

# CITY OF SIGNAL HILL CALIFORNIA

Adopted Operation  
and Capital Budget

Fiscal Years  
2024-2026









# **CITY OF SIGNAL HILL CALIFORNIA**

## **ANNUAL BUDGET FOR FISCAL YEAR 2024-2026**

### **ELECTED OFFICIALS**



Lori Y. Woods  
Mayor



Edward H.J. Wilson  
Vice Mayor



Robert D. Copeland  
Council Member



Keir Jones  
Council Member



Tina L. Hansen  
Council Member

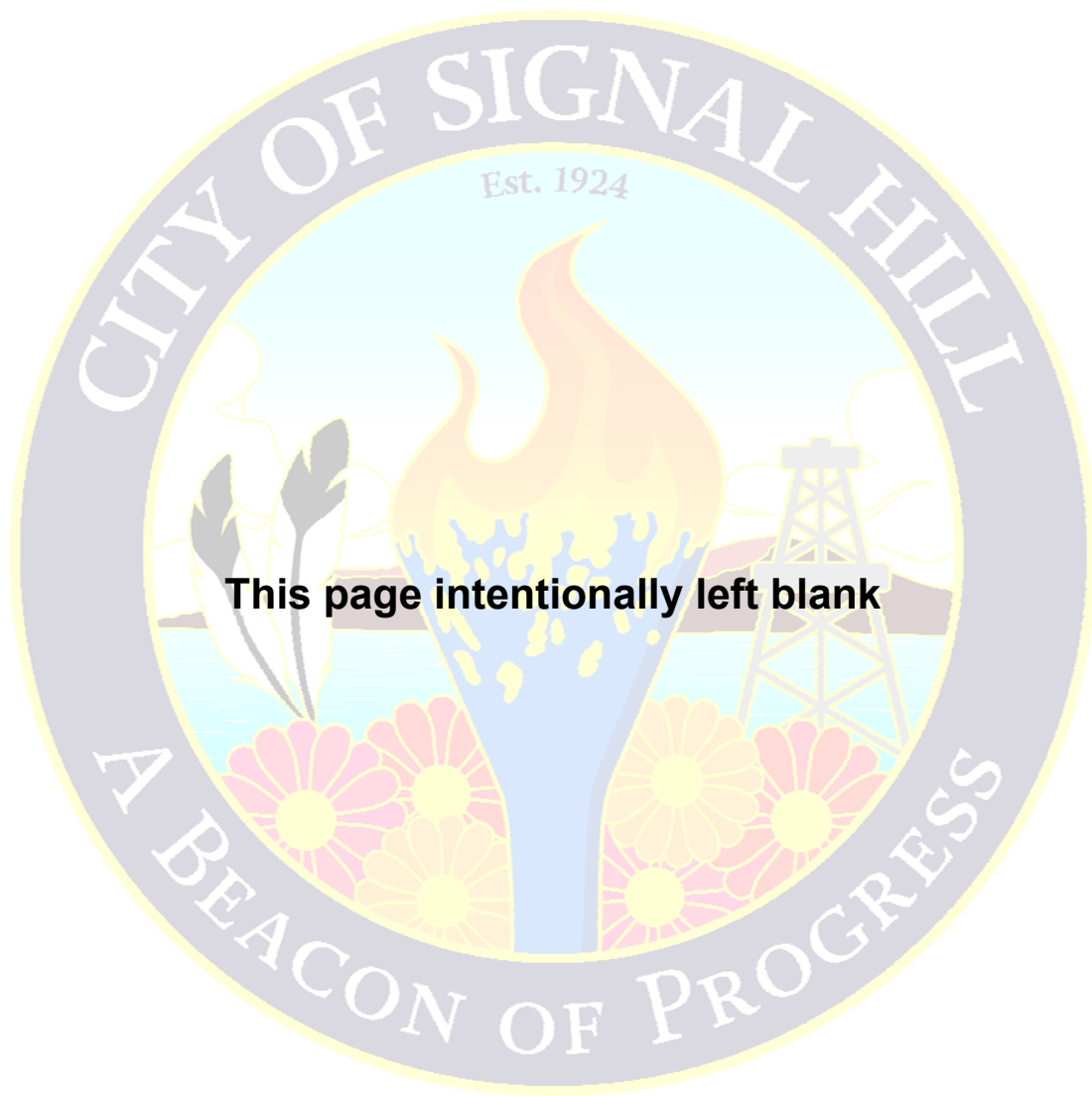


David Hopper  
City Treasurer



Daritza Gonzalez  
City Clerk









# CITY OF SIGNAL HILL CALIFORNIA

## ANNUAL BUDGET FOR FISCAL YEAR 2024-2026

### COMMISSIONERS AND STAFF

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#### Civil Service Commission

Julie Doi  
Ayda Ghebrezghi  
Ronald Griggs  
Paul Patterson  
Diana Phillips

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#### Parks and Recreation Commission

Tim Anhorn  
Linda Edwards  
Kiran Gidwani  
Pam Dutch Hughes  
Caroline Kiss-Lee

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#### Planning Commission

Perica Bell  
Saeida Miller  
Victor Parker  
Sonia Savouliau  
Christopher Wilson

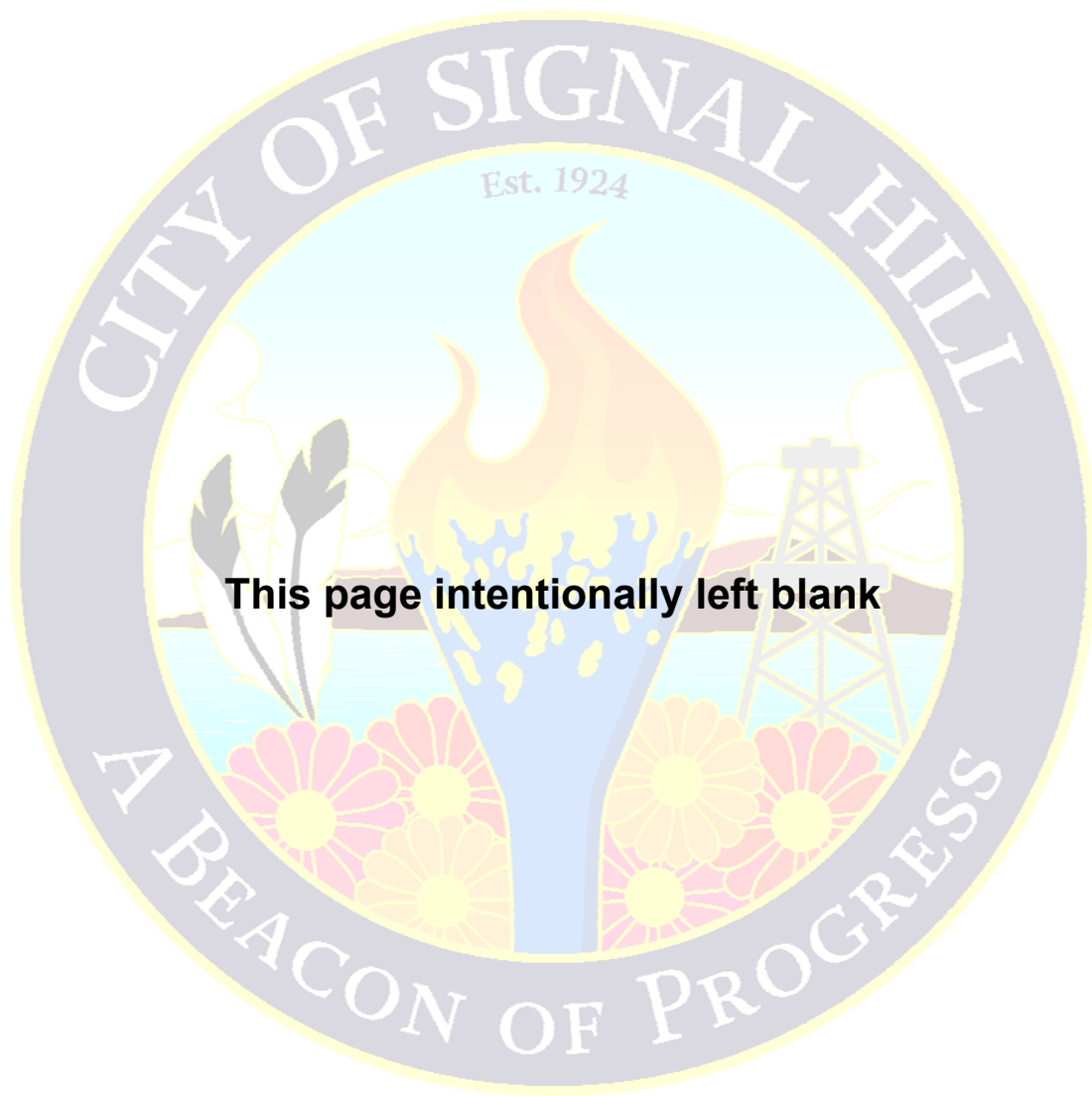
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#### City Staff

Carlo Tomaino, City Manager  
Vacant, Deputy City Manager

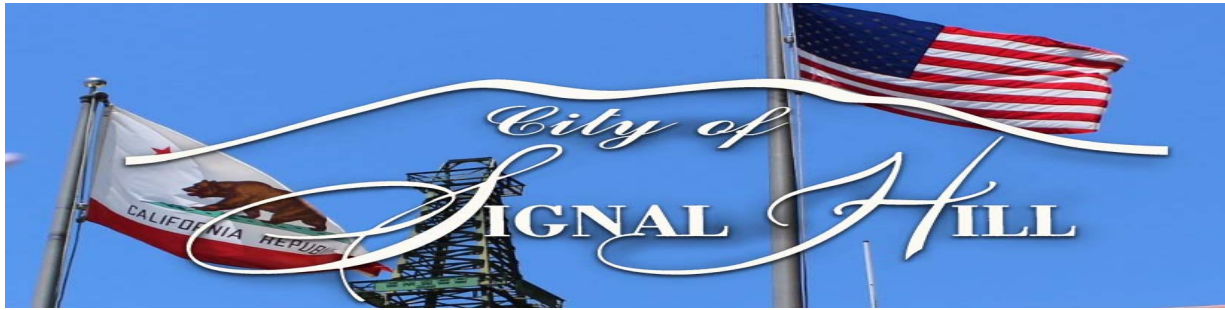
Matthew Richardson, City Attorney  
Wayne Byerley, Police Chief  
Colleen Doan, Director of Community Development  
Yvette Aguilar, Director of Parks, Recreation, and Library Services  
Thomas Bekele, Director of Public Works  
Sharon del Rosario, Director of Finance





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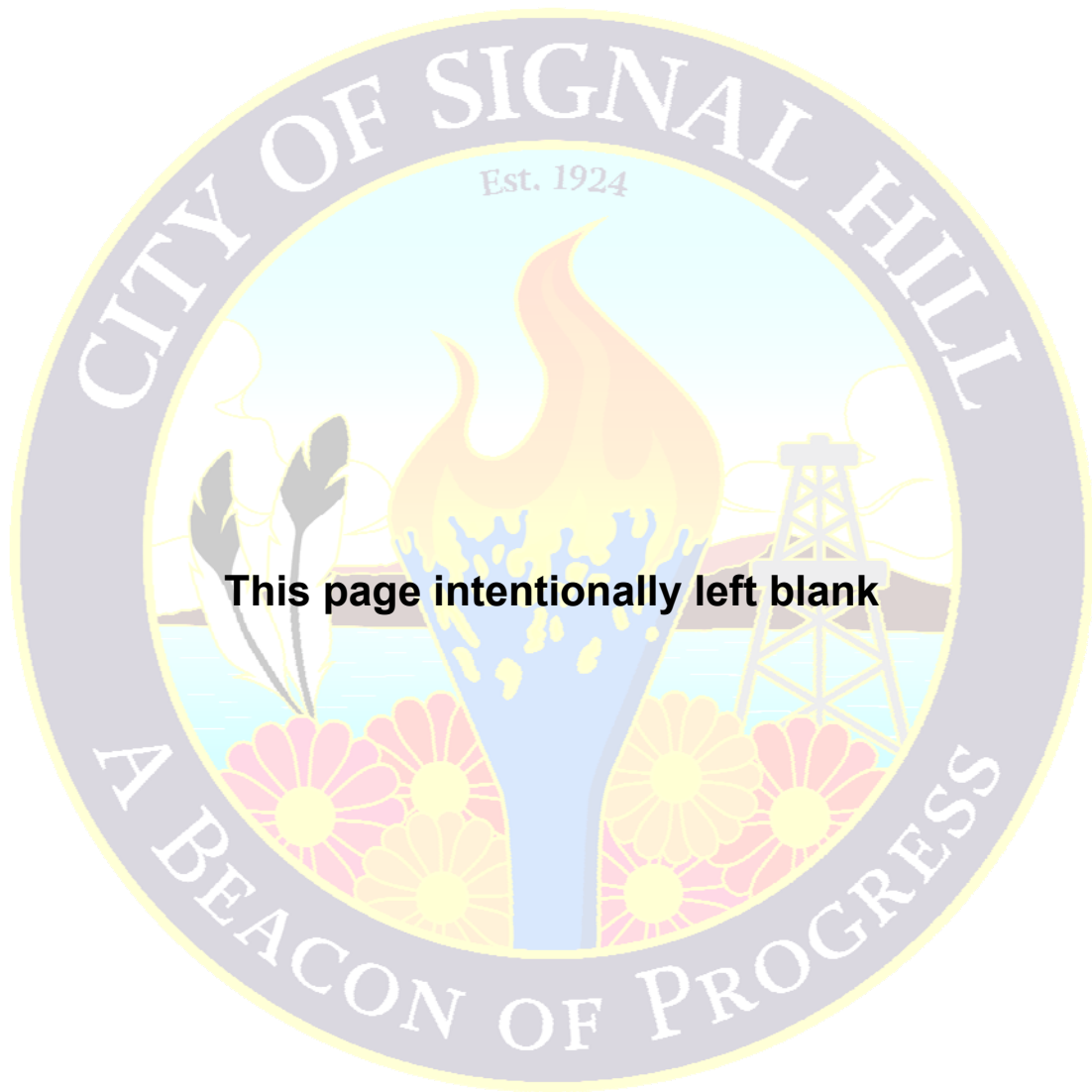




# Fiscal Year 2024-2026 Budget

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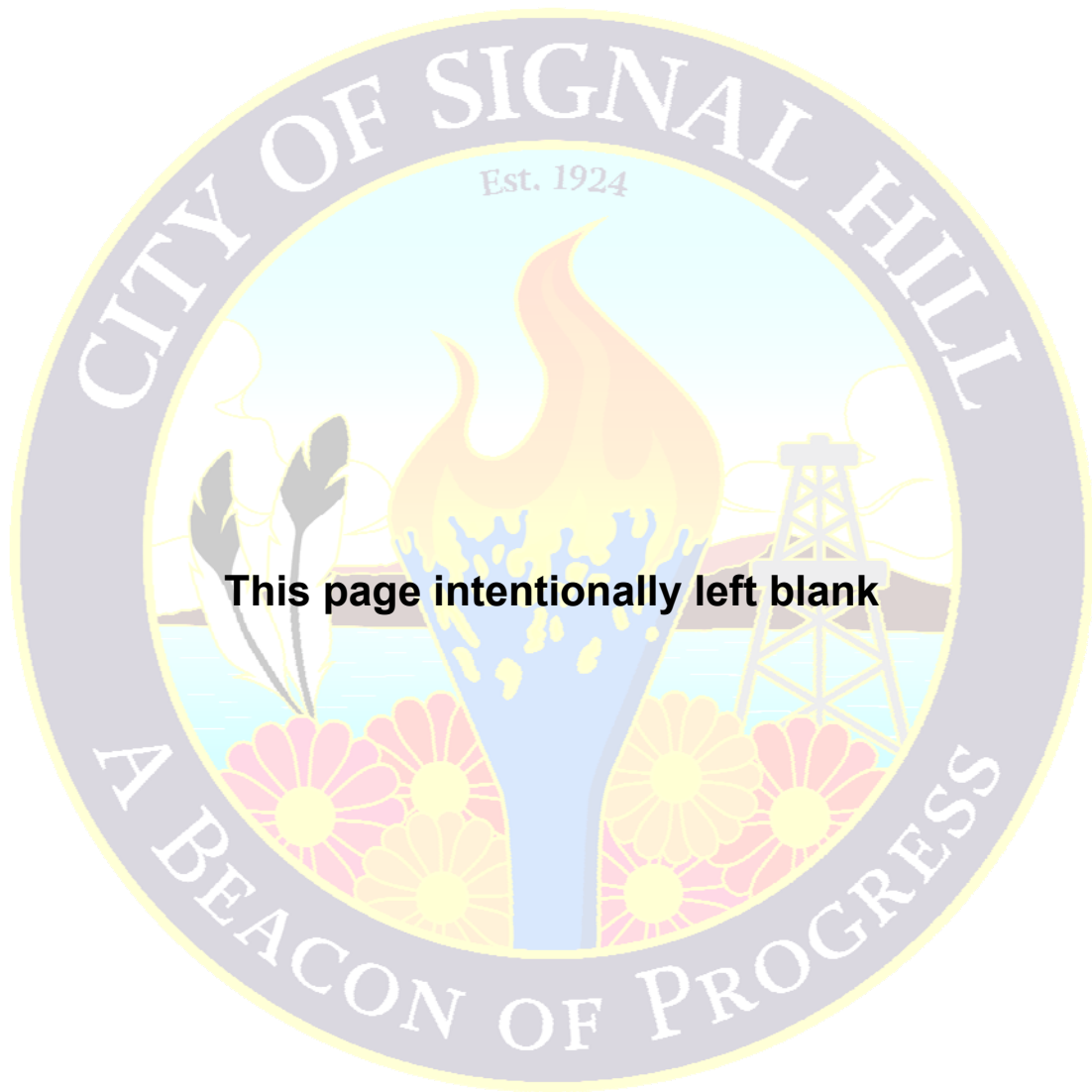
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## CITY OF SIGNAL HILL

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2175 Cherry Avenue ♦ Signal Hill, CA 90755-3799

June 11, 2024

### **MEMORANDUM**

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

**FROM: CARLO TOMAINO  
CITY MANAGER**

**SUBJECT: FISCAL YEAR 2024-25 AND 2025-26 BUDGETS**

On behalf of the entire City staff, I am pleased to present the Fiscal Year (FY) 2024-25 (Year 1) and FY 2025-2026 Operating Budgets for your review and approval. Thank you to the Mayor and the City Council for your continued 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 to determine 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.

In developing the budget, staff evaluated the City's available financial resources against expenditures such as increasing costs for ongoing services. Balancing the needs of our community while prioritizing long-term financial sustainability is a key value for the City. Therefore, the budget development process provides the City with an opportunity to recommend changes that align with current needs and respond to the ongoing evolution of local services. Each year, staff recommends a balanced budget that best leverages existing resources and the adoption of innovative technologies; these decisions are presented in the best interest of the entire community.

The FY 2024-25 Operating and Capital Budget is the first budget year of the two-year FY 2024-26 Budget and reflects an operating budget of \$34.9 million and a capital budget of \$17.3 million. The City recently finalized the collective bargaining agreements with its two employee labor groups and all personnel changes to salaries and benefits such as cost of living adjustments (COLAs) are reflected in these numbers. In developing the

Year 1 Budget, staff relied on the City's long-standing commitment to fiscal prudence and conservative budgeting, combined with historical performance data, past experience, and professional financial and economic analyses. The resulting budget document accomplishes the following key objectives:

- Provides an informed estimate of anticipated costs and expenses, resulting in an overview of operations.
- Connects directly to priorities established by the City's Five-Year Strategic Plan.
- 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 strategic goals into an operations plan and holds the City accountable.

The following sections of this update highlight key accomplishments for the outgoing fiscal year and provide a look forward to the next two fiscal years.

### **Fiscal Year 2023-24 Review:**

While the budget continued to reflect tempered optimism with the global and local economies facing challenges related to stubborn inflation, high interest rates, and geopolitical pressures, the City maintained a strong fiscal position with its long tradition of fiscal prudence and conservative budgetary management. The City's FY 2023-24 Operating Budget focused on the continued delivery of quality core municipal services while proactively addressing public safety, deferred maintenance, and operational needs. The City also advanced efforts to create and maintain a work environment conducive to retaining, promoting, and attracting a successful workforce. In developing the budget for the major general fund revenues, the City relied on an analysis of historical performance and trends, as well as industry, economist, and news reports.

The City's passage of Signal Hill Measure R (SHR), the transaction and use (sales) tax add-on, and the City's specific mix of retail businesses has placed the City in a good position heading into FY 2024-25. The City is grateful to the community for passing this significant sales tax measure; recommended updates to the budget for the coming fiscal year represent the City's desire to utilize this funding wisely to provide high-quality services. In addition, the City was the recipient of several state and federal funding programs that will assist in providing funding for several critical capital improvement projects.

The City's expenditures were developed as a conservative spending plan addressing City Council and community priorities. The City's continued operations at full capacity include the expansion of current community programs, increased public engagement through communications, committees, leadership academies, and other city events, and includes plans for future economic development. The budget also reflects the utilization of special revenues and grant programs in the City's capital plan and operational expenditures.

As mentioned, changing economic conditions have impacts on the City's budget and lead to reevaluating spending strategies; the City's future economic health will be dependent on maintaining healthy reserves through fiscally conservative budgets and policies, planning for economic development opportunities, and maintaining its strong financial position through prudent, long-range policy decisions and sound fiscal management. The City will continue to monitor key economic indicators, sources of revenue, and spending levels as part of its sound, conservative fiscal approach.

