



CITY OF SIGNAL HILL  
CALIFORNIA

# **ADOPTED OPERATING AND CAPITAL BUDGET**

**FISCAL YEARS  
2022 - 2024**







# **CITY OF SIGNAL HILL CALIFORNIA**

## **ANNUAL BUDGET FOR FISCAL YEAR 2022-2024**

### **ELECTED OFFICIALS**



Keir Jones  
Mayor



Tina L. Hansen  
Vice Mayor



Robert Copeland  
Council Member



Edward H.J. Wilson  
Council Member



Lori Y. Woods  
Council Member



David Hopper  
City Treasurer



Carmen Brooks  
City Clerk



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# **CITY OF SIGNAL HILL CALIFORNIA**

## **ANNUAL BUDGET FOR FISCAL YEAR 2022-2024**

### **COMMISSIONERS AND STAFF**

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#### **Civil Service Commission**

Julie Doi  
Ayda Ghebrezghi  
Daritza Gonzalez  
Ronald Griggs  
Paul Patterson

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#### **Parks and Recreation Commission**

Tim Anhorn  
Pam Dutch Hughes  
Caroline Kiss-Lee  
Nancy Lauer  
Andrew Zacharias

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#### **Planning Commission**

Perica Bell  
Victor Parker  
Rose Richárd  
Sonia Savouliau  
Christopher Wilson

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#### **City Staff**

Hannah Shin-Heydorn, City Manager  
Scott Charney, Deputy City Manager

Matthew Richardson, City Attorney  
Carl Charles, Interim Police Chief  
Colleen Doan, Director of Community Development  
Vacant, Director of Community Services  
Thomas Bekele, Director of Public Works  
Sharon del Rosario, Director of Finance



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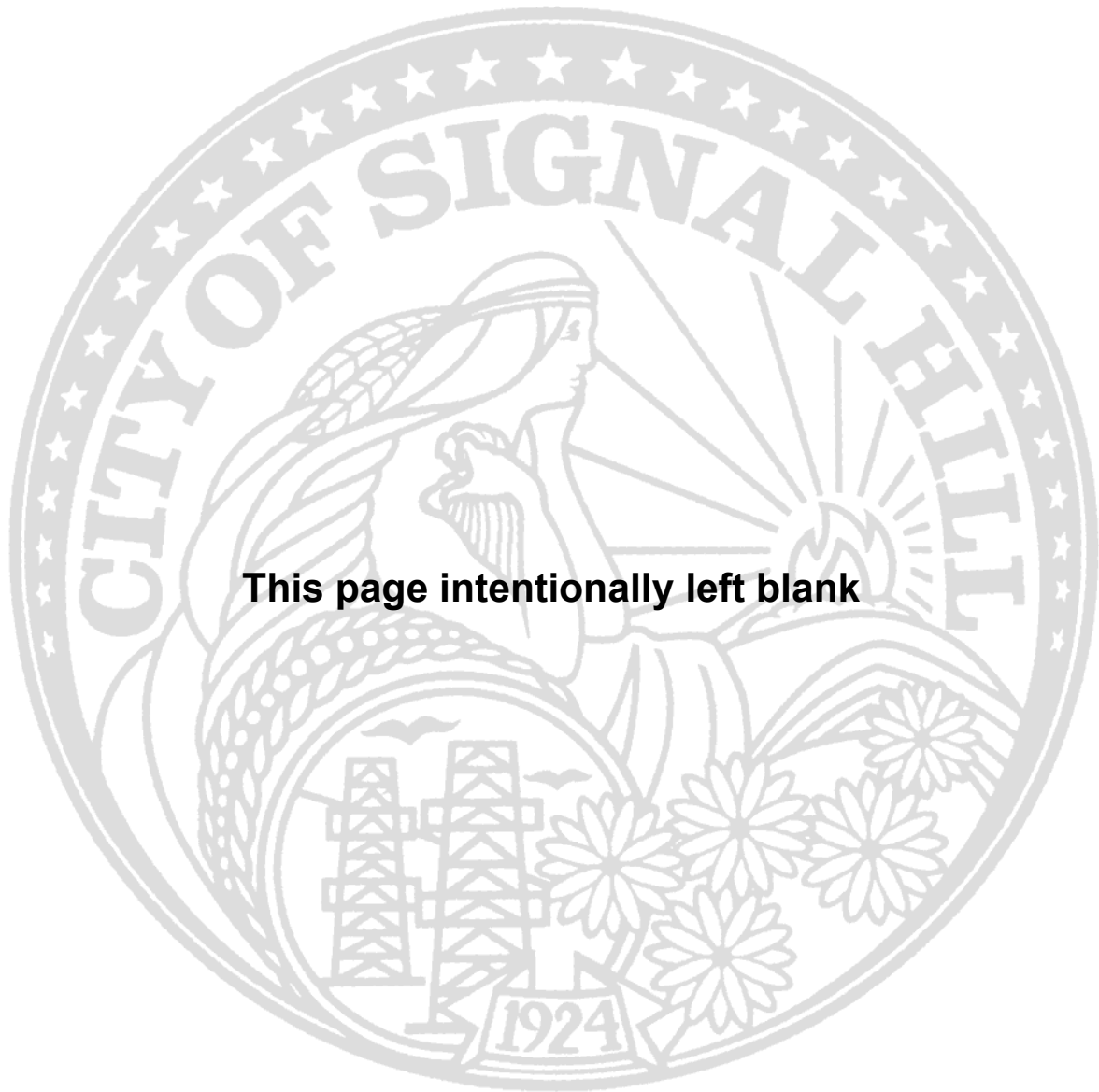


# Fiscal Year 2022-2024 Budget

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## CITY OF SIGNAL HILL

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2175 Cherry Avenue ♦ Signal Hill, CA 90755-3799

June 28, 2022

### **MEMORANDUM**

**TO: HONORABLE MAYOR  
AND MEMBERS OF THE CITY COUNCIL**

**FROM: HANNAH SHIN-HEYDORN  
CITY MANAGER**

**SUBJECT: FISCAL YEAR 2022-23 (YEAR 1) AND 2023-2024 (YEAR 2) BUDGETS**

On behalf of the entire City staff, I am pleased to present the Fiscal Year (FY) 2022-23 (Year 1) Operating Budget for your review and approval, the first year of the biennial Operating and Capital Budget. Thank you to the Mayor and the City Council for your leadership and support throughout the process and for setting a course that reflects the values and priorities of the community. Thank you to the staff who worked diligently to present a balanced operating budget and who will work diligently throughout the year to implement and realize these budgeted goals and objectives.

The City's adopted budget memorializes the City's capacity to effectively fund and deliver essential municipal services, resulting in the high quality of life enjoyed by Signal Hill residents and businesses. The City's budget serves as a financial and policy plan that guides decisions made during each fiscal year and is the single most important document we have for determining the future of the City. In reviewing our performance over the past year and looking forward to the goals of the coming year, the adopted budget provides insight into the opportunities and challenges we face.

The City is constantly challenged to balance finite available resources against increasing costs and demands for services. The Year 1 Operating Budget consists of an operating budget of \$32.3 million and a capital budget of \$8.3 million. In developing the Year 1 Operating Budget, staff relied on the City's long-standing commitment to fiscal prudence and conservative budgeting practices, combined with historical performance data, past experience, and professional financial and economic analyses. The resulting budget document:

- Provides an informed estimate of anticipated costs and expenses, providing an overview of operations.
- Supports continuous improvement, highlighting progress towards stated goals and areas for improvement.
- Builds upon past experience and performance, while anticipating change.

- Communicates the City's goals into an operations plan, holding the City accountable.

Preparing the two-year budget is an extensive process that involves collaboration throughout the organization. The purpose of preparing a two-year plan is to promote stability and consistency in operations – including programs, services, and staffing – over a two-year period while still maintaining the flexibility to respond to new information. As such, the budget document details Year 1 for Council adoption and provides an overview of Year 2 for approval.

### **Fiscal Year 2021-22 Review:**

Due to the years of prudent financial oversight and sound fiscal policies of the Council, the City was well-positioned to navigate the unprecedented COVID-19 public health and economic crises over the last two years. While the worst is hopefully behind us, we continue to closely monitor the ongoing impacts of COVID-19 while supporting a full reopening and recovery of our community.

The unprecedented nature of the pandemic and its unknown economic impacts made forecasting incoming revenues difficult. However, the passage of Signal Hill Measure R (SHR), the transaction and use (sales) tax add-on, and the City's specific mix of retail businesses which have proven in the short-term to be pandemic-resilient, placed the City in a strong position heading into FY 2022-23 with most business sectors returning to pre-pandemic levels. The City also benefited from several federal government relief programs – the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the Federal Emergency Management Agency (FEMA), and the American Rescue Plan Act (ARPA).

Moving into the latter half of FY 2021-22, staff continued to focus on bringing the City back to full capacity, delivering programs, projects, and services that contribute to the high quality of life enjoyed by residents and businesses. Highlights include:

- Infrastructure and amenities
  - Completed the Well 9 upgrade
  - Began construction of Well 10
  - Began construction of Heritage Point Park
- Access and Engagement
  - Delivered the City's new mobile app – Signal Hill Now
  - Conducted the 2022 Diversity, Equity, and Inclusion Community Survey
  - Adopted the 2022 Commemorative Flag Schedule
  - Issued over 1,500 new library cards and provided over 11,000 Wi-Fi connections
  - Advanced the City's affordable housing initiatives
- Community Programs and Events
  - Co-Hosted the 9/11 20<sup>th</sup> Anniversary Event: Celebration of Peace & Unity
  - Hosted Concerts in the Park, Movies in the Park, and seasonal special events, including the annual Holiday Outreach Program
  - Served 50+ youth in after school programs, 100+ youth in sports programs, and 100+ youth in day camp programs
  - Delivered over 1,100 boxes of fresh food to seniors and families

- Public Safety
  - Strengthened the City's fireworks regulations
  - Engaged in community policing activities, including coordination with the regional Homeless Outreach Support Team
  - Promoted public safety through review of environmental design of proposed projects
- Economic Development and Small Business Support
  - Developed and implemented the Covid-19 Microbusiness Grant Program, awarding 10 \$5,000 grants to micro-businesses
  - Approved the Gateway Center North Specific Plan, including a remodel of Target, additional retail, and a new self-storage facility
  - Facilitated Tesla's entry into the City
- Sustainability
  - One of the region's leaders in adopting and implementing a Recycling and Organics Program
  - Monitored and communicated increasing water conservation requirements

### **Fiscal Year 2022-23 (Year 1):**

Year 1 of the Biennial Budget keeps with the City's long tradition of fiscal prudence and conservative budgeting practices, as the City focuses on the delivery of quality municipal services while pro-actively addressing safety and maintenance needs. In developing the Year 1 Operating Budget, staff relied on an analysis of historical performance and trends, as well as industry, economist, and news reports. While the budget reflects tempered optimism, the current global and local economies continue to face new challenges, including inflation, a raising interest rate environment, continued supply chain disruptions, the risk of new Covid variants, and the war in Ukraine. In addition, cities continue to be challenged by unfunded mandates and legislative directives.

Economic forecasts indicate the U.S. economy is still on solid ground with anticipated expansion, but at a decelerated growth rate in a return to more historical levels. These forecasts are supported by low unemployment rates, strong jobs numbers, and the roll-out of widely accessible COVID-19 therapies. However, staff continues to proceed cautiously understanding that known or unknown challenges could impact the City's operating budget. Staff will continue to monitor and evaluate budgetary assumptions throughout the upcoming fiscal year.

### **Local Funds**

#### ***Signal Hill Measure R (Measure SHR)***

On November 3, 2020, residents approved Measure SHR, a new three quarter cent per dollar general transaction and use (sales) tax. The California Department of Tax and Fee Administration (CDTFA) began collecting the new tax on April 1, 2021. By the end of FY 2021-22, the City will have received a full year of revenue. Year 1 projects an increase in sales tax in proportion to the Bradley Burns 1% sales tax reflected in the budget.



### *American Rescue Plan Act (ARPA)*

With the passage of ARPA on March 11, 2021, the Federal government allocated \$350 billion in emergency funding to state, local, territorial and Tribal governments to respond to COVID-19 and its negative economic impacts. The City's estimated allotment is approximately \$2.7 million. These funds have been designated for the 33<sup>rd</sup> Street Water Main Replacement Project, included in the Year 1 Water Fund capital budget.

### *Consolidated Appropriations Act (CAA)*

Passed by Congress on March 15, 2022, the CAA provides federal funding to local governments. The City secured \$1.8 million through Senator Alan Lowenthal's office for the Civic Center Parking Lot Improvement Project.

## **General Fund**

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

The Year 1 Operating Budget is balanced and reflects estimated revenues and transfers-in totaling \$32,556,291, comprised of \$29,583,934 in operating revenues and \$2,972,357 in non-operating revenues, and appropriations and transfers-out totaling \$32,556,291 in operating expenses.

**Table 1. General Fund Balance – Year 1**

<b>Projected General Fund Balance at July 1, 2022</b>		<b>\$51,649,987</b>
Prior Period Adjustments		-
Prior Year Surplus - Transfer Out to Reserves		-
<b>Adjusted Beginning General Fund Balance</b>		<b>\$51,649,987</b>
Operating Activity		
Projected Revenues	\$29,583,934	
Transfers in from Reserves	\$2,202,893	
Transfers in from Special Revenue Funds	\$769,464	
Projected Expenditures & Capital Outlay	\$32,261,291	
Transfers Out to Reserves	\$60,000	
Transfers Out to Other Funds	\$235,000	
Surplus/(Deficit)		-
<b>Projected General Fund Balance at June 30, 2023</b>		<b>\$51,649,987</b>
Reserve Transfer In from Prior Year Surplus	\$0	
Reserve Transfer In from General Fund/Special Rev Funds	\$270,516	
Reserve Transfers Out to General Fund	(\$2,202,893)	
Reserve Transfers Out to Other Funds	(\$968,990)	
Surplus/(Deficit)		(2,901,367)
<b>Projected General Fund Balance at June 30, 2023</b>		<b>\$48,748,620</b>

It is estimated that the General Fund unassigned fund balance will complete Year 1 at \$18,884,431 and the Economic Uncertainties Fund balance will be \$4,450,383. The total of the unassigned General Fund balance and the Economic Uncertainties Fund balance is estimated at \$23,334,814. This represents approximately 72% of the General Fund budgeted expenses for Year 1.

Unused appropriations and/or revenues exceeding expenses at the end of every fiscal year revert back to fund balance. This residual fund balance can then be used for one-time expenses (non-operating) or put aside as a reserve for future purposes. It is proposed by staff that Council consider any unused appropriations for one-time uses or reserves when the final year-end audited financial results are completed for FY 2021-22, anticipated to be presented to the Council in December 2022.

## Revenues

The Year 1 Operating Budget as presented is structurally balanced. As noted earlier, Year 1 General Fund revenues as categorized below are estimated at \$30,563,914, excluding transfers from reserves. In projecting General Fund revenues, the following assumptions were utilized:

- Property taxes will remain stable and increase modestly overtime.
- The Bradley Burns 1% Local Sales and Use tax will increase but at a decelerated growth rate as compared to the past two years.
- Measure SHR will increase proportionately with the Bradley Burns sales tax.
- Oil production taxes will remain steady but are dependent on fuel prices and supply and demand.
- Other taxes include TOT, franchise and transfer taxes, and will remain steady.
- Licenses and Permits and Charges for Services will increase based on anticipated project activity levels.

**Table 2. General Fund Revenues**

Funding Sources	2020 - 2021 Actuals	2021 - 2022 Current	2021 - 2022 Projection	Year 1 2022-2023 Adopted	Year 2 2023-2024 Approved
Revenue Type					
Property Tax	2,525,204	2,163,484	2,331,049	2,260,575	2,340,005
Sales Tax	20,267,843	20,581,740	21,631,740	22,102,745	22,760,400
Oil Production Taxes	283,150	341,572	314,813	314,813	321,110
Other Taxes (TOT, Franchise)	1,386,828	1,153,585	1,276,912	1,292,945	1,317,504
Licenses and Permits	678,808	550,307	653,314	777,698	594,049
Intergovernmental Revenue	35,348	96,250	22,365	61,892	40,750
Charges for Services	1,271,899	961,150	1,401,230	1,187,726	1,212,555
Fines and Forfeitures	175,416	180,000	103,626	220,000	220,000
Use of Money and Property	1,071,072	1,003,130	981,088	1,060,829	1,094,957
Other Revenue	435,021	222,545	426,307	304,711	411,414
Transfers In*	516,472	1,508,042	1,399,893	979,980	648,755
<b>Total Revenues</b>	<b>28,647,063</b>	<b>28,761,805</b>	<b>30,542,338</b>	<b>30,563,914</b>	<b>30,961,498</b>

\*Transfers In - only include transfers from other funds (not reserves)

## Expenditures

The Year 1 Operating Budget allows for a return of full municipal services while also including funding to address deferred maintenance, operational and infrastructure needs. Year 1 also includes increasing obligated costs related to contract costs, insurance, pension obligations, and unfunded mandates. Based on anticipated revenues, adopted Year 1 expenditures of \$32,261,291 were budgeted \$3,332,711 higher than the prior year's expenditures of \$28,928,580. This increase includes a one-time expenditure of approximately \$2 million for a major upgrade to the public safety radio system. The Capital Improvement Program includes funding for \$8.3 million in projects, detailed in the CIP Schedule.

**Table 3. General Fund Expenditures**

	2020 - 2021 Actuals	2021 - 2022 Current	2021 - 2022 Projection	Year 1 2022-2023 Adopted	Year 2 2023-2024 Approved
<b>Expenditures:</b>					
Legislative and Administration	2,866,143	3,911,843	3,887,847	3,914,880	3,791,453
Community Development	988,774	1,375,610	1,217,537	1,327,591	1,238,183
Community Services	1,378,005	2,265,618	2,061,851	2,600,401	2,482,780
Finance, IT and Non-Department	3,283,100	4,264,352	3,961,993	4,625,378	4,781,203
Police	9,157,308	11,340,325	10,240,947	13,886,267	12,142,848
Public Works	4,404,549	5,770,832	5,132,501	5,906,774	5,806,456
<b>Total Expenditures</b>	<b>22,077,879</b>	<b>28,928,580</b>	<b>26,502,676</b>	<b>32,261,291</b>	<b>30,242,922</b>
<b>Transfers Out *</b>	<b>794,592</b>	<b>530,139</b>	<b>415,876</b>	<b>1,203,990</b>	<b>963,071</b>
<b>Total Expenditures Including Tranfers</b>	<b>22,872,471</b>	<b>29,458,719</b>	<b>26,918,552</b>	<b>33,465,281</b>	<b>31,205,993</b>

*\*Transfers Out - include only transfers to other funds (not reserves)*

*FY 21-22 projections include \$291K of surplus carry-overs and appropriations*

## Reserves

Unused appropriations and/or revenues exceeding expenses at the end of every fiscal year revert back to fund balance. Each Fund's fund balance can then be used for one-time expenses (non-operating) or put aside as a reserve for future purposes. All Committed Reserve funds are represented in the table below.



**Table 4. General Fund Reserves**

	2020 - 2021 Actuals	% Res	2021 - 2022 Projections	% Res	Year 1 2022 - 2023 Adopted	% Res	Year 2 2023 - 2024 Approved	% Res
Economic Uncertainty Reserve	4,450,383		4,450,383		4,450,383		4,450,383	
Building and Land Acquisition Reserve	1,879,448		2,129,448		2,129,448		2,129,448	
Equipment & Furniture Reserve	522,376		522,376		43,748		43,748	
Capital Improvement Reserve	58,328		1,992,275		1,038,285		348,414	
Insurance Reserve	578,372		828,372		828,372		828,372	
CalPERS Reserve	2,337,225		3,237,225		3,237,225		3,237,225	
OPEB Future Costs Reserve	1,121,444		1,521,444		1,521,444		1,521,444	
Park Reserve	557,846		741,121		741,121		741,121	
Police Radio Reserve	417,749		1,017,749		-		-	
Library Reserve	3,674,365		3,667,147		3,602,147		3,587,147	
100 <sup>th</sup> Anniversary Reserve	60,019		90,019		100,019		100,019	
General Plan Reserve	285,000		335,000		239,000		239,000	
Economic Development Reserve	653,150		1,158,150		858,150		558,150	
NPDES issues Reserve	1,456		1,456		1,456		1,456	
General Fund - ERP & PD Grant EMPG reserve	301,973		301,973		301,973		301,973	
Debt Service - Lease Revenue Bonds	8,053,845		8,053,845		8,053,845		8,053,845	
<b>Total Reserves Committed</b>	<b>24,952,979</b>	<b>55%</b>	<b>30,047,984</b>	<b>61%</b>	<b>27,146,616</b>	<b>59%</b>	<b>26,141,745</b>	<b>57%</b>
General Fund Unassigned Balance	20,355,649	45%	18,884,431	39%	18,884,431	41%	19,644,807	43%
<b>Fund Balance Committed and Unassigned</b>	<b>45,308,628</b>	<b>100%</b>	<b>48,932,415</b>	<b>100%</b>	<b>46,031,047</b>	<b>100%</b>	<b>45,786,552</b>	<b>100%</b>

The Year 1 Operating Budget includes the following reserve transfers:

- \$1,706,893 transfer from the Police Radio Reserve and the Equipment and Furniture Reserve for a major upgrade to the public safety radio system.
- \$146,000 transfer from the General Plan Reserve Fund to support planned activities within the Community Development department.
- \$50,000 transfer from the Library Reserve for the purchase of Library outdoor public art.
- \$15,000 transfer from the Library Reserve for the Library building costs.
- \$300,000 transfer from the Economic Development Reserve to be used for environmental studies to support future economic development.
- \$953,990 transfer from the CIP Reserve for capital improvement projects.

At the completion of the annual FY 2021-22 financial audit, recommendations for any available funds will be made for increases to reserve funds or one-time expenditures.

### Capital Improvement Program (CIP)

The CIP Fund is used to account for financial resources segregated for the development, construction and improvement of City facilities, streets and roads, parks, and water infrastructure. The Year 1 CIP includes new and existing projects, or project phases, representing an investment of \$8.3 million. The City's CIP plan maximizes the use of one-time and special revenue funds for each project, as detailed in the CIP Schedule.

## Water Fund

The Water Fund is an enterprise fund and is used to account for operations that are financed and operated in a manner similar to a private business enterprise. The intent of the City Council is that the costs (expenses, including depreciation) of providing water utility services to the public be financed or recovered primarily through user charges.

In FY 2018-19, the City initiated an updated rate study to assess current rates and costs of the water system and infrastructure. Based on increasing water costs charged by the Metropolitan Water District and the Water Replenishment District, as well as the impacts of increasing expenses and reduced revenues due to conservation, the Water Fund's net position was forecasted to have a negative trend. After completing the water rate study and a subsequent Proposition 218 Hearing, the City implemented new water rates in 2020. The sale of water for Year 1 is estimated at \$6,545,254. The Water Fund Budget Summary is as follows.

**Table 5. Water Fund**

	2020 - 2021 Actuals	2021 - 2022 Projection	Year 1 2022-2023 Adopted	Year 2 2023-2024 Approved
<b>Beginning Cash Balance</b>		3,701,531	2,677,088	2,243,647
<b>Revenues</b>				
Water Sales	5,521,074	6,158,599	6,545,254	7,018,030
Other (Grants, Interest & Transfers)	29,541	48,543	51,399	51,400
<b>Total Revenues</b>	<b>5,550,615</b>	<b>6,207,142</b>	<b>6,596,653</b>	<b>7,069,430</b>
Transfers in - ARPA funds & Water Impact Fees	22,914	797,327	2,025,717	506,429
Loan Proceeds**		1,500,000		
<b>Operating Expenses</b>				
Water Operations & Administration	4,244,728	4,867,073	4,880,227	5,046,019
Capital Outlay *	754,247	3,928,988	3,310,896	1,861,054
Debt Service**	585,788	732,851	864,688	871,697
<b>Total Operating Expenses</b>	<b>4,998,975</b>	<b>9,528,912</b>	<b>9,055,811</b>	<b>7,778,770</b>
<b>Surplus (Deficit)</b>		<b>(1,024,443)</b>	<b>(433,441)</b>	<b>(202,911)</b>
<b>Ending Cash Balance</b>		<b>2,677,088</b>	<b>2,243,647</b>	<b>2,040,736</b>

\* Capital Outlay presented on cash basis for Projection and Adopted

\*\*Loan Proceeds and Debt Service presented for cashflow

## Other Funds – Special Revenue

Special Revenue Funds are used to account for the revenues derived from specific revenue sources, which are legally restricted and usually required by law or administrative regulation to be accounted for in separate funds. Special Revenue Funds are distinguished from enterprise funds in that the services delivered are financed by a Special Revenue Fund (such as streets) and the user does not pay for the service based

on actual use. Special revenues are estimated and included in the annual budget and the City makes every effort to maximize the use of these funds as allowed. These funds are accounted for in Year 1 as a transfer-in to the recipient fund, as detailed in the Transfer and Special Revenue sections and the CIP Schedule.

### Internal Service Fund – Vehicle Replacement

The cash position of the Vehicle Replacement Fund is estimated to be \$1,520,641 at the end of Year 1. Included in the Year 1 Operating Budget is a CIP program to replace an existing fuel canopy at the City Yard. In addition, the following fleet purchases are part of the adopted Year 1 Operating Budget based on the City's Vehicle Replacement Policy.

**Table 6. Vehicle Replacement Fund**

Vehicle	Year 1 Replacement Cost	Department	Year 2 Replacement Cost	Department
Vehicle #74609 2009 Ford Taurus	\$47,000	Police		
Vehicle #73018 2018 Ford Explorer Interceptor	\$72,000	Police		
Vehicle #52200 2000 Chevy 3500 HD Bucket Truck	\$120,000	Public Works		
Vehicle #72919 2019 Ford Explorer Interceptor			\$72,000	Police
Vehicle #75009 2009 Ford Taurus			\$47,000	Police
Vehicle #61714 2014 Ford F250 (CNG)*			\$80,000	Public Works
Total	\$239,000		\$199,000	

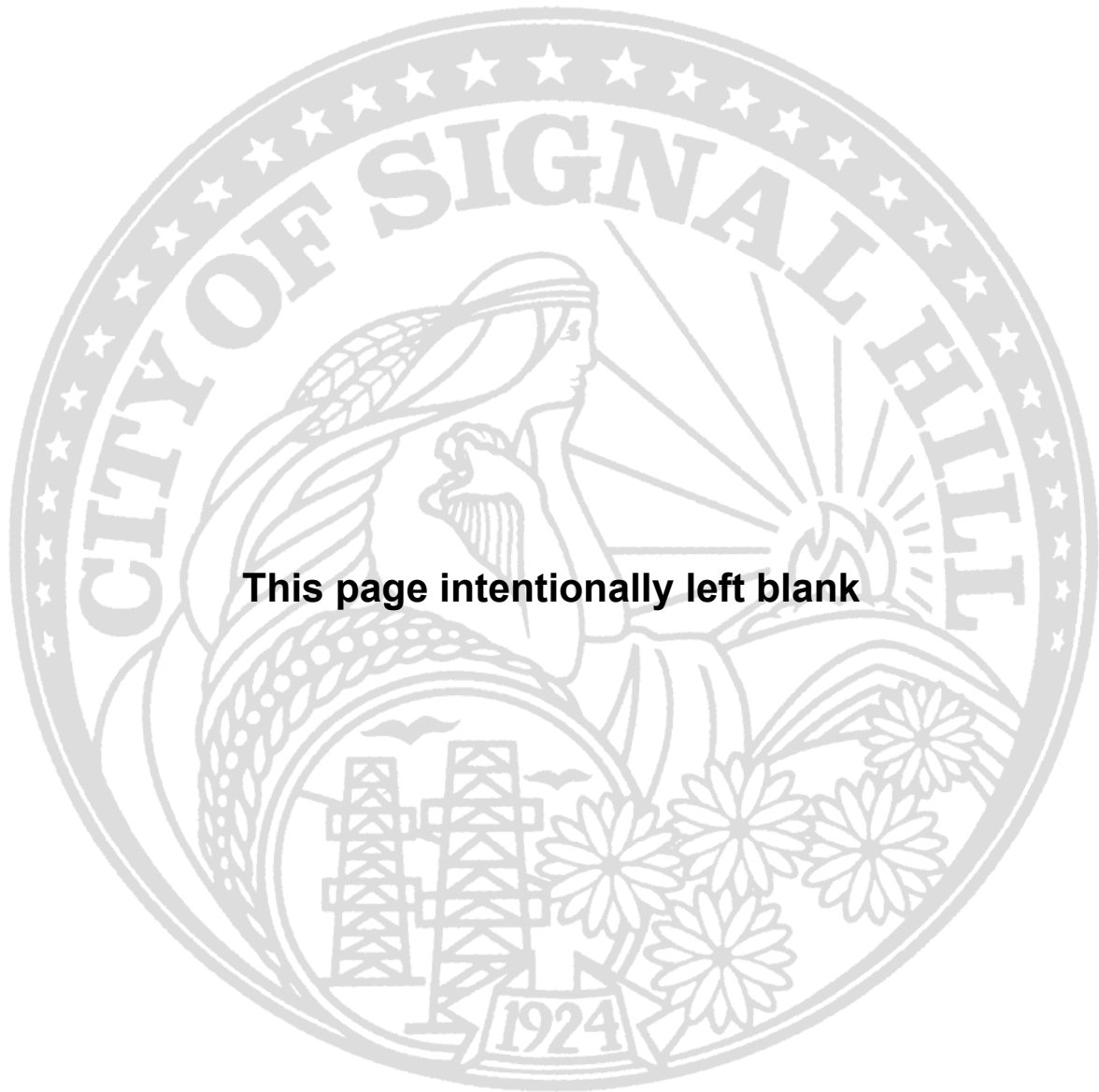
\* - This vehicle will be replaced with a hybrid vehicle funded using AQMD funds

### **Conclusion:**

The City's budget was prepared in a conservative and prudent manner, incorporating current and future economic indicators regarding revenue estimates and expenditures. The City's fiscal practices, which include a consideration of future needs and strategic long-term planning, have enabled our City to achieve and maintain a positive, stable financial condition.

We approached the development of the Year 1 Operating Budget in conjunction with the most recent Strategic Plan. As always, the entire management team will continue seeking out opportunities to improve efficiencies, reduce costs, and respond effectively to the external economic forces that impact available resources.

The City's long-standing tradition of fiscal prudence and careful stewardship of financial resources has allowed the City to grow and thrive over the years. Signal Hill has maximized opportunities while meeting challenges and continued to deliver quality municipal services and important capital projects. The City will continue to embrace the ideals of conservative fiscal policy, forward thinking, and strategic planning as we face the future.



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# City of Signal Hill

## Five Year Strategic Plan

### 2015-2019

Goal #1 – Ensure Long-Term Fiscal Stability

Goal #2 – Ensure Public Safety is High Priority

Goal #3 – Promote a Strong Local Economic Base

Goal # 4 – Maintain and Improve the Public Infrastructure

Goal # 5 – Ensure an Enhanced Quality of Life for the Residents

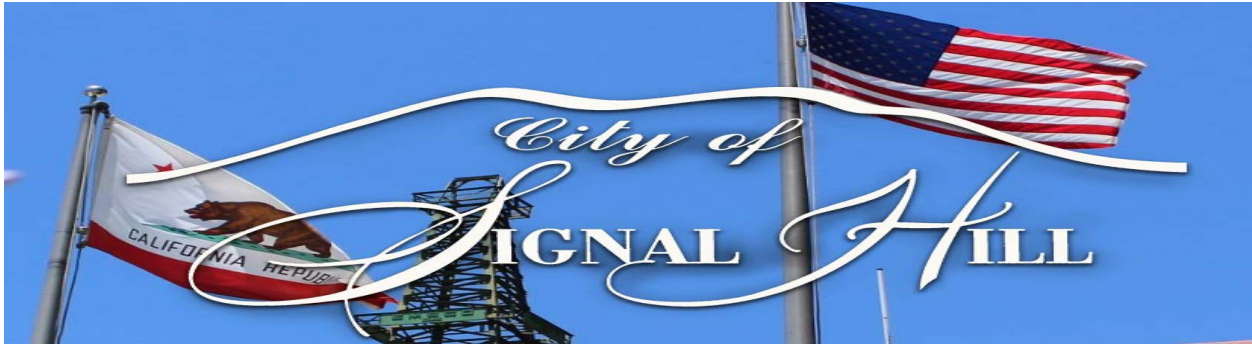
Goal # 6 – Promote a Transparent and Open Government

## **CITY OF SIGNAL HILL FINANCIAL PRACTICES**

For the past several years, the City Council and staff have followed prudent fiscal practices that have enabled the City to achieve and maintain a positive, long-term stable financial condition. These practices, which have guided the City's budgeting and financial planning, are stated as financial policies.

1. The Director of Finance shall annually prepare a General Fund Analysis of Structural Balance to determine that a structural deficit does not exist.
2. The City Manager shall submit a structurally balanced General Fund budget to the City Council. A structurally balanced budget requires that recurring revenues equal or exceed recurring expenditures.
3. The City shall maintain a combined General Fund reserve and Economic Uncertainties reserve equivalent to a minimum of six months operating expenses.
4. The General Fund and Economic Uncertainties reserves shall only be used for cash flow purposes, loans to other funds, major citywide emergencies (e.g., earthquakes, floods, or fire), severe economic downturns, or loss of a major sales tax provider.
5. When fiscally prudent, Special Reserve Funds should be established for identified, future major expenditures such as GASB 45, PERS, Library, and Police Building. These Reserves should be clearly identified in the Annual Budget.
6. Non-recurring resources will be used for non-recurring expenditures such as contributions to reserves, debt retirement, and/or capital projects.
7. The Annual Budget shall include a General Fund Five-Year Forecast of Revenues, Expenditures, and Fund Balances to help identify possible future financial problems.
8. The Annual Budget shall include assumptions covering such factors as projected CPI, interest rates, PERS Safety and Miscellaneous rates, new building activity etc. underlying budget estimates.





## **DESCRIPTION OF FUNDS**

### **General Fund (100)**

The General Fund is the operating fund of the City. All general tax revenues and other receipts allocated by law or contractual agreement to other funds are accounted for in this fund. Revenues deposited into the General Fund include, but are not limited to, property tax, sales tax, real property transfer tax, franchise tax, business license tax, oil production taxes, transient occupancy tax, NPDES tax, fines and forfeitures, and fees for services. This fund is used to finance most of the City's basic services including general administration, finance, community services, community development, public works, and public safety.

### **Special Revenue Funds**

Special Revenue Funds are used to account for revenues derived from specific sources, which are usually required by law or administrative regulation, to be accounted for in a separate fund.

#### **Community Development Block Grant Fund (201)**

Enacted through the Housing and Community Development Act of 1974, the Community Development Block Grant (CDBG) Fund receives and disburses CDBG monies for administration, social service programs, and capital projects.

#### **Proposition A Fund (202)**

The Transportation Fund receives and disburses the City's share of the Los Angeles County sales tax of one half percent (.5%) for public transportation purposes in accordance with "Proposition A."



### **Proposition C Fund (203)**

The Proposition C Fund receives and disburses the City's share of the Los Angeles County sales tax increase of one half percent (.5%) for public transportation purposes in accordance with "Proposition C." These funds are administered by the Metropolitan Transportation Authority (MTA).

### **Park Development Impact Fee Fund (204)**

The Park Development Fees Fund receives and transfers the impact fees collected from residential and commercial developers under the provisions of the Chapter 21.40 of the Signal Hill Municipal Industrial Code to fund acquisition, industrial improvement, and expansion of park and recreational facilities within the City.

### **TDA Article III Fund (205)**

The TDA Article III Fund receives the City's share of Transportation Development Act (TDA) Article III monies remitted by the Los Angeles County Metropolitan Transportation Authority. Funds are allocated annually on a per capita basis and may be used or placed on reserve to fund eligible projects.

### **Housing Impact Fee Fund (221)**

The Housing Impact Fund receives and transfers the revenue from the sale of new residential properties, as specified in the Hilltop Disposition and Development Agreement, to assist in funding low income housing developments.

### **Housing Authority Fund (223)**

The Housing Authority Fund is the successor to the Redevelopment Agency Low and Moderate Income Fund (LMI). The Housing Authority is the property manager for Authority owned properties, monitors affordable housing covenants, and works to develop affordable housing.



#### **Civic Center Phase 2 Library Fund (224)**

Funding sources for the design and construction of the Signal Hill Public Library.

#### **Lease Revenue Bond Fund (225)**

This fund was established in Fiscal Year 2017-18 to account for the proceeds from the sale of the Signal Hill Municipal Financing Authority's Lease Revenue Bonds (Library Project), Series 2018.

#### **Gas Tax Fund (230)**

The Gas Tax Fund receives and disburses the state gasoline tax collected and apportioned to the City in accordance with the provisions of the State of California Streets and Highways Code, Sections 2104, 2105, 2106, 2107, and 2107.5.

#### **Air Quality Improvement Trust Fund (232)**

The Air Quality Improvement Trust Fund receives and disburses the revenues apportioned to the City from the Southern California AQMD fees on motor vehicle registrations. These funds are used for programs designed to reduce air pollution from mobile sources.

#### **Traffic Development Impact Fee Fund (233)**

The Traffic Impact Fund receives and transfers the impact fees collected from residential and commercial developers under the provisions of the 21.48 of the Signal Hill Municipal Industrial Code to fund the acquisition, improvement and expansion of street, parkway, thoroughfare, intersection, and other traffic and circulation improvements made necessary by certain new development projects.

#### **Pipeline Removal Fund (234)**

The Pipeline Removal Fund includes the fees paid by franchisees on idle pipelines for future removal costs.



### **MTA-STP Grant Fund (235)**

The MTA-STP Grant Fund accounts for the receipts and disbursements of grant funds awarded by the Los Angeles County Metropolitan Transportation Authority for eligible capital improvement projects, such as the City's pavement management program.

### **Measure R Fund (236)**

The Measure R Fund receives and disburses the City's share of the Los Angeles County sales tax increase of one half percent (.5%) for traffic improvement transportation projects in accordance with "Measure R."

### **Measure M Fund (237)**

The Measure M Fund receives and disburses the City's share of the Los Angeles County sales tax increase of one half percent (.5%) for traffic improvement transportation projects in accordance with "Measure M," the Los Angeles County Traffic Improvement Plan. This plan is administered by the Los Angeles County Metropolitan Transportation Authority (MTA). The one-half of one percent (.5%) Sales Tax within Los Angeles County will increase to one percent (1%) on July 1, 2039, when the Measure R tax of one-half of one percent (.5%) tax imposed by the MTA expires.

### **Road Maintenance Rehabilitation Account Fund (238)**

On April 6, 2017 the Road Recovery and Accountability Act was passed. This legislation provides funding to the City of Signal Hill through Senate Bill 1 and the Highway Users Trust Account (HUTA) revenues. These funds are designated for maintenance and rehabilitation of roadways.

### **Measure W Fund (239)**

The Measure W Fund receives and disburses the City's share of the California parcel tax increase of \$0.025 per square foot of impermeable property for funding projects in accordance with the expenditure plan in an Ordinance amending the District Code establishing the Los Angeles Region,



Safe, Clean Water Program. Projects include but are not limited to; increasing stormwater capture and reducing urban runoff pollution which may increase water supply; improve water quality; and provide community investment benefits as defined in the Ordinance. The County Auditor-Controller place the tax on the secured roll, and the County Treasurer and Tax Collector (“Treasurer”) will collect the tax.

### **Capital Grants Fund (240)**

The Capital Grants Fund was established to account for grants from external agencies to be used for capital projects.

### **Planning Grants Fund (241)**

The Planning Grants Fund was established to account for grants from external agencies to be used for planning projects.

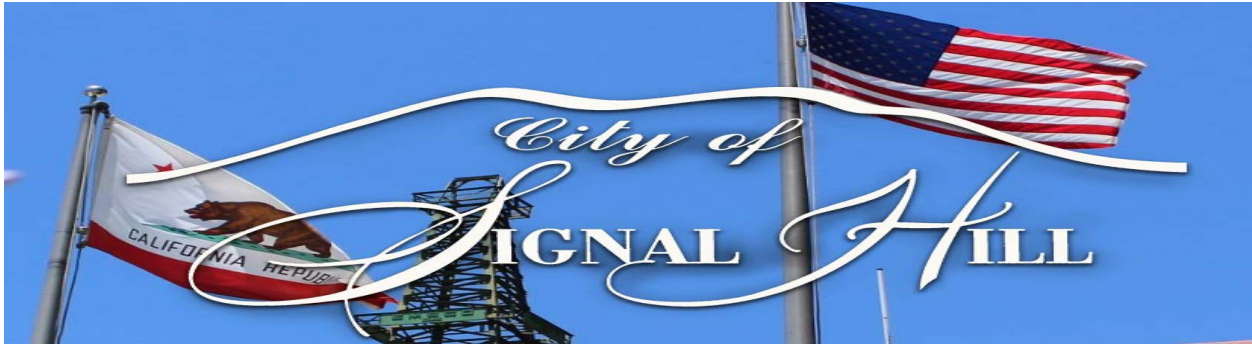
### **Measure A Fund (242)**

Measure A was drafted to meet current and future park needs, and its content reflects the findings based on the City’s Master Plan. Generating more than \$90 million per year for the county’s local parks, beaches, and open space areas, Measure A is an annual parcel tax of 1.5 cents per square foot of improved property, and includes both formula-based allocations to Study Areas and competitive grants that are open to public agencies, non-profit organizations, and schools. Unlike Proposition A, Measure A does not have an expiration date.

### **Prop 68 – Parks and Recreation Fund (243)**

Prop 68 (the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018) authorized \$4 billion in general obligation bonds for state and local parks, environmental protection projects, water infrastructure projects, and flood protection projects. These funds will be distributed through grant programs administered by a number of agencies





and organizations, including the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy and the Ocean Protection Council.

#### **Lighting and Landscape Maintenance District #1 Fund (260)**

The Lighting and Landscape Maintenance District #1 Fund accounts for all financial activity related to the City's landscape and lighting district. Revenues include assessments to property owners within the district and expenditures that relate to the maintenance and upkeep of the district.

#### **Urban Areas Security Initiative (UASI) Grant Fund (270)**

The UASI Program assists high-threat, high-density Urban Areas in efforts to build and sustain the capabilities necessary to prevent, protect against, mitigate, respond to, and recover from acts of terrorism.

#### **Asset Seizure Grants – Federal Fund (271)**

Department of Justice Asset Forfeiture Program encompasses the seizure and forfeiture of assets that represent the proceeds of, or were used to facilitate federal crimes.

#### **L.A. Impact Grant Fund (272)**

The Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force (L.A. IMPACT) grant funds provide for a compilation of numerous federal, state and local law enforcement agencies in Los Angeles County whose primary focus is to investigate major crimes, with an emphasis on dismantling mid to major level drug trafficking organizations.

#### **COPS Hiring Recovery Program Grants Fund (273)**

The COPS Hiring Recovery Grant Program Grant Fund receives and disburses the monies awarded to the City by the U.S. Department of Justice for the additional hiring and rehiring of career law enforcement officers.





#### **Asset Seizure Fund - State (274)**

The Asset Seizure Fund accounts for the portion of seized monies and property returned to the City for narcotic enforcement and other related activities, pursuant to Federal and State asset forfeiture laws.

#### **State Police Grants Fund (275)**

The DUI Checkpoint Grant Fund receives and disburses monies awarded to the City by the State of California Office of Traffic Safety for public safety overtime related to the enforcement of California's DUI laws.

#### **Supplemental Law Enforcement Fund (277)**

The Supplemental Law Enforcement Fund accounts for the receipts and disbursements of monies awarded to the City under the Citizens Option for Public Safety program (otherwise known as COPS). The grant was established by State Assembly Bill (AB) 3229 and is appropriated through its Supplemental Law Enforcement Fund.

#### **American Rescue Plan Act Fund (280)**

On March 11, 2021, President Biden signed into law the \$1.9 trillion relief bill commonly referred to as the American Rescue Plan Act of 2021 (ARPA). The relief package provides funding in several areas such as state and local aid, education, rental assistance, transit, stimulus payments for individuals, and other provisions. As provided for in ARPA, states and local governments will receive \$350 billion in additional funding from the U.S. Treasury. These funds may only cover costs incurred by December 31, 2024 and must be expended by December 31, 2026.

#### **Water Development Impact Fee Fund (550)**

The Water Development Fund receives and transfers the impact fees collected from residential and commercial developers, under the provisions of the Signal Hill Municipal Code chapter section



21.44, to fund the reasonable costs of constructing new water facilities made necessary by development projects.

### **Capital Project Funds**

#### **Capital Improvement Projects (CIP) Fund (400)**

Capital Projects Funds are used to account for financial resources for capital outlay expenditures, including the acquisition or construction of capital facilities and other capital assets.

### **Enterprise Funds**

#### **Water Enterprise Fund (500)**

The Water Enterprise Fund accounts for all financial activity relative to the purchase, production, storage, and distribution of water used by the community, as well as the maintenance, repair, and replacement of related equipment and pipelines. Revenues consist primarily of water sales.

#### **Water Depreciation Reserve Fund (510)**

The Water Depreciation Reserve Fund is reserved for the future replacement of the City Water Department's equipment used for the production, storage, and distribution of water used by the community.

### **Internal Service Funds**

**Vehicle Replacement Fund (601)** The Garage Internal Service Fund accounts for the furnishing of vehicle and equipment services to the departments within the City. Costs of materials and services used are accumulated in this fund and charged to the user departments as such vehicles and equipment are used or services rendered.



## **Description of Reserve Funds**

The City retains Special Reserve Funds that are used to plan for replacement or improvement of current assets, or to provide stability due to unforeseen economic events.

### **Economic Uncertainties Reserve Fund (110)**

The Economic Uncertainties Reserve Fund is reserved for use, in the case of an unforeseen economic event, such as a major sales tax producer going out of business, relocating, or temporarily out of business.

### **Land and Building Reserve Fund (111)**

The Land and Building Reserve Fund is reserved to fund future land and building purchases for the expansion of public facilities.

### **Equipment Reserve Fund (112)**

The Equipment Reserve Fund is reserved for the future replacement of the City's computers and associated printers, scanners and displays, telephone system, and copiers.

### **Capital Improvement Fund (113)**

The Capital Improvement Fund is reserved to contribute to the General Fund's portion of Capital Projects, primarily the pavement management program and major street projects.

### **Insurance Reserve Fund (114)**

The Insurance Reserve Fund is reserved to level the effect of the rising cost of general liability and workers' compensation insurance and to provide funds, should insurance losses occur.

### **PERS Reserve Fund (115)**

The PERS Reserve Fund is reserved to level the effect of the City's PERS liability cost.



### **OPEB Reserve Fund (116)**

The Other Post-Employment Benefits (OPEB) Reserve Fund is purposed to level the effect of other post-employment benefits liabilities as required by GASB 45.

### **Park Reserve Fund (117)**

The Park Reserve Fund is reserved to assist in providing matching funds for possible requirements of grants.

### **Police Radio Reserve Fund (118)**

The Police Radio Reserve Fund is reserved for the future replacement of the City Police Department's communication equipment and technology.

### **Library Reserve Fund (119)**

The Library Reserve Fund is reserved to replace the current building that houses the City's Library.

### **100<sup>th</sup> Anniversary Reserve Fund (120)**

The 100th City Anniversary Reserve Fund is being funded \$10,000 a year until fiscal year 2023-24 when the City reaches its 100th Anniversary of incorporation. The \$100,000 will be used to host celebration events and to fund promotional materials and projects.

### **General Plan Update Reserve Fund (121)**

The General Plan Reserve Fund is being funded \$50,000 a year to help fund the updates to the components of the General Plan.

### **Economic Development Reserve Fund (122)**

The Economic Development Reserve Fund was established to promote economic growth in the City.



## **DESCRIPTION OF REVENUES**

The City of Signal Hill receives revenue from a wide variety of sources. The following summary of the revenues will provide the reader insight into these sources, as well as provide a foundation for the budget estimates.

### **General Fund (100)**

#### **Property Tax**

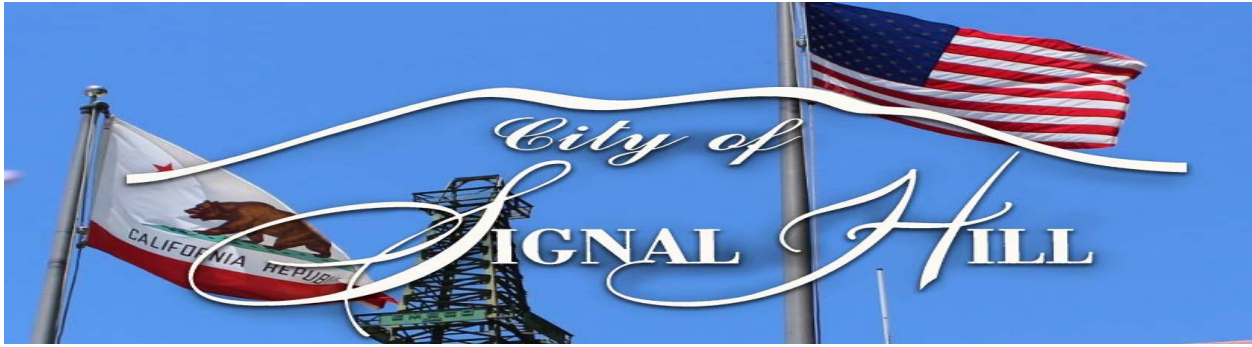
Property taxes, in the State of California, are administered at the county level for all local agencies, and consist of secured, unsecured, and utility tax rolls.

#### **Sales and Use Tax**

In accordance with the California Revenue and Taxation Code and the Bradley-Burns Uniform Local Sales Use Tax Law of 1955, the State of California imposes Sales and Use Tax on the taxable sales within the City. The City receives 1% of the Sales and Use Taxes collected, with the remaining portion shared by the State, County, and Transportation District. On November 3, 2020, the Signal Hill residents voted in Measure (Signal Hill) R (SHR), a new  $\frac{3}{4}$  cent per dollar (0.75%) general transactions and use (sales) tax or district tax to be used to fund local services and repair and maintain local infrastructure and facilities within Signal Hill. Sellers are required to report and pay the applicable district taxes for their taxable sales and purchases.

#### **Traffic Safety**

This fund includes the City's portion of revenues from fines for violation of the California Vehicle Code. These funds are used for public safety expenditures.



### **Franchise Fees**

This is revenue received for the right to use public property for oil and gas lines in the streets, on poles, and overhead lines for public utilities, and for the exclusive right to provide water, cable television, or refuse collection services.

### **Business License Tax**

This is revenue from businesses and occupations that must be licensed prior to operating in the City. A provision for construction contractors allows for the purchase a business license for either six or twelve months.

### **Oil Production Taxes**

This is revenue from the per barrel levy on oil production. The rate is adjusted annually based on changes in the Producer Price Index for Crude Oil Production.

### **Transient Occupancy Taxes**

The City of Signal Hill Municipal Code authorizes the City to levy a tax for the privilege of occupying lodgings on a transient basis for thirty consecutive calendar days or less.

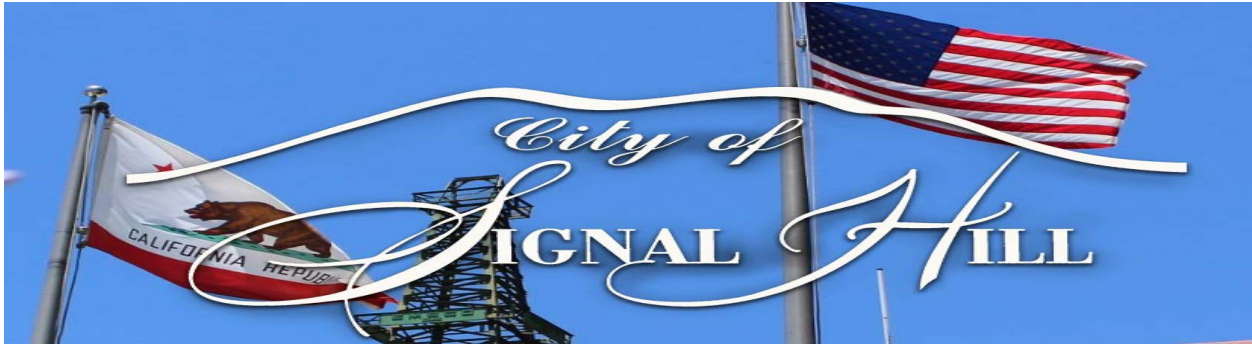
### **Dog Licenses**

The City of Long Beach Animal Control Bureau issues licenses for the City of Signal Hill.

### **Building, Plumbing, and Electrical Permits**

The Community Development Department, within the Planning and Building Safety programs, issues building, plumbing, electrical, and other types of building permits for the construction of residential and commercial/industrial structures to ensure Code compliance.





### **Alarm System Permit**

This is revenue from issuance of alarm system permits for residential and commercial buildings.

### **Fines and Forfeitures**

The California Vehicle Code and the City of Signal Hill Municipal Code allow for the imposition of civil penalties for parking violations. Parking penalties are collected by the City. Fines assessed for moving violations of the California Vehicle Code and non-parking violations of the City of Signal Hill Municipal Code are collected by the Los Angeles County Municipal Court and partially remitted to the City. The City's towing service collects fines for police impound and towing fees.

### **False Alarms**

This is revenue generated from police response to false alarms for residences and businesses.

### **Interest on Investments**

The City of Signal Hill invests idle funds in various instruments allowed under the City's Investment Policy, which is governed by State law and reviewed annually by the City Council. Investment earnings are allocated to various funds on the basis of proportionate cash balances.

### **Rents and Concessions**

Fees are charged for the use of City land, buildings, and equipment. Revenue is also generated from commissions from telephone and vending machine use.

### **Royalties**

These are revenues generated from royalties earned on subsurface oil and gas leases.



### **Intergovernmental – State**

This includes revenues that are collected by the State and returned to the City and reimbursement for State programs. Some of the revenues remitted from the State are Motor Vehicle In-Lieu Tax, POST Reimbursement, and Homeowners' Property Tax Exemption.

### **Intergovernmental – County**

The County of Los Angeles remits one-half of the Documentary Transfer Tax collected by the County Recorder when property changes ownership.

### **Charges for Current Service**

Administration - Fees are collected for elections.

Parks and Recreation – Fees are charged for special interest classes, sports leagues, community services events and excursions.

Library Fees and Fines – Fees and fines are charged for overdue or lost books and materials, as well as revenue from the sale of books.

Finance - Fees are charged for the processing of business licenses.

