td>$ 326,400</td>
<td>$ 292,300</td>
<td>$ 270,400</td>
</tr>
<tr>
<td>40004</td>
<td>Part-time</td>
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<tr>
<td>40010</td>
<td>Deferred Comp - Cafeteria</td>
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ACCOUNT NUMBER EXPLANATION

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

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

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

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

Summary Activity Report

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<td>2015-2016</td>
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<tr>
<td>2016-2017</td>
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</table>

Objectives
• Continue to provide plan check services and offer limited in-house plan check service for additional expedited service.
• Continue a code enforcement compliance policy that responds to complaints.
• Remain current on changes within the Building industry and maintain required certifications and licenses for Building Division staff.
## Community Development - Account Code: 001-031

### Funding: 001 General Fund - Building and Neighborhood Services

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<td><strong>TOTAL</strong></td>
<td><strong>$504,384</strong></td>
<td><strong>$597,800</strong></td>
<td><strong>$277,400</strong></td>
<td><strong>$561,100</strong></td>
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### Account Number Explanation

- **40001** Full-time Salaries: Employee salaries costs
- **40010** Deferred Comp - Cafeteria: Employee benefits costs
- **40011** Deferred Compensation: Employee benefits costs
- **40012** PERS Retirement: Employee benefits costs
- **40014** Medical Insurance: Employee benefits costs
- **40015** AFLAC Cafeteria: Employee benefits costs
- **40017** Medicare Insurance: Employee benefits costs
- **40018** Life and Disability: Employee benefits costs
- **40022** Flexible Spending Cafeteria: Employee benefits costs
- **40032** Medical Waiver: Employee benefits costs
- **40100** Office Supplies: Office supplies
- **40300** Membership: International Code Council, CA Assoc. of Code Enforcement Officers, and California Building Officials
- **40400** Training and meetings: CA Building Officials workshop
- **40700** Equipment/materials: Uniform, safety shoes, and equipment
- **44000** Contract Professional Svcs: Charles Abbott, Transtech, and code enforcement
## City of Seal Beach FY 2018-2019

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

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Managing Department Head:
Director of Community Development

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

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

Objectives
• Complete resident bathroom rehabilitation projects within Leisure World.
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**ACCOUNT NUMBER EXPLANATION**

| 44000                  | Contract Professional Svcs | Leisure World restroom rehabilitation program |
## City of Seal Beach
### FY 2018-2019

**DEPARTMENT:** Community Development  
**FUND:** 072 Community Development Block Grant  
**Account Code:** 072-030

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### FUND BALANCE ANALYSIS

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Managing Department Head:
Director of Public Works

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

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

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

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

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

Objectives
To provide professional, technical, and administrative assistance to the public and City Council.
## City of Seal Beach

### FY 2018-2019

#### DEPARTMENT:
- Public Works

#### Account Code:
- 001-042

#### FUND:
- 001 General Fund - Administration and Engineering

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### ACCOUNT NUMBER EXPLANATION

- 40001: Full-time Salaries
  - Employee salaries costs
- 40004: Part-time
- 40010: Deferred Comp - Cafeteria
  - Employee benefits costs
- 40011: Deferred Compensation
  - Employee benefits costs
- 40012: PERS Retirement
  - Employee benefits costs
- 40013: PARS Retirement
  - Employee benefits costs
- 40014: Medical Insurance
  - Employee benefits costs
- 40017: Medicare Insurance
  - Employee benefits costs
- 40018: Life and Disability
  - Employee benefits costs
- 40032: Health & Wellness Program
  - Employee benefits costs
- 40033: Office Supplies
  - Replacing chairs and printing supplies
- 40300: Memberships and Dues
  - APWA, CA Professional Engineer, and City Engineer OC Assoc.
- 40400: Training and Meetings
  - APWA, City Engineer OC Assoc., Public Works Officers, and Tech training
- 41000: Telephone Engineer
  - Telephone Engineer
- 42000: Rental/Lease Equip Engineer
  - Miscellaneous Professional Engineering, Development Engineering
- 44000: Contract Professional Svcs
  - Engineering services, Development Engineering Support, AutoCADD software, Grant submittal support, GIS, and Beehive
## City of Seal Beach

**FUND:**
- 001 General Fund - Administration and Engineering

**DEPARTMENT:**
- Public Works

**Account Code:** 001-042

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### MAINTENANCE AND OPERATIONS

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**TOTAL EXPENDITURES**

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Managing Department Head:
Director of Public Works

Mission Statement

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

Primary Activities

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

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

Objectives

- Maintains the existing storm drain infrastructure of over 216 catch basins, several thousand linear feet of storm drains, and the West End Pump Station.
- Continue ongoing improvements to the West End Pump Station to maximize the station’s efficiency.
- The City continues to seek outside grant funding to improve the infrastructure.
- Performs inspection and maintenance of storm drain filters and screens. Each catch basin is inspected and cleaned at least twice per year.
- The City will participate in sub-regional watershed planning as well as work with pollution control measures for the San Gabriel and Anaheim Bay watersheds.
- The Santa Ana Regional Water Quality Control Board is in the process of issuing a new NPDES permit for the County of Orange and its’ co-permittees. Compliance with the new permit may require expenditures not contemplated in this budget.
- The City will comply with the statewide trash provisions as implemented by the Santa Ana Regional Water Quality Control Board.
## City of Seal Beach

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

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### 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
- **40014** Medical Insurance: Employee benefits costs
- **40015** AFLAC Cafeteria: Employee benefits costs
- **40017** Medicare Insurance: Employee benefits costs
- **40018** Life and Disability: Employee benefits costs
- **40023** Cafeteria Taxable: Employee benefits costs
- **40400** Training and Meetings: CWEA, Quinn Power, and vendor training
- **40700** Equipment/Materials: Oil, sand bags, and cleaning solutions
- **41020** Electricity: Electricity
- **44000** Contract Professional Svcs: NPDES program consultant, catch basin maint., Beehive SD module and license fee, storm drain video inspection, catch basin filter replacement, professional engineering services, winter storm pump rental, and WEPS
- **44001** Special Expense - Ironwood: Westridge Commerical
- **45000** Intergovernmental: State Water Resources Control Board, NPDES County Orange program, AQMD permit fees, and Coyote Creek watershed monitoring
### PERSONNEL SERVICES

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**TOTAL EXPENDITURES**

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Managing Department Head:
Director of Public Works

Mission Statement

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

Primary Activities

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

Objectives

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

### FY 2018-2019

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<th>Public Works</th>
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### ACCOUNT NUMBER EXPLANATION

- **40001** Full-time Salaries: Employee salaries costs
- **40003** Over-time: Employee salaries costs
- **40004** Part-time: Employee salaries costs
- **40010** Deferred Comp - Cafeteria: Employee benefits costs
- **40011** Deferred Compensation: Employee benefits costs
- **40012** PERS Retirement: Employee benefits costs
- **40013** PARS Retirement: Employee benefits costs
- **40014** Medical Insurance: Employee benefits costs
- **40015** AFLAC Cafeteria: Employee benefits costs
- **40017** Medicare Insurance: Employee benefits costs
- **40018** Life and Disability: Employee benefits costs
- **40023** Cafeteria - Taxable: Employee benefits costs
- **40027** Vacation Buy/payout: Employee benefits costs
- **40300** Membership: American Public Works Assoc., International Municipal Signal Assoc., and Department of Petroleum Resources
- **40400** Training and meetings: American Public Works Assoc., International Municipal Signal Assoc., and Department of Petroleum Resources
- **40700** Equipment/Materials: Asphalt hot/cold mix, graffiti remover gel, flowmix, hand tools, street signs uniform, concrete materials, and boot replacement
- **40801** Street Sweeping: Street sweeping and additional Main Street
- **41000** Telephone: Cell phones
- **41020** Electricity: Electricity costs
- **44000** Contract Professional Svcs: Main Street pavers, concrete repairs, traffic engineering services, TMC traffic engineering, pavement repairs, traffic signal maintenance, annual street maintenance, landscape, Main Street pressure washing, tree trimming, and miscellaneous
## DEPARTMENT: Public Works
### Account Code: 001-044