In Fiscal Year 2023-24, staff continued delivering many programs, projects, and services that contribute to the high quality of life enjoyed by residents and businesses. This year, the City began placing a greater emphasis on addressing quality-of-life issues such as addressing code enforcement, enhancing maintenance of public parks and facilities, and addressing homelessness. In addition, the main highlight for 2024 includes the City's Centennial Celebration as well as many other accomplishments highlighted below:

- City's 100<sup>th</sup> Year Centennial Celebration
  - History Makers Dinner
  - Centennial Celebration event including color fun run and drone show
  - Time Capsule reveal and historical artifacts display
  - New City Seal recognizing the 100<sup>th</sup> anniversary
  - Special Street Pole Banner Program celebrating 100 years
- Infrastructure and Amenities
  - Presented the Conceptual Civic Center Master Plan
  - Developed plan for the City Hall remodel and office improvement project
  - Enhanced landscape maintenance at all City Parks and City Facilities
  - Improved bus stop shelters through the community
  - Completed Palm Drive Pavement rehabilitation project
  - Completed Cherry Avenue and Jessie Nelson Circle street improvements
  - Completed repair of 3,400 square feet of sidewalk and filled 30 potholes
- Communications and Community Engagement
  - Implemented the City's first Resident Leadership Academy
  - Implemented the 2024 Commemorative Flag Schedule
  - Provided ongoing support to the Diversity Coalition Committee
  - Presented "Meet the City" to the Chamber of Commerce
  - Completed the City's 2023-2028 Strategic Plan update
  - Completed Audio-Visual improvement project for Council Chambers
  - Published and distributed City Views magazine to 17,700 households (5,900 households per quarter)
  - Published Small Business Spotlights to highlight local community businesses
  - Updated the GIS maps for water meters, opportunity study areas, mobile maps for street trees, sidewalks, and water service. Other updates include aerial imagery, sidewalk repair, pavement conditions and zoning and land use
  - Issued 1,874 new library cards and provided over 26,410 Wi-Fi connections (up from 11,000 in the prior year)



- **Quality of Life Initiatives**
  - Established the Neighborhood Enhancement Team (NET), an interdisciplinary committee of staff from multiple City Departments working to address community issues related to quality of life, code enforcement, and homeless outreach services
  - Worked with the City Attorney's Office to draft an omnibus code update that revised numerous sections of the Signal Hill Municipal Code to address code enforcement and quality of life issues
  - Developed a comprehensive and ongoing homeless outreach program by coordinating services with the Los Angeles Pathway Home Program, Los Angeles Homelessness Services Authority, and People Assisting the Homeless
  - Addressed community concerns, including homelessness at Reservoir Park and other City facilities, through the efforts of the NET committee
  - Achieved Zero-Functional Homelessness, a NET initiative, that worked with regional service providers to successfully house over 50 people and provide supportive services
  - Provided Food Distribution services for 738 seniors and families
- **Special Events**
  - Hosted senior luncheons, weekly In-person activities and excursions for 585 Active Adults
  - Co-sponsored various programs with the Signal Hill Community Foundation and Signal Hill Police Foundation
  - Developed new events in collaboration with Long Beach Gem & Mineral Society with over 800 Attendees
  - Continued collaborated events with Long Beach Animal Care Services, Community Animal Medicine Project, Sustainable Health Empowerment for community Health Fair, Museum of Latin American Art, and Khmer community of Long Beach
  - Expanded/New Library Programs including the Photography Club, Open Studio, Virtual Reality Experiences, STEAM lab, Zumba, Yoga at the Reservoir, Author Talks and Spring Courtyard Concert Series
  - Served 384 youth in the After School Recreation Club (ARC), 93 youths in sports programs and 150 youths in Day Camp programs
  - Hosted Concerts in the Park, Movies in the Park, Paws on the Hill event, Spring Fest, State of the City, and seasonal special events, including the annual Holiday outreach programs
- **Public Safety**
  - Continued partnership with Signal Hill Police Foundation to support the efforts and community programs implemented by the Signal Hill Police Department
  - Recruited and hired a Police Captain to provide long-term leadership to the Signal Hill Police Department
  - Implemented a lateral incentive program to increase the City's competitiveness for well-trained Police Officers

- Continued expansion of awareness and messaging on multiple media outlets to highlight City events and programs available to residents and business
  - Completed the upgrade of the Police Radio System and upgraded the handheld and patrol car radio systems
  - Deployed new body-worn camera equipment with new system technology
  - Provided enhanced Community Policing outreach through expanded social media presence, holiday outreach, neighborhood watch, the Signal Hill Police Foundation and the catalytic converter etching event
- Economic Development and Housing
  - Received approval from the City Council to initiate economic and land use studies for three Opportunity Study Areas to create opportunities to diversify City revenue sources
  - Partnered with Chamber of Commerce to discuss and develop needs for future business development programs
  - Released a \$10 million Notice of Funding Availability (NOFA) to advance the development of the Walnut Bluff and Orange Bluff workforce housing sites
  - Executed an Exclusive Negotiation Agreement with National CORE to advance the workforce housing sites
  - Prepared the General Plan annual review and submitted mandated progress report to HCD
  - Continued implementing the City's 6<sup>th</sup> Cycle Housing Element
  - Participated in public outreach for Environmental Justice and Environmental Resources General Plan Elements
  - Completed plan review and building permit issuance for the new Audi dealership
  - Completed an update to the conditional use permit and negotiated a development agreement for the EDCO Transfer Station Facility
- Sustainability
  - Provided ongoing support to the Sustainable City Committee
  - Maintained 100% compliance of the State's mandatory organics programs for both business and multi-family units
  - Maintained 29.5 acres of park space and trimmed 2,140 City trees
  - Adopted a comprehensive Street Tree Master Plan that includes planting 250 trees
  - Received the Bronze Energy Action award from the Gateway Cities

### **Fiscal Year 2024-25 (Year 1):**

As we look forward to Year 1 of the Biennial Budget, staff will continue delivering the quality core municipal services that our residents and business have come to expect and deserve. These services include the continued expansion of recreation programs, communications, city-wide economic development, Civic Center campus improvements, public safety, code enforcement, and addressing deferred maintenance. The proposed efforts also focus on building and maintaining a work environment that is conducive to retaining and promoting a successful workforce.

In keeping with the City's fiscal sustainability strategy, staff relied on industry forecasts, historical and current data, and applied these principles during the budget development process for FY 2024-26 Biennial Budget. While the economy is still experiencing headwinds that include stubborn inflation and high interest rates, most economists still believe a recession is unlikely as the labor market remains strong with low unemployment. However, as the Federal Reserve considers delaying softening interest rates, consumer spending could likely stagnate having a negative impact on the City's revenue outlook. Much remains to be seen regarding how these factors could affect the long-term overall economy; therefore, a conservative approach to budgeting remains highly advisable.

As noted earlier, the passage of Measure SHR and the City's diversified sales tax base have been major contributors to the City's strong financial position. However, sales tax makes up 72% of total City revenues and the longer these economic headwinds persist, the more likely these may have an effect on overall sales tax revenues. Based on the City's sales tax expert, HdL, the predicted overall growth for most of the sales tax business sectors will remain flat with low year-over-year grow rates going forward. There is also little growth expected in property tax and other tax revenue sources. Interest Income received from higher interest rates will remain for the short term, but this is not expected to continue in anticipation that the Federal Reserve will lower interest rates for the broader economy in Year 2 and onwards. Staff will continue to provide periodic budget updates to re-evaluate budgetary assumptions and make necessary adjustments.

While the budget continues to reflect tempered optimism, the ongoing economic challenges may lead to reevaluating spending strategies. The City's future economic health will be dependent on maintaining healthy reserves and planning for long-term fiscal sustainability through fiscally conservative budgets and policies, planning for economic development opportunities, and maintaining its strong financial position through prudent, long-range policy decisions and sound fiscal management.

As noted, the City relies on various funding sources that make up the entirety of its Operating and Capital Budget. The following section provides a summary of revenues, expenditures, reserves, and projects. The City was a recipient of the following available funding and actively seeks additional outside funding sources for many of the future planned programs and capital improvement projects.

### Local Funds

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

On November 3, 2020, the residents of Signal Hill voted in a new three-quarter cent per dollar (0.75%) general transactions and use (sales) tax to take proactive local control of long-term financial planning. Measure SHR will continue to preserve the high quality of life the community expects and deserves, supporting the ongoing provision of essential services while securing a reliable, long-term funding stream that is locally controlled, where revenue is not subject to seizure or elimination by the State. The new tax provided approximately \$6.3 million in annual revenues in FY 2022-23 and helps fund programs such as streets, pothole and infrastructure repairs, maintenance of public areas, 9-1-1 emergency response, and crime prevention.



### *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 Congressman Alan Lowenthal's office for the Civic Center Parking Lot Improvement Project, included in the Year 1 Capital Budget

### *Assembly Bill 178 (Budget Act of 2022)*

The City received \$5 million in funding through the efforts of Senator Lena Gonzalez' office to build a new amphitheater. The City is nearing completion of the Civic Center Master Plan that will prioritize the phasing and future development of public facilities at the Civic Center Campus, including the amphitheater, community center, and City Hall. The City Council authorized staff to proceed with Phase 1 improvements for the Civic Center, which includes design and construction of the amphitheater and related site improvements to include a new parking lot.

### *2025 Congressional Appropriations Grant through Senator Alex Padilla's Office*

The City currently has been approved on a state level for the federal funding towards transportation Housing and Urban development congressionally directed spending for two projects. Pending federal approval, the City will receive funds for the following:

- \$1.1 million for a corridor project that will construct a new sidewalk and roadway improvements east of Signal Hill Elementary School.
- \$1.4 million for a park rehabilitation project that will provide improvements to the existing park facilities including play equipment, landscaping, irrigation, art and other park elements at Raymond Arbor Park.

*The City has also been approved for a 2025 Community Project Funding Grant through Congressman Robert Garcia's Office, amounting to \$1.4 million for improvements at Raymond Arbor Park. This grant is currently awaiting congressional approval.*

### *USDA Urban and Community Forestry Grant (2023 Grant Awards)*

The City of Signal Hill was one of 385 grant proposals and was selected as a recipient of a \$1 million grant for a project that will incorporate the planting of 1,000 new trees within the City limits. The funding was made possible by the Inflation Reduction act that awarded \$1 billion to the U.S. Department of Agriculture's Forest Service. The City's project seeks to benefit disadvantaged communities within Signal Hill by increasing the urban forest coverage, increasing shade equity, reducing urban heat island effects, promoting increased overall air quality, aesthetics, and walkability of these neighborhoods.

### *Safe, Clean Water Program (Measure W) Competitive Grant*

Through the LA County Flood Control District, the Safe, Clean Water program is designed to clean and conserve billions of gallons of stormwater to take advantage of natural processes to filter, clean and store water. Through this program the City was awarded \$6.8 million to rehabilitate the existing park and install a new underground infiltration (water treatment) system at Reservoir Park.

## General Fund

The General Fund is the general operating fund of the City. All general tax revenues and other receipts not allocated by law or contractual agreement to restricted or special funds are accounted for in the General Fund. Expenditures of this fund include the general operating expenses and capital improvement costs which are not paid through other funds. The Year 1 Budget is balanced and reflects estimated revenues and transfers-in totaling \$38.9 million comprised of \$37,333,335 in operating revenues, and \$1,564,439 in non-operating revenues. Total appropriations and transfers-out in the amount of \$38,897,794 are included in operating expenditures. Staff would note that during the budget workshop presentation, the City Council approved several decision packages for additional expenditures and transfers-out that are reflected in the budget.

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

<b>Projected General Fund Balance at July 1, 2024</b>		<b>\$69,867,581</b>
Prior Period Adjustments		-
Prior Year Surplus - Transfer Out to Reserves		-
<b>Adjusted Beginning General Fund Balance</b>		<b>\$69,867,581</b>
Operating Activity		
Projected Revenues	\$37,333,355	
Transfers in from Reserves	\$1,065,085	
Transfers in from Special Revenue Funds	\$499,354	
Projected Expenditures & Capital Outlay	\$34,942,542	
Transfers Out to Reserves	\$3,535,252	
Transfers Out to Other Funds	\$420,000	
Surplus/(Deficit)		0
<b>Projected General Fund Balance at June 30, 2025</b>		<b>\$69,867,582</b>
Reserve Transfer In from Prior Year Surplus	-	
Reserve Transfer In from General Fund/Special Rev Funds	\$3,535,252	
Reserve Transfers Out to General Fund	(\$1,065,085)	
Reserve Transfers Out to Other Funds	(\$5,220,512)	
Total Change in Reserve Funds		(2,750,345)
<b>Projected General Fund Balance at June 30, 2025</b>		<b>\$67,117,237</b>

As presented, staff estimates the General Fund unassigned fund balance will complete Year 1 at \$26,329,436 and the Economic Uncertainties Fund balance will be \$5,813,094. The total of the unassigned General Fund balance and the Economic Uncertainties Fund balance is estimated at \$32,142,530; this represents 92% 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. Staff proposes the City Council consider any unused appropriations for one-time uses or reserves when the final year-end audited financial results are completed for Year 1, which is anticipated to be presented to the City Council in December 2024.

## Revenues

The Year 1 Budget is structurally balanced given that the City is expected to receive revenues that fully cover the cost of ongoing operating expenses. The adopted Year 1 General Fund revenues as categorized below are estimated at \$37,832,709 excluding

transfers from reserves. In projecting General Fund revenues, the following assumptions were utilized:

- Property taxes will remain stable with an anticipated decrease in the residual property tax from the Successor Redevelopment Agency.
- The Bradley Burns Local Sales and Use Tax is anticipated to increase but at a lower growth rate compared to prior years.
- Measure SHR will increase proportionally with the Bradley Burns sales tax.
- Oil production taxes are dependent on fuel prices and supply and demand.
- Other taxes include Transient Occupancy Tax (TOT), Franchise and Transfer taxes, and are estimated to remain flat with recovery dependent on specific business sectors.
- Licenses and Permits and Charges for Services will change based on anticipated project activity levels.
- Interest Income and the net investment results, included in the Use of Money and Property category, is expected to see a boost as near-term interest rates remain high, but the long-term outlook predicts a decrease with anticipation of the Federal Reserve softening interest rates.

**Table 2. General Fund Revenues**

<b>Funding Sources</b>	<b>2022 - 2023 Actuals</b>	<b>2023-2024 Current Budget</b>	<b>2023-2024 Projections</b>	<b>Year 1 2024-2025 Adopted</b>	<b>Year 2 2025-2026 Approved</b>
<b>Revenue Type</b>					
Property Tax	2,691,695	2,375,773	2,864,258	2,603,747	2,684,146
Sales Tax	26,461,978	25,085,362	26,501,706	27,078,496	27,781,030
Oil Production Taxes	605,679	518,603	508,133	450,000	430,000
Other Taxes (TOT,Franchise)	1,556,886	1,317,504	1,451,612	1,470,175	1,489,053
Licenses and Permits	809,142	779,374	878,245	805,755	813,743
Intergovernmental Revenue	96,746	137,900	260,704	108,250	28,250
Charges for Services	1,591,146	1,249,464	1,587,600	1,640,150	1,742,900
Fines and Forfeitures	149,165	220,000	122,459	110,000	110,000
Use of Money and Property	2,001,124	961,757	3,875,517	2,644,752	2,333,191
Other Revenue	789,001	458,772	399,176	422,031	380,358
Transfers In*	615,464	597,865	564,474	499,354	541,377
<b>Total Revenues</b>	<b>37,368,026</b>	<b>33,702,374</b>	<b>39,013,884</b>	<b>37,832,709</b>	<b>38,334,048</b>

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

## Expenditures

The Year 1 Operating Budget includes continued delivery and expansion of providing essential and municipal services. The budget also addresses the need for deferred maintenance, operational and infrastructure needs, and support City-wide economic development. Year 1 also includes increasing obligated costs related to contract costs, pension obligations, and unfunded mandates. Based on anticipated revenues, adopted

Year 1 expenditures of \$34,942,543 were budgeted \$332,210 higher than the FY 23-24 current budgeted expenditures of \$34,610,333. This difference is mainly due to an increase in Salary and Benefits for the new collective bargaining labor agreements offset by one-time expenditures for upgrades to the police communication system and city-wide information technology infrastructure included in FY 23-24. During the budget workshop, several decision packages relating to personnel and operating expenditures estimated at \$147,518 were approved and are included the budget. Year 1 total expenditures including net transfers-out are projected at \$40.6 million. The transfers out include \$5.2 million in transfers to fund capital improvement projects from the related reserve funds and \$0.42 million to the Housing Authority fund as the required annual 20% allocation of the successor agency loan repayment.

**Table 3. General Fund Expenditures**

	2022 - 2023 Actuals	2023-2024 Budget	2023-2024 Projections	Year 1 2024-2025 Adopted	Year 2 2025-2026 Approved
<b>Expenditures:</b>					
Legislative and Administration	3,174,114	4,459,099	3,226,865	4,349,901	4,106,607
Community Development	1,127,609	1,553,881	1,402,667	1,389,347	1,464,171
Parks, Recreation, & Library Services	2,284,949	3,281,562	2,881,790	3,188,055	3,150,267
Finance, IT and Non-Department	4,754,895	5,644,423	5,313,289	5,107,481	5,088,698
Police	12,003,847	13,097,657	11,945,979	13,948,293	14,625,575
Public Works	5,207,956	6,573,711	6,082,328	6,959,466	7,063,585
<b>Total Expenditures</b>	<b>28,553,370</b>	<b>34,610,333</b>	<b>30,852,918</b>	<b>34,942,543</b>	<b>35,498,903</b>
<b>Transfers Out *</b>	<b>817,960</b>	<b>4,695,013</b>	<b>2,873,116</b>	<b>5,640,512</b>	<b>4,754,764</b>
<b>Total Expenditures Including Transfers</b>	<b>29,371,330</b>	<b>39,305,346</b>	<b>33,726,034</b>	<b>40,583,055</b>	<b>40,253,667</b>

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

FY 22-23 & FY 23-24 include an one-time expenditure in the Police Department communication systems at \$1.9M and \$.751M respectively.

The Capital Improvement Program includes funding for \$17.3 million in projects, including annual pavement management, ADA/ramp installation, local roadway safety projects, city-wide median improvements, street tree installation, construction of Raymond Arbor Park, construction of the Civic Center parking lot, City Hall renovations, preparation of Civic Center Master Plan, Public Artwork installations and maintenance of the City's streets and water system. During the budget workshop several new CIP projects were added to the budget. A variety of funding sources from Grants and Special Revenue allocations provide funding for the City's Capital Improvement program and are accounted for in the Capital Budget presentation.

## Reserves

As noted, 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 set aside as a reserve for future purposes. All Committed Reserve funds are represented in the table below. Staff would note that the use of reserve funds will often occur in a subsequent year and is presented as operating expenditure appropriation within the General Fund or capital project



expenditures within the Capital Improvement Fund. Once the City spends these committed appropriations, a transfer from the reserve fund to the appropriate receiving fund will be reflected within the fiscal year when the actual transactions take place. As summarized in the following table, the City's Year 1 total committed reserve funds, comprised of funding for various designated purposes, total \$30,327,284. The City's General Fund unassigned balance totals \$26,329,436

**Table 4. General Fund Reserves**

	2022 - 2023 Actuals	% Res	2023-2024 Projections	% Res	Year 1 2024 - 2025 Adopted	% Res	Year 2 2025 - 2026 Approved	% Res
Economic Uncertainty Reserve	5,173,094		5,413,094		5,813,094		5,813,094	
Land & Building Reserve	2,957,325		2,857,325		1,729,449		1,729,449	
Equipment & Furniture Reserve	43,748		43,748		143,748		243,748	
Capital Improvement Reserve	4,529,886		3,970,125		2,586,168		1,607,500	
Insurance Reserve	828,372		828,372		828,372		828,372	
CalPERS Reserve	3,237,225		3,283,966		3,283,966		3,283,966	
OPEB Future Costs Reserve	1,521,444		1,521,444		1,521,444		1,521,444	
Park Reserve	741,121		741,121		1,141,121		1,641,121	
Police Radio/Sytem Reserve	1,312,518		1,431,007		1,531,007		1,471,007	
Civic Center Master Plan Reserve	2,624,321		8,441,061		7,891,061		6,395,108	
100 <sup>th</sup> Anniversary Reserve	100,019		50,000		-	-	-	
General Plan Reserve	340,573		289,618		159,618		199,618	
Economic Development Reserve	1,208,150		1,208,150		808,150		808,150	
Workforce Innovation Reserve	681,300		869,711		466,201		466,201	
Facility Reserve			330,000		750,000		700,000	
Art Reserve			150,000		25,000		50,000	
NPDES issues Reserve	1,456		1,456		1,456		1,456	
General Fund - ERP & PD Grant EMPG reserve	66,336		66,336		66,336		66,336	
Debt Service - Lease Revenue Bonds	1,581,093		1,581,093		1,581,093		1,581,093	
<b>Total Reserves Committed</b>	<b>26,947,981</b>	<b>42%</b>	<b>33,077,627</b>	<b>47%</b>	<b>30,327,284</b>	<b>45%</b>	<b>28,407,663</b>	<b>44%</b>
NonSpendable	10,460,516	16%	10,460,516	15%	10,460,516	16%	10,460,516	16%
General Fund Unassigned Balance	27,171,233	42%	26,329,436	38%	26,329,436	39%	26,329,436	40%
<b>Fund Balance Committed and Unassigned</b>	<b>64,579,730</b>	<b>100%</b>	<b>69,867,579</b>	<b>100%</b>	<b>67,117,236</b>	<b>100%</b>	<b>65,197,615</b>	<b>100%</b>

The Current adopted transfers from the General Fund reserves are as follows:

- \$1,127,877 transfer from the Land and Building Reserve for the City Hall renovation capital improvement project.
- \$2,042,635 transfer from the Capital Improvement Reserve for capital improvement projects.
- \$500,000 FY 2023-24 transfer from the CalPERs Reserve for a CalPERs additional discretionary payment (ADP) to enter a Fresh Start program to restructure the City's unfunded accrued liability (UAL). There was also a planned transfer into the CalPERS reserve approved during the FY 2023-24 budget adoption resulting in a net increase of \$47K.
- \$1,550,000 transfer from the Civic Center Master Plan (CCMP) Reserve for the City Hall renovation capital improvement project and Civic Center Master Plan – Phase I for the Amphitheater.
- \$50,000 transfer from the 100<sup>th</sup> Anniversary Reserve for the celebration event.