Planning and Building Safety – Fees are collected for services such as Developer Advances to pay for the time City staff spends processing development applications, plan checks, site plan, environmental and geotechnical reviews and building inspection fees.

Police - Fees are collected for bookings and vehicle impounds.

### **Other Revenue**

These revenues include recovery of mandated costs, sale of property, insurance refunds, and other reimbursements, private contributions or grants.



### **Fund Transfers**

These are fund transfers from special revenue funds or reserve funds to cover general fund expenditures to be reimbursed from these funds.

### **Community Development Block Grant Fund (201)**

This fund includes grant funds received from the Federal Community Development Block Grant (CDBG) programs that are administered by the Los Angeles County Community Development Commission. These funds are used for social services, capital improvements, and the administration of these programs.

### **Proposition A Fund (202)**

This fund includes the City's allocation of the ½ cent Los Angeles County Transportation tax. The allocation is based on population and sales tax ratio and must be used for public transportation purposes. These funds are used to fund Recreational Transportation, the Bus Fare Subsidy, Dial-A-Ride, and bus stop maintenance programs.

### **Proposition C Fund (203)**

Revenues from the City's share of the Los Angeles County sales tax increase of one half percent (.5%) for public transportation purposes in accordance with Proposition C, administered by the Metropolitan Transportation Authority (MTA).

### **Park Development Impact Fee Fund (204)**

This fund includes impact fees collected from residential and commercial developers, under the provisions of the Chapter 21.40 of the Signal Hill Municipal Industrial Code, to fund acquisition, industrial improvement and expansion of park and recreational facilities within the City.



#### **Housing Impact Fund (221)**

This fund includes the revenue from the sale of new residential properties, as specified in the Hilltop Disposition and Development Agreement, to assist in funding low income housing developments.

#### **Gas Tax Fund (230)**

This fund includes the City's allocation of gasoline tax revenues pursuant to Sections 2105, 2106, 2107, and 2107.5 of the California Streets and Highways Code. These funds are used to reimburse the General Fund for street maintenance and repairs.

#### **Air Quality Improvement Trust Fund (232)**

This fund is used to support the South Coast Air Quality Management District's (SCAQMD) programs to reduce air pollution from motor vehicles. The funds are the result of an additional tax on motor vehicle registration.

#### **Traffic Development Impact Fee Fund (233)**

This fund includes impact fees collected from residential and commercial developers under the provisions of the 21.48 of the Signal Hill Municipal Industrial Code to fund the acquisition, improvement, and expansion of street, parkway, thoroughfare, intersection, and other traffic and circulation improvements made necessary by certain new development projects.

#### **Pipeline Removal Fund (234)**

This fund includes the fees paid by franchisees on idle pipelines for future removal costs.

#### **MTA-STP Grant Fund (235)**

This fund receives grant funds awarded by the Los Angeles County Metropolitan Transportation Authority for eligible capital improvement projects, such as the City's pavement management program.



### **Measure R Fund (236)**

A ½ cent sales tax for traffic improvement transportation projects was approved by Los Angeles County voters in November 2008. These funds are administered by the Metropolitan Transportation Authority (MTA).

### **Measure M Fund (237)**

The Measure M Fund receives and disburses the City's share of the Los Angeles County sales tax increase of one half percent (.5%) for traffic improvement transportation projects in accordance with "Measure M," the Los Angeles County Traffic Improvement Plan. This plan is administered by the Los Angeles County Metropolitan Transportation Authority (MTA). The one-half of one percent (.5%) Sales Tax within Los Angeles County will increase to one percent (1%) on July 1, 2039, when the Measure R tax of one-half of one percent (.5%) tax imposed by the MTA expires.

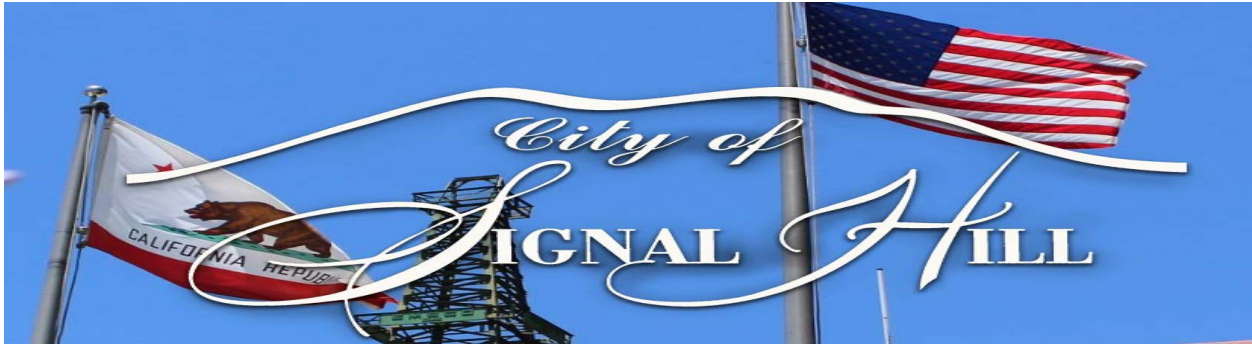
### **Road Maintenance Rehabilitation Account Fund (238)**

On April 6, 2017 the Road Recovery and Accountability Act was passed. This legislation provides funding to the City of Signal Hill through Senate Bill 1 and the Highway Users Trust Account (HUTA) revenues. These funds are designated for maintenance and rehabilitation of roadways.

### **Measure W Fund (239)**

The Measure W Fund receives and disburses the City's share of the California parcel tax increase of \$0.025 per square foot of impermeable property for funding projects in accordance with the expenditure plan in an Ordinance amending the District Code establishing the Los Angeles Region, Safe, Clean Water Program. Projects include but are not limited to; increasing stormwater capture and reducing urban runoff pollution which may increase water supply; improve water quality; and provide community investment benefits as defined in the Ordinance. The County Auditor-Controller





place the tax on the secured roll, and the County Treasurer and Tax Collector (“Treasurer”) will collect the tax.

#### **Measure A Fund (242)**

Measure A was drafted to meet current and future park needs, and its content reflects the findings based on the City’s Master Plan. Generating more than \$90 million per year for the county’s local parks, beaches, and open space areas, Measure A is an annual parcel tax of 1.5 cents per square foot of improved property, and includes both formula-based allocations to Study Areas and competitive grants that are open to public agencies, non-profit organizations, and schools. Unlike Proposition A, Measure A does not have an expiration date.

#### **Prop 68 – Parks and Recreation Fund (243)**

Prop 68 (the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018) authorized \$4 billion in general obligation bonds for state and local parks, environmental protection projects, water infrastructure projects, and flood protection projects. These funds will be distributed through grant programs administered by a number of agencies and organizations, including the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy and the Ocean Protection Council.

#### **Lighting and Landscape Maintenance District #1 Fund (260)**

Property owners in the Lighting and Landscape Maintenance District (commonly known as the California Crown Development) are assessed to pay for the expenditures necessary to maintain the community lighting and landscaping located within the district. The assessment is billed by the County of Los Angeles as part of the annual property tax bill.



### **Asset Seizure Federal (271) and State (274) Funds**

In accordance with Federal and State asset forfeiture laws, the City of Signal Hill receives funds from asset seized in criminal activities. These funds must be used for Federal and State approved police expenditures.

### **Supplemental Law Enforcement Fund (277)**

This fund includes the revenues received from AB3229 providing additional law enforcement support.

### **American Rescue Plan Act Fund (280)**

On March 11, 2021, President Biden signed into law the \$1.9 trillion relief bill commonly referred to as the American Rescue Plan Act of 2021 (ARPA). The relief package provides funding in several areas such as state and local aid, education, rental assistance, transit, stimulus payments for individuals, and other provisions. As provided for in ARPA, states and local governments will receive \$350 billion in additional funding from the U.S. Treasury. These funds may only cover costs incurred by December 31, 2024 and must be expended by December 31, 2026.

### **Water Fund (500)**

The Water Fund receives the majority of its revenues from the sale of water, however, additional revenues are received for new service meters and installations and other service charges.

### **Water Development Impact Fee Fund (550)**

This fund includes impact fees collected from residential and commercial developers, under the provisions of the 21.44 Signal Hill Municipal Industrial Code, to fund the reasonable costs of constructing new water facilities made necessary by development projects.

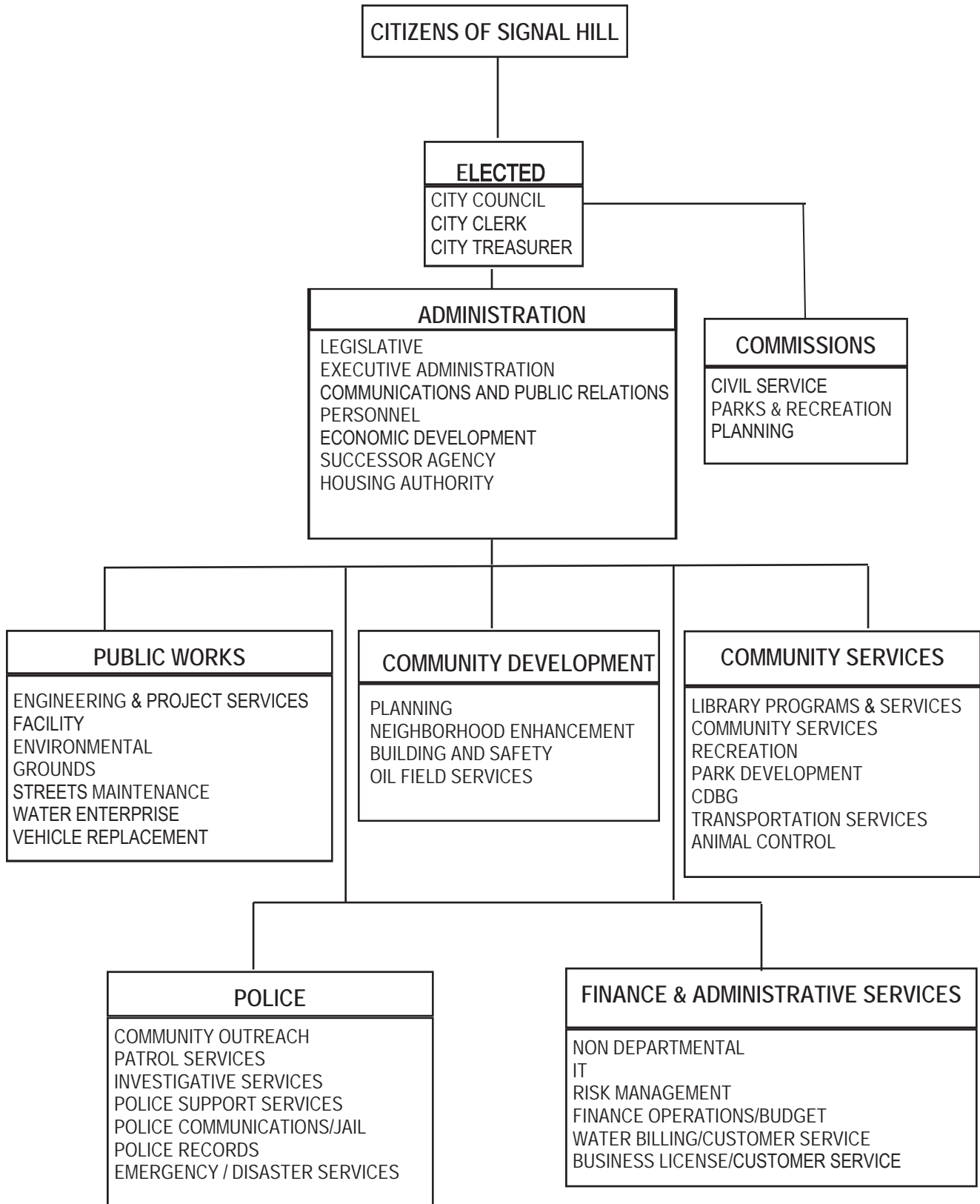




### **Vehicle Replacement Fund (601)**

The Vehicle Replacement Fund charges the appropriate departments for maintenance and replacement of the City vehicles and major equipment. Additionally, the Vehicle Replacement Fund receives revenues from the proceeds of retired vehicles and equipment that are sold for surplus.

# CITY OF SIGNAL HILL ORGANIZATIONAL CHART





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**City of Signal Hill**  
**Personnel Summary by Department**  
**Full Time Equivalent Positions**

<u>Department</u>	Budget FTE 2018-19	Budget FTE 2019-20	Budget FTE 2020-21	Budget FTE 2021-22	Adopted FTE 2022-23	Approved FTE 2023-24
<b>Administration</b>						
City Manager	1	1	1	1	1	1
Executive Assistant/Deputy City Clerk	1	1	1	1	0	0
Senior Deputy City Clerk	0	0	0	0	1	1
Assistant to the CM/Deputy City Clerk	0	0	0	0	0	0
Deputy City Manager	1	1	1	1	1	1
Economic Development Manager	1	1	1	1	1	1
Human Resources Manager	0	0	1	1	1	1
Senior Management Analyst HR	0	0	0	0	0	0
Management Analyst HR	1	1	0	0	0	0
Administrative Assistant	1	1	1	1	0	0
Management Assistant	0	0	0	0	1	1
Communications Specialist	0	0	0	0	1	1
Part-Time Communications Specialist	0.8	0.8	0.8	0.8	0	0
Part-Time Management Analyst	0.0	0.0	0.0	0.0	0.5	0.5
<b>Total FTE Positions:</b>	<b>6.8</b>	<b>6.8</b>	<b>6.8</b>	<b>6.8</b>	<b>7.5</b>	<b>7.5</b>
<b>Finance/Administrative Services</b>						
Director	1	1	1	1	1	1
Deputy Director*	1	1	1	1	1	1
Accounting Manager	0	0	0	0	0	0
Accountant	1	1	1	1	1	1
Senior Account Specialist	0	0	1	1	1	1
Account Specialist I/II	2	2	1	1	1	1
Part-Time Account Specialist II	0.8	0.8	0.8	0.8	0.8	0.8
Account Specialist	0	0	0	0	0	0
<b>Total FTE Positions:</b>	<b>5.8</b>	<b>5.8</b>	<b>5.8</b>	<b>5.8</b>	<b>5.8</b>	<b>5.8</b>
<b>Community Development</b>						
Director	1	1	1	1	1	1
Planning Manager	0	1	1	1	1	1
Administrative Assistant	1	1	1	1	0	0
Management Assistant	0	0	0	0	1	1
Associate Planner	0	0	0	1	1	1
Senior Planner	1	0	0	0	0	0
Assistant Planner	1	1	1	0	0	0
Senior Building Inspector	0	0	0	0	1	1
Part-Time Permit Technician	0.0	0.0	0.0	0.0	0.5	0.5
Intern	0.0	0.0	0.0	0.2	0.2	0.2
<b>Total FTE Positions:</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>4.2</b>	<b>5.7</b>	<b>5.7</b>
<b>Police</b>						
<b>Patrol Services</b>						
Police Sergeant**	4	5	5	4	4	4
Senior Police Officer	4	4	4	4	4	4
Homeless Liason Officer ***	0	0	0	1	1	1
Police Officer	16	14	14	13	13	13
Police Traffic Officer	2	2	2	2	2	2
Police Recruit Officer	2	2	2	2	2	2
Parking Control	0.7	0.7	0.7	0.7	0.7	0.7

\* Currently under-filled as Accounting Manager

\*\* Correction - Errorneously recorded as 5 in FY 2021-22

\*\*\* Homeless Liason Officer identified separately from Police Officer beginning with FY 2021-22

**City of Signal Hill**  
**Personnel Summary by Department**  
**Full Time Equivalent Positions**

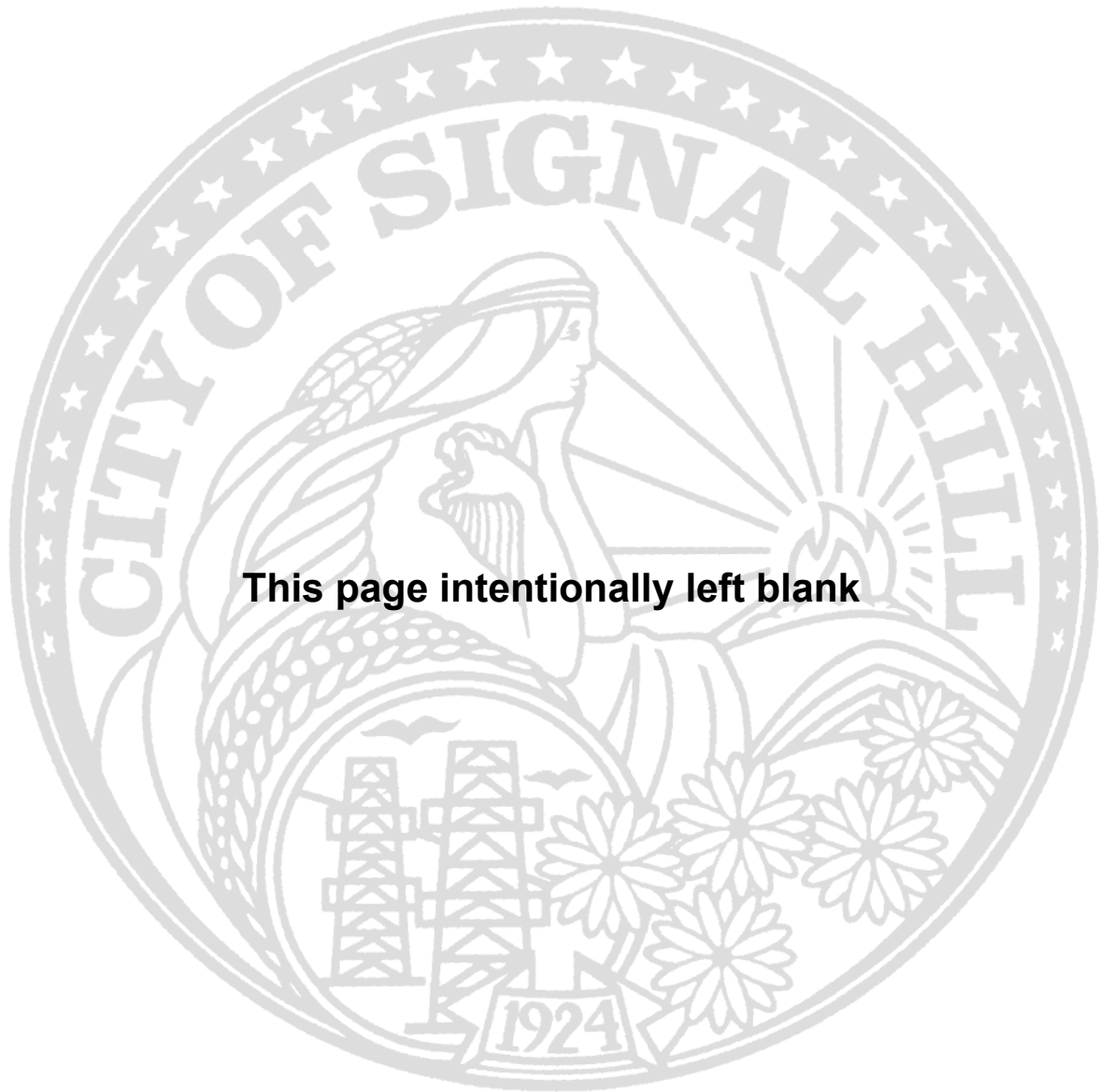
<b>Department</b>	<b>Budget FTE 2018-19</b>	<b>Budget FTE 2019-20</b>	<b>Budget FTE 2020-21</b>	<b>Budget FTE 2021-22</b>	<b>Adopted FTE 2022-23</b>	<b>Approved FTE 2023-24</b>
<b><u>Investigative Services</u></b>						
Detective Sergeant	1	1	1	1	1	1
Sr. Police Officer/Detective	1	1	1	1	1	1
Detective	3	3	3	3	3	3
Administrative Assistant	1	1	1	1	1	1
<b><u>Police Support Services</u></b>						
Chief of Police	1	1	1	1	1	1
Captain	1	1	1	1	1	1
Lieutenant	2	2	2	1	1	1
Administrative Sergeant	0	0	0	1	1	1
Administrative Support Services Manager	0	0	0	1	1	1
Management Assistant	0	0	0	1	1	1
Assistant to Police Chief	1	1	1	0	0	0
Maintenance Worker	1	0	0	0	0	0
<b><u>Police Communications</u></b>						
Dispatcher/Jailer	8	8	8	8	8	8
<b><u>Police Records</u></b>						
Police Records Supervisor	1	1	1	1	1	1
Police Records Clerk	2	2	2	2	2	2
Part-Time Police Aide	0.5	0.5	0.5	2.0	2.0	2.0
Part-Time Records Clerk	0.4	0.4	0.4	0.5	0.5	0.5
<b><u>Emergency/Disaster Services</u></b>						
Emergency Operations Coordinator	0.5	0.5	0.5	0.5	0.5	0.5
<b>Total FTE Positions:</b>	<b>53.1</b>	<b>51.1</b>	<b>51.1</b>	<b>52.7</b>	<b>52.7</b>	<b>52.7</b>
<b>Community Services</b>						
<b><u>Library</u></b>						
City Librarian	1	1	1	1	1	1
Library Assistant	1	1	1	1	1	1
Part-Time Library Aide	1.9	1.9	0.3	2.9	3.3	3.3
Part-Time Library Specialist	0.3	0.3	0.3	0.9	0.9	0.9
<b><u>Community Services</u></b>						
Director	1	1	1	1	1	1
Community Services Manager	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Recreation Coordinator	1	1	1	1	1	1
Recreation Specialist	1	1	1	1	0	0
Senior Recreation Specialist	0	0	0	0	1	1
Part-Time Recreation Specialist	0.0	0.0	0.0	0.9	0.5	0.5
Part-Time Recreation Leader	2.7	2.7	0.0	1.4	2.1	2.1
<b><u>Recreation</u></b>						
Recreation Coordinator	1	1	1	1	1	1
Senior Recreation Specialist	0	0	0	0	1	1
Part-Time Recreation Specialist	0.8	0.8	0.0	3.1	2.3	2.3
Part-Time Recreation Leader	4.9	4.9	0.3	4.4	4.4	4.4
<b>Total FTE Positions:</b>	<b>18.5</b>	<b>18.5</b>	<b>8.8</b>	<b>21.6</b>	<b>22.5</b>	<b>22.5</b>

**City of Signal Hill**  
**Personnel Summary by Department**  
**Full Time Equivalent Positions**

<b>Department</b>	<b>Budget FTE 2018-19</b>	<b>Budget FTE 2019-20</b>	<b>Budget FTE 2020-21</b>	<b>Budget FTE 2021-22</b>	<b>Adopted FTE 2022-23</b>	<b>Approved FTE 2023-24</b>
<b>Public Works</b>						
<b>Engineering Department</b>						
Director	1	1	1	1	1	1
Administrative Assistant	1	1	0	0	0	0
Contract Services Manager	0	0	1	1	1	1
Management Assistant	0	0	0	0	1	1
Associate Engineer	0	0	1	1	1	1
Public Works Inspector	1	1	1	1	1	1
Senior Engineering Technician	1	1	0	0	0	0
Engineering Technician *	0	0	1	1	1	1
Management Analyst	1	1	0	0	0	0
Part-Time Management Analyst **	0	0	0	0	0.5	0.5
<b>City Yard</b>						
Deputy Director	1	1	1	1	1	1
Superintendent of PW	0	0	0	0	1	1
Management Assistant	0	0	1	1	0	0
Administrative Assistant	1	1	0	1	1	1
Account Specialist II (Water)	0	0	0	0	1	1
Water Systems Supervisor	0	0	0	0	0	0
Water Systems Superintendent	1	1	1	1	1	1
Water Systems Operator I	1	1	3	3	3	3
Water Systems Operator II	1	1	1	1	1	1
Senior Water Operator	1	1	2	2	2	2
Water Maintenance Worker I	2	2	1	0	0	0
Water Maintenance Worker II	2	2	1	2	2	2
Senior Water Maintenance Worker	1	1	0	0	0	0
Maintenance Supervisor	2	2	2	2	1	1
Sr. Maintenance Worker	2	3	3	4	3	3
Maintenance Worker	7	6	5	4	5.0	5.0
Vehicle and Equip Svs. Supervisor	0	0	0	0	0	0
Lead Mechanic	1	1	1	1	0	0
Fleet Supervisor	0	0	0	0	1	1
Maintenance Worker Fleet - PT	0	0	0	0	0.5	0.5
<b>Total FTE Positions:</b>	<b>28.0</b>	<b>28.0</b>	<b>27.0</b>	<b>28.0</b>	<b>30.0</b>	<b>30.0</b>
<b>Grand Total</b>	<b>116.2</b>	<b>114.2</b>	<b>103.4</b>	<b>119.1</b>	<b>124.2</b>	<b>124.2</b>

\* Currently under-filled as Administrative Assistant

\*\* Position funded through CIP



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**2022-2023 SUMMARY OF CHANGES IN FUND BALANCE**

Fund No.	Fund	Projected Fund Balance 7/1/22	FY22-23 Adopted Revenue	FY22-23 Adopted Operating Expenditures	FY22-23 Revenue Over Expenditures	FY22-23 Adopted Capital Outlay	FY22-23 Adopted Transfers In	FY22-23 Adopted Transfers Out	FY22-23 Adopted Net Transfers	Adopted Fund Balance 6/30/23
100	General Fund Nonspendable	2,717,572								2,717,572
	<b>General Fund Unassigned</b>									
100	General Fund Unassigned	18,884,431	29,583,934	30,008,469	(424,535)	2,252,822	2,972,357	295,000	2,677,357	18,884,431
	<b>General Fund Committed for Contingencies</b>									
100	Capital Improvement	235,637							-	235,637
100	Police - General Reserve	66,336							-	66,336
100	Debt service - Lease Revenue Bonds	8,053,845							-	8,053,845
110	Economic Uncertainties Reserve	4,450,383					-	-	-	4,450,383
111	Land & Building Reserve	2,129,448					-	-	-	2,129,448
112	Equipment & Furniture Reserve	522,376					-	478,628	(478,628)	43,748
113	Capital Improvement Reserves	1,992,275					-	953,990	(953,990)	1,038,285
114	Insurance Reserve	828,372					-	-	-	828,372
115	PERS Reserve	3,237,225					-	-	-	3,237,225
116	OPEB Reserve Fund	1,521,444					-	-	-	1,521,444
117	Park Reserve Fund	741,121					-	-	-	741,121
118	Police Radio Reserve	1,017,749					210,516	1,228,265	(1,017,749)	-
119	Library Reserve Fund	3,667,147					-	65,000	(65,000)	3,602,147
120	100th Anniversary Reserve Fund	90,019					10,000	-	10,000	100,019
121	General Plan Update Reserve	335,000					50,000	146,000	(96,000)	239,000
122	Economic Development Reserve	1,158,150					-	300,000	(300,000)	858,150
198	NPDES Trash Reserve	1,456					-	-	-	1,456
	<b>Total Committed Reserve Funds</b>	30,047,984	-	-	-	-	270,516	3,171,883	(2,901,367)	27,146,617
	<b>General Fund Grand Total</b>	51,649,987	29,583,934	30,008,469	(424,535)	2,252,822	3,242,873	3,466,883	(224,010)	48,748,620
	<b>Special Revenue Funds</b>									
201	CDBG	(1)	107,502	21,500	86,002	-	-	86,002	(86,002)	(1)
202	Prop A	663,753	286,463	227,877	58,586	-	-	-	-	722,340
203	Prop C	416,225	237,168	5,000	232,168	-	-	430,056	(430,056)	218,337
204	Park Development Impact Fee	1,203,212	275,885	-	275,885	-	-	200,000	(200,000)	1,279,097
205	TDA	6,625	10,978	-	10,978	-	-	17,603	(17,603)	-
221	Housing Impact	764,167	3,821	-	3,821	-	-	-	-	767,988
223	Housing Authority	6,193,218	38,670	7,000	31,670	-	235,000	-	235,000	6,459,888
224	Civic Center Phase II	2	-	-	-	-	-	-	-	2
225	Lease Revenue Bonds	7,210	36	-	36	-	-	-	-	7,246
230	Special Gas Tax	1,106,154	346,806	-	346,806	-	-	250,000	(250,000)	1,202,960
232	Air Quality Improvement	111,124	15,556	-	15,556	-	-	4,453	(4,453)	122,227
233	Traffic Development Impact Fee	890,719	292,464	-	292,464	-	-	293,763	(293,763)	889,420
234	Pipeline Removal	2,329,897	11,649	-	11,649	-	-	67,452	(67,452)	2,274,094
235	MTA - STP	305,150	36,206	-	36,206	-	-	288,255	(288,255)	53,101
236	Measure R	620,348	179,418	-	179,418	-	-	445,461	(445,461)	354,305
237	Measure M	165,403	200,651	-	200,651	-	-	365,227	(365,227)	827
238	RMRA (SB1)	606,359	267,838	-	267,838	-	-	216,300	(216,300)	657,897
239	Measure W	41,709	280,000	-	280,000	-	-	321,709	(321,709)	(0)
240	Capital Grants Fund	(36,578)	2,229,286	-	2,229,286	-	-	1,329,286	(1,329,286)	863,422
241	Planning Grants	37,418	50,890	-	50,890	-	-	50,890	(50,890)	37,418
242	Measure A	-	-	-	-	-	-	-	-	-
243	Prop 68 - Parks and Recreation	-	185,000	-	185,000	-	-	185,000	(185,000)	-
260	Lighting and Landscape	37,241	58,853	54,673	4,180	-	-	-	-	41,420
270	UASI Grant	-	-	-	-	-	-	-	-	-
271	Asset Seizure Fund-Federal	-	-	-	-	-	-	-	-	-
272	LA Impact Fund	0	-	-	-	-	-	-	-	0
273	DOJ Grant	-	-	-	-	-	-	-	-	-
274	Asset Seizure - State	209,468	1,047	-	1,047	-	-	210,516	(210,516)	(1)
275	Public Safety State Resources - OTS	-	60,000	60,000	-	-	-	-	-	-
277	Supplemental Law Enforcement (SLESF)	0	163,134	163,134	(0)	-	-	-	-	(0)
280	American Rescue Plan Act (ARPA)	1,166,073	1,366,073	-	1,366,073	-	-	2,025,717	(2,025,717)	506,429
550	Water Development Impact Fee	232,770	1,370,752	-	1,370,752	-	-	-	-	1,603,522
	<b>Total Special Revenues Funds</b>	17,077,667	8,076,146	539,184	7,536,962	-	235,000	6,787,690	(6,552,690)	18,061,938
400	Capital Improvements	400,001	-	-	-	4,721,583	4,721,583	-	4,721,583	400,001
	<b>Total Capital Projects Funds</b>	400,001	-	-	-	4,721,583	4,721,583	-	4,721,583	400,001
500	Water Operations	1,445,308	6,567,252	5,744,914	822,338	3,310,896	2,055,117	-	2,055,117	1,011,868
510	Water Depreciation	1,231,780	-	-	-	-	-	-	-	1,231,780
	<b>Total Enterprise Funds *</b>	2,677,088	6,567,252	5,744,914	822,338	3,310,896	2,055,117	-	2,055,117	2,243,647
601	Vehicle Replacement Fund	1,520,641	932,660	463,964	468,696	468,696	-	-	-	1,520,641
	<b>Total Internal Service Fund *</b>	1,520,641	932,660	463,964	468,696	468,696	-	-	-	1,520,641
701	Spring Street JPA	0	-	-	-	-	-	-	-	0
	<b>Total Fiduciary Fund</b>	0	-	-	-	-	-	-	-	0
	<b>Grand Total</b>	<b>73,325,384</b>	<b>45,159,992</b>	<b>36,756,531</b>	<b>8,403,461</b>	<b>10,753,997</b>	<b>10,254,573</b>	<b>10,254,573</b>	<b>-</b>	<b>70,974,848</b>

\* Budget presentation of these funds include the cash balance as the starting fund balance. Revenue and Expenditures are presented on a modified cash basis including debt service

\* This budget does not take into account capitalization of assets & depreciation expense



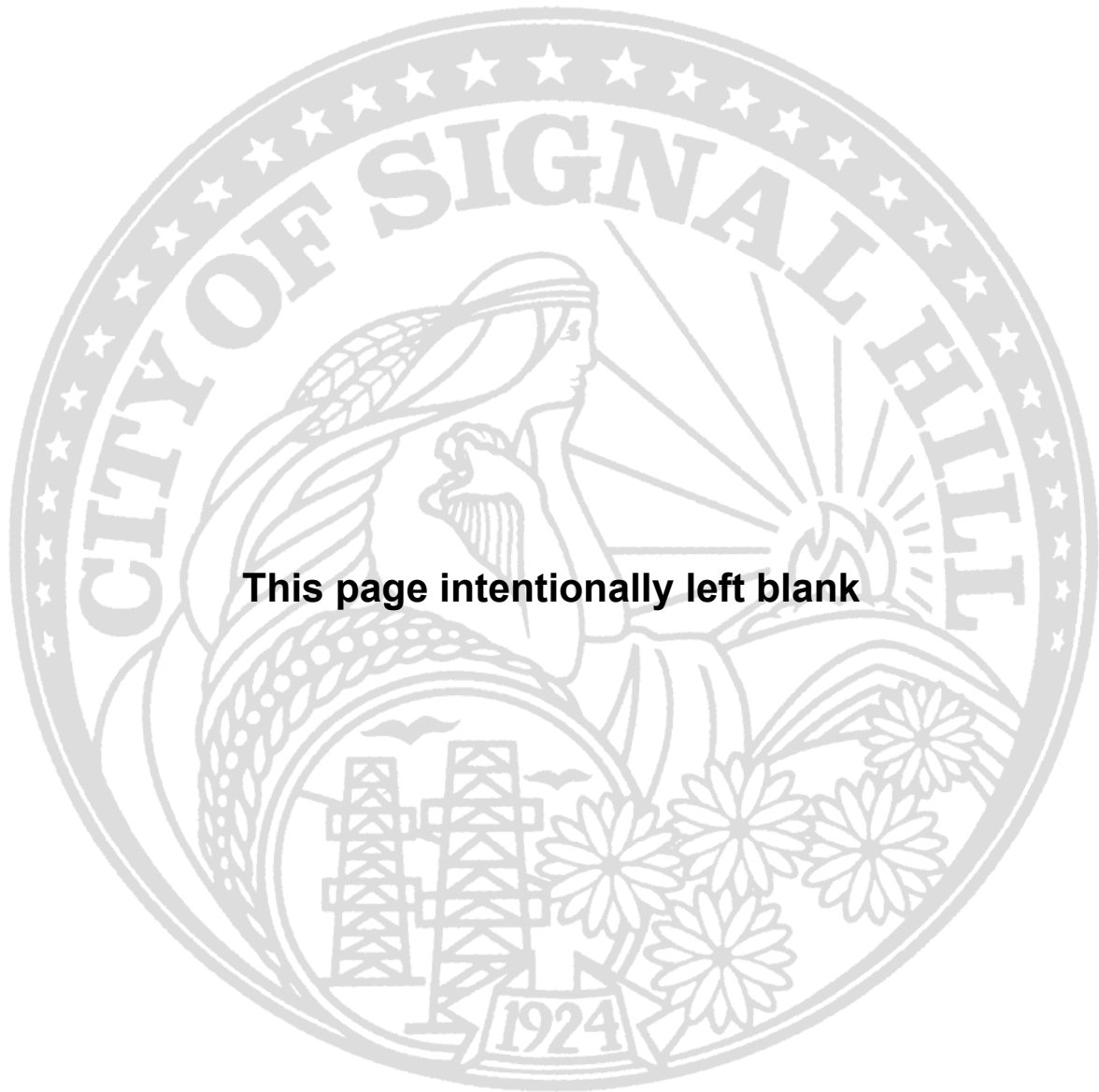
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**2023-2024 SUMMARY OF CHANGES IN FUND BALANCE**

Fund No.	Fund	Projected Fund Balance 7/1/23	FY23-24 Approved Revenue	FY23-24 Approved Operating Expenditures	FY23-24 Revenue Over Expenditures	FY23-24 Approved Capital Outlay	FY23-24 Approved Transfers In	FY23-24 Approved Transfers Out	FY23-24 Approved Net Transfers	Approved Fund Balance 6/30/24
100	General Fund Nonspendable	2,717,572								2,717,572
	<b>General Fund Unassigned</b>									
100	General Fund Unassigned	18,884,431	30,312,743	30,128,922	183,821	114,000	998,755	308,200	690,555	19,644,807
	<b>General Fund Committed for Contingencies</b>									
100	Capital Improvement	235,637							-	235,637
100	Police - General Reserve	66,336							-	66,336
100	Debt service - Lease Revenue Bonds	8,053,845							-	8,053,845
110	Economic Uncertainties Reserve	4,450,383					-	-	-	4,450,383
111	Land & Building Reserve	2,129,448					-	-	-	2,129,448
112	Equipment & Furniture Reserve	43,748					-	-	-	43,748
113	Capital Improvement Reserves	1,038,285					-	689,871	(689,871)	348,414
114	Insurance Reserve	828,372					-	-	-	828,372
115	PERS Reserve	3,237,225					-	-	-	3,237,225
116	OPEB Reserve Fund	1,521,444					-	-	-	1,521,444
117	Park Reserve Fund	741,121					-	-	-	741,121
118	Police Radio Reserve	-					-	-	-	-
119	Library Reserve Fund	3,602,147					-	15,000	(15,000)	3,587,147
120	100th Anniversary Reserve Fund	100,019					-	-	-	100,019
121	General Plan Update Reserve	239,000					50,000	50,000	-	239,000
122	Economic Development Reserve	858,150					-	300,000	(300,000)	558,150
198	NPDES Trash Reserve	1,456					-	-	-	1,456
	<b>Total Committed Reserve Funds</b>	27,146,617	-	-	-	-	50,000	1,054,871	(1,004,871)	26,141,746
	<b>General Fund Grand Total</b>	48,748,620	30,312,743	30,128,922	183,821	114,000	1,048,755	1,363,071	(314,316)	48,504,125
	<b>Special Revenue Funds</b>									
201	CDBG	(1)	21,500	21,500	-	-	-	-	-	(1)
202	Prop A	722,340	288,837	229,021	59,816	-	-	-	-	782,156
203	Prop C	218,337	236,725	5,000	231,725	-	-	200,000	(200,000)	250,062
204	Park Development Impact Fee	1,279,097	424,217	-	424,217	-	-	505,000	(505,000)	1,198,314
205	TDA	-	11,077	-	11,077	-	-	10,945	(10,945)	132
221	Housing Impact	767,988	5,760	-	5,760	-	-	-	-	773,748
223	Housing Authority	6,459,888	64,505	7,000	57,505	-	258,200	-	258,200	6,775,593
224	Civic Center Phase II	2	-	-	-	-	-	-	-	2
225	Lease Revenue Bonds	7,246	54	-	54	-	-	-	-	7,300
230	Special Gas Tax	1,202,960	294,667	-	294,667	-	-	250,000	(250,000)	1,247,627
232	Air Quality Improvement	122,227	15,917	-	15,917	-	-	84,453	(84,453)	53,691
233	Traffic Development Impact Fee	889,420	125,188	-	125,188	-	-	144,682	(144,682)	869,926
234	Pipeline Removal	2,274,094	17,056	-	17,056	-	-	92,452	(92,452)	2,198,698
235	MTA - STP	53,101	35,078	-	35,078	-	-	-	-	88,179
236	Measure R	354,305	134,770	-	134,770	-	-	360,191	(360,191)	128,884
237	Measure M	827	199,830	-	199,830	-	-	199,824	(199,824)	833
238	RMRA (SB1)	657,897	229,925	-	229,925	-	-	334,000	(334,000)	553,822
239	Measure W	(0)	280,000	-	280,000	-	-	280,000	(280,000)	(0)
240	Capital Grants Fund	863,422	-	-	-	-	-	900,000	(900,000)	(36,578)
241	Planning Grants	37,418	50,890	-	50,890	-	-	50,890	(50,890)	37,418
242	Measure A	-	225,000	-	225,000	-	-	225,000	(225,000)	-
243	Prop 68 - Parks and Recreation	-	-	-	-	-	-	-	-	-
260	Lighting and Landscape	41,420	60,311	56,362	3,949	-	-	-	-	45,369
270	UASI Grant	-	-	-	-	-	-	-	-	-
271	Asset Seizure Fund-Federal	-	-	-	-	-	-	-	-	-
272	LA Impact Fund	0	-	-	-	-	-	-	-	0
273	DOJ Grant	-	-	-	-	-	-	-	-	-
274	Asset Seizure - State	(1)	-	-	-	-	-	-	-	(1)
275	Public Safety State Resources - OTS	-	60,000	60,000	-	-	-	-	-	-
277	Supplemental Law Enforcement (SLESF)	(0)	164,665	164,665	0	-	-	-	-	(0)
280	American Rescue Plan Act (ARPA)	506,429	-	-	-	-	-	506,429	(506,429)	-
550	Water Development Impact Fee	1,603,522	796,925	-	796,925	-	-	-	-	2,400,447
	<b>Total Special Revenues Funds</b>	18,061,938	3,742,897	543,548	3,199,349	-	258,200	4,143,866	(3,885,666)	17,375,621
400	Capital Improvements	400,001	-	-	-	3,584,153	3,584,153	-	3,584,153	400,001
	<b>Total Capital Projects Funds</b>	400,001	-	-	-	3,584,153	3,584,153	-	3,584,153	400,001
500	Water Operations	1,011,868	7,040,029	5,917,715	1,122,314	1,861,054	535,829	-	535,829	808,957
510	Water Depreciation	1,231,780	-	-	-	-	-	-	-	1,231,780
	<b>Total Enterprise Funds *</b>	2,243,647	7,040,029	5,917,715	1,122,314	1,861,054	535,829	-	535,829	2,040,736
601	Vehicle Replacement Fund	1,520,641	601,109	482,109	119,000	199,000	80,000	-	80,000	1,520,641
	<b>Total Internal Service Fund *</b>	1,520,641	601,109	482,109	119,000	199,000	80,000	-	80,000	1,520,641
701	Spring Street JPA	0	5,500	5,500	-	-	-	-	-	0
	<b>Total Fiduciary Fund</b>	0	5,500	5,500	-	-	-	-	-	0
	<b>Grand Total</b>	<b>70,974,848</b>	<b>41,702,278</b>	<b>37,077,794</b>	<b>4,624,484</b>	<b>5,758,207</b>	<b>5,506,937</b>	<b>5,506,937</b>	<b>-</b>	<b>69,841,125</b>

\* Budget presentation of these funds include the cash balance as the starting fund balance. Revenue and Expenditures are presented on a modified cash basis including debt service

\* This budget does not take into account capitalization of assets & depreciation expense



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## ANALYSIS OF GENERAL FUND RESERVES PROJECTED FOR JUNE 30, 2023

RESERVES AT 6/30/2022 - Projected	
Committed Reserve Balances	\$ 30,047,984
Undesignated Fund Balance	18,884,431
Total Fund Balance June 30, 2022	<u>48,932,415</u>
Add: Estimated Revenues 2022-23	29,583,934
Transfers in from Other Funds *	979,980
Total Sources	<u>30,563,914</u>
Less: Adopted Appropriations 2022-23	32,261,291
Transfers out to Capital Improvement Projects **	968,990
Transfers out to Other Funds	235,000
Total Uses	<u>33,465,281</u>
Projected Fund Balance June 30, 2023	<u><u>46,031,048</u></u>
RESERVES BY CATEGORY AT 6/30/2023 - Adopted	
Committed Reserve Balances	27,146,617
Undesignated Fund Balance	18,884,431
Total Fund Balance	<u><u>\$ 46,031,048</u></u>

\* - CDBG, Special Gas Tax, Measure W, Planning Grants

\*\* - CIP Reserve and Library Reserve

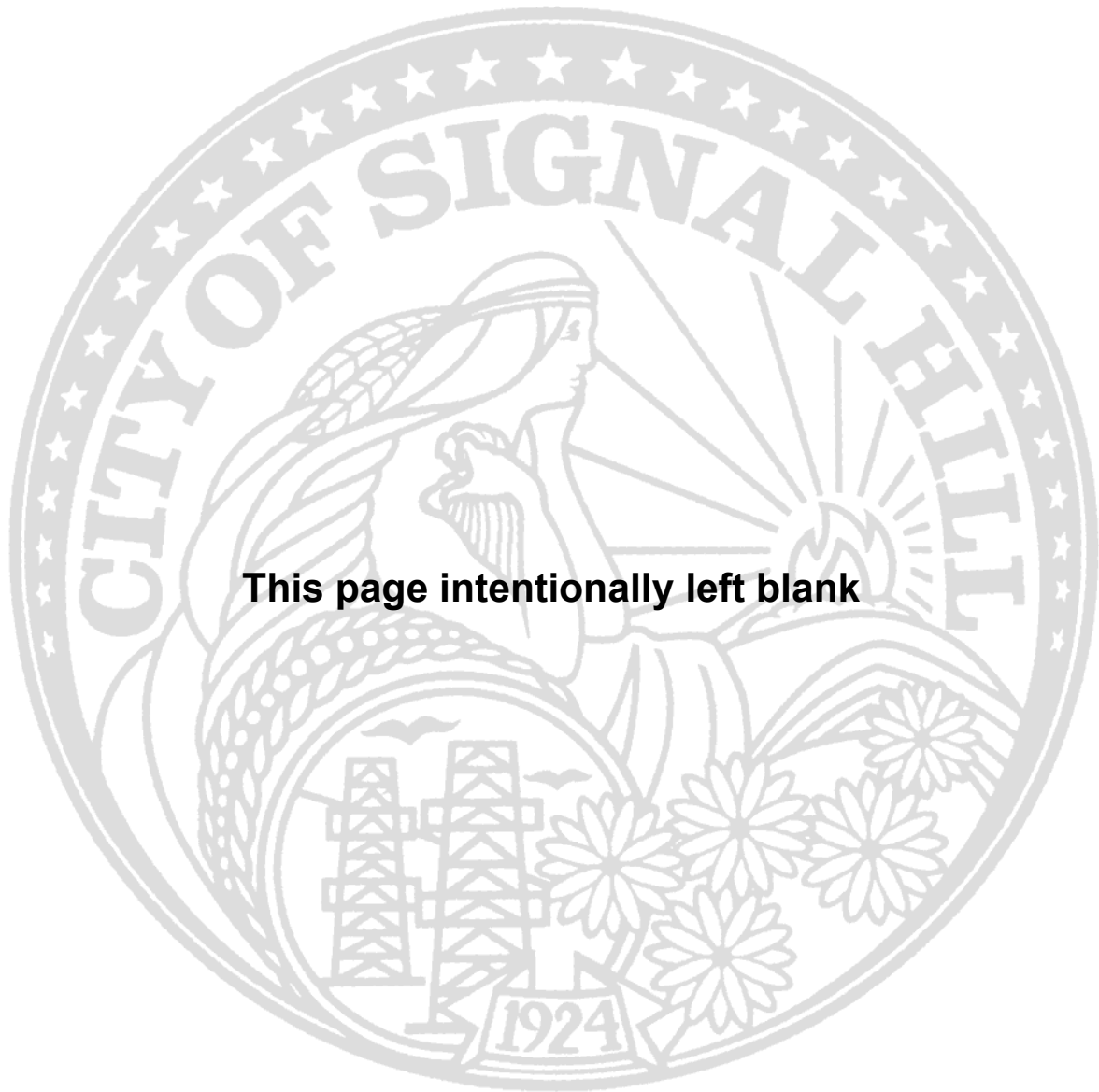


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**GENERAL FUND PROGRAM REVENUES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>TAX REVENUE</b>								
100-31-4101	Secured Property Taxes	653,609	692,353	640,782	640,782	640,782	704,947	731,755
100-31-4102	Unsecured Property Taxes	-	0	-	-	-	-	-
100-31-4103	Prior Year Property Taxes	1,966	(6,752)	6,500	6,500	7,554	2,000	2,000
100-31-4105	Property Tax Late Fee Revenue	3,263	(289)	3,500	3,500	3,500	2,000	2,000
100-31-4106	Supplemental Roll Taxes	23,433	33,200	25,000	25,000	25,000	25,000	25,000
100-31-4107	Prior Year Supplemental Taxes	1,196	5,719	750	750	3,117	1,000	1,000
100-31-4108	Homeowner Property Tax Exempti	3,276	3,205	3,500	3,500	3,500	3,500	3,500
100-31-4109	Real Property Transfer Tax	111,146	115,584	65,000	65,000	67,365	65,000	65,000
100-31-4110	Other Property Tax	349,551	504,861	209,861	209,861	374,005	209,861	209,861
100-31-4111	No-Low TEA Property Taxes	52,373	-	-	-	-	-	-
100-31-4360	VLF Property Tax In-Lieu	1,241,680	1,292,908	1,273,591	1,273,591	1,273,591	1,312,267	1,364,889
100-31-4130	Sales and Use Tax	20,069,925	23,293,464	24,502,071	24,502,071	25,002,071	25,562,792	26,262,381
100-31-4131	Contra Sales Tax Agreements	(3,235,461)	(3,025,621)	(3,920,331)	(3,920,331)	(3,370,331)	(3,460,047)	(3,501,981)
100-31-4150	Oil Production Taxes	460,255	283,150	341,572	341,572	314,813	314,813	321,110
100-31-4180	Franchise Taxes	887,347	981,790	850,000	850,000	920,000	938,400	957,168
100-31-4183	Transient Occupancy Taxes	234,338	289,454	238,585	238,585	289,545	289,545	295,336
<b>TOTAL TAX REVENUE</b>		<b>20,857,896</b>	<b>24,463,025</b>	<b>24,240,381</b>	<b>24,240,381</b>	<b>25,554,512</b>	<b>25,971,078</b>	<b>26,739,018</b>
<b>LICENSES AND PERMITS</b>								
100-31-4370	Business License Taxes	20,560	223,061	192,780	192,780	208,633	220,000	225,000
100-32-4100	Business License Renewal Fee	211,466	-	-	-	-	-	-
100-32-4110	Other Permits	910	1,140	1,000	1,000	5,569	1,000	1,000
100-32-4631	Oil Operations Permits	164,359	173,232	167,618	167,618	166,816	166,816	166,816
100-32-4632	Building Permits	126,528	135,796	100,000	100,000	120,640	263,382	74,733
100-32-4633	Oil Code Compliance Permit	30,284	12,968	9,409	9,409	5,519	5,000	5,000
100-32-4701	Bicycle Licenses	-	-	-	-	2	-	-
100-32-4721	Alarm System Permit - Police	7,285	2,640	2,500	2,500	2,500	2,500	2,500
100-32-4911	Street & Curb Cut Permit - PW	26,364	25,631	15,000	15,000	33,136	15,000	15,000
100-32-4912	Reimbursement for Plan Ck/Insp. Fees	(1,710)	-	-	-	-	-	-
100-32-4913	Reimbursement for I/W Permit Fees	-	24,620	12,000	12,000	30,501	24,000	24,000
100-32-4931	Industrial Waste Permit	49,243	79,721	50,000	50,000	80,000	80,000	80,000
<b>TOTAL LICENSES AND PERMITS</b>		<b>635,289</b>	<b>678,808</b>	<b>550,307</b>	<b>550,307</b>	<b>653,316</b>	<b>777,698</b>	<b>594,049</b>
<b>INTERGOVERNMENTAL</b>								
100-31-4181	Motor Vehicle In-Lieu Tax	9,335	8,590	5,250	5,250	13,420	5,250	5,250
100-33-4322	POST Reimbursement - Police	28,715	5,478	28,000	28,000	5,000	28,000	28,000
100-33-4323	PSAF	2,810	3,312	2,500	2,500	2,500	2,500	2,500
100-33-4324	STC Reimbursement	7,255	(238)	-	-	(1,555)	-	-
100-33-4700	Police Grants	4,154	18,206	7,500	60,500	3,000	5,000	5,000
100-33-4800	Community Service Grants	-	-	-	-	-	-	-
100-33-4900	Public Works Grants	-	-	-	-	-	21,142	-
<b>TOTAL INTERGOVERNMENTAL</b>		<b>52,269</b>	<b>35,348</b>	<b>43,250</b>	<b>96,250</b>	<b>22,365</b>	<b>61,892</b>	<b>40,750</b>
<b>CHARGES FOR SERVICES</b>								
100-34-4110	Sale of Maps & Publications	1,144	2,198	1,500	1,500	434	750	750
100-34-4430	Filing & Cert Fees	185	-	-	-	200	-	-
100-34-4431	Fees for Services	922	1,213	1,000	1,000	951	1,000	1,000
100-34-4490	NPDES Trash Fee	-	-	-	-	-	-	-
100-34-4600	Administrative Fee (CD)	25,461	52,295	20,000	20,000	41,146	30,000	30,000
100-34-4602	Planning Fees	8,026	11,678	8,500	8,500	7,304	7,000	7,000
100-34-4604	Planning Bus. Lic. Review Fee	4,700	10,084	3,000	3,000	9,640	-	-
100-34-4605	Development Review Processing (CD)	49,043	88,569	45,000	45,000	64,853	50,000	50,000
100-34-4631	Energy Fees - Building & Safety	434	286	300	300	-	300	300
100-34-4632	Plan Check Fees	39,075	73,061	84,000	84,000	167,217	30,624	37,150
100-34-4633	Bldg Inspection Fees 4+ Units	133	1,337	500	500	1,249	500	500
100-34-4634	SMIP Seismic Fee 5% City Share	-	-	-	-	-	-	-
100-34-4635	BSC Green Bldg - 10% City Share	-	-	-	-	-	-	-
100-34-4636	SB 1186 ADA Fee -70% City Share	464	6,395	-	-	3,838	1,000	1,000
100-34-4721	Booking Fees - Police	325	165	100	100	346	100	100
100-34-4722	Vehicle Impound Fees - Police	19,120	18,120	15,000	15,000	24,782	20,000	20,000





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**GENERAL FUND PROGRAM REVENUES**