### FUND: 001 General Fund - Street Maintenance

### FY 2018-2019

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<td>$389,168$</td>
<td>$387,900$</td>
<td>$406,200$</td>
<td>$324,500$</td>
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| **MAINTENANCE AND OPERATIONS**       |                |                  |                          |                           |                          |
| Office Supplies                      | 001-044-40100  | $17              | -                        | -                         | -                        |
| Membership                           | 001-044-40300  | 308              | 500                      | 500                       | 700                      |
| Training and Meetings                | 001-044-40400  | (62)             | 1,500                    | 1,500                     | 900                      |
| Equipment/Materials                  | 001-044-40700  | 25,570           | 31,200                   | 32,000                    | 36,200                   |
| Street Sweeping                      | 001-044-40801  | 114,844          | 86,200                   | 86,000                    | 94,200                   |
| Telephone                            | 001-044-41000  | 1,698            | 1,700                    | 1,700                     | 2,000                    |
| Electricity                          | 001-044-41020  | 18,133           | 20,000                   | 20,000                    | 20,000                   |
| Contract Professional                | 001-044-44000  | 103,549          | 69,900                   | 100,000                   | 560,800                  |
| **TOTAL MAINTENANCE AND OPERATIONS** |                | $264,057$        | $211,000$                | $241,700$                 | $714,600$                |

| **TOTAL EXPENDITURES**               |                | $653,225$        | $598,900$                | $647,900$                 | $1,039,100$              |
Managing Department Head:
Director of Public Works

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

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

Objectives

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

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

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

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REFUSE SERVICES

Managing Department Head:
Director of Public Works

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

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

Objectives
- The City contracts their refuse services with Consolidated Disposal Services, Inc., a private corporation.
### City of Seal Beach

**FY 2018-2019**

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**ACCOUNT NUMBER EXPLANATION**

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Managing Department Head:
Director of Public Works

Mission Statement

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

Primary Activities

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

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

Objectives

- Similar projects are scheduled for the City Council Chambers and the Public Works Administration Building. On October 10, 2011 the City council adopted a Facility Condition Assessment of all city owned facilities. Funding options are being evaluated for the remainder of the improvements identified within the plan.
- Funding for the work to be done in-house or by small contract is included in this budget. Other work was proposed in the Capital Improvement section.
## City of Seal Beach
### FY 2018-2019

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

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<td>Over-time</td>
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<td>311,700</td>
<td>312,200</td>
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<td>Deferred Comp - Cafeteria</td>
<td>40011</td>
<td>Deferred Compensation</td>
<td>40012</td>
<td>PERS Retirement</td>
</tr>
<tr>
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<td>40014</td>
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<td>40018</td>
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**ACCOUNT NUMBER EXPLANATION**

- 40001 Full-time Salaries
- 40003 Over-time
- 40010 Deferred Comp - Cafeteria
- 40011 Deferred Compensation
- 40012 PERS Retirement
- 40014 Medical Insurance
- 40017 Medicare Insurance
- 40018 Life and Disability
- 40027 Vacation Buy/payout
- 40030 Unemployment
- 40700 Equipment/Materials
- 41000 Telephone
- 41010 Gas
- 41020 Electricity
- 44000 Contract Professional Svcs
- 47888 Principal Payments
- 47999 Interest Payments

**Explanations:**
- 40001: Employee salaries costs
- 40003: Employee salaries costs
- 40010: Employee benefits costs
- 40011: Employee benefits costs
- 40012: Employee benefits costs
- 40014: Employee benefits costs
- 40017: Employee benefits costs
- 40018: Employee benefits costs
- 40027: Employee benefits costs
- 40030: Employee benefits costs
- 40700: Building maintenance and repairs
- 41000: Telephone
- 41010: Gas
- 41020: Electricity
- 44000: HVAC maintenance, pest control, elevator maintenance, janitorial contract, termite control, fire extinguisher maintenance, electrical repairs, building roof repairs, AQMD permit fees, landscape, tree trim
- 47888: Debt service principal - City National Bank
- 47999: Interest payments - City National Bank
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<td>18,700</td>
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<td>$830,863</td>
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<td>$91,800</td>
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<td>TOTAL EXPENDITURES</td>
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<td>$1,272,353</td>
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<td>$581,400</td>
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</table>
Managing Department Head:
Director of Public Works

Mission Statement

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

Primary Activities

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

Objectives

- The objective of this program is to ensure the highest activity for seniors having a low financial impact to the City.
- Monitor and review the contract agreement and determine if a new provider is needed based on increases in recent fuel prices.
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<thead>
<tr>
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<td>$32,915</td>
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<td>$32,915</td>
<td>$30,600</td>
<td>$30,600</td>
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</table>

ACCOUNT NUMBER EXPLANATION

| 44000 Contract Professional Svcs | Senior transportation program and SCE bike path |
|------------------------------|----------------|------------------|--------------------------|---------------------------|--------------------------|
| MAINTENANCE AND OPERATIONS   |                |                  |                          |                           |                          |
| Contract Prof Svcs           | 012-700-44000  | $32,915           | $30,600                   | $30,600                   | $30,600                   |
| TOTAL MAINTENANCE AND OPERATIONS |               | $32,915           | $30,600                   | $30,600                   | $30,600                   |
| TOTAL EXPENDITURES           |                | $32,915           | $30,600                   | $30,600                   | $30,600                   |

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<td>$8,445</td>
<td>$8,147</td>
<td>$8,147</td>
<td>$7,547</td>
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<tr>
<td>Expenditures</td>
<td>(32,915)</td>
<td>(30,600)</td>
<td>(30,600)</td>
<td>(30,600)</td>
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<tr>
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<td>$8,147</td>
<td>$7,547</td>
<td>$7,547</td>
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## City of Seal Beach

### FY 2018-2019

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<tr>
<th>DEPARTMENT:</th>
<th>Public Works</th>
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<tbody>
<tr>
<td>FUND:</td>
<td>016 Park Improvement</td>
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<td>$- ($-)</td>
<td>$- ($-)</td>
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<td>$3,557 ($-)</td>
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<tr>
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<td>($164) ($-)</td>
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<td><strong>MAINTENANCE AND OPERATIONS</strong></td>
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<tr>
<td>Transfer Out</td>
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<tr>
<td>TOTAL MAINTENANCE AND OPERATIONS</td>
<td></td>
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<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
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**FUND BALANCE ANALYSIS**

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<tbody>
<tr>
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<tr>
<td>Expenditures</td>
<td>(3,557)</td>
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<tr>
<td>Ending Fund Balance</td>
<td>$ 6,443</td>
<td>$ 6,443</td>
<td>$ 16,543</td>
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### City of Seal Beach

**DEPARTMENT:** Public Works  
**FUND:** 039 SB1 Program  
**Account Code:** 039-090

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<tr>
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<td><strong>TOTAL</strong></td>
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### ACCOUNT NUMBER EXPLANATION

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<th>ACCOUNT NUMBER</th>
<th>Transfer to Capital Fund for projects:</th>
<th>Amount</th>
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<tbody>
<tr>
<td>47000 Transfers Out</td>
<td>FY 18 Street Slurry Seal Program</td>
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<td>Annual Slurry Seal Program</td>
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<td>Annual Concrete Repair Program</td>
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<td></td>
<td><strong>Total CIP Projects</strong></td>
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### City of Seal Beach

**DEPARTMENT:** Public Works  
**FUND:** 039 SB1 Program  
**Account Code:** 039-090  
**FY 2018-2019**

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<td><strong>MAINTENANCE AND OPERATIONS</strong></td>
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<tr>
<td>Transfers Out - CIP</td>
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### FUND BALANCE ANALYSIS

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<td>$ 119,100</td>
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## City of Seal Beach
### FY 2018-2019

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

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<td>$1,186,500</td>
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**ACCOUNT NUMBER EXPLANATION**

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<td>Contract Professional Svcs</td>
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<td>47000</td>
<td>Transfers Out</td>
<td>Transfer to Capital Fund for projects:</td>
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<td>ST1508: Old Town Parking and Signage Improvement: 91,000</td>
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<td>ST1701/ST1801: FY 18 Street Slurry Seal Program: 289,500</td>
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<td></td>
<td></td>
<td>ST1708: Westm/17th St. Corridor Traffic Sig Syn: 5,000</td>
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<td><strong>Total CIP Projects</strong>: 385,500</td>
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<td>47002</td>
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<td>Transfer to General Fund</td>
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## City of Seal Beach
### Department: Public Works
#### Fund: 040 Gas Tax