- \$180,000 transfer from the General Plan Reserve for completion of elements within the City's General Plan for future land use.
- \$400,000 transfer from the Economic Development Reserve to be used for studies to support economic and land use studies for the Opportunity Study Areas.
- \$403,510 transfer from the Workforce Innovation Reserve for personnel changes approved during the FY 2022-23 budget surplus presentation.
- \$200,000 transfer from the Facility Reserve for the Master Maintenance plan for city-wide facilities.
- \$300,000 transfer from the Art Reserve for public artwork installations at Hillbrook park, Heritage Point Park, Hilltop Park, and Raymond Arbor Park.

During the workshop presentation, additional reserve funding was considered and added to the budget as follows:

- \$400,000 for the Economic Uncertainties Reserve
- \$100,000 for the Equipment & Building Reserve as an annual contribution
- \$690,252 for the CIP Reserve for future capital projects
- \$400,000 for the Park Reserve
- \$100,000 for the Police Radio/System Reserve as an annual contribution
- \$1,000,000 for the Civic Center Master Plan Reserve for future project expenditures
- \$620,000 for the Facility Reserve that includes \$50K annual contribution
- \$175,000 for the Art Reserve that includes a \$25K annual contribution

At the completion of the annual FY 2023-24 audit, recommendations for any additional available funds will be made for increases to reserve funds or one-time expenditures.

### **Capital Improvement Program**

The Capital Reserve Fund is used to account for financial resources segregated for the development, construction, and improvement of City facilities including streets and roads, parks, and infrastructure. The Year 1 Capital Improvement Program (CIP) includes new and existing projects, or project phases representing an investment of just over \$17.3 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. Projects associated with enterprise funds are reflected in the individual budget of each fund.

### **Water Fund**

The Water Fund is an enterprise fund and is used to account for operations financed and operated in a manner similar to a private business enterprise. Costs (expenses, including depreciation) of providing water utility services to the public should be financed or recovered primarily through user charges. After completing the water rate study and Proposition 218 Hearing, the City implemented new water rates in 2020. The sale of water for Year 1 is estimated at \$6,838,561 and the fund balance includes the new General Fund loan proceeds to fund the Gundry Reservoir capital improvement project estimated to be completed by June 30, 2024 (All capital outlay projects are detailed in the CIP schedule). The Water Fund Budget Summary is as follows:

**Table 5. Water Fund**

	2022-2023 Actuals	2023-2024 Projected	Year 1 2024-2025 Adopted	Year 2 2025-2026 Approved
<b>Beginning Cash Balance</b>	3,441,366	5,793,603	6,493,816	1,934,397
<b>Revenues</b>				
Water Sales	6,153,127	6,722,561	6,838,561	7,027,699
Other (Grants, Interest & Transfers)	70,878	280,373	232,018	180,000
<b>Total Revenues</b>	6,224,005	7,002,934	7,070,579	7,207,699
Transfers In (22-24 includes ARPA funds)	148,445	2,543,686	42,782	42,782
Loan Proceeds**	1,900,000			
<b>Operating Expenses</b>				
Water Operations & Administration	4,366,691	4,794,564	6,345,424	4,784,742
Capital Outlay *	1,018,201	3,135,521	4,251,511	610,282
Debt Service**	535,321	916,322	1,075,845	1,073,126
<b>Total Operating Expenses</b>	5,920,213	8,846,407	11,672,780	6,468,150
<b>Surplus (Deficit)</b>	2,352,237	700,213	(4,559,419)	782,331
<b>Ending Cash Balance</b>	5,793,603	6,493,816	1,934,397	2,716,728

\* Capital Outlay presented on cash basis

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

## Other Funds – Special Revenue

Special Revenue Funds are used to account for 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 (Fleet Fund)

The cash position of the Vehicle Replacement Fund is estimated to be \$1,497,534 at the end of Year 1. Included in the Year 1 Budget is a CIP program for the installation of charging stations in the anticipation of converting a portion of the City's fleet to electric vehicles to meet the State mandated requirements. In addition, the following fleet purchases are part of the proposed Year 1 Budget based on the City's Vehicle Replacement Policy.

**Table 6. Vehicle Replacement Fund**

<b>Vehicle</b>	<b>Year 1 Replacement Cost</b>	<b>Department</b>	<b>Year 2 Replacement Cost</b>	<b>Department</b>
Vehicle #74609 - Ford F150*	\$60,000	Police		
Vehicle # 73018 - Explorer Hybrid*	\$85,000	Police		
Vehicle #72919 - Ford Explorer Interceptor - Outfitted*	\$90,000	Police		
One New PD vehicles - additions to the Fleet*	\$90,000	Police		
F150 Responder Replacing Chevy Tahoe*	\$96,000	Police		
Vehicle #41010 - Water F-150 Lightning/Electric**	\$80,000	Water		
Vehicle #74809 - Parking Enforcement - Ford Maverick***	\$35,000	Police		
Vehicle #20106 - Water Meter Reading Truck	\$45,000	Public Works		
Compressor	\$35,000	Public Works		
Vehicle #74111 - Parking Enforcement - Ford Maverick***			\$35,000	Police
Vehicle #72620 - Ford Explorer Interceptor - Outfitted			\$100,000	Police
Vehicle #40414 - F-150 Lightning/Electric**			\$90,000	Water
Vehicle #60208 - F-550 Stake Bed Truck			\$120,000	Public Works
Vehicle #51808 - Paint Truck			\$200,000	Public Works
Vehicle #72520 - Ford Explorer Interceptor - Outfitted			\$100,000	Police
<b>Total</b>	<b>\$ 616,000</b>		<b>\$ 645,000</b>	

\* These vehicles, initially budgeted for 2023-2024, are now being purchased in 2024-2025 due to delays in procurement.

\*\*These vehicles are all electric vehicles.

\*\*\* These vehicles will be paid for by AQMD funds

## **Conclusion:**

The City's fiscal practices, which include 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 creation of the budget in conjunction with the discussion surrounding the implementation of the Strategic Plan. Staff prepared the City's budget in a conservative and prudent manner, incorporating current and future economic indicators regarding revenue estimates and expenditures. 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.

As always, the entire Executive Management Team will continue seeking opportunities to improve efficiencies, reduce costs, and respond effectively to external economic forces that impact available resources. Staff will continue building on the accomplishments that have created fiscal stability for the City of Signal Hill and continue to focus on preserving a high quality of life for residents and the business community. Signal Hill has maximized opportunities while meeting challenges and continued to deliver valuable 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.





# City of Signal Hill

## 2024-2026 Budget

# City of Signal Hill

## Five Year Strategic Plan

### 2023-2028



#### **GOAL 1: Financial Stability**

Ensure the City's long-term financial stability and resilience.



#### **GOAL 2: Community Safety**

Maintain community safety by supporting public safety services and increasing emergency preparedness.



#### **GOAL 3: Economic & Downtown Development**

Improve the local economy, support local businesses, and create a vibrant downtown core.



#### **GOAL 4: Infrastructure**

Maintain and improve the City's physical infrastructure, water system, and recreational spaces.



#### **GOAL 5: High-Functioning Government**

Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

## **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, parks, recreation and library 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 Chapter 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 places 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.

### **Public Safety Grants (270) (Formerly Named UASI Grant Fund)**

The Public Safety Grant Funds provides a compilation of various grants to enhance public safety. Such as, 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. As well as the State Homeland Security Program, which relates to the purchase of equipment to enhance the protection of critical facilities and staff training to support mitigation and response to terrorism incidents.

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

The 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 reserved 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/System Reserve Fund (118)**

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

### **Civic Center Master Plan Reserve (119) (Formerly Named Library/Civic Center Reserve Fund)**

The Library/Civic Center Reserve Fund is reserved to fund future redevelopment of the Civic Center Campus.

### **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.

### **Workforce Innovation Reserve Fund (123)**

The Workforce Innovation Reserve is reserved to fund future expenditures related to enhancing or augmenting the City's workforce.



### **Facility Reserve Fund (124)**

The newly created Facility Reserve Fund was established to proactively address the ongoing and future maintenance needs of public facilities across the City.

### **Art Reserve Fund (125)**

The newly created Art Reserve Fund was established to secure funding availability for the development and installation of public art initiatives.

## **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 with 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 of 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**

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**

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 and Developer Deposits are collected for services such as City and consultant staff time for development review, plan checks, building permits, and inspections.

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**

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)**

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)**

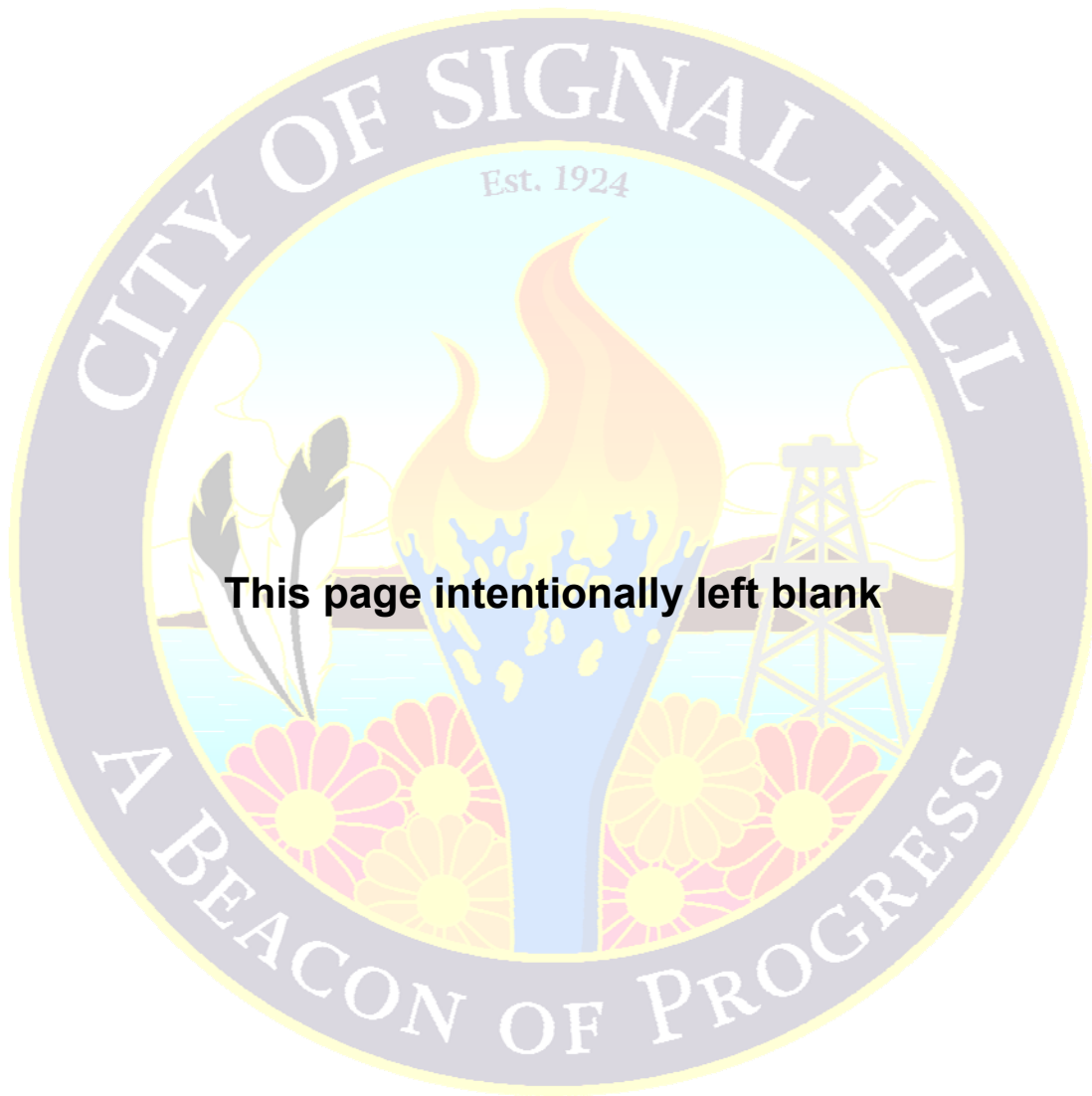
The Water Fund receives the majority of its revenues from the sale of water, however, additional revenues are received for new service meters and installations and other service charges.

### **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)**

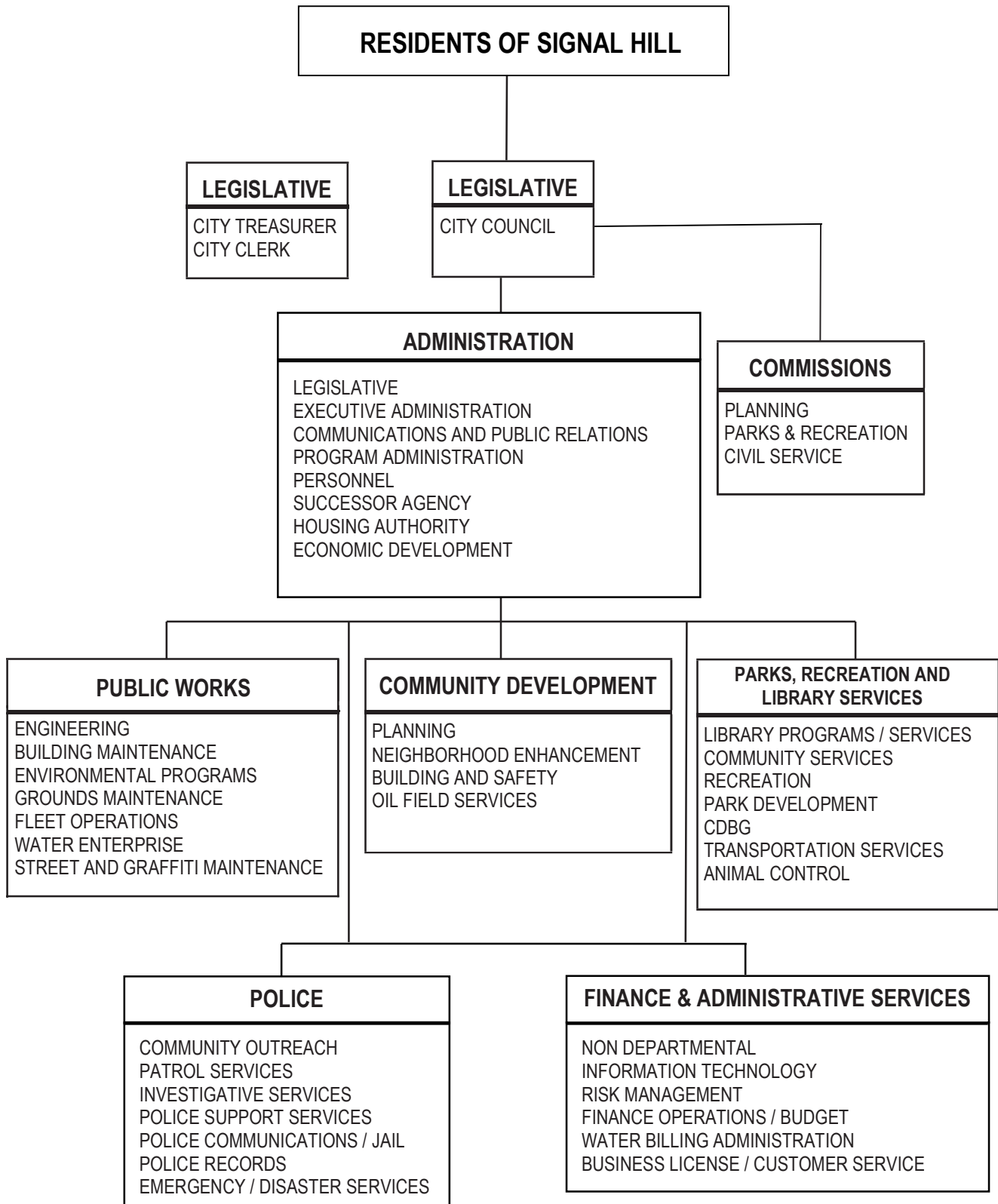
The Vehicle Replacement Fund charges the appropriate departments for maintenance and replacement of the City vehicles and major equipment. Additionally, the Vehicle Replacement Fund receives revenues from the proceeds of retired vehicles and equipment that are sold for surplus.

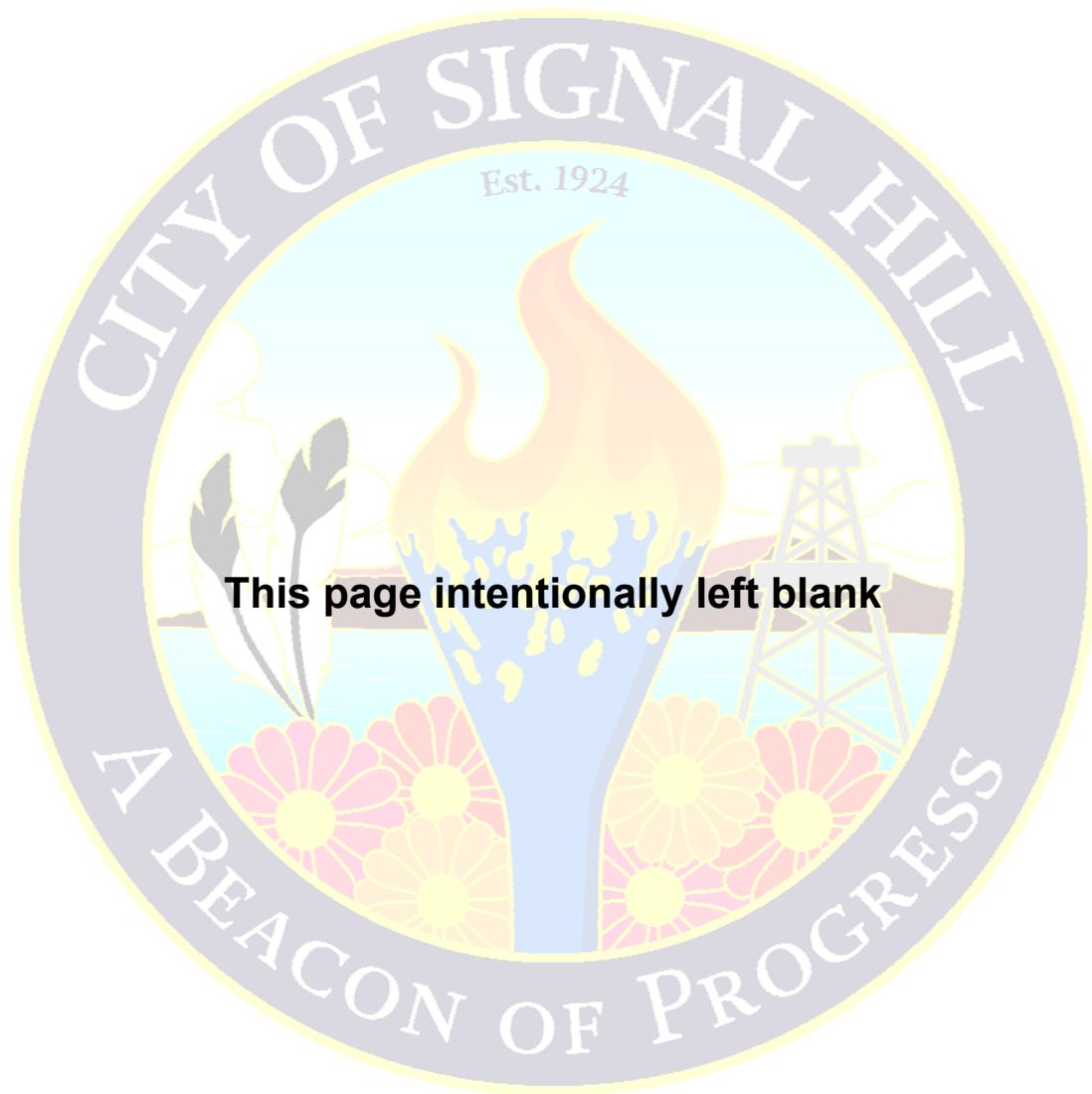


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# CITY OF SIGNAL HILL ORGANIZATIONAL CHART