Account	Description	2019-2020	2020-2021	Adopted Budget	2021-2022	Projection	2022-2023	2023-2024
		Actuals	Actuals		Current Budget		Adopted Budget	Approved Budget
100-34-4723	Vehicle Towing Fees - Police	45,000	24,000	24,000	24,000	24,000	24,000	24,000
100-34-4724	DUI Cost Recovery Programs	-	-	-	-	-	100	100
100-34-4725	Misc. Police Department Fees	22,287	(1,341)	15,000	15,000	9,328	10,000	10,000
100-34-4801	Library Fees & Fines	6,111	46	2,000	2,000	5,389	2,500	2,500
100-34-4802	Community Services: Community Svc	2,200	4,800	10,000	10,000	7,200	10,000	10,000
100-34-4803	Community Services: Facility	13,509	4,394	10,000	10,000	10,000	15,000	15,000
100-34-4804	Community Services: Excursion	4,595	20	4,000	4,000	1,449	7,200	7,200
100-34-4805	Youth Services	85,930	75,936	86,250	86,250	75,000	115,000	115,000
100-34-4806	Teen Services	5,396	-	1,000	1,000	-	1,000	1,000
100-34-4807	CSD XBP CC Transactions	-	-	-	-	-	-	-
100-32-4605	Development Review Processing (PW)	20,138	35,569	20,000	20,000	29,175	25,000	25,000
100-34-4900	Administrative Fee (PW)	18,256	(91)	7,500	7,500	22,199	18,000	18,000
100-34-4911	Engineering & Inspection Fee	39,271	40,575	20,000	20,000	82,318	40,000	40,000
100-34-4912	Grading Plan Check Fee	-	-	-	-	-	-	-
100-34-4913	Miscellaneous Public Works Fee	2,290	833	1,000	1,000	990	1,000	1,000
100-34-4914	Engineering Development Review	-	-	-	-	-	-	-
100-34-4915	Electric Vehicle Charging Fee	1,915	3,776	1,500	1,500	3,849	2,500	3,000
100-34-4930	NPDES Trash Fee	-	-	-	-	-	-	-
100-34-4931	NPDES Inspection Fees	-	-	-	-	-	-	-
100-34-4932	NPDES Trash Fee	156,804	151,360	130,000	130,000	134,530	135,000	140,000
100-34-4933	Recycling Revenues	3,386	5,000	-	-	-	-	-
100-34-4934	EDCO Host Fees	497,832	661,622	450,000	450,000	673,844	640,152	652,955
<b>TOTAL CHARGES FOR SERVICES</b>		<b>1,073,951</b>	<b>1,271,899</b>	<b>961,150</b>	<b>961,150</b>	<b>1,401,230</b>	<b>1,187,726</b>	<b>1,212,555</b>
<b>FINES AND PENALTIES</b>								
100-35-4100	Court Fines	85,499	49,808	25,000	25,000	32,248	25,000	25,000
100-35-4612	Traffic Fines	-	33,601	40,000	40,000	27,791	40,000	40,000
231-00-4612	Traffic Fines Revenue	81,099	-	-	-	-	-	-
100-35-4621	Code Enforcement Fines	-	23,105	-	-	-	-	-
100-35-4723	Parking Citations - Police	154,645	55,103	100,000	100,000	38,071	150,000	150,000
100-35-4725	False Alarm Fines - Police	6,560	13,800	15,000	15,000	5,516	5,000	5,000
<b>TOTAL FINES AND PENALTIES</b>		<b>327,804</b>	<b>175,416</b>	<b>180,000</b>	<b>180,000</b>	<b>103,626</b>	<b>220,000</b>	<b>220,000</b>
<b>REVENUE FROM MONEY AND PROPERTY</b>								
100-36-4100	Interest Income	655,350	75,918	40,000	40,000	50,000	50,000	70,000
100-36-4400	Royalties	10,506	11,882	10,000	10,000	14,214	10,000	10,000
100-36-4620	Rent Revenue	878,655	983,271	1,063,130	953,130	916,874	1,000,829	1,014,957
220-00-4700	Interest Income	-	-	-	-	-	-	-
231-00-4700	Interest Income	-	-	-	-	-	-	-
<b>TOTAL REVENUE FROM MONEY AND PROPERTY</b>		<b>1,544,511</b>	<b>1,071,072</b>	<b>1,113,130</b>	<b>1,003,130</b>	<b>981,088</b>	<b>1,060,829</b>	<b>1,094,957</b>
<b>MISCELLANEOUS REVENUE</b>								
100-37-4100	Other Revenue	101,434	404,105	222,545	222,545	426,307	304,711	411,414
100-37-4101	Workers Comp Refunds	44,872	30,913	-	-	-	-	-
100-37-4500	Recovery of Mandated Costs	516	-	-	-	-	-	-
100-37-4850	Donations	27,196	-	-	-	-	-	-
100-37-4890	Cash - Over or Short	1,275	2	-	-	-	-	-
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>175,294</b>	<b>435,021</b>	<b>222,545</b>	<b>222,545</b>	<b>426,307</b>	<b>304,711</b>	<b>411,414</b>
<b>TOTAL REVENUE</b>		<b>24,667,014</b>	<b>28,130,590</b>	<b>27,310,763</b>	<b>27,253,763</b>	<b>29,142,445</b>	<b>29,583,934</b>	<b>30,312,743</b>
<b>TRANSFERS</b>								
100-39-4110	Transfer from Reserves	834,725	1,034,552	-	277,328	277,328	2,202,893	350,000
100-39-4120	Transfer from Special Revenue	563,547	516,472	543,585	1,508,042	1,399,893	979,980	648,755
100-39-4122	Transfer from Eco Dev Reserve Fund	27,350	269,500	-	-	-	-	-
100-48-4950	Release of Restricted Fund Balance	-	-	-	-	-	-	-
<b>TOTAL TRANSFERS</b>		<b>1,425,622</b>	<b>1,820,524</b>	<b>543,585</b>	<b>1,785,371</b>	<b>1,677,221</b>	<b>3,182,873</b>	<b>998,755</b>
<b>TOTAL REVENUE WITH TRANSFERS</b>		<b>26,092,635</b>	<b>29,951,115</b>	<b>27,854,348</b>	<b>29,039,134</b>	<b>30,819,666</b>	<b>32,766,807</b>	<b>31,311,498</b>



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# 2022-24 GENERAL FUND

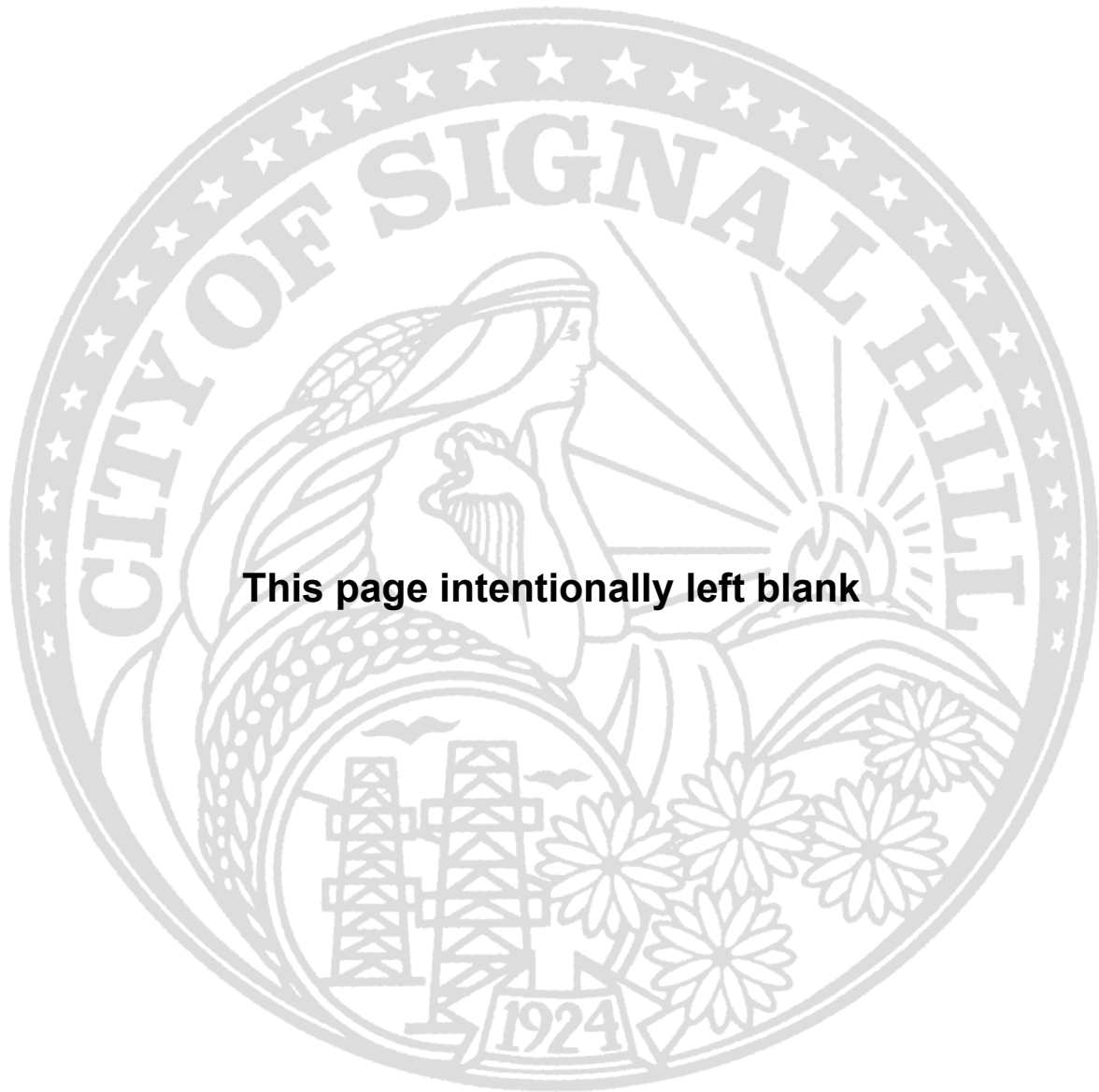
## OPERATING BUDGET

*Department Summaries*

*Department Goals*

*Level of Staffing*

*Department Program Budgets*

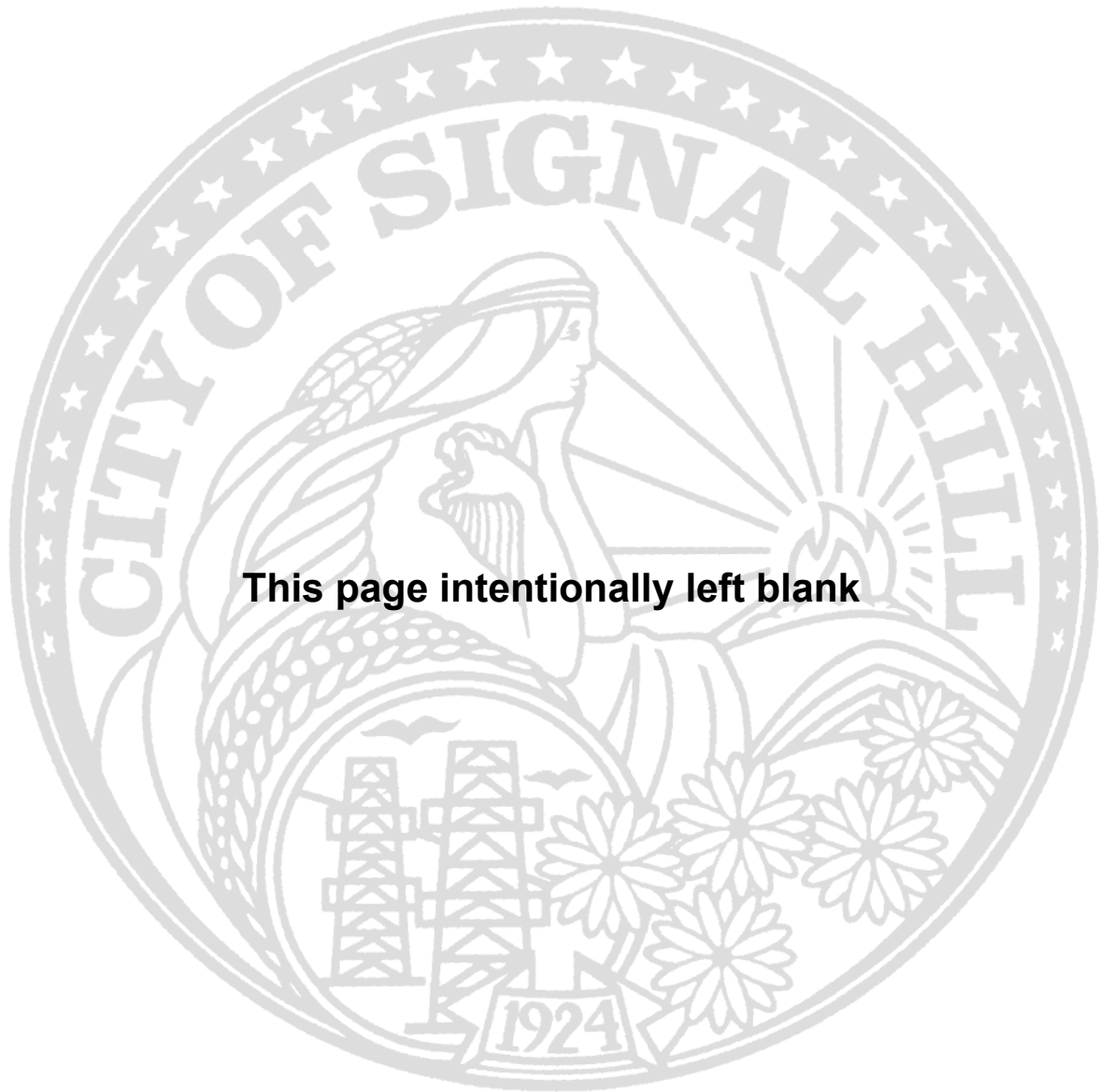


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**GENERAL FUND PROGRAM EXPENDITURES**

DEPARTMENT BUDGETS:	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>General Government</b>							
<b>Legislative</b>							
41 City Council	\$ 221,092	\$ 212,853	\$ 258,986	\$ 267,799	\$ 254,859	\$ 277,426	\$ 289,374
42 City Treasurer	\$ 5,123	\$ 5,951	\$ 8,290	\$ 8,290	\$ 8,303	\$ 8,190	\$ 8,238
43 City Clerk	\$ 131,671	\$ 135,446	\$ 173,852	\$ 173,852	\$ 178,119	\$ 254,224	\$ 212,534
	\$ 357,885	\$ 354,250	\$ 441,127	\$ 449,940	\$ 441,280	\$ 539,840	\$ 510,146
<b>Administration</b>							
44 Executive Administration	\$ 870,548	\$ 986,952	\$ 1,133,374	\$ 1,142,342	\$ 1,137,146	\$ 999,267	\$ 997,509
45 Communications/Public Relations	\$ 268,360	\$ 222,026	\$ 247,954	\$ 247,954	\$ 277,091	\$ 305,625	\$ 303,040
46 Personnel	\$ 332,364	\$ 403,898	\$ 457,513	\$ 564,188	\$ 527,712	\$ 585,508	\$ 585,467
47 Economic Development	\$ 660,151	\$ 899,018	\$ 861,374	\$ 1,507,419	\$ 1,504,618	\$ 1,484,641	\$ 1,395,292
	\$ 2,131,423	\$ 2,511,893	\$ 2,700,215	\$ 3,461,903	\$ 3,446,567	\$ 3,375,040	\$ 3,281,307
<b>Finance</b>							
51 Non-Departmental	\$ 2,226,694	\$ 2,266,942	\$ 2,808,917	\$ 2,764,917	\$ 2,762,295	\$ 3,268,640	\$ 3,415,691
52 IT/Technology	\$ 309,044	\$ 236,541	\$ 570,397	\$ 562,397	\$ 322,397	\$ 418,547	\$ 374,686
53 Fiscal Services	\$ 737,442	\$ 779,617	\$ 895,989	\$ 937,038	\$ 877,300	\$ 938,192	\$ 990,825
	\$ 3,273,180	\$ 3,283,100	\$ 4,275,303	\$ 4,264,352	\$ 3,961,993	\$ 4,625,378	\$ 4,781,203
<b>Total General Government</b>	\$ 5,762,488	\$ 6,149,244	\$ 7,416,645	\$ 8,176,195	\$ 7,849,840	\$ 8,540,259	\$ 8,572,655
<b>Community Development</b>							
61 Planning	\$ 348,819	\$ 610,634	\$ 507,837	\$ 677,870	\$ 611,581	\$ 638,310	\$ 532,198
62 Neighborhood Enhancement	\$ 120,370	\$ 63,094	\$ 229,430	\$ 229,430	\$ 152,449	\$ 208,351	\$ 216,717
63 Building Safety	\$ 223,720	\$ 198,642	\$ 313,472	\$ 313,472	\$ 323,850	\$ 282,579	\$ 295,328
64 Oil Field Services	\$ 130,885	\$ 116,404	\$ 154,838	\$ 154,838	\$ 129,657	\$ 198,351	\$ 193,940
<b>Total Community Development</b>	\$ 823,793	\$ 988,774	\$ 1,205,577	\$ 1,375,610	\$ 1,217,537	\$ 1,327,591	\$ 1,238,183
<b>Police</b>							
71 Police Community Outreach	\$ 69,003	\$ 16,910	\$ 45,859	\$ 45,859	\$ 34,973	\$ 47,858	\$ 42,796
72 Patrol Services	\$ 5,595,846	\$ 5,152,025	\$ 5,958,373	\$ 6,118,373	\$ 5,886,441	\$ 8,452,502	\$ 6,509,014
73 Investigative Services	\$ 1,243,179	\$ 1,160,157	\$ 1,329,798	\$ 1,329,798	\$ 1,237,393	\$ 1,460,697	\$ 1,517,504
74 Police Support Services	\$ 1,840,388	\$ 1,587,493	\$ 2,345,892	\$ 2,353,892	\$ 1,846,609	\$ 2,257,516	\$ 2,338,521
75 Police Communications/Jail	\$ 795,755	\$ 843,479	\$ 975,001	\$ 975,001	\$ 830,285	\$ 1,099,877	\$ 1,143,368
76 Police Records	\$ 394,621	\$ 328,424	\$ 448,032	\$ 449,453	\$ 396,487	\$ 506,900	\$ 528,567
77 Emergency/Disaster Services	\$ 70,467	\$ 68,820	\$ 66,690	\$ 67,948	\$ 8,759	\$ 60,917	\$ 63,077
<b>Total Police</b>	\$ 10,009,259	\$ 9,157,308	\$ 11,169,647	\$ 11,340,325	\$ 10,240,947	\$ 13,886,267	\$ 12,142,848
<b>Community Services</b>							
81 Library Programs & Services	\$ 475,322	\$ 355,160	\$ 580,739	\$ 587,361	\$ 552,317	\$ 703,512	\$ 672,054
82 Community Services	\$ 656,522	\$ 619,221	\$ 1,014,583	\$ 1,013,122	\$ 886,430	\$ 1,092,829	\$ 1,005,716
83 Recreation	\$ 442,095	\$ 403,624	\$ 635,325	\$ 665,135	\$ 623,104	\$ 804,060	\$ 805,010
<b>Total Community Services</b>	\$ 1,573,939	\$ 1,378,005	\$ 2,230,647	\$ 2,265,618	\$ 2,061,851	\$ 2,600,401	\$ 2,482,780
<b>Public Works</b>							
91 Engineering and Project Services	\$ 739,572	\$ 635,068	\$ 1,059,703	\$ 1,084,703	\$ 893,727	\$ 1,133,707	\$ 1,053,621
92 Facility Maintenance	\$ 813,580	\$ 822,953	\$ 955,292	\$ 1,038,292	\$ 996,814	\$ 1,154,924	\$ 1,140,205
93 Environmental Programs	\$ 400,632	\$ 575,007	\$ 770,074	\$ 770,074	\$ 628,077	\$ 756,182	\$ 773,492
94 Grounds Maintenance	\$ 838,568	\$ 873,624	\$ 1,069,879	\$ 1,149,879	\$ 1,101,869	\$ 1,241,128	\$ 1,275,589
95 Street Maintenance	\$ 1,387,012	\$ 1,497,897	\$ 1,701,884	\$ 1,727,884	\$ 1,512,012	\$ 1,620,833	\$ 1,563,549
<b>Total Public Works</b>	\$ 4,179,363	\$ 4,404,549	\$ 5,556,832	\$ 5,770,832	\$ 5,132,501	\$ 5,906,774	\$ 5,806,456
<b>Total before Transfers</b>	\$ 22,348,843	\$ 22,077,879	\$ 27,579,348	\$ 28,928,580	\$ 26,502,676	\$ 32,261,291	\$ 30,242,922
<b>Operating Transfers Out*</b>	\$ (1,071,346)	\$ 794,592	\$ 528,671	\$ 530,139	\$ 415,876	\$ 1,203,990	\$ 963,071
<b>Total Expenditures including Transfers</b>	\$ 21,277,497	\$ 22,872,471	\$ 28,108,019	\$ 29,458,719	\$ 26,918,552	\$ 33,465,281	\$ 31,205,993
<b>Transfers to Reserves</b>	\$ 110,000	\$ 2,590,094	\$ 60,000	\$ 5,543,275	\$ 60,000	\$ 60,000	\$ 50,000

\* Operating Transfers Out - do not include inter-transfers between the reserve funds and the General Fund



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# 2022-24 OPERATING BUDGET

## LEGISLATIVE

*City Council*

*City Treasurer*

*City Clerk*

### **Department Description:**

The City's Legislative Department includes the elective offices of City Council, City Clerk, and City Treasurer. Executive Administration is responsible for recommending policy to the legislative body (City Council) and for implementing policy when set by the City Council. The City Clerk and the City Treasurer have oversight responsibilities in the areas of elections, records, and City funds as provided by State and local law.

**Department Programs:**

City Council

City Treasurer

City Clerk

**Departmental Goals:**

To represent the citizens of Signal Hill by establishing policy and providing direction to the City Manager in developing and meeting municipal goals in a manner that is consistent with the current City Strategic Plan.

Department Budget Summary

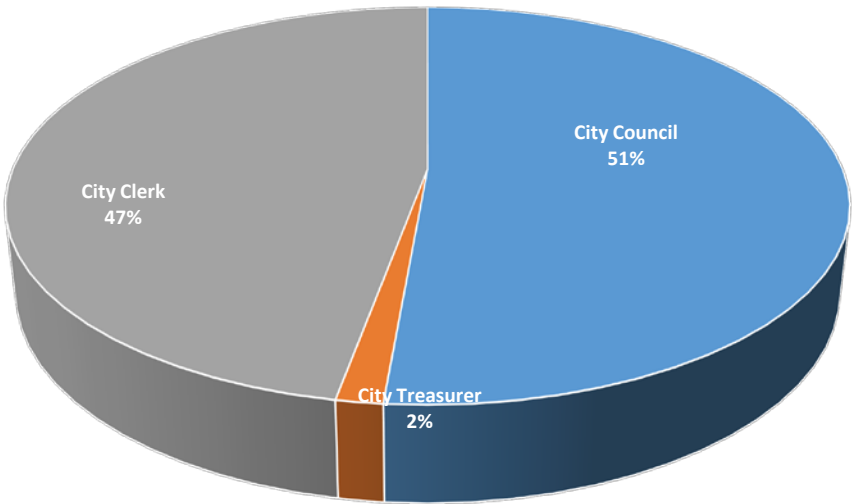
Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
Salaries and Benefits	253,285	243,873	265,792	265,792	251,552	280,415	297,621
Maintenance and Operations	104,600	110,377	175,335	184,148	189,729	259,425	212,525
Total Expenditures	357,885	354,250	441,127	449,940	441,280	539,840	510,146

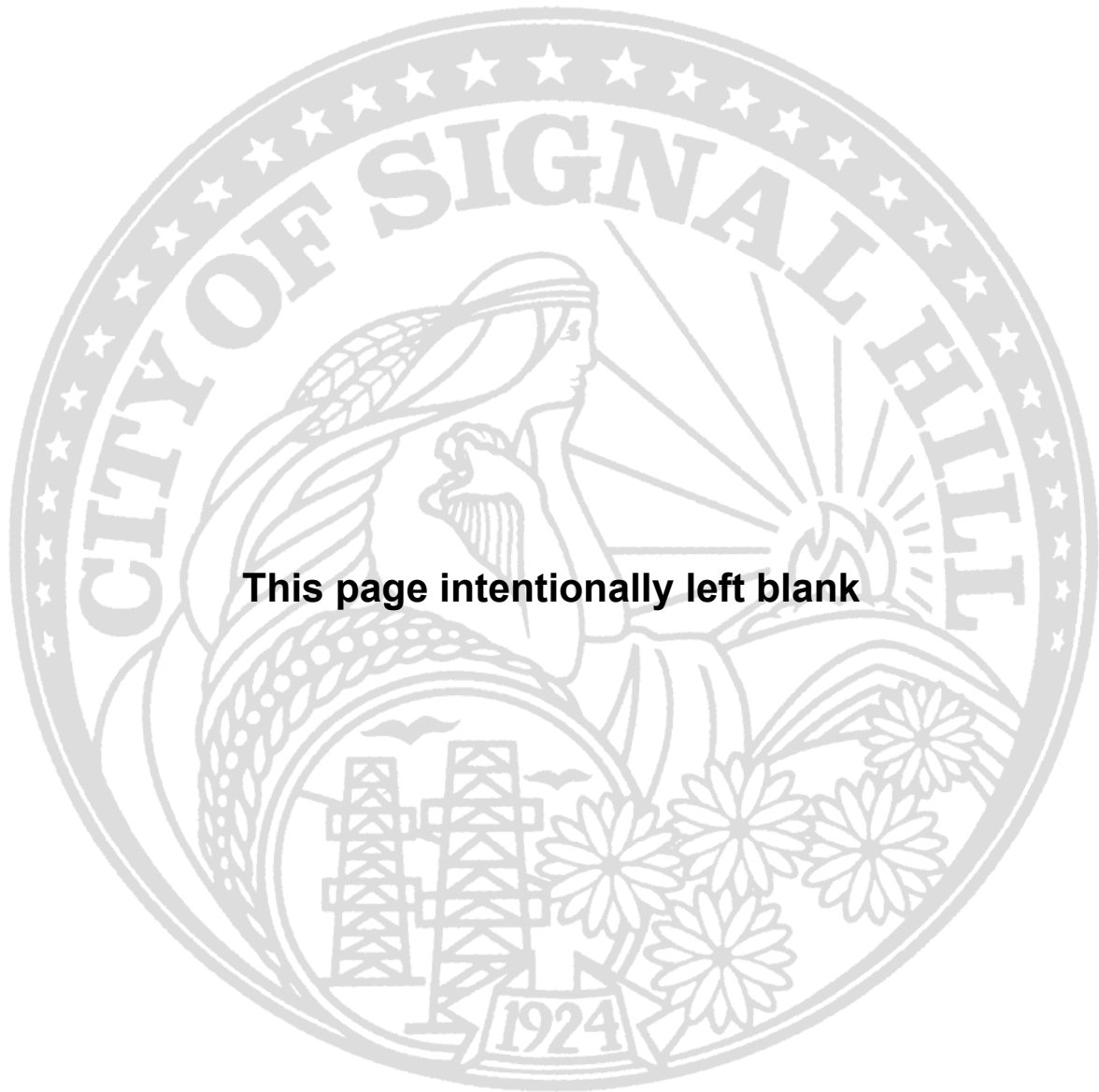
Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
Legislative	7.0	7.0	7.0	7.0	7.0	7.0
Total Positions:	7.0	7.0	7.0	7.0	7.0	7.0

Department Expenditures by Division

	2022-23 Adopted Budget
City Council	277,426
City Treasurer	8,190
City Clerk	254,224
Total	539,840





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**Department: Legislative****Program: City Council (41)****Program Description:**

The City Council provides policy direction for all departments and program activities within the City as a “Charter Law” City operating under the authority granted by the Constitution of the State of California. The City Council is comprised of five members elected at large for four-year terms.

**Objectives:**

1. Provide policy direction for all departments.
2. Provide policy direction and guide program activities.
3. Provide policy direction on proposed State and Federal legislation.

Department Budget Summary

Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
Salaries and Benefits	170,302	170,400	187,686	187,686	174,748	197,126	209,074
Maintenance and Operations	50,790	42,453	71,300	80,113	80,111	80,300	80,300
Total Expenditures	221,092	212,853	258,986	267,799	254,859	277,426	289,374

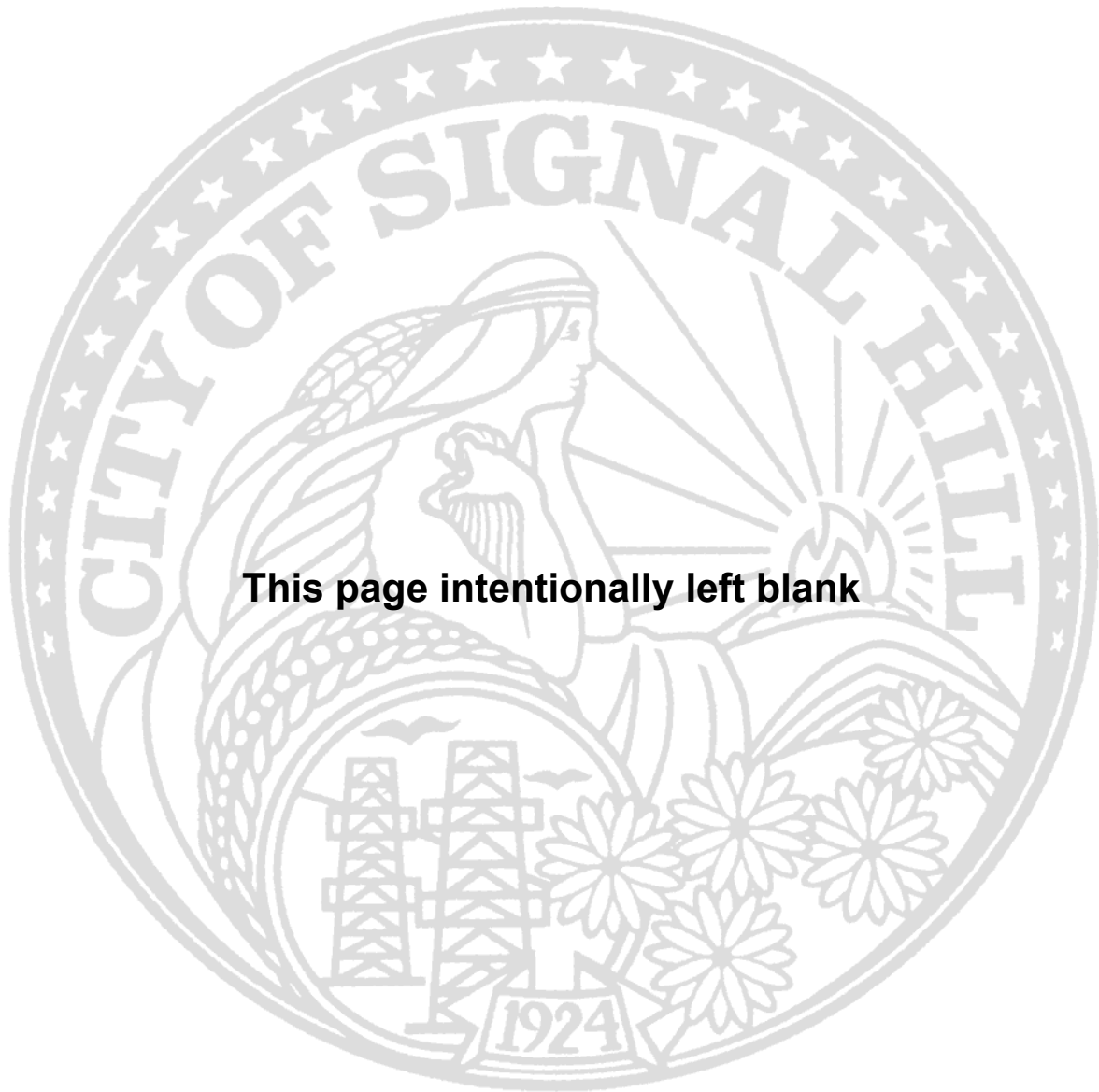
Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
City Council	5.0	5.0	5.0	5.0	5.0	5.0
Total Positions:	5.0	5.0	5.0	5.0	5.0	5.0

**GENERAL FUND PROGRAM EXPENDITURES**

				2021-2022			2022-2023	2023-2024
		2019-2020	2020-2021	Adopted	Current	Projection	Adopted	Approved
Account	Description	Actuals	Actuals	Budget	Budget		Budget	Budget
CITY COUNCIL								
100-41-5110	Salaries & Wages	62,239	61,803	62,695	62,695	63,241	65,309	67,256
100-41-5130	Salaries - Overtime PW events	599	456	200	200	200	200	200
100-41-5160	Car Allowance	12,093	12,046	12,000	12,000	12,046	12,000	12,000
100-41-5220	FICA Contributions	2,774	2,664	2,214	2,214	2,644	2,384	2,511
100-41-5230	Retirement Contributions	17,079	13,259	14,716	14,716	14,739	17,335	18,426
100-41-5270	Other Employee Benefits	-	626	6,262	6,262	627	6,377	6,404
100-41-5271	Defined Contribution	24,842	-	3,250	3,250	-	-	-
100-41-5272	Workers' Compensation	1,846	2,188	2,386	2,386	2,386	483	539
100-41-5273	Health Benefits	43,229	76,252	81,300	81,300	76,202	90,375	99,075
100-41-5274	Dental Benefit	2,694	-	-	-	-	-	-
100-41-5275	Vision Benefit	921	-	-	-	-	-	-
100-41-5276	Life Insurance Benefit	180	140	163	163	163	163	163
100-41-5277	Other Optional Benefit	8	-	-	-	-	-	-
100-41-5280	Wellness Benefit	1,800	964	2,500	2,500	2,500	2,500	2,500
Total Salaries and Benefits		170,302	170,400	187,686	187,686	174,748	197,126	209,074
100-41-5310	Dues & Memberships	31,446	30,496	36,000	36,000	36,000	36,000	36,000
100-41-5321	Council Development - Wilson	680	412	3,000	4,588	4,588	3,000	3,000
100-41-5322	Council Development - Hansen	25	25	3,000	4,975	4,975	3,000	3,000
100-41-5323	Council Development - Woods	1,925	650	3,000	4,350	4,350	3,000	3,000
100-41-5324	Council Development - Jones	1,657	100	3,000	4,900	4,900	3,000	3,000
100-41-5325	Council Development - Copeland	25	-	3,000	5,000	5,000	3,000	3,000
100-41-5330	Meetings	5,005	277	8,000	8,000	8,000	17,000	17,000
100-41-5340	Books & Periodicals	300	307	300	300	300	300	300
100-41-5511	Telephone	3,997	6,605	6,500	6,500	6,500	6,500	6,500
100-41-5513	Internet Services	4,660	3,185	3,000	3,000	3,138	3,000	3,000
100-41-5690	Miscellaneous	79	-	1,500	1,500	1,362	1,500	1,500
100-41-5740	General Supplies	989	395	1,000	1,000	1,000	1,000	1,000
100-41-5840	Capital Outlay	-	-	-	-	-	-	-
Total Maintenance and Operations		50,790	42,453	71,300	80,113	80,111	80,300	80,300
TOTAL CITY COUNCIL (41)		221,092	212,853	258,986	267,799	254,859	277,426	289,374





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**Department: Legislative****Program: City Treasurer (42)****Program Description:**

The City Treasurer is an elected City official who is responsible for the receipting and safeguarding of all funds which are remitted to the City. The City Treasurer provides oversight functions in terms of the City's finance operations.

**Objectives:**

1. Presents a monthly Warrant Register report of disbursements made during the month to the City Council.
2. Presents a monthly Schedule of Investments Report listing all the City/Successor Agency investments to the City Council.

Department Budget Summary

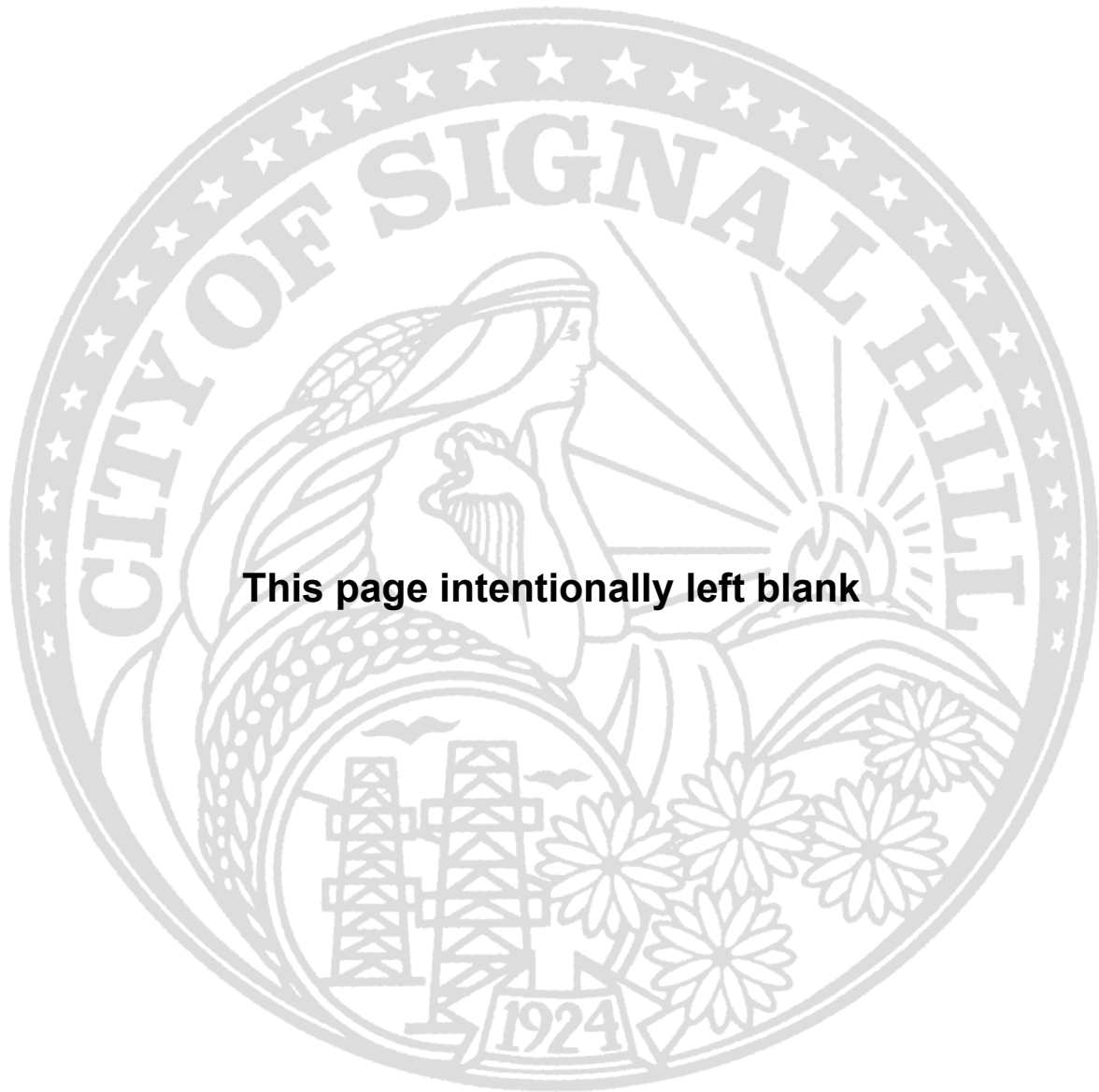
Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22	2021-22	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
			Adopted Budget	Current Budget			
Salaries and Benefits	5,098	5,301	5,390	5,390	5,403	5,290	5,338
Maintenance and Operations	25	650	2,900	2,900	2,900	2,900	2,900
Total Expenditures	5,123	5,951	8,290	8,290	8,303	8,190	8,238

Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
City Treasurer	1.0	1.0	1.0	1.0	1.0	1.0
Total Positions:	1.0	1.0	1.0	1.0	1.0	1.0

**GENERAL FUND PROGRAM EXPENDITURES**

				2021-2022			2022-2023	2023-2024
Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	Current Budget	Projection	Adopted Budget	Approved Budget
CITY TREASURER								
100-42-5110	Salaries & Wages	-	-	-	-	-	-	-
100-42-5115	Part-time Salaries	4,897	4,988	5,055	5,055	5,071	5,113	5,155
100-42-5220	FICA Contributions	(15)	68	73	73	69	74	75
100-42-5225	PARS Contributions	-	-	-	-	-	-	-
100-42-5230	Retirement Contributions	64	65	66	66	66	66	67
100-42-5270	Other Employee Benefits	-	-	-	-	-	-	-
100-42-5272	Workers' Compensation	152	180	196	196	196	36	41
100-42-5273	Health Benefits	-	-	-	-	-	-	-
100-42-5275	Vision Benefit	-	-	-	-	-	-	-
Total Salaries and Benefits		5,098	5,301	5,390	5,390	5,403	5,290	5,338
100-42-5310	Dues & Memberships	-	-	200	200	200	200	200
100-42-5320	Travel & Training	25	650	2,000	2,000	2,000	2,000	2,000
100-42-5330	Meetings	-	-	500	500	500	500	500
100-42-5740	General Supplies	-	-	200	200	200	200	200
Total Maintenance and Operations		25	650	2,900	2,900	2,900	2,900	2,900
TOTAL CITY TREASURER (42)		5,123	5,951	8,290	8,290	8,303	8,190	8,238



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**Department: Legislative****Program: City Clerk (43)****Program Description:**

The City Clerk is an elected City official who is responsible for conducting all aspects of the election process. The official records of the City Council and the Successor Agency are maintained as a part of this program.

**Objectives:**

1. Administer democratic processes, including elections.
2. Ensure compliance of the City's Conflict of Interest code and update biennially.
3. Ensure Records Retention Schedules are updated biennially along with the destruction of records scheduled for destruction.
4. Continue to use video streaming to broadcast City meetings and other City programming to ensure the recording and maintaining of a true and formal record of all proceedings.
5. Manage the agenda posting and publishing process for City Council, Successor Agency, Municipal Financing Authority, Housing Authority, and Public Financing Authority.
6. Provide access to City records and all legislative actions to ensure transparency to the public.
7. Work with City Communications Specialist to expand the City's presence on social media.
8. Work with City Communications Specialist to ensure that other media outlets (e.g. posting, cable television, website) are up-to-date with the latest City information.

Department Budget Summary

Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
Salaries and Benefits	77,885	68,172	72,717	72,717	71,402	77,999	83,209
Maintenance and Operations	53,785	67,274	101,135	101,135	106,717	176,225	129,325
Total Expenditures	131,671	135,446	173,852	173,852	178,119	254,224	212,534

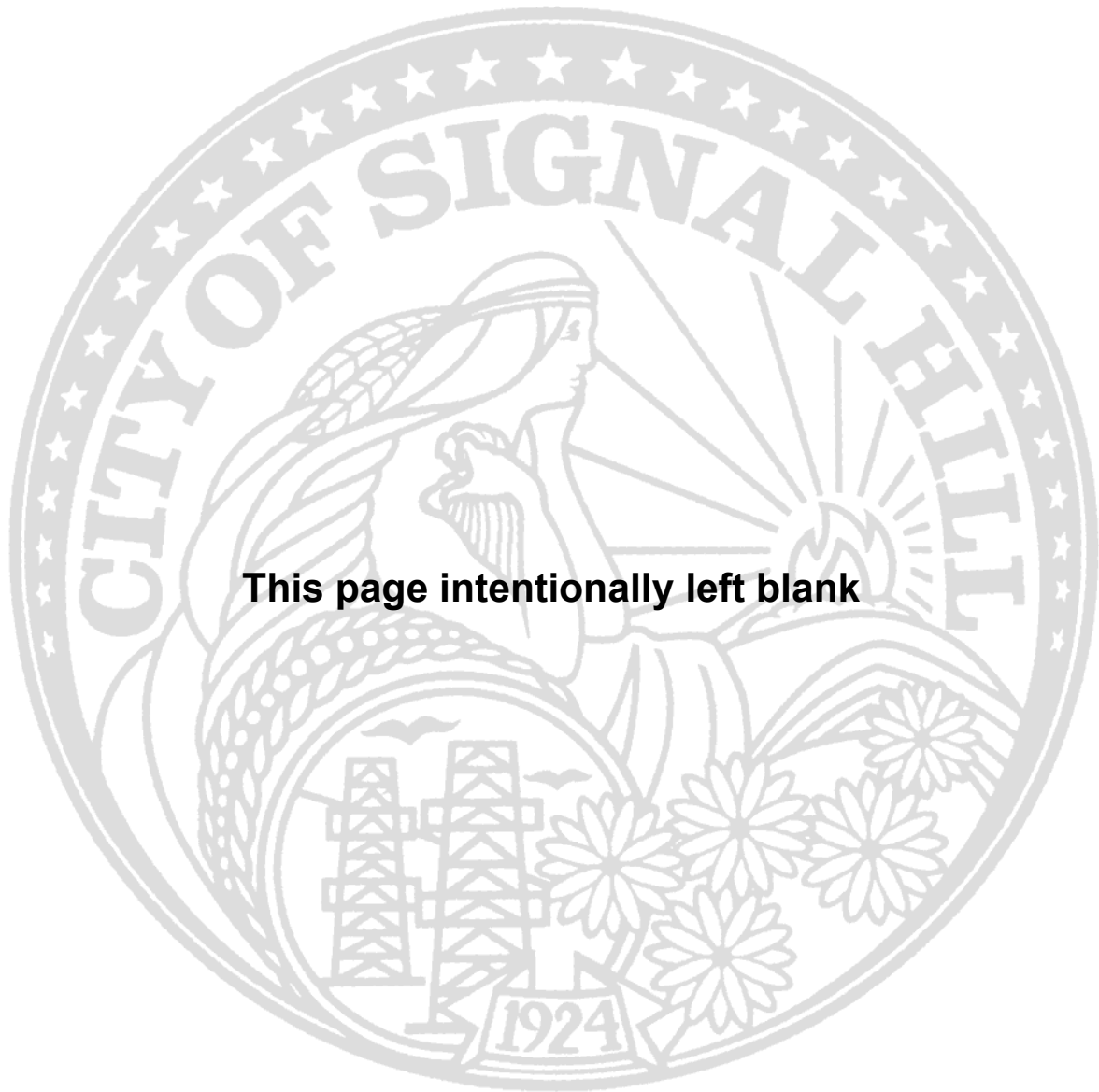
Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
City Clerk	1.0	1.0	1.0	1.0	1.0	1.0
Total Positions:	1.0	1.0	1.0	1.0	1.0	1.0

**GENERAL FUND PROGRAM EXPENDITURES**

				2021-2022			2022-2023	2023-2024
		2019-2020	2020-2021	Adopted	Current	Projection	Adopted	Approved
Account	Description	Actuals	Actuals	Budget	Budget		Budget	Budget
CITY CLERK								
100-43-5110	Salaries & Wages - Full-time	52,282	45,077	48,445	48,445	47,482	53,339	57,027
100-43-5115	Part-time Salaries	-	4,558	5,054	5,054	5,071	5,113	5,155
100-43-5130	Overtime Salaries	742	547	200	200	53	200	200
100-43-5160	Car Allowance	-	-	-	-	-	-	-
100-43-5220	FICA Contributions	4,200	3,693	3,779	3,779	3,825	4,155	4,437
100-43-5225	PARS Contributions	-	-	-	-	-	-	-
100-43-5230	Retirement Contributions	11,082	4,457	4,681	4,681	4,698	5,117	5,493
100-43-5270	Other Employee Benefits	-	448	716	716	469	797	852
100-43-5271	Defined Contribution	2,583	-	-	-	-	-	-
100-43-5272	Workers' Compensation	1,443	1,711	1,865	1,865	1,865	401	448
100-43-5273	Health Benefits	5,082	7,680	7,920	7,920	7,881	8,820	9,540
100-43-5274	Dental Benefit	367	-	-	-	-	-	-
100-43-5275	Vision Benefit	104	-	-	-	-	-	-
100-43-5276	Life Insurance Benefit	-	-	56	56	56	56	56
100-43-5277	Other Optional Benefit	-	-	-	-	-	-	-
Total Salaries and Benefits		77,885	68,172	72,717	72,717	71,402	77,999	83,209
100-43-5310	Dues & Memberships	373	475	1,125	1,125	1,125	1,125	1,125
100-43-5320	Travel & Training	921	1,499	3,000	3,000	3,000	3,000	3,000
100-43-5330	Meetings	200	-	500	500	500	500	500
100-43-5340	Books & Periodicals	-	-	100	100	100	100	100
100-43-5400	Contract Services - General	26,437	29,385	50,450	50,450	50,450	118,000	69,000
100-43-5410	Legal Services	13,206	8,018	10,000	10,000	10,000	10,000	10,000
100-43-5420	Professional Services	1,560	1,822	2,000	2,000	2,000	2,000	2,000
100-43-5460	Elections	290	23,876	20,000	20,000	19,000	20,000	20,000
100-43-5461	Initiative Expenses	-	-	5,000	5,000	5,000	5,000	5,000
100-43-5560	Repair & Maintenance Services	177	190	300	300	300	300	300
100-43-5630	Media Services	5,394	1,912	5,000	5,000	11,583	5,000	5,000
100-43-5631	Software Purchases	5,000	-	3,260	3,260	3,260	10,800	12,900
100-43-5740	General Supplies	228	100	400	400	400	400	400
Total Maintenance and Operations		53,785	67,274	101,135	101,135	106,717	176,225	129,325
TOTAL CITY CLERK (43)		131,671	135,446	173,852	173,852	178,119	254,224	212,534





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# 2022-24 OPERATING BUDGET

## ADMINISTRATION

*Executive Administration*

*Communications and Public Relations*

*Human Resources*

*Economic Development*

### **Department Description:**

The Administration Department includes the following programs: Executive Administration, Communications and Public Relations, Human Resources, and Economic Development. Executive Administration is responsible for recommending policy to the legislative body (City Council) and for implementing policy when set by the City Council. Executive Administration is also responsible for planning, coordinating, and directing the work of all City departments and programs. Communications and Public Relations develops, administers, directs, and oversees the City's marketing and communication programs. Human Resource is responsible for the administration of the City's personnel system and provide comprehensive human resource services to assist City departments with personnel matters. Functional areas include recruitment and selection, benefits administration, classification and compensation, employee and labor relations, training and safety training, employment/labor legal compliance, management consultation on discipline and other personnel matters, wellness initiatives, and workers' compensation administration. Human Resources also provides staffing for the Civil Service Commission. Economic Development is responsible for the disposition of former redevelopment agency properties and project development, provides ombudsman services to developers, and works on increasing sales tax generation and revenue diversification through business attraction and retention of current businesses.

**Department Programs:**

Executive Administration

Communications and Public Relations

Human Resources

Economic Development

**Department Goals:**

1. Represent the citizens of Signal Hill.
2. Recommend policy to elected officials and implement policy set by City Council.
3. Ensure operating departments are successfully delivering quality services to the community.
4. Coordinate the response to public records requests.
5. Monitor impacts of proposed Federal and State legislation.
6. Collaborate with other agencies on regional issues.
7. Administer the website, cable TV station, hardcopy newsletter, electronic newsletter, various social media platforms and other communications channels.
8. Administer the personnel system.
9. Wind down the activities of the former Redevelopment Agency.
10. Increase and diversify revenue sources to the City through economic development activities.
11. Provide affordable housing opportunities to residents of the community and work with developers on building new affordable units.

## Department Budget Summary

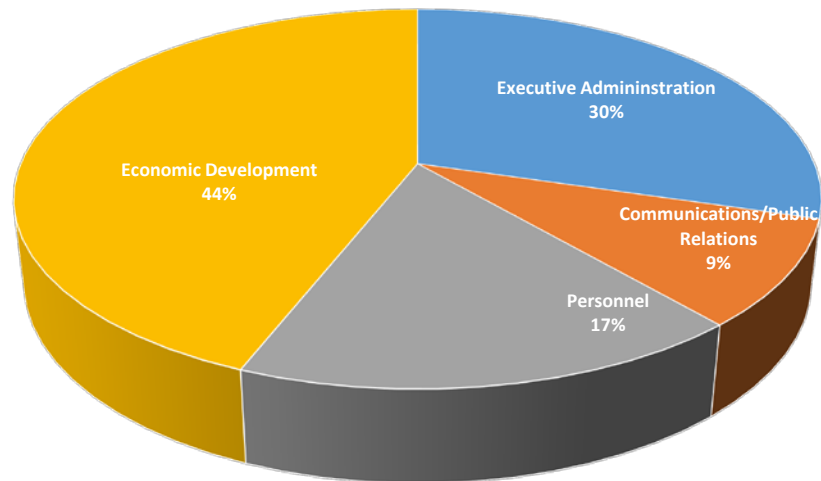
Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22	2021-22	2021-22 Projection	2022-23	2023-24
			Adopted Budget	Current Budget		Adopted Budget	Approved Budget
Salaries and Benefits	1,088,617	1,272,933	1,428,236	1,473,879	1,434,583	1,629,225	1,702,583
Maintenance and Operations	1,042,805	1,238,961	1,271,979	1,988,024	2,011,984	1,745,815	1,578,725
<b>Total Expenditures</b>	<b>2,131,423</b>	<b>2,511,893</b>	<b>2,700,215</b>	<b>3,461,903</b>	<b>3,446,567</b>	<b>3,375,040</b>	<b>3,281,307</b>

## Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted		2022-23 Adopted	2023-24 Approved
City Manager	1.0	1.0	1.0	1.0		1.0	1.0
Executive Assistant/Deputy City Clerk	1.0	1.0	1.0	1.0		0.0	0.0
Senior Deputy City Clerk	0.0	0.0	0.0	0.0		1.0	1.0
Deputy City Manager	1.0	1.0	1.0	1.0		1.0	1.0
Economic Development Manager	1.0	1.0	1.0	1.0		1.0	1.0
Human Resources Manager	0.0	0.0	1.0	1.0		1.0	1.0
Management Analyst HR	1.0	1.0	0.0	0.0		0.0	0.0
Administrative Assistant	1.0	1.0	1.0	1.0		0.0	0.0
Management Assistant	0.0	0.0	0.0	0.0		1.0	1.0
Communications Specialist	0.0	0.0	0.0	0.0		1.0	1.0
Part-Time Communications Specialist	0.8	0.8	0.8	0.8		0.0	0.0
Part-Time Management Analyst	0.0	0.0	0.0	0.0		0.5	0.5
<b>Total Positions:</b>	<b>6.8</b>	<b>6.8</b>	<b>6.8</b>	<b>6.8</b>		<b>7.5</b>	<b>7.5</b>

## Department Expenditures by Division

	2022-23 Adopted Budget
Executive Administration	999,267
Communications/Public Relations	305,625
Personnel	585,508
Economic Development	1,484,641
<b>Total</b>	<b>3,375,040</b>



**Department: Administration****Program: Executive Administration (44)****Program Description:**

Executive Administration is responsible for recommending policy to the legislative body (City Council) and for implementing policy when set by the City Council. This program is also responsible for planning, coordinating, and directing the work of all City departments and programs. Administration keeps the City Council and community informed on issues and represents the City's interests within the region.