<table>
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<td>$1,186,500</td>
<td>$414,200</td>
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| **TOTAL EXPENDITURES**             | $605,247       | $1,572,000       | $1,186,500               | $414,200          |                         |

## Fund Balance Analysis

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<td>(1,572,000)</td>
<td>(1,186,500)</td>
<td>(414,200)</td>
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<td><strong>Ending Fund Balance</strong></td>
<td>$739,365</td>
<td>(120,035)</td>
<td>$56,065</td>
<td>$287,765</td>
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Managing Department Head:
Director of Public Works

Primary Activities

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

Objectives

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

**FY 2018-2019**

**DEPARTMENT:** Public Works  
**FUND:** 042 Measure M2  
**Account Code:** 042-099

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Maintenance and Operations</td>
<td>$116,591</td>
<td>$1,603,300</td>
<td>$924,700</td>
<td>$1,107,800</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$116,591</td>
<td>$1,603,300</td>
<td>$924,700</td>
<td>$1,107,800</td>
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### ACCOUNT NUMBER EXPLANATION

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<tr>
<th>Account Number</th>
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<td>ST1708 Westminster/17th St. Corridor Traffic Signal</td>
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<td></td>
<td>ST1802 FY 18 Concrete Repair Program</td>
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<td>ST1808 New Traffic Signal Battery Back-up Project</td>
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<td></td>
<td>ST1902 Local Street Resurfacing Program</td>
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<td></td>
<td>ST1903 Arterial Street Resurfacing Program</td>
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<td>47002</td>
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City of Seal Beach

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<tr>
<td>MAINTENANCE AND OPERATIONS</td>
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<tr>
<td>Contract Professional</td>
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<td>$ 924,700</td>
<td>$ 1,107,800</td>
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<td>$ 924,700</td>
<td>$ 1,107,800</td>
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FUND BALANCE ANALYSIS

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<tbody>
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### City of Seal Beach

**FY 2018-2019**

**DEPARTMENT:** Public Works  
**FUND:** 048 Parking In-lieu  
**Account Code:** 048-400

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<tr>
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**ACCOUNT NUMBER EXPLANATION**
## MAINTENANCE AND OPERATIONS

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## TOTAL EXPENDITURES

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</thead>
<tbody>
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<td>$ -</td>
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## FUND BALANCE ANALYSIS

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<td>Ending Fund Balance</td>
<td>$ 179,674</td>
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## City of Seal Beach

**DEPARTMENT:** Public Works  
**FUND:** 049 - Traffic Impact AB1600  
**Account Code:** 049

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<tr>
<td></td>
<td>$ 209,823</td>
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<td><strong>TOTAL</strong></td>
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<td>$ 35,000</td>
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**ACCOUNT NUMBER EXPLANATION**
### City of Seal Beach

**DEPARTMENT:** Public Works  
**FUND:** 049 - Traffic Impact AB1600  
**Account Code:** 049

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</thead>
<tbody>
<tr>
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<td>$209,823</td>
<td>$35,000</td>
<td>$35,000</td>
<td>-</td>
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</tbody>
</table>

| TOTAL EXPENDITURES | | $209,823 | $35,000 | $35,000 | - |

### FUND BALANCE ANALYSIS

<table>
<thead>
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<th></th>
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<td>(35,000)</td>
<td>(35,000)</td>
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<td>$146,740</td>
<td>$125,740</td>
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### City of Seal Beach

**FY 2018-2019**

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

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<tbody>
<tr>
<td>Maintenance and Operations</td>
<td>$215,745</td>
<td>$782,800</td>
<td>$302,900</td>
<td>$68,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$215,745</td>
<td>$782,800</td>
<td>$302,900</td>
<td>$68,000</td>
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#### ACCOUNT NUMBER EXPLANATION

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>47000</td>
<td>Transfer Out</td>
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<td></td>
<td>Transfer to Capital Fund for Projects:</td>
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<tr>
<td>ST1408</td>
<td>Traffic Management Center Upgrade</td>
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<tr>
<td><strong>Total CIP Projects</strong></td>
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### MAINTENANCE AND OPERATIONS

<table>
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</thead>
<tbody>
<tr>
<td>Transfers Out - OCTA</td>
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<td>$215,745</td>
<td>$782,800</td>
<td>$302,900</td>
<td>$68,000</td>
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<tr>
<td>TOTAL MAINTENANCE AND OPERATIONS</td>
<td></td>
<td>$215,745</td>
<td>$782,800</td>
<td>$302,900</td>
<td>$68,000</td>
</tr>
</tbody>
</table>

| TOTAL EXPENDITURES         |                | $215,745          | $782,800                 | $302,900                    | $68,000                 |

### FUND BALANCE ANALYSIS

<table>
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</tr>
</thead>
<tbody>
<tr>
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<td>$138,908</td>
<td>$176,992</td>
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<td>550,000</td>
<td>618,800</td>
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</tr>
<tr>
<td>Expenditures</td>
<td>(215,745)</td>
<td>(782,800)</td>
<td>(302,900)</td>
<td>(68,000)</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>(138,908)</td>
<td>(371,708)</td>
<td>176,992</td>
<td>108,992</td>
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</table>
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Managing Department Head:
Director of Public Works

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

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

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

**DEPARTMENT:** Community Services  
**FUND:** 001-016 Senior Services  
**Account Code:** 001-016

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<tbody>
<tr>
<td>Actual</td>
<td>Amended</td>
<td>Estimated</td>
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<tr>
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<td>$189,638</td>
<td>$183,700</td>
<td>$190,000</td>
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<td><strong>TOTAL</strong></td>
<td><strong>$189,638</strong></td>
<td><strong>$183,700</strong></td>
<td><strong>$190,000</strong></td>
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</tbody>
</table>

### ACCOUNT NUMBER EXPLANATION

| 44000 | Contract Professional Svcs | Keolis transit and Senior meals |
|------------------------------|----------------|-----------------|--------------------------|-------------------|-------------------------|
| MAINTENANCE AND OPERATIONS   | 001-016-44000  | $189,638        | $183,700                 | $190,000          | $183,400                |
| TOTAL MAINTENANCE AND OPERATIONS |              | $189,638        | $183,700                 | $190,000          | $183,400                |
| TOTAL EXPENDITURES           |                | $189,638        | $183,700                 | $190,000          | $183,400                |
Managing Department Head:
Director of Public Works

Mission Statement

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

Primary Activities

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

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

Objectives

- This division is managed by the Community Services Department.
- The landscaping and tree maintenance contracts have been bid to obtain the lowest responsible prices.
- Create a comprehensive 3 year landscape tree trimming schedule throughout the city.
- Create an annual park equipment and playground maintenance assessment standards for long term sustainability.
- Adopt and implement the Department of Water Resources, Model Water Efficient Landscape Ordinance (MWELO) 2015.
- Work with the Tree Advisory Committee to sustain and improve the City’s urban forest.
### City of Seal Beach
#### FY 2018-2019

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

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<td>$71,400</td>
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<tr>
<td>Maintenance and Operations</td>
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<td>$629,100</td>
<td>$627,000</td>
<td>$211,100</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$493,039</strong></td>
<td><strong>$716,000</strong></td>
<td><strong>$698,400</strong></td>
<td><strong>$308,700</strong></td>
</tr>
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</table>

**ACCOUNT NUMBER EXPLANATION**

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

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<td><strong>$97,600</strong></td>
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## MAINTENANCE AND OPERATIONS

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<td><strong>$629,100</strong></td>
<td><strong>$627,000</strong></td>
<td><strong>$211,100</strong></td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES**

|                |                | **$493,039** | **$716,000** | **$698,400** | **$308,700** |

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**City of Seal Beach**

**FY 2018-2019**

**DEPARTMENT:** Community Services  
**FUND:** 001 General Fund - Park and Landscape Services  
**Account Code:** 001-049
RECREATION & COMMUNITY SERVICES

Managing Department Head:
Director of Public Works

Mission Statement

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

Primary Activities

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

Objectives

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

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

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ACCOUNT NUMBER EXPLANATION

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

### FY 2018-2019

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

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City of Seal Beach

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ACCOUNT NUMBER EXPLANATION

- 40004 Part-time Employee salaries costs
- 40013 PARS Retirement Employee benefits costs
- 40017 Medicare Insurance Employee benefits costs
- 40700 Equipment/materials Equipments for field, softball, basketball, and gym
## City of Seal Beach
### FY 2018-2019

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

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## City of Seal Beach

**DEPARTMENT:** Community Services

**FUND:** 001 General Fund - Park and Recreation Program

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**ACCOUNT NUMBER EXPLANATION**

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

## FY 2018-2019

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

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**ACCOUNT NUMBER EXPLANATION**

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

#### FY 2018-2019

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

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**TOTAL EXPENDITURES**  
$227,930  
$244,000  
$265,200  
$263,400
Managing Department Head:
Marine Safety Chief

Mission Statement

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

Primary Activities

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

Beach Lifeguard Division

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

Pool Lifeguard Division

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

The Marine Safety Department administers a Junior Lifeguard Program serving up to 400 children ages 9-17. Junior Lifeguards are taught ocean and beach safety, lifesaving techniques including CPR and First-Aid, as well as lifesaving competition skills. This program begins at the end of June and ends in mid-August.