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

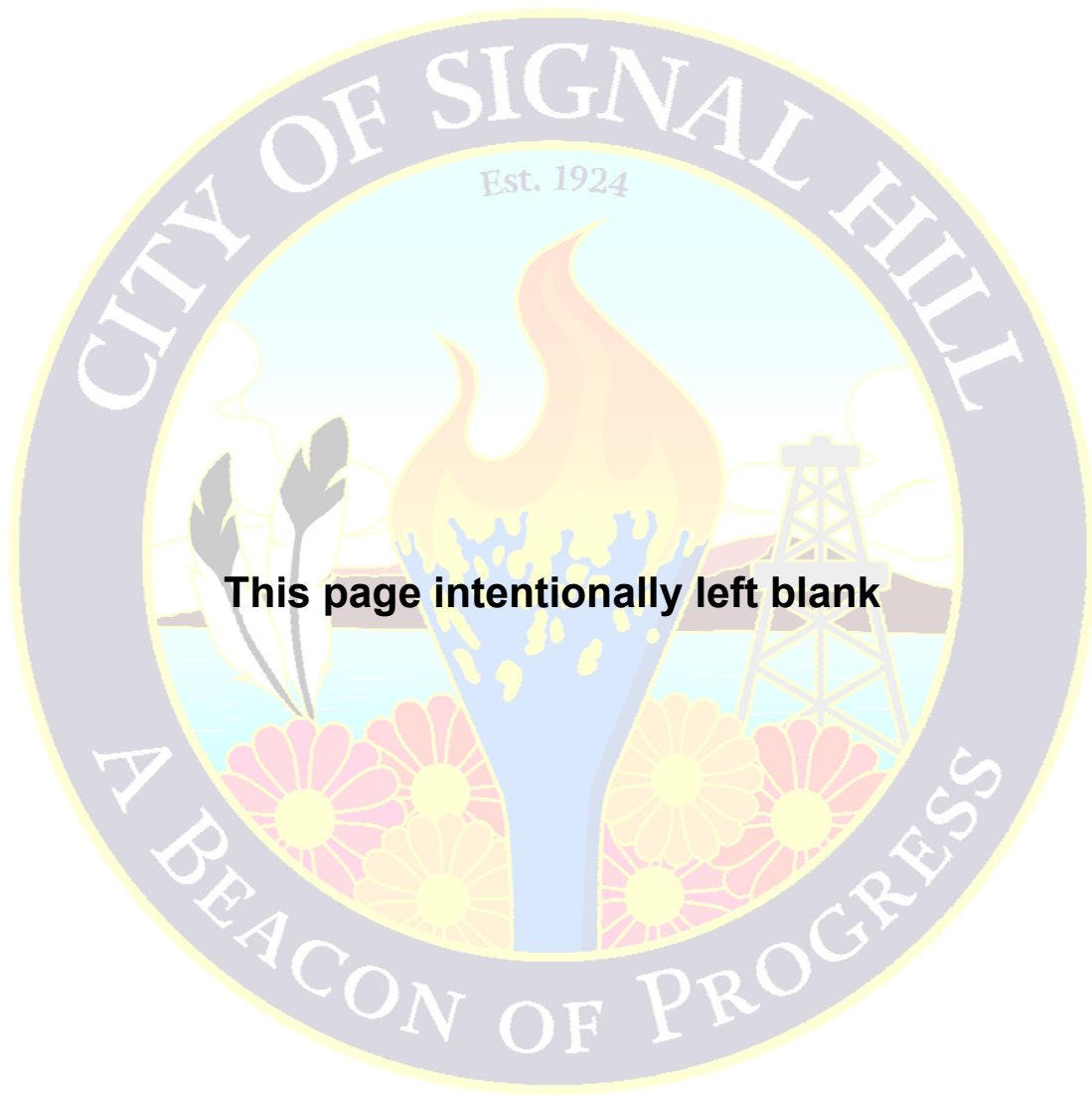
<b>Department</b>	<b>Budget FTE 2021-22</b>	<b>Budget FTE 2022-23</b>	<b>Budget FTE 2023-24</b>	<b>Current FTE 2023-24</b>	<b>Adopted FTE 2024-25</b>	<b>Approved FTE 2025-26</b>
<b>Administration</b>						
City Manager	1	1	1	1	1	1
Executive Assistant/Deputy City Clerk	1	0	0	0	0	0
Senior Deputy City Clerk	0	1	1	1	0	0
Assistant City Clerk					1	1
Deputy City Manager	1	1	1	1	1	1
Assistant to the City Manager/Economic Dev Manager	1	1	1	1	1	1
Human Resources Manager	1	1	1	1	1	1
Senior Management Analyst - HR	0	0	0	1	1	1
Administrative Assistant	1	0	0	0	0	0
Management Assistant	0	1	1	1	1	1
Communications Officer			1	1	1	1
Communications Specialist	0	1	0	0	0	0
Part-Time Communications Specialist	0.8	0.0	0	0	0	0
Part-Time Management Analyst	0.0	0.5	0.5	0.5	0.5	0.5
<b>Total FTE Positions:</b>	<b>6.8</b>	<b>7.5</b>	<b>7.5</b>	<b>8.5</b>	<b>8.5</b>	<b>8.5</b>
<b>Finance/Administrative Services</b>						
Director	1	1	1	1	1	1
Deputy Director (a)	1	1	1	1	1	1
Accounting Manager (g)	0	0	0	1	1	0
Management Analyst			1	2	2	2
Senior Accountant					1	1
Accountant	1	1	1	1	0	0
Senior Account Specialist	1	1	1	0	0	0
Account Specialist I/II	1	1	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>6.8</b>	<b>7.8</b>	<b>7.8</b>	<b>6.8</b>
<b>Community Development</b>						
Director	1	1	1	1	1	1
Planning Manager	1	1	1	1	1	1
Administrative Assistant	1	0	0	0	0	0
Management Assistant	0	1	1	1	1	1
Associate Planner	1	1	1	1	1	1
Assistant Planner					1	1
Principal Building Inspector			1	1	1	1
Senior Building Inspector	0	1	0	0	0	0
Part-Time Code Enforcement Officer					0.5	0.5
Part-Time Permit Technician	0.0	0.5	0.5	0.5	0.5	0.5
Intern	0.2	0.2	0.2	0.2	0.0	0.0
<b>Total FTE Positions:</b>	<b>4.2</b>	<b>5.7</b>	<b>5.7</b>	<b>5.7</b>	<b>7.0</b>	<b>7.0</b>
<b>Police</b>						
<b>Patrol Services</b>						
Police Sergeant (b)	4	4	4	4	4	4
Senior Police Officer (h)	4	4	4	4		
Police Corporal (h)					4	4
Homeless Liaison Officer (c)	1	1	1	1	1	1
Police Officer	13	13	15	15	15	15
Police Traffic Officer	2	2	2	2	2	2
Police Recruit Officer	2	2	0	0	0	0
Parking Control	0.7	0.7	0.7	0.7	0.7	0.7

<b>Department</b>	<b>Budget FTE 2021-22</b>	<b>Budget FTE 2022-23</b>	<b>Budget FTE 2023-24</b>	<b>Current FTE 2023-24</b>	<b>Adopted FTE 2024-25</b>	<b>Approved FTE 2025-26</b>
<b><u>Investigative Services</u></b>						
Detective Sergeant	1	1	1	1	1	1
Sr Police Officer/Detective (h)	1	1	1	1		
Police Corporal/Detective (h)					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	1	1	1	1	1	1
Administrative Sergeant	1	1	1	1	1	1
Administrative Support Services Manager	1	1	1	1	1	1
Management Assistant	1	1	1	1	1	1
Assistant to Police Chief	0	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	2.0	2.0	2.0	2.0	2.0	2.0
Part-Time Records Clerk	0.5	0.5	0.5	0.5	0.5	0.5
<b><u>Emergency/Disaster Services</u></b>						
Emergency Operations Coordinator	0.5	0.5	1.0	1.0	1.0	1.0
<b>Total FTE Positions:</b>	<b>52.7</b>	<b>52.7</b>	<b>53.2</b>	<b>53.2</b>	<b>53.2</b>	<b>53.2</b>
<b>Parks, Recreation, and Library Services</b>						
<b><u>Library</u></b>						
City Librarian (prior to FY23-24 combined with Librarian)			1	1	1	1
Librarian (d)	1	1	1	1	1	1
Library Assistant	1	1	0	0	0	0
Part-Time Library Aide	2.9	3.3	3.3	3.3	3.3	3.3
Part-Time Library Specialist	0.9	0.9	0.9	0.9	0.9	0.9
<b><u>Community Services</u></b>						
Director	1	1	1	1	1	1
Deputy Director					1	1
Community Services Manager	1	1	1	1	0	0
Management Assistant			1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Recreation Coordinator	1	1	1	1	1	1
Recreation Specialist	1	0	0	0	0	0
Senior Recreation Specialist	0	1	1	1	1	1
Part-Time Recreation Specialist	0.9	0.5	1.25	1.25	1.25	1.25
Part-Time Recreation Leader	1.4	2.1	2.1	2.1	2.35	2.35
<b><u>Recreation</u></b>						
Recreation Coordinator	1	1	1	1	0	0
Senior Recreation Specialist	0	1	1	1	2	2
Recreation Supervisor					1	1
Part-Time Recreation Specialist	3.1	2.3	2.5	2.5	2.75	2.75
Part-Time Recreation Leader	4.4	4.4	5.5	5.5	5.5	5.5
<b>Total FTE Positions:</b>	<b>21.6</b>	<b>22.5</b>	<b>25.55</b>	<b>25.55</b>	<b>27.05</b>	<b>27.05</b>

<u>Department</u>	<b>Budget FTE 2021-22</b>	<b>Budget FTE 2022-23</b>	<b>Budget FTE 2023-24</b>	<b>Current FTE 2023-24</b>	<b>Adopted FTE 2024-25</b>	<b>Approved FTE 2025-26</b>
<b>Public Works</b>						
<b><u>Engineering Department</u></b>						
Director	1	1	1	1	1	1
Administrative Assistant	0	0	0	0	0	0
Contract Services Manager	1	1	1	1	1	1
Management Assistant	0	1	1	1	0	0
Associate Engineer	1	1	1	1	1	1
Public Works Inspector	1	1	1	1	1	1
Engineering Technician (e)	1	1	1	1	1	1
Management Analyst					1	1
Part-Time Management Analyst (f)	0.0	0.5	0.5	0.5	0.75	0.75
<b><u>City Yard</u></b>						
Deputy Director	1	1	1	1	1	1
Superintendent of PW	0	1	1	1	1	1
Management Assistant	0	0	0	0	0	0
Administrative Assistant	1	1	1	1	1	1
Maintenance Supervisor	2	1	1	1	1	1
Sr. Maintenance Worker	4	3	5	5	5	5
Maintenance Worker	4	5	3	5	5	5
Fleet Mechanic	1	0	0	0	0	0
Fleet Services Supervisor	0	1	1	1	1	1
Fleet - Maintenance Worker - PT	0.0	0.5	0.5	0.5	0.5	0.5
Water - Account Specialist II	0	1	1	1	1	1
Water Systems Superintendent	1	1	1	1	1	1
Water Systems Operator I	3	3	3	3	2	2
Water Systems Operator II	1	1	1	1	0	0
Water - Senior Water Systems Operator	2	2	2	2	3	3
Water Maintenance Worker I	0	0	0	0	0	0
Water Maintenance Worker II	2	2	2	2	3	3
<b>Total FTE Positions:</b>	<b>27.0</b>	<b>30.0</b>	<b>30.0</b>	<b>32.0</b>	<b>32.25</b>	<b>32.25</b>
<b>Grand Total</b>	<b>118.1</b>	<b>124.2</b>	<b>128.7</b>	<b>132.7</b>	<b>135.8</b>	<b>134.8</b>

- (a) Currently under-filled as Accounting Manager  
(b) Correction - Erroneously recorded as 5 in FY 2021-22, adjusted to reflect 4 above  
(c) Homeless Liaison Officer identified separately from Police Officer beginning with FY 2021-22  
(d) FY 23-24 Position filled as Library Asst for half-year  
(e) Currently under-filled as Administrative Assistant  
(f) Position funded through CIP  
(g) Temporary over-filled as Deputy Director for pending retirement  
(h) As of FY 24-25, Senior Police Officer classified as Police Corporal

**Budget - Originally Adopted FTEs**



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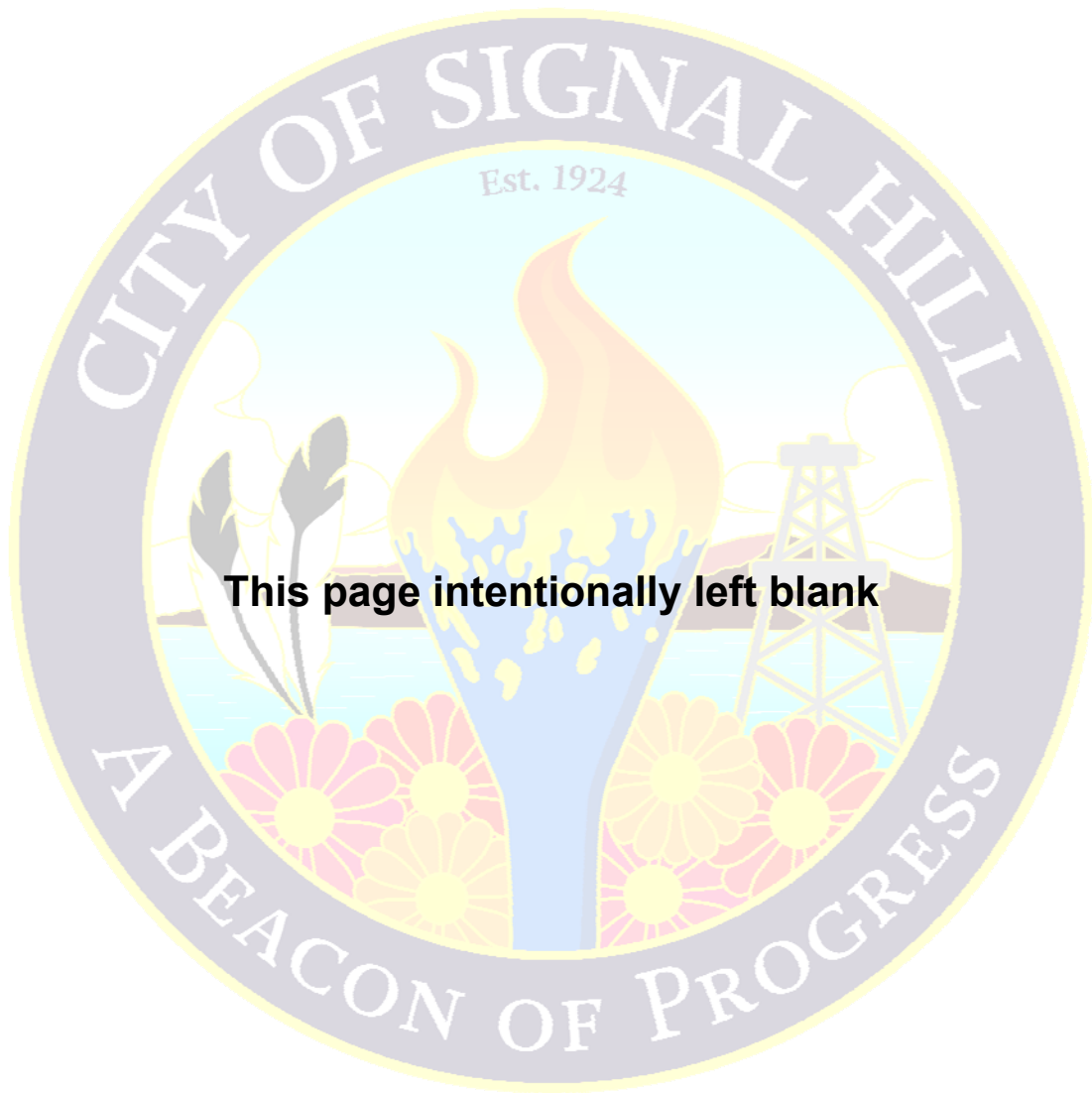


**2023-2024 SUMMARY OF CHANGES IN FUND BALANCE**

Fund No.	Fund	Audited Fund Balance 7/1/23	Surplus Appropriations	Fund Balance after Surplus Appropriations	FY23-24 PROJECTED Revenue	FY23-24 PROJECTED Operating Expenditures	FY23-24 Revenue Over Expenditures	FY23-24 PROJECTED Capital Outlay	FY23-24 PROJECTED Transfers In	FY23-24 PROJECTED Transfers Out	FY23-24 PROJECTED Net Transfers	PROJECTED Fund Balance 6/30/24
100	General Fund Nonspendable	10,460,516		10,460,516								10,460,516
	<b>General Fund Unassigned</b>											
100	General Fund Unassigned	27,171,233	(7,283,489)	19,887,744	38,449,410	29,694,021	8,755,390	1,158,897	2,206,372	3,361,172	(1,154,800)	26,329,436
	<b>General Fund Committed for Contingencies</b>											
100	Capital Improvement	0		0								0
100	Police - General Reserve	66,336		66,336								66,336
100	Debt service - Lease Revenue Bonds	1,581,093		1,581,093								1,581,093
110	Economic Uncertainties Reserve	5,173,094	240,000	5,413,094								5,413,094
111	Land & Building Reserve	2,957,325		2,957,325						100,000	(100,000)	2,857,325
112	Equipment & Furniture Reserve	43,748		43,748								43,748
113	Capital Improvement Reserves	4,529,886	450,000	4,979,886					1,145,173	2,154,934	(1,009,761)	3,970,125
114	Insurance Reserve	828,372		828,372								828,372
115	PERS Reserve	3,237,225		3,237,225					546,741	500,000	46,741	3,283,966
116	OPEB Reserve Fund	1,521,444		1,521,444								1,521,444
117	Park Reserve Fund	741,121		741,121								741,121
118	Police Radio/System Reserve	1,312,518	493,489	1,806,007					150,000	525,000	(375,000)	1,431,007
119	Civic Center Master Plan Reserve	2,624,321	5,550,000	8,174,321					546,740	280,000	266,740	8,441,061
120	100th Anniversary Reserve Fund	100,019		100,019						50,019	(50,019)	50,000
121	General Plan Update Reserve	340,573		340,573					50,000	100,955	(50,955)	289,618
122	Economic Development Reserve	1,208,150		1,208,150								1,208,150
123	Workforce Innovation Reserve	681,300		681,300					546,741	358,330	188,411	869,711
124	Facility Reserve Fund	-	400,000	400,000						70,000	(70,000)	330,000
125	Art Reserve Fund	-	150,000	150,000								150,000
198	NPDES Trash Reserve	1,456		1,456								1,456
	<b>Total Committed Reserve Funds</b>	26,947,982	7,283,489	34,231,471	-	-	-	-	2,985,395	4,139,238	(1,153,843)	33,077,628
	<b>General Fund Grand Total</b>	64,579,731	-	64,579,731	38,449,410	29,694,021	8,755,390	1,158,897	5,191,767	7,500,410	(2,308,643)	69,867,580
	<b>Special Revenue Funds</b>											
201	CDBG	6,036		6,036	86,190	17,238	68,952	-	-	68,952	(68,952)	6,036
202	Prop A	883,499		883,499	366,116	259,145	106,970	-	-	-	-	990,470
203	Prop C	530,392		530,392	296,575	-	296,575	-	-	205,000	(205,000)	621,967
204	Park Development Impact Fee	965,609		965,609	173,899	-	173,899	-	-	1,023,557	(1,023,557)	115,951
205	TDA	(0)		(0)	10,945	-	10,945	-	-	10,945	(10,945)	(0)
221	Housing Impact	750,414		750,414	26,271	-	26,271	-	-	-	-	776,685
223	Housing Authority	6,475,644		6,475,644	252,392	7,000	245,392	-	375,777	-	375,777	7,096,813
224	Civic Center Phase II	9		9	-	-	-	-	-	-	-	9
225	Lease Revenue Bonds	0		0	-	-	-	-	-	-	-	0
230	Special Gas Tax	1,282,822		1,282,822	365,957	-	365,957	-	-	250,000	(250,000)	1,398,779
232	Air Quality Improvement	123,544		123,544	19,324	-	19,324	-	-	84,453	(84,453)	58,415
233	Traffic Development Impact Fee	841,951		841,951	187,875	-	187,875	-	-	324,529	(324,529)	705,297
234	Pipeline Removal	2,302,018		2,302,018	80,571	-	80,571	-	-	50,172	(50,172)	2,332,417
235	MTA - STP	301,846		301,846	45,245	-	45,245	-	-	288,255	(288,255)	58,836
236	Measure R	243,426		243,426	217,028	-	217,028	-	-	340,123	(340,123)	120,331
237	Measure M	676,894		676,894	260,001	-	260,001	-	-	462,419	(462,419)	474,476
238	RMRA (S81)	712,482		712,482	306,563	-	306,563	-	-	928,911	(928,911)	90,134
239	Measure W	310,071		310,071	290,852	-	290,852	-	-	365,000	(365,000)	235,923
240	Capital Grants Fund	(201,682)		(201,682)	686,404	-	686,404	-	-	484,722	(484,722)	0
241	Planning Grants	-		-	-	-	-	-	-	-	-	-
242	Measure A	-		-	225,000	-	225,000	-	-	225,000	(225,000)	-
243	Prop 68 - Parks and Recreation	(185,000)		(185,000)	185,055	-	185,055	-	-	-	-	55
260	Lighting and Landscape	91,426		91,426	96,350	116,193	(19,843)	-	-	-	-	71,583
270	Public Safety Grants	-		-	45,577	-	45,577	45,577	-	-	-	-
271	Asset Seizure Fund-Federal	-		-	-	-	-	-	-	-	-	-
272	LA Impact Fund	-		-	-	-	-	-	-	-	-	-
273	DOJ Grant	-		-	-	-	-	-	-	-	-	-
274	Asset Seizure - State	(0)		(0)	-	-	-	-	-	-	-	(0)
275	State Police Grant Fund	(0)		(0)	90,000	90,000	(0)	-	-	-	-	(0)
277	Supplemental Law Enforcement (SLESF)	0		0	186,159	186,159	-	-	-	-	-	0
280	American Rescue Plan Act (ARPA)	-		-	2,514,286	-	2,514,286	-	-	2,514,286	(2,514,286)	-
550	Water Development Impact Fee	241,053		241,053	790,528	-	790,528	-	-	-	-	1,031,581
	<b>Total Special Revenues Funds</b>	16,352,454		16,352,454	7,805,163	675,736	7,129,427	45,577	375,777	7,626,324	(7,250,547)	16,185,758
400	Capital Improvements	400,002		400,002	-	-	-	6,935,503	6,935,504	-	6,935,504	400,003
	<b>Total Capital Projects Funds</b>	400,002		400,002	-	-	-	6,935,503	6,935,504	-	6,935,504	400,003
500	Water Operations	4,577,409		4,577,409	7,002,934	5,710,886	1,292,048	3,135,521	2,543,686	-	2,543,686	5,277,622
510	Water Depreciation	1,216,194		1,216,194	-	-	-	-	-	-	-	1,216,194
	<b>Total Enterprise Funds *</b>	5,793,603		5,793,603	7,002,934	5,710,886	1,292,048	3,135,521	2,543,686	-	2,543,686	6,493,816
601	Vehicle Replacement Fund	2,304,155		2,304,155	797,016	395,575	401,442	942,502	80,000	-	80,000	1,843,094
	<b>Total Internal Service Fund *</b>	2,304,155		2,304,155	797,016	395,575	401,442	942,502	80,000	-	80,000	1,843,094
701	Spring Street JPA	0		0	5,198	5,198	-	-	-	-	-	0
	<b>Total Fiduciary Fund</b>	0		0	5,198	5,198	-	-	-	-	-	0
	<b>Grand Total</b>	<b>89,429,945</b>		<b>89,429,945</b>	<b>54,059,721</b>	<b>36,481,415</b>	<b>17,578,306</b>	<b>12,218,000</b>	<b>15,126,734</b>	<b>15,126,734</b>	<b>-</b>	<b>94,790,251</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 expenses.