**Objectives:**

1. Recommend policy to the City Council and implement policy set by the City Council.
2. Respond to Council/Citizen requests.
3. Direct work of all City Departments.
4. Represent the City's positions at the State and Federal government levels.
5. Develop and manage the City's budget to respond to changing economic conditions.
6. Serve in an administrative capacity to the Successor Agency and Oversight Committee and work with the County and State in the wind down of the former Redevelopment Agency.
7. Oversee development and construction of major capital improvement projects.
8. Represent City at various state and regional forums.
9. Coordinate implementation of the Strategic Plan.
10. Manage labor relations with the Signal Hill Employees' Association and Signal Hill Police Officers' Association.

**GENERAL FUND PROGRAM EXPENDITURES**

				2021-2022			2022-2023	2023-2024
Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	Current Budget	Projection	Adopted Budget	Approved Budget
EXECUTIVE ADMINISTRATION								
100-44-5110	Salaries & Wages - Full-time	439,557	458,521	499,808	499,808	498,662	371,707	381,938
100-44-5115	Part-time Salaries	50,286	-	-	3,862	4,192	-	-
100-44-5130	Overtime Salaries	1,138	639	2,709	2,709	46	2,709	2,709
100-44-5139	Compensated Absences	-	-	-	-	-	-	-
100-44-5160	Car Allowance	3,520	2,322	2,520	2,520	2,530	2,520	2,520
100-44-5220	FICA Contributions	28,156	29,270	38,235	38,291	32,513	28,436	29,218
100-44-5230	Retirement Contributions	101,554	237,885	276,192	276,242	278,038	252,496	269,618
100-44-5270	Other Employee Benefits	-	7,306	6,178	6,178	6,779	4,603	4,722
100-44-5271	Defined Contribution	14,524	9,159	9,795	9,795	10,148	5,968	6,087
100-44-5272	Workers' Compensation	9,449	11,204	12,215	12,215	12,215	9,549	10,662
100-44-5273	Health Benefits	34,150	43,673	46,680	46,680	46,560	36,405	39,885
100-44-5274	Dental Benefit	1,610	-	-	-	-	-	-
100-44-5275	Vision Benefit	407	-	-	-	-	-	-
100-44-5276	Life Insurance Benefit	3,112	2,418	1,344	1,344	2,473	786	786
100-44-5277	Other Optional Benefit	3,619	-	-	-	-	-	-
100-44-5280	Wellness Benefit	2,027	1,100	900	900	900	650	650
Total Salaries and Benefits		693,109	803,496	896,576	900,544	895,055	715,828	748,795
100-44-5310	Dues & Memberships	-	1,404	1,600	1,600	1,600	1,600	1,600
100-44-5320	Travel & Training	-	-	-	-	-	-	-
100-44-5330	Meetings	1,736	1,427	7,200	7,200	6,600	8,450	8,450
100-44-5340	Books & Periodicals	145	763	-	-	1,071	600	600
100-44-5400	Contract Services - General	854	38	30,500	35,500	35,500	80,500	50,500
100-44-5410	Legal Services	158,084	165,577	175,000	175,000	175,000	175,000	175,000
100-44-5511	Telephone	-	-	-	-	-	1,200	1,250
100-44-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-44-5545	Small Equipment Maintenance	-	-	-	-	-	-	-
100-44-5590	Fleet Provision Charge	15,007	13,146	19,984	19,984	19,698	13,259	8,484
100-44-5630	Media Services	-	-	1,050	1,050	1,050	1,050	1,050
100-44-5740	General Supplies	216	247	-	-	-	-	-
100-44-5750	Gasoline, Oil, & Tires	1,397	854	1,464	1,464	1,571	1,779	1,779
100-44-5840	Capital Outlay	-	-	-	-	-	-	-
Total Maintenance and Operations		177,438	183,456	236,798	241,798	242,091	283,439	248,714
TOTAL EXECUTIVE ADMINISTRATION (44)		870,548	986,952	1,133,374	1,142,342	1,137,146	999,267	997,509

**Department: Administration****Program: Communications and Public Relations (45)****Program Description:**

Communications and Public Relations maintains the City's website and social media platforms, provides programming for the City's Cable TV channel, publishes the City Views newsletter and the monthly electronic newsletter and provides general public relations support on behalf of the City.

**Objectives:**

1. Monitor the City's cable TV channel (Spectrum 3/Verizon 38) .
2. Maintain City website.
3. Publish City Views newsletter three times annually.
4. Publish electronic newsletter monthly.
5. Maintain City social media platforms and other communications channels.
6. Develop opportunities for citizen engagement through various media platforms.
7. Produce video content to enhance the City's communication strategy.

**GENERAL FUND PROGRAM EXPENDITURES**

				2021-2022			2022-2023	2023-2024
Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	Current Budget	Projection	Adopted Budget	Approved Budget
COMMUNICATIONS/PUBLIC RELATIONS								
100-45-5110	Salaries & Wages - Full-time	115,616	47,289	48,056	48,056	49,850	130,880	133,575
100-45-5115	Part-time Salaries	1,264	48,041	50,829	50,829	53,676	-	-
100-45-5130	Overtime Salaries	268	182	100	100	100	100	100
100-45-5160	Car Allowance	1,265	777	360	360	361	360	360
100-45-5220	FICA Contributions	6,957	6,125	7,565	7,565	6,901	10,012	10,218
100-45-5230	Retirement Contributions	24,924	9,377	10,003	10,003	10,452	13,803	14,064
100-45-5270	Other Employee Benefits	-	421	554	554	464	1,828	1,862
100-45-5271	Defined Contribution	5,177	770	836	836	886	853	870
100-45-5272	Workers' Compensation	2,877	3,412	3,719	3,719	3,719	2,043	2,281
100-45-5273	Health Benefits	7,429	15,278	17,040	17,040	15,020	25,440	28,260
100-45-5274	Dental Benefit	533	-	-	-	-	-	-
100-45-5275	Vision Benefit	132	-	-	-	-	-	-
100-45-5276	Life Insurance Benefit	-	-	112	112	112	205	205
100-45-5280	Wellness Benefit	173	50	100	100	100	100	100
Total Salaries and Benefits		166,616	131,722	139,274	139,274	141,640	185,625	191,895
100-45-5310	Dues & Memberships	225	275	480	480	480	225	225
100-45-5320	Travel & Training	45	55	1,700	1,700	1,694	2,325	1,970
100-45-5330	Meetings	45	-	250	250	250	250	250
100-45-5340	Books & Periodicals	-	-	-	-	-	-	-
100-45-5400	Contract Services - General	50,000	48,000	53,000	53,000	53,000	53,000	53,000
100-45-5470	Historical Preservation	-	-	150	150	250	8,500	0
100-45-5630	Media Services	23,045	24,825	25,100	25,100	51,778	27,700	27,700
100-45-5632	Newsletter	27,482	16,351	26,000	26,000	26,000	26,000	26,000
100-45-5740	General Supplies	902	798	2,000	2,000	2,000	2,000	2,000
Total Maintenance and Operations		101,744	90,304	108,680	108,680	135,452	120,000	111,145
TOTAL COMMUNICATIONS/PUBLIC RELATIONS (45)		268,360	222,026	247,954	247,954	277,091	305,625	303,040



**Department: Administration****Program: Human Resources (46}****Program Description:**

Human Resources supports the City's diversified and highly skilled workforce through the administration of the personnel system to support organizational objectives and goals. The services for employees and City departments include recruitment and selection, benefits administration, classification and compensation, employee and labor relations, training and safety training, employment/labor legal compliance, management consultation on discipline and other personnel matters; wellness initiatives, and workers' compensation administration. Human Resources provides staffing and serves as the City ambassador for the Civil Service Commission.

**Objectives:**

1. Attract, recruit and retain qualified employees.
2. Oversee benefits administration.
3. Assess the classification and compensation structure to meet departments' needs.
4. Provide staff development, wellness, and training programs.
5. Provide succession planning and training.
6. Negotiate collective bargaining agreements with all bargaining units.
7. Act as Safety Administrator and conduct regular safety trainings and meetings.
8. Update and modernize the City's rules, policies, procedures, and employee HR manual.

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>HUMAN RESOURCES</b>								
100-46-5110	Salaries & Wages - Full-time	130,190	192,691	225,701	225,701	216,862	233,584	246,945
100-46-5115	Part-time Salaries	-	-	-	40,529	18,795	38,499	38,502
100-46-5130	Overtime Salaries	17	-	50	50	50	50	50
100-46-5150	Commission Meetings	2,875	2,725	4,500	4,500	1,875	6,750	6,750
100-46-5160	Car Allowance	559	361	360	360	361	360	360
100-46-5220	FICA Contributions	10,742	13,948	17,266	17,870	17,407	18,427	19,450
100-46-5230	Retirement Contributions	16,512	18,142	19,832	20,375	21,785	21,485	22,591
100-46-5270	Other Employee Benefits	-	1,945	2,959	2,959	2,154	3,163	3,307
100-46-5271	Defined Contribution	4,339	3,938	4,406	4,406	4,445	4,657	4,945
100-46-5272	Workers' Compensation	2,409	2,856	3,114	3,114	3,114	5,118	5,714
100-46-5273	Health Benefits	13,695	28,786	31,230	31,230	28,021	33,855	37,395
100-46-5274	Dental Benefit	465	-	-	-	-	-	-
100-46-5275	Vision Benefit	162	-	-	-	-	-	-
100-46-5276	Life Insurance Benefit	-	-	744	744	744	744	744
100-46-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-46-5280	Wellness Benefit	85	300	375	375	375	375	375
<b>Total Salaries and Benefits</b>		<b>182,051</b>	<b>265,691</b>	<b>310,538</b>	<b>352,213</b>	<b>315,987</b>	<b>367,068</b>	<b>387,127</b>
100-46-5310	Dues & Memberships	-	-	750	750	750	4,465	4,465
100-46-5320	Travel & Training	1,390	1,742	2,925	2,925	2,925	3,425	3,425
100-46-5330	Meetings	51	-	400	400	400	400	400
100-46-5340	Books & Periodicals	1,060	1,000	1,100	1,100	1,100	1,100	1,100
100-46-5350	Employee Recognition	10,051	11,628	18,050	18,050	18,050	24,050	24,850
100-46-5360	Education/Gen. Employee Training	4,414	1,619	10,000	10,000	10,000	10,000	10,000
100-46-5370	Safety Training	324	(532)	2,000	2,000	1,750	2,000	2,000
100-46-5400	Contract Services - General	5,897	31,188	14,100	74,100	74,100	65,100	44,100
100-46-5410	Legal Services	105,014	75,556	73,000	73,000	73,000	73,000	73,000
100-46-5420	Professional Services	-	-	-	5,000	5,000	5,000	5,000
100-46-5425	Medical Services	5,387	7,824	8,500	8,500	8,500	13,000	13,000
100-46-5630	Media Services	-	-	-	-	-	-	-
100-46-5631	Software Purchases	6,563	6,905	9,050	9,050	9,050	9,800	9,900
100-46-5721	Special Department Supplies	9,138	629	6,000	6,000	6,000	6,000	6,000
100-46-5740	General Supplies	1,024	648	1,100	1,100	1,100	1,100	1,100
<b>Total Maintenance and Operations</b>		<b>150,313</b>	<b>138,206</b>	<b>146,975</b>	<b>211,975</b>	<b>211,725</b>	<b>218,440</b>	<b>198,340</b>
<b>TOTAL HUMAN RESOURCES (46)</b>								
		<b>332,364</b>	<b>403,898</b>	<b>457,513</b>	<b>564,188</b>	<b>527,712</b>	<b>585,508</b>	<b>585,467</b>

**Department: Administration****Program: Economic Development (47)****Program Description:**

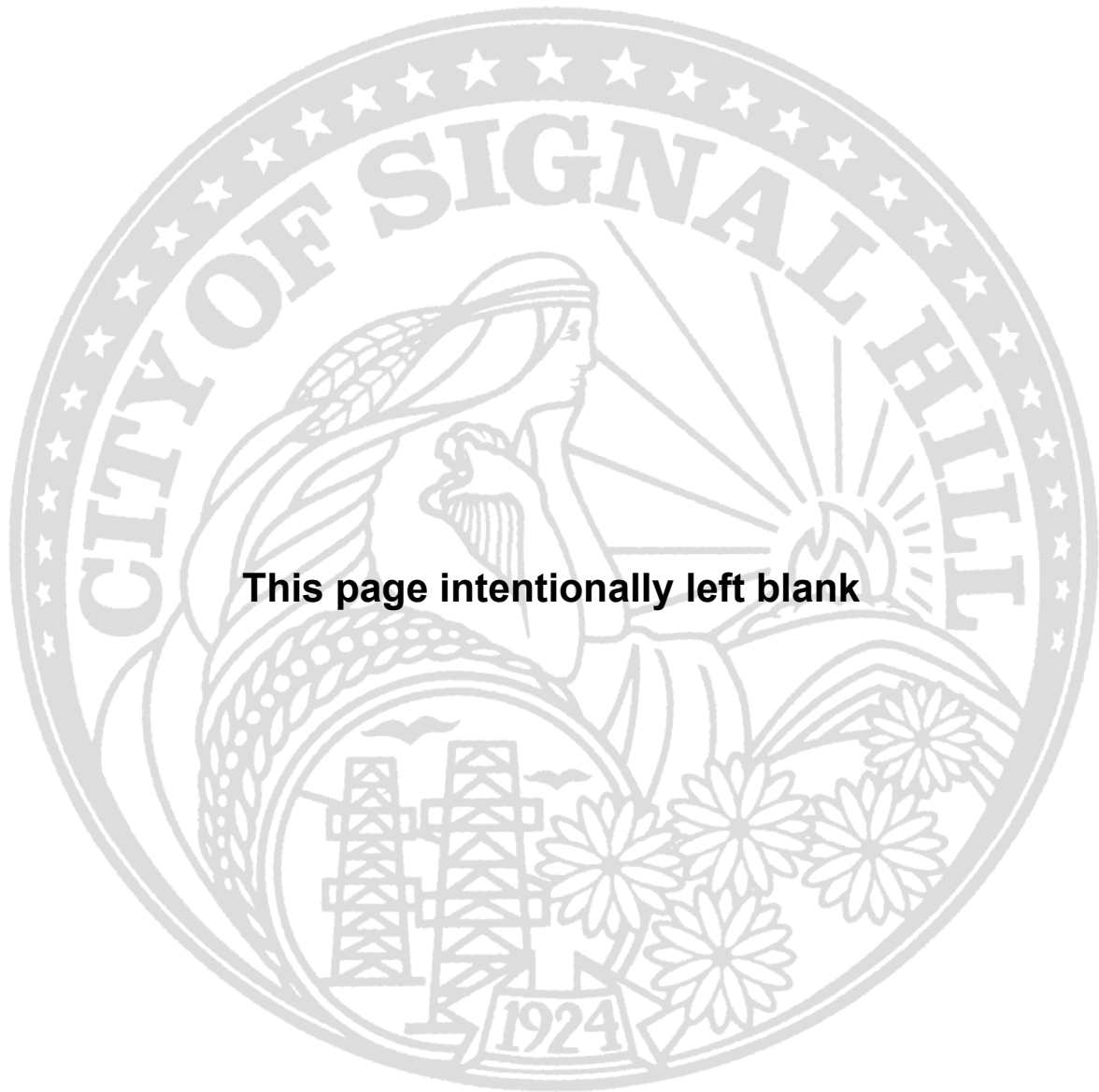
Economic Development is responsible for generating and diversifying revenues for the City. Economic Development assists expanding businesses and works to retain current businesses. In addition, Economic Development assists with attracting new businesses to the community.

**Objectives:**

1. Monitor sales tax generated in Signal Hill and top 25-sales tax producers.
2. Assist with the sale of former Redevelopment Agency properties and development of Exclusive Right to Negotiate Agreements and Disposition and Development Agreements.
3. Assist in the planning efforts for the development of housing, retail outlets, commercial outlets, and hotels on former Redevelopment Agency properties.
4. Work to attract new businesses and generate and diversify revenue sources for the City by attending and participating in ICSC regional and national events.
5. Work with Signal Hill Petroleum on development opportunities to increase and diversify revenue opportunities.
6. Provide ombudsman services to developers interested or in the process of completing development projects in the City.

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>ECONOMIC DEVELOPMENT</b>								
100-47-5110	Salaries & Wages - Full-time	35,093	54,253	60,431	60,431	61,471	201,393	205,423
100-47-5160	Car Allowance	206	154	360	360	361	360	360
100-47-5220	FICA Contributions	1,317	2,932	4,623	4,623	3,394	15,407	15,715
100-47-5230	Retirement Contributions	6,381	7,392	8,081	8,081	8,428	114,133	121,592
100-47-5270	Other Employee Benefits	-	527	699	699	591	2,623	2,662
100-47-5271	Defined Contribution	637	747	836	836	886	4,876	4,974
100-47-5272	Workers' Compensation	1,334	1,581	1,724	1,724	1,724	1,185	1,323
100-47-5273	Health Benefits	1,736	4,388	4,830	4,830	4,781	19,905	21,645
100-47-5274	Dental Benefit	84	-	-	-	-	-	-
100-47-5275	Vision Benefit	18	-	-	-	-	-	-
100-47-5276	Life Insurance Benefit	-	-	140	140	140	698	698
100-47-5280	Wellness Benefit	35	50	125	125	125	125	375
<b>Total Salaries and Benefits</b>		<b>46,841</b>	<b>72,024</b>	<b>81,848</b>	<b>81,848</b>	<b>81,902</b>	<b>360,704</b>	<b>374,766</b>
100-47-5310	Dues & Memberships	450	350	750	750	750	750	750
100-47-5320	Travel & Training	-	-	-	-	-	-	-
100-47-5330	Meetings	1,131	32	3,850	3,850	1,000	3,850	3,850
100-47-5340	Books & Periodicals	159	-	1,000	1,000	1,000	1,000	1,000
100-47-5400	Contract Services - General	124,993	284,649	195,192	295,192	295,192	533,603	430,192
100-47-5410	Legal Services	11,534	40,810	60,000	60,000	60,000	60,000	60,000
100-47-5512	Utility Services	-	13,942	18,000	18,000	17,996	24,000	24,000
100-47-5551	Rental of Land & Buildings Exp	475,044	487,212	493,545	493,545	493,545	493,545	493,545
100-47-5630	Media Services	-	-	1,500	1,500	1,500	1,500	1,500
100-47-5740	General Supplies	-	-	-	-	-	-	-
100-47-5840	Capital Outlay	-	-	-	546,045	546,045	-	-
100-47-5910	Payments to Other Agencies	-	-	5,689	5,689	5,689	5,689	5,689
<b>Total Maintenance and Operations</b>		<b>613,310</b>	<b>826,994</b>	<b>779,526</b>	<b>1,425,571</b>	<b>1,422,717</b>	<b>1,123,937</b>	<b>1,020,526</b>
<b>TOTAL ECONOMIC DEVELOPMENT (47)</b>		<b>660,151</b>	<b>899,018</b>	<b>861,374</b>	<b>1,507,419</b>	<b>1,504,618</b>	<b>1,484,641</b>	<b>1,395,292</b>



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# **2022-24 OPERATING BUDGET**

## **FINANCE & ADMINISTRATIVE SERVICES**

*Non-Departmental*

*Information Technology (IT)*

*Fiscal Services*

### **Department Description:**

The Finance Department is responsible for the fiscal affairs and overall financial management of the City to provide timely, accurate, and relevant budgetary and financial information to the City Council, the City Administration, residents, and customers. This includes establishing and maintaining strong internal controls that carry out City policies and ensure compliance with established accounting standards. Operational responsibilities include the handling of cash receipts, cash disbursements, recording of all financial transactions, payroll processing, preparation, development, maintenance, and monitoring of the City budget, maintaining the general ledger, financial reporting, risk management, debt service, investment of surplus cash, and safeguarding the City's financial assets. The Finance Department is also responsible to aid with billing and customer service to water customers and business licenses. Also included in the Finance and Administrative Services are information technology functions and non-departmental activities that provide generalized support services for the City including liability protection and retirement administration.

**Department Programs:**

Non-Departmental

Information Technology (IT)

Fiscal Services

**Department Goals:**

To provide the fiscal, technology, and management support services necessary to ensure the efficient and effective performance of all City operations consistent with established laws and practices. To achieve this goal, the Finance Department is organized into three programs: Non-Departmental, Information Technology, and Fiscal Services.

Department Budget Summary

Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
Salaries and Benefits	1,409,172	1,327,959	1,608,235	1,649,284	1,588,100	1,758,517	1,810,772
Maintenance and Operations	1,864,006	1,955,141	2,667,068	2,615,068	2,373,893	2,866,861	2,970,431
Total Expenditures	3,273,178	3,283,100	4,275,303	4,264,352	3,961,993	4,625,378	4,781,203

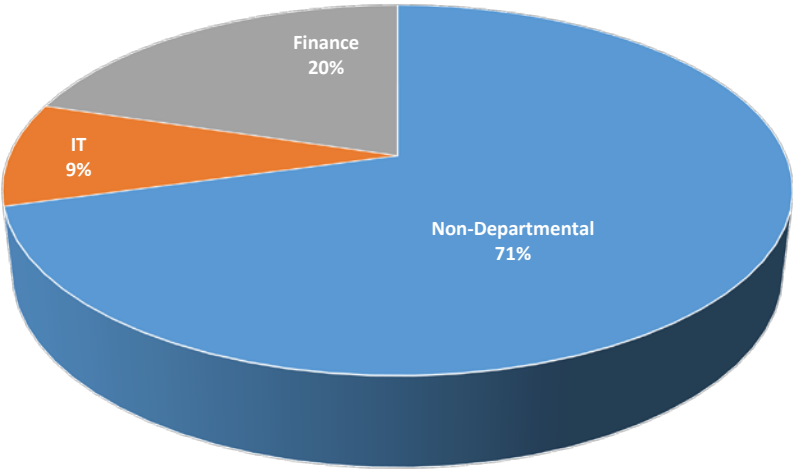
Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
Director	1.0	1.0	1.0	1.0	1.0	1.0
Deputy Director*	1.0	1.0	1.0	1.0	1.0	1.0
Accounting Manager	0.0	0.0	0.0	0.0	0.0	0.0
Accountant	1.0	1.0	1.0	1.0	1.0	1.0
Senior Account Specialist	0.0	0.0	1.0	1.0	1.0	1.0
Account Specialist I/II	2.0	2.0	1.0	1.0	1.0	1.0
Part-Time Account Specialist II	0.8	0.8	0.8	0.8	0.8	0.8
Total Positions:	5.8	5.8	5.8	5.8	5.8	5.8

\* Currently under-filled as Accounting Manager

Department Expenditures by Division

	2022-23 Adopted Budget
Non-Departmental	3,268,640
IT	418,547
Finance	938,192
Total	4,625,378





**Department: Finance****Program: Non-Departmental (51)****Program Description:**

Non-Departmental provides services of printing, telecommunications, risk management, retirement administration and debt service. These services are centralized to reduce costs, increase efficiencies, and maintain uniformity.

**Objectives:**

1. Process liability claims and administer City's Risk Management program in conjunction with the City's third party administrator.
2. Provide General Liability Insurance for City operations
3. Keep copiers and related technology fully operational.
4. Oversee telecommunications for the City.
5. Maintain supply inventory.
6. Provide contract administration and management.
7. Manage debt service.

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>NON-DEPARTMENTAL</b>								
100-51-5110	Salaries & Wages - Full-time	-	-	-	-	-	-	-
100-51-5139	Compensated Absences	-	-	-	-	-	-	-
100-51-5220	FICA Contributions	-	-	-	-	-	-	-
100-51-5230	Retirement Contributions	2,119	5,539	5,000	5,000	22,741	15,000	15,000
100-51-5270	Other Employee Benefits	26,703	45,969	40,000	40,000	20,000	160,000	160,000
100-51-5273	Health Benefits	2,718	2,805	5,000	5,000	5,000	6,680	6,680
100-51-5290	Retiree Medical Benefit	720,479	709,303	801,480	801,480	801,480	801,480	801,480
100-51-5295	OPEB Trust - City Portion	67,982	-	91,000	91,000	91,000	-	-
100-51-5296	OPEB Vacation Usage	12,124	-	-	-	-	-	-
100-51-5297	PERS Vacation In-Lieu	21,743	-	-	-	-	-	-
<b>Total Salaries and Benefits</b>		<b>853,867</b>	<b>763,616</b>	<b>942,480</b>	<b>942,480</b>	<b>940,220</b>	<b>983,160</b>	<b>983,160</b>
100-51-5320	Travel & Training	-	-	-	-	-	-	-
100-51-5400	Contract Services - General	3,619	4,541	10,700	10,700	10,700	65,700	5,700
100-51-5435	Banking Services	67,565	69,875	85,940	85,940	83,769	62,929	62,963
100-51-5511	Telephone/Internet/911	118,985	132,996	132,060	132,060	132,060	149,040	154,680
100-51-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-51-5545	Small Equipment Maintenance	1,795	1,802	3,500	3,500	3,500	3,500	3,500
100-51-5552	Rental/Lease of Equipment	17,646	19,622	35,001	35,001	35,001	35,001	35,001
100-51-5610	Insurance	721,031	819,196	1,158,175	1,158,175	1,128,353	1,056,726	1,257,469
100-51-5635	COVID-19 Emergency Reimbursement	54,583	64,473	-	6,000	20,001	-	-
100-51-5636	Emergency Civil Unrest	2,357	21,582	-	-	-	-	-
100-51-5637	American Rescue Plan Act	-	-	50,000	-	-	-	-
100-51-5690	Reserved for Emergencies	-	-	-	-	-	-	-
100-51-5710	Office Supplies	5,195	2,698	7,800	7,800	7,800	7,800	7,800
100-51-5720	Postage	10,257	7,255	16,000	16,000	16,000	16,000	16,000
100-51-5900	Miscellaneous	10,249	-	-	-	-	-	-
100-51-5910	Payments to Other Agencies	12,496	9,386	9,661	9,661	27,292	9,697	15,069
100-51-5980	Interest Expense	242,050	239,900	237,600	237,600	237,600	229,088	214,350
100-51-5985	Principal Payments	105,000	110,000	120,000	120,000	120,000	650,000	660,000
<b>Total Maintenance and Operations</b>		<b>1,372,828</b>	<b>1,503,327</b>	<b>1,866,437</b>	<b>1,822,437</b>	<b>1,822,075</b>	<b>2,285,480</b>	<b>2,432,531</b>
<b>TOTAL NON-DEPARTMENTAL (51)</b>		<b>2,226,694</b>	<b>2,266,942</b>	<b>2,808,917</b>	<b>2,764,917</b>	<b>2,762,295</b>	<b>3,268,640</b>	<b>3,415,691</b>

**Department: Finance****Program: Information Technology (IT) (52)****Program Description:**

Information Technology is committed to maintaining and improving operations, services, and communications through technology to support the City's operational needs and strategic plan. This division administers the operations of the City's centralized computer network, workstations, and other infrastructure needs. It also provides customer service to all departments as well as implements the overall strategy for the development and deployment of technology infrastructure throughout the City.

**Objectives:**

1. Provide support for the use of designated software and hardware.
2. Develop and maintain an IT infrastructure replacement schedule.
3. Manage the contract for the City's IT provider and collaborate with the firm to provide effective services to City departments.
  - License all software utilized by the City.
  - Connect users through an integrated accounting system that can be utilized by designated users.
  - Maintain the City's Local Area Network for e-mail and internet connectivity.
  - Upgrade the City's Windows based software.
  - Monitor the network for potential viruses.
  - Monitor the network to ensure proper use of the internet according to the City's policy.
  - Maintain the security of the City's Management Information System.

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>IT/TECHNOLOGY</b>								
100-52-5320	Travel & Training	-	-	-	-	-	-	-
100-52-5330	Meetings	-	-	-	-	-	-	-
100-52-5440	Technology Technical Services	89,240	92,041	109,768	101,768	101,768	101,305	103,331
100-52-5560	Repair & Maintenance Services	-	-	950	950	950	950	950
100-52-5570	Software Licensing & Support	95,300	62,715	104,680	104,680	104,680	98,470	101,405
100-52-5631	Software Purchases	-	-	-	-	-	-	-
100-52-5721	Special Department Supplies	3,230	265	3,500	3,500	3,500	3,500	3,500
100-52-5725	Software	-	23,500	50,000	50,000	50,000	50,000	50,000
100-52-5740	General Supplies	733	-	1,500	1,500	1,500	1,500	1,500
100-52-5840	Capital Outlay	120,540	58,020	300,000	300,000	60,000	162,822	114,000
<b>Total Maintenance and Operations</b>		<b>309,044</b>	<b>236,541</b>	<b>570,397</b>	<b>562,397</b>	<b>322,397</b>	<b>418,547</b>	<b>374,686</b>
<b>TOTAL IT/TECHNOLOGY (52)</b>		<b>309,044</b>	<b>236,541</b>	<b>570,397</b>	<b>562,397</b>	<b>322,397</b>	<b>418,547</b>	<b>374,686</b>

**Department: Finance****Program: Fiscal Services (53)****Program Description:**

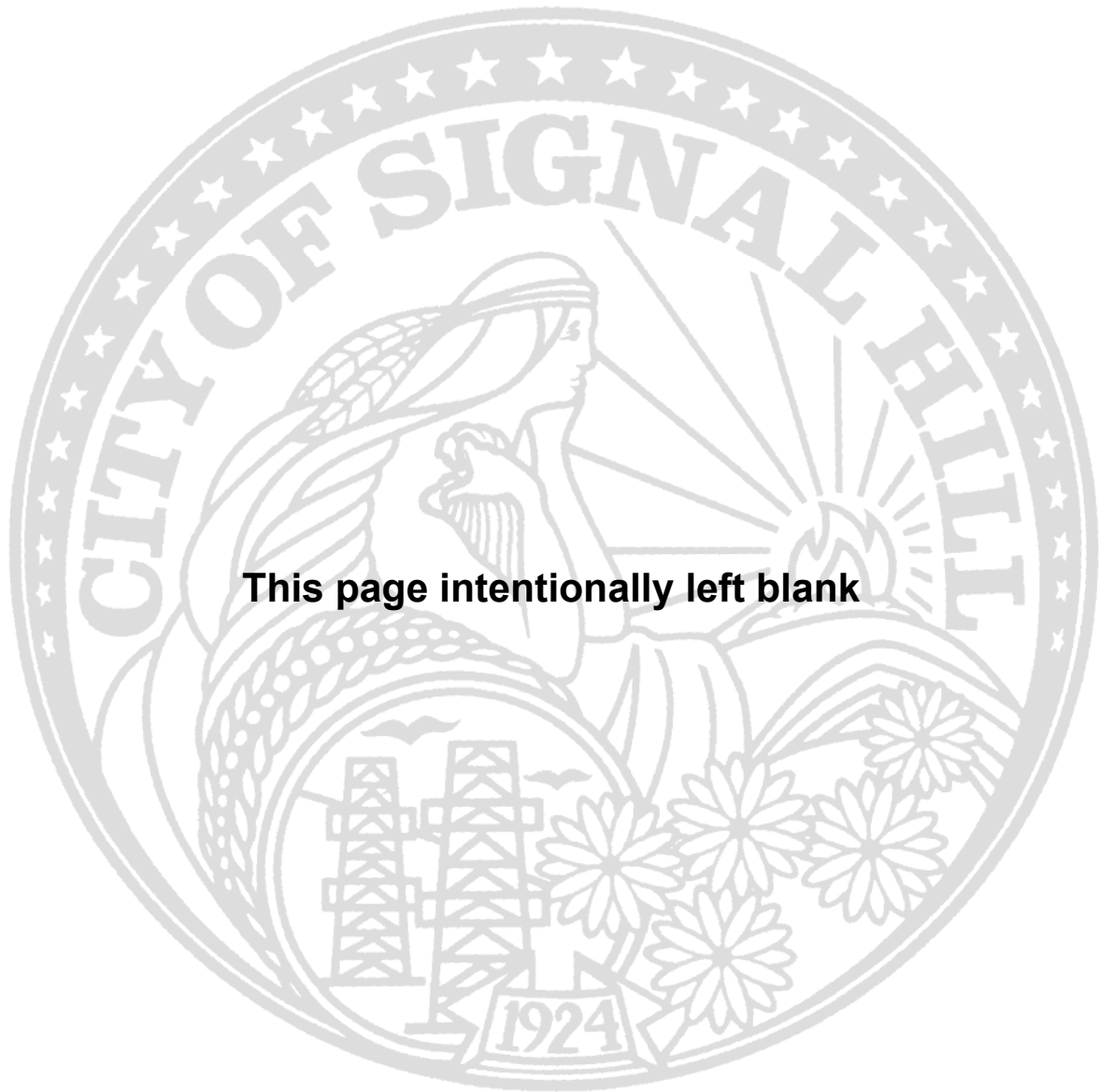
Fiscal Services administers the financial operations of the City. It includes service delivery to both the public and internally to all City departments. These services include accounts receivable, accounts payable, business licensing, budgeting, and financial reporting for all City departments. Fiscal Services is responsible for creating, monitoring, and periodic reporting of the annual budget, creation of the annual financial report, investment of City funds, and debt issuance and management.

**Objectives:**

1. Complete the Comprehensive Annual Financial Report in a timely and accurate manner in order to meet the Government Finance Officers Association criteria for excellence in financial reporting and obtain a Certificate of Achievement Award.
2. Timely processing of invoices for payment.
3. Develop City's Annual Operating and Capital Budgets.
4. Complete year-end preliminary and carryover reports and provide mid-year review of the City's Budget.
5. Complete all required financial reports in an accurate and timely manner.
6. Service the debt for the City and Successor Agency bond debt.
7. Implement new pronouncements from the Governmental Accounting Standards Board as appropriate.

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>FISCAL SERVICES</b>								
100-53-5110	Salaries & Wages - Full-time	324,120	363,034	433,038	459,717	411,764	483,003	512,494
100-53-5115	Part-time Salaries	39,368	44,432	44,042	44,042	62,784	45,761	48,048
100-53-5120	Part-time Salaries	-	-	-	-	-	-	-
100-53-5130	Overtime Salaries	5,344	2,429	2,900	2,900	2,031	2,900	2,900
100-53-5139	Compensated Absences	-	-	-	-	-	-	-
100-53-5160	Car Allowance	1,095	3,322	3,348	3,348	3,361	3,348	3,348
100-53-5220	FICA Contributions	25,928	28,901	33,766	35,807	32,876	37,613	39,902
100-53-5230	Retirement Contributions	74,442	34,577	42,162	44,139	38,819	43,075	45,856
100-53-5270	Other Employee Benefits	559	5,183	6,128	6,533	5,498	6,929	7,259
100-53-5271	Defined Contribution	13,109	7,244	9,012	9,012	8,929	9,390	10,061
100-53-5272	Workers' Compensation	12,223	14,493	15,801	15,801	15,801	63,283	70,656
100-53-5273	Health Benefits	50,514	59,498	73,590	83,490	63,837	78,042	85,074
100-53-5274	Dental Benefit	3,016	-	-	-	-	-	-
100-53-5275	Vision Benefit	816	-	-	-	-	-	-
100-53-5276	Life Insurance Benefit	1,636	1,229	1,270	1,317	1,481	1,317	1,317
100-53-5277	Other Optional Benefit	2,154	-	-	-	-	-	-
100-53-5280	Wellness Benefit	983	-	698	698	698	698	698
<b>Total Salaries and Benefits</b>		<b>555,306</b>	<b>564,343</b>	<b>665,755</b>	<b>706,804</b>	<b>647,879</b>	<b>775,357</b>	<b>827,612</b>
100-53-5310	Dues & Memberships	505	395	800	800	800	1,220	1,315
100-53-5320	Travel & Training	1,055	1,373	5,050	5,050	5,050	5,050	5,050
100-53-5330	Meetings	-	-	1,150	1,150	1,150	2,400	2,400
100-53-5340	Books & Periodicals	-	249	100	100	100	100	100
100-53-5410	Legal Services	5,923	24,900	13,000	13,000	13,000	13,000	13,000
100-53-5420	Professional Services	86,720	55,962	93,900	93,900	93,900	83,696	83,947
100-53-5430	Audit Services	38,276	40,350	43,000	43,000	43,000	40,256	41,153
100-53-5450	Contract Professional Labor	-	48,958	10,000	10,000	10,000	10,000	10,000
100-53-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-53-5560	Repair & Maintenance Services	-	-	300	300	300	300	300
100-53-5590	Fleet Provision Charge	44,000	38,544	58,592	58,592	57,754	2,397	1,534
100-53-5740	General Supplies	5,331	4,343	4,000	4,000	4,000	4,000	4,000
100-53-5750	Gasoline, Oil, & Tires	326	199	342	342	367	415	415
<b>Total Maintenance and Operations</b>		<b>182,135</b>	<b>215,274</b>	<b>230,233</b>	<b>230,233</b>	<b>229,421</b>	<b>162,834</b>	<b>163,213</b>
<b>TOTAL FISCAL SERVICES (53)</b>		<b>737,442</b>	<b>779,617</b>	<b>895,989</b>	<b>937,038</b>	<b>877,300</b>	<b>938,192</b>	<b>990,825</b>



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# 2022-24 OPERATING BUDGET

## COMMUNITY DEVELOPMENT

*Planning*

*Neighborhood Enhancement*

*Building Safety*

*Oil Field Services*

### **Department Description:**

The Community Development Department has four programs: Planning, Neighborhood Enhancement, Building Safety, and Oil Field Services. Planning includes coordination of development applications and project review for consistency with the General Plan and Municipal Code regulations and provides staffing for the Planning Commission. Neighborhood Enhancement includes code enforcement, provides staffing for the Sustainable City Committee and neighborhood improvement programs. Building Safety includes tracking of interdepartmental and intradepartmental reviews for development projects, plan check of construction plans, issuance of permits, and property inspections. Oil Field Services includes oversight of compliance with provisions of the City's Oil and Gas Code, and inspection of oil field facilities.



## **Department Programs:**

Planning

Neighborhood Enhancement

Building Safety

Oil Field Services

## **Departmental Goals:**

1. Coordinate review of development projects, fast track entitlements for economic development projects, assure that all new development is of high quality design, function, inclusion of placemaking elements and compliance with State and City stormwater and water conservation regulations. Conformance with the General Plan and relevant provisions of the Municipal Code such as the Zoning, and Oil and Gas Codes.
2. Proactively enforce the Municipal Code and amend it as necessary to maintain and enhance the appearance of the City.
3. Assure that all development projects are of sustainable design and high quality construction through plan review and inspections and assure conformance with California Building Codes.
4. Enforce the City's Oil and Gas Code, including provisions related to development of properties with abandoned oil wells and operational standards such as noise, safety, and appearance.
5. Establish a schedule to update all six General Plan Elements required by the State to maintain them as "current" and prepare the newly required Environmental Justice Element within the same calendar year in which any two Amendments to the General Plan are adopted.

## Department Budget Summary

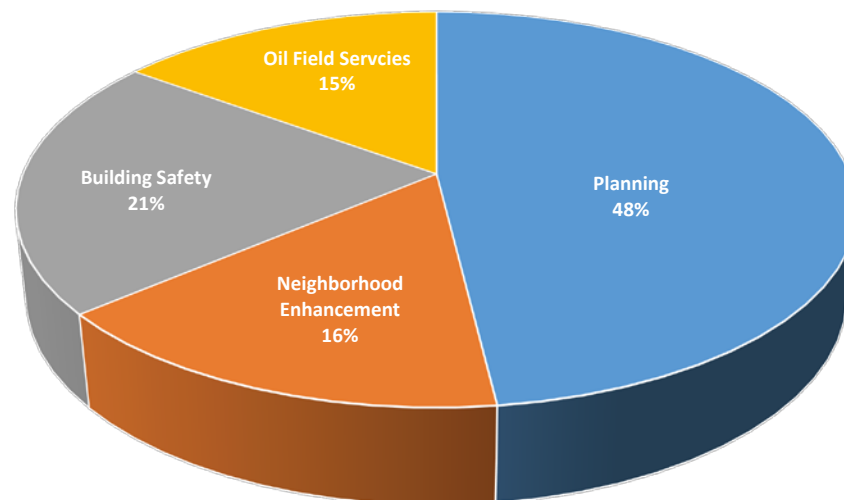
Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
Salaries and Benefits	537,579	403,059	633,773	633,806	662,760	834,826	889,526
Maintenance and Operations	286,214	585,715	571,804	741,804	554,777	492,765	348,657
<b>Total Expenditures</b>	<b>823,793</b>	<b>988,774</b>	<b>1,205,577</b>	<b>1,375,610</b>	<b>1,217,537</b>	<b>1,327,591</b>	<b>1,238,183</b>

## Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
Director	1.0	1.0	1.0	1.0	1.0	1.0
Planning Manager	0.0	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0	0.0	0.0
Management Assistant	0.0	0.0	0.0	0.0	1.0	1.0
Associate Planner	0.0	0.0	1.0	1.0	1.0	1.0
Senior Planner	1.0	0.0	0.0	0.0	0.0	0.0
Assistant Planner	1.0	1.0	0.0	0.0	0.0	0.0
Senior Building Inspector	0.0	0.0	0.0	0.0	1.0	1.0
Part-Time Permit Technician	0.0	0.0	0.0	0.0	0.5	0.5
Intern	0.0	0.0	0.0	0.2	0.2	0.2
<b>Total Positions:</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>4.2</b>	<b>5.7</b>	<b>5.7</b>

## Department Expenditures by Division

	2022-23 Adopted Budget
Planning	638,310
Neighborhood Enhancement	208,351
Building Safety	282,579
Oil Field Services	198,351
<b>Total</b>	<b>1,327,591</b>



**Department: Community Development****Program: Planning (61)****Program Description:**

Planning services includes coordination of development applications and project review for consistency with the General Plan and Municipal Code regulations, including development standards, design review, and water conservation.

**Objectives:**

1. Coordinate plan review and process entitlements for commercial, industrial and residential projects.
2. Coordinate the entitlements for economic development projects.
3. Maintain and regularly update Elements of the General Plan in accordance with State requirements and prepare the General Plan Annual Progress Report.

**GENERAL FUND PROGRAM EXPENDITURES**

				2021-2022			2022-2023	2023-2024
Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	Current Budget	Projection	Adopted Budget	Approved Budget
PLANNING								
100-61-5110	Salaries & Wages - Full-time	159,498	144,563	225,663	225,663	220,379	240,253	257,105
100-61-5115	Part-time Salaries	-	4,898	5,000	5,032	5,208	10,658	10,658
100-61-5130	Overtime Salaries	2,590	761	1,035	1,035	1,358	2,000	2,000
100-61-5139	Compensated Absences	-	-	-	-	-	-	-
100-61-5150	Commission Meetings	9,850	8,336	11,800	11,800	11,800	11,800	11,800
100-61-5160	Car Allowance	2,011	2,168	2,160	2,160	2,168	2,160	2,160
100-61-5220	FICA Contributions	11,894	11,824	17,263	17,264	17,938	18,534	19,823
100-61-5230	Retirement Contributions	59,661	15,597	22,467	22,468	21,690	23,221	25,062
100-61-5270	Other Employee Benefits	-	2,716	3,124	3,124	3,249	3,461	3,650
100-61-5271	Defined Contribution	11,467	3,235	5,272	5,272	4,197	5,518	5,913
100-61-5272	Workers' Compensation	6,246	7,407	8,075	8,075	8,075	4,232	4,725
100-61-5273	Health Benefits	10,061	22,267	32,790	32,790	28,721	34,020	37,260
100-61-5274	Dental Benefit	651	-	-	-	-	-	-
100-61-5275	Vision Benefit	292	-	-	-	-	-	-
100-61-5276	Life Insurance Benefit	958	744	674	674	1,153	674	674
100-61-5277	Other Optional Benefit	1,557	-	-	-	-	-	-
100-61-5280	Wellness Benefit	-	-	413	413	413	413	413
Total Salaries and Benefits		276,735	224,516	335,736	335,768	326,350	356,944	381,243
100-61-5310	Dues & Memberships	-	194	700	700	194	700	700
100-61-5315	LAFCO Charge	1,211	1,028	1,500	1,500	1,121	1,500	1,500
100-61-5320	Travel & Training	25	100	500	500	200	500	500
100-61-5330	Meetings	2,388	-	2,400	2,400	271	3,650	3,650
100-61-5340	Books & Periodicals	303	23	260	260	-	260	260
100-61-5400	Contract Services - General	43,096	352,244	124,500	294,500	239,610	234,000	104,500
100-61-5410	Legal Services	17,742	27,081	32,000	32,000	32,000	32,000	32,000
100-61-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-61-5590	Fleet Provision Charge	2,951	2,585	3,930	3,930	3,874	2,531	1,620
100-61-5630	Media Services	2,221	1,717	4,000	4,000	6,914	4,000	4,000
100-61-5740	General Supplies	1,859	1,091	2,000	2,000	849	2,000	2,000
100-61-5750	Gasoline, Oil & Tires	287	56	312	312	199	225	225
Total Maintenance and Operations		72,084	386,119	172,102	342,102	285,231	281,366	150,955
TOTAL PLANNING (61)		348,819	610,634	507,837	677,870	611,581	638,310	532,198

**Department: Community Development****Program: Neighborhood Enhancement (62)****Program Description:**

Neighborhood Enhancement includes code enforcement, administration of the Sustainable City Committee and neighborhood improvement programs including efforts to improve the residents' satisfaction with their neighborhoods such as the sustainability and beautification awards programs, Mayor's clean ups, and community outreach.

**Objectives:**

1. Rapidly respond to citizen requests for code enforcement.
2. Coordinate Sustainable City Committee meetings and events.
3. Administer Sustainability and Beautification awards programs.

**GENERAL FUND PROGRAM EXPENDITURES**

				2021-2022			2022-2023	2023-2024
Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	Current Budget	Projection	Adopted Budget	Approved Budget
NEIGHBORHOOD ENHANCEMENT								
100-62-5110	Salaries & Wages - Full-time	72,461	38,631	80,345	80,345	81,591	94,048	100,389
100-62-5115	Part-time Salaries	-	-	-	-	-	4,099	4,099
100-62-5130	Overtime Salaries	1,691	507	690	690	877	1,350	1,350
100-62-5160	Car Allowance	167	181	180	180	181	180	180
100-62-5220	FICA Contributions	5,896	3,238	6,146	6,146	6,795	7,254	7,739
100-62-5230	Retirement Contributions	6,395	3,012	6,569	6,569	6,231	7,209	7,710
100-62-5270	Other Employee Benefits	-	387	1,155	1,155	805	1,422	1,497
100-62-5271	Defined Contribution	4,386	270	1,332	1,332	642	1,340	1,435
100-62-5272	Workers' Compensation	2,038	2,417	2,635	2,635	2,635	1,563	1,745
100-62-5273	Health Benefits	6,609	6,334	12,510	12,510	11,094	14,550	15,870
100-62-5274	Dental Benefit	279	-	-	-	-	-	-
100-62-5275	Vision Benefit	137	-	-	-	-	-	-
100-62-5276	Life Insurance Benefit	-	-	237	237	237	246	246
100-62-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-62-5280	Wellness Benefit	-	-	100	100	100	100	100
Total Salaries and Benefits		100,059	54,976	111,900	111,900	111,188	133,362	142,361
100-62-5310	Dues & Memberships	95	-	100	100	-	100	100
100-62-5320	Travel & Training	-	-	750	750	25	750	750
100-62-5330	Meetings	303	198	6,100	6,100	399	6,100	6,100
100-62-5340	Books & Periodicals	-	-	100	100	-	100	100
100-62-5400	Contract Services - General	4,050	-	81,500	81,500	27,412	40,000	40,000
100-62-5410	Legal Services	13,422	6,077	25,000	25,000	10,505	25,000	25,000
100-62-5590	Fleet Provision Charge	2,051	1,797	2,731	2,731	2,692	1,759	1,126
100-62-5740	General Supplies	162	-	1,000	1,000	68	1,000	1,000
100-62-5750	Gasoline, Oil, & Tires	229	45	249	249	159	180	180
Total Maintenance and Operations		20,311	8,117	117,530	117,530	41,261	74,989	74,356
TOTAL NEIGHBORHOOD ENHANCEMENT (62)		120,370	63,094	229,430	229,430	152,449	208,351	216,717

**Department: Community Development****Program: Building Safety (63)****Program Description:**

Building Safety includes the review of construction plans, issuance of permits, and inspections.

**Objectives:**

1. Plan check review of “deemed complete” submittals for minor plan checks in 10 working days 90% of the time.
2. Plan check review of “deemed complete” submittals for major plan checks in 15 working days 90% of the time.
3. Rapidly respond to building inspection requests.
4. Enforce building codes and support code enforcement efforts.
5. Annually conduct inspections and prepare report for facilities with Institutional Permits.
6. Regularly update the building and related codes in response to State requirements.

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>BUILDING SAFETY</b>								
100-63-5110	Salaries & Wages - Full-time	40,793	33,085	51,265	51,265	73,917	110,675	117,516
100-63-5115	Part-time Salaries	-	-	-	-	-	21,721	21,721
100-63-5120	Part-time Salaries	-	-	-	-	-	-	-
100-63-5130	Overtime Salaries	593	169	230	230	316	475	475
100-63-5160	Car Allowance	335	361	360	360	361	360	360
100-63-5220	FICA Contributions	3,186	2,753	3,922	3,922	5,461	8,782	9,305
100-63-5230	Retirement Contributions	5,175	2,717	4,185	4,185	5,342	9,021	9,580
100-63-5270	Other Employee Benefits	-	334	722	722	660	1,850	1,931
100-63-5271	Defined Contribution	3,360	539	964	964	727	1,004	1,075
100-63-5272	Workers' Compensation	1,364	1,617	1,763	1,763	1,763	1,830	2,043
100-63-5273	Health Benefits	2,485	5,306	7,800	7,800	11,025	19,800	21,780
100-63-5274	Dental Benefit	196	-	-	-	-	-	-
100-63-5275	Vision Benefit	81	-	-	-	-	-	-
100-63-5276	Life Insurance Benefit	-	-	140	140	140	195	195
100-63-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-63-5280	Wellness Benefit	-	-	75	75	75	75	75
<b>Total Salaries and Benefits</b>		<b>57,569</b>	<b>46,882</b>	<b>71,425</b>	<b>71,425</b>	<b>99,787</b>	<b>175,788</b>	<b>186,057</b>
100-63-5310	Dues & Memberships	135	145	700	700	-	700	700
100-63-5320	Travel & Training	-	-	-	-	-	-	-
100-63-5340	Books & Periodicals	1,562	-	1,300	1,300	108	1,300	1,300
100-63-5400	Contract Services - General	99,569	101,905	151,000	151,000	94,990	51,000	51,000
100-63-5410	Legal Services	1,620	766	3,000	3,000	544	3,000	3,000
100-63-5421	Plan Check Professional Service	46,493	37,948	59,000	59,000	115,658	21,347	26,005
100-63-5422	Building Code Enforcement	8,665	4,210	15,000	15,000	2,025	15,000	15,000
100-63-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-63-5570	Software Licensing & Support	-	-	720	720	800	6,720	6,720
100-63-5590	Fleet Provision Charge	7,053	6,179	9,392	9,392	9,258	6,049	3,871
100-63-5620	Communications	-	-	-	-	-	-	-
100-63-5740	General Supplies	194	439	1,000	1,000	84	1,000	1,000
100-63-5750	Gasoline, Oil, & Tires	860	168	935	935	596	675	675
<b>Total Maintenance and Operations</b>		<b>166,151</b>	<b>151,760</b>	<b>242,047</b>	<b>242,047</b>	<b>224,063</b>	<b>106,791</b>	<b>109,271</b>
<b>TOTAL BUILDING SAFETY (63)</b>		<b>223,720</b>	<b>198,642</b>	<b>313,472</b>	<b>313,472</b>	<b>323,850</b>	<b>282,579</b>	<b>295,328</b>



**Department: Community Development****Program: Oil Field Services (64)****Program Description:**

Oil Field Services includes oversight and coordination with the Planning Services Division for compliance with provisions of the City's Oil and Gas Code including development of properties with abandoned oil wells, citywide and site specific methane assessment and mitigation measures, inspection of oil field facilities and coordination of permits.

**Objectives:**

1. Oversight of compliance with the City's Oil and Gas Code including development on properties with abandoned oil wells, citywide methane assessment and mitigation.
2. Inspect oil field facilities for conformance with the City's Oil and Gas Code.
3. Rapidly respond to neighborhood complaint-initiated inspections of facilities and operations for noise, odor, maintenance, landscape, etc.

**GENERAL FUND PROGRAM EXPENDITURES**

				2021-2022			2022-2023	2023-2024
Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	Current Budget	Projection	Adopted Budget	Approved Budget
OIL FIELD SERVICES								
100-64-5110	Salaries & Wages - Full-time	72,620	53,783	82,094	82,094	90,408	116,196	123,799
100-64-5115	Part-time Salaries	-	-	-	-	-	7,787	7,787
100-64-5130	Overtime Salaries	860	254	245	245	450	675	675
100-64-5160	Car Allowance	838	903	900	900	903	900	900
100-64-5220	FICA Contributions	5,381	4,343	6,280	6,280	7,209	9,002	9,584
100-64-5230	Retirement Contributions	10,964	4,601	6,892	6,892	7,390	9,581	10,206
100-64-5270	Other Employee Benefits	-	543	1,127	1,127	894	1,727	1,810
100-64-5271	Defined Contribution	4,408	1,348	2,069	2,069	1,707	2,174	2,329
100-64-5272	Workers' Compensation	2,314	2,744	2,991	2,991	2,991	1,919	2,142
100-64-5273	Health Benefits	5,440	8,166	11,700	11,700	13,068	18,330	20,190
100-64-5274	Dental Benefit	269	-	-	-	-	-	-
100-64-5275	Vision Benefit	123	-	-	-	-	-	-
100-64-5276	Life Insurance Benefit	-	-	251	251	251	279	279
100-64-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-64-5280	Wellness Benefit	-	-	163	163	163	163	163
Total Salaries and Benefits		103,217	76,686	114,712	114,712	125,434	168,733	179,864
100-64-5320	Travel & Training	-	-	500	500	-	500	500
100-64-5330	Meetings	-	-	100	100	-	100	100
100-64-5340	Books & Periodicals	-	-	200	200	-	200	200
100-64-5400	Contract Services - General	24,930	36,085	30,550	30,550	450	20,500	6,000
100-64-5410	Legal Services	-	1,430	5,000	5,000	357	5,000	5,000
100-64-5590	Fleet Provision Charge	2,451	2,147	3,264	3,264	3,217	2,893	1,851
100-64-5740	General Supplies	-	-	200	200	-	200	200
100-64-5750	Gasoline, Oil, & Tires	287	56	312	312	199	225	225
Total Maintenance and Operations		27,668	39,718	40,126	40,126	4,223	29,618	14,076
TOTAL OIL FIELD SERVICES (64)		130,885	116,404	154,838	154,838	129,657	198,351	193,940



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# 2022-24 OPERATING BUDGET

## POLICE

*Community Outreach*

*Patrol Services*

*Investigative Services*

*Police Support Services*

*Police Communications/Jail*

*Police Records*

*Emergency/Disaster Services*

### **Department Description:**

The Signal Hill Police Department is a full-service law enforcement agency responsible for the prevention of crime, promotion of traffic safety, enforcement of all state and local laws, protection of life and property, preservation of peace, and apprehension of criminals. The Department responds to and investigates all reports of criminal activity and emergency situations, enforces state and local traffic ordinances, and performs public assistance as called upon to ensure public safety. The Police Department wholeheartedly embraces the philosophy of community oriented policing, and actively participates in Community Outreach Programs such as the Police Community Volunteer Program, Juvenile Diversion, Annual Open House, National Night Out, Citizen Police Academy, and Neighborhood Watch. For management and budgetary purposes, the Police Department is divided into seven service programs: Community Outreach, Patrol Services, Investigative Services, Police Support Services, Police Communications/Jail, Police Records, and Emergency/Disaster Services.