Other Administrative Duties

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

Lifeguard Training Academy

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

City Wide AED program

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

Beach Safety Education

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

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

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ACCOUNT NUMBER EXPLANATION

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## City of Seal Beach

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**FUND:** 034 Tidelands Beach  
**Account Code:** 034-072

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**ACCOUNT NUMBER EXPLANATION**

- **40001**: Full-time Salaries
  - Employee salaries costs
- **40002**: Over-time PT
  - Employee salaries costs
- **40003**: Over-time
  - Employee salaries costs
- **40004**: Part-time
  - Employee salaries costs
- **40006**: Junior Lifeguard Sal
  - Employee salaries costs
- **40009**: Cell Phone Allowance
  - Employee benefits costs
- **40010**: Deferred Comp - Cafeteria
  - Employee benefits costs
- **40011**: Deferred Compensation
  - Employee benefits costs
- **40012**: PERS Retirement
  - Employee benefits costs
- **40013**: PARS Retirement
  - Employee benefits costs
- **40014**: Medical Insurance
  - Employee benefits costs
- **40017**: Medicare Insurance
  - Employee benefits costs
- **40018**: Life and Disability
  - Employee benefits costs
- **40027**: Vacation Buy/payout
  - Employee benefits costs
- **40030**: Unemployment
  - Employee benefits costs
- **40032**: Health & Wellness Program
  - Employee benefits costs
- **40100**: Office Supplies
  - Tide books, sun screen, office supplies, logs/EMR forms, awards, and warning signs
- **40300**: Memberships and Dues
  - OC training, OC Chief Assoc., CA Marine Safety Chiefs Assoc., and S.B. Lifeguard Assoc.
- **40400**: Training and Meetings
  - CPR cards, EMT, USLA, CSLSA, drowning prevention, SCUBA, PC 832, EVOC, and State of the City
- **40600**: Marine Maint/Fuel Lifeguard
  - Fuel and maintenance for boat, ATV, and PWC
- **40700**: Equipment/Materials
  - First aid supplies, oxygen maintenance, towers supplies, uniforms, tower phone install, cleaning supplies, EZ up, sun protection, tower maint., switchboard repair, tower glass, and rescue paddle boards
- **40701**: Materials and Supplies-Jr Lifeguard
  - Uniforms, certificates, office supplies, EZ ups, Banquet, Catalina pizza, Express, equipment, paddle boards, video production, and fins
- **40800**: Special Departmental
  - Training room AV, uniforms, gym equipment and maintenance, dive maintenance, lifeguard jackets, Hot Schedule, and training manequins
- **40806**: Special Dept-Jr Lifeguard
  - Raging Waters, USLA membership, Catalina transportation, mobile, storage, banquet rentals, aquarium distance learning fee, and buses
- **41000**: Telephone
  - Telephone
- **41020**: Electricity
  - Electricity
- **44000**: Contract Professional
  - Recreation programs at the beach water watcher tag
- **45000**: Intergovernmental
  - Rescue boat slip fees and OC Task Force drowning prevention
- **48075**: Vehicle
  - Two vehicles
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<td>Contract Professional</td>
<td>034-828-44000</td>
<td>3,347</td>
<td>5,000</td>
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<td>Intergovernmental</td>
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<td><strong>TOTAL MAINTENANCE AND OPERATIONS</strong></td>
<td></td>
<td>$ 162,633</td>
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<td><strong>CAPITAL OUTLAY</strong></td>
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<td>Vehicle</td>
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<td><strong>TOTAL EXPENDITURES</strong></td>
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<td>$ 1,450,132</td>
<td>$ 1,978,900</td>
<td>$ 1,946,400</td>
<td>$ 1,610,100</td>
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</table>
BEACH AND PIER MAINTENANCE

Managing Department Head:
Director of Public Works

Mission Statement

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

Primary Activities

Regular Activities - primary activities include cleaning the beach with the surf rake for large debris; remove windblown sand from parking lots and adjacent residences; empty the tot lot, pier, parking lot and beach trash cans; remove graffiti; construct and remove the seasonal berm and clean up after storm events. In addition, the City pays the Surfside Colony $37,000 per year for maintenance, berm construction and removal on Surfside Beach.

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

Objectives

- The Department is actively working to maintain the beach and manage the sand with limited staff. This year, staff will oversee the berm construction in the fall and its removal in the spring.
- The Department will oversee the reconstruction of the part of the pier that was burned by the recent fire as well as other structural and utility upgrades. Plans will cover new utility lines on the pier, a new sewer pump station, new electrical services and required structural improvements necessary to restore the end of the pier and allow it to be opened to the public and for the construction of a potential new restaurant. Any repairs that were the result of the fire will be coordinated with the City's insurance carrier for payments and/or reimbursement.
- Continue to capture all ongoing expenses in the Tidelands Lease Area
- The Department will look to repair and/or replace aged and deteriorating sections of the boardwalk wall, between Electric Avenue and 10th street, on an annual basis.
<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>40001</td>
<td>Full-time Salaries</td>
<td>Employee salaries costs</td>
</tr>
<tr>
<td>40003</td>
<td>Over-time</td>
<td>Employee salaries costs</td>
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<tr>
<td>40004</td>
<td>Part-time</td>
<td>Employee salaries costs</td>
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<td>40009</td>
<td>Cell Phone Allowance</td>
<td>Employee benefits costs</td>
</tr>
<tr>
<td>40010</td>
<td>Deferred Comp - Cafeteria</td>
<td>Employee benefits costs</td>
</tr>
<tr>
<td>40011</td>
<td>Deferred Compensation</td>
<td>Employee benefits costs</td>
</tr>
<tr>
<td>40012</td>
<td>PERS Retirement</td>
<td>Employee benefits costs</td>
</tr>
<tr>
<td>40013</td>
<td>PARS Retirement</td>
<td>Employee benefits costs</td>
</tr>
<tr>
<td>40014</td>
<td>Medical Insurance</td>
<td>Employee benefits costs</td>
</tr>
<tr>
<td>40015</td>
<td>AFLAC Cafeteria</td>
<td>Employee benefits costs</td>
</tr>
<tr>
<td>40017</td>
<td>Medicare Insurance</td>
<td>Employee benefits costs</td>
</tr>
<tr>
<td>40018</td>
<td>Life and Disability</td>
<td>Employee benefits costs</td>
</tr>
<tr>
<td>40027</td>
<td>Vacation Buy/payout</td>
<td>Employee benefits costs</td>
</tr>
<tr>
<td>40700</td>
<td>Equipment/Materials</td>
<td>Sandbags, beach tools, pier plumbing (showers &amp; restrooms), beach graffiti abatement, pier railing, signage &amp; utility maintenance, and diesel fuel for beach equipment</td>
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<tr>
<td>41000</td>
<td>Telephone</td>
<td>Cell Phones</td>
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<td>41020</td>
<td>Electricity</td>
<td>Electricity for beach, parking lots, and pier</td>
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<tr>
<td>44000</td>
<td>Contract Professional Svcs</td>
<td>Surfside beach cleaning, landscape maintenance, ABM, uniform, sand berm construction/removal/inspection, tree trimming, lobbying, sand nourishment, coastal pier engineering, and janitorial</td>
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<tr>
<td>47000</td>
<td>Transfer Out</td>
<td>Transfer to Capital Fund for Projects:</td>
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<tr>
<td></td>
<td>BP1002 Pier Utility Upgrade</td>
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<tr>
<td></td>
<td>BP1102 Local Coastal Plan</td>
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<td></td>
<td>BP1902 Zero Tower Safety Improvements</td>
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<td></td>
<td>Total CIP Projects</td>
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## City of Seal Beach
### FY 2018-2019