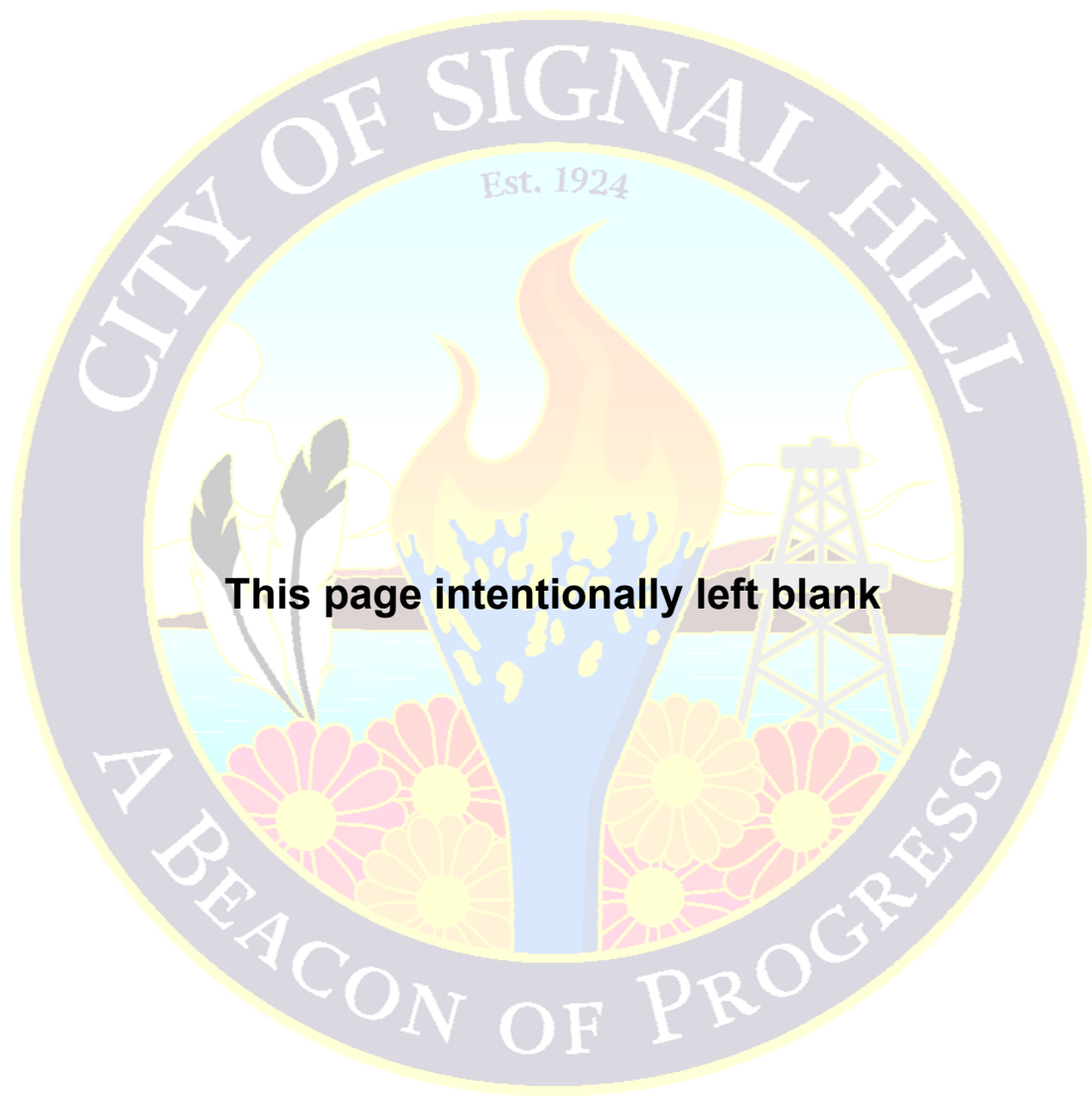


**2024-2025 SUMMARY OF CHANGES IN FUND BALANCE**

Fund No.	Fund	PROJECTED Fund Balance 7/1/24	Surplus Appropriations	Fund Balance after Surplus Appropriations	FY24-25 Adopted Revenue	FY24-25 Adopted Operating Expenditures	FY24-25 Revenue Over Expenditures	FY24-25 Adopted Capital Outlay	FY24-25 Adopted Transfers In	FY24-25 Adopted Transfers Out	FY24-25 Adopted Net Transfers	Adopted Fund Balance 6/30/25
100	General Fund Nonspendable	10,460,516		10,460,516								10,460,516
	<b>General Fund Unassigned</b>											
100	General Fund Unassigned	26,329,436		26,329,436	37,333,355	34,455,486	2,877,870	487,056	1,564,439	3,955,252	(2,390,814)	26,329,436
	<b>General Fund Committed for Contingencies</b>											
100	Capital Improvement	0		0							-	0
100	Police - General Reserve	66,336		66,336							-	66,336
100	Debt service - Lease Revenue Bonds	1,581,093		1,581,093							-	1,581,093
110	Economic Uncertainties Reserve	5,413,094		5,413,094					400,000	-	400,000	5,813,094
111	Land & Building Reserve	2,857,325		2,857,325					-	1,127,877	(1,127,877)	1,729,448
112	Equipment & Furniture Reserve	43,748		43,748					100,000	-	100,000	143,748
113	Capital Improvement Reserves	3,970,125		3,970,125					690,252	2,074,210	(1,383,958)	2,586,167
114	Insurance Reserve	828,372		828,372					-	-	-	828,372
115	PERS Reserve	3,283,966		3,283,966					-	-	-	3,283,966
116	OPEB Reserve Fund	1,521,444		1,521,444					-	-	-	1,521,444
117	Park Reserve Fund	741,121		741,121					400,000	-	400,000	1,141,121
118	Police Radio/System Reserve	1,431,007		1,431,007					100,000	-	100,000	1,531,007
119	Civic Center Master Plan Reserve	8,441,061		8,441,061					1,000,000	1,550,000	(550,000)	7,891,061
120	100th Anniversary Reserve Fund	50,000		50,000					-	50,000	(50,000)	-
121	General Plan Update Reserve	289,618		289,618					50,000	180,000	(130,000)	159,618
122	Economic Development Reserve	1,208,150		1,208,150					-	400,000	(400,000)	808,150
123	Workforce Innovation Reserve	869,711		869,711					-	403,510	(403,510)	466,201
124	Facility Reserve Fund	330,000		330,000					620,000	200,000	420,000	750,000
125	Art Reserve Fund	150,000		150,000					175,000	300,000	(125,000)	25,000
198	NPDES Trash Reserve	1,456		1,456					-	-	-	1,456
	<b>Total Committed Reserve Funds</b>	33,077,628	-	33,077,628	-	-	-	-	3,535,252	6,285,597	(2,750,344)	30,327,284
	<b>General Fund Grand Total</b>	69,867,580	-	69,867,580	37,333,355	34,455,486	2,877,870	487,056	5,099,691	10,240,849	(5,141,158)	67,117,236
	<b>Special Revenue Funds</b>											
201	CDBG	6,036		6,036	83,560	12,534	71,026	-	-	71,026	(71,026)	6,036
202	Prop A	990,470		990,470	344,297	274,745	69,552	-	-	-	-	1,060,022
203	Prop C	621,967		621,967	280,994	-	280,994	-	-	235,000	(235,000)	667,961
204	Park Development Impact Fee	115,951		115,951	28,209	-	28,209	-	-	30,000	(30,000)	114,160
205	TDA	(0)		(0)	11,746	-	11,746	-	-	-	-	11,746
221	Housing Impact	776,685		776,685	17,868	-	17,868	-	-	-	-	794,553
223	Housing Authority	7,096,813		7,096,813	163,227	7,000	156,227	-	420,000	-	420,000	7,673,040
224	Civic Center Phase II	9		9	-	-	-	-	-	-	-	9
225	Lease Revenue Bonds	0		0	-	-	-	-	-	-	-	0
230	Special Gas Tax	1,398,779		1,398,779	358,361	-	358,361	-	-	250,000	(250,000)	1,507,140
232	Air Quality Improvement	58,415		58,415	16,344	-	16,344	-	-	54,453	(54,453)	20,306
233	Traffic Development Impact Fee	705,297		705,297	16,907	-	16,907	-	-	579,498	(579,498)	142,706
234	Pipeline Removal	2,332,417		2,332,417	53,646	-	53,646	-	-	57,409	(57,409)	2,328,654
235	MTA - STP	58,836		58,836	36,033	-	36,033	-	-	-	-	94,869
236	Measure R	120,331		120,331	202,785	-	202,785	-	-	233,010	(233,010)	90,105
237	Measure M	474,476		474,476	237,597	-	237,597	-	-	170,000	(170,000)	542,073
238	RMRA (SBI)	90,134		90,134	303,116	-	303,116	-	-	230,000	(230,000)	163,250
239	Measure W	235,923		235,923	285,426	-	285,426	-	-	84,000	(84,000)	437,349
240	Capital Grants Fund	0		0	6,300,000	-	6,300,000	-	-	6,300,000	(6,300,000)	0
241	Planning Grants	-		-	65,482	-	65,482	-	-	65,482	(65,482)	-
242	Measure A	-		-	-	-	-	-	-	-	-	-
243	Prop 68 - Parks and Recreation	55		55	-	-	-	-	-	-	-	55
260	Lighting and Landscape	71,583		71,583	94,796	100,558	(5,762)	-	-	-	-	65,821
270	Public Safety Grants	-		-	-	-	-	-	-	-	-	-
271	Asset Seizure Fund-Federal	-		-	-	-	-	-	-	-	-	-
272	LA Impact Fund	-		-	-	-	-	-	-	-	-	-
273	DOJ Grant	-		-	-	-	-	-	-	-	-	-
274	Asset Seizure - State	(0)		(0)	-	-	-	-	-	-	-	(0)
275	State Police Grant Fund	(0)		(0)	90,000	90,000	-	-	-	-	-	(0)
277	Supplemental Law Enforcement (SLESF)	0		0	186,159	186,159	0	-	-	-	-	0
280	American Rescue Plan Act (ARPA)	-		-	-	-	-	-	-	-	-	-
550	Water Development Impact Fee	1,031,581		1,031,581	50,878	-	50,878	-	-	-	-	1,082,459
	<b>Total Special Revenues Funds</b>	16,185,758		16,185,758	9,227,431	670,996	8,556,435	-	420,000	8,359,878	(7,939,878)	16,802,315
400	Capital Improvements	400,003		400,003	-	-	-	12,988,254	12,988,254	-	12,988,254	400,003
	<b>Total Capital Projects Funds</b>	400,003		400,003	-	-	-	12,988,254	12,988,254	-	12,988,254	400,003
500	Water Operations	5,277,622		5,277,622	7,070,579	7,421,269	(350,690)	4,251,511	42,782	-	42,782	718,203
510	Water Depreciation	1,216,194		1,216,194	-	-	-	-	-	-	-	1,216,194
	<b>Total Enterprise Funds *</b>	6,493,816		6,493,816	7,070,579	7,421,269	(350,690)	4,251,511	42,782	-	42,782	1,934,397
601	Vehicle Replacement Fund	1,843,094		1,843,094	820,617	500,177	320,440	716,000	50,000	-	50,000	1,497,534
	<b>Total Internal Service Fund *</b>	1,843,094		1,843,094	820,617	500,177	320,440	716,000	50,000	-	50,000	1,497,534
701	Spring Street JPA	0		0	-	-	-	-	-	-	-	0
	<b>Total Fiduciary Fund</b>			0	-	-	-	-	-	-	-	0
	<b>Grand Total</b>	94,790,251		94,790,251	54,451,983	43,047,928	11,404,055	18,442,821	18,600,727	18,600,727	-	87,751,485

\* 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

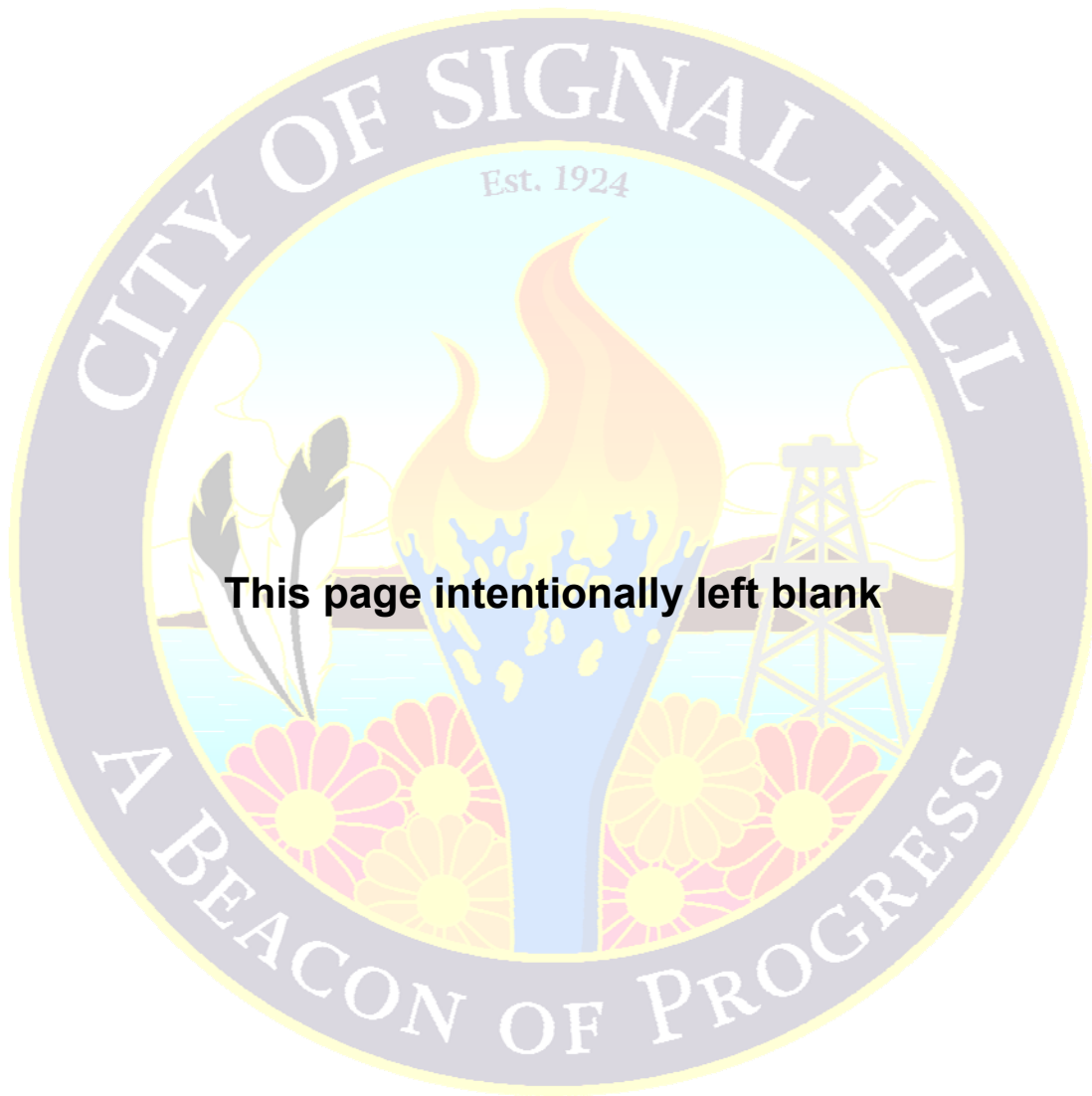
\* This budget does not take into account capitalization of assets & depreciation expense



**2025-2026 SUMMARY OF CHANGES IN FUND BALANCE**

Fund No.	Fund	PROJECTED Fund Balance 7/1/25	Surplus Appropriations	Fund Balance after Surplus Appropriations	FY25-26 Approved Revenue	FY25-26 Approved Operating Expenditures	FY25-26 Revenue Over Expenditures	FY25-26 Approved Capital Outlay	FY25-26 Approved Transfers In	FY25-26 Approved Transfers Out	FY25-26 Approved Net Transfers	Approved Fund Balance 6/30/26
100	General Fund Nonspendable	10,460,516		10,460,516								10,460,516
	<b>General Fund Unassigned</b>											
100	General Fund Unassigned	26,329,436		26,329,436	37,792,671	34,950,002	2,842,669	548,902	744,951	3,038,717	(2,293,767)	26,329,436
	<b>General Fund Committed for Contingencies</b>											
100	Capital Improvement	0		0							-	0
100	Police - General Reserve	66,336		66,336							-	66,336
100	Debt service - Lease Revenue Bonds	1,581,093		1,581,093							-	1,581,093
110	Economic Uncertainties Reserve	5,813,094		5,813,094							-	5,813,094
111	Land & Building Reserve	1,729,448		1,729,448							-	1,729,448
112	Equipment & Furniture Reserve	143,748		143,748					100,000	-	100,000	243,748
113	Capital Improvement Reserves	2,586,167		2,586,167					175,470	1,154,138	(978,668)	1,607,500
114	Insurance Reserve	828,372		828,372					-	-	-	828,372
115	PERS Reserve	3,283,966		3,283,966					-	-	-	3,283,966
116	OPEB Reserve Fund	1,521,444		1,521,444					-	-	-	1,521,444
117	Park Reserve Fund	1,141,121		1,141,121					500,000	-	500,000	1,641,121
118	Police Radio/System Reserve	1,531,007		1,531,007					100,000	160,000	(60,000)	1,471,007
119	Civic Center Master Plan Reserve	7,891,061		7,891,061					1,504,047	3,000,000	(1,495,953)	6,395,108
120	100th Anniversary Reserve Fund	-		-					-	-	-	-
121	General Plan Update Reserve	159,618		159,618					50,000	10,000	40,000	199,618
122	Economic Development Reserve	808,150		808,150					-	-	-	808,150
123	Workforce Innovation Reserve	466,201		466,201					-	-	-	466,201
124	Facility Reserve Fund	750,000		750,000					150,000	200,000	(50,000)	700,000
125	Art Reserve Fund	25,000		25,000					25,000	-	25,000	50,000
198	NPDES Trash Reserve	1,456		1,456					-	-	-	1,456
	<b>Total Committed Reserve Funds</b>	30,327,284	-	30,327,284	-	-	-	-	2,604,517	4,524,138	(1,919,621)	28,407,663
	<b>General Fund Grand Total</b>	67,117,236	-	67,117,236	37,792,671	34,950,002	2,842,669	548,902	3,349,468	7,562,855	(4,213,387)	65,197,615
	<b>Special Revenue Funds</b>											
201	CDBG	6,036		6,036	80,000	12,000	68,000	-	-	68,000	(68,000)	6,036
202	Prop A	1,060,022		1,060,022	346,574	254,676	91,898	-	-	-	-	1,151,920
203	Prop C	667,961		667,961	282,052	-	282,052	-	-	235,000	(235,000)	715,013
204	Park Development Impact Fee	114,160		114,160	309,130	-	309,130	-	-	300,000	(300,000)	123,290
205	TDA	11,746		11,746	12,016	-	12,016	-	-	-	-	23,762
221	Housing Impact	794,553		794,553	18,279	-	18,279	-	-	-	-	812,832
223	Housing Authority	7,673,040		7,673,040	176,480	7,000	169,480	-	434,200	-	434,200	8,276,720
224	Civic Center Phase II	9		9	-	-	-	-	-	-	-	9
225	Lease Revenue Bonds	0		0	-	-	-	-	-	-	-	0
230	Special Gas Tax	1,507,140		1,507,140	360,853	-	360,853	-	-	250,000	(250,000)	1,617,993
232	Air Quality Improvement	20,306		20,306	15,467	-	15,467	-	-	4,453	(4,453)	31,320
233	Traffic Development Impact Fee	142,706		142,706	11,497	-	11,497	-	-	-	-	154,203
234	Pipeline Removal	2,328,654		2,328,654	53,668	-	53,668	-	-	61,044	(61,044)	2,321,278
235	MTA - STP	94,869		94,869	36,862	-	36,862	-	-	-	-	131,731
236	Measure R	90,105		90,105	202,152	-	202,152	-	-	235,100	(235,100)	57,157
237	Measure M	542,073		542,073	239,152	-	239,152	-	-	170,000	(170,000)	611,225
238	RMRA (SB1)	163,250		163,250	304,798	-	304,798	-	-	230,000	(230,000)	238,048
239	Measure W	437,349		437,349	290,059	-	290,059	-	-	84,000	(84,000)	643,408
240	Capital Grants Fund	0		0	885,000	-	885,000	-	-	885,000	(885,000)	0
241	Planning Grants	-		-	101,780	-	101,780	-	-	101,780	(101,780)	-
242	Measure A	-		-	-	-	-	-	-	-	-	-
243	Prop 68 - Parks and Recreation	55		55	-	-	-	-	-	-	-	55
260	Lighting and Landscape	65,821		65,821	93,674	103,650	(9,976)	-	-	-	-	55,845
270	Public Safety Grants	-		-	-	-	-	-	-	-	-	-
271	Asset Seizure Fund-Federal	-		-	-	-	-	-	-	-	-	-
272	LA Impact Fund	-		-	-	-	-	-	-	-	-	-
273	DOJ Grant	-		-	-	-	-	-	-	-	-	-
274	Asset Seizure - State	(0)		(0)	-	-	-	-	-	-	-	(0)
275	State Police Grant Fund	(0)		(0)	90,000	90,000	-	-	-	-	-	(0)
277	Supplemental Law Enforcement (SLESF)	0		0	186,159	186,160	(1)	-	-	-	-	(0)
280	American Rescue Plan Act (ARPA)	-		-	-	-	-	-	-	-	-	-
550	Water Development Impact Fee	1,082,459		1,082,459	353,721	-	353,721	-	-	-	-	1,436,180
	<b>Total Special Revenues Funds</b>	16,802,315		16,802,315	4,449,373	653,485	3,795,888	-	434,200	2,624,377	(2,190,177)	18,408,026
400	Capital Improvements	400,003		400,003	-	-	-	6,360,782	6,360,782	-	6,360,782	400,003
	<b>Total Capital Projects Funds</b>	400,003		400,003	-	-	-	6,360,782	6,360,782	-	6,360,782	400,003
500	Water Operations	718,203		718,203	7,207,699	5,857,868	1,349,831	610,282	42,782	-	42,782	1,500,534
510	Water Depreciation	1,216,194		1,216,194	-	-	-	-	-	-	-	1,216,194
	<b>Total Enterprise Funds *</b>	1,934,397		1,934,397	7,207,699	5,857,868	1,349,831	610,282	42,782	-	42,782	2,716,728
601	Vehicle Replacement Fund	1,497,534		1,497,534	862,750	518,335	344,415	895,000	-	-	-	946,949
	<b>Total Internal Service Fund *</b>	1,497,534		1,497,534	862,750	518,335	344,415	895,000	-	-	-	946,949
701	Spring Street JPA	0		0	6,000	6,000	-	-	-	-	-	0
	<b>Total Fiduciary Fund</b>	0		0	6,000	6,000	-	-	-	-	-	0
	<b>Grand Total</b>	87,751,485		87,751,485	50,318,493	41,985,691	8,332,802	8,414,966	10,187,232	10,187,232	-	87,669,321

\* 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 expenses.