**Department Programs:**

Community Outreach

Patrol Services

Investigative Services

Police Support Services

Police Communications/Jail

Police Records

Emergency/Disaster Services

**Department Goals:**

The Police Department is "Committed to Excellence in Service" and provides a high level of public safety services, in a collaborative partnership with the community. As the public safety provider for the City, the Police Department is invested in providing a safe environment for all community members and visitors to the City. We strive to be compassionate to everyone we meet on a daily basis and assist in any way we can. This includes working with the homeless population, the youth of our community, and our business partners to enhance the quality of life in Signal Hill.

## Department Budget Summary

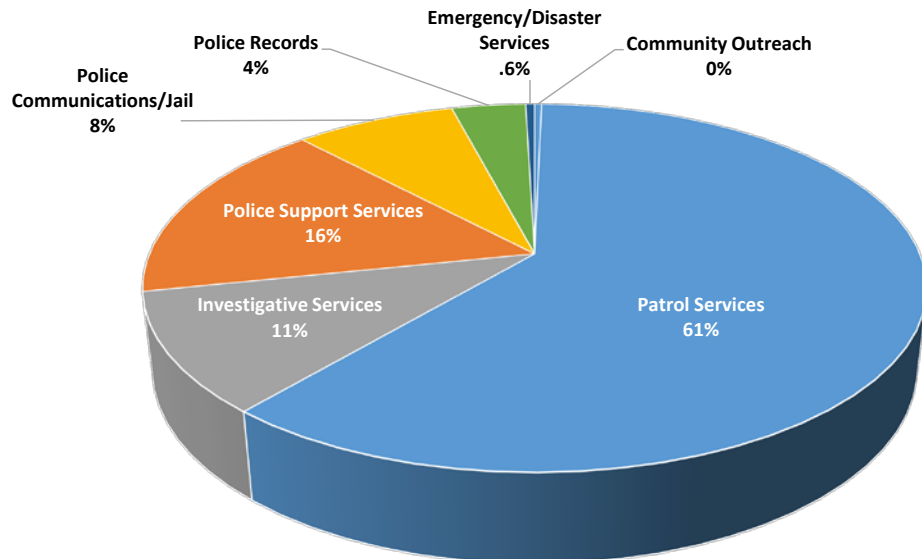
Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
Salaries and Benefits	8,682,751	8,217,934	9,927,827	9,930,505	8,916,737	10,340,095	10,896,432
Maintenance and Operations	1,326,508	939,373	1,241,820	1,409,820	1,324,210	3,546,171	1,246,415
<b>Total Expenditures</b>	<b>10,009,259</b>	<b>9,157,308</b>	<b>11,169,647</b>	<b>11,340,325</b>	<b>10,240,947</b>	<b>13,886,267</b>	<b>12,142,848</b>

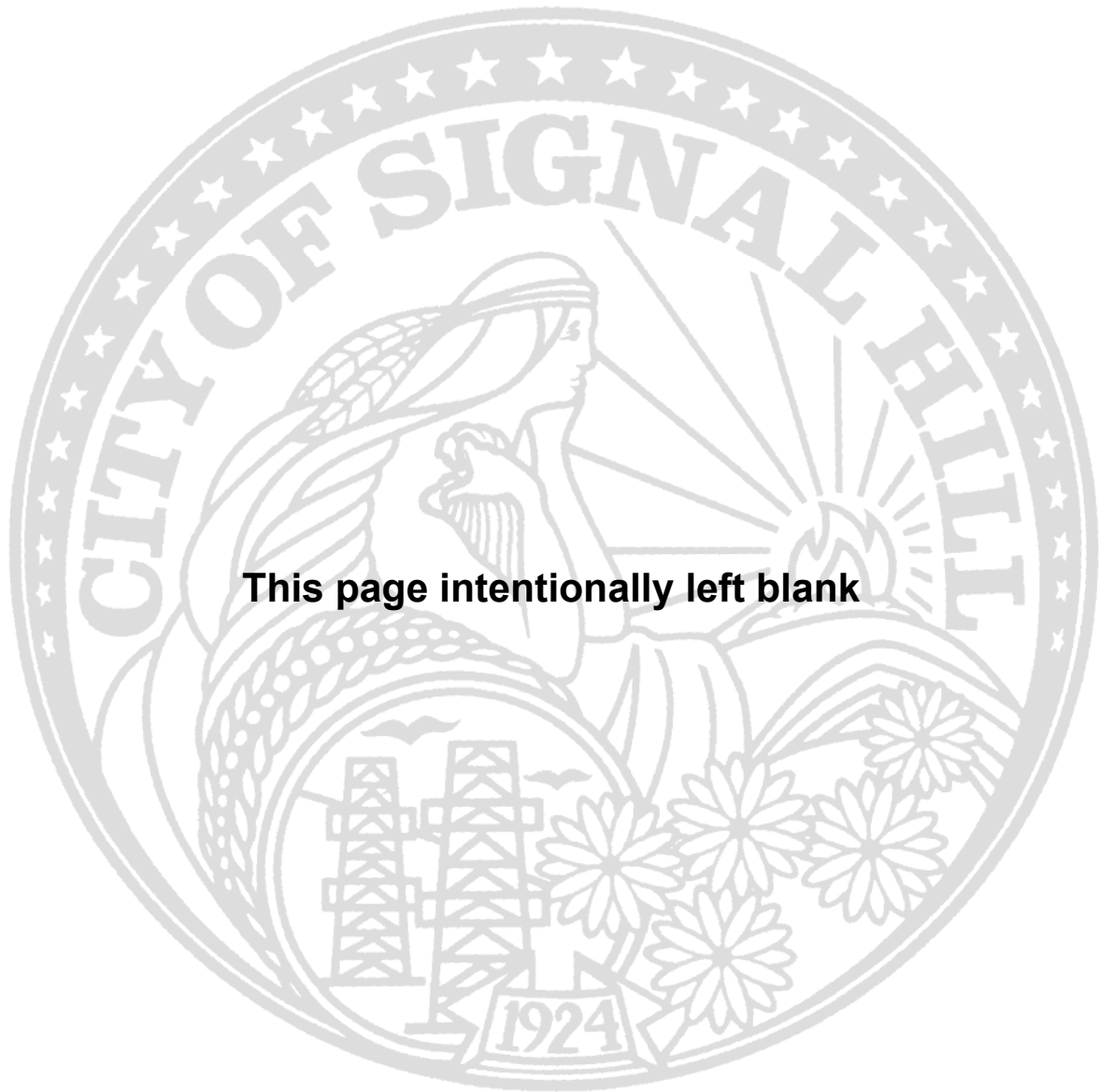
## Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
Police Department All Divisions	53.1	51.1	51.1	52.7	52.7	52.7
<b>Total Positions:</b>	<b>53.1</b>	<b>51.1</b>	<b>51.1</b>	<b>52.7</b>	<b>52.7</b>	<b>52.7</b>

## Department Expenditures by Division

	2022-23 Adopted Budget
Community Outreach	47,858
Patrol Services	8,452,502
Investigative Services	1,460,697
Police Support Services	2,257,516
Police Communications/Jail	1,099,877
Police Records	506,900
Emergency/Disaster Services	60,917
<b>Total</b>	<b>13,886,267</b>





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**Department: Police****Program: Community Outreach (71)****Program Description:**

The Community Outreach provides outreach programs in the community through Neighborhood and Business Watch Programs, the "Too Good For Drugs" Program, Juvenile Diversion, National Night Out, Holiday Outreach, the Police Community Volunteer Program, the Explorer Program, CERT Training, and the Citizen Police Academy.

**Objectives:**

1. Provide positive role models to children through interaction with Police
2. Provide the following Community Outreach Programs:
  - a. Police Community Volunteer Program
  - b. Explorer Program
  - c. CERT Training
  - d. Holiday Outreach Program
  - e. National Night Out
  - f. Signal Hill Car Show
  - g. Police Department Open House
  - h. Annual Report publication
  - i. Juvenile Diversion
  - j. Disaster Preparedness



Department Budget Summary

Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
Police Community Outreach (71)							
Salaries and Benefits	14,383	-	9,000	9,000	7,286	10,000	11,000
Maintenance and Operations	54,620	16,910	36,859	36,859	27,687	37,858	31,796
Total Expenditures	69,003	16,910	45,859	45,859	34,973	47,858	42,796

Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
	-	-	-	-	-	-
Total Positions:	-	-	-	-	-	-

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>COMMUNITY OUTREACH</b>								
100-71-5110	Salaries & Wages - Full-time	-	-	-	-	-	-	-
100-71-5130	Overtime Salaries	14,383	-	9,000	9,000	7,286	10,000	11,000
100-71-5220	FICA Contributions	-	-	-	-	-	-	-
100-71-5230	Retirement Contributions	-	-	-	-	-	-	-
100-71-5270	Other Employee Benefits	-	-	-	-	-	-	-
100-71-5271	Defined Contribution	-	-	-	-	-	-	-
100-71-5273	Health Benefits	-	-	-	-	-	-	-
100-71-5274	Dental Benefit	-	-	-	-	-	-	-
100-71-5275	Vision Benefit	-	-	-	-	-	-	-
100-71-5276	Life Insurance Benefit	-	-	-	-	-	-	-
<b>Total Salaries and Benefits</b>		<b>14,383</b>	<b>-</b>	<b>9,000</b>	<b>9,000</b>	<b>7,286</b>	<b>10,000</b>	<b>11,000</b>
100-71-5320	Travel & Training	-	-	500	500	-	500	500
100-71-5330	Meetings	246	-	3,100	3,100	-	3,100	3,100
100-71-5400	Contract Services - General	32,049	-	-	-	-	-	-
100-71-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-71-5590	Fleet Provision Charge	16,007	14,022	21,316	21,316	21,011	19,609	12,547
100-71-5730	Uniform Equipment & Supplies	607	-	2,000	2,000	-	2,000	2,000
100-71-5740	General Supplies	1,548	(491)	6,000	6,000	1,687	7,000	8,000
100-71-5750	Gasoline, Oil, & Tires	4,163	3,379	3,943	3,943	4,989	5,649	5,649
<b>Total Maintenance and Operations</b>		<b>54,620</b>	<b>16,910</b>	<b>36,859</b>	<b>36,859</b>	<b>27,687</b>	<b>37,858</b>	<b>31,796</b>
<b>TOTAL COMMUNITY OUTREACH (71)</b>		<b>69,003</b>	<b>16,910</b>	<b>45,859</b>	<b>45,859</b>	<b>34,973</b>	<b>47,858</b>	<b>42,796</b>



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**Department: Police****Program: Patrol Services (72)****Program Description:**

Patrol Services provides uniformed police officers patrolling the City streets in a manner that maximizes the probability of deterring and/or apprehending criminals while providing the citizens with timely, courteous, and ethical service. Also within Patrol Services is the Traffic Safety unit charged with traffic enforcement and the promotion of traffic safety.

**Objectives:**

1. Respond to all emergency calls for service within four minutes of receiving the dispatch.
2. Focus on hazardous moving violations most responsible for injury traffic collisions so that the number of injury traffic collisions is reduced.
3. Participate in grant opportunities.

## Department Budget Summary

Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
<b>Patrol Services (72)</b>							
Salaries and Benefits	5,000,655	4,778,935	5,477,681	5,477,681	5,233,675	5,754,041	6,073,806
Maintenance and Operations	595,191	373,090	480,692	640,692	652,766	2,698,460	435,208
<b>Total Expenditures</b>	<b>5,595,846</b>	<b>5,152,025</b>	<b>5,958,373</b>	<b>6,118,373</b>	<b>5,886,441</b>	<b>8,452,502</b>	<b>6,509,014</b>

## Departmental Staffing Levels

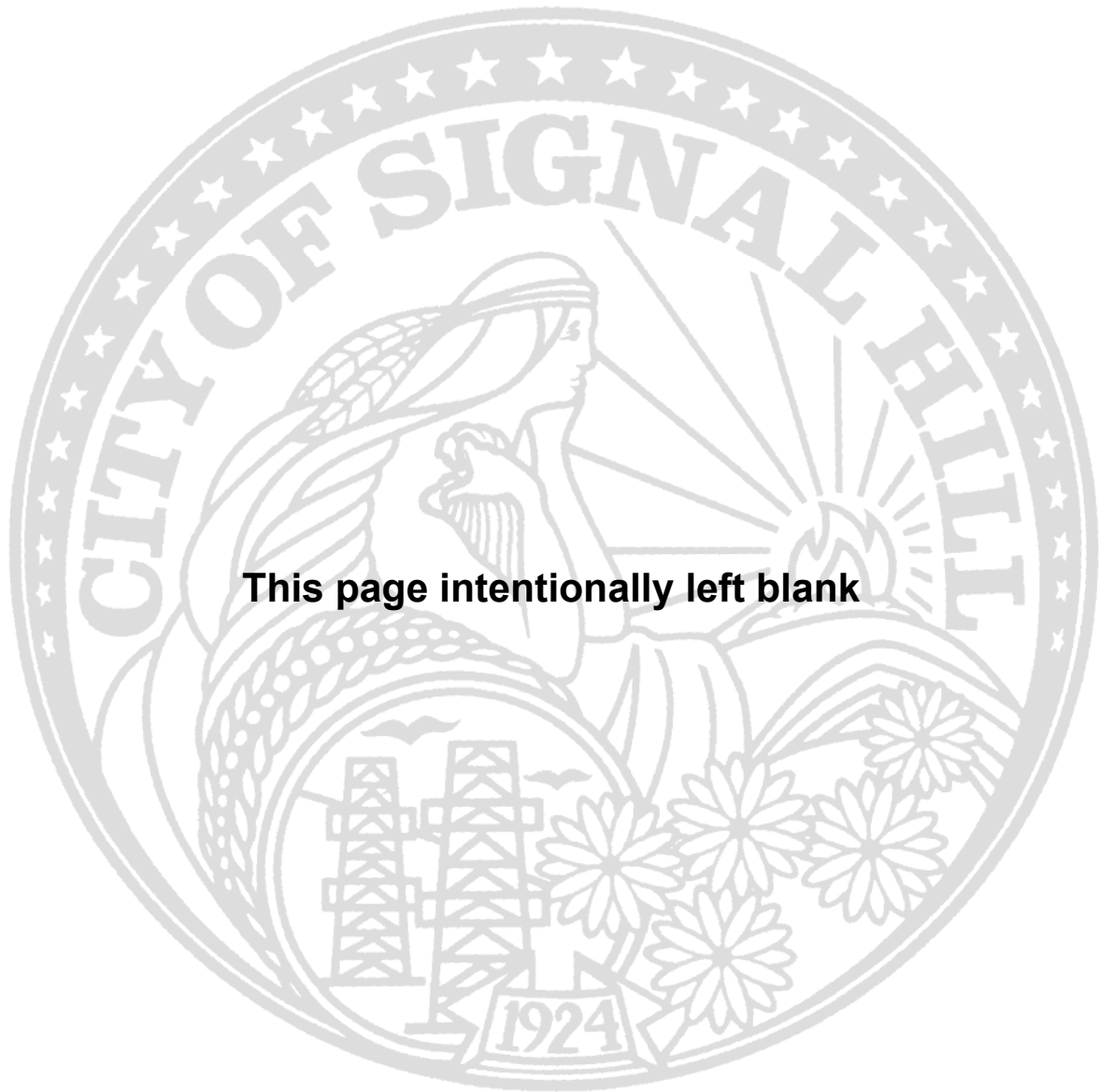
	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
Police Sergeant**	4.0	5.0	5.0	4.0	4.0	4.0
Senior Police Officer	4.0	4.0	4.0	4.0	4.0	4.0
Homeless Liason Officer ***	0.0	0.0	0.0	1.0	1.0	1.0
Police Officer	16.0	14.0	14.0	13.0	13.0	13.0
Police Traffic Officer	2.0	2.0	2.0	2.0	2.0	2.0
Police Recruit Officer	2.0	2.0	2.0	2.0	2.0	2.0
Parking Control	0.7	0.7	0.7	0.7	0.7	0.7
<b>Total Positions:</b>	<b>28.7</b>	<b>27.7</b>	<b>27.7</b>	<b>26.7</b>	<b>26.7</b>	<b>26.7</b>

\*\* Correction - Erroneously recorded as 5 in FY 2021-22; Administrative Sgt located in Support Services

\*\*\* Homeless Liason Officer identified separately from Police Officer beginning with FY 2021-22

**GENERAL FUND PROGRAM EXPENDITURES**

				2021-2022			2022-2023	2023-2024
Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	Current Budget	Projection	Adopted Budget	Approved Budget
PATROL SERVICES								
100-72-5110	Salaries & Wages - Full-time	2,687,662	2,573,054	3,100,358	3,100,358	2,842,116	3,341,935	3,504,106
100-72-5115	Part-time Salaries	4,641	14,864	23,205	23,205	10,521	19,657	20,636
100-72-5130	Overtime Salaries	257,535	198,523	132,964	132,964	317,153	192,964	192,964
100-72-5131	Court Overtime Salaries	29,069	16,177	42,229	42,229	37,164	42,229	42,229
100-72-5132	Briefing Overtime Salaries	31,421	38,181	41,039	41,039	35,033	41,039	41,039
100-72-5133	Emergency Overtime Salaries	150,268	129,370	50,000	50,000	13,500	-	-
100-72-5139	Compensated Absences	-	-	-	-	-	-	-
100-72-5140	Special Functions Salaries	2,341	-	-	-	-	-	-
100-72-5170	Uniform Allowance	20,427	21,141	24,050	24,050	21,000	24,975	24,975
100-72-5220	FICA Contributions	52,815	47,669	45,304	45,304	60,937	49,105	51,471
100-72-5225	PARS Contributions	-	-	-	-	-	-	-
100-72-5230	Retirement Contributions	1,112,956	999,270	1,198,060	1,198,060	1,125,321	1,284,590	1,366,869
100-72-5270	Other Employee Benefits	1,479	16,513	23,010	23,010	16,589	23,895	23,895
100-72-5271	Defined Contribution	56,047	-	-	-	-	-	-
100-72-5272	Workers' Compensation	311,375	369,200	402,043	402,043	402,043	277,841	310,211
100-72-5273	Health Benefits	254,915	352,850	393,000	393,000	350,158	453,300	492,900
100-72-5274	Dental Benefit	19,599	-	-	-	-	-	-
100-72-5275	Vision Benefit	4,375	-	-	-	-	-	-
100-72-5276	Life Insurance Benefit	2,873	2,124	2,418	2,418	2,141	2,511	2,511
100-72-5277	Other Optional Benefit	856	-	-	-	-	-	-
Total Salaries and Benefits		5,000,655	4,778,935	5,477,681	5,477,681	5,233,675	5,754,041	6,073,806
100-72-5310	Dues & Memberships	1,533	230	500	500	-	1,150	1,150
100-72-5320	Travel & Training	10,936	18,958	28,000	28,000	23,489	29,500	29,500
100-72-5330	Meetings	-	-	200	200	-	200	200
100-72-5340	Books & Periodicals	313	837	450	450	439	450	450
100-72-5400	Contract Services - General	63,845	62,839	68,000	193,000	185,860	173,856	98,856
100-72-5511	Telephone	14,581	17,607	5,000	5,000	15,786	5,800	6,500
100-72-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-72-5590	Fleet Provision Charge	202,090	177,484	269,112	269,112	265,266	247,559	158,407
100-72-5721	Special Department Supplies	14,689	12,895	15,000	15,000	15,347	26,300	16,500
100-72-5730	Uniforms	11,355	8,638	12,000	12,000	11,282	12,000	12,000
100-72-5740	General Supplies	11,142	14,973	14,900	14,900	14,853	14,900	14,900
100-72-5750	Gasoline, Oil, & Tires	72,653	58,630	67,531	67,531	85,442	96,745	96,745
100-72-5840	Capital Outlay	192,056	-	-	35,000	35,000	2,090,000	-
Total Maintenance and Operations		595,191	373,090	480,692	640,692	652,766	2,698,460	435,208
TOTAL PATROL SERVICES (72)		5,595,846	5,152,025	5,958,373	6,118,373	5,886,441	8,452,502	6,509,014



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**Department: Police**

**Program: Investigative Services (73)**

**Program Description:**

Investigative Services provides follow-up investigations of reported crimes, identifying, apprehending, and assisting in the prosecution of suspects, working closely with the District Attorney's Office and the judicial system. Investigative Services is responsible for property and evidence handling, investigating suspected drug, gang, and related vice activity, and coordinating special enforcement programs in the City, including the Crime Impact Team.

**Objectives:**

1. Have a 15% clearance rate of reported burglary offenses.
2. Have a 75% clearance rate of all Part I crimes against persons.
3. Have a 90% filing rate of cases submitted to the District Attorney's Office.



## Department Budget Summary

Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
<b>Investigative Services (73)</b>							
Salaries and Benefits	1,202,217	1,129,591	1,265,160	1,265,160	1,191,703	1,397,123	1,463,264
Maintenance and Operations	40,961	30,566	64,637	64,637	45,690	63,575	54,240
<b>Total Expenditures</b>	<b>1,243,179</b>	<b>1,160,157</b>	<b>1,329,798</b>	<b>1,329,798</b>	<b>1,237,393</b>	<b>1,460,697</b>	<b>1,517,504</b>

## Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
Detective Sergeant	1.0	1.0	1.0	1.0	1.0	1.0
Sr. Police Officer/Detective	1.0	1.0	1.0	1.0	1.0	1.0
Detective	3.0	3.0	3.0	3.0	3.0	3.0
Administrative Assistant	1.0	1.0	1.0	1.0	1.0	1.0
<b>Total Positions:</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

**GENERAL FUND PROGRAM EXPENDITURES**

				2021-2022			2022-2023	2023-2024
Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	Current Budget	Projection	Adopted Budget	Approved Budget
INVESTIGATIVE SERVICES								
100-73-5110	Salaries & Wages - Full-time	665,970	656,154	751,061	751,061	663,757	644,155	661,737
100-73-5130	Overtime Salaries	67,777	61,706	41,128	41,128	87,646	46,128	46,128
100-73-5131	Court Overtime Salaries	512	689	-	-	345	-	-
100-73-5139	Compensated Absences	-	-	-	-	-	-	-
100-73-5140	Special Functions Salaries	-	-	-	-	-	-	-
100-73-5170	Uniform Allowance	5,016	4,945	4,625	4,625	4,042	3,700	3,700
100-73-5220	FICA Contributions	16,034	15,660	15,571	15,571	19,458	14,100	14,449
100-73-5230	Retirement Contributions	309,911	239,419	289,230	289,230	266,746	539,128	572,151
100-73-5270	Other Employee Benefits	-	4,397	5,525	5,525	3,928	4,680	4,702
100-73-5271	Defined Contribution	17,612	-	-	-	-	-	-
100-73-5272	Workers' Compensation	55,435	65,730	71,662	71,662	71,662	58,067	64,832
100-73-5273	Health Benefits	57,298	80,409	85,800	85,800	73,604	86,700	95,100
100-73-5274	Dental Benefit	4,450	-	-	-	-	-	-
100-73-5275	Vision Benefit	1,050	-	-	-	-	-	-
100-73-5276	Life Insurance Benefit	703	481	558	558	514	465	465
100-73-5277	Other Optional Benefit	450	-	-	-	-	-	-
Total Salaries and Benefits		1,202,217	1,129,591	1,265,160	1,265,160	1,191,703	1,397,123	1,463,264
100-73-5310	Dues & Memberships	450	-	400	400	50	400	400
100-73-5320	Travel & Training	1,489	3,415	6,000	6,000	2,071	6,000	6,000
100-73-5330	Meetings	-	-	200	200	-	200	200
100-73-5340	Books & Periodicals	-	-	-	-	-	-	-
100-73-5400	Contract Services - General	7,014	1,272	15,500	15,500	6,000	15,500	15,500
100-73-5511	Telephone	257	-	2,400	2,400	-	2,400	2,400
100-73-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-73-5590	Fleet Provision Charge	21,159	18,536	28,177	28,177	27,774	25,920	16,586
100-73-5721	Special Department Supplies	1,000	-	1,000	1,000	-	1,000	1,000
100-73-5730	Uniforms	448	-	350	350	200	350	350
100-73-5740	General Supplies	5,059	2,203	7,850	7,850	4,934	7,850	7,850
100-73-5750	Gasoline, Oil, & Tires	4,085	5,140	2,760	2,760	4,661	3,954	3,954
Total Maintenance and Operations		40,961	30,566	64,637	64,637	45,690	63,575	54,240
TOTAL INVESTIGATIVE SERVICES (73)		1,243,179	1,160,157	1,329,798	1,329,798	1,237,393	1,460,697	1,517,504



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**Department: Police****Program: Police Support Services (74)****Program Description:**

Police Support Services provides effective management, leadership, direction, and control to ensure the desired level of proactive and professional police service to a growing community. Police Support Services provides internal audits and control of the organization through personnel investigations, along with risk management analysis. The quality of life in the City of Signal Hill is enhanced by increased community involvement in decisions involving safety and security.

**Objectives:**

1. Continue to meet 95% of all mandated POST police officer training before the due date.
2. Complete review of 95% of all citizens' complaints within a sixty-day period.
3. Implement recruitment and retention strategies to fill vacant department positions.

## Department Budget Summary

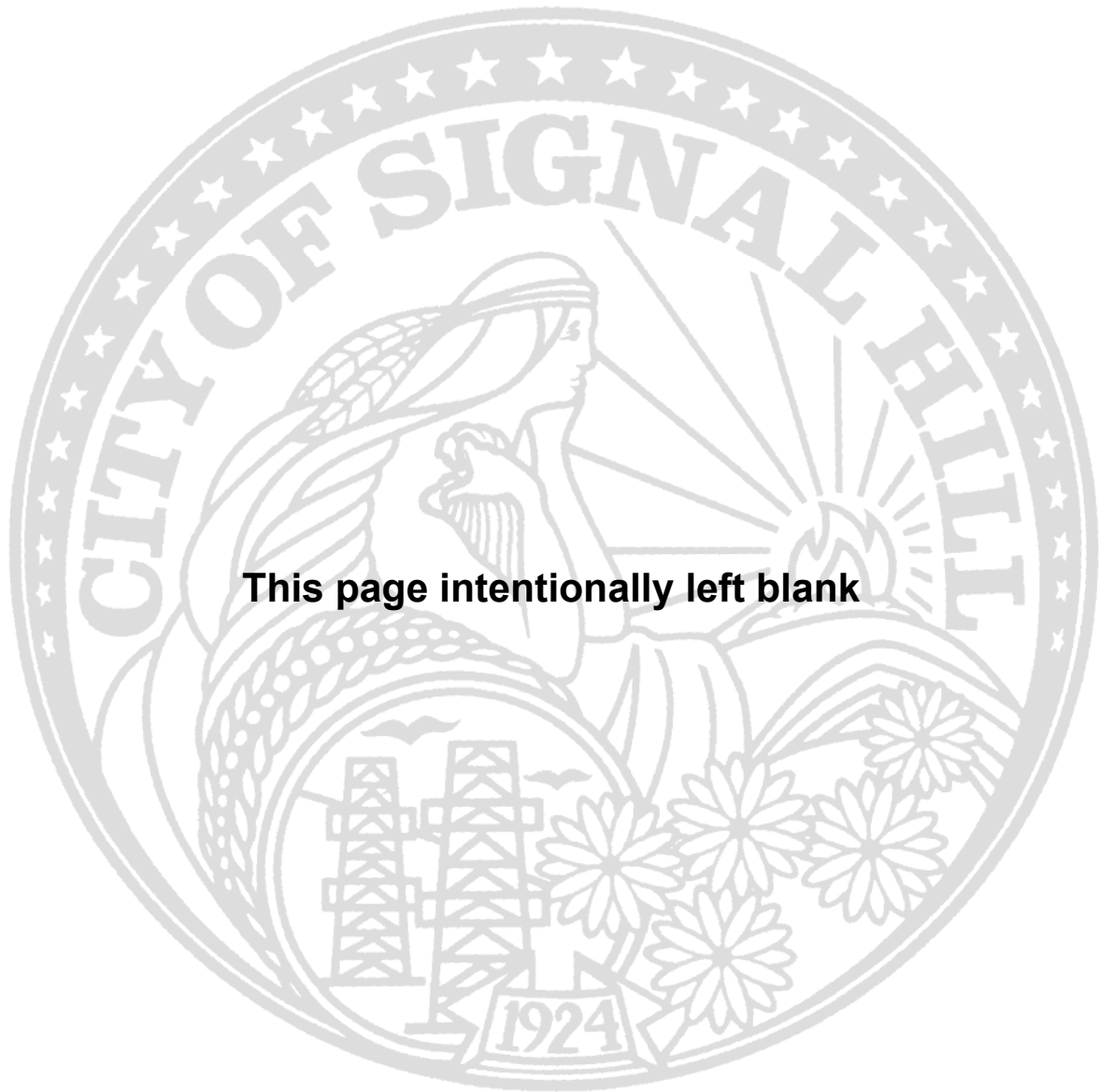
Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
<b>Police Support Services (74)</b>							
Salaries and Benefits	1,387,924	1,256,024	1,904,006	1,904,006	1,443,118	1,749,612	1,847,539
Maintenance and Operations	452,464	331,469	441,886	449,886	403,491	507,904	490,982
<b>Total Expenditures</b>	<b>1,840,388</b>	<b>1,587,493</b>	<b>2,345,892</b>	<b>2,353,892</b>	<b>1,846,609</b>	<b>2,257,516</b>	<b>2,338,521</b>

## Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
Chief of Police	1.0	1.0	1.0	1.0	1.0	1.0
Captain	1.0	1.0	1.0	1.0	1.0	1.0
Lieutenant	2.0	2.0	2.0	1.0	1.0	1.0
Administrative Sergeant	0.0	0.0	0.0	1.0	1.0	1.0
Administrative Support Services Manager	0.0	0.0	0.0	1.0	1.0	1.0
Management Assistant	0.0	0.0	0.0	1.0	1.0	1.0
Assistant to Police Chief	1.0	1.0	1.0	0.0	0.0	0.0
Maintenance Worker	1.0	0.0	0.0	0.0	0.0	0.0
<b>Total Positions:</b>	<b>6.0</b>	<b>5.0</b>	<b>5.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

**GENERAL FUND PROGRAM EXPENDITURES**

				2021-2022			2022-2023	2023-2024
		2019-2020	2020-2021	Adopted	Current	Projection	Adopted	Approved
Account	Description	Actuals	Actuals	Budget	Budget		Budget	Budget
POLICE SUPPORT SERVICES								
100-74-5110	Salaries & Wages - Full-time	768,130	551,330	960,043	960,043	689,857	922,931	962,564
100-74-5115	Part-time Salaries	5,240	24,441	-	-	-	-	-
100-74-5130	Overtime Salaries	459	-	-	-	-	-	-
100-74-5139	Compensated Absences	-	-	-	-	-	-	-
100-74-5140	Special Functions Salaries	3,072	-	-	-	-	-	-
100-74-5170	Uniform Allowance	3,967	2,860	4,625	4,625	2,078	3,700	3,700
100-74-5220	FICA Contributions	14,372	8,508	18,435	18,435	17,868	24,113	25,445
100-74-5230	Retirement Contributions	460,070	557,257	745,538	745,538	611,740	563,968	598,629
100-74-5270	Other Employee Benefits	-	3,647	9,638	9,638	3,597	9,736	9,974
100-74-5271	Defined Contribution	24,320	15,713	17,565	17,565	15,563	26,049	27,178
100-74-5272	Workers' Compensation	32,552	38,597	42,081	42,081	42,081	81,832	91,366
100-74-5273	Health Benefits	65,929	51,904	103,200	103,200	57,018	113,400	124,800
100-74-5274	Dental Benefit	3,915	-	-	-	-	-	-
100-74-5275	Vision Benefit	850	-	-	-	-	-	-
100-74-5276	Life Insurance Benefit	2,274	1,767	2,883	2,883	1,817	2,883	2,883
100-74-5277	Other Optional Benefit	1,988	-	-	-	-	-	-
100-74-5280	Wellness Benefit	786	-	-	-	1,500	1,000	1,000
Total Salaries and Benefits		1,387,924	1,256,024	1,904,006	1,904,006	1,443,118	1,749,612	1,847,539
100-74-5310	Dues & Memberships	2,755	3,085	1,800	1,800	1,855	2,000	2,000
100-74-5320	Travel & Training	4,561	596	6,500	6,500	4,206	6,500	6,500
100-74-5330	Meetings	419	45	1,600	1,600	19	4,100	4,100
100-74-5340	Books & Periodicals	573	-	500	500	500	500	500
100-74-5400	Contract Services - General	160,917	101,099	165,920	165,920	169,119	214,473	214,473
100-74-5410	Legal Services	100,968	33,972	60,000	60,000	34,448	60,000	60,000
100-74-5440	IT Services	83,315	91,143	85,000	93,000	91,959	101,305	103,331
100-74-5511	Telephone	7,280	-	3,600	3,600	-	3,600	3,600
100-74-5540	Vehicle Maintenance	623	2,752	500	500	2,190	1,000	1,250
100-74-5560	Repair & Maintenance Services	5,477	-	16,000	16,000	6,359	16,000	16,000
100-74-5570	Software Licensing & Support	19,012	13,750	20,000	20,000	19,924	20,000	20,000
100-74-5590	Fleet Provision Charge	43,625	38,124	57,952	57,952	57,124	53,311	34,112
100-74-5721	Special Department Supplies	1,000	-	500	500	69	500	500
100-74-5740	General Supplies	14,713	6,708	16,000	16,000	7,883	16,000	16,000
100-74-5750	Gasoline, Oil, & Tires	7,227	5,152	6,014	6,014	7,836	8,615	8,615
100-74-5840	Capital Outlay	-	35,043	-	-	-	-	-
Total Maintenance and Operations		452,464	331,469	441,886	449,886	403,491	507,904	490,982
TOTAL POLICE SUPPORT SERVICES (74)		1,840,388	1,587,493	2,345,892	2,353,892	1,846,609	2,257,516	2,338,521



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**Department: Police****Program: Police Communications/Jail (75)****Program Description:**

Police Communications/Jail provides effective, efficient communications and security to ensure the safety of all law enforcement employees and the well-being of prisoners in the City jail.

**Objectives:**

1. Continue to dispatch 95% of all emergency calls within one minute of receipt.
2. Continue to enter all calls into CAD within three minutes of receiving the call 95% of the time.
3. Keep the City jail in 100% conformance with the California Department of Corrections and Rehabilitation guidelines and regulations.
4. Continue to complete 95% of all prisoner identifications within twenty-four hours of bookings.



Department Budget Summary

Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
Police Communications (75)							
Salaries and Benefits	671,757	717,121	825,871	825,871	701,161	948,776	995,107
Maintenance and Operations	123,998	126,359	149,131	149,131	129,124	151,101	148,261
Total Expenditures	795,755	843,479	975,001	975,001	830,285	1,099,877	1,143,368

Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
Dispatcher/Jailer	8.0	8.0	8.0	8.0	8.0	8.0
Total Positions:	8.0	8.0	8.0	8.0	8.0	8.0

**GENERAL FUND PROGRAM EXPENDITURES**

				2021-2022			2022-2023	2023-2024
Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	Current Budget	Projection	Adopted Budget	Approved Budget
POLICE COMMUNICATIONS/JAIL								
100-75-5110	Salaries & Wages - Full-time	426,430	400,147	433,777	433,777	363,929	460,489	473,517
100-75-5130	Overtime Salaries	41,232	14,712	57,400	57,400	36,456	57,400	57,400
100-75-5139	Compensated Absences	-	-	-	-	-	-	-
100-75-5140	Special Functions Salaries	-	-	-	-	-	-	-
100-75-5220	FICA Contributions	35,989	32,773	33,184	33,184	31,727	35,227	36,224
100-75-5230	Retirement Contributions	77,406	161,233	190,262	190,262	182,042	242,480	258,978
100-75-5270	Other Employee Benefits	36	6,562	6,460	6,460	4,349	6,976	7,156
100-75-5271	Defined Contribution	22,199	-	-	-	-	-	-
100-75-5272	Workers' Compensation	14,051	16,661	18,164	18,164	18,164	32,025	35,756
100-75-5273	Health Benefits	45,066	84,327	86,064	86,064	64,105	113,586	125,478
100-75-5274	Dental Benefit	4,570	-	-	-	-	-	-
100-75-5275	Vision Benefit	1,108	-	-	-	-	-	-
100-75-5276	Life Insurance Benefit	826	705	560	560	388	593	597
100-75-5277	Other Optional Benefit	2,844	-	-	-	-	-	-
Total Salaries and Benefits		671,757	717,121	825,871	825,871	701,161	948,776	995,107
100-75-5320	Travel & Training	1,482	3,472	4,500	4,500	2,004	5,500	6,000
100-75-5330	Meetings	-	-	150	150	-	150	150
100-75-5340	Books & Periodicals	-	-	-	-	-	-	-
100-75-5400	Contract Services - General	84	-	3,000	3,000	500	3,000	3,000
100-75-5440	Technology Technical Services	-	-	-	-	-	-	-
100-75-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-75-5552	Rental of Equipment & Vehicles	18,405	14,452	19,300	19,300	19,324	19,300	19,300
100-75-5560	Repair & Maintenance Services	17,965	27,195	29,000	29,000	17,709	29,000	29,000
100-75-5570	Software Licensing & Support	67,000	67,000	67,000	67,000	67,000	67,000	67,000
100-75-5590	Fleet Provision Charge	8,704	7,625	11,590	11,590	11,425	10,662	6,823
100-75-5595	Comm. Inter-Dept Charge	-	-	-	-	-	-	-
100-75-5721	Special Department Supplies	6,196	3,286	8,500	8,500	6,231	8,500	8,500
100-75-5730	Uniforms	1,509	370	2,400	2,400	1,284	4,000	4,500
100-75-5740	General Supplies	1,926	2,367	3,000	3,000	2,775	3,000	3,000
100-75-5750	Gasoline, Oil, & Tires	729	591	690	690	873	989	989
Total Maintenance and Operations		123,998	126,359	149,131	149,131	129,124	151,101	148,261
TOTAL POLICE COMMUNICATIONS/JAIL (75)		795,755	843,479	975,001	975,001	830,285	1,099,877	1,143,368



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**Department: Police****Program: Police Records (76)****Program Description:**

Police Records provides and maintains a comprehensive, accurate, and reliable records management information system, automated crime reporting statistics, and analysis services. Records personnel assist citizens in the station lobby, respond to public records requests, and answer the Police Department switchboard.

**Objectives:**

1. Enter 99% of data into the Records Management System within forty-eight hours.
2. Respond to 95% of citizens' requests for information within five days.
3. Process 99% of crime reports within twenty-four hours.
4. Process 99% of traffic citations for transmittal to court within forty-eight hours.

Department Budget Summary

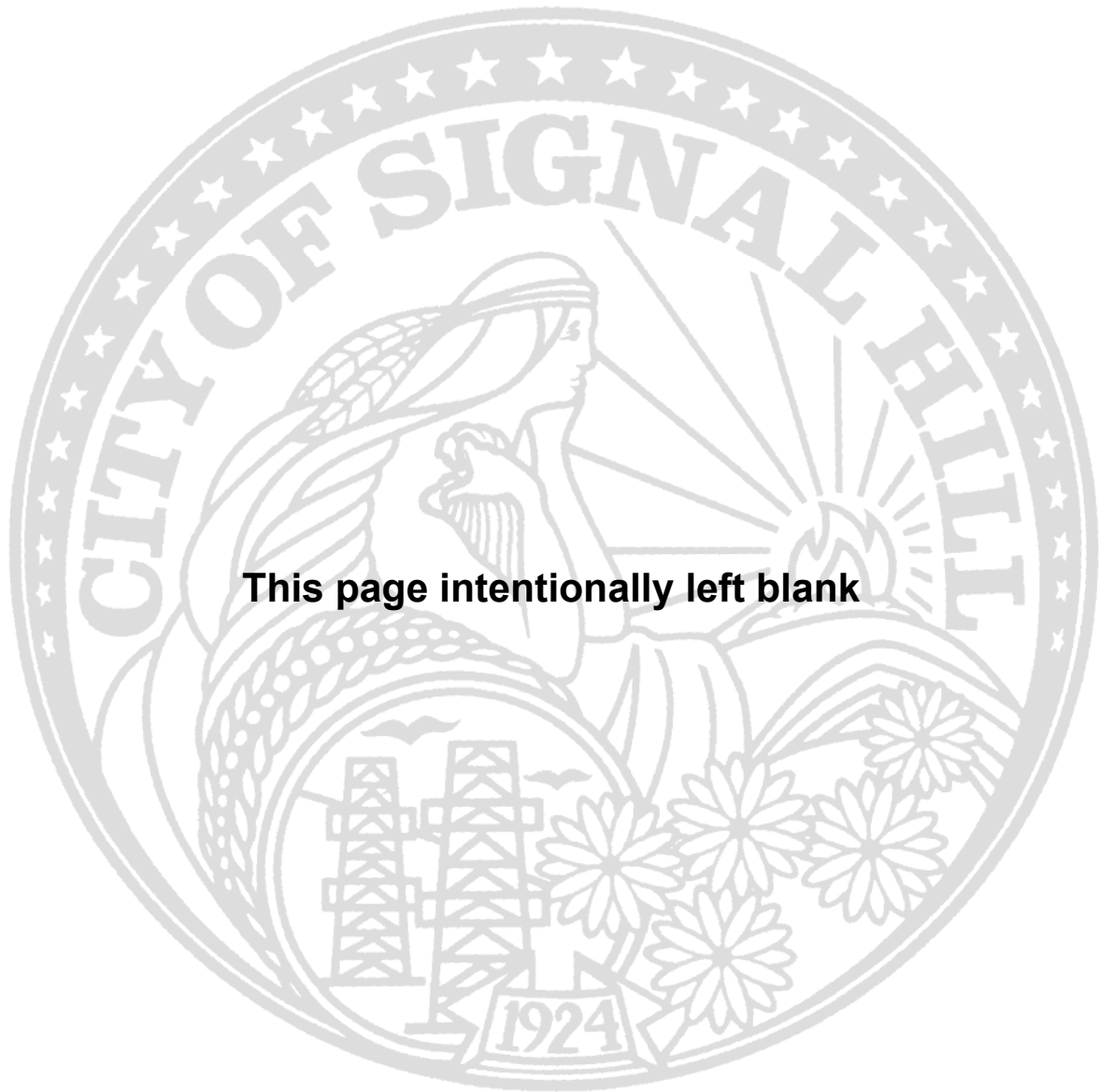
Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
Police Records (76)							
Salaries and Benefits	353,718	286,271	397,318	398,739	331,919	437,526	460,539
Maintenance and Operations	40,903	42,153	50,714	50,714	64,568	69,374	68,028
Total Expenditures	394,621	328,424	448,032	449,453	396,487	506,900	528,567

Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
Police Records Supervisor	1.0	1.0	1.0	1.0	1.0	1.0
Police Records Clerk	2.0	2.0	2.0	2.0	2.0	2.0
Part-Time Police Aide	0.5	0.5	0.5	2.0	2.0	2.0
Part-Time Records Clerk	0.4	0.4	0.4	0.5	0.5	0.5
Total Positions:	3.9	3.9	3.9	5.5	5.5	5.5

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>POLICE RECORDS</b>								
100-76-5110	Salaries & Wages - Full-time	204,212	189,616	214,121	214,121	209,875	220,980	229,154
100-76-5115	Part-time Salaries	36,439	8,594	82,000	83,382	28,133	85,246	89,527
100-76-5130	Overtime Salaries	3,882	-	5,000	5,000	537	5,000	5,000
100-76-5139	Compensated Absences	-	-	-	-	-	-	-
100-76-5170	Uniform Allowance	-	-	-	-	-	-	-
100-76-5220	FICA Contributions	16,597	15,159	16,380	16,400	16,918	18,141	18,828
100-76-5225	PARS Contributions	-	-	796	796	-	-	-
100-76-5230	Retirement Contributions	41,136	15,281	16,550	16,568	16,954	18,088	18,916
100-76-5270	Other Employee Benefits	-	2,975	3,172	3,172	2,839	3,325	3,431
100-76-5271	Defined Contribution	11,887	-	-	-	-	-	-
100-76-5272	Workers' Compensation	5,741	6,807	7,421	7,421	7,421	30,367	33,905
100-76-5273	Health Benefits	29,371	47,560	51,600	51,600	48,957	56,100	61,500
100-76-5274	Dental Benefit	2,241	-	-	-	-	-	-
100-76-5275	Vision Benefit	575	-	-	-	-	-	-
100-76-5276	Life Insurance Benefit	359	279	279	279	285	279	279
100-76-5277	Other Optional Benefit	1,278	-	-	-	-	-	-
<b>Total Salaries and Benefits</b>		<b>353,718</b>	<b>286,271</b>	<b>397,318</b>	<b>398,739</b>	<b>331,919</b>	<b>437,526</b>	<b>460,539</b>
100-76-5310	Dues & Memberships	-	83	100	100	50	100	100
100-76-5320	Travel & Training	170	149	3,500	3,500	1,084	3,500	3,500
100-76-5330	Meetings	-	-	100	100	-	100	100
100-76-5340	Books & Periodicals	-	-	-	-	-	-	-
100-76-5400	Contract Services - General	8,715	1,807	10,000	10,000	4,784	10,000	10,000
100-76-5420	Professional Services	11,440	25,282	15,000	15,000	34,693	30,000	30,000
100-76-5440	Technology Technical Services	-	-	-	-	-	-	-
100-76-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-76-5570	Software Licensing & Support	-	-	-	-	-	-	-
100-76-5590	Fleet Provision Charge	3,051	2,673	4,063	4,063	4,005	3,738	2,392
100-76-5730	Uniforms	1,006	477	1,200	1,200	1,393	2,200	2,200
100-76-5740	General Supplies	9,235	5,770	9,850	9,850	9,828	9,850	9,850
100-76-5750	Gasoline, Oil, & Tires	7,285	5,913	6,901	6,901	8,731	9,886	9,886
<b>Total Maintenance and Operations</b>		<b>40,903</b>	<b>42,153</b>	<b>50,714</b>	<b>50,714</b>	<b>64,568</b>	<b>69,374</b>	<b>68,028</b>
<b>TOTAL POLICE RECORDS (76)</b>		<b>394,621</b>	<b>328,424</b>	<b>448,032</b>	<b>449,453</b>	<b>396,487</b>	<b>506,900</b>	<b>528,567</b>



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**Department: Police**

**Program: Emergency/Disaster Services (77)**

**Program Description:**

Emergency/Disaster Services provides coordination for emergency and disaster preparedness for the City, including emergency preparedness planning, natural disasters, civil unrest, and hazardous materials. The division provides emergency supplies, equipment, and communications. Training topics include Homeland Security, First Responder, and Emergency Management, which help prepare employees and citizens in the event of a disaster.

**Objectives:**

1. Continue sending department heads and designated employees to the Earthquake Preparedness Training Program at CSTI.
2. Provide continuing in-service training to department personnel.
3. Provide yearly emergency preparedness training for City employees.
4. Conduct yearly emergency preparedness exercise.
5. Continue public education on emergency preparedness.



Department Budget Summary

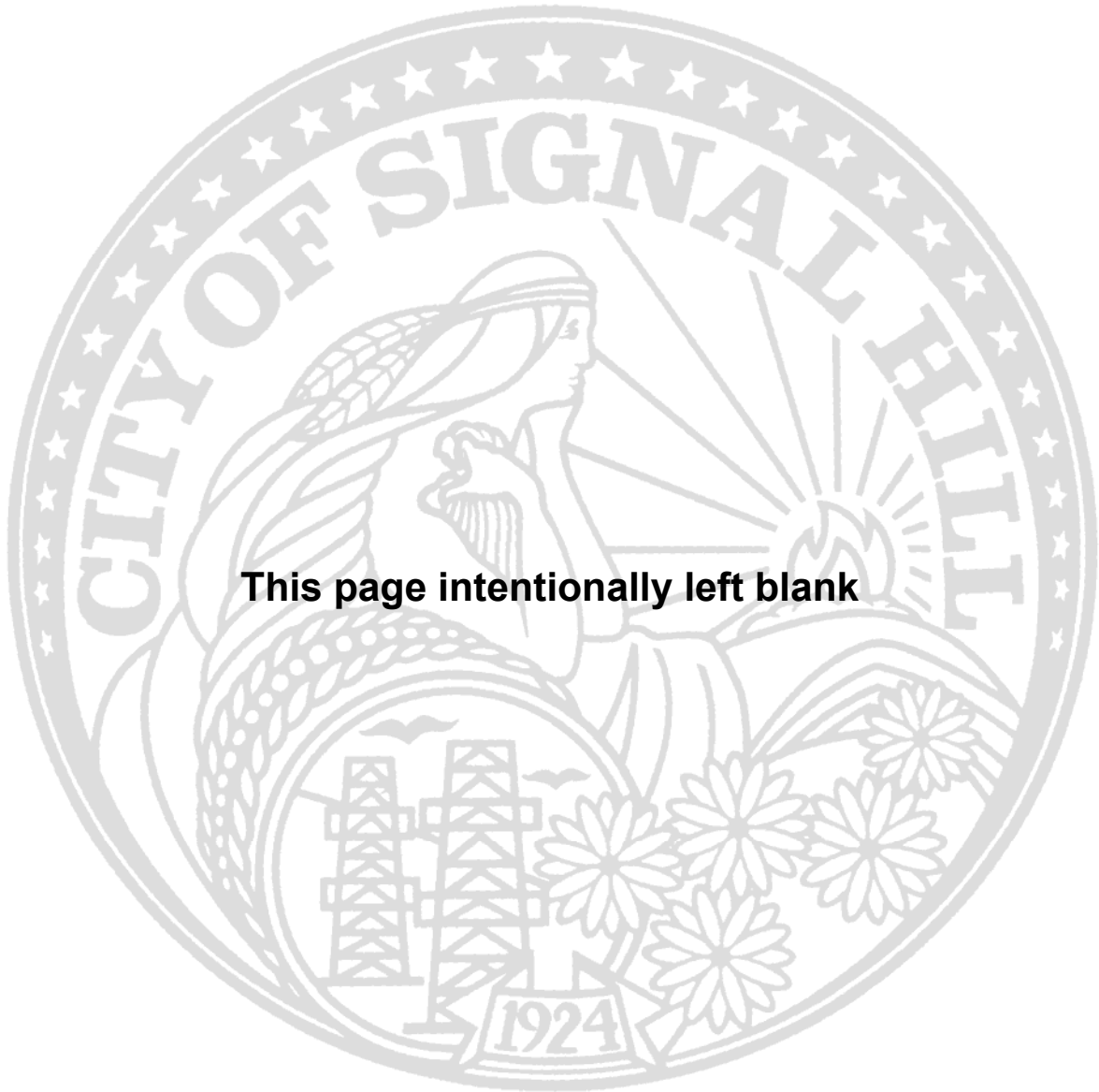
Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
Emergency/Disaster Services (77)							
Salaries and Benefits	52,097	49,992	48,790	50,048	7,875	43,017	45,177
Maintenance and Operations	18,370	18,827	17,900	17,900	885	17,900	17,900
Total Expenditures	70,467	68,820	66,690	67,948	8,759	60,917	63,077

Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
Emergency Operations Coordinator	0.5	0.5	0.5	0.5	0.5	0.5
Total Positions:	0.5	0.5	0.5	0.5	0.5	0.5

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>EMERGENCY/DISASTER SERVICES</b>								
100-77-5115	Part-time Salaries	49,291	43,331	40,990	42,214	7,671	41,866	43,968
100-77-5220	FICA Contributions	1,472	3,315	4,000	4,018	104	607	638
100-77-5230	Retirement Contributions	1,334	3,347	3,800	3,816	100	544	572
100-77-5270	Other Employee Benefits	-	-	-	-	-	-	-
<b>Total Salaries and Benefits</b>		<b>52,097</b>	<b>49,992</b>	<b>48,790</b>	<b>50,048</b>	<b>7,875</b>	<b>43,017</b>	<b>45,177</b>
100-77-5310	Dues & Memberships	-	-	500	500	-	500	500
100-77-5320	Travel & Training	790	448	6,800	6,800	-	6,800	6,800
100-77-5420	Professional Services	2,317	-	-	-	-	-	-
100-77-5511	Telephone	896	-	4,700	4,700	-	4,700	4,700
100-77-5740	General Supplies	14,368	627	5,900	5,900	885	5,900	5,900
100-77-5840	Capital Outlay	-	17,752	-	-	-	-	-
<b>Total Maintenance and Operations</b>		<b>18,370</b>	<b>18,827</b>	<b>17,900</b>	<b>17,900</b>	<b>885</b>	<b>17,900</b>	<b>17,900</b>
<b>TOTAL EMERGENCY/DISASTER SERVICES (77)</b>								
		<b>70,467</b>	<b>68,820</b>	<b>66,690</b>	<b>67,948</b>	<b>8,759</b>	<b>60,917</b>	<b>63,077</b>



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# 2022-24 OPERATING BUDGET

## COMMUNITY SERVICES

*Library Programs and Services*

*Community Services*

*Recreation*

### **Department Description:**

Community Services provides a variety of park, recreational, social, and library services. Parks include design, development, and rehabilitation of park property and community buildings. Recreation includes after school recreation programs, year-round programs for youth, teen activities, and youth sports. Community Services includes senior services, community-wide special events, transportation, Animal Control administration, Community Development Block Grant (CDBG) administration, and park facility scheduling. The Department also manages Library operations and provides staffing for the Parks and Recreation Commission.