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

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<td><strong>PERSONNEL SERVICES</strong></td>
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<td>Full-time Salaries</td>
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<td>Vacation Buy/Payout</td>
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<td>375</td>
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<td>Sick Payout</td>
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<td>Unemployment Beach</td>
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<td>-</td>
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<td>400</td>
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<td>Health Program</td>
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<td><strong>TOTAL PERSONNEL SERVICES</strong></td>
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<td>$286,508</td>
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<td>$335,000</td>
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#### MAINTENANCE AND OPERATIONS

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<thead>
<tr>
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<tbody>
<tr>
<td>Office Supplies Beach MA</td>
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<td>-</td>
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<td>Equipment/Materials</td>
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<td>Electricity</td>
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<td>4,000</td>
<td>4,100</td>
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<tr>
<td>Contract Prof. Svcs</td>
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<td>500,000</td>
<td>371,500</td>
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<td><strong>TOTAL MAINTENANCE AND OPERATIONS</strong></td>
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<td>$361,094</td>
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#### CAPITAL OUTLAY

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<tbody>
<tr>
<td>Vehicles</td>
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<td>Transfer Out - CIP</td>
<td>034-863-47000</td>
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<td><strong>TOTAL CAPITAL OUTLAY</strong></td>
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<td>$180,534</td>
<td>$2,901,100</td>
<td>$172,000</td>
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#### TOTAL EXPENDITURES

<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
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<td>$3,814,900</td>
<td>$1,032,900</td>
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#### FUND BALANCE ANALYSIS

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Beginning Fund Balance</td>
<td>(2,508)</td>
<td>-</td>
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<td>$654,800</td>
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<tr>
<td>Revenues</td>
<td>2,336,107</td>
<td>5,833,800</td>
<td>3,689,400</td>
<td>4,349,500</td>
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<td>Expenditures</td>
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<td>(5,833,800)</td>
<td>(3,034,600)</td>
<td>(5,004,300)</td>
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<tr>
<td>Ending Fund Balance</td>
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211
Special Assessment Districts are established to account for resources legally restricted to specified purposes. The City of Seal Beach currently manages the following special assessment districts:

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

<table>
<thead>
<tr>
<th>ACCOUNT NUMBER EXPLANATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>41020 Electricity electricity</td>
</tr>
<tr>
<td>44000 Contract Professional Svcs Wildan Financial Services and legal fees</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintenance and Operations</td>
<td>$ 183,028</td>
<td>$ 196,400</td>
<td>$ 189,600</td>
<td>$ 196,400</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$ 183,028</td>
<td>$ 196,400</td>
<td>$ 189,600</td>
<td>$ 196,400</td>
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</table>
## DEPARTMENT: Public Works
FUND: 002 Street Lighting Assessment District
Account Code: 002-500

### MAINTENANCE AND OPERATIONS

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</thead>
<tbody>
<tr>
<td>Electricity - Street Lighting</td>
<td>002-500-41020</td>
<td>$173,513</td>
<td>$186,800</td>
<td>$180,000</td>
<td>$186,800</td>
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<tr>
<td>Contract Professional</td>
<td>002-500-44000</td>
<td>9,515</td>
<td>9,600</td>
<td>9,600</td>
<td>9,600</td>
</tr>
<tr>
<td><strong>TOTAL MAINTENANCE AND OPERATIONS</strong></td>
<td></td>
<td><strong>$183,028</strong></td>
<td><strong>$196,400</strong></td>
<td><strong>$189,600</strong></td>
<td><strong>$196,400</strong></td>
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</table>

**TOTAL EXPENDITURES**

<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>$183,028</strong></td>
<td><strong>$196,400</strong></td>
<td><strong>$189,600</strong></td>
<td><strong>$196,400</strong></td>
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</table>

### FUND BALANCE ANALYSIS

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Beginning Fund Balance</td>
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<td>199,768</td>
<td>196,400</td>
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<tr>
<td>Expenditures</td>
<td>(183,028)</td>
<td>(196,400)</td>
<td>(189,600)</td>
<td>(196,400)</td>
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<tr>
<td><strong>Ending Fund Balance</strong></td>
<td><strong>$ (10,168)</strong></td>
<td><strong>$ (10,168)</strong></td>
<td><strong>$ (0)</strong></td>
<td><strong>$ (0)</strong></td>
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</table>
## City of Seal Beach

### FY 2018-2019

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

<table>
<thead>
<tr>
<th></th>
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<tr>
<td>Personnel Services</td>
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<td><strong>TOTAL</strong></td>
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### ACCOUNT NUMBER EXPLANATION

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

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## City of Seal Beach

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

### PERSONNEL SERVICES

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
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<td>$32,100</td>
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**TOTAL PERSONNEL SERVICES**  
$28,445 $46,800 $38,600 $45,800

### MAINTENANCE AND OPERATIONS

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**TOTAL MAINTENANCE AND OPERATIONS**  
$43,979 $123,000 $123,000 $59,600

**TOTAL EXPENDITURES**  
$72,424 $169,800 $161,600 $105,400

### FUND BALANCE ANALYSIS

<table>
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**Ending Fund Balance**  
$376,274 $375,174 $383,374 $446,674
### City of Seal Beach

**DEPARTMENT:** Finance  
**FUND:** 206 CFD Heron Pointe 2002-01 (2015)  
**Account Code:** 206-460  

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<td><strong>$ 300,000</strong></td>
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**ACCOUNT NUMBER EXPLANATION**

- **47100** Special Tax Transfer  
  Transfer to Fund 208 to cover admin cost  
- **47888** Debt Service Pmt Principal  
  Debt service principal  
- **47999** Interest Expense  
  Debt service interest
### DEPTMENT: Finance
#### ACCOUNT CODE: 206-460
#### FUND: 206 CFD Heron Pointe 2002-01 (2015)

#### DEBT SERVICE

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#### TOTAL EXPENDITURES

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### FUND BALANCE ANALYSIS

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## City of Seal Beach

### FY 2018-2019

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

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<td>$586,800</td>
<td>$586,800</td>
<td>$593,900</td>
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### ACCOUNT NUMBER EXPLANATION

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

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## TOTAL EXPENDITURES

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<td><strong>TOTAL EXPENDITURES</strong></td>
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## FUND BALANCE ANALYSIS

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<td>(593,900)</td>
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### City of Seal Beach

**DEPARTMENT:** Finance

**FUND:** 208 Heron Pointe CFD

**Account Code:** 208-460

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**ACCOUNT NUMBER EXPLANATION**

- **44000**  Contract Professional Svcs Bank of New York and Willdan
- **47002**  Transfer Out - Operations Transfer to General Fund for Admin Costs

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

**DEPARTMENT:** Finance  
**Account Code:** 208-460  
**FUND:** 208 Heron Pointe CFD

### 2017-2018 2018-2019

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<tr>
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### Fund Balance Analysis

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DEPARTMENT: Finance  
FUND: 209 CFD Pacific Gateway Landscape

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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

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

### PERSONNEL SERVICES

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<td>$28,445</td>
<td>$46,800</td>
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### MAINTENANCE AND OPERATIONS

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### TOTAL EXPENDITURES

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<td>$192,471</td>
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### FUND BALANCE ANALYSIS

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<td>$109,455</td>
<td>$81,555</td>
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Managing Department Head:
Director of Public Works

Mission Statement

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

Primary Activities

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

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

Objectives

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

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**ACCOUNT NUMBER EXPLANATION**

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## FY 2018-2019

### Department: Public Works  
### Account Code: 017-900  
### Fund: 017 Water Fund - Operations

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### Maintenance and Operations

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### Capital Outlay

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### Total Expenditures

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### Fund Balance Analysis

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### City of Seal Beach

** DEPARTMENT: Public Works  
** FUND: 019 Water Capital Improvement Fund  

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<td>$12,864,100</td>
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**ACCOUNT NUMBER EXPLANATION**