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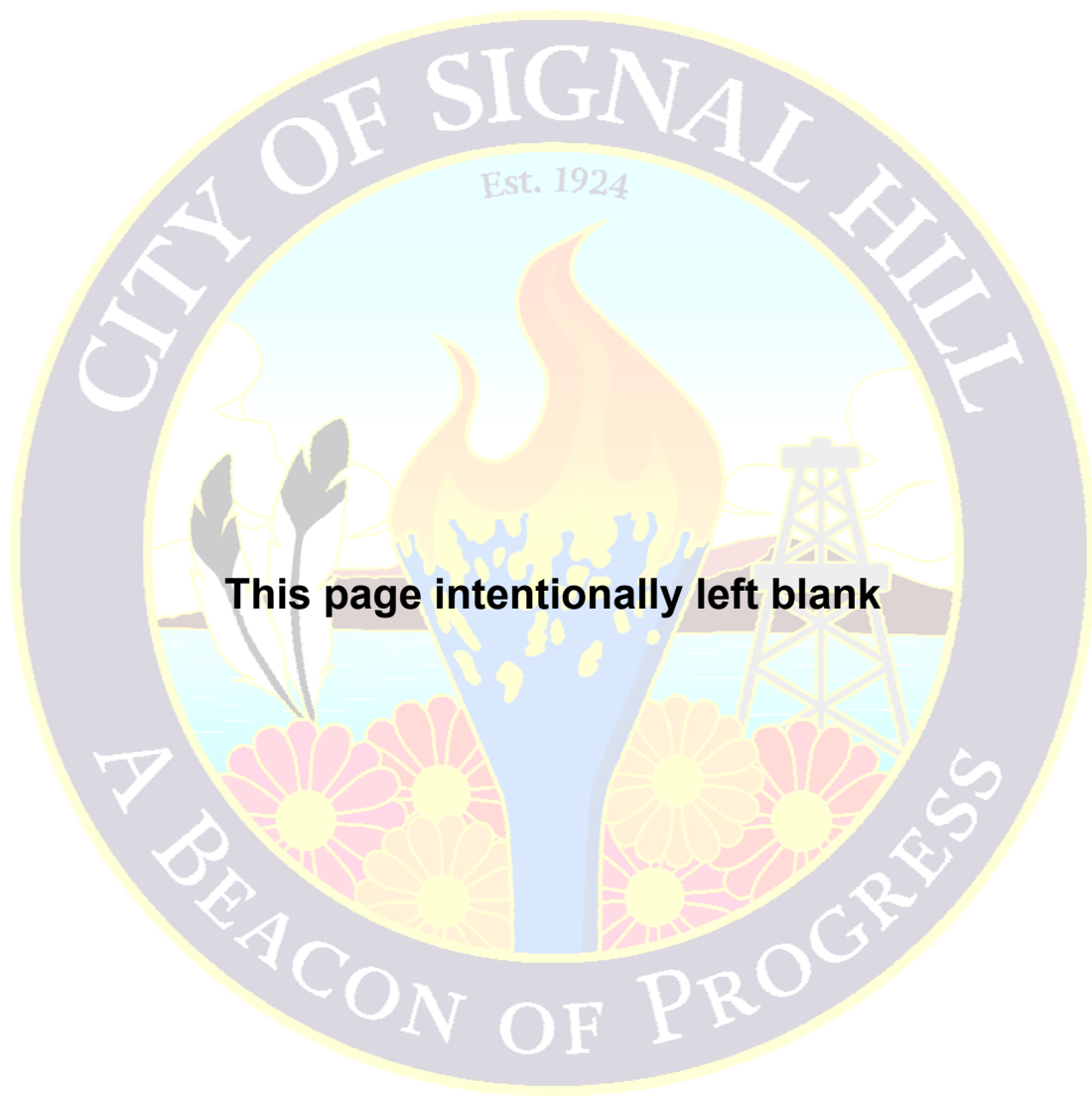


## ANALYSIS OF GENERAL FUND RESERVES PROJECTED FOR JUNE 30, 2025

RESERVES AT 6/30/2024 - Projected		
	Committed Reserve Balances	\$ 33,077,628
	Undesignated Fund Balance	26,329,436
	Total Fund Balance June 30, 2024	<u>59,407,064</u>
Add:		
	Estimated Revenues 2024-25	37,333,355
	Transfers in from Other Funds *	499,354
	Total Sources	<u>37,832,710</u>
Less:		
	Adopted Appropriations 2024-25	34,942,542
	Transfers out to Capital Improvement Projects **	5,220,512
	Transfers out to Other Funds	420,000
	Total Uses	<u>40,583,054</u>
	Projected Fund Balance June 30, 2025	<u><u>56,656,720</u></u>
RESERVES BY CATEGORY AT 6/30/2025 - Adopted		
	Committed Reserve Balances	30,327,284
	Undesignated Fund Balance	26,329,436
	Total Fund Balance	<u><u>\$ 56,656,720</u></u>

\* - Various Special Revenue Funds

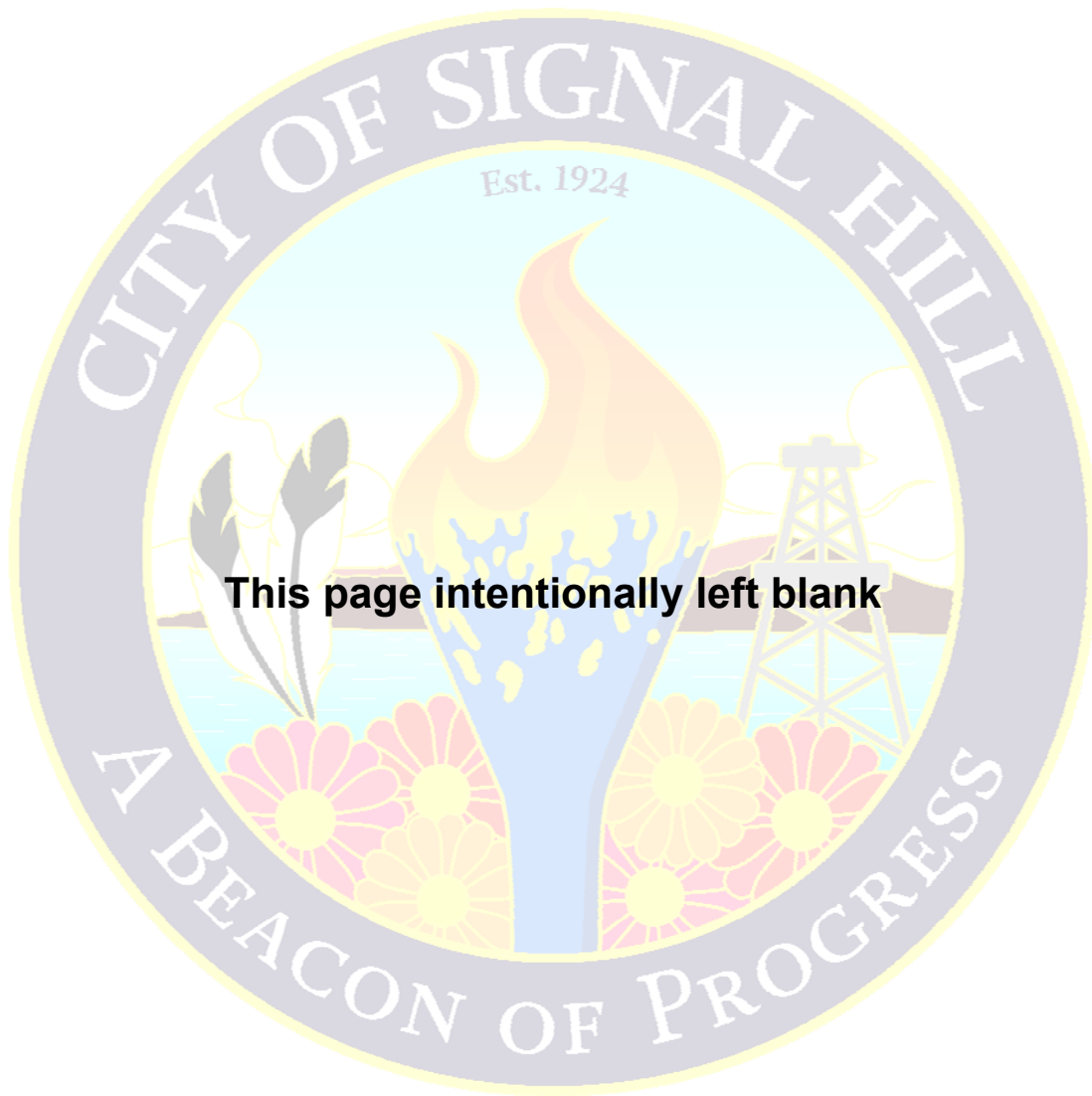
\*\* - CIP Reserve and Various Reserve Funds



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**GENERAL FUND PROGRAM REVENUES**

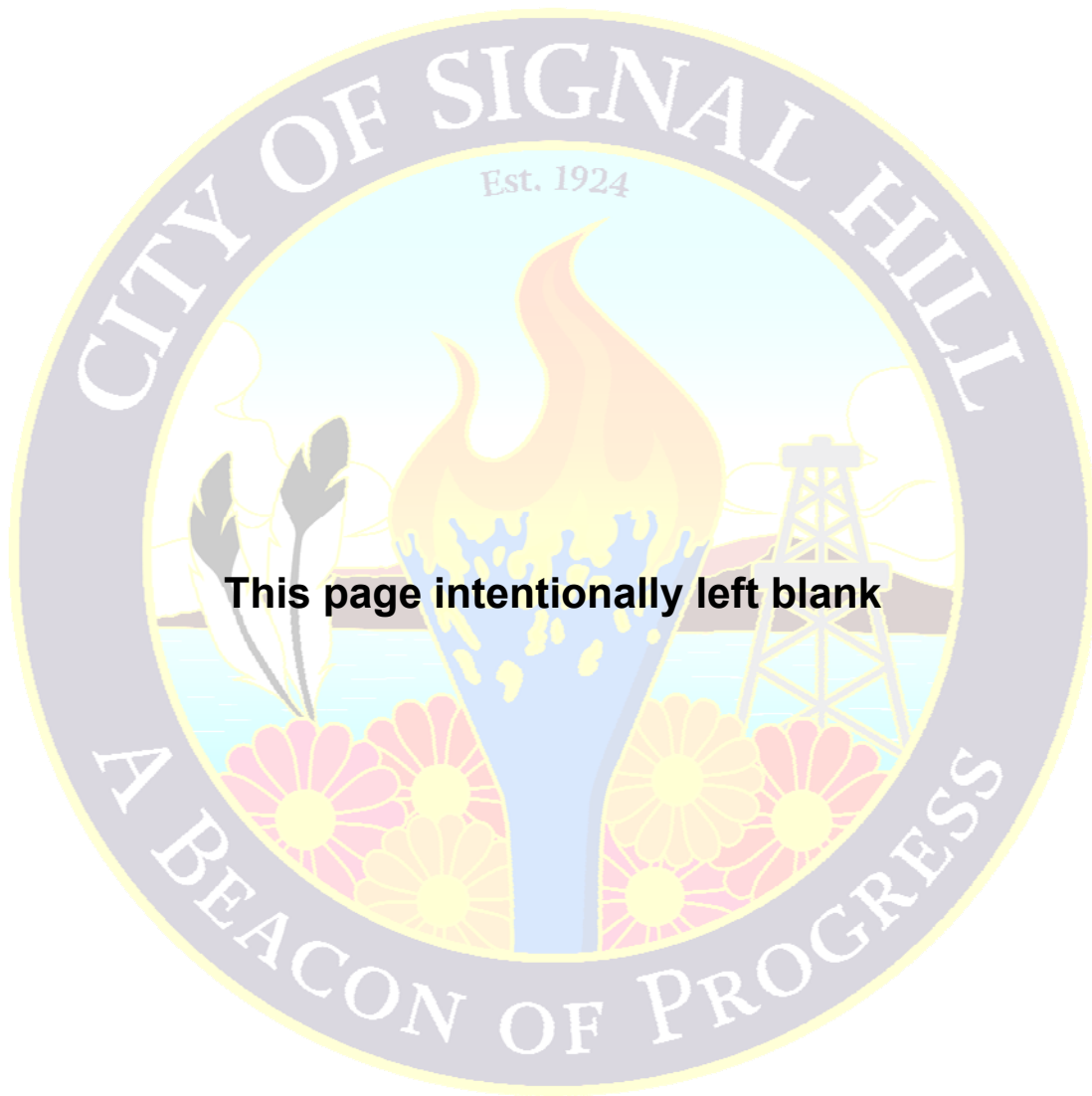
				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
TAX REVENUE								
100-31-4101	Secured Property Taxes	687,191	753,065	767,523	767,523	800,205	823,076	850,131
100-31-4102	Unsecured Property Taxes	-	-	-	-	-	-	-
100-31-4103	Prior Year Property Taxes	2,327	(22,620)	2,000	2,000	(29,632)	2,000	2,000
100-31-4105	Property Tax Late Fee Revenue	2,064	(73)	2,000	2,000	488	2,000	2,000
100-31-4106	Supplemental Roll Taxes	26,868	23,999	25,000	25,000	25,000	25,000	25,000
100-31-4107	Prior Year Supplemental Taxes	3,794	(2,126)	1,000	1,000	3,417	1,000	1,000
100-31-4108	Homeowner Property Tax Exempti	3,121	3,134	3,500	3,500	3,500	3,500	3,500
100-31-4109	Real Property Transfer Tax	121,638	153,776	65,000	65,000	65,000	65,000	65,000
100-31-4110	Other Property Tax	319,493	534,374	209,861	209,861	565,406	209,861	209,861
100-31-4111	No-Low TEA Property Taxes	-	-	-	-	-	-	-
100-31-4360	VLF Property Tax In-Lieu	1,294,315	1,401,942	1,364,889	1,364,889	1,495,874	1,537,310	1,590,654
100-31-4130	Sales and Use Tax	27,617,651	29,436,070	28,132,524	28,132,524	29,346,779	29,963,401	30,723,633
100-31-4131	Contra Sales Tax Agreements	(2,831,552)	(2,974,092)	(3,047,162)	(3,047,162)	(2,845,072)	(2,884,905)	(2,942,603)
100-31-4150	Oil Production Taxes	342,097	605,679	518,603	518,603	508,133	450,000	430,000
100-31-4180	Franchise Taxes	975,346	1,073,024	957,168	957,168	1,091,276	1,109,839	1,128,717
100-31-4183	Transient Occupancy Taxes	330,413	330,085	295,336	295,336	295,336	295,336	295,336
TOTAL TAX REVENUE		28,894,764	31,316,237	29,297,242	29,297,242	31,325,709	31,602,418	32,384,229
LICENSES AND PERMITS								
100-31-4370	Business License Taxes	266,055	267,020	225,000	225,000	269,000	274,380	279,868
100-32-4100	Business License Renewal Fee	-	-	-	-	-	-	-
100-32-4110	Other Permits	5,726	1,369	1,000	1,000	6,852	6,000	6,000
100-32-4631	Oil Operations Permits	166,816	184,274	184,274	184,274	185,875	185,875	185,875
100-32-4632	Building Permits	179,667	177,014	241,100	241,100	273,000	200,000	200,000
100-32-4633	Oil Code Compliance Permit	8,301	16,584	5,000	5,000	13,200	8,000	8,000
100-32-4701	Bicycle Licenses	2	-	-	-	-	-	-
100-32-4721	Alarm System Permit - Police	4,706	7,386	4,000	4,000	4,000	4,000	4,000
100-32-4911	Street & Curb Cut Permit - PW	28,251	32,339	15,000	15,000	40,000	42,500	45,000
100-32-4912	Reimbursement for Plan Ck/Insp. Fees	-	-	-	-	-	-	-
100-32-4913	Reimbursement for I/W Permit Fees	30,227	35,576	24,000	24,000	1,318	-	-
100-32-4931	Industrial Waste Permit	73,555	87,580	80,000	80,000	85,000	85,000	85,000
TOTAL LICENSES AND PERMITS		763,305	809,142	779,374	779,374	878,245	805,755	813,743
INTERGOVERNMENTAL								
100-31-4181	Motor Vehicle In-Lieu Tax	13,420	12,057	5,250	5,250	14,530	5,250	5,250
100-33-4322	POST Reimbursement - Police	10,894	9,442	28,000	28,000	7,000	10,000	10,000
100-33-4323	PSAF	3,189	3,572	2,500	2,500	3,000	3,000	3,000
100-33-4324	STC Reimbursement	(1,331)	1,914	-	-	4,024	5,000	5,000
100-33-4700	Police Grants	72,053	48,618	5,000	102,150	102,150	5,000	5,000
100-33-4800	Community Service Grants	-	-	-	-	130,000	80,000	-
100-33-4900	Public Works Grants	-	21,142	-	-	-	-	-
TOTAL INTERGOVERNMENTAL		98,225	96,746	40,750	137,900	260,704	108,250	28,250
CHARGES FOR SERVICES								
100-34-4110	Sale of Maps & Publications	459	237	750	750	452	200	200
100-34-4430	Filing & Cert Fees	200	-	-	-	-	-	-
100-34-4431	Fees for Services	1,234	929	1,000	1,000	722	1,000	1,000
100-34-4490	NPDES Trash Fee	-	-	-	-	-	-	-
100-34-4600	Administrative Fee (CD)	43,359	53,585	30,000	30,000	45,000	32,000	32,000
100-34-4602	Planning Fees	10,252	31,516	15,000	15,000	18,500	12,000	12,000
100-34-4604	Planning Bus. Lic. Review Fee	12,311	9,719	-	-	6,000	5,000	5,000
100-34-4605	Development Review Processing (CD)	52,573	47,615	35,000	35,000	24,000	25,000	25,000
100-34-4631	Energy Fees - Building & Safety	84	216	200	200	125	100	100
100-34-4632	Plan Check Fees	128,374	127,375	85,909	85,909	39,700	40,000	40,000
100-34-4633	Bldg Inspection Fees 4+ Units	2,498	-	150	150	-	100	100
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	5,644	5,763	1,000	1,000	3,832	5,000	5,000
100-34-4721	Booking Fees - Police	-	-	(100)	(100)	-	-	-
100-34-4722	Vehicle Impound Fees - Police	27,275	28,007	20,000	20,000	20,000	20,000	20,000
100-34-4723	Vehicle Towing Fees - Police	24,000	24,000	24,000	24,000	24,000	24,000	24,000
100-34-4724	DUI Cost Recovery Programs	-	-	100	100	-	-	-