**Department Programs:**

Library Programs and Services

Community Services

Recreation

**Departmental Goals:**

To provide a wide variety of recreational, social, and library services to meet the needs of residents of all ages, support local businesses, and further the image and livability of the city through its programs and park development activities.

Department Budget Summary

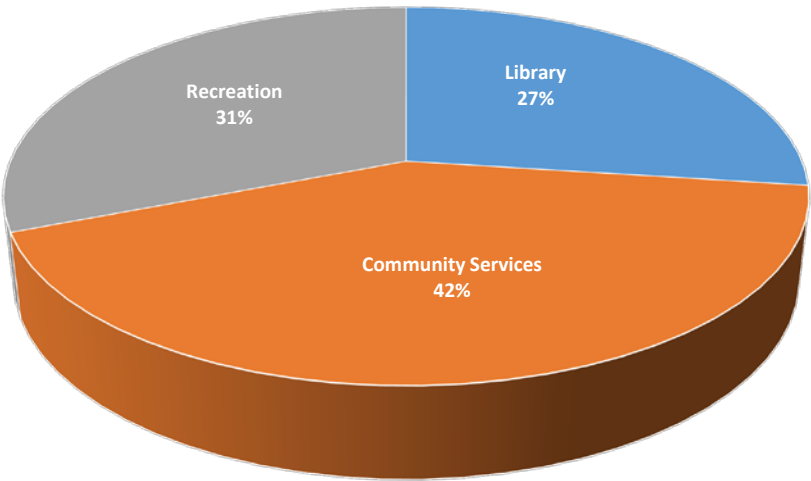
Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
Salaries and Benefits	1,263,888	1,117,236	1,593,030	1,625,636	1,544,900	1,870,546	1,951,544
Maintenance and Operations	310,051	260,769	637,617	639,982	516,950	729,855	531,237
Total Expenditures	1,573,939	1,378,005	2,230,647	2,265,618	2,061,851	2,600,401	2,482,780

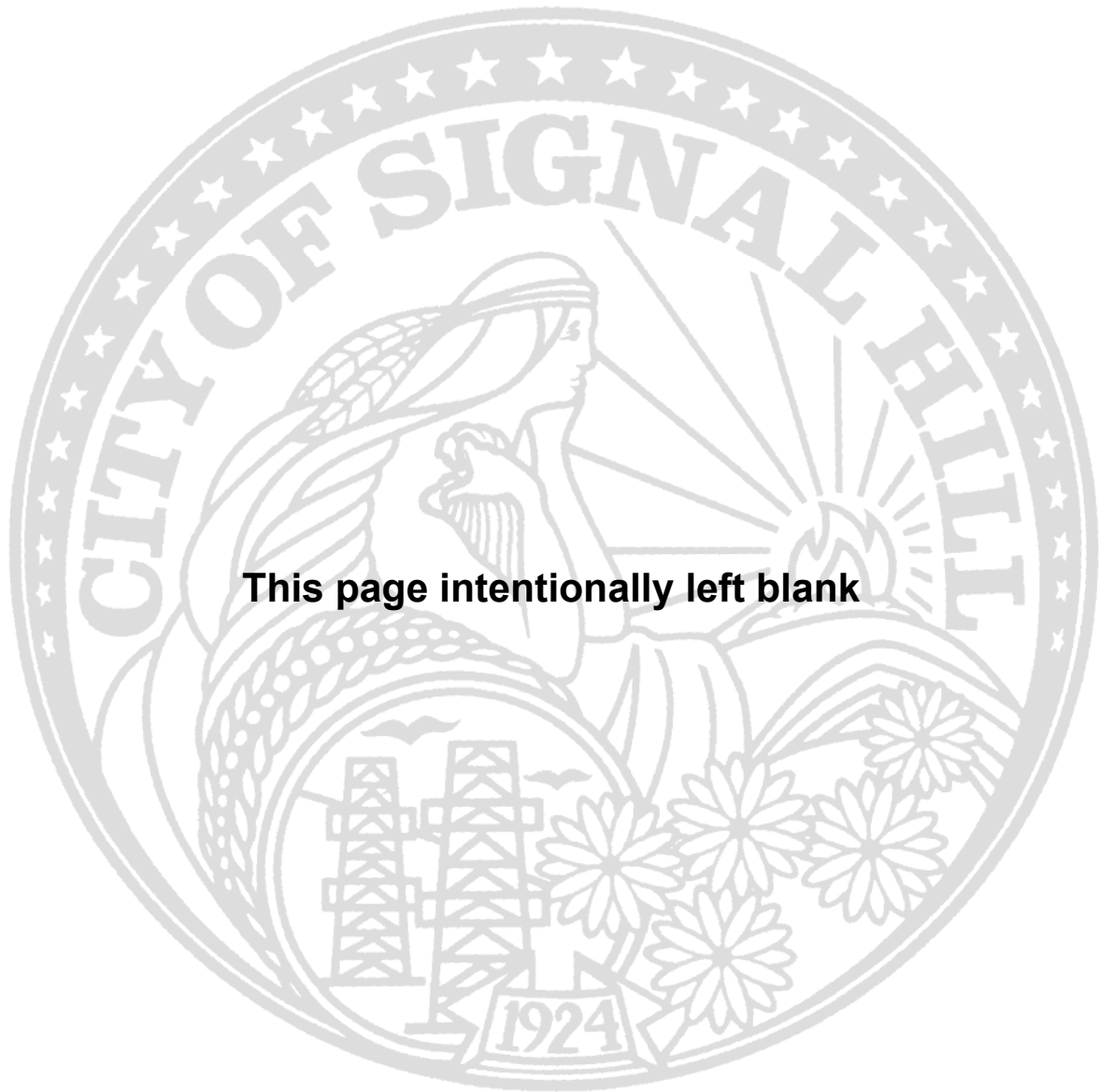
Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
All Divisions	18.5	18.5	8.8	21.6	22.5	22.5
Total Positions:	18.5	18.5	8.8	21.6	22.5	22.5

Department Expenditures by Division

	2022-23 Adopted Budget
Library	703,512
Community Services	1,092,829
Recreation	804,060
Total	2,600,401





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**Department: Community Services**

**Program: Library Programs and Services (81)**

**Program Description:**

The library is a community hub that promotes learning, cultural diversities, and civic engagement. The library supports literacy, learning, equity, diversity, inclusivity, and cultural awareness. Whether patrons seek information to improve life-long skills, explore a new passion, learn more about the world, participate in a literacy program, or attend an event, the library is a gateway to knowledge and discovery.



## Department Budget Summary

Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
<b>Library (81)</b>							
Salaries and Benefits	395,705	298,409	473,808	480,430	457,883	531,681	557,973
Maintenance and Operations	79,617	56,750	106,931	106,931	94,435	171,831	114,081
<b>Total Expenditures</b>	<b>475,322</b>	<b>355,160</b>	<b>580,739</b>	<b>587,361</b>	<b>552,317</b>	<b>703,512</b>	<b>672,054</b>

## Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
City Librarian	1.0	1.0	1.0	1.0	1.0	1.0
Library Assistant	1.0	1.0	1.0	1.0	1.0	1.0
Part-Time Library Aide	1.9	1.9	0.3	2.9	3.3	3.3
Part-Time Library Specialist	0.3	0.3	0.3	0.9	0.9	0.9
<b>Total Positions:</b>	<b>4.2</b>	<b>4.2</b>	<b>2.5</b>	<b>5.8</b>	<b>6.2</b>	<b>6.2</b>

**GENERAL FUND PROGRAM EXPENDITURES**

				2021-2022			2022-2023	2023-2024
Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	Current Budget	Projection	Adopted Budget	Approved Budget
LIBRARY								
100-81-5110	Salaries & Wages - Full-time	204,637	202,634	231,017	231,017	214,274	235,344	244,576
100-81-5115	Part-time Salaries	76,950	4,624	145,000	151,445	151,445	168,000	175,000
100-81-5130	Overtime Salaries	-	232	-	-	18	-	-
100-81-5160	Car Allowance	1,197	1,193	1,188	1,188	1,193	1,188	1,188
100-81-5220	FICA Contributions	18,240	16,492	17,673	17,766	18,521	18,004	18,710
100-81-5225	PARS Contributions	-	-	1,040	1,040	-	-	-
100-81-5230	Retirement Contributions	49,759	20,565	21,812	21,896	22,674	22,373	23,250
100-81-5270	Other Employee Benefits	2	2,750	3,248	3,248	2,539	3,347	3,466
100-81-5271	Defined Contribution	6,825	1,156	3,485	3,485	1,091	3,614	3,686
100-81-5272	Workers' Compensation	5,501	6,522	7,111	7,111	7,111	33,618	37,535
100-81-5273	Health Benefits	28,076	41,814	41,448	41,448	38,584	45,408	49,776
100-81-5274	Dental Benefit	2,801	-	-	-	-	-	-
100-81-5275	Vision Benefit	557	-	-	-	-	-	-
100-81-5276	Life Insurance Benefit	239	186	543	543	190	543	543
100-81-5277	Other Optional Benefit	790	-	-	-	-	-	-
100-81-5280	Wellness Benefit	132	241	243	243	243	243	243
Total Salaries and Benefits		395,705	298,409	473,808	480,430	457,883	531,681	557,973
100-81-5310	Dues & Memberships	2,238	3,184	3,560	3,560	3,560	3,450	3,450
100-81-5320	Travel & Training	316	97	800	800	800	800	800
100-81-5330	Meetings	372	60	540	540	540	540	540
100-81-5400	Contract Services - General	9,427	11,960	22,000	22,000	9,851	26,000	26,000
100-81-5511	Telephone	-	-	-	-	-	-	-
100-81-5560	Repair & Maintenance Services	524	10	1,000	1,000	1,000	1,000	1,000
100-81-5570	Software Licensing & Support	13,667	17,115	21,196	21,196	22,559	20,956	20,956
100-81-5630	Media Services	207	-	550	550	550	350	350
100-81-5721	Special Department Supplies	40,602	18,793	38,400	38,400	38,400	88,400	38,400
100-81-5723	Event/Program Costs	5,914	2,009	7,135	7,135	8,430	11,835	11,835
100-81-5730	Uniforms	522	410	750	750	743	1,250	1,250
100-81-5740	General Supplies	5,827	3,112	11,000	11,000	8,001	17,250	9,500
Total Maintenance and Operations		79,617	56,750	106,931	106,931	94,435	171,831	114,081
TOTAL LIBRARY (81)		475,322	355,160	580,739	587,361	552,317	703,512	672,054



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**Department: Community Services**

**Program: Community Services (82)**

**Program Description:**

Community Services hosts community-wide special events, maintains and manages rentals for recreational facilities and parks, provides park patrol, active adult programs, oversees animal control services, offers social programs for older adults and disabled residents and acts as a community resource.

## Department Budget Summary

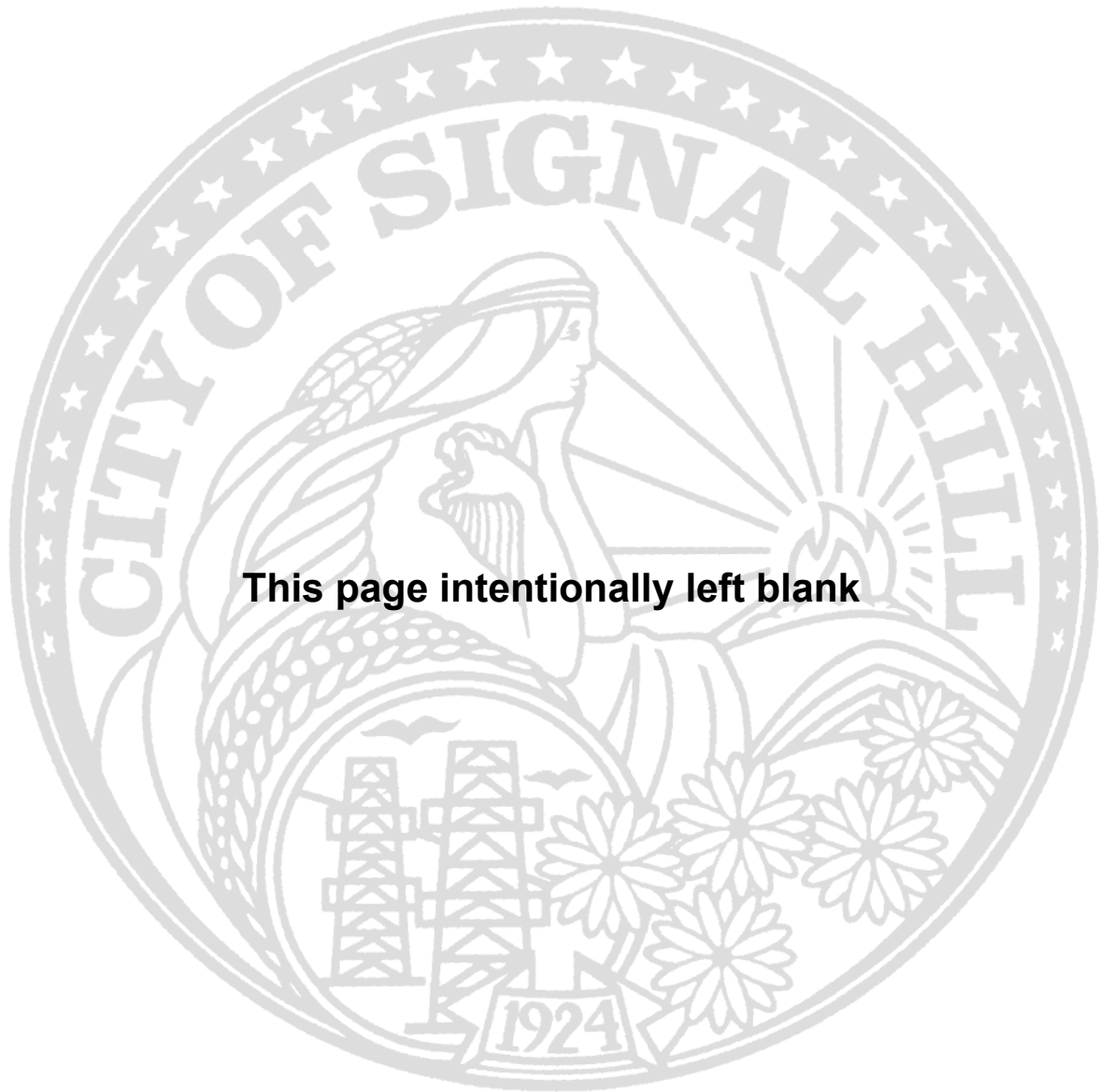
Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
<b>Community Services (82)</b>							
Salaries and Benefits	469,713	446,357	561,204	578,583	536,826	669,783	702,728
Maintenance and Operations	186,809	172,864	453,379	434,539	349,604	423,046	302,988
<b>Total Expenditures</b>	<b>656,522</b>	<b>619,221</b>	<b>1,014,583</b>	<b>1,013,122</b>	<b>886,430</b>	<b>1,092,829</b>	<b>1,005,716</b>

## Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
Director	1.0	1.0	1.0	1.0	1.0	1.0
Community Services Manager	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0	1.0	1.0
Recreation Coordinator	1.0	1.0	1.0	1.0	1.0	1.0
Recreation Specialist	1.0	1.0	1.0	1.0	0.0	0.0
Senior Recreation Specialist	0.0	0.0	0.0	0.0	1.0	1.0
Part-Time Recreation Specialist	0.0	0.0	0.0	0.9	0.5	0.5
Part-Time Recreation Leader	2.7	2.7	0.0	1.4	2.1	2.1
<b>Total Positions:</b>	<b>7.7</b>	<b>7.7</b>	<b>5.0</b>	<b>7.3</b>	<b>7.6</b>	<b>7.6</b>

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>COMMUNITY SERVICES</b>								
100-82-5110	Salaries & Wages - Full-time	258,518	222,799	256,303	256,303	240,997	269,066	275,015
100-82-5115	Part-time Salaries	41,046	16,239	65,756	83,098	67,098	92,170	96,457
100-82-5130	Overtime Salaries	7,612	275	3,535	3,535	293	3,535	3,535
100-82-5139	Compensated Absences	-	-	-	-	-	-	-
100-82-5150	Commission Meeting Attendance	3,966	4,398	3,900	3,900	2,250	3,900	3,900
100-82-5160	Car Allowance	1,203	1,220	1,188	1,188	1,193	1,188	1,188
100-82-5220	FICA Contributions	20,697	16,149	19,607	19,627	18,539	20,584	21,039
100-82-5225	PARS Contributions	-	-	286	286	-	-	-
100-82-5230	Retirement Contributions	72,008	116,968	137,550	137,568	137,529	188,385	201,412
100-82-5270	Other Employee Benefits	-	4,163	3,622	3,622	3,776	3,840	3,916
100-82-5271	Defined Contribution	6,067	1,127	3,523	3,523	1,241	3,653	3,726
100-82-5272	Workers' Compensation	8,661	10,269	11,196	11,196	11,196	17,677	19,736
100-82-5273	Health Benefits	41,761	50,603	53,910	53,910	50,704	64,935	71,955
100-82-5274	Dental Benefit	2,770	413	-	-	-	-	-
100-82-5275	Vision Benefit	693	91	-	-	(1)	-	-
100-82-5276	Life Insurance Benefit	1,795	1,395	581	581	1,510	605	605
100-82-5277	Other Optional Benefit	2,584	-	-	-	-	-	-
100-82-5280	Wellness Benefit	333	248	245	245	500	245	245
<b>Total Salaries and Benefits</b>		<b>469,713</b>	<b>446,357</b>	<b>561,204</b>	<b>578,583</b>	<b>536,826</b>	<b>669,783</b>	<b>702,728</b>
100-82-5310	Dues & Memberships	1,344	1,166	1,310	1,310	1,310	1,340	1,340
100-82-5320	Travel & Training	2,494	190	19,300	19,300	-	4,300	4,300
100-82-5330	Meetings	669	502	800	800	600	2,050	2,050
100-82-5340	Books & Periodicals	-	-	-	-	-	-	-
100-82-5390	Donations	10,000	(3,750)	10,000	10,000	15,000	10,000	10,000
100-82-5400	Contract Services - General	105,275	140,452	164,269	164,269	164,270	247,221	169,921
100-82-5410	Legal Services	3,046	9,472	35,000	35,000	3,251	35,000	35,000
100-82-5511	Telephone/Data	355	-	-	-	-	-	-
100-82-5540	Vehicle Maintenance	22	24	350	350	26	350	350
100-82-5560	Repair & Maintenance Services	-	-	500	500	-	-	-
100-82-5590	Fleet Provision Charge	2,201	1,928	2,931	2,931	2,889	17,378	11,120
100-82-5630	Media Services	1,230	5	4,400	4,400	4,400	4,400	4,400
100-82-5723	Event/Program Costs	50,522	18,972	204,735	185,895	148,092	92,000	55,500
100-82-5730	Uniforms	992	103	1,000	1,000	1,001	1,000	1,000
100-82-5740	General Supplies	8,449	3,711	8,540	8,540	8,540	7,750	7,750
100-82-5750	Gasoline, Oil, & Tires	210	89	244	244	227	257	257
<b>Total Maintenance and Operations</b>		<b>186,809</b>	<b>172,864</b>	<b>453,379</b>	<b>434,539</b>	<b>349,604</b>	<b>423,046</b>	<b>302,988</b>
<b>TOTAL COMMUNITY SERVICES (82)</b>								
		<b>656,522</b>	<b>619,221</b>	<b>1,014,583</b>	<b>1,013,122</b>	<b>886,430</b>	<b>1,092,829</b>	<b>1,005,716</b>



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**Department: Community Services**

**Program: Recreation (83)**

**Program Description:**

Recreation provides programming including after-school recreation programs, youth day camp programs, a summer food program, youth sports, and teen programs.



## Department Budget Summary

Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
<b>Recreation (83)</b>							
Salaries and Benefits	398,470	372,469	558,018	566,623	550,192	669,083	690,843
Maintenance and Operations	43,626	31,155	77,307	98,512	72,912	134,977	114,168
<b>Total Expenditures</b>	<b>442,095</b>	<b>403,624</b>	<b>635,325</b>	<b>665,135</b>	<b>623,104</b>	<b>804,060</b>	<b>805,010</b>

## Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
Recreation Coordinator	1.0	1.0	1.0	1.0	1.0	1.0
Senior Recreation Specialist	0.0	0.0	0.0	0.0	1.0	1.0
Part-Time Recreation Specialist	0.8	0.8	0.0	3.1	2.3	2.3
Part-Time Recreation Leader	4.9	4.9	0.3	4.4	4.4	4.4
<b>Total Positions:</b>	<b>6.7</b>	<b>6.7</b>	<b>1.3</b>	<b>8.5</b>	<b>8.7</b>	<b>8.7</b>

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>RECREATION</b>								
100-83-5110	Salaries & Wages - Full-time	138,407	169,786	198,069	198,069	189,388	241,032	251,032
100-83-5115	Part-time Salaries	175,100	106,223	260,616	268,990	253,490	254,894	251,641
100-83-5130	Overtime Salaries	2,559	775	-	-	690	-	-
100-83-5160	Car Allowance	1,197	1,193	1,188	1,188	1,193	1,188	1,188
100-83-5220	FICA Contributions	14,747	15,976	15,152	15,274	19,125	18,439	19,204
100-83-5225	PARS Contributions	-	-	1,040	1,040	-	-	-
100-83-5230	Retirement Contributions	37,133	33,214	34,457	34,566	39,598	42,464	44,997
100-83-5270	Other Employee Benefits	238	2,032	2,768	2,768	2,111	3,449	3,585
100-83-5271	Defined Contribution	5,536	1,070	3,523	3,523	1,126	3,653	3,726
100-83-5272	Workers' Compensation	3,381	4,009	4,371	4,371	4,371	46,737	52,182
100-83-5273	Health Benefits	18,386	37,857	36,090	36,090	38,760	56,415	62,475
100-83-5274	Dental Benefit	1,017	-	-	-	-	-	-
100-83-5275	Vision Benefit	286	-	-	-	-	-	-
100-83-5276	Life Insurance Benefit	49	93	498	498	95	567	567
100-83-5277	Other Optional Benefit	52	-	-	-	-	-	-
100-83-5280	Wellness Benefit	382	241	245	245	245	245	245
<b>Total Salaries and Benefits</b>		<b>398,470</b>	<b>372,469</b>	<b>558,018</b>	<b>566,623</b>	<b>550,192</b>	<b>669,083</b>	<b>690,843</b>
100-83-5310	Dues & Memberships	880	231	1,460	1,460	1,460	1,350	1,350
100-83-5320	Travel & Training	1,097	-	2,920	2,920	2,920	2,920	2,920
100-83-5330	Meetings	203	38	650	650	650	650	650
100-83-5340	Books & Periodicals	42	-	-	-	-	-	-
100-83-5391	Fee Assistance	400	495	1,000	1,000	1,000	1,000	1,000
100-83-5511	Telephone	1,683	1,752	3,050	3,050	3,050	3,050	3,050
100-83-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-83-5560	Repair & Maintenance Services	-	-	-	-	-	-	-
100-83-5570	Software Licensing & Support	-	132	-	-	-	110	110
100-83-5590	Fleet Provision Charge	7,253	6,354	9,659	9,659	9,521	57,785	36,975
100-83-5620	Communications	58	1,153	2,450	2,450	2,450	2,450	2,450
100-83-5630	Media Services	-	-	200	200	-	200	200
100-83-5721	Special Department Supplies	-	-	-	-	-	-	-
100-83-5723	Event/Program Costs	25,388	14,851	42,600	42,600	38,600	51,600	51,600
100-83-5730	Uniforms	892	780	2,000	2,000	2,000	2,500	2,500
100-83-5740	General Supplies	5,024	5,072	10,500	10,500	10,500	10,500	10,500
100-83-5750	Gasoline, Oil, & Tires	704	298	818	818	762	862	862
100-83-5840	Capital Outlay	-	-	-	21,205	-	-	-
<b>Total Maintenance and Operations</b>		<b>43,626</b>	<b>31,155</b>	<b>77,307</b>	<b>98,512</b>	<b>72,912</b>	<b>134,977</b>	<b>114,168</b>
<b>TOTAL RECREATION (83)</b>								
		<b>442,095</b>	<b>403,624</b>	<b>635,325</b>	<b>665,135</b>	<b>623,104</b>	<b>804,060</b>	<b>805,010</b>



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# **2022-24 OPERATING BUDGET**

## **PUBLIC WORKS**

*Engineering and Project Services*

*Facility Maintenance*

*Environmental Programs*

*Grounds Maintenance*

*Street Maintenance*

### **Department Description:**

#### **Mission Statement:**

The Public Works Department is responsible for providing reliable, well-maintained public facilities and essential services to residents and the business community. The responsibilities include the delivery of high quality drinking water, the design, construction, and maintenance of all City facilities, including the water system, streets, traffic signals, parks, buildings, and fleet of vehicles and heavy equipment.

The Public Works Department ensures that City-owned infrastructure and facilities, water services and capital improvement programs are designed, engineered, constructed, maintained and/or modified in a professional and safe condition. The Department coordinates a variety of activities and services including the preparation of plans and specifications for public works-related construction projects; the design and inspection of public facilities; ensures the proper installation of all public improvements made in new subdivisions, such as streets, curbs, gutters, sidewalks, graffiti, water mains, sewer lines, and drainage; and provides custodial service to City facilities.

The Street division is responsible for preventive and regular maintenance of streets and right-of-way. The Facility Maintenance and Grounds Maintenance divisions maintain buildings and landscaping in the City's parks and facilities. In addition, the Grounds Maintenance division oversees landscape contract activities in the California Crown Landscape and Lighting Maintenance District. The Environmental division includes recycling and refuse collection, water conservation, and NPDES compliance.

**Department Programs:**

Engineering and Project Services

Facility Maintenance

Environmental Programs

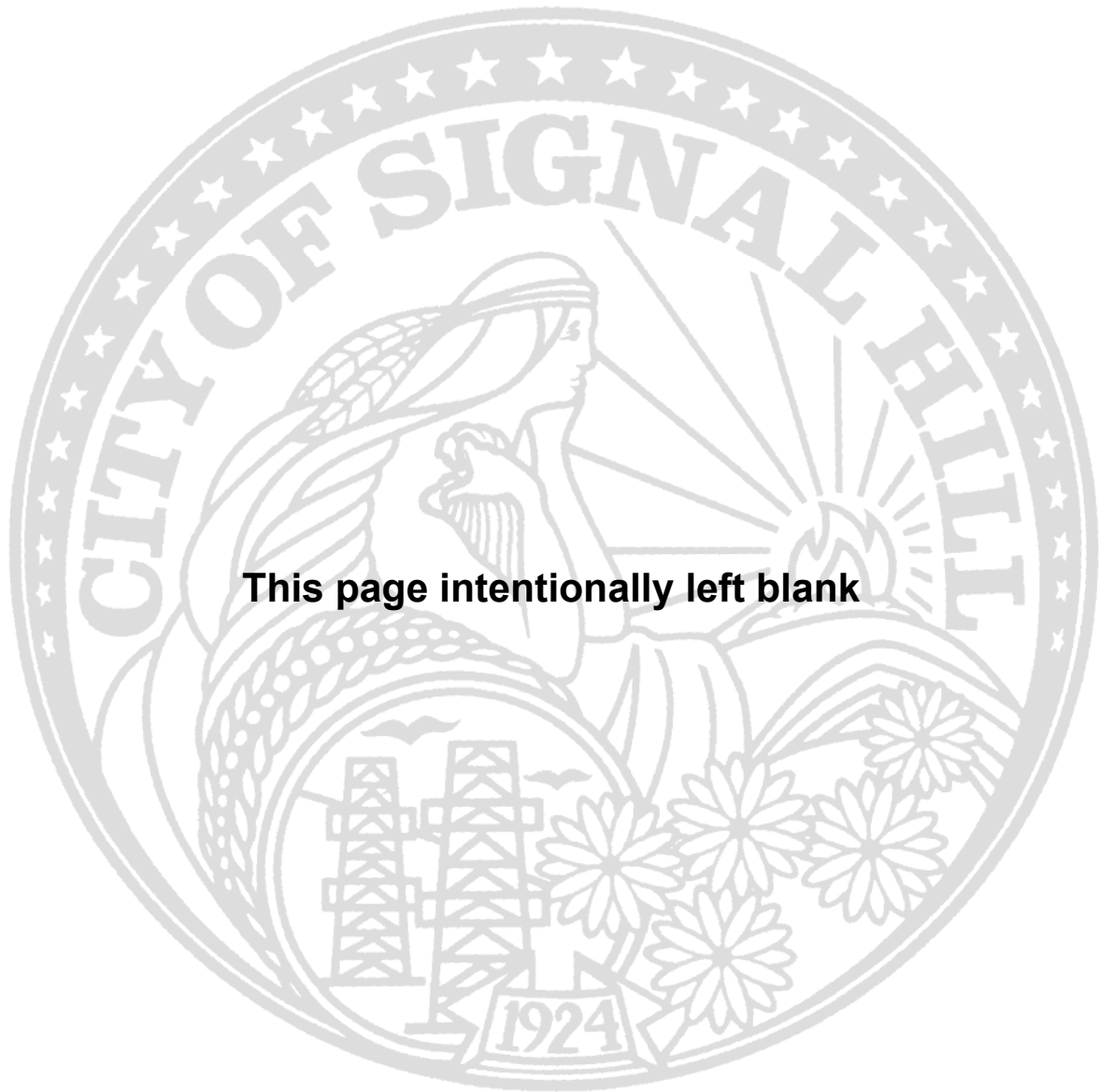
Grounds Maintenance

Street Maintenance

**Department Goals:**

1. Proactively meet the policy directives of the City Council in the maintenance and improvement of public facilities.
2. Implement the goals and objectives of the City's Strategic Plan.
3. Ensure capital improvement projects are well designed and constructed through management and inspection.
4. Proactively monitor legislation affecting public works.
5. Provide high quality maintenance and repair of public facilities and infrastructure in a cost-effective manner.
6. Provide the reliable delivery of high quality drinking water that meets or exceeds State drinking water standards.
7. Manage the City's Water Conservation Program and continue the program's public education and outreach campaign.
8. Ensure compliance with environmental regulations through the implementation of effective policies and programs.
9. Provide thorough and expedient engineering plan checking services for all development projects and subdivisions.
10. Manage the exclusive franchise agreement for solid waste collection and recycling programs.

11. Ensure maintenance contractors provide a high level of service through thorough oversight and inspection.
12. Continue to improve emergency response capabilities.
13. Monitor the Public Works Department budget to ensure efficient use of City resources.
14. Apply for grants to provide supplemental funding for capital improvements.
15. Provide prompt and professional service in response to requests from the community and other City departments.
16. Continue to inform members of the City Council, city residents, and businesses about Public Works activities through timely updates on the City's website.



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## Department Budget Summary

Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
Salaries and Benefits	1,724,582	1,847,574	2,154,291	2,154,291	1,932,820	2,147,773	2,275,386
Maintenance and Operations	2,454,781	2,556,974	3,402,542	3,616,542	3,199,681	3,759,001	3,531,070
<b>Total Expenditures</b>	<b>4,179,363</b>	<b>4,404,548</b>	<b>5,556,832</b>	<b>5,770,832</b>	<b>5,132,501</b>	<b>5,906,774</b>	<b>5,806,456</b>

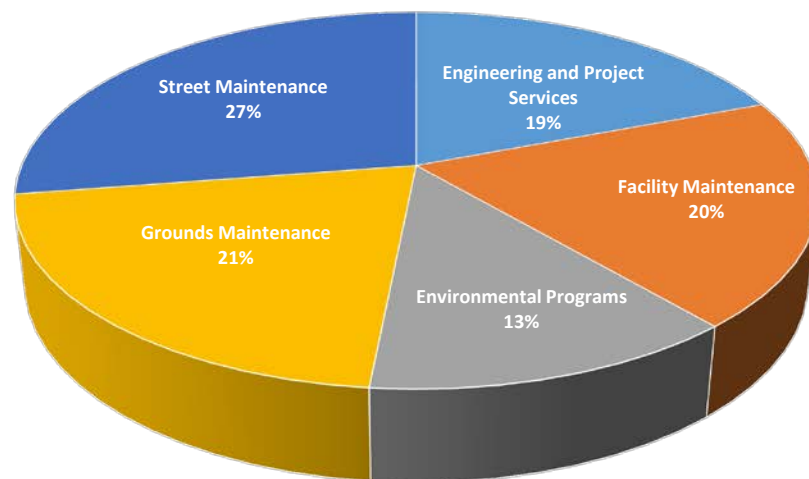
## Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
All Divisions*	28.0	28.0	27.0	27.0	30.0	30.0
<b>Total Positions:</b>	<b>28.0</b>	<b>28.0</b>	<b>27.0</b>	<b>27.0</b>	<b>30.0</b>	<b>30.0</b>

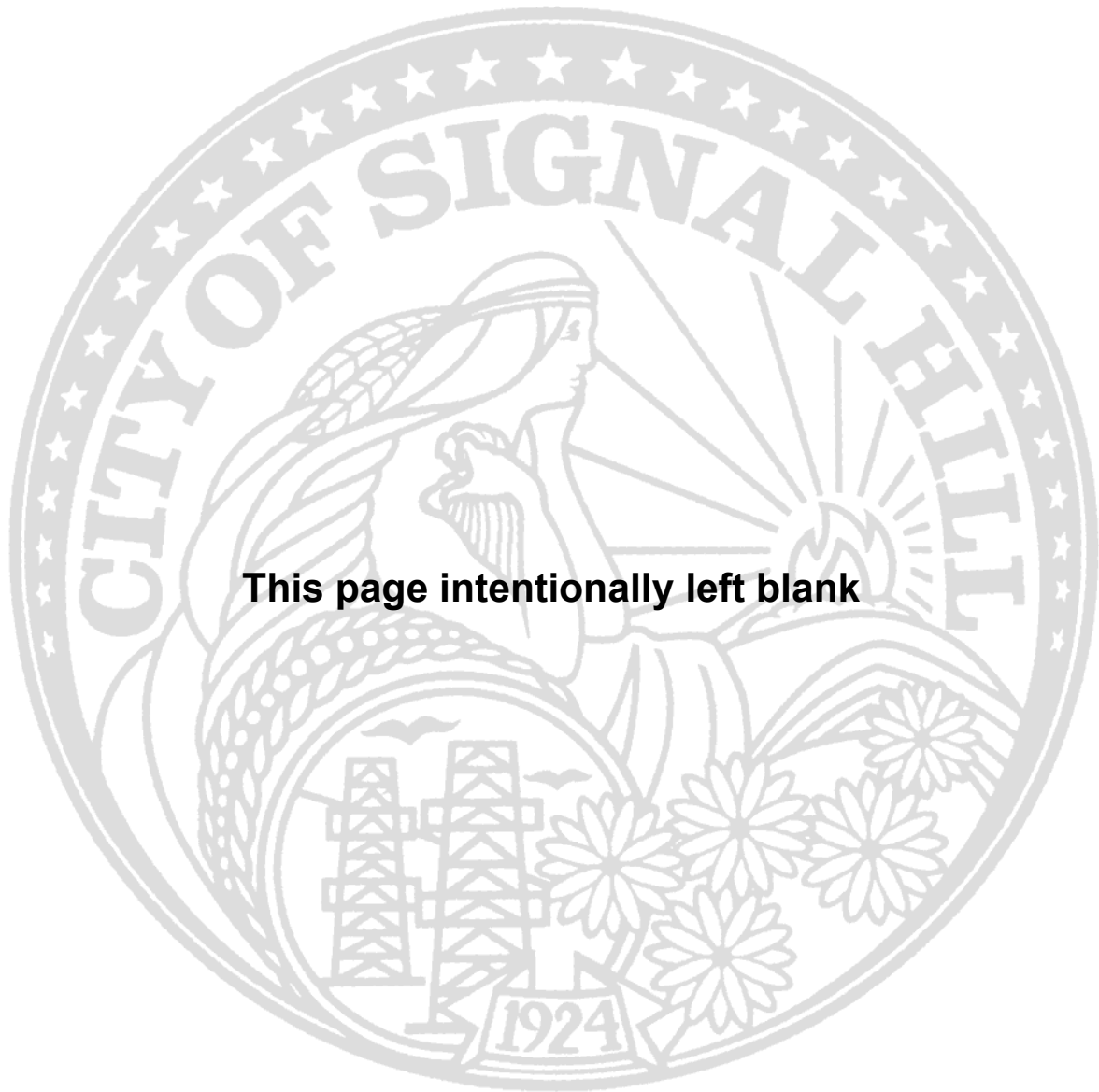
\*Includes Water Enterprise Fund personnel; detail located in the Special Funds section

## Department Expenditures by Division

	2022-23 Adopted Budget
Engineering and Project Services	1,133,707
Facility Maintenance	1,154,924
Environmental Programs	756,182
Grounds Maintenance	1,241,128
Street Maintenance	1,620,833
<b>Total</b>	<b>5,906,774</b>







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**Department: Public Works****Program: Engineering and Project Services (91)****Program Description:****Mission Statement:**

Engineering and Project Services seeks to implement the City's policies and procedures in support of professional project engineering and management that ensure ethical bidding processes resulting in cost-effective and timely project completion.

**Primary Activities:**

Engineering and Project Services is responsible for the planning, design, and construction of all public facilities, the engineering review of development projects and subdivisions, administering an assessment district, and providing engineering support services to other City departments. Activities include the development and management of the Capital Improvement Program and departmental budget, provision of traffic engineering, plan checking, survey and inspection services, management of contract services, management of pipeline franchises, permit issuance, and the administration of the California Crown Landscape and Lighting Maintenance District.

**Key Workload Indicators:**

1. Complete the FY 2021-22 Capital Improvement Program.
2. Complete construction of Well 10.
3. Complete construction of View Park.
4. Complete construction of Spring Street Overlay project.
5. Advertise and bid construction projects included in the Capital Improvement Programs.
6. Participate in the planning efforts on the development of a recycled water system.
7. Issue Organics Ordinance and implementation.
8. Continue the administration of the California Crown Landscape and Lighting Maintenance District.
9. Complete the engineering review of development applications.
10. Provide engineering support services to other City departments.
11. Update the Departmental link on the City's web homepage on a regular basis.
12. Conduct inspections to ensure work performed in the public right-of-way meets City standards.

## Department Budget Summary

Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
<b>Engineering and Project Services (91)</b>							
Salaries and Benefits	372,341	326,266	388,712	388,712	338,525	475,322	506,631
Maintenance and Operations	367,230	308,802	670,992	695,992	555,202	658,384	546,989
<b>Total Expenditures</b>	<b>739,572</b>	<b>635,068</b>	<b>1,059,703</b>	<b>1,084,703</b>	<b>893,727</b>	<b>1,133,707</b>	<b>1,053,621</b>

## Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
Director	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	0.0	0.0	0.0
Contract Services Manager	0.0	0.0	1.0	1.0	1.0	1.0
Management Assistant	0.0	0.0	0.0	0.0	1.0	1.0
Associate Engineer	0.0	0.0	1.0	1.0	1.0	1.0
Public Works Inspector	1.0	1.0	1.0	1.0	1.0	1.0
Senior Engineering Technician	1.0	1.0	0.0	0.0	0.0	0.0
Engineering Technician *	0.0	0.0	0.0	1.0	1.0	1.0
Management Analyst	1.0	1.0	0.0	0.0	0.0	0.0
Part-Time Management Analyst **	0.0	0.0	0.0	0.0	0.5	0.5
<b>Total Positions:</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>6.5</b>	<b>6.5</b>

\* Currently under-filled as Administrative Assistant

\*\* Positon funded through CIP

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>ENGINEERING AND PROJECT SERVICES</b>								
100-91-5110	Salaries & Wages - Full-time	219,523	200,224	248,580	248,580	206,751	293,875	311,278
100-91-5115	Part-time Salaries	25,489	7,803	-	-	-	-	-
100-91-5120	Part-time Salaries	-	-	-	-	-	-	-
100-91-5130	Overtime Salaries	2,158	2,045	2,700	2,700	2,700	2,700	2,700
100-91-5139	Compensated Absences	-	-	-	-	-	-	-
100-91-5160	Car Allowance	1,088	1,084	1,260	1,260	1,260	1,260	1,260
100-91-5220	FICA Contributions	17,577	14,842	19,016	19,016	15,873	22,481	23,813
100-91-5230	Retirement Contributions	65,473	54,242	66,047	66,047	62,647	85,458	91,801
100-91-5270	Other Employee Benefits	-	3,895	3,388	3,388	3,436	4,272	4,497
100-91-5271	Defined Contribution	17,900	2,492	4,373	4,373	678	3,731	3,939
100-91-5272	Workers' Compensation	7,889	9,354	10,198	10,198	10,198	10,161	11,344
100-91-5273	Health Benefits	9,111	29,362	32,313	32,313	33,773	50,471	55,085
100-91-5274	Dental Benefit	1,437	-	-	-	-	-	-
100-91-5275	Vision Benefit	460	-	-	-	-	-	-
100-91-5276	Life Insurance Benefit	1,442	868	559	559	933	638	638
100-91-5277	Other Optional Benefit	2,145	-	-	-	-	-	-
100-91-5280	Wellness Benefit	650	55	276	276	276	276	276
<b>Total Salaries and Benefits</b>		<b>372,341</b>	<b>326,266</b>	<b>388,712</b>	<b>388,712</b>	<b>338,525</b>	<b>475,322</b>	<b>506,631</b>
100-91-5310	Dues & Memberships	245	2,084	-	-	188	1,500	1,660
100-91-5320	Travel & Training	1,243	1,580	8,000	8,000	7,358	7,300	7,300
100-91-5330	Meetings	-	87	-	-	309	3,000	3,000
100-91-5340	Books & Periodicals	-	139	650	650	650	650	650
100-91-5400	Contract Services - General	238,666	194,403	490,000	490,000	390,000	445,000	365,000
100-91-5410	Legal Services	67,813	40,187	62,500	62,500	45,899	62,500	62,500
100-91-5420	Professional Services	-	-	-	-	-	-	-
100-91-5421	Plan Check Services	-	-	-	-	-	-	-
100-91-5423	Engineering Services	15,486	-	50,000	75,000	50,393	50,000	50,000
100-91-5511	Telephone	22,268	37,776	16,500	16,500	19,988	9,480	9,720
100-91-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-91-5560	Repair & Maintenance Services	117	-	-	-	-	-	-
100-91-5590	Fleet Provision Charge	15,007	13,146	19,984	19,984	19,698	34,696	22,201
100-91-5595	Comm. Inter-Dept Charge	5,446	15,546	18,358	18,358	18,332	38,258	18,958
100-91-5630	Media Services	-	384	1,000	1,000	500	2,000	2,000
100-91-5740	General Supplies	939	3,471	4,000	4,000	1,888	4,000	4,000
100-91-5750	Gasoline, Oil, & Tires	-	-	-	-	-	-	-
<b>Total Maintenance and Operations</b>		<b>367,230</b>	<b>308,802</b>	<b>670,992</b>	<b>695,992</b>	<b>555,202</b>	<b>658,384</b>	<b>546,989</b>
<b>TOTAL ENGINEERING AND PROJECT SERVICES (91)</b>								
		<b>739,572</b>	<b>635,068</b>	<b>1,059,703</b>	<b>1,084,703</b>	<b>893,727</b>	<b>1,133,707</b>	<b>1,053,621</b>

**Department: Public Works****Program: Facility Maintenance, Environmental Programs, Grounds and Street****Maintenance (92-95) Description:****Mission Statement:**

The Maintenance divisions implement maintenance, repair and improvement programs to sustain the public infrastructure in a well-maintained and attractive condition through continuous monitoring, maintenance and repairs.

**Primary Activities:**

The Maintenance divisions conduct maintenance of the City's parks, grounds, street trees, buildings, streets, and alleys as well as hazardous material response and graffiti removal. Environmental activities include recycling and refuse collection, water conservation, and NPDES compliance. These services are augmented by used motor oil, household hazardous waste, and E-waste collection activities.

**Key Workload Indicators (Facility, Grounds and Street Maintenance):**

1. Inspect the condition of City sidewalks on a biannual basis, and develop a priority list for replacements, utilizing CJPIA standards.
2. Complete routine tree trimming.
3. Continue monthly playground equipment inspections and repair as needed to ensure compliance with safety regulations.
4. Respond to citizen complaints/concerns relating to safety hazards within 24 hours.
5. Repair reported potholes in a timely manner.
6. Conduct bi-monthly alley maintenance, which includes trimming overgrown vegetation and removing weeds and trash.
7. Maintain a safe work environment and continue safety training in order to stay in compliance with OSHA regulations.
8. Ensure all City parks, landscape areas, and facilities are being properly maintained per the contract specifications by performing routine scheduled inspections.
9. Provide timely removal of graffiti on all City facilities. Continue to maintain a database identifying the area and specific location.
10. Administer the Street Tree Policy.
11. Maintain the inventory of all City street marking and legends using electronic marking program.
12. Provide support to the Community Services Department and Police Department for community events.
13. Provide weed control for City-owned property, including lots, alleys and right-of-ways.

### **Key Workload Indicators (Environmental Programs):**

1. Manage and enforce the City's Water Conservation Program, with an emphasis on public outreach and education campaigns.
2. Continue implementing programs to maintain the City's compliance with NPDES regulations including restaurant and industrial waste inspections.
3. Participate in the LA River Watershed and Los Cerritos Channel Watershed working groups.
4. Ensure the cleaning of catch basins citywide per NPDES requirements.
5. Continue the management of the Solid Waste Management Agreement with exclusive franchise hauler.
6. Meet the State's (CalRecycle) target of waste generation each reporting year by creating and implementing an Organics Ordinance.
7. Encourage additional participation by multi-family complexes in the City's recycling program.
8. Seek and apply for grants to offset the costs of environmental programs and submit annual reports for grants awarded.
9. Encourage residents to utilize programs offered by the EDCO Transfer and Recycling Facility with information and updates on City homepage and other means of communication.

## Department Budget Summary

Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
<b>Facility Maintenance, Environmental Programs, Grounds and Street Maintenance (92-95)</b>							
Salaries and Benefits	1,352,241	1,521,308	1,765,579	1,765,579	1,594,295	1,672,450	1,768,754
Maintenance and Operations	2,087,551	2,248,172	2,731,550	2,920,550	2,644,478	3,100,616	2,984,081
<b>Total Expenditures</b>	<b>3,439,792</b>	<b>3,769,480</b>	<b>4,497,129</b>	<b>4,686,129</b>	<b>4,238,773</b>	<b>4,773,067</b>	<b>4,752,835</b>

## Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
Deputy Director	1.0	1.0	1.0	1.0	1.0	1.0
Superintendent of PW	0.0	0.0	0.0	0.0	1.0	1.0
Management Assistant	0.0	0.0	0.0	0.0	0.0	0.0
Administrative Assistant	1.0	1.0	1.0	1.0	1.0	1.0
Maintenance Supervisor	2.0	2.0	2.0	2.0	1.0	1.0
Sr. Maintenance Worker	2.0	3.0	4.0	4.0	3.0	3.0
Senior Water Maintenance Worker	1.0	1.0	0.0	0.0	0.0	0.0
Maintenance Worker	7.0	6.0	4.0	4.0	5.0	5.0
Lead Mechanic*	1.0	1.0	1.0	1.0	0.0	0.0
Fleet Supervisor*	0.0	0.0	0.0	0.0	1.0	1.0
Maintenance Worker Fleet - PT*	0.0	0.0	0.0	0.0	0.5	0.5
<b>Total Positions:</b>	<b>15.0</b>	<b>15.0</b>	<b>13.0</b>	<b>13.0</b>	<b>13.5</b>	<b>13.5</b>

\*Positions are allocated to the Vehicle Replacement Fund, located in the Special Funds section

**GENERAL FUND PROGRAM EXPENDITURES**

				2021-2022			2022-2023	2023-2024
Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	Current Budget	Projection	Adopted Budget	Approved Budget
FACILITY MAINTENANCE								
100-92-5110	Salaries & Wages - Full-time	143,946	143,927	203,657	203,657	182,969	224,219	235,428
100-92-5130	Overtime Salaries	13,896	893	16,210	16,210	16,210	16,210	16,210
100-92-5160	Car Allowance	181	181	360	360	194	360	360
100-92-5220	FICA Contributions	10,069	11,053	15,580	15,580	15,033	17,153	18,010
100-92-5230	Retirement Contributions	62,535	13,851	19,051	19,051	17,796	84,850	90,865
100-92-5270	Other Employee Benefits	-	2,132	2,909	2,909	2,624	3,294	3,446
100-92-5271	Defined Contribution	5,039	1,408	1,769	1,769	909	2,386	2,501
100-92-5272	Workers' Compensation	5,346	6,339	6,911	6,911	6,911	8,930	9,970
100-92-5273	Health Benefits	14,974	26,511	38,751	38,751	33,396	46,482	50,973
100-92-5274	Dental Benefit	1,014	-	-	-	-	-	-
100-92-5275	Vision Benefit	296	-	-	-	-	-	-
100-92-5276	Life Insurance Benefit	718	620	376	376	694	387	387
100-92-5277	Other Optional Benefit	663	-	-	-	-	-	-
100-92-5280	Wellness Benefit	25	8	106	106	106	163	163
Total Salaries and Benefits		258,702	206,921	305,679	305,679	276,842	404,433	428,313
100-92-5310	Dues & Memberships	300	(150)	650	650	650	650	650
100-92-5320	Travel & Training	2,075	149	2,000	2,000	744	3,000	5,000
100-92-5330	Meetings	-	-	500	500	-	500	500
100-92-5340	Books & Periodicals	-	-	100	100	-	100	100
100-92-5400	Contract Services - General	69,142	61,101	85,500	69,896	69,896	150,500	110,500
100-92-5420	Professional Services	-	-	-	-	-	-	-
100-92-5511	Telephone/Data	1,101	-	1,200	1,200	-	1,200	1,200
100-92-5512	Utility Services	314,324	396,802	385,000	385,000	380,339	385,000	406,000
100-92-5520	Building Maintenance	-	331	-	-	-	-	-
100-92-5521	Cleaning Services	127,466	123,323	134,000	134,000	132,610	134,000	134,000
100-92-5560	Repair & Maintenance Services	-	-	-	30,000	25,000	-	-
100-92-5595	Comm. Inter-Dept Charge	-	-	-	-	-	-	-
100-92-5730	Uniforms	2,069	1,440	2,200	2,200	2,200	2,406	1,950
100-92-5740	General Supplies	33,907	30,335	34,000	34,000	35,287	68,142	47,000
100-92-5742	Tools	1,621	414	2,000	2,000	2,000	2,000	2,000
100-92-5750	Gasoline, Oil, & Tires	2,872	2,288	2,463	2,463	2,642	2,993	2,992
100-92-5840	Capital Outlay	-	-	-	68,604	68,604	-	-
Total Maintenance and Operations		554,878	616,032	649,613	732,613	719,972	750,491	711,892
TOTAL FACILITY MAINTENANCE (92)		813,580	822,953	955,292	1,038,292	996,814	1,154,924	1,140,205



**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>ENVIRONMENTAL PROGRAMS</b>								
100-93-5110	Salaries & Wages - Full-time	32,053	93,402	135,774	135,774	117,709	145,772	153,784
100-93-5130	Overtime Salaries	53	129	-	-	654	-	-
100-93-5160	Car Allowance	63	71	432	432	142	432	432
100-93-5220	FICA Contributions	2,276	6,903	10,387	10,387	9,093	11,152	11,764
100-93-5230	Retirement Contributions	3,409	7,648	11,474	11,474	9,830	12,871	13,563
100-93-5270	Other Employee Benefits	-	914	1,879	1,879	1,124	2,112	2,210
100-93-5271	Defined Contribution	2,111	890	2,275	2,275	433	2,783	2,962
100-93-5272	Workers' Compensation	2,058	2,440	2,661	2,661	2,661	3,650	4,075
100-93-5273	Health Benefits	2,270	14,168	19,242	19,242	16,990	24,938	27,467
100-93-5274	Dental Benefit	206	-	-	-	-	-	-
100-93-5275	Vision Benefit	57	-	-	-	-	-	-
100-93-5276	Life Insurance Benefit	-	-	328	328	56	340	340
100-93-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-93-5280	Wellness Benefit	5	54	145	145	145	201	201
<b>Total Salaries and Benefits</b>		<b>44,560</b>	<b>126,619</b>	<b>184,597</b>	<b>184,597</b>	<b>158,835</b>	<b>204,250</b>	<b>216,798</b>
100-93-5310	Dues & Memberships	-	16,500	16,500	16,500	15,215	15,215	15,225
100-93-5320	Travel & Training	741	-	2,850	2,850	1,500	2,850	2,850
100-93-5330	Meetings	-	-	-	-	-	-	-
100-93-5340	Books & Periodicals	-	-	250	250	250	250	250
100-93-5400	Contract Services - General	95,756	150,755	226,050	226,050	170,441	203,050	203,050
100-93-5410	Legal Services	31,269	20,860	35,000	35,000	15,536	28,000	28,000
100-93-5420	Professional Services	-	-	-	-	-	-	-
100-93-5425	TMDL Watershed Professional Se	96,728	127,810	135,477	135,477	117,532	135,477	135,477
100-93-5522	Bus Shelter Cleaning	2,544	-	-	-	-	-	-
100-93-5525	Street Sweeping Services	126,234	132,463	144,200	144,200	144,116	148,440	153,192
100-93-5630	Media Services	-	-	700	700	-	700	700
100-93-5633	Public Education	2,800	-	15,650	15,650	4,553	10,150	10,150
100-93-5691	NPDES Fee	-	-	8,500	8,500	-	7,500	7,500
100-93-5740	General Supplies	-	-	300	300	100	300	300
<b>Total Maintenance and Operations</b>		<b>356,071</b>	<b>448,388</b>	<b>585,477</b>	<b>585,477</b>	<b>469,242</b>	<b>551,932</b>	<b>556,694</b>
<b>TOTAL ENVIRONMENTAL PROGRAMS (93)</b>								
		<b>400,632</b>	<b>575,007</b>	<b>770,074</b>	<b>770,074</b>	<b>628,077</b>	<b>756,182</b>	<b>773,492</b>