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

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

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### FUND BALANCE ANALYSIS

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City of Seal Beach

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

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ACCOUNT NUMBER EXPLANATION

- **47002** Transfer Out - Operations: Transfer to Tidelands
- **48075** Vehicles: Fleet replacement vehicles and equipment uplifting costs including radios in the fleet
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<td><strong>TOTAL CAPITAL OUTLAY</strong></td>
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<td><strong>TOTAL EXPENDITURES</strong></td>
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<td>$363,287</td>
<td>$867,400</td>
<td>$260,000</td>
<td>$320,000</td>
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**FUND BALANCE ANALYSIS**

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<tbody>
<tr>
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<td>$2,712,995</td>
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Managing Department Head:
Director of Public Works

Mission Statement

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

Primary Activities

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

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

Objectives

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

**DEPARTMENT:** Public Works  
**FUND:** 043 Sewer Operations  
**Account Code:** 043-925  
**FY 2018-2019**

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<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$2,270,088</strong></td>
<td><strong>$1,339,000</strong></td>
<td><strong>$1,280,500</strong></td>
<td><strong>$1,534,300</strong></td>
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### ACCOUNT NUMBER EXPLANATION

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

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## City of Seal Beach
### FY 2018-2019

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

### 2017-2018

<table>
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### 2018-2019

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### CAPITAL OUTLAY

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<tbody>
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### TOTAL EXPENDITURES

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<tbody>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td></td>
<td>$2,270,088</td>
<td>$1,339,000</td>
<td>$1,280,500</td>
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### FUND BALANCE ANALYSIS

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<th></th>
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## City of Seal Beach

**DEPARTMENT:** Public Works  
**FUND:** 044 Sewer Capital  
**Account Code:** 044-975  
**FY 2018-2019**

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<td>$786,710</td>
<td>$1,296,300</td>
<td>$610,300</td>
<td>$4,610,000</td>
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### Account Number Explanation

- **47600** Amortization 2000 Sewer System Certificates of Participation
- **47999** Interest Expense 2000 Sewer System Certificates of Participation and State loan
- **49605** Construction-Capital Projects Various Contractors for capital projects
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<td><strong>1,296,300</strong></td>
<td><strong>610,300</strong></td>
<td><strong>4,610,000</strong></td>
</tr>
</tbody>
</table>

| TOTAL EXPENDITURES             |               | **786,710**     | **1,296,300**            | **610,300**         | **4,610,000**            |

**FUND BALANCE ANALYSIS**

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<tr>
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# Capital Improvement Projects

**Department:** Public Works - Capital Improvement Projects  
**Fund:** Various Funding Sources

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<th>Description</th>
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<th>2018-19 Adopted Budget</th>
<th>2018-19 Total</th>
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<td>Measure M2</td>
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<td><strong>$3,796,900</strong></td>
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The Capital Improvement Project Fund, funds major capital projects with various revenues sources but excludes the Water and Sewer Capital Fund. The various revenue sources include, but not limited to the Successor Agency to the Redevelopment Agency, Park Improvement, State Gas Tax, Measure M2 Grants and General Fund. These sources get transferred into the Capital Improvement Project Fund.

Major CIP’s for FY 2017-2018 include, but not limited to, Westminster Avenue Paving and Median Improvement Project from West City Limits to Seal Beach Boulevard, 7th Street Alley Water and Sewer Line Replacement, Annual Concrete Replacement Project and City Facilities Roof Rehabilitation Project.

For the FY 2018-2019, the total Capital Improvement Project budget is $10,781,300 which excludes the Water and Sewer Capital Funds, only $6,173,400 is General Fund. The remaining balance of $4,694,900 is funded through the various revenue sources listed above. Detailed descriptions of all capital projects, including Water and Sewer Enterprise Funds are presented in the 5-Year Capital Improvement Program budget document.
### Capital Improvement Projects: FY 2018-2019

**Department:** Public Works - Capital Improvement Projects  
**Funds:** Various Funding Sources  
**Capital Fund:** 045, 019, & 044

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<thead>
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<th>Description</th>
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<th>2018-19 Carry over</th>
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**Total General Fund Requests:** 5,786,400 300,000 6,086,400

| **Fund 019 - Water Capital Fund** | | | | | |
| BP1002 | Pier Utility Upgrade Project | $567,000 | $567,000 | | |
| BP1102 | Local Coastal Plan | 67,000 | 67,000 | | |
| SS1902 | 6th St. Alley Sewer Repair | - 700,000 | 700,000 | | |
| WT0904 | Water Station Rehab. - Beverly Manor | 5,200,000 | 5,200,000 | | |
| WT1301 | Hellman Ranch Permit | - 50,000 | 50,000 | | |
| WT1501 | Water Rate Study Update | 20,000 | 20,000 | | |
| WT1603 | Water Well Rehab Bolsa Chica | - 100,000 | 100,000 | | |
| WT1605 | Navy reservoir Chlorination System Upgrades | 140,000 | 140,000 | | |
| WT1703 | 405 Widening Water Line Reconfiguration | 750,000 | 750,000 | | |
| WT1801 | SCADA Improvement Upgrade Project | 100,000 | 100,000 | | |
| WT1901 | Almond Ave Fire Hydrant Relocation | - 100,000 | 100,000 | | |
| WT1902 | Lampson Well Head Treatment Analysis | - 100,000 | 100,000 | | |
| WT1904 | Annual Citywide Water Meter Replacement | - 50,000 | 50,000 | | |
| WT1906 | Annual Water Valve Replacement Program | - 42,500 | 42,500 | | |
| **Total Water Fund Requests:** | | $6,844,000 | $1,142,500 | | $7,986,500 |

| **Fund 034 - Tidelands** | | | | | |
| BP1002 | Pier Utility Upgrade Project | $2,409,000 | $2,409,000 | | |
| BP1102 | Local Coastal Plan | 80,000 | 80,000 | | |
| BP1902 | Zero Tower Safety Improvements | - 100,000 | 100,000 | | |
| **Total Tidelands Fund Requests:** | | $2,489,000 | $100,000 | | $2,589,000 |

| **Fund 039 - SB1 Program** | | | | | |
| ST1701/ST1801 | FY 18 Street Slurry Seal Program | - 92,400 | 92,400 | | |
| ST1901 | Annual Slurry Seal Program | - 400,000 | 400,000 | | |
| ST1904 | Annual Concrete Repair Program | - 40,000 | 40,000 | | |
| **Total SB1 Program Fund Requests:** | | - 532,400 | 532,400 | | |

242
## Capital Improvement Projects

**Department:** Public Works - Capital Improvement Projects  
**Fund:** Various Funding Sources  
**Capital Fund:** 045, 019, & 044

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<tr>
<th>Project Number</th>
<th>Description</th>
<th>2017-18 Budget</th>
<th>2018-19 Adopted Budget</th>
<th>2018-19 Total</th>
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**Total Expenditures:**  
**2018-19:** 17,006,900  
**2018-19:** 3,264,500  
**2018-19:** 20,803,800
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<td>$13,118,100</td>
<td>$4,631,700</td>
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**TOTAL**

$1,506,476 | $13,118,100 | $4,631,700 | $10,781,300
### MAINTENANCE AND OPERATIONS

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<td>$4,631,700</td>
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<td></td>
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<td>$13,118,100</td>
<td>$4,631,700</td>
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### TOTAL EXPENDITURES

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<td>$1,506,476</td>
<td>$13,118,100</td>
<td>$4,631,700</td>
<td>$10,781,300</td>
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### FUND BALANCE ANALYSIS

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<td>$897</td>
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<td>(13,118,100)</td>
<td>(4,631,700)</td>
<td>(10,781,300)</td>
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<td>Ending Fund Balance</td>
<td>$897</td>
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Managing Department Head:
Director of Finance/City Treasurer

Mission Statement

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

Primary Activities

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

Objectives

- Make payments due for enforceable obligations.
- Perform obligations required pursuant to any enforceable obligation.
City of Seal Beach

DEPARTMENT: Finance  
FUND: 300 RDA - Riverfront Fund  
Account Code: 300-063

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ACCOUNT NUMBER EXPLANATION
### DEPARTMENT: Finance  
FUND: 300 RDA - Riverfront Fund  
Account Code: 300-063