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**GENERAL FUND PROGRAM REVENUES**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
100-34-4725	Misc. Police Department Fees	12,173	15,646	10,000	10,000	10,000	11,000	11,000
100-34-4801	Library Fees	5,961	5,416	3,500	3,500	5,300	3,500	3,500
100-34-4802	Community Services: Community Svc	6,601	6,426	8,000	8,000	4,000	8,000	8,000
100-34-4803	Community Services: Facility	19,710	15,480	10,000	10,000	9,000	10,000	10,000
100-34-4804	Community Services: Excursion	6,672	13,634	7,500	7,500	8,700	7,500	7,500
100-34-4805	Youth Services	95,741	127,472	115,000	115,000	115,000	115,000	115,000
100-34-4806	Teen Services	-	4,485	2,500	2,500	3,900	2,500	2,500
100-34-4951	Other Revenue	-	(490)	-	-	-	-	-
100-34-4807	CSD XBP CC Transactions	-	-	-	-	-	-	-
100-32-4605	Development Review Processing (PW)	37,832	35,004	25,000	25,000	30,000	35,000	35,000
100-34-4900	Administrative Fee (PW)	32,904	7,969	18,000	18,000	2,500	2,500	2,500
100-34-4911	Engineering & Inspection Fee	71,171	73,701	40,000	40,000	100,000	87,500	90,000
100-34-4912	Grading Plan Check Fee	-	-	-	-	-	-	-
100-34-4913	Miscellaneous Public Works Fee	1,157	720	1,000	1,000	-	-	-
100-34-4914	Engineering Development Review	-	-	-	-	-	-	-
100-34-4915	Electric Vehicle Charging Fee	6,368	6,301	3,000	3,000	6,000	6,250	6,500
100-34-4930	NPDES Trash Fee	-	-	-	-	-	-	-
100-34-4931	NPDES Inspection Fees	-	2,308	-	-	2,688	2,000	2,000
100-34-4932	NPDES Trash Fee	182,897	227,231	140,000	140,000	203,181	185,000	185,000
100-34-4933	Recycling Revenues	9,195	5,000	-	-	-	-	-
100-34-4934	EDCO Host Fees	771,080	715,882	652,955	652,955	905,000	1,000,000	1,100,000
<b>TOTAL CHARGES FOR SERVICES</b>		<b>1,567,724</b>	<b>1,591,146</b>	<b>1,249,464</b>	<b>1,249,464</b>	<b>1,587,600</b>	<b>1,640,150</b>	<b>1,742,900</b>
<b>FINES AND PENALTIES</b>								
100-35-4100	Court Fines	33,545	31,780	25,000	25,000	21,571	25,000	25,000
100-35-4612	Traffic Fines	29,916	33,553	40,000	40,000	28,132	30,000	30,000
100-35-4621	Code Enforcement Fines	-	-	-	-	-	-	-
100-35-4723	Parking Citations - Police	76,166	77,242	150,000	150,000	65,200	50,000	50,000
100-35-4725	False Alarm Fines - Police	4,578	6,590	5,000	5,000	7,556	5,000	5,000
<b>TOTAL FINES AND PENALTIES</b>		<b>144,205</b>	<b>149,165</b>	<b>220,000</b>	<b>220,000</b>	<b>122,459</b>	<b>110,000</b>	<b>110,000</b>
<b>REVENUE FROM MONEY AND PROPERTY</b>								
100-36-4100	Interest Income	(946,672)	532,629	70,000	70,000	2,500,000	1,300,000	1,000,000
100-36-4133	Interest Income - GASB 87 Leases	493,561	465,388	-	-	435,000	405,000	375,000
100-36-4400	Royalties	24,441	22,882	10,000	10,000	22,760	22,000	22,000
100-36-4620	Rent Revenue	126,916	980,224	881,757	881,757	917,757	917,752	936,191
100-36-4630	Rent Revenue - GASB 87 Leases	864,138	-	-	-	-	-	-
<b>TOTAL REVENUE FROM MONEY AND PROPERTY</b>		<b>562,384</b>	<b>2,001,124</b>	<b>961,757</b>	<b>961,757</b>	<b>3,875,517</b>	<b>2,644,752</b>	<b>2,333,191</b>
<b>MISCELLANEOUS REVENUE</b>								
100-37-4100	Other Revenue	478,524	789,001	358,772	458,772	399,176	422,031	380,358
100-37-4101	Workers Comp Refunds	-	-	-	-	-	-	-
100-37-4500	Recovery of Mandated Costs	33,403	-	-	-	-	-	-
100-37-4850	Donations	-	-	-	-	-	-	-
100-37-4890	Cash - Over or Short	-	-	-	-	-	-	-
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>511,927</b>	<b>789,001</b>	<b>358,772</b>	<b>458,772</b>	<b>399,176</b>	<b>422,031</b>	<b>380,358</b>
<b>TOTAL REVENUE</b>		<b>32,542,535</b>	<b>36,752,561</b>	<b>32,907,359</b>	<b>33,104,509</b>	<b>38,449,410</b>	<b>37,333,355</b>	<b>37,792,671</b>
100-39-4110	Transfer from Reserves	235,227	1,817,921	1,707,195	2,339,974	1,641,898	1,065,085	203,574
100-39-4120	Transfer from Special Revenue	1,258,477	411,684	597,865	597,865	564,474	499,354	541,377
118-39-4120	Transfer from Special Revenue to Reserve	-	203,780	-	-	-	-	-
100-39-4122	Transfer from Eco Dev Reserve Fund	-	-	-	-	-	-	-
100-48-4950	Release of Restricted Fund Balance	-	-	-	-	-	-	-
<b>TOTAL TRANSFERS</b>		<b>1,493,704</b>	<b>2,433,385</b>	<b>2,305,060</b>	<b>2,937,839</b>	<b>2,206,372</b>	<b>1,564,439</b>	<b>744,951</b>
<b>TOTAL REVENUE AND TRANSFERS</b>		<b>34,036,239</b>	<b>39,185,946</b>	<b>35,212,418</b>	<b>36,042,348</b>	<b>40,655,782</b>	<b>38,897,794</b>	<b>38,537,621</b>
<b>TOTAL REVENUE AND TRANSFERS (EXCLUDING RESERVE TRANSFERS)</b>								
		<b>33,801,012</b>	<b>37,368,025</b>	<b>33,505,224</b>	<b>33,702,374</b>	<b>39,013,884</b>	<b>37,832,710</b>	<b>38,334,047</b>



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# 2024-2026 GENERAL FUND

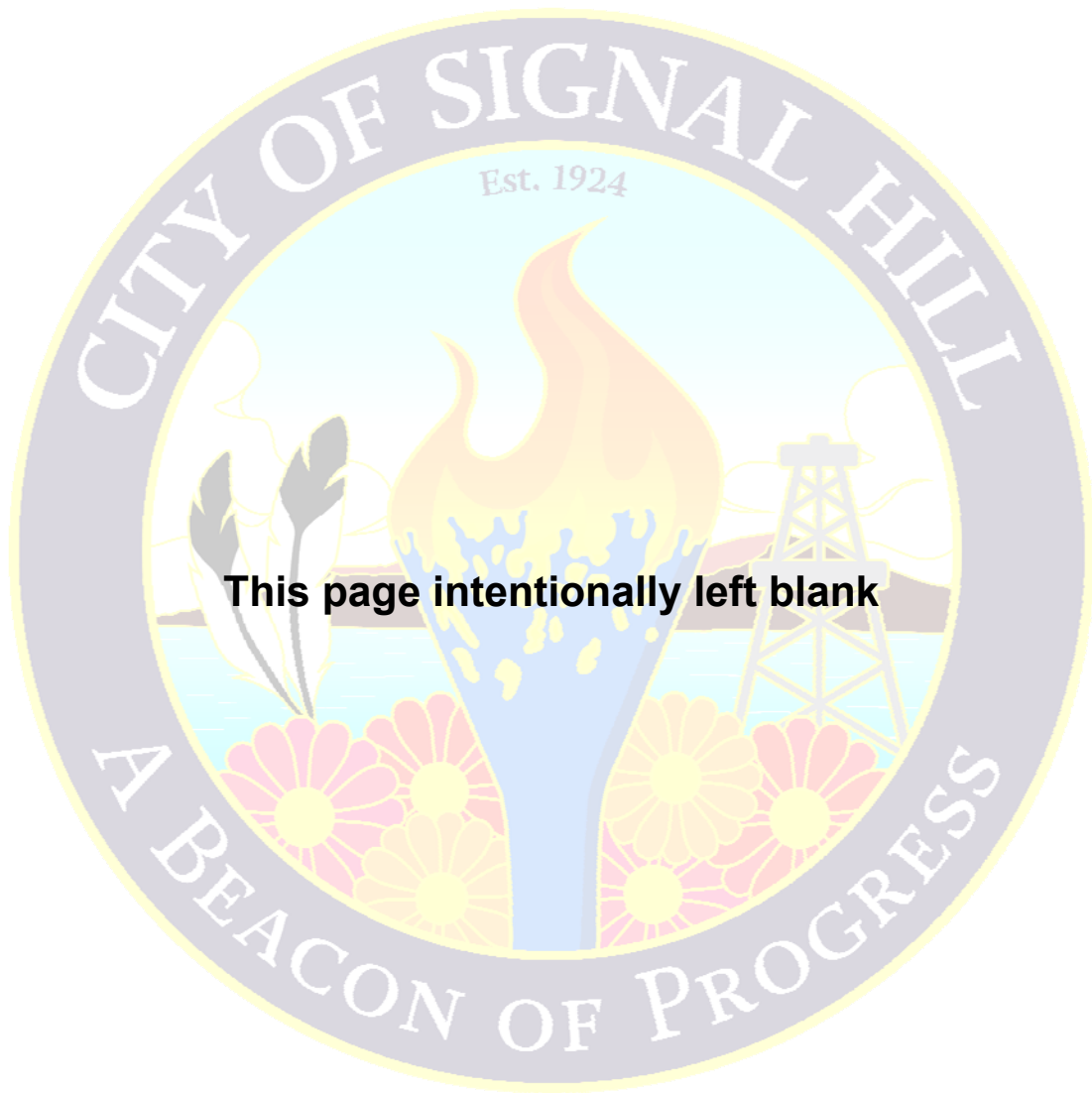
## OPERATING BUDGET

*Department Summaries*

*Department Goals*

*Level of Staffing*

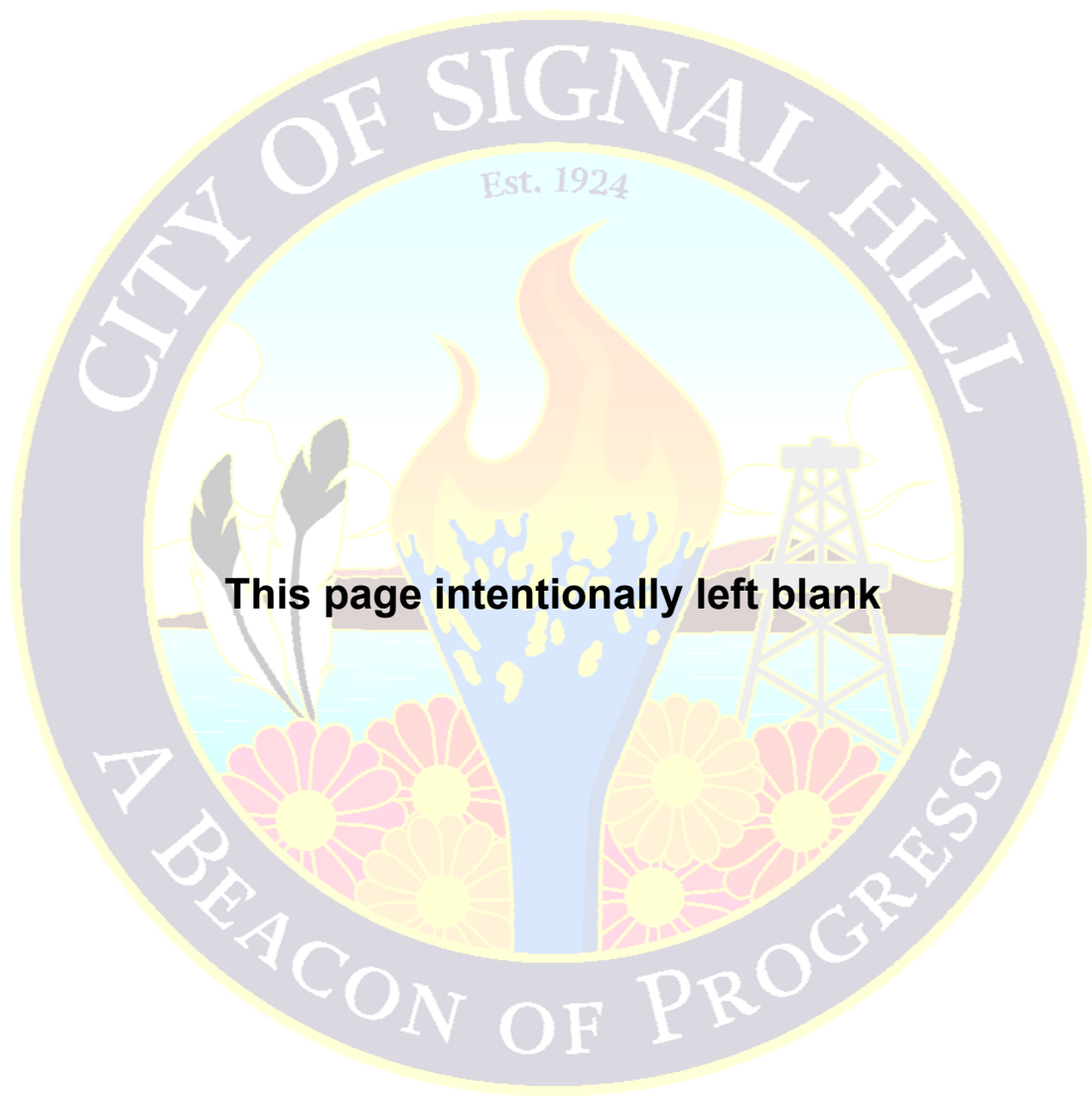
*Department Program Budgets*



## GENERAL FUND PROGRAM EXPENDITURES

DEPARTMENT BUDGETS:	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
			Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
<b>General Government</b>							
<b>Legislative</b>							
41 City Council	224,096	248,089	279,465	286,266	253,129	307,311	313,675
42 City Treasurer	5,402	5,365	8,234	8,234	5,254	8,675	8,902
43 City Clerk	159,878	163,172	396,784	406,784	311,560	324,096	304,493
	389,376	416,626	684,483	701,284	569,944	640,082	627,069
<b>Administration</b>							
44 Executive Administration	1,000,677	869,163	1,365,030	1,365,030	1,115,388	1,228,208	1,265,405
45 Communications/Public Relations	234,321	248,932	254,640	254,640	235,963	289,544	304,995
46 Personnel	452,071	503,406	556,931	613,126	535,044	822,414	850,461
47 Economic Development	1,308,259	1,135,987	1,486,258	1,525,020	770,526	1,369,652	1,058,677
	2,995,328	2,757,488	3,662,859	3,757,815	2,656,921	3,709,819	3,479,538
<b>Finance</b>							
51 Non-Departmental	2,516,790	3,578,772	3,165,169	3,665,169	3,626,122	2,962,442	3,064,404
52 IT/Technology	253,627	288,976	635,856	807,856	601,717	840,958	746,985
53 Fiscal Services	870,838	887,147	1,118,745	1,171,399	1,085,450	1,304,081	1,277,309
	3,641,256	4,754,895	4,919,769	5,644,423	5,313,289	5,107,481	5,088,698
<b>Total General Government</b>	7,025,960	7,929,009	9,267,111	10,103,522	8,540,153	9,457,381	9,195,306
<b>Community Development</b>							
61 Planning	635,426	522,242	867,617	873,617	809,932	585,817	619,159
62 Neighborhood Enhancement	134,835	149,235	185,502	185,502	143,765	262,004	276,468
63 Building Safety	277,712	280,002	291,189	291,189	257,231	344,449	359,250
64 Oil Field Services	126,188	176,130	203,574	203,574	191,739	197,077	209,294
<b>Total Community Development</b>	1,174,160	1,127,609	1,547,881	1,553,881	1,402,667	1,389,347	1,464,171
<b>Police</b>							
71 Police Community Outreach	29,811	37,762	70,118	70,118	67,457	78,407	81,035
72 Patrol Services	5,715,375	7,339,335	7,221,798	7,256,798	6,875,371	7,309,656	7,782,311
73 Investigative Services	1,196,596	1,417,751	1,598,248	1,598,248	1,336,920	1,760,990	1,803,637
74 Police Support Services	1,904,139	1,791,618	2,185,060	2,193,060	1,986,922	2,624,332	2,699,417
75 Police Communications/Jail	792,612	939,650	1,146,242	1,186,242	1,042,420	1,451,691	1,501,132
76 Police Records	408,980	472,947	527,659	533,659	451,116	538,229	564,987
77 Emergency/Disaster Services	14,556	4,783	154,882	259,532	185,773	184,988	193,055
<b>Total Police</b>	10,062,069	12,003,847	12,904,007	13,097,657	11,945,979	13,948,293	14,625,575
<b>Parks, Recreation, and Library Services</b>							
81 Library Programs & Services	556,708	665,548	815,897	828,397	822,063	798,824	827,117
82 Community Services	862,022	894,495	1,274,800	1,596,061	1,254,731	1,392,942	1,292,406
83 Recreation	599,812	724,905	857,104	857,104	804,996	996,290	1,030,744
<b>Total Parks, Recreation, and Library Services</b>	2,018,542	2,284,949	2,947,801	3,281,562	2,881,790	3,188,055	3,150,267
<b>Public Works</b>							
91 Engineering and Project Services	676,693	960,466	1,096,436	1,104,895	908,729	1,134,968	1,165,338
92 Facility Maintenance	1,027,717	1,116,634	1,270,972	1,270,972	1,277,100	1,307,664	1,338,431
93 Environmental Programs	521,601	552,488	979,441	979,441	866,403	1,028,337	1,047,113
94 Grounds Maintenance	1,028,965	1,126,297	1,371,573	1,483,808	1,312,014	1,526,880	1,543,080
95 Street Maintenance	1,364,009	1,452,071	1,611,197	1,734,595	1,718,082	1,961,616	1,969,623
<b>Total Public Works</b>	4,618,985	5,207,956	6,329,619	6,573,711	6,082,328	6,959,466	7,063,585
<b>Total before Transfers</b>	24,899,716	28,553,369	32,996,419	34,610,333	30,852,918	34,942,542	35,498,904
<b>Operating Transfers Out*</b>	344,459	817,960	2,934,840	4,695,013	2,873,116	5,640,512	4,754,764
<b>Total Expenditures including Transfers</b>	<b>25,244,175</b>	<b>29,371,329</b>	<b>35,931,259</b>	<b>39,305,347</b>	<b>33,726,034</b>	<b>40,583,054</b>	<b>40,253,668</b>
Transfers to Reserves	5,543,275	263,780	1,840,222	2,985,395	2,985,395	2,845,000	2,604,517

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



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# 2024-26 OPERATING BUDGET

## LEGISLATIVE

*City Council*

*City Treasurer*

*City Clerk*

### **Department Description:**

The City's Legislative Department includes the elective offices of the City Council, City Clerk, and City Treasurer. The 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 residents 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

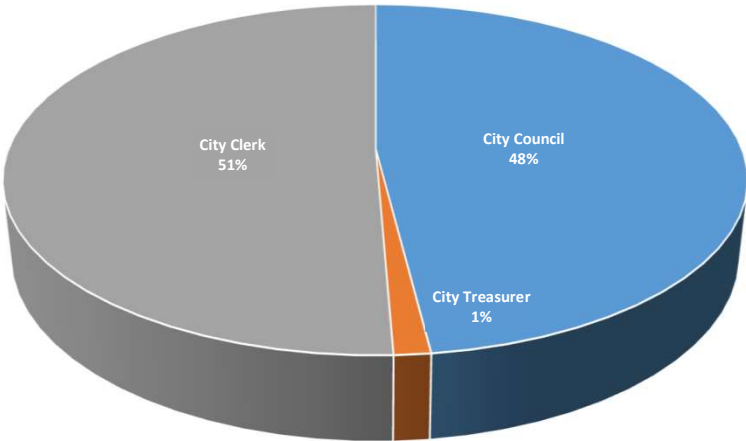
Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Salaries and Benefits	250,985	262,158	303,658	303,658	272,864	343,264	356,224
Maintenance and Operations	138,392	154,468	380,825	397,626	297,080	296,818	270,845
Total Expenditures	389,376	416,626	684,483	701,284	569,944	640,082	627,069

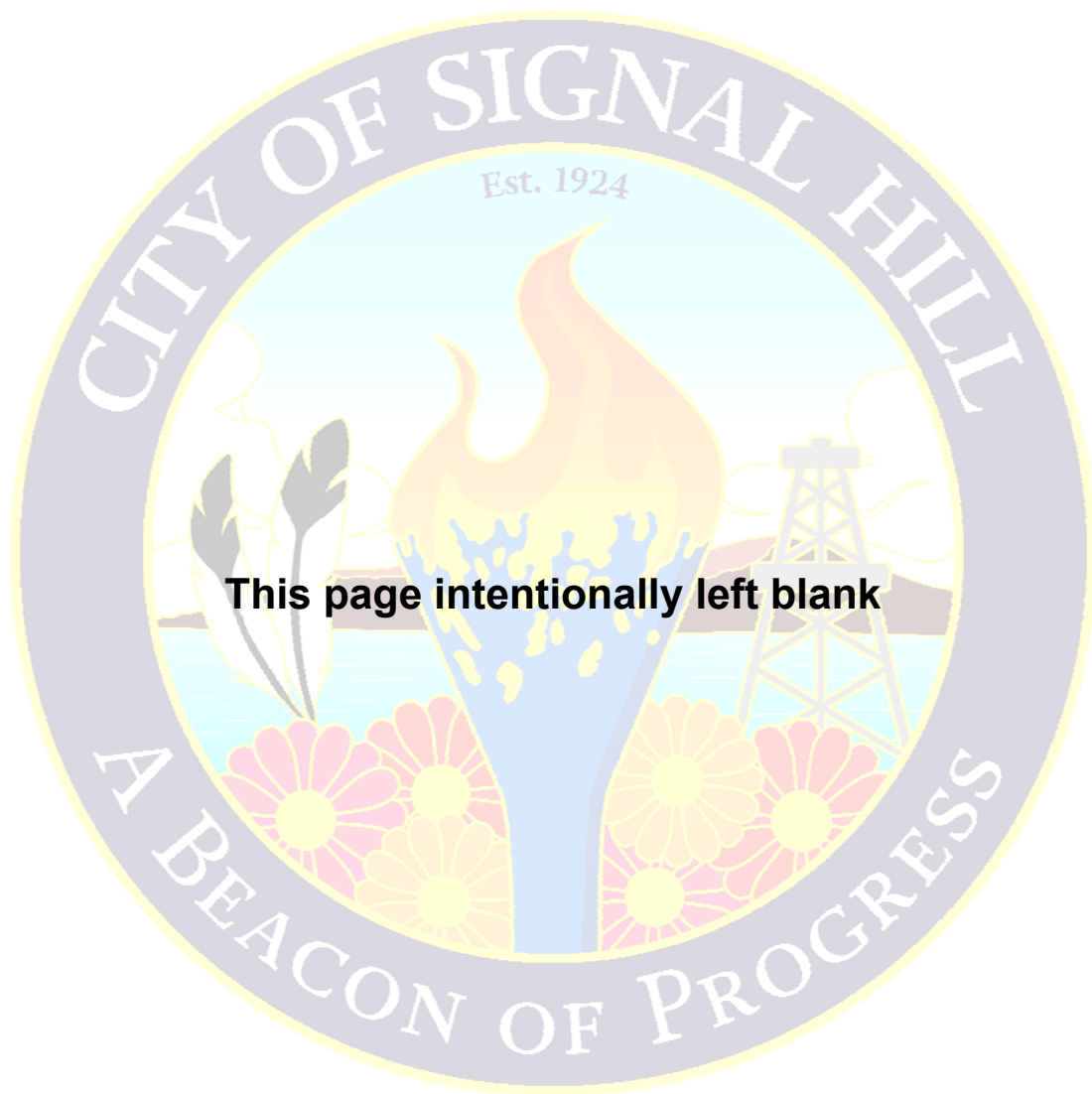
Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 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

	2024-25 Adopted Budget
City Council	307,311
City Treasurer	8,675
City Clerk	324,096
Total	640,082





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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