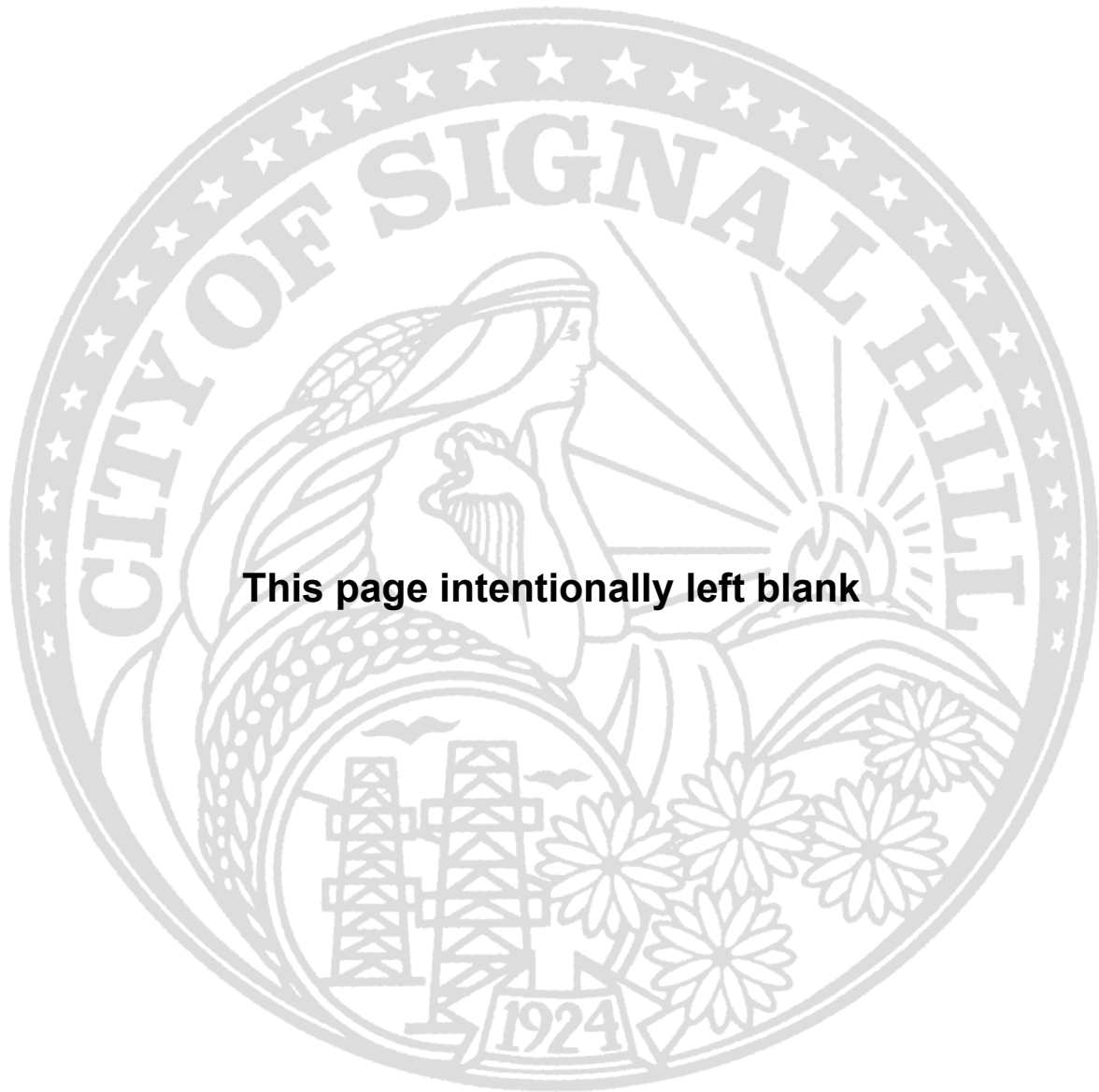
**GENERAL FUND PROGRAM EXPENDITURES**

				2021-2022			2022-2023	2023-2024
		2019-2020	2020-2021	Adopted	Current	Projection	Adopted	Approved
Account	Description	Actuals	Actuals	Budget	Budget		Budget	Budget
GROUNDS MAINTENANCE								
100-94-5110	Salaries & Wages - Full-time	177,119	180,079	284,555	284,555	263,124	300,343	313,809
100-94-5130	Overtime Salaries	1,376	1,425	2,021	2,021	13,688	2,021	2,021
100-94-5160	Car Allowance	907	904	360	360	360	360	360
100-94-5220	FICA Contributions	11,823	13,551	21,768	21,768	20,946	22,976	24,006
100-94-5230	Retirement Contributions	33,572	14,642	23,828	23,828	21,551	24,745	25,895
100-94-5270	Other Employee Benefits	-	1,747	4,114	4,114	2,454	4,444	4,629
100-94-5271	Defined Contribution	5,228	1,462	1,769	1,769	910	2,386	2,501
100-94-5272	Workers' Compensation	3,029	3,592	3,916	3,916	3,916	8,434	9,416
100-94-5273	Health Benefits	20,113	39,862	64,551	64,551	56,566	72,351	79,734
100-94-5274	Dental Benefit	1,088	-	-	-	-	-	-
100-94-5275	Vision Benefit	328	-	-	-	-	-	-
100-94-5276	Life Insurance Benefit	-	-	499	499	28	502	502
100-94-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-94-5280	Wellness Benefit	125	8	106	106	106	163	163
Total Salaries and Benefits		254,709	257,272	407,487	407,487	383,649	438,723	463,036
100-94-5310	Dues & Memberships	-	150	600	600	350	600	600
100-94-5320	Travel & Training	-	2,664	3,700	3,700	1,622	4,700	4,700
100-94-5330	Meetings	-	-	500	500	-	500	500
100-94-5340	Books & Periodicals	-	-	100	100	100	100	100
100-94-5400	Contract Services - General	16,328	14,581	46,800	55,800	55,800	62,300	51,300
100-94-5511	Telephone/Data	-	-	-	-	-	-	-
100-94-5512	Utility Services	152,704	200,135	160,000	226,000	245,131	265,000	284,225
100-94-5530	Lawn Care Services	371,136	378,863	389,344	394,344	394,344	401,131	403,054
100-94-5531	Arborist Services	7,751	-	18,000	18,000	-	18,000	18,000
100-94-5560	Repair & Maintenance Services	-	-	-	-	-	-	-
100-94-5730	Uniforms	1,117	1,254	1,250	1,250	1,770	1,500	1,500
100-94-5740	General Supplies	32,352	14,548	40,000	40,000	11,296	40,000	40,000
100-94-5742	Tools	1,821	1,484	2,000	2,000	2,000	2,000	2,000
100-94-5750	Gasoline, Oil, & Tires	651	2,673	97	97	5,806	6,574	6,574
100-94-5840	Capital Outlay	-	-	-	-	-	-	-
Total Maintenance and Operations		583,860	616,352	662,391	742,391	718,220	802,405	812,553
TOTAL GROUNDS MAINTENANCE (94)		838,568	873,624	1,069,879	1,149,879	1,101,869	1,241,128	1,275,589

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>STREET MAINTENANCE</b>								
100-95-5110	Salaries & Wages - Full-time	470,598	506,192	442,311	442,311	388,142	333,376	347,716
100-95-5115	Part-time Salaries	-	-	-	-	-	2,257	2,417
100-95-5130	Overtime Salaries	38,844	23,851	31,123	31,123	21,293	31,123	31,123
100-95-5139	Compensated Absences	-	-	-	-	-	-	-
100-95-5160	Car Allowance	181	181	360	360	360	360	360
100-95-5220	FICA Contributions	43,250	40,024	33,837	33,837	29,417	25,536	26,635
100-95-5225	PARS Contributions	-	-	-	-	-	-	-
100-95-5230	Retirement Contributions	100,447	209,993	234,582	234,582	225,096	123,782	132,475
100-95-5270	Other Employee Benefits	-	8,112	6,436	6,436	6,294	4,957	5,158
100-95-5271	Defined Contribution	12,465	1,405	1,769	1,769	909	2,386	2,501
100-95-5272	Workers' Compensation	13,755	16,309	17,781	17,781	17,781	12,996	14,510
100-95-5273	Health Benefits	102,103	123,561	98,838	98,838	84,356	87,554	96,995
100-95-5274	Dental Benefit	5,776	-	-	-	-	-	-
100-95-5275	Vision Benefit	1,439	-	-	-	-	-	-
100-95-5276	Life Insurance Benefit	1,197	860	673	673	1,214	554	554
100-95-5277	Other Optional Benefit	4,190	-	-	-	-	-	-
100-95-5280	Wellness Benefit	25	8	106	106	106	163	163
<b>Total Salaries and Benefits</b>		<b>794,270</b>	<b>930,496</b>	<b>867,816</b>	<b>867,816</b>	<b>774,968</b>	<b>625,044</b>	<b>660,607</b>
100-95-5310	Dues & Memberships	200	270	1,200	1,200	570	1,200	1,200
100-95-5320	Travel & Training	2,930	2,996	7,300	7,300	2,503	7,800	7,800
100-95-5330	Meetings	-	-	800	800	-	800	800
100-95-5340	Books & Periodicals	73	112	125	125	-	125	125
100-95-5370	Safety Training	-	-	-	-	-	-	-
100-95-5400	Contract Services - General	37,221	54,467	99,800	99,800	65,720	91,000	91,000
100-95-5420	Contract Professional Service	-	-	-	-	-	-	-
100-95-5510	Electricity	167,522	181,028	160,000	160,000	160,000	190,000	195,000
100-95-5511	Telephone/Data	8,291	-	5,000	5,000	-	5,000	5,000
100-95-5512	Utility Services	31,615	10,931	30,000	30,000	11,216	30,000	30,000
100-95-5531	Arborist Services	112,629	123,030	171,809	171,809	171,809	176,105	179,587
100-95-5540	Vehicle Maintenance	-	-	100	100	100	100	100
100-95-5552	Rental/Lease of Equipment	(4)	-	1,500	1,500	1,500	1,500	1,500
100-95-5560	Repair & Maintenance Services	-	-	-	-	-	-	-
100-95-5581	Street Maintenance	1,617	14,936	66,000	66,000	20,000	40,000	50,000
100-95-5582	Public Right of Way Maintance	23,243	7,970	23,000	49,000	49,000	43,000	43,000
100-95-5590	Fleet Provision Charge	126,456	110,778	173,490	173,490	171,011	309,140	197,812
100-95-5620	Communications	1,087	354	5,700	5,700	500	5,700	5,700
100-95-5721	Special Dept Supplies-Graffiti	8,668	16,430	19,000	19,000	15,783	24,000	24,000
100-95-5730	Uniforms	5,008	4,472	6,300	6,300	4,777	6,300	6,300
100-95-5740	General Supplies	51,578	29,350	50,000	50,000	50,000	50,000	50,000
100-95-5742	Tools	1,620	920	1,500	1,500	1,500	1,500	1,500
100-95-5750	Gasoline, Oil, & Tires	12,988	9,356	11,444	11,444	11,056	12,518	12,518
<b>Total Maintenance and Operations</b>		<b>592,742</b>	<b>567,400</b>	<b>834,068</b>	<b>860,068</b>	<b>737,044</b>	<b>995,789</b>	<b>902,942</b>
<b>TOTAL STREET MAINTENANCE (95)</b>		<b>1,387,012</b>	<b>1,497,897</b>	<b>1,701,884</b>	<b>1,727,884</b>	<b>1,512,012</b>	<b>1,620,833</b>	<b>1,563,549</b>

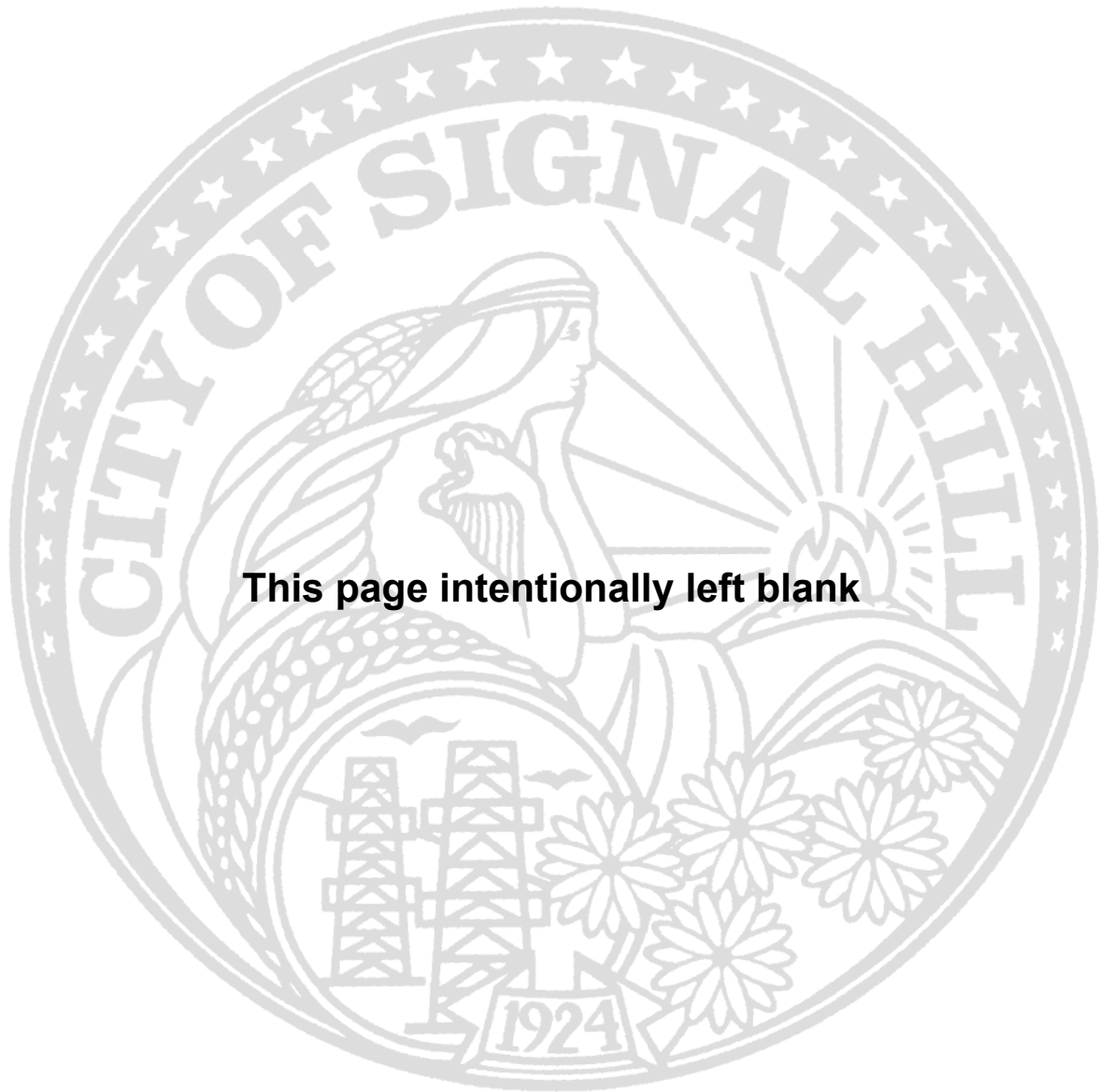
**2022-24**  
**SCHEDULE OF TRANSFERS**



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**2022-2024 TRANSFERS**

			<b>2022-2023 Adopted Budget</b>	<b>2023-2024 Approved Budget</b>
<b><u>TRANSFERS IN</u></b>				
General Fund	100-39-4110	Transfer from Reserves	2,202,893	350,000
General Fund	100-39-4120	Transfer from Special Revenue	769,464	648,755
		Subtotal General Fund	2,972,357	998,755
Police Radio Reserve	118-39-4120	Transfer from Special Revenue	210,516	-
100th Anniversary Reserve Fund	120-39-6933	Transfer from General Fund	10,000	-
General Plan Update Reserve	121-39-6933	Transfer from General Fund	50,000	50,000
		Subtotal Reserves	270,516	50,000
Housing Authority	223-00-6933	Transfer from General Fund	235,000	258,200
Capital Improvement Fund	400-00-6946	Transfer from GF Reserve Funds	939,590	675,471
Capital Improvement Fund	400-00-6948	Transfer from Special Revenue	3,781,993	2,908,682
Water Operations Fund	500-00-6949	Transfer from Reserve Funds	-	-
Water Operations Fund	500-39-6933	Transfer from General Fund	29,400	29,400
Water Operations Fund	500-39-6948	Transfer from Special Revenue	2,025,717	506,429
Vehicle Replacement Fund	601-39-6948	Transfer from Special Revenue	-	80,000
		Subtotal All Other Funds	7,011,700	4,458,182
<b>TOTAL TRANSFERS IN</b>			<b>10,254,573</b>	<b>5,506,937</b>
<b><u>TRANSFERS OUT</u></b>				
General Fund	100-99-7947	Transfer to Reserves	(60,000)	(50,000)
General Fund	100-99-7948	Transfer to Special Revenue	(235,000)	(258,200)
		Subtotal General Fund	(295,000)	(308,200)
Economic Uncertainties Reserve	110-99-7900	Transfer to General Fund	-	-
Equipment & Furniture Reserve	112-99-7900	Transfer to General Fund	(478,628)	-
Capital Improvement Reserves	113-99-7939	Transfer to Capital Projects	(924,590)	(660,471)
Capital Improvement Reserves	113-99-7900	Transfer to General Fund	-	-
Insurance Reserve	113-99-7942	Transfer to General Fund	(29,400)	(29,400)
PERS Reserve	115-99-7900	Transfer to General Fund	-	-
Police Radio Reserve	118-99-7900	Transfer to General Fund	(1,228,265)	-
Library Reserve Fund	119-99-7900	Transfer to General Fund	(50,000)	-
Library Reserve Fund	119-99-7939	Transfer to Capital Projects	(15,000)	(15,000)
General Plan Update Reserve	121-00-7900	Transfer to General Fund	(146,000)	(50,000)
Economic Development Reserve	122-99-7900	Transfer to General Fund	(300,000)	(300,000)
		Subtotal Reserves	(3,171,883)	(1,054,871)
CDBG	201-99-7900	Transfer to General Fund	-	-
CDBG	201-99-7939	Transfer to Capital Projects	(86,002)	-
Prop C	203-99-7939	Transfer to Capital Projects	(430,056)	(200,000)
Park Development Impact Fee	204-99-7900	Transfer to General Fund	(50,000)	-
Park Development Impact Fee	204-99-7939	Transfer to Capital Projects	(150,000)	(505,000)
TDA	205-99-7939	Transfer to Capital Projects	(17,603)	(10,945)
Civic Center Phase II	224-99-7939	Transfer to Capital Projects	-	-
Lease Revenue Bonds	225-99-7939	Transfer to Capital Projects	-	-
Special Gas Tax	230-99-7900	Transfer to General Fund	(250,000)	(250,000)
Air Quality Improvement	232-99-7900	Transfer to General Fund	(4,453)	(4,453)
Air Quality Improvement	232-99-7943	Transfer to Internal Service Fund	-	(80,000)
Traffic Development Impact Fee	233-99-7939	Transfer to Capital Projects	(293,763)	(144,682)
Pipeline Removal	234-99-7900	Transfer to General Fund	(67,452)	(92,452)
MTA - STP	235-99-7939	Transfer to Capital Projects	(288,255)	-
Measure R	236-99-7900	Transfer to General Fund	(24,960)	(24,960)
Measure R	236-99-7939	Transfer to Capital Projects	(420,501)	(335,231)
Measure M	237-99-7939	Transfer to Capital Projects	(365,227)	(199,824)
RMRA (SB1)	238-99-7939	Transfer to Capital Projects	(216,300)	(334,000)
Measure W	239-99-7900	Transfer to General Fund	(321,709)	(226,000)
Measure W	239-99-7939	Transfer to Capital Projects	-	(54,000)
Capital Grants Fund	240-99-7939	Transfer to Capital Projects	(1,329,286)	(900,000)
Capital Grants Fund	240-99-7942	Transfer to Enterprise Fund	-	-
Planning Grants	241-99-7900	Transfer to General Fund	(50,890)	(50,890)
Measure A	242-99-7939	Transfer to Capital Projects	-	(225,000)
Prop 68 - Parks and Recreation	243-99-7939	Transfer to Capital Projects	(185,000)	-
Asset Seizure - State	274-99-7900	Transfer to General Fund	-	-
Asset Seizure - State	274-99-7947	Transfer to Reserves	(210,516)	-
American Rescue Plan Act	280-99-7900	Transfer to General Fund	-	-
American Rescue Plan Act	280-99-7942	Transfer to Enterprise Fund	(2,025,717)	(506,429)
Water Depreciation	510-99-7942	Transfer to Enterprise Fund	-	-
Water Development Impact Fee	550-99-7942	Transfer to Enterprise Fund	-	-
		Subtotal All Other Funds	(6,787,690)	(4,143,866)
<b>TOTAL TRANSFERS OUT</b>			<b>(10,254,573)</b>	<b>(5,506,937)</b>



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# **2022-24 OPERATING BUDGET**

## **PUBLIC WORKS**

*Water Enterprise Fund*

*Vehicle Replacement Fund*

### **Special Fund Description:**

The Water Enterprise Fund provides water service to the City's residents and businesses. This includes routine operation, maintenance, repairs and capital improvement projects related to the City's three wells and approximately 50 miles of pipeline.

The Vehicle Replacement Fund provides citywide vehicle maintenance and repair services. This includes police, street repair, water service and pool cars totaling approximately 70 vehicles in addition to rolling stock and equipment.



**Special Funds:**

Water Enterprise Fund

Vehicle Replacement Fund

**Special Fund Activity:**

Provide for the reliable delivery of high quality drinking water that meets or exceeds State drinking water standards.

Provide citywide vehicle maintenance and repair services.

**Department: Public Works****Special Fund: Water Enterprise Fund (500)****Program Description:****Mission Statement:**

The Water Division provides the City with potable water in quality and quantity for a healthy and comfortable lifestyle. To maintain existing water conveyance pipelines and provide timely response to emergency, staff and citizen requests. To provide water that is in compliance with Federal, State and County regulations and to participate in ongoing activities to improve the way water is distributed City-wide that will improve and meet the expected needs for existing conditions and future growth.

**Primary Activities:**

The Water Division oversees the City's water utility. Staff is responsible for the administration and customer service of the water system, delivering water to approximately 3,150 accounts in the City. The Water Division is also responsible for the production, distribution, operation, and maintenance of three wells, two treatment facilities, three reservoir facilities, and approximately 50 miles of pipeline.

**Key Workload Indicators:**

1. Test 33% of water valves annually.
2. Perform maintenance on fire hydrants annually.
3. Continue to operate the Well #9/Advanced Water Treatment plant.
4. Construct projects consistent with the Water Capital Improvement Program.
5. Complete and/or oversee water service installations to new developments upon request/receipt of deposit.
6. Provide timely response to customer service matters.
7. Provide safety training and cross training to employees to improve the overall efficiency of the operation.
8. Support staff efforts to obtain ongoing education and secure higher-level State operator certifications.
9. Develop policies and procedures regarding the critical functions of the water treatment and delivery systems.
10. Continue implementing programs to maintain the City's compliance with regulatory agencies such as EPA, DWR, SWRCB, AQMD, SWQCB, LARWQCB, and OSHA.

## Water Enterprise Operations Budget Summary

Expenditure Category	2019-20 Actuals	2020-21 Actuals	2021-22 Adopted Budget	2021-22 Current Budget	2021-22 Projection	2022-23 Adopted Budget	2023-24 Approved Budget
Salaries and Benefits	1,560,568	1,904,449	1,598,267	1,639,316	1,435,688	1,582,502	1,653,491
Maintenance and Operations	2,078,783	2,340,278	3,211,649	3,911,649	3,431,385	3,297,723	3,392,528
Capital and Depreciation	1,274,980	918,945	894,664	972,612	894,664	894,664	894,664
<b>Total Expenditures</b>	<b>4,914,330</b>	<b>5,163,672</b>	<b>5,704,580</b>	<b>6,523,577</b>	<b>5,761,737</b>	<b>5,774,890</b>	<b>5,940,682</b>

## Departmental Staffing Levels

	2018-19 Adopted	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Adopted	2023-24 Approved
Account Specialist II (Water)	0.0	0.0	0.0	0.0	1.0	1.0
Water Systems Superintendent	1.0	1.0	1.0	1.0	1.0	1.0
Water Systems Operator I	1.0	1.0	3.0	3.0	3.0	3.0
Water Systems Operator II	1.0	1.0	1.0	1.0	1.0	1.0
Senior Water Operator	1.0	1.0	2.0	2.0	2.0	2.0
Water Maintenance Worker I	2.0	2.0	1.0	0.0	0.0	0.0
Water Maintenance Worker II	2.0	2.0	1.0	2.0	2.0	2.0
<b>Total Positions:</b>	<b>8.0</b>	<b>8.0</b>	<b>9.0</b>	<b>9.0</b>	<b>10.0</b>	<b>10.0</b>

**WATER ENTERPRISE FUND REVENUES**

Account	Description	2019-2020	2020-2021	2021-2022			2022-2023	2023-2024
		Actuals	Actuals	Adopted Budget	Current Budget	Projection	Adopted Budget	Approved Budget
500-00-4700	Interest Income	32,439	1,420	12,000	12,000	12,000	12,000	12,000
510-00-4700	Interest Income	31,290	1,125	-	-	-	-	-
500-00-4701	Interest Earned - Fiscal Agent	36	1	-	-	1	(1)	-
500-00-4830	Other Revenue	68,750	26,995	10,000	10,000	7,142	10,000	10,000
500-21-4132	State Grants	114,674	-	-	-	-	-	-
500-21-4402	Water Sales	4,197,916	5,137,215	5,666,769	5,666,769	5,759,349	6,153,685	6,626,461
500-21-4403	Water Low Income Discount	(4,116)	(4,459)	(3,829)	(3,829)	(1,508)	(4,000)	(4,000)
500-21-4404	Fire Suppression Charge	306,477	378,781	410,000	410,000	396,892	393,000	393,000
500-21-4405	Hydrant Flow Test Charge	3,815	7,630	1,569	1,569	1,526	1,569	1,569
500-31-4406	Meter/Temp Meter Installation	1,141	1,907	900	900	2,341	1,000	1,000
500-39-4160	Public Transportation Tax Revenue	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>		<b>4,752,422</b>	<b>5,550,615</b>	<b>6,097,408</b>	<b>6,097,408</b>	<b>6,177,742</b>	<b>6,567,252</b>	<b>7,040,029</b>
500-00-6949	Transfer from Reserve Funds	-	22,914	-	-	597,327	-	-
500-39-6933	Transfer from General Fund	-	-	58,800	20,748	29,400	29,400	29,400
500-39-6948	Transfer from Special Revenue	-	-	2,632,232	2,748,232	200,000	2,025,717	506,429
<b>TOTAL TRANSFERS IN</b>		<b>-</b>	<b>22,914</b>	<b>2,691,032</b>	<b>2,768,980</b>	<b>826,727</b>	<b>2,055,117</b>	<b>535,829</b>
<b>TOTAL REVENUE WITH TRANSFERS</b>		<b>4,752,422</b>	<b>5,573,529</b>	<b>8,788,440</b>	<b>8,866,388</b>	<b>7,004,469</b>	<b>8,622,369</b>	<b>7,575,858</b>

**WATER ENTERPRISE FUND EXPENDITURES**

				2021-2022			2022-2023	2023-2024
		2019-2020	2020-2021	Adopted	Current	Projection	Adopted	Approved
Account	Description	Actuals	Actuals	Budget	Budget		Budget	Budget
WATER OPERATIONS								
500-40-5110	Salaries & Wages - Full-time	888,816	714,283	876,363	876,363	741,899	920,332	959,890
500-40-5130	Overtime Salaries	53,378	71,566	76,500	76,500	79,595	76,500	76,500
500-40-5135	Standby Pay	16,328	4,719	12,000	12,000	12,000	12,000	12,000
500-40-5136	Salaries and Wages	11,352	-	-	-	-	-	-
500-40-5139	Compensated Absences	-	-	-	-	-	-	-
500-40-5140	Special Functions Salaries	173	-	-	-	-	-	-
500-40-5160	Car Allowance	907	904	720	720	720	720	720
500-40-5220	FICA Contributions	73,536	60,251	67,042	67,042	65,801	70,405	73,432
500-40-5230	Retirement Contributions	263,876	238,330	287,073	287,073	270,689	255,671	267,950
500-40-5270	Other Employee Benefits	(52,162)	594,651	12,771	12,771	9,562	13,775	14,323
500-40-5271	Defined Contribution	29,432	2,206	2,859	2,859	1,151	2,551	2,659
500-40-5272	Workers' Compensation	24,234	28,735	31,328	31,328	31,328	14,176	15,828
500-40-5273	Health Benefits	137,914	134,093	167,046	167,046	137,748	194,961	207,399
500-40-5274	Dental Benefit	5,925	-	-	-	-	-	-
500-40-5275	Vision Benefit	2,071	-	-	-	-	-	-
500-40-5276	Life Insurance Benefit	1,077	760	1,168	1,168	825	1,275	1,275
500-40-5277	Other Optional Benefit	4,462	-	-	-	-	-	-
500-40-5280	Wellness Benefit	125	16	175	175	175	175	175
500-40-5290	Retiree Medical Benefit	-	-	-	-	-	-	-
Total Salaries and Benefits		1,461,444	1,850,513	1,535,044	1,535,044	1,351,493	1,562,542	1,632,150
500-40-5310	Dues & Memberships	19,085	2,810	5,420	5,420	5,420	5,420	5,420
500-40-5320	Travel & Training	2,776	1,817	5,000	5,000	5,000	10,000	10,000
500-40-5330	Meetings	97	169	500	500	231	500	500
500-40-5340	Books & Periodicals	-	185	500	500	100	500	500
500-40-5360	Education	-	-	-	-	-	-	-
500-40-5400	Contract Services - General	300,774	176,525	185,200	185,200	185,200	185,700	185,700
500-40-5410	Legal Services	15,723	4,651	10,000	10,000	1,720	10,000	10,000
500-40-5420	Professional Services	-	-	-	-	-	-	-
500-40-5423	Engineering Services	19,709	1,248	417,720	417,720	89,516	417,720	417,720
500-40-5450	Contract Professional Labor	-	-	-	-	-	-	-
500-40-5511	Telephone/Data	20,610	3,704	40,000	40,000	32,302	33,600	36,000
500-40-5512	Utility Services	169,540	206,819	315,000	315,000	224,002	315,000	315,000
500-40-5540	Vehicle Maintenance	-	-	-	-	-	-	-
500-40-5552	Rental/Lease of Equipment	1,663	1,724	1,500	1,500	1,500	1,500	1,500
500-40-5560	Repair & Maintenance Services	147,129	139,704	250,000	250,000	171,210	250,000	250,000
500-40-5570	Software Licensing & Support	4,616	4,355	5,000	5,000	7,143	5,000	5,000
500-40-5581	Street Maintenance	-	-	-	-	-	-	-
500-40-5590	Fleet Provision Charge	89,630	78,517	119,355	119,355	117,649	111,972	71,648
500-40-5610	Insurance	351,383	401,062	508,770	508,770	508,770	522,153	620,421
500-40-5633	Public Education	856	5,761	10,000	10,000	1,291	10,000	10,000
500-40-5692	Property Taxes	3,105	1,623	6,000	6,000	(2,601)	6,000	6,000
500-40-5721	Special Department Supplies	84,580	81,976	90,000	90,000	72,685	100,000	100,000
500-40-5730	Uniforms	6,601	6,258	8,700	8,700	8,700	8,700	8,700
500-40-5740	General Supplies	58,638	70,196	85,000	85,000	85,000	100,000	100,000
500-40-5742	Tools	3,392	1,456	3,000	3,000	3,000	3,000	3,000
500-40-5750	Gasoline, Oil, & Tires	14,242	8,604	13,298	13,298	15,235	17,250	17,250
500-40-5780	Water Supply Costs	735,838	1,095,950	1,078,310	1,778,310	1,868,862	1,108,310	1,138,310
Total Maintenance and Operations		2,049,987	2,295,115	3,158,274	3,858,274	3,401,935	3,222,325	3,312,669
TOTAL WATER OPERATIONS		3,511,432	4,145,628	4,693,318	5,393,318	4,753,428	4,784,867	4,944,819

**WATER ENTERPRISE FUND EXPENDITURES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>CAPITAL AND DEPRECIATION</b>								
500-40-5801	Capital Outlay	-	-	-	-	-	-	-
500-40-5811	Capital Outlay	354,335	-	-	-	-	-	-
500-40-5840	Capital Outlay	310,154	754,247	4,289,432	4,367,380	3,928,988	3,310,896	1,861,054
500-40-5842	Capitalization of Assets	(310,154)	(731,333)	(4,289,432)	(4,289,432)	(3,928,988)	(3,310,896)	(1,861,054)
500-40-5850	Equipment-General	-	-	-	-	-	-	-
500-40-5861	Capital	15,377	-	-	-	-	-	-
500-40-5862	Capital Outlay	2,067	-	-	-	-	-	-
500-40-5890	Well # 9 & Treatment Facility	-	-	-	-	-	-	-
500-40-5891	Sidewalk & ADA Improvements	-	-	-	-	-	-	-
500-40-5893	Bus Stop Improvements	-	-	-	-	-	-	-
500-40-5894	Street Capital Improvements	-	-	-	-	-	-	-
500-40-5990	Depreciation Expense	903,201	896,031	894,664	894,664	894,664	894,664	894,664
<b>TOTAL CAPITAL AND DEPRECIATION</b>		<b>1,274,980</b>	<b>918,945</b>	<b>894,664</b>	<b>972,612</b>	<b>894,664</b>	<b>894,664</b>	<b>894,664</b>
<b>WATER BILLING ADMINISTRATION</b>								
500-45-5110	Salaries & Wages - Full-time	70,040	39,235	40,437	67,116	54,840	14,251	15,269
500-45-5130	Overtime Salaries	2,180	382	708	708	90	708	708
500-45-5160	Car Allowance	59	179	180	180	181	180	180
500-45-5220	FICA Contributions	4,155	2,126	3,093	5,134	4,105	1,090	1,168
500-45-5230	Retirement Contributions	4,667	2,131	3,204	5,181	4,270	1,184	1,268
500-45-5270	Other Employee Benefits	-	239	592	997	546	194	204
500-45-5271	Defined Contribution	3,284	390	483	483	480	505	541
500-45-5272	Workers' Compensation	2,194	2,601	2,836	2,836	2,836	286	319
500-45-5273	Health Benefits	11,461	6,653	11,550	21,450	16,661	1,470	1,590
500-45-5274	Dental Benefit	848	-	-	-	-	-	-
500-45-5275	Vision Benefit	223	-	-	-	-	-	-
500-45-5276	Life Insurance Benefit	-	-	102	149	149	56	56
500-45-5277	Other Optional Benefit	-	-	-	-	-	-	-
500-45-5280	Wellness Benefit	13	-	38	38	38	38	38
<b>Total Salaries and Benefits</b>		<b>99,123</b>	<b>53,936</b>	<b>63,223</b>	<b>104,272</b>	<b>84,195</b>	<b>19,960</b>	<b>21,341</b>
500-45-5290	Retiree Medical Benefit	-	-	-	-	-	-	-
500-45-5320	Travel & Training	-	-	2,225	2,225	1,000	2,225	2,225
500-45-5400	Contract Services - General	-	-	500	500	-	500	500
500-45-5420	Professional Services	2,000	2,000	20,000	20,000	4,000	25,000	25,000
500-45-5450	Contract Professional Labor	-	-	5,000	5,000	-	6,509	7,950
500-45-5560	Repair & Maintenance Services	-	-	1,500	1,500	300	1,500	1,500
500-45-5570	Software Licensing & Support	9,593	5,326	7,550	7,550	7,550	23,064	26,083
500-45-5720	Postage	17,202	15,659	15,600	15,600	15,600	15,600	15,600
500-45-5745	General Supplies	-	-	1,000	1,000	1,000	1,000	1,000
500-45-5830	Furniture and Fixtures	-	-	-	-	-	-	-
500-45-5840	Capital Outlay	-	-	-	-	-	-	-
500-45-5960	Bad Debt Expense	-	22,178	-	-	-	-	-
<b>Total Maintenance and Operations</b>		<b>28,795</b>	<b>45,164</b>	<b>53,375</b>	<b>53,375</b>	<b>29,450</b>	<b>75,398</b>	<b>79,859</b>
<b>TOTAL WATER BILLING ADMINISTRATION</b>								
		<b>127,918</b>	<b>99,100</b>	<b>116,598</b>	<b>157,647</b>	<b>113,645</b>	<b>95,358</b>	<b>101,199</b>
<b>DEBT SERVICE</b>								
500-45-5970	Costs of Issuance	-	-	-	-	-	-	-
500-45-5980	Interest Expense	190,407	151,508	128,868	128,868	128,868	94,077	79,438
500-45-5981	Bond Amortization Expense	(34,721)	(34,721)	(17,334)	(17,334)	(17,334)	(17,334)	(17,334)
500-45-5983	Loan Payment	-	-	-	-	-	150,000	150,000
500-45-5984	GWF Loan Payments	-	-	-	-	-	(150,000)	(150,000)
500-45-5985	Bond Principal Payments	-	-	475,000	475,000	475,000	490,000	510,000
500-45-5986	Note Payments	-	-	128,983	128,983	128,983	130,611	132,259
500-45-5987	GWF Bond Principal Payment	-	-	(475,000)	(475,000)	(475,000)	(490,000)	(510,000)
500-45-5988	WRD Loan Proceeds - Well 10 Construction	-	-	-	-	(1,500,000)	-	-
500-45-5988	WRD Loan Proceeds transfer to Loan Payable	-	-	-	-	1,500,000	-	-
500-99-5110	Salaries & Wages - Full-time	-	-	-	-	-	-	-
<b>TOTAL DEBT SERVICE</b>		<b>155,686</b>	<b>116,787</b>	<b>240,517</b>	<b>240,517</b>	<b>240,517</b>	<b>207,354</b>	<b>194,363</b>

**WATER ENTERPRISE FUND EXPENDITURES**

Account	Description	2019-2020	2020-2021	2021-2022			2022-2023	2023-2024
		Actuals	Actuals	Adopted Budget	Current Budget	Projection	Adopted Budget	Approved Budget
510-99-7942	Transfer to Enterprise Fund	-	22,914	-	-	-	-	-
500-99-7947	Transfer to Reserves	-	-	-	-	-	-	-
500-99-7947	Transfer to Reserves	-	-	-	-	-	-	-
<b>TOTAL TRANSFERS OUT</b>		-	<b>22,914</b>	-	-	-	-	-

**Department: Public Works****Program: Vehicle Replacement Fund (601)****Program Description:****Division Purpose:**

The Fleet Division provides quality and timely service to the City fleet to maintain efficient and safe transportation and equipment to serve staff and community needs.

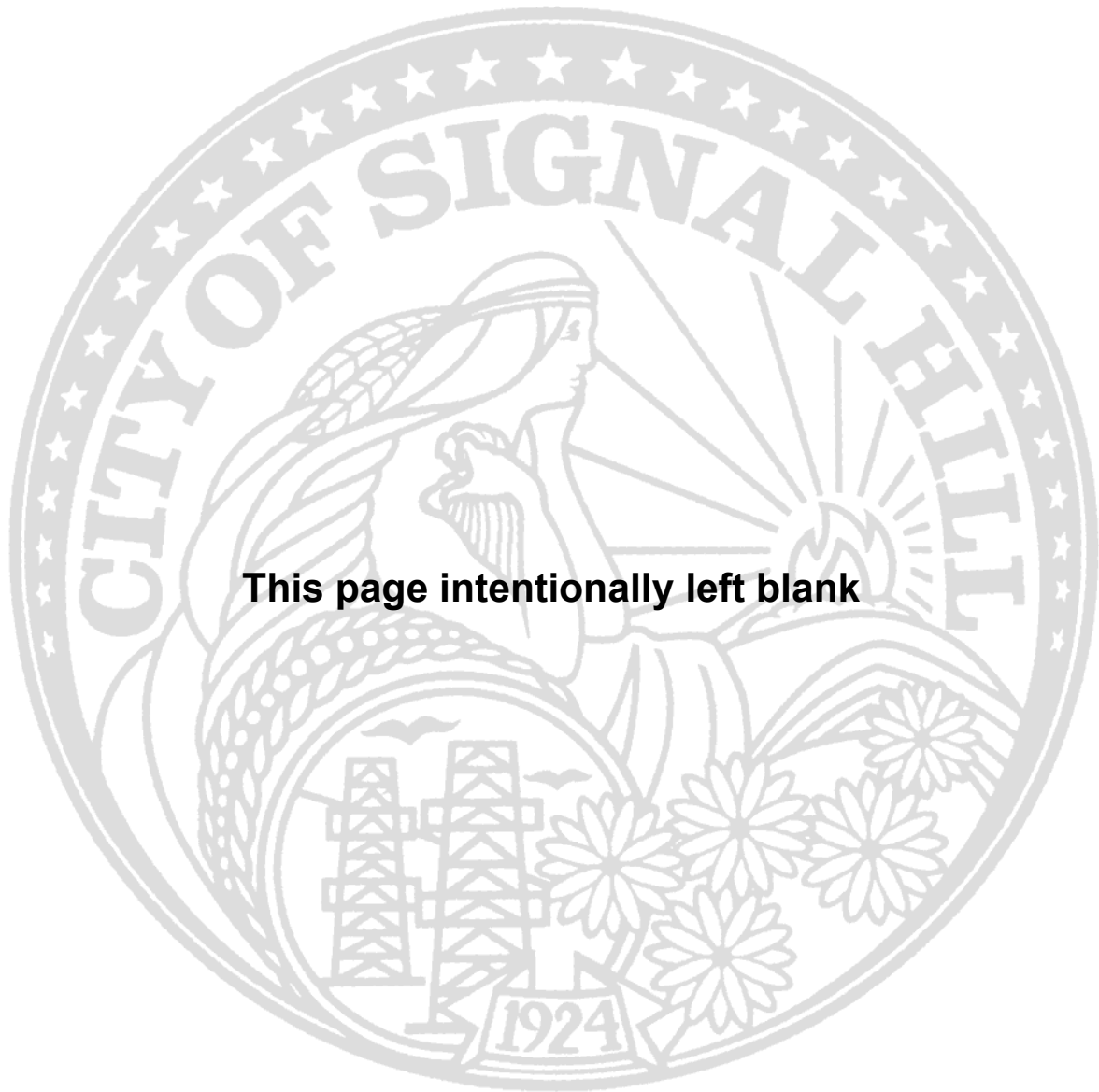
**Primary Activities:**

The Fleet Division is responsible for the inspection, maintenance, and repair of all City vehicles including passenger cars, trucks, police vehicles, heavy equipment and miscellaneous rolling stock. Staff is responsible for monitoring Federal, State and County regulations for compliance, as well as monitoring vendor services to assure receipt of economical and high quality services. The Division is also responsible for vehicle purchasing and outfitting as well as all aspects of fuel purchasing/management. As equipment and vehicles reach the end of their useful lives, they are replaced using Fund reserves.

**Key Workload Indicators:**

1. Operate a preventive maintenance program for all vehicles and equipment with a goal of no more than two consecutive workdays out of service for routine maintenance.
2. Administer the City's vehicle maintenance program in a way that assures all vehicles are maintained as scheduled. Notify department representatives of their respective vehicles scheduled maintenance requirements.
3. Maintain a safe work area and continue training to comply with OSHA regulations.
4. Manage all aspects of the City's fuel program including AQMD compliance. Replace vehicles based on replacement criteria and annual assessment.
5. Prepare specifications and complete purchases of all budgeted vehicles and equipment.
6. Maintain compliance with all applicable regulations and requirements governed by respective regulatory agencies.





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# **VEHICLE REPLACEMENT FUND REVENUES AND EXPENSES**

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>VEHICLE REPLACEMENT</b>								
601-00-4700	Interest Income	34,330	1,318	12,000	12,000	-	12,000	12,000
601-00-4831	Damage to Property Vehicle	-	9,314	-	-	1,380	-	-
601-00-4865	Property Sales	8,134	-	-	-	16,923	-	-
601-21-4407	Fleet Fees	608,590	533,134	815,521	815,521	803,867	920,660	589,109
601-37-4100	Other Revenue	158,373	-	-	-	-	-	-
601-39-6948	Transfer from Special Revenue	-	-	-	-	-	-	80,000
<b>TOTAL REVENUE</b>		<b>809,427</b>	<b>543,766</b>	<b>827,521</b>	<b>827,521</b>	<b>822,169</b>	<b>932,660</b>	<b>681,109</b>
601-40-5110	Salaries & Wages - Full-time	109,106	110,614	145,571	145,571	141,025	163,613	172,128
601-40-5115	Part-time Salaries	-	-	-	26,328	13,576	20,313	21,754
601-40-5130	Overtime Salaries	1,798	339	7,063	7,063	1,762	7,063	7,063
601-40-5160	Car Allowance	363	361	180	180	180	180	180
601-40-5220	FICA Contributions	8,043	8,300	11,136	11,528	11,229	12,811	13,483
601-40-5230	Retirement Contributions	0	(33,861)	11,769	12,122	12,171	13,675	14,429
601-40-5270	Other Employee Benefits	(8,427)	3,957	2,078	2,078	1,651	2,389	2,507
601-40-5271	Defined Contribution	3,649	1,220	1,495	1,495	955	1,760	1,832
601-40-5272	Workers' Compensation	4,195	4,974	5,898	5,898	5,898	2,017	2,252
601-40-5273	Health Benefits	14,383	20,954	25,572	25,572	23,152	29,367	32,163
601-40-5274	Dental Benefit	753	-	-	-	-	-	-
601-40-5275	Vision Benefit	274	-	-	-	-	-	-
601-40-5276	Life Insurance Benefit	120	93	295	295	95	295	295
601-40-5277	Other Optional Benefit	396	-	-	-	-	-	-
601-40-5280	Wellness Benefit	50	8	88	88	88	113	113
601-40-5290	Retiree Medical Benefit	-	-	-	-	-	-	-
<b>Total Salaries and Benefits</b>		<b>134,703</b>	<b>116,958</b>	<b>211,144</b>	<b>238,216</b>	<b>211,783</b>	<b>253,596</b>	<b>268,199</b>
601-40-5310	Dues & Memberships	-	-	275	275	275	275	275
601-40-5320	Travel & Training	300	-	2,000	2,000	275	2,500	2,500
601-40-5330	Meetings	-	-	-	-	-	-	-
601-40-5340	Books & Periodicals	-	-	100	100	-	100	100
601-40-5400	Contract Services - General	17,257	31,273	31,000	31,000	31,000	37,000	37,000
601-40-5420	Professional Services	-	-	-	-	-	-	-
601-40-5511	Telephone	126	-	360	360	-	360	360
601-40-5512	Utility Services	-	-	5,600	5,600	-	5,600	5,600
601-40-5540	Vehicle Maintenance	37,176	6,632	60,000	60,000	60,000	60,000	60,000
601-40-5542	Vehicle Body Work Services	833	6,081	10,000	10,000	10,000	10,000	10,000
601-40-5560	Repair & Maintenance Services	-	-	-	-	239	-	-
601-40-5570	Software Licensing & Support	4,175	4,678	8,700	8,700	8,700	8,700	8,700
601-40-5610	Insurance	12,991	16,864	18,677	18,677	20,665	21,315	24,857
601-40-5721	Vehicle Supplies	11,273	22,650	22,000	22,000	22,000	22,000	22,000
601-40-5730	Uniforms	670	522	800	800	800	1,600	1,600
601-40-5740	General Supplies	2,886	5,493	13,000	13,000	6,484	13,000	13,000
601-40-5742	Tools	3,238	1,954	2,500	2,500	2,500	2,500	2,500
601-40-5750	Gasoline, Oil, & Tires	3,548	12,084	25,183	25,183	25,273	25,209	25,209
601-40-5754	Fuel Purchases	-	108,308	120,000	120,000	165,000	170,000	170,000
601-40-5755	Fuel Cost Clearing	5,380	(108,003)	(119,817)	(119,817)	(158,823)	(169,791)	(169,791)
601-40-5790	Loss on Disposal of Fixed Asset	-	-	-	-	-	-	-
601-40-5805	Capitalize Assets	(306,357)	(26,310)	(695,696)	(695,696)	(543,000)	(468,696)	(199,000)
601-40-5840	Capital Outlay	-	-	279,696	279,696	75,000	229,696	-
601-40-5842	Vehicles & Large Equipment	306,358	26,310	416,000	468,000	468,000	239,000	199,000
601-40-5844	2700 Cherry Ave (Walker)	-	-	-	-	-	-	-
601-40-5990	Depreciation Expense	190,287	198,247	190,000	190,000	190,000	190,000	190,000
<b>Total Maintenance and Operations</b>		<b>290,141</b>	<b>306,782</b>	<b>390,377</b>	<b>442,377</b>	<b>384,387</b>	<b>400,368</b>	<b>403,910</b>
<b>TOTAL EXPENSES</b>		<b>424,844</b>	<b>423,741</b>	<b>601,521</b>	<b>680,593</b>	<b>596,169</b>	<b>653,964</b>	<b>672,109</b>

<b>Vehicle</b>	<b>Year 1 Replacement Cost</b>	<b>Department</b>	<b>Year 2 Replacement Cost</b>	<b>Department</b>
Vehicle #74609 2009 Ford Taurus	\$47,000	Police		
Vehicle #73018 2018 Ford Explorer Interceptor	\$72,000	Police		
Vehicle #52200 2000 Chevy 3500 HD Bucket Truck	\$120,000	Public Works		
Vehicle #72919 2019 Ford Explorer Interceptor			\$72,000	Police
Vehicle #75009 2009 Ford Taurus			\$47,000	Police
Vehicle #61714 2014 Ford F250 (CNG)*			\$80,000	Public Works
<b>Total</b>	<b>\$239,000</b>		<b>\$199,000</b>	

## **2022-24 SPECIAL FUNDS**

### **201-400**

				2021-2022			2022-2023	2023-2024
Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	Current Budget	Projection	Adopted Budget	Approved Budget
CDBG FUND								
201-00-6947	Transfer from Reserves	-	-	-	-	-	-	-
201-11-4310	Grants: CDBG	9,113	189,107	109,325	109,325	109,325	107,502	21,500
201-11-4311	Grants: CDBG - CARES	-	-	41,555	41,555	59,747	-	-
201-11-4312	Grants: RAP	-	14,155	-	-	-	-	-
201-36-4700	Interest Income	-	-	-	-	-	-	-
201-39-6933	Transfer from General Fund	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		9,113	203,262	150,880	150,880	169,072	107,502	21,500
201-40-5723	Food Distribution Costs	9,113	149,757	63,420	63,420	50,491	21,500	21,500
201-40-5890	Dog Park	-	-	-	-	-	-	-
201-40-5891	23rd ST/TEMPLE/28th ADA IMP	-	-	-	-	-	-	-
201-40-5895	Park Capital Improvements	-	-	-	-	-	-	-
201-99-7900	Transfer to General Fund	-	53,504	-	37,160	37,160	-	-
201-99-7939	Transfer to Capital Projects	-	-	87,460	87,460	87,460	86,002	-
TOTAL EXPENDITURES AND TRANSFERS		9,113	203,261	150,880	188,040	175,111	107,502	21,500
PROP A FUND								
202-00-4700	Interest Income	11,764	471	2,250	2,250	2,250	3,046	5,420
202-31-4160	Public Transportation Tax Reve	224,398	237,317	211,444	211,444	211,444	283,417	283,417
202-81-4476	Passenger Fare Revenue-Prop A	1,881	996	-	-	342	-	-
TOTAL REVENUES AND TRANSFERS		238,042	238,783	213,694	213,694	214,036	286,463	288,837
202-40-5110	Salaries & Wages - Full-time	9,431	5,969	22,339	20,296	26,616	22,803	23,288
202-40-5130	Overtime Salaries	80	6	100	100	42	100	100
202-40-5160	Car Allowance	31	9	36	36	36	36	36
202-40-5220	FICA Contributions	728	459	1,709	1,709	2,011	1,744	1,782
202-40-5230	Retirement Contributions	1,905	555	2,094	2,094	2,547	2,142	2,186
202-40-5270	Other Employee Benefits	-	61	318	318	264	328	334
202-40-5271	Defined Contribution	295	75	281	281	198	285	292
202-40-5272	Workers' Compensation	-	-	-	-	-	-	-
202-40-5273	Health Benefits	1,687	1,245	4,851	4,851	5,947	5,249	5,813
202-40-5274	Dental Benefit	80	-	-	-	-	-	-
202-40-5275	Vision Benefit	22	-	-	-	-	-	-
202-40-5276	Life Insurance Benefit	-	-	55	55	9	55	55
202-40-5277	Other Optional Benefit	-	-	-	-	-	-	-
202-40-5280	Wellness Benefit	3	1	19	19	-	19	19
202-40-5310	Dues & Memberships	9,000	9,000	10,000	10,000	9,000	10,000	10,000
202-40-5400	Contract Services - General	32,436	33,303	33,357	35,357	35,357	35,357	35,357
202-40-5670	Recreational Transit	31,692	-	32,000	32,000	18,400	40,000	40,000
202-40-5671	Bus Fare Subsidy	1,056	24	2,000	2,000	500	1,000	1,000
202-40-5672	Dial-A-Lift	30,264	10,892	42,790	44,935	14,000	44,935	44,935
202-40-5673	Fixed Route Subsidy	53,640	46,452	51,824	51,824	51,824	51,824	51,824
202-40-5674	DIAL-A-TAXI	12,060	6,975	15,000	15,000	6,400	12,000	12,000
202-40-5910	Payments to Other Agencies	-	-	-	-	-	-	-
202-99-7939	Transfer to Capital Projects	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		184,410	115,025	218,773	220,875	173,151	227,877	229,021
PROP C FUND								
203-00-4700	Interest Income	15,094	518	1,875	1,875	1,875	2,081	1,638
203-31-4161	County Public Transportation T	186,139	196,846	188,856	188,856	188,856	235,087	235,087
203-39-4100	Gateway JPA	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		201,233	197,363	190,731	190,731	190,731	237,168	236,725
203-40-5310	Dues & Memberships	-	-	5,000	5,000	5,000	5,000	5,000
203-99-7900	Transfer to General Fund	4,558	5,000	-	-	-	-	-
203-99-7939	Transfer to Capital Projects	179,500	247,683	230,056	230,056	230,056	430,056	200,000
TOTAL EXPENDITURES AND TRANSFERS		184,058	252,683	235,056	235,056	235,056	435,056	205,000