#### MAINTENANCE AND OPERATIONS

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**TOTAL EXPENDITURES**  
$ 3,580$

#### FUND BALANCE ANALYSIS

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<td>Expenditures</td>
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<td><strong>Ending Fund Balance</strong></td>
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**ACCOUNT NUMBER EXPLANATION**

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<td>$151,800</td>
<td>$108,800</td>
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<td>$151,800 $</td>
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<tr>
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<td>$151,800 $</td>
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**ACCOUNT NUMBER EXPLANATION**

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

**FY 2018-2019**

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

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<tr>
<td>Medicare</td>
<td>304-081-40017</td>
<td>51</td>
<td>100</td>
<td></td>
<td>100</td>
</tr>
<tr>
<td>Flexible Spending - Cafeteria</td>
<td>304-081-40022</td>
<td>8</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL PERSONNEL SERVICES</strong></td>
<td></td>
<td>$ 4,287</td>
<td>$ 7,000</td>
<td>$ 6,800</td>
<td>$ 4,000</td>
</tr>
</tbody>
</table>

| MAINTENANCE AND OPERATIONS   |                |                  |                          |                             |                          |
| Contract Professional        | 304-081-44000  | $ 42,834         | 60,500                   | 60,500                      | 50,100                   |
| Housing Auth. - Admin Allow  | 304-081-45051  | 150,000          | 150,000                  | 150,000                     | 330,000                  |
| Transfer Out - Operations    | 304-081-47002  | 722,304          | 751,800                  | 751,800                     | 743,800                  |
| Project/Admin. Allowance Exp | 304-081-47001  | 80,180           | -                        | -                           | -                        |
| Principal - Sewer            | 304-081-47888  | -                | 242,600                  | 242,600                     | 242,600                  |
| **TOTAL MAINTENANCE AND OPERATIONS** |          | $ 995,318        | $ 1,204,900              | $ 1,204,900                 | $ 1,366,500              |

| TOTAL EXPENDITURES           |                | $ 999,605        | $ 1,211,900              | $ 1,211,700                 | $ 1,370,500              |

### FUND BALANCE ANALYSIS

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Fund Balance</td>
<td>$ 75,072</td>
<td>$ 293,832</td>
<td>$ 293,832</td>
<td>$ 256,032</td>
</tr>
<tr>
<td>Revenues</td>
<td>$ 1,218,365</td>
<td>$ 1,173,900</td>
<td>$ 1,173,900</td>
<td>$ 1,282,000</td>
</tr>
<tr>
<td>Expenditures</td>
<td>(999,605)</td>
<td>(1,211,900)</td>
<td>(1,211,700)</td>
<td>(1,370,500)</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$ 293,832</td>
<td>$ 255,832</td>
<td>$ 256,032</td>
<td>$ 167,532</td>
</tr>
</tbody>
</table>

253
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 XIIIIB Limit
For Fiscal Year Ended June 30, 2019

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Limit for FY 17/18</td>
<td>$29,177,939</td>
</tr>
<tr>
<td>2017/2018 per Capita Personal Income Product</td>
<td>1.0367</td>
</tr>
<tr>
<td>2016/2017 Population Change (County)</td>
<td>0.9989</td>
</tr>
<tr>
<td>Appropriations Limit FY 18/19</td>
<td>$30,215,496</td>
</tr>
<tr>
<td>Appropriations Limit FY 18/19</td>
<td>30,215,496</td>
</tr>
<tr>
<td>Total FY 18/19 General Fund revenues subject to</td>
<td>13,480,100</td>
</tr>
<tr>
<td>Appropriations Limit (Schedule A)</td>
<td></td>
</tr>
<tr>
<td>Unused Appropriations Limit</td>
<td>$16,735,396</td>
</tr>
</tbody>
</table>
Long-Term Debt

The City of Seal Beach is not obligated in any manner for general obligation or special assessment bonded indebtedness. Pursuant to California Government Code Section 43605, total general obligation bonds outstanding cannot exceed 15 percent of total assessed valuation. At June 30, 2018, the City did not have any debt subject to the State Debt Limit.

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

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

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

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

The following schedule outlines the City’s total outstanding debt for the fiscal year 2018-2019. The schedule reports the original amounts of debt issued, the funding source to pay the debt, issue date, final payment date, and the interest rate.
## Long-Term Debt

### City of Seal Beach Outstanding Debt Schedule

<table>
<thead>
<tr>
<th>Name of Bond, Loan or Capital Lease</th>
<th>Original Amount of Issue</th>
<th>Beginning Outstanding Balance 7/1/2018</th>
<th>Requirements for Fiscal Year Ending June 30, 2019</th>
<th>Ending Outstanding Balance 6/30/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Interest Payable</td>
<td>Principal Payment</td>
</tr>
<tr>
<td><strong>General Fund</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Capital Leases</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Energy Efficiency Program</td>
<td>1,546,931</td>
<td>603,308</td>
<td>22,290</td>
<td>69,520</td>
</tr>
<tr>
<td><strong>Total General Fund</strong></td>
<td>1,546,931</td>
<td>603,308</td>
<td>19,906</td>
<td>71,904</td>
</tr>
<tr>
<td><strong>Water and Sewer Enterprise</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State of CA Revolving Loan 10-838-550</td>
<td>2,644,015</td>
<td>1,971,206</td>
<td>51,251</td>
<td>118,529</td>
</tr>
<tr>
<td>State of CA Revolving Loan 10-842-550</td>
<td>1,652,742</td>
<td>1,382,484</td>
<td>35,945</td>
<td>70,778</td>
</tr>
<tr>
<td>2011 Installment Sales Agreement</td>
<td>3,310,000</td>
<td>2,270,000</td>
<td>107,040</td>
<td>160,000</td>
</tr>
<tr>
<td>WOCWB Utility Agreement</td>
<td>894,928</td>
<td>872,555</td>
<td>13,932</td>
<td>89,493</td>
</tr>
<tr>
<td><strong>Total Water and Sewer Enterprise Funds</strong></td>
<td>8,501,685</td>
<td>6,496,245</td>
<td>208,168</td>
<td>438,800</td>
</tr>
<tr>
<td><strong>Pension Obligation</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Bond</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Police Plan 2008A-2</td>
<td>8,775,000</td>
<td>1,263,000</td>
<td>107,153</td>
<td>1,263,000</td>
</tr>
<tr>
<td><strong>Total Pension Obligation Fund</strong></td>
<td>8,775,000</td>
<td>1,263,000</td>
<td>107,153</td>
<td>1,263,000</td>
</tr>
<tr>
<td><strong>Lease Revenue 2009 Bond</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Bond</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire Station Project</td>
<td>6,300,000</td>
<td>2,415,000</td>
<td>83,753</td>
<td>420,000</td>
</tr>
<tr>
<td><strong>Total Lease Revenue Fund</strong></td>
<td>6,300,000</td>
<td>2,415,000</td>
<td>83,753</td>
<td>420,000</td>
</tr>
<tr>
<td><strong>Total All City Funds Outstanding Debt</strong></td>
<td>25,123,616</td>
<td>10,777,553</td>
<td>418,980</td>
<td>2,193,704</td>
</tr>
</tbody>
</table>
Description of Funds

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

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

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

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

- **Street Lighting Assessment District 002:** The Seal Beach Street Lighting Assessment District was formed under the Street Lighting Act of 1919 to finance the maintenance of streetlights and to finance the electricity used by the streetlights by special assessments.

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

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

- **Supplemental Law Enforcement Grant 009:** The Supplemental Law Enforcement Grant are funds received from the State under the State Citizens Option for Public Safety Program. Certain procedures are required to be implemented prior to the use of the funds, and the funds cannot be used to supplant existing funding for law enforcement.

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

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

- **Air Quality Improvement Program Fund 012:** The Air Quality Improvement Program Fund accounts for supplemental vehicle license fee revenue distributed to Cities by the South Coast Air Quality Management District pursuant to Assembly Bill 2766. Expenditures are limited to programs that will reduce air pollution by reducing, directly or indirectly, mobile source emission pollutants.

- **Park Improvement Fund 016:** The Park Improvement Fund was established to account for the Quimby Act Fees received by developers. The fees collected are only to be used to improve parks and recreation facilities.
Description of Funds

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

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

_Tidelands Beach Fund 034_: The Tidelands Beach fund is required by the State of California and is used to account for all revenues derived from beach and pier operations in the City. Expenditures are limited to lifeguard, pier, and beach operations.

_State Gas Tax Fund 040_: The Gas Tax Fund accounts for State collected, locally shared gas tax monies. Expenditures are limited to repair, construction, maintenance and right-of-way acquisitions relating to streets and highways.

_Measure M Fund 041_: The Measure “M” Fund accounts for “Local Turnback” funds established as part of the one-half cent sales tax increase initially approved November 6, 1990 and extended through 2041 by the voters of Orange County in November 2006. Measure “M” “Local Turnback” revenues can only be expended on street and highway improvements.

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

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

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

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

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

_Per Capita Fund 071_: This fund consists of the Per Capita grant that is allocated to cities, counties, and eligible districts on a population-based formula. Funds may be used for the acquisition, development, improvement, rehabilitation, restoration, enhancement, and the development of interpretive facilities for local parks and recreational lands and facilities.

_Community Development Block Grant (CDBG) 072_: The CDBG program provides communities with resources for a wide variety of unique community development needs. The City receives grant from federal CDBG funds for Leisure World Housing Rehabilitation on interiors. The intent is to modify bathrooms in the senior community to provide better and safer accessibility for elderly residents.

_Police Grants 075_: Various grants include the Urban Area Security Initiative (UASI), the Office of Traffic Safety (OTS) DUI grant reimburses funds advanced by the City for DUI enforcement, the
Description of Funds

*Bullet Proof Vest Protection* (BVP) grant which provides matching funds for the purchase of bullet-resistant vests, the Alcoholic Beverage Control (ABC) grant and the Justice Assistance Grant (JAG).

**Citywide Grants Fund 080:**
This fund accounts for various Federal and State grants that are restricted to expenditures for specific projects or purposes.

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

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

**Community Facilities District No. 2005-01 207:** The Community Facilities District No. 2005-01 (Pacific Gateway Business Center) was formed under the Mello-Roos Community Facilities Act of 1982, as amended. Special Tax B will satisfy costs related to the maintenance of parks, parkways and open space within the District (“Landscape Maintenance”).

**Successor Agency to the SB Redevelopment Agency Funds:** The City of Seal Beach Redevelopment Agency operates as a separate legal entity from the City of Seal Beach and the budget and annual work program are established by the City Council acting as the Agency Board of Directors. The Agency maintains four separate funds. Transitioned to Successor Agency in 2012.

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

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

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

**Retirement Fund - Tax Increment 303:** The Tax Increment Fund accounts for the collection of property tax revenues and rental income from property within the Redevelopment Project Area. The 20% Low and Moderate Housing set-aside is transferred from this fund into the Riverfront Project Area Low and Moderate Housing Set-Aside Fund. Revenues accounted for in this fund are also transferred into the Debt Service fund for payment of long-term debt.

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

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

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

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

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

*Sewer Enterprise Funds 043 & 044:* The Sewer Enterprise Funds account for sewer operations and maintenance and the upkeep and replacement of the sewer infrastructure and equipment in a manner similar to private business enterprises where the cost of providing goods or services to the general public on a continuing basis is financed or recovered primarily through user charges.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Program Purpose** – The responsibilities of each department.

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

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

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

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

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

**User Fees** – The payment of a charge or fee for direct receipt of a service by the party benefiting from the service.
RESOLUTION 6833

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

RECITALS

a. On May 22, 2018 and May 24, 2018, the City Council conducted budget
workshops to provide an opportunity to the public to comment on the
proposed budget for Fiscal Year 2018-2019, the 5-Year Capital
Improvement Program, and the Capital Improvement Program Budget for
Fiscal Year 2018-2019.

b. Pursuant to Seal Beach City Charter Article X, the City Council held a duly
noticed public hearing on June 11, 2018 to consider adopting the budget
for Fiscal Year 2018-2019 and the 5-Year Capital Improvement Program.
Copies of the proposed budget have been available for inspection by the
public in the City Clerk’s Office and on the City’s website at least 10 days
prior to the public hearing.

c. On November 6, 1979, the voters of California added Article XIII B to the
State Constitution placing various limitations on the appropriations of the
State and local governments. Article XIII B provides that the
appropriations limit for the Fiscal Year 2018-2019 shall not exceed the
appropriations limit for the prior year adjusted for the change in the cost of
living and the change in population. The proposed appropriations limit of
$30,215,496 does not exceed the appropriations limit for Fiscal Year
2018-2019 adjusted for the change in the cost of living and the change in
population.

d. At the duly noticed workshops and the public hearing held on June 11,
2018, the City Council provided an opportunity for the public to comment
on the proposed budget for Fiscal Year 2018-2019, the 5-Year Capital
Improvement Program for the period FY 2018/2019 – FY 2022/2023, the
Capital Improvement Program Budget for Fiscal Year 2018-2019, and the
appropriations limit.
NOW THEREFORE, THE SEAL BEACH CITY COUNCIL DOES HEREBY RESOLVE:

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

<table>
<thead>
<tr>
<th>Fund</th>
<th>FY 2018-2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$37,422,600</td>
</tr>
<tr>
<td>Street Lighting</td>
<td>196,400</td>
</tr>
<tr>
<td>Special Projects</td>
<td>250,800</td>
</tr>
<tr>
<td>Waste Management Act</td>
<td>382,700</td>
</tr>
<tr>
<td>Supplemental Law Enforcement Grant</td>
<td>116,200</td>
</tr>
<tr>
<td>Detention Facility</td>
<td>20,000</td>
</tr>
<tr>
<td>Asset Forfeiture - State</td>
<td>2,700</td>
</tr>
<tr>
<td>Air Quality Improvement</td>
<td>30,600</td>
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<tr>
<td>Asset Forfeiture - Federal</td>
<td>362,500</td>
</tr>
<tr>
<td>Water Operations</td>
<td>4,746,100</td>
</tr>
<tr>
<td>Water Capital</td>
<td>9,794,500</td>
</tr>
<tr>
<td>Pension Obligation Bond</td>
<td>1,199,200</td>
</tr>
<tr>
<td>Fire Station Bond</td>
<td>506,800</td>
</tr>
<tr>
<td>Vehicle Replacement</td>
<td>320,000</td>
</tr>
<tr>
<td>Tidelands Fund</td>
<td>5,004,300</td>
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<tr>
<td>SB1 Program</td>
<td>532,400</td>
</tr>
<tr>
<td>Gas Tax</td>
<td>414,200</td>
</tr>
<tr>
<td>Measure M2</td>
<td>1,107,800</td>
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<tr>
<td>Sewer Operations</td>
<td>1,534,300</td>
</tr>
<tr>
<td>Sewer Capital</td>
<td>4,610,000</td>
</tr>
<tr>
<td>Capital Projects</td>
<td>10,781,300</td>
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<tr>
<td>Seal Beach Cable</td>
<td>115,000</td>
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<tr>
<td>Community Development Block Grant</td>
<td>180,000</td>
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<tr>
<td>Police Grants</td>
<td>77,300</td>
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<tr>
<td>City Wide Grants</td>
<td>68,000</td>
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<tr>
<td>CFD Landscape</td>
<td>105,400</td>
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<tr>
<td>CFD Heron Pointe</td>
<td>299,100</td>
</tr>
<tr>
<td>CFD Pacific Gateway</td>
<td>593,900</td>
</tr>
<tr>
<td>CFD Heron Pointe Admin</td>
<td>19,000</td>
</tr>
<tr>
<td>CFD Pacific Gateway Admin</td>
<td>110,900</td>
</tr>
<tr>
<td>Retirement Fund - Debt Service</td>
<td>108,800</td>
</tr>
<tr>
<td>Retirement Obligation Fund</td>
<td>1,370,500</td>
</tr>
<tr>
<td>Appropriations</td>
<td><strong>82,383,300</strong></td>
</tr>
</tbody>
</table>
Resolution 6833

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

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

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


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

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

Mike Varipapa, Mayor

ATTEST:

Robin L. Roberts, City Clerk
STATE OF CALIFORNIA  }
COUNTY OF ORANGE    } SS
CITY OF SEAL BEACH  }

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

[Signature]
Robin L. Roberts, City Clerk