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>PARK DEVELOPMENT IMPACT FEE FUND</b>								
204-00-4500	Park Development Fee	-	47,307	375,374	375,374	336,745	269,869	414,249
204-00-4700	Interest Income	31,013	1,917	3,147	3,147	3,147	6,016	9,968
204-31-4350	Other Grants	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		31,013	49,225	378,521	378,521	339,892	275,885	424,217
204-40-5400	Contract Services - General	-	-	-	-	-	-	-
204-47-5895	Park Capital Improvements	-	-	-	-	-	-	-
204-99-7900	Transfer to General Fund	83,699	-	-	546,045	537,896	50,000	-
204-99-7939	Transfer to Capital Projects	(991,916)	123,958	588,480	588,480	587,167	150,000	505,000
204-99-7942	Transfer to Enterprise Fund	-	-	-	-	-	-	-
204-99-7948	Transfer to General Fund	-	1,186	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		(908,218)	125,144	588,480	1,134,525	1,125,063	200,000	505,000
<b>TDA FUND</b>								
205-00-4700	Interest Income	-	-	-	-	33	33	132
205-31-4366	TDA Article 3	-	22,839	6,592	6,592	6,592	10,945	10,945
205-00-6948	Transfer from Special Revenue	11,523	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		11,523	22,839	6,592	6,592	6,625	10,978	11,077
205-99-7900	Transfer to General Fund	-	-	-	-	-	-	-
205-99-7939	Transfer to Capital Projects	11,523	22,839	-	-	-	17,603	10,945
TOTAL EXPENDITURES AND TRANSFERS		11,523	22,839	-	-	-	17,603	10,945
<b>HOUSING IMPACT FUND</b>								
221-00-4700	Interest Income	18,962	702	3,817	3,817	3,817	3,821	5,760
TOTAL REVENUES AND TRANSFERS		18,962	702	3,817	3,817	3,817	3,821	5,760
<b>HOUSING AUTHORITY FUND</b>								
223-00-4700	Interest Income	121,226	4,541	22,000	22,000	22,000	30,966	48,449
223-00-4800	Rental Income	3,819	25,000	-	-	11,234	7,704	16,056
223-37-4100	Gateway JPA	-	-	-	-	50,133	-	-
223-00-6933	Transfer from General Fund	40,000	199,029	215,000	215,000	244,933	235,000	258,200
TOTAL REVENUES AND TRANSFERS		165,045	228,570	237,000	237,000	328,300	273,670	322,705
223-40-5400	Contract Services - General	3,201	19,024	7,000	7,000	7,000	7,000	7,000
223-40-5902	Gundry	-	-	-	-	-	-	-
223-40-5903	2170 Gundry Expense - CO	-	-	-	-	-	-	-
223-99-7939	Transfer to Capital Projects	400,000	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		403,201	19,024	7,000	7,000	7,000	7,000	7,000
<b>CIVIC CENTER - PHASE 2 BOND FUND</b>								
224-00-4700	Interest Income	148	1	-	-	1	-	-
224-37-4100	Other Revenue	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		148	1	-	-	1	-	-
224-99-7939	Transfer to Capital Projects	13,170	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		13,170	-	-	-	-	-	-
<b>LEASE REVENUE BOND FUND</b>								
225-36-4100	Interest Income	74,117	-	-	-	36	36	54
225-38-4100	Proceeds of Long Term Debt	-	-	-	-	-	-	-
225-00-6933	Transfer from General Fund	426,481	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		500,598	-	-	-	36	36	54
225-00-5980	Interest Expense	-	-	-	-	-	-	-
225-00-5985	Principal Payments	-	-	-	-	-	-	-
225-40-5920	Cost of Issuance	-	-	-	-	-	-	-
225-99-7900	Transfer to General Fund	152,892	-	-	-	-	-	-
225-99-7939	Transfer to Capital Projects	3,479,527	9,268	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		3,632,418	9,268	-	-	-	-	-

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>GAS TAX FUND</b>								
230-00-4700	Interest Income	28,728	988	2,500	2,500	2,500	5,531	9,022
230-21-4310	Gas Tax Intergovernmental	-	-	-	-	-	-	-
230-33-4201	GAS TAX - 2103	81,331	78,139	90,253	90,253	90,253	114,416	90,253
230-33-4202	GAS TAX - 2105	60,167	59,669	66,301	66,301	66,301	74,951	66,301
230-33-4203	GAS TAX - 2107	75,973	80,742	84,322	84,322	84,322	102,395	84,322
230-33-4204	GAS TAX - 2107.5	3,000	3,000	3,000	3,000	3,000	3,000	3,000
230-33-4205	GAS TAX - 2106	38,923	38,248	41,769	41,769	41,769	46,513	41,769
230-33-4311	TCRF Loan Repayment	13,260	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		301,382	260,786	288,145	288,145	288,145	346,806	294,667
230-99-7900	Transfer to General Fund	250,000	250,000	-	250,000	250,000	250,000	250,000
230-99-7939	Transfer to Capital Projects	-	-	-	-	-	-	-
230-99-7948	Transfer to Special Revenue	7,774	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		257,774	250,000	-	250,000	250,000	250,000	250,000
<b>AQMD FUND</b>								
232-00-4700	Interest Income	1,988	94	400	400	400	556	917
232-21-4340	Grant Revenue-State	14,805	15,293	15,200	15,200	15,200	15,000	15,000
TOTAL REVENUES AND TRANSFERS		16,793	15,387	15,600	15,600	15,600	15,556	15,917
232-40-5310	Dues & Memberships	1,300	1,000	1,000	1,000	1,000	-	-
232-99-7900	Transfer to General Fund	-	4,453	4,453	4,453	4,453	4,453	4,453
232-99-7943	Transfer to Internal Service Fund	-	-	-	-	-	-	80,000
TOTAL EXPENDITURES AND TRANSFERS		1,300	5,453	5,453	5,453	5,453	4,453	84,453
<b>TRAFFIC DEVELOPMENT IMPACT FEE FUND</b>								
233-00-4505	Traffic Impact Fees	-	15,059	22,670	22,670	7,567	288,010	118,517
233-00-4700	Interest Income	27,133	890	2,500	2,500	2,500	4,454	6,671
233-39-4120	Transfer from Special Revenue	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		27,133	15,949	25,170	25,170	10,067	292,464	125,188
233-99-7939	Transfer to Capital Projects	93,268	56,684	718,233	718,233	80,000	293,763	144,682
233-99-7948	Transfer to Special Revenue	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		93,268	56,684	718,233	718,233	80,000	293,763	144,682
<b>PIPELINE REMOVAL FUND</b>								
234-00-4700	Interest Income	59,511	2,153	11,000	11,000	11,000	11,649	17,056
234-31-4605	Abandoned Pipe Removal Revenue	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		59,511	2,153	11,000	11,000	11,000	11,649	17,056
234-99-7900	Transfer to General Fund	-	-	100,000	100,000	-	67,452	92,452
234-99-7939	Transfer to Capital Projects	-	-	-	43,488	67,452	-	-
TOTAL EXPENDITURES AND TRANSFERS		-	-	100,000	143,488	67,452	67,452	92,452
<b>MTA STPL TRANSFER FUND</b>								
235-00-4700	Interest Income	5,367	188	1,045	1,045	1,045	1,526	398
235-31-4360	STPL Exchange Revenue	-	-	-	-	33,986	34,680	34,680
235-31-4361	LACMTA - HIP (CRRSAA) REVENUE	-	-	-	-	54,877	-	-
235-39-4120	Transfer from Special Revenue	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		5,367	188	1,045	1,045	89,908	36,206	35,078
235-99-7900	Transfer to General Fund	-	-	-	-	-	-	-
235-99-7939	Transfer to Capital Projects	-	-	-	-	-	288,255	-
TOTAL EXPENDITURES AND TRANSFERS		-	-	-	-	-	288,255	-

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>MEASURE R FUND</b>								
236-00-4700	Interest Income	12,607	471	1,865	1,865	1,865	3,102	2,525
236-31-4163	Public Transportation Tax	139,404	147,839	132,245	132,245	132,245	176,316	132,245
TOTAL REVENUES AND TRANSFERS		152,011	148,310	134,110	134,110	134,110	179,418	134,770
236-99-7900	Transfer to General Fund	-	-	-	-	-	24,960	24,960
236-99-7939	Transfer to Capital Projects	95,303	35,007	522,923	334,752	104,960	420,501	335,231
TOTAL EXPENDITURES AND TRANSFERS		95,303	35,007	522,923	334,752	104,960	445,461	360,191
<b>MEASURE M FUND</b>								
237-00-4700	Interest Income	8,594	424	1,867	1,867	1,867	827	6
237-33-4163	Public Transportation Tax	156,848	167,507	149,878	149,878	149,878	199,824	199,824
237-36-4100	Gateway JPA	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		165,442	167,930	151,745	151,745	151,745	200,651	199,830
237-99-5140	Special Functions Salaries	-	-	-	-	-	-	-
237-99-7939	Transfer to Capital Projects	-	196,273	509,631	509,631	370,000	365,227	199,824
TOTAL EXPENDITURES AND TRANSFERS		-	196,273	509,631	509,631	370,000	365,227	199,824
<b>RMRA - SB1 FUND</b>								
238-00-4700	Interest Income	9,227	334	744	744	744	3,032	4,934
238-33-4206	RMRA State Road Maintenance	204,288	217,123	224,991	224,991	224,991	264,806	224,991
238-33-4208	Prop 42 TCR	-	-	-	-	-	-	-
238-36-4100	Gateway JPA	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		213,514	217,457	225,735	225,735	225,735	267,838	229,925
238-99-7939	Transfer to Capital Projects	126,706	169,847	502,331	502,331	42,759	216,300	334,000
TOTAL EXPENDITURES AND TRANSFERS		126,706	169,847	502,331	502,331	42,759	216,300	334,000
<b>MEASURE W FUND</b>								
239-00-4111	LA County Flood Control - Ad Valorem	-	276,558	270,000	270,000	279,372	280,000	280,000
239-00-4700	Interest Income	-	8	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		-	276,566	270,000	270,000	279,372	280,000	280,000
239-93-5400	Contract Services - General	-	-	-	-	-	-	-
239-99-7900	Transfer to General Fund	-	-	180,000	334,229	334,229	321,709	226,000
239-99-7939	Transfer to Capital Projects	-	-	90,000	90,000	180,000	-	54,000
TOTAL EXPENDITURES AND TRANSFERS		-	-	270,000	424,229	514,229	321,709	280,000
<b>CIP GRANT FUND</b>								
240-00-6946	Transfer from GF Reserves	-	-	-	-	-	-	-
240-31-4363	Other Grants	-	560,002	2,564,160	2,752,331	3,911,831	2,229,286	-
240-31-4365	Stormwater Compliance Grant	4,607,593	-	-	-	-	-	-
240-31-4366	TDA Article 3	3,749	-	-	-	-	-	-
240-33-4315	LCC Compliance Grant	-	-	-	-	-	-	-
240-33-4316	Expense Reimbursements	-	-	-	-	-	-	-
240-33-4317	MOU Construction Contributions	-	-	-	502,000	-	-	-
240-39-6933	Transfer from General Fund	9,181	-	-	-	-	-	-
240-39-4120	Transfer from Special Revenue	-	1,186	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		4,620,523	561,188	2,564,160	3,254,331	3,911,831	2,229,286	-
240-99-5140	Special Functions Salaries	-	-	-	-	-	-	-
240-99-7900	Transfer to General Fund	55,490	3,515	-	-	-	-	-
240-99-7939	Transfer to Capital Projects	302,103	594,252	2,564,160	3,254,331	3,911,831	1,329,286	900,000
240-99-7942	Transfer to Enterprise Fund	-	-	-	-	-	-	-
240-99-7948	Transfer to Special Revenue	3,749	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		361,342	597,767	2,564,160	3,254,331	3,911,831	1,329,286	900,000

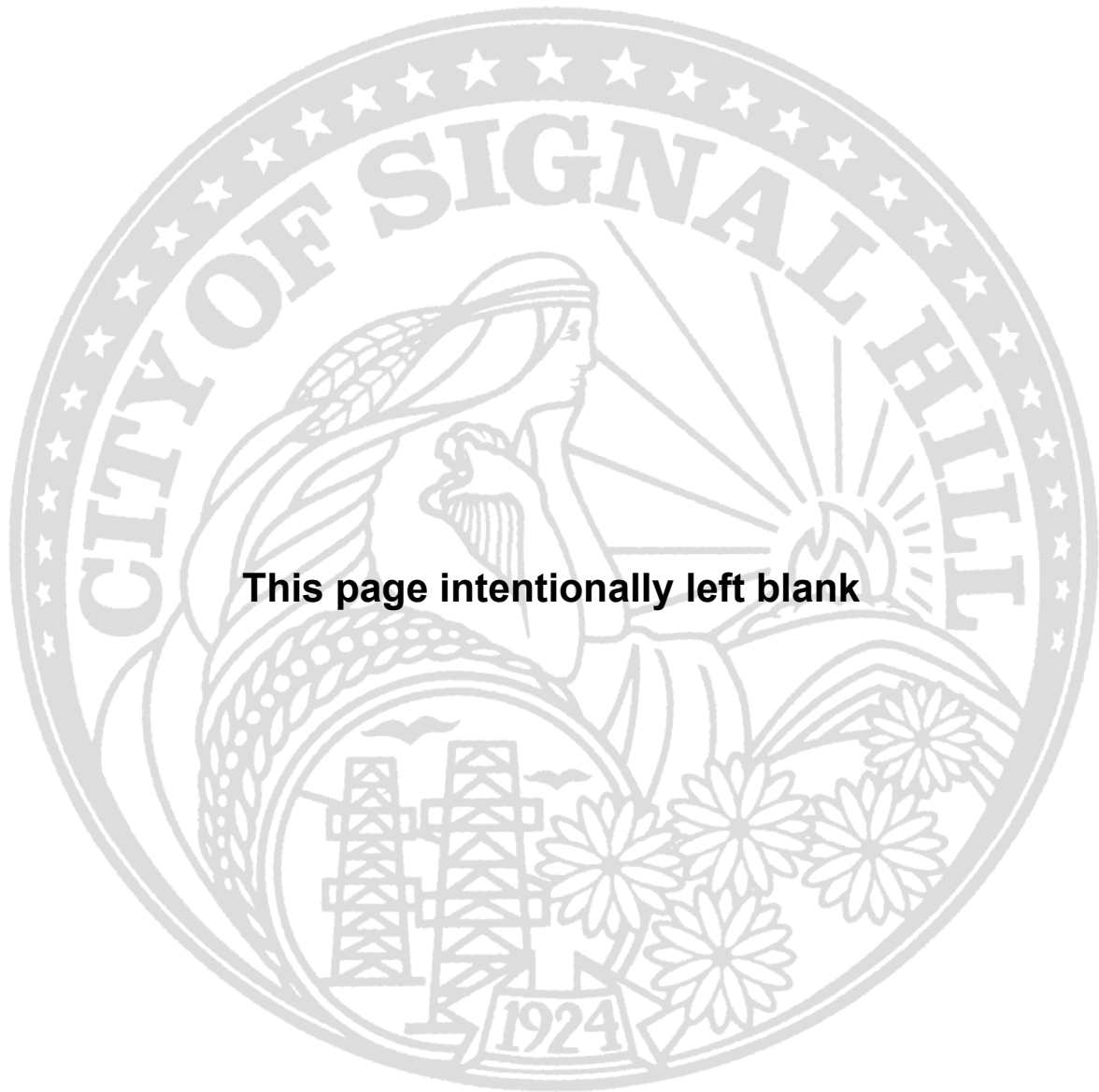


Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>PLANNING GRANTS FUND</b>								
241-21-4340	Grant Revenue - SB2	7,868	-	127,132	127,132	152,132	-	-
241-21-4341	Grant Revenue - LEAP	9,041	-	16,000	16,000	55,959	-	-
241-21-4342	Grant Revenue- PHLA	-	-	-	167,262	65,482	50,890	50,890
241-21-4343	Innovation Grant	-	200,000	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		16,909	200,000	143,132	310,394	273,573	50,890	50,890
241-99-7900	Transfer to General Fund	16,909	200,000	143,132	236,155	236,155	50,890	50,890
TOTAL EXPENDITURES AND TRANSFERS		16,909	200,000	143,132	236,155	236,155	50,890	50,890
<b>MEASURE A FUND</b>								
242-00-4111	LA County Regional Park	-	-	225,000	225,000	-	-	225,000
TOTAL REVENUES AND TRANSFERS		-	-	225,000	225,000	-	-	225,000
242-99-7939	Transfer to Capital Projects	-	-	-	-	-	-	225,000
TOTAL REVENUES AND TRANSFERS		-	-	-	-	-	-	225,000
<b>PROP 68 PARKS AND RECREATION</b>								
243-00-4111	Prop 68 - Stof of CA - Dpt of Parks & R	-	-	185,055	185,055	-	185,000	-
TOTAL REVENUES AND TRANSFERS		-	-	185,055	185,055	-	185,000	-
243-99-7939	Transfer to Capital Projects	-	-	-	-	-	185,000	-
TOTAL REVENUES AND TRANSFERS		-	-	-	-	-	185,000	-
<b>LIGHTING AND LANDSCAPE DISTRICT #1 FUND</b>								
260-00-4700	Interest Income	1,259	47	250	250	250	186	311
260-31-4159	Lighting & Landscape Assessment	61,628	65,184	65,886	65,886	65,886	58,667	60,000
TOTAL REVENUES AND TRANSFERS		62,886	65,231	66,136	66,136	66,136	58,853	60,311
260-40-5110	Salaries & Wages - Full-time	9,152	5,875	8,019	8,019	8,239	7,484	7,991
260-40-5220	FICA Contributions	107	467	613	613	631	573	611
260-40-5230	Retirement Contributions	124	521	643	643	671	688	734
260-40-5270	Other Employee Benefits	-	53	111	111	80	108	113
260-40-5271	Defined Contribution	48	0	182	182	-	163	175
260-40-5272	Workers' Compensation	-	-	-	-	199	-	-
260-40-5273	Health Benefits	150	1,198	1,248	1,248	1,276	1,359	1,503
260-40-5274	Dental Benefit	4	-	-	-	-	-	-
260-40-5275	Vision Benefit	2	-	-	-	-	-	-
260-40-5276	Life Insurance Benefit	-	-	27	27	24	27	27
260-40-5277	Other Optional Benefit	-	-	-	-	-	-	-
260-40-5280	Wellness Benefit	-	-	11	11	11	11	11
260-40-5400	Contract Services - General	7,428	13,926	20,000	20,000	20,000	10,300	10,610
260-40-5512	Utility Services	11,862	2,928	13,000	13,000	10,000	13,000	13,000
260-40-5520	Maintenance in L&L District	1,630	74	4,000	4,000	4,000	4,120	4,245
260-40-5530	Lawn Care Services	42,415	39,700	27,599	27,599	27,599	16,740	17,242
260-40-5740	General Supplies	190	-	200	200	114	100	100
TOTAL EXPENDITURES AND TRANSFERS		73,113	64,743	75,654	75,654	72,843	54,673	56,362
<b>UASI GRANT FUND</b>								
270-33-4110	UASI Grant Intergovernmental	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		-	-	-	-	-	-	-
270-40-5170	Uniform Allowance	-	-	-	-	-	-	-
270-40-5400	Contract Services - General	-	-	-	-	-	-	-
270-40-5740	General Supplies	-	-	-	-	-	-	-
270-40-5840	Capital Outlay	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		-	-	-	-	-	-	-

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>LA IMPACT FUND</b>								
272-33-4200	LA Impact Salary Reimbursement	36,692	27,362	-	-	4,184	-	-
272-33-4700	Interest Income	-	-	-	-	-	-	-
<b>TOTAL REVENUES AND TRANSFERS</b>		<b>36,692</b>	<b>27,362</b>	<b>-</b>	<b>-</b>	<b>4,184</b>	<b>-</b>	<b>-</b>
272-39-6933	Transfer from General Fund	-	-	-	-	-	-	-
272-40-5110	Salaries & Wages - Full-time	-	-	-	-	-	-	-
272-40-5130	Overtime Salaries	36,692	27,362	-	-	4,184	-	-
272-40-5140	Special Functions Salaries	-	-	-	-	-	-	-
272-40-5170	Uniform Allowance	-	-	-	-	-	-	-
272-40-5220	FICA Contributions	-	-	-	-	-	-	-
272-40-5230	Retirement Contributions	-	-	-	-	-	-	-
272-40-5270	Other Employee Benefits	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES AND TRANSFERS</b>		<b>36,692</b>	<b>27,362</b>	<b>-</b>	<b>-</b>	<b>4,184</b>	<b>-</b>	<b>-</b>
<b>ASSET SEIZURE - STATE FUND</b>								
274-00-4202	LA Impact Salary Reimbursement	-	-	-	-	-	-	-
274-00-4342	Grant Revenue-State	-	-	-	-	-	-	-
274-00-4700	Interest Income	5,162	188	1,000	1,000	1,000	1,047	-
274-33-4200	Business License Renewal Fee	-	-	-	-	-	-	-
274-33-4250	Non-Fed Asst Seizure	-	3,256	-	-	-	-	-
274-33-4340	Grant Revenue-State	1,024	-	-	-	-	-	-
<b>TOTAL REVENUES AND TRANSFERS</b>		<b>6,186</b>	<b>3,444</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,047</b>	<b>-</b>
274-40-5130	Overtime Salaries	-	-	-	-	-	-	-
274-40-5721	Special Department Charges	-	-	-	-	-	-	-
274-99-7900	Transfer to General Fund	-	-	-	-	-	-	-
274-99-7947	Transfer to Reserves	-	-	-	-	-	210,516	-
274-99-7948	Transfer to Special Revenue	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES AND TRANSFERS</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>210,516</b>	<b>-</b>
<b>STATE POLICE GRANT FUND</b>								
275-00-6935	Transfer from General Fund	-	-	-	-	-	-	-
275-21-4210	STC Reimbursement	-	-	-	-	-	-	-
275-21-4341	Grant Revenue-State	46,174	57,782	60,000	60,000	60,000	60,000	60,000
<b>TOTAL REVENUES AND TRANSFERS</b>		<b>46,174</b>	<b>57,782</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
275-40-5110	Salaries & Wages - Full-time	-	-	-	-	-	-	-
275-40-5130	Overtime Salaries	46,174	52,838	60,000	60,000	48,924	60,000	60,000
275-40-5140	Special Functions Salaries	-	-	-	-	-	-	-
275-40-5220	FICA Contributions	-	-	-	-	719	-	-
275-40-5230	Retirement Contributions	-	-	-	-	5,219	-	-
275-40-5270	Other Employee Benefits	-	-	-	-	210	-	-
275-40-5271	Defined Contribution	-	-	-	-	-	-	-
275-40-5273	Health Benefits	-	4,944	-	-	4,928	-	-
275-40-5274	Dental Benefit	-	-	-	-	-	-	-
275-40-5275	Vision Benefit	-	-	-	-	-	-	-
275-40-5320	Travel & Training	-	-	-	-	-	-	-
275-40-5740	General Supplies	-	-	-	-	-	-	-
275-40-5742	Tools	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES AND TRANSFERS</b>		<b>46,174</b>	<b>57,782</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>SLESF FUND</b>								
277-00-6937	Transfer from General Fund	-	-	-	-	-	-	-
277-21-4341	Grant Revenue-State SLESA	155,948	156,727	198,444	198,444	161,285	163,134	164,665
277-74-4310	Grants: CDBG	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		155,948	156,727	198,444	198,444	161,285	163,134	164,665
277-40-5110	Salaries & Wages - Full-time	102,102	109,294	137,091	137,091	104,998	111,648	110,858
277-40-5130	Overtime Salaries	3,347	9,079	4,706	4,706	16,164	-	-
277-40-5140	Special Functions Salaries	-	-	-	-	-	-	-
277-40-5220	FICA Contributions	6,481	9,483	10,487	10,487	9,948	8,541	8,481
277-40-5230	Retirement Contributions	30,104	10,404	12,397	12,397	10,747	10,683	10,573
277-40-5270	Other Employee Benefits	157	994	2,046	2,046	2,022	1,698	1,684
277-40-5271	Defined Contribution	7,422	-	-	-	-	-	-
277-40-5272	Workers' Compensation	-	-	-	-	-	-	-
277-40-5273	Health Benefits	5,175	17,473	31,536	31,536	16,975	30,414	32,922
277-40-5274	Dental Benefit	310	-	-	-	-	-	-
277-40-5275	Vision Benefit	236	-	-	-	-	-	-
277-40-5276	Life Insurance Benefit	-	-	181	181	285	151	147
277-40-5277	Other Optional Benefit	614	-	-	-	145	-	-
TOTAL EXPENDITURES AND TRANSFERS		155,948	156,727	198,444	198,444	161,285	163,134	164,665
<b>AMERICAN RESCUE PLAN ACT (ARPA) FUND - FEDERAL</b>								
280-11-4300	Federal Grant	-	-	1,366,073	1,366,073	1,366,073	1,366,073	-
280-00-4700	Interest Income	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		-	-	1,366,073	1,366,073	1,366,073	1,366,073	-
280-40-5400	Contract Services - General	-	-	-	-	-	-	-
280-99-7900	Transfer to General Fund	-	-	116,000	-	-	-	-
280-99-7942	Transfer to Enterprise Fund	-	-	2,616,146	2,732,146	200,000	2,025,717	506,429
TOTAL EXPENDITURES AND TRANSFERS		-	-	2,732,146	2,732,146	200,000	2,025,717	506,429
<b>WATER DEVELOPMENT IMPACT FEE FUND</b>								
550-00-4510	Water Development Fees	-	54,290	58,961	58,961	178,924	1,369,588	784,899
550-00-4700	Interest Income	14,961	561	121	121	121	1,164	12,026
TOTAL REVENUES AND TRANSFERS		14,961	54,851	59,082	59,082	179,045	1,370,752	796,925
550-40-5400	Contract Services - General	-	-	-	-	-	-	-
550-99-7942	Transfer to Enterprise Fund	-	-	16,086	16,086	597,327	-	-
TOTAL EXPENDITURES AND TRANSFERS		-	-	16,086	16,086	597,327	-	-

Account	Description	2019-2020 Actuals	2020-2021 Actuals	Adopted Budget	2021-2022 Current Budget	Projection	2022-2023 Adopted Budget	2023-2024 Approved Budget
<b>CAPITAL IMPROVEMENT FUND</b>								
400-00-4315	Stormwater Compliance Grant	-	-	-	-	-	-	-
400-00-6939	Transfer from General Fund	-	-	-	-	-	-	-
400-00-6946	Transfer from GF Reserve Funds	(1,532,029)	548,725	254,871	294,391	141,543	939,590	675,471
400-00-6948	Transfer from Special Revenue	3,694,203	1,502,650	5,813,274	6,358,762	5,661,685	3,781,993	2,908,682
400-11-4211	TDA - Pedestrian & Bike Trails	-	-	-	-	-	-	-
400-11-4350	Other Grants	-	-	-	-	-	-	-
400-11-4390	Other Revenue	-	-	-	-	-	-	-
400-33-4311	LCC Stormwater Proj. #90.16010	-	-	-	-	-	-	-
400-33-4365	Stormwater Compliance Grant	-	-	-	-	-	-	-
<b>TOTAL REVENUES AND TRANSFERS</b>		<b>2,162,174</b>	<b>2,051,375</b>	<b>6,068,145</b>	<b>6,653,153</b>	<b>5,803,228</b>	<b>4,721,583</b>	<b>3,584,153</b>
400-40-5100	Los Cerritos Channel Stormwater	302,103	-	-	-	-	-	-
400-40-5803	Capital Outlay	-	-	-	-	-	-	-
400-40-5805	Capital Outlay	-	22,914	58,800	96,852	29,400	29,400	29,400
400-40-5808	Other	-	-	-	-	-	-	-
400-40-5809	View Park Recycled Water System	13,286	-	-	-	-	-	-
400-40-5890	Dog Park	-	-	-	-	-	-	-
400-40-5891	Sidewalk & ADA Improvements	24,057	34,932	-	-	-	-	-
400-40-5892	Yearly Pavement Management Capi	-	-	-	-	-	-	-
400-40-5893	Bus Stop Improvements	-	-	-	-	-	-	-
400-40-5894	Street Capital Improvements	490,117	671,686	3,699,745	4,201,745	3,313,398	2,331,705	1,370,753
400-40-5895	Park Capital Improvements	(5,202)	194,672	2,309,600	2,309,600	2,398,287	1,121,286	915,000
400-40-5896	Facilities Capital Improvement	927,527	58,802	-	-	17,187	1,239,192	1,269,000
400-40-5897	Storm Water Capital Imp.	10,286	1,068,368	-	44,956	44,956	-	-
400-40-5898	Calif Ave-Willow to Spring	-	-	-	-	-	-	-
400-99-7942	Transfer to Enterprise Fund	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES AND TRANSFERS</b>		<b>1,762,174</b>	<b>2,051,373</b>	<b>6,068,145</b>	<b>6,653,153</b>	<b>5,803,229</b>	<b>4,721,583</b>	<b>3,584,153</b>



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# 2022-24 CAPITAL IMPROVEMENTS

## PROGRAM

### Program Description:

The Capital Projects Fund is used to account for financial resources segregated for the development, construction and improvement of City facilities. The FY 2022-23 Capital Improvements Program (CIP) includes a total of 32 projects for total of \$8.3 million.

Funding sources for each project are listed in the detailed CIP schedule. Below is a summary of all grant funding and capital project by fund:

Funding Sources		Projection 2021-2022	Adopted 2022-2023	Approved 2023-2024
CIP Res/SHR	113/100	227,328	-	-
CIP Res/SHR	113/400	134,325	924,590	660,471
Library Res	119	7,218	15,000	15,000
CDBG	201	87,460	86,002	-
Prop C	203	230,056	430,056	200,000
Park Dev	204	587,167	150,000	505,000
TDA	205	-	17,603	10,945
2011 Bonds	224	-	-	-
2018 Bonds	225	-	-	-
Traffic Imp	233	80,000	293,763	144,682
Pipeline	234	67,452	-	-
LAMTA - STPL	235	-	288,255	-
Meas R	236	104,960	420,501	335,231
Meas M	237	370,000	365,227	199,824
RMRA	238	42,759	216,300	334,000
Meas W	239	180,000	-	54,000
CIP Grants	240/100	-	-	-
CIP Grants	240/400	3,911,831	1,329,286	900,000
Meas A	242	-	-	225,000
Prop 68	243	-	185,000	-
ARPA	280	-	-	-
CIP	400	-	-	-
Water	113/500	29,400	29,400	29,400
Water	280/500	200,000	2,025,717	506,429
Water	500	3,102,261	1,255,779	1,325,225
Water Res	510	-	-	-
Water Dev	550	597,327	-	-
Garage	601	75,000	229,696	-
Total		10,034,545	8,262,175	5,445,207

Capital by Fund		Projection 2021-2022	Adopted 2022-2023	Approved 2023-2024
GF	100	227,328	-	-
CIP	400	5,803,228	4,721,583	3,584,153
Water	500	3,928,988	3,310,896	1,861,054
Garage	601	75,000	229,696	-
Total		10,034,545	8,262,175	5,445,207

## CAPITAL IMPROVEMENT PROJECTS

### 2021- 2022 Projections and FY 2022-2024 Adopted

Cat	Type	PROJECT #	DESCRIPTION	Total Current Budget	Inception To Date Spend 06-30-2021	Source Fund	Funding Split	2021-2022 Projection	2022-2023 Adopted	2023-2024 Approved	
ST	SE	90.21007	Sidewalk Repair - Annual Projects	70,000	15,550	Meas R	236	50,000	32,397	39,055	
ST	SE				34,362	TDA	205				10,945
ST	SE				-	CIP Grts	240/400				
ST	SE				-	CDBG	201				
ST	SE				-	RMRA	238				
					49,912	Total		70,000	80,000	80,000	
ST	SE	90.22005	Orange Ave Bridge Repair	100,000	-	CIP Res*	113/400	-	100,000		
ST	EM	90.21003	Pavement Management - Annual Projects	250,000	51,657	Meas R	236	30,000	388,104	296,176	
ST	EM				-	Meas M	237	370,000	225,596	199,824	
ST	EM				-	Prop C	203	230,056	430,056	200,000	
ST	EM				-	RMRA	238	186,300	304,000		
ST	EM				740	CIP Res*	113/400	0	0	0	
					250,000	52,397	Total	630,056	1,230,056	1,000,000	
ST	EM	28th Street - Green Street - Design Costs		100,000	-	CIP Res*	113/400		100,000		
ST	EM	90.22008	Willow Street Corridor Congestion Relief Project - Design Review	200,000	-	Traf Imp	233	20,000	180,000		
ST	P	90.18005	California & 27th - Street Widening Project	153,929	9,248	Traffic Imp	233	0		144,682	
ST	P			46,071	-	CIP Res*	113/400	0		46,071	
				200,000	9,248	Total	-	-	190,753		
ST	P	90.20007	Redondo Ave & 20th Traffic Signal	199,828	26,065	Traffic Imp	233	60,000	113,763		
ST	P			139,631	-	Meas M	237				139,631
ST	P			200,489	-	LACMTA	235				200,489
ST	P			33,986	-	LACMTA	235				33,986
ST	P			53,780	-	LACMTA	235				53,780
					627,714	26,065	Total	60,000	541,649	-	
ST	N	90.20006	City-Wide Median Improvement	100,000	-	CIP Res*	113/400		100,000	100,000	
F	SE-N	90.20003	Civic Center Parking Lot Improvements	1,800,000	-	CIP Grants	240/400		900,000	900,000	
F	SE	Emergency Generator		234,000	-	CIP Res*	113/400			234,000	
F	EM	90.20002	Police Department Metal Gate Paint and Repair	20,000	-	CIP Res*	113/400			20,000	
F	EM	90.20004	Police Station Interior Painting	75,000	-	CIP Res*	113/400		75,000		
F	P-SE	90.21001	City Wide Doors and Alarms	300,000	40,839	CIP Res*	113/400	9,969	249,192		
F	P	90.16011RES	Civic Center Phase II (Library) - residual work	375,812	3,895	Libr Res	119	7,218	15,000	15,000	
F	N	Facilities Master Plan		100,000	-	CIP Res*	113/400			100,000	
W	SE	95.22001	Temple Quality Improvement Phase II	20,000	-	Water	500		20,000		
W	SE	95.17010	Pump Station Improvements - Hilltop	30,000	-	Water	500			30,000	
W	SE	95.17011	SCADA Upgrade Phase II	50,000	-	Water	500			50,000	
W	SE	95.17012	Well No. 7 Improvements	30,000	-	Water	500			30,000	
W	EM	95.22003	33rd Street Water Main Replacement	2,732,146	-	APRA	280/500	200,000	2,025,717	506,429	
W	EM	Gundry Reservoir Coating		500,000	-	Water	500		500,000		
W	EM	95.18012	Water System Replacements - Infrastructure - Meters/Valves/Hydrants Phase II	200,000	1,251	Water	500	200,000	200,000	200,000	
W	EM	95.20008	Water Service Replacements Phase III	200,000	-	Water	500	250,000	250,000	265,225	
W	EM	Gundry and Well 7 Roof Design and Repairs		500,000	-	Water	500			250,000	
W	EM	Cast Iron Replacement Pipe		1,000,000	-	Water	500			500,000	
W	P	95.18011	Well 10 New Construction	2,333,555	-	Water	500	2,047,776	285,779		
W	P			1,500,000	926,823	Water	500	573,177			
W	P			597,327	-	Water Dev	550	597,327			
					4,430,882	926,823	Total	3,218,280	285,779	-	

## CAPITAL IMPROVEMENT PROJECTS

### 2021- 2022 Projections and FY 2022-2024 Adopted

Cat	Type	PROJECT #	DESCRIPTION	Total Current Budget	Inception To Date Spend 06-30-2021	Source Fund	Funding Split	2021-2022 Projection	2022-2023 Adopted	2023-2024 Approved
P	SE		Reservoir Park - Fencing	65,000	-	Park Dev	204	-		65,000
P	EM	90.20005	Discovery Well Park - Pickleball and Basketball Court Resurfacing	40,000	-	CIP Res*	113/400		40,000	
P	EM			230,998	-	CIP Res*	113/400		230,998	
P	EM			86,002	-	CDBG	201		86,002	
P	EM		Discovery Well Park Playground Improvement	185,000	-	Prop 68	243		185,000	
				502,000	-	Total		-	502,000	-
P	EM			590,000	-	Park Dev	204		150,000	440,000
P	EM			225,000	-	Meas A	242			225,000
P	EM		Hillbrook Park	54,000	-	Meas W	239			54,000
P	EM			131,000	-	CIP Res*	113/400			131,000
				1,000,000	-	Total		-	150,000	850,000
P	P			600,000	285,373	Park Dev	204	314,627	-	
P	P				3,515	CIP Grants	240/100			
P	P	80.15002	Heritage Point Park (View Park)	2,400,000	452,054	CIP Grants	240/400	1,518,660	429,286	
P	P			180,000	-	Meas W	239	180,000		
				3,180,000	740,941	Total		2,013,287	429,286	-
FL	SE	90.17015	Fuel Station Island Canopy	275,000	45,304	Garage	601	0	229,696	
N				117,600	-	CIP Res*	113/400	29,400	29,400	29,400
W		90.22002	Part-Time Administrative Staff - Annual		-	CIP Res*	113/500	29,400	29,400	29,400
				117,600	-	Total		58,800	58,800	58,800

### Projects Completion Estimated as of 6-30-21

ST	SE - MR	90.22006	19th and Molino - drain snake removal	25,000	-	CIP Res*	113/400	25,000		
ST	EM			49,920	51,874	Meas R	236	24,960		
W	EM				22,914	Water	500	16,308		
ST	EM	95.21016	GIS - Annual Project (reported as part of operating budget going forward)		-	Pipeline	234	43,488		
ST	EM				-	Pipeline	234	23,964		
					74,787	Total		108,720	-	-
ST	P			319,312	296,553	RMRA	238	22,759		
ST	P	90.18003			-	Meas R	236			
ST	P	90.18003E	Spring Street Overlay	502,000	-	CIP Grants	240/400	502,000		
ST	P			1,891,171	-	CIP Grants	240/400	1,891,171		
				2,712,483	296,553	Total		2,415,930	-	-
W	EM	95.22004	Pipeline Assessment Software	15,000	-	Water	500	15,000		
SW	P			8,321,266	7,504,153	CIP Grants	240/400			
SW		90.19010	Los Cerritos Channel Stormwater Capture - Phase III		544,830	CIP Grt/GF	113/100	227,328		
SW					-	CIP Grt/GF	113/400	44,956		
				8,321,266	8,048,982	Total		272,284	-	-
P	EM	90.22004	Signal Hill Park - BB striping	25,000	-	CIP Res*	113/400	25,000		
P	SE			322,540	22,645	Park Dev	204	272,540		
p	SE	90.21008	Signal Hill Park - Demolition	87,460	-	CDBG	201	87,460		
				410,000	22,645	Total		360,000	-	-
FL	SE	90.22014	Fuel Spill bucket cover replacements	75,000	-	Garage	601	75,000		
								10,034,544	8,262,175	5,445,207

Category:

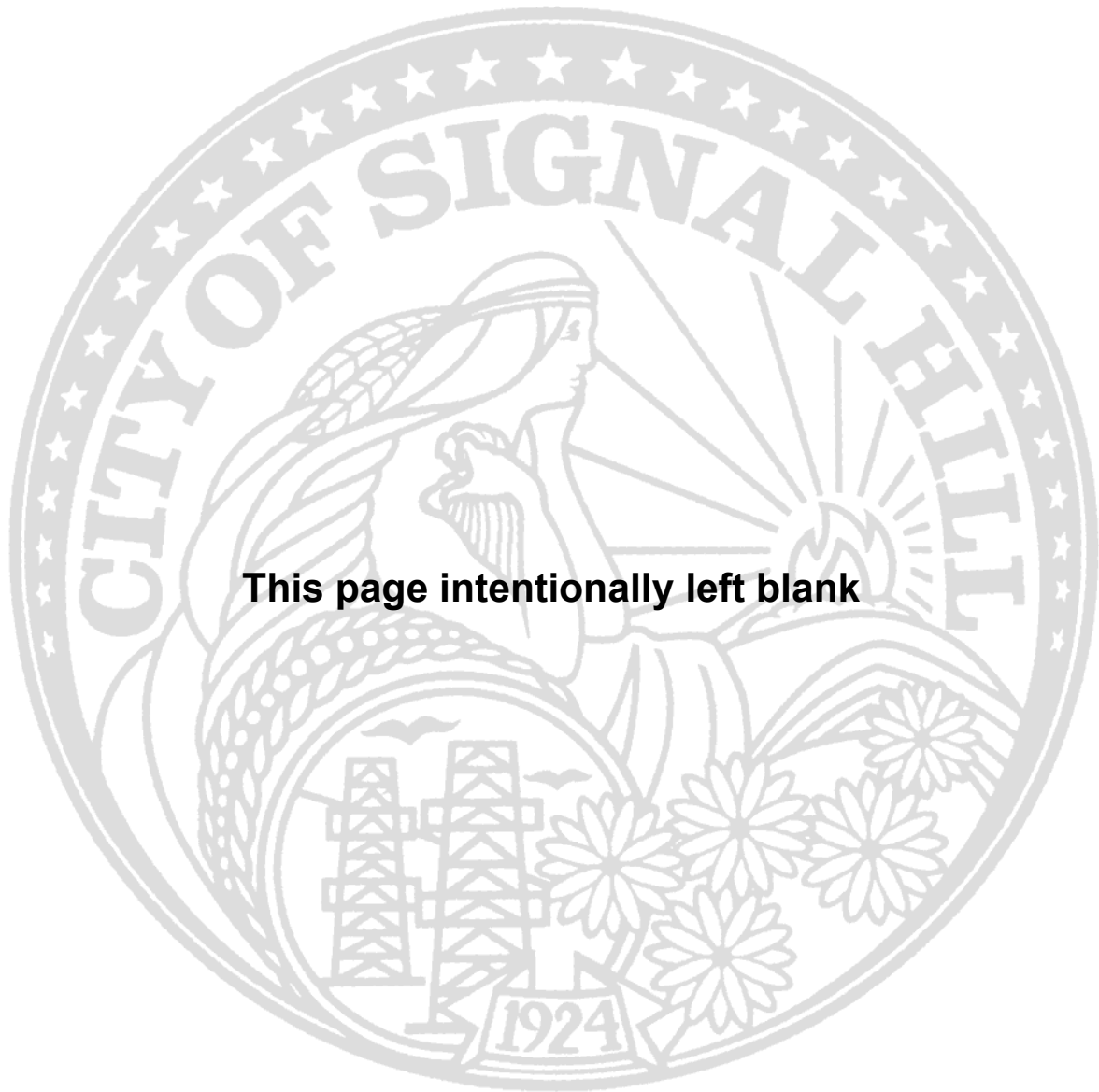
- F FACILITIES
- P PARKS
- SW STORMWATER
- ST STREETS
- W WATER
- FL FLEET

Type:

- SE Safety/Environmental
- EM Essential Maintenance (Preventative)
- N Nice to Have
- MR Mandated/Required by code
- P Pre-Committed CIP (obligated to complete)

*\* Partially or Fully funded by Signal Hill Measure SHR*





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**RESOLUTION NO. 2022-06-6687**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
SIGNAL HILL, CALIFORNIA, APPROVING AND  
ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR  
FISCAL YEAR 2022-23**

**WHEREAS**, the voters of California on November 6, 1979, added Article XIII B to the State Constitution placing a restriction on the amount of proceeds of tax revenue which can be appropriated by State and local governments during a fiscal year; and

**WHEREAS**, Article XIII B provides that the appropriations limit for Fiscal Year 2022-23 is calculated by adjusting the actual appropriations of Fiscal Year 1978-79 for changes in the cost of living and population; and

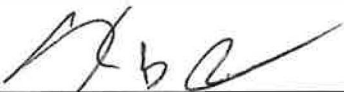
**WHEREAS**, the City Council may choose to use as adjustment factors either the annual growth in California Per Capita Income or the growth in the non-residential assessed valuation due to new construction within the City and the City's population growth or the population growth of the County of Los Angeles, as provided by the State Department of Finance; and

**WHEREAS**, the City of Signal Hill has complied with all provisions of Article XIII B in determining and establishing the appropriations limit for Fiscal Year 2022-23.

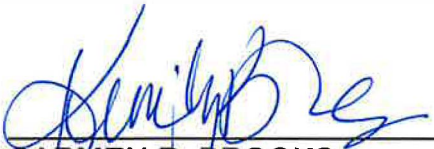
**NOW THEREFORE, BE IT RESOLVED**, that for Fiscal Year 2022-23 the City of Signal Hill has selected 1) the County population growth for the population factor and 2) the California change in per capita personal income for the inflation factor. The City reserves the right to change the factors selected.

**BE IT FURTHER RESOLVED**, that the appropriations limit for Fiscal Year 2022-23 shall be \$90,388,457 for the City of Signal Hill attached hereto as Exhibit A.

**PASSED, APPROVED, AND ADOPTED** at a regular meeting of the City Council of the City of Signal Hill, California, on this 28<sup>th</sup> day of June 2022.

  
\_\_\_\_\_  
KEIR JONES  
MAYOR

ATTEST:

  
\_\_\_\_\_  
CARMEN R. BROOKS  
CITY CLERK

STATE OF CALIFORNIA           )  
COUNTY OF LOS ANGELES    )ss.  
CITY OF SIGNAL HILL         )

I, CARMEN R. BROOKS, City Clerk of the City of Signal Hill, California, hereby certify that Resolution No. 2022-06-6687 was adopted by the City Council of the City of Signal Hill at a regular meeting held on the 28<sup>th</sup> day of June 2022, and that the same was adopted by the following vote:

AYES:           MAYOR KEIR JONES, VICE MAYOR TINA L. HANSEN,  
                    COUNCIL MEMBERS ROBERT D. COPELAND, EDWARD  
                    H.J. WILSON, LORI Y. WOODS

NOES:           NONE

ABSENT:        NONE

ABSTAIN:       NONE

  
\_\_\_\_\_  
CARMEN R. BROOKS  
CITY CLERK

# CITY OF SIGNAL HILL

## Appropriations Limit

### Fiscal Year 2022-23

Calculation of Limitation	Limit Amount
Appropriation Limitation 1990-91	\$ 19,494,362

Annual Adjustment Factors:

Fiscal Year	Population Factor	Inflation Factor	Combined Factor	
1991-92	1.0173 *	1.0414	1.05941622	20,652,643
1992-93	1.0149 *	0.9936	1.00840464	20,826,221
1993-94	1.027	1.0272	1.05493440	21,970,297
1994-95	1.017	1.0071	1.02422070	22,502,433
1995-96	1.0123 *	1.0472	1.06008056	23,854,392
1996-97	1.0048 *	1.0467	1.05172416	25,088,240
1997-98	1.0124 *	1.0467	1.05967908	26,585,484
1998-99	1.0183	1.0415	1.06055945	28,195,486
1999-00	1.0178 *	1.0453	1.06390634	29,997,356
2000-01	1.0175 *	1.0491	1.06745925	32,020,955
2001-02	1.0351	1.0782	1.11604482	35,736,821
2002-03	1.0325	0.9873	1.01938725	36,429,660
2003-04	1.0363	1.0231	1.06023853	38,624,129
2004-05	1.0349	1.0328	1.06884472	41,283,197
2005-06	1.0296	1.0526	1.08375696	44,740,952
2006-07	1.0189	1.0396	1.05924844	47,391,783
2007-08	1.0112	1.0442	1.05589504	50,040,749
2008-09	1.0212	1.0429	1.06500948	53,293,872
2009-10	1.0082	1.0062	1.01445084	54,064,013
2010-11	1.0067	0.9746	0.98112982	53,043,815
2011-12	1.0045	1.0251	1.02971295	54,619,904
2012-13	1.0062	1.0377	1.04413374	57,030,484
2013-14	1.0075	1.0512	1.05908400	60,400,073
2014-15	1.0165	0.9977	1.01416205	61,255,462
2015-16	1.0149	1.0382	1.05366918	64,542,993
2016-17	1.0042	1.0537	1.05812554	68,294,589
2017-18	1.0057 *	1.0369	1.04283824	71,220,209
2018-19	1.0168 *	1.0367	1.05411656	75,074,402
2019-20	0.9999 *	1.0385	1.03839615	77,956,970
2020-21	0.9989 *	1.0373	1.03615897	80,775,814
2021-22	0.9911 *	1.0573	1.04789003	84,644,170
2022-23	0.9929 *	1.0755	1.06786395	90,388,457

Population and Inflation Factors are provided annually by the State Department of Finance.

\* Indicates City used the County's annual percentage change in population.

Exhibit A

**RESOLUTION NO. 2022-06-6686**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
SIGNAL HILL, CALIFORNIA, ADOPTING THE ANNUAL  
OPERATING AND CAPITAL BUDGET FOR FISCAL YEAR  
2022-23 AND APPROVING THE ANNUAL OPERATING  
AND CAPITAL BUDGET FOR FISCAL YEAR 2023-24**

**WHEREAS**, On May 26, 2022, the City Council conducted a budget workshop and reviewed the draft budget, received public comment and made recommendations and changes; and

**WHEREAS**, the City Manager has incorporated the changes directed from City Council and prepared the proposed Annual Operating and Capital Budget for Fiscal Years 2022-23 and 2023-24; and

**WHEREAS**, revenues for all funds are estimated to be \$45,159,992 and appropriations total \$47,510,528 for Fiscal Year 2022-23. Fiscal Year 2023-24 revenues for all funds are estimated to be \$41,702,278 and appropriations total \$42,836,001.


**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SIGNAL  
HILL, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:**

**THE ANNUAL OPERATING AND CAPITAL BUDGET** for Fiscal Year 2022-23 is hereby adopted and for Fiscal Year 2023-24 is hereby approved.

**PASSED, APPROVED, AND ADOPTED** at a regular meeting of the City Council of the City of Signal Hill, California, on this 28<sup>th</sup> day of June, 2022.

  
\_\_\_\_\_  
KEIR JONES  
MAYOR

ATTEST:

  
\_\_\_\_\_  
CARMEN R. BROOKS  
CITY CLERK

STATE OF CALIFORNIA           )  
COUNTY OF LOS ANGELES    )ss  
CITY OF SIGNAL HILL         )

I, CARMEN R. BROOKS, City Clerk of the City of Signal Hill, California, hereby certify that Resolution No. 2022-06-6686 was adopted by the City Council of the City of Signal Hill at a regular meeting held on the 28<sup>th</sup> day of June, 2022, and that the same was adopted by the following vote:

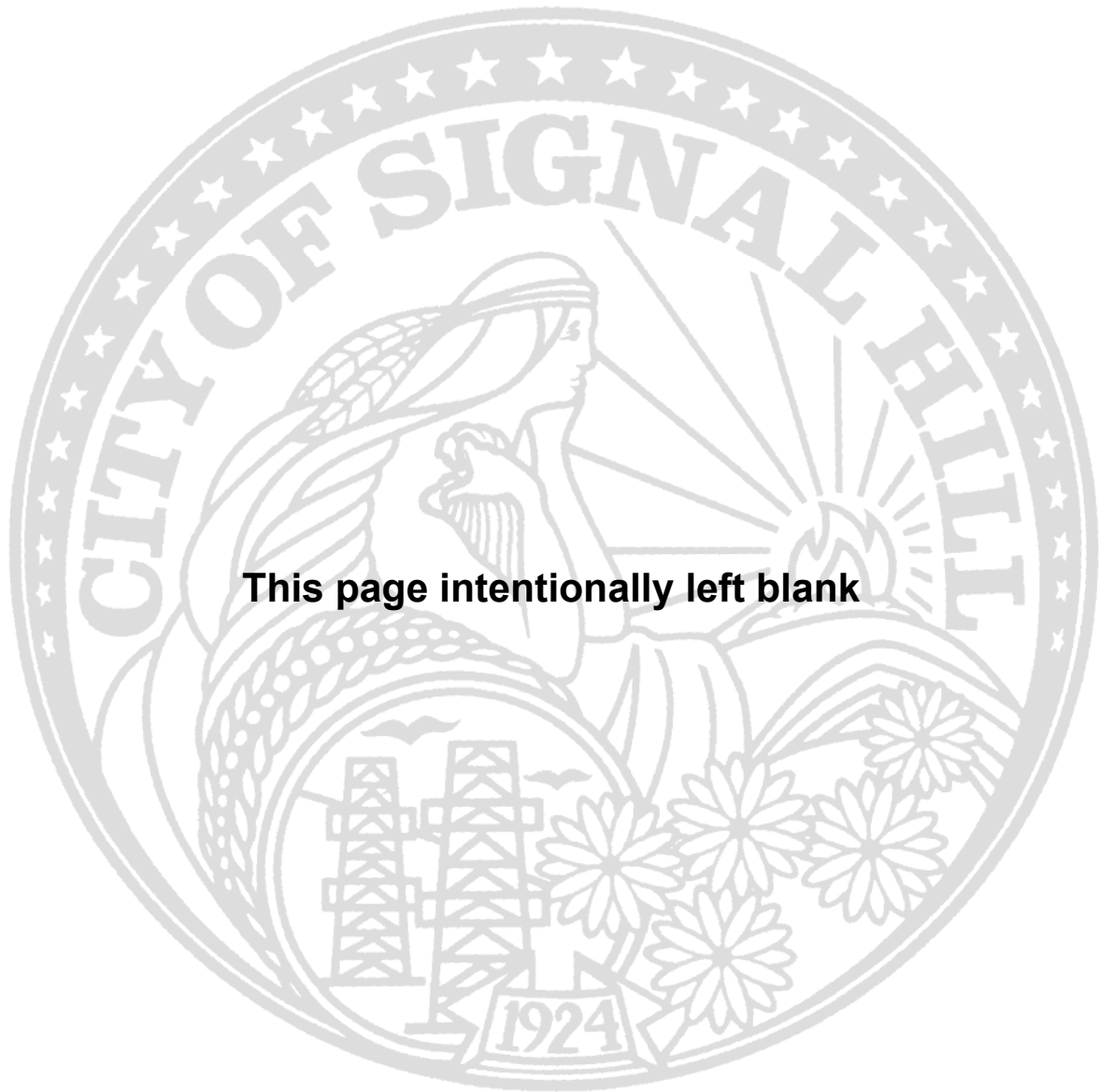
AYES:           MAYOR KEIR JONES, VICE MAYOR TINA L. HANSEN,  
                    COUNCIL MEMBERS ROBERT D. COPELAND, EDWARD  
                    H.J. WILSON, LORI Y. WOODS

NOES:           NONE

ABSENT:        NONE

ABSTAIN:       NONE

  
\_\_\_\_\_  
CARMEN R. BROOKS  
CITY CLERK



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