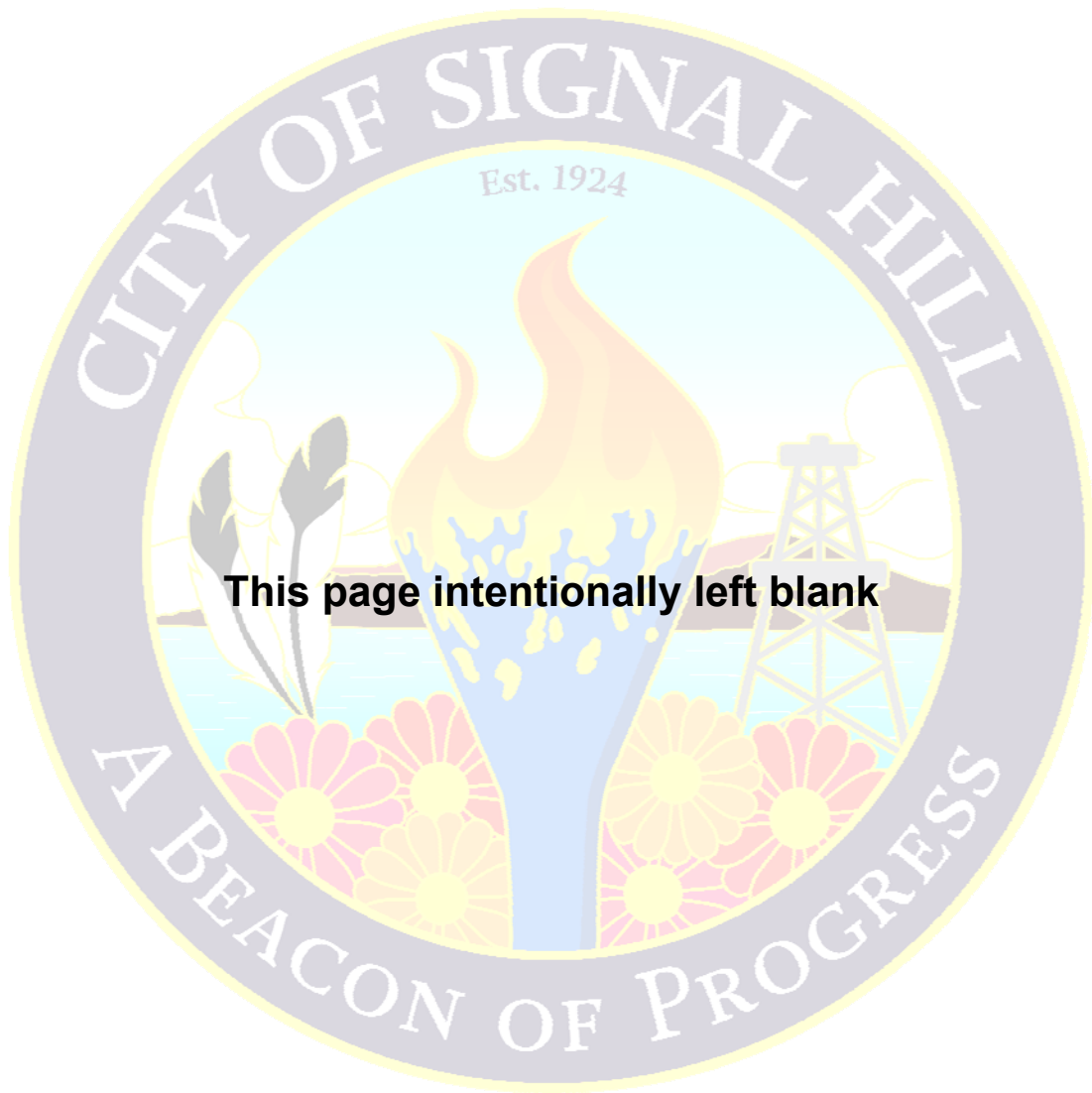
Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Salaries and Benefits	173,879	182,374	207,265	207,265	190,279	235,111	241,475
Maintenance and Operations	50,217	65,714	72,200	79,001	62,850	72,200	72,200
Total Expenditures	224,096	248,089	279,465	286,266	253,129	307,311	313,675

Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 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**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
CITY COUNCIL								
100-41-5110	Salaries & Wages	63,233	65,386	66,120	66,120	67,565	74,350	78,756
100-41-5130	Salaries - Overtime PW events	33	254	200	200	-	200	200
100-41-5160	Car Allowance	12,046	12,046	12,000	12,000	12,067	12,000	12,000
100-41-5220	FICA Contributions	2,687	2,858	2,424	2,424	3,042	3,066	3,291
100-41-5230	Retirement Contributions	14,737	17,254	19,404	19,404	19,574	38,994	39,461
100-41-5270	Other Employee Benefits	889	4,001	4,887	4,887	1,526	4,973	5,016
100-41-5271	Defined Contribution	-	-	-	-	-	-	-
100-41-5272	Workers' Compensation	2,383	483	486	486	486	447	468
100-41-5273	Health Benefits	75,968	78,850	99,075	99,075	84,589	98,355	99,555
100-41-5274	Dental Benefit	-	-	-	-	-	-	-
100-41-5275	Vision Benefit	-	-	-	-	-	-	-
100-41-5276	Life Insurance Benefit	143	145	169	169	85	227	227
100-41-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-41-5280	Wellness Benefit	1,759	1,097	2,500	2,500	1,344	2,500	2,500
Total Salaries and Benefits		173,879	182,374	207,265	207,265	190,279	235,111	241,475
100-41-5310	Dues & Memberships	30,272	31,159	36,000	36,000	35,973	36,000	36,000
100-41-5321	Council Development - Wilson	1,815	1,824	3,000	4,176	4,312	3,000	3,000
100-41-5322	Council Development - Hansen	-	130	3,000	5,870	-	3,000	3,000
100-41-5323	Council Development - Woods	2,556	3,555	3,000	3,000	3,000	3,000	3,000
100-41-5324	Council Development - Jones	764	2,669	3,000	3,331	3,331	3,000	3,000
100-41-5325	Council Development - Copeland	-	576	3,000	5,424	-	3,000	3,000
100-41-5330	Meetings	4,380	15,866	8,900	8,900	4,191	8,900	8,900
100-41-5340	Books & Periodicals	309	300	300	300	300	300	300
100-41-5511	Telephone	6,231	6,187	6,500	6,500	6,500	6,500	6,500
100-41-5513	Internet Services	3,127	750	3,000	3,000	4,016	3,000	3,000
100-41-5690	Miscellaneous	100	1,388	1,500	1,500	500	1,500	1,500
100-41-5740	General Supplies	663	1,310	1,000	1,000	728	1,000	1,000
100-41-5840	Capital Outlay	-	-	-	-	-	-	-
Total Maintenance and Operations		50,217	65,714	72,200	79,001	62,850	72,200	72,200
TOTAL CITY COUNCIL (41)		224,096	248,089	279,465	286,266	253,129	307,311	313,675



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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

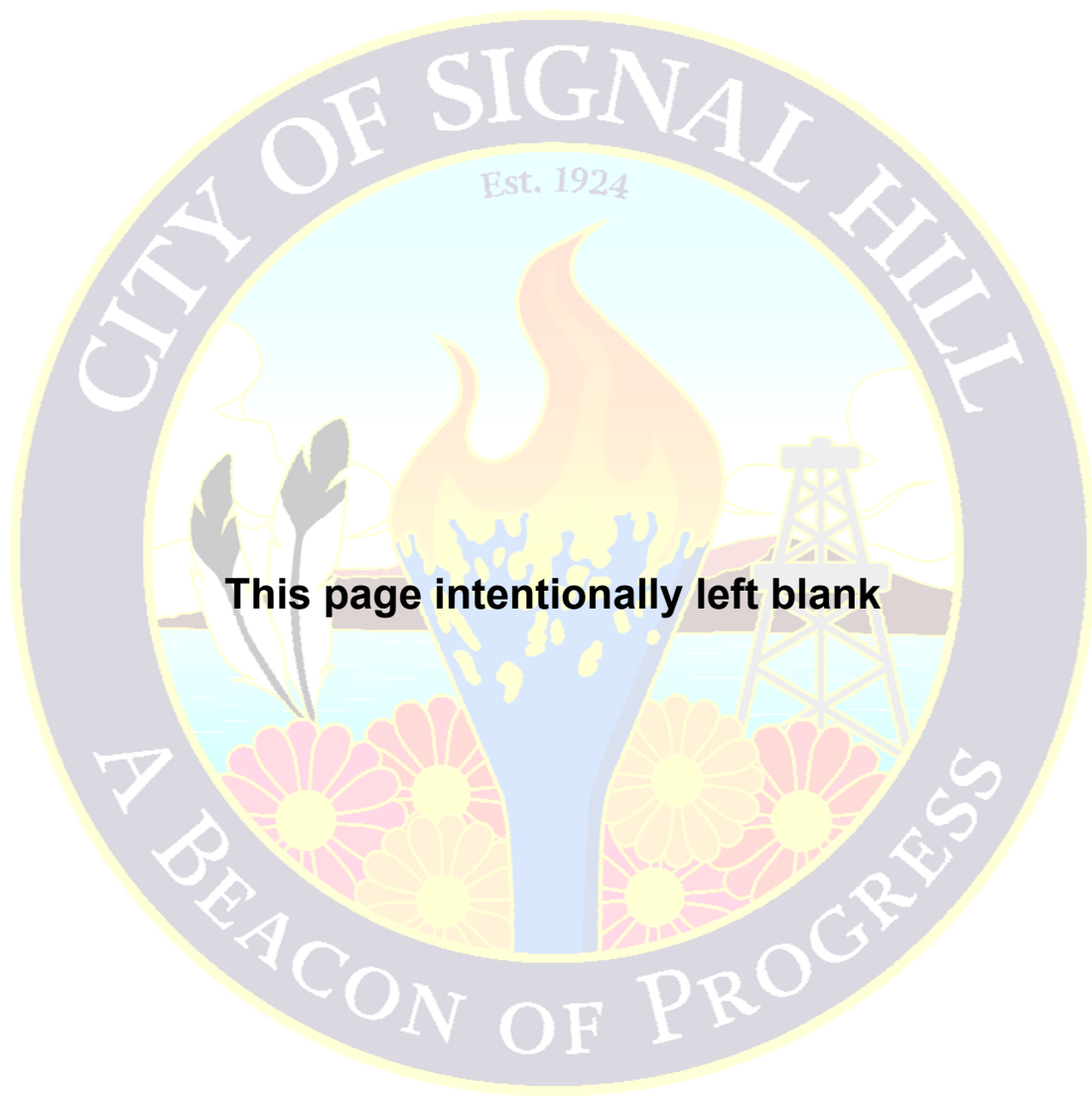
Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Salaries and Benefits	5,402	5,365	5,334	5,334	5,254	5,775	6,002
Maintenance and Operations	-	-	2,900	2,900	-	2,900	2,900
Total Expenditures	5,402	5,365	8,234	8,234	5,254	8,675	8,902

Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 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**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
CITY TREASURER								
100-42-5110	Salaries & Wages	-	-	-	-	-	-	-
100-42-5115	Part-time Salaries	5,071	5,191	5,155	5,155	5,083	5,565	5,785
100-42-5220	FICA Contributions	69	71	75	75	69	81	84
100-42-5225	PARS Contributions	-	-	-	-	-	-	-
100-42-5230	Retirement Contributions	66	68	67	67	66	72	75
100-42-5270	Other Employee Benefits	-	-	-	-	-	23	23
100-42-5272	Workers' Compensation	196	36	37	37	37	34	35
100-42-5273	Health Benefits	-	-	-	-	-	-	-
100-42-5275	Vision Benefit	-	-	-	-	-	-	-
Total Salaries and Benefits		5,402	5,365	5,334	5,334	5,254	5,775	6,002
100-42-5310	Dues & Memberships	-	-	200	200	-	200	200
100-42-5320	Travel & Training	-	-	2,000	2,000	-	2,000	2,000
100-42-5330	Meetings	-	-	500	500	-	500	500
100-42-5740	General Supplies	-	-	200	200	-	200	200
Total Maintenance and Operatoins		-	-	2,900	2,900	-	2,900	2,900
TOTAL CITY TREASURER (42)		5,402	5,365	8,234	8,234	5,254	8,675	8,902



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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 with 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 the City Communications Specialist to expand the City's presence on social media.
8. Work with the 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	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Salaries and Benefits	71,704	74,419	91,059	91,059	77,331	102,378	108,748
Maintenance and Operations	88,174	88,753	305,725	315,725	234,230	221,718	195,745
Total Expenditures	159,878	163,172	396,784	406,784	311,560	324,096	304,493

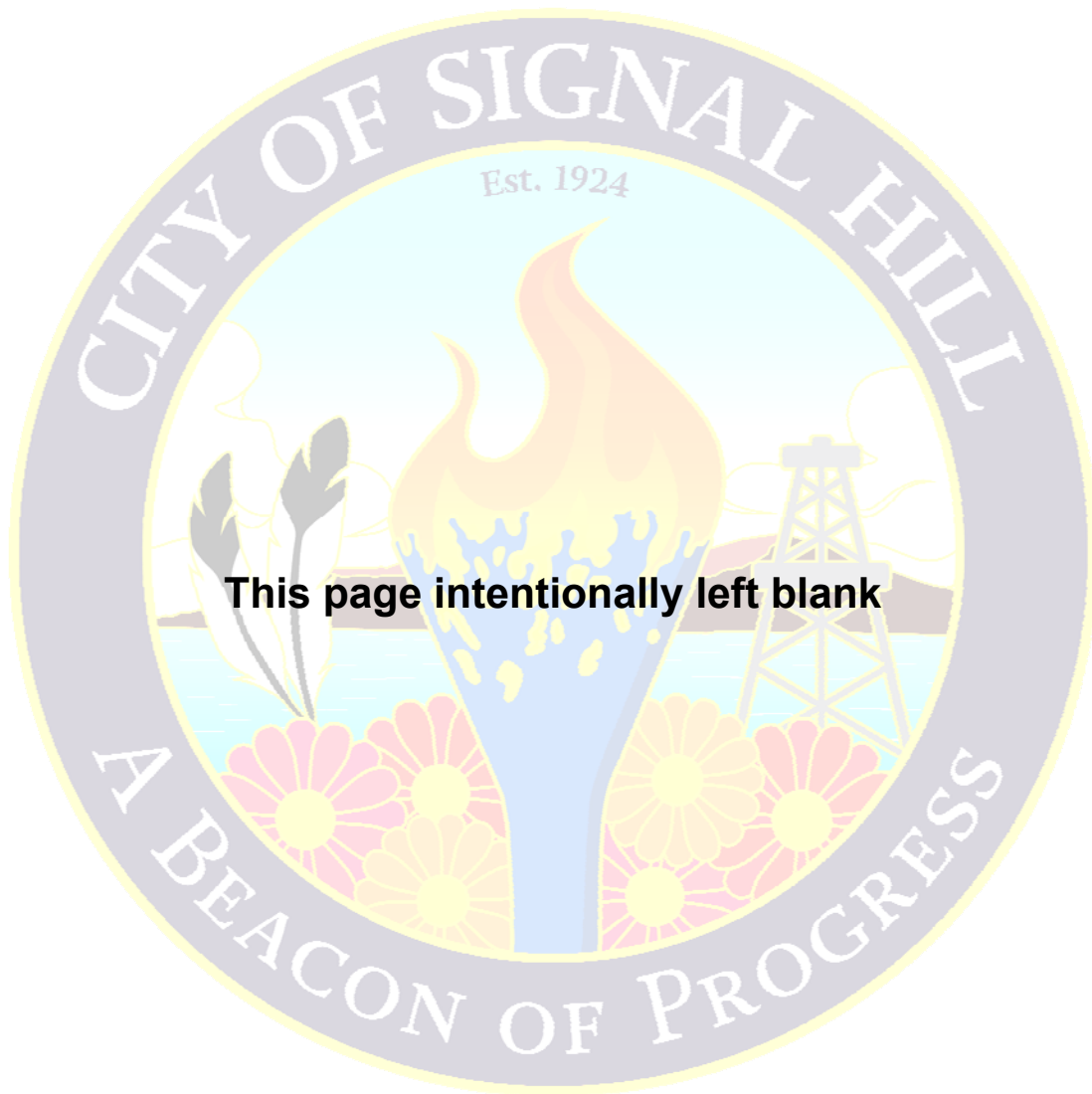
Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 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**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
CITY CLERK								
100-43-5110	Salaries & Wages - Full-time	47,848	51,669	54,930	54,930	53,083	64,057	69,110
100-43-5115	Part-time Salaries	5,071	4,642	5,155	5,155	5,083	5,565	5,785
100-43-5130	Overtime Salaries	53	407	10,000	10,000	-	10,000	10,000
100-43-5160	Car Allowance	-	-	-	-	-	-	-
100-43-5220	FICA Contributions	3,855	4,176	4,277	4,277	4,278	4,981	5,371
100-43-5225	PARS Contributions	-	-	-	-	-	-	-
100-43-5230	Retirement Contributions	4,698	4,865	5,874	5,874	5,745	6,988	7,626
100-43-5270	Other Employee Benefits	469	489	821	821	517	945	996
100-43-5271	Defined Contribution	-	-	-	-	-	-	-
100-43-5272	Workers' Compensation	1,863	401	404	404	404	371	389
100-43-5273	Health Benefits	7,847	7,769	9,540	9,540	8,223	9,252	9,252
100-43-5274	Dental Benefit	-	-	-	-	-	-	-
100-43-5275	Vision Benefit	-	-	-	-	-	-	-
100-43-5276	Life Insurance Benefit	-	-	58	58	-	219	219
100-43-5277	Other Optional Benefit	-	-	-	-	-	-	-
Total Salaries and Benefits		71,704	74,419	91,059	91,059	77,331	102,378	108,748
100-43-5310	Dues & Memberships	690	600	1,125	1,125	1,037	1,125	1,125
100-43-5320	Travel & Training	65	1,653	3,000	3,000	1,301	3,000	3,000
100-43-5330	Meetings	125	75	500	500	500	500	500
100-43-5340	Books & Periodicals	-	-	100	100	75	100	100
100-43-5400	Contract Services - General	63,492	35,317	245,400	255,400	207,480	139,693	113,720
100-43-5410	Legal Services	8,053	8,561	10,000	10,000	5,165	10,000	10,000
100-43-5420	Professional Services	1,163	1,854	2,000	2,000	2,000	3,000	3,000
100-43-5460	Elections	1,455	19,881	20,000	20,000	1,000	40,000	40,000
100-43-5461	Initiative Expenses	2,139	5,000	5,000	5,000	-	5,000	5,000
100-43-5560	Repair & Maintenance Services	212	-	300	300	-	300	300
100-43-5630	Media Services	7,133	5,323	5,000	5,000	3,461	5,000	5,000
100-43-5631	Software Purchases	3,260	9,960	12,900	12,900	12,027	13,600	13,600
100-43-5740	General Supplies	387	529	400	400	184	400	400
Total Maintenance and Operatoins		88,174	88,753	305,725	315,725	234,230	221,718	195,745
TOTAL CITY CLERK (43)		159,878	163,172	396,784	406,784	311,560	324,096	304,493





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# 2024-26 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 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 Resources is responsible for the administration of the City's personnel system and provides 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 residents of Signal Hill.
2. Recommend policy to elected officials and implement policy set by City Council.
3. Ensure operating departments successfully deliver quality services to the community.
4. Coordinate the timely 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 City website, cable TV station, quarterly City View newsletter, monthly electronic newsletter, social media platforms, and other communications channels.
8. Administer the personnel system.
9. Winddown the activities of the former Redevelopment Agency.
10. Increase and diversify revenue sources to the City through economic development activities.
11. Provide information on existing affordable housing sites to the community and work with developers on building new affordable housing units.

## Department Budget Summary

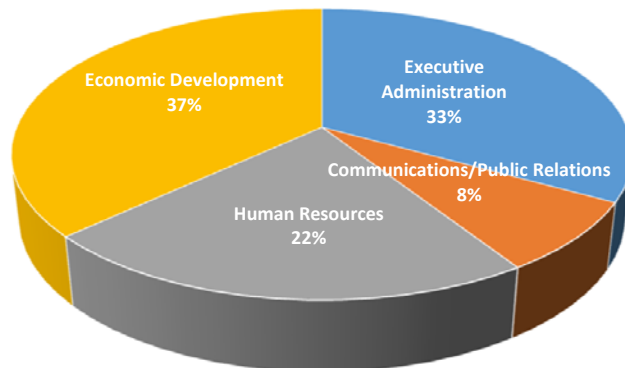
Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Salaries and Benefits	1,441,217	1,346,673	1,665,318	1,701,512	1,560,276	1,810,269	1,913,322
Maintenance and Operations	1,554,111	1,410,815	1,997,541	2,056,303	1,096,645	1,899,549	1,566,216
<b>Total Expenditures</b>	<b>2,995,328</b>	<b>2,757,488</b>	<b>3,662,859</b>	<b>3,757,815</b>	<b>2,656,921</b>	<b>3,709,819</b>	<b>3,479,538</b>

## Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
City Manager	1.0	1.0	1.0	1.0	1.0	1.0
Executive Assistant/Deputy City Clerk	1.0	0.0	0.0	0.0	0.0	0.0
Senior Deputy City Clerk	0.0	1.0	1.0	1.0	0.0	0.0
Assistant 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
Assistant to the City Manager/Economic Dev Manager	1.0	1.0	1.0	1.0	1.0	1.0
Human Resources Manager	1.0	1.0	1.0	1.0	1.0	1.0
Senior Management Analyst - HR	0.0	0.0	0.0	1.0	1.0	1.0
Administrative Assistant	1.0	0.0	0.0	0.0	0.0	0.0
Management Assistant	0.0	1.0	1.0	1.0	1.0	1.0
Communications Officer	0.0	0.0	1.0	1.0	1.0	1.0
Communications Specialist	0.0	1.0	0.0	0.0	0.0	0.0
Part-Time Communications Specialist	0.8	0.0	0.0	0.0	0.0	0.0
Part-Time Management Analyst	0.0	0.5	0.5	0.5	0.5	0.5
<b>Total Positions:</b>	<b>6.8</b>	<b>7.5</b>	<b>7.5</b>	<b>8.5</b>	<b>8.5</b>	<b>8.5</b>

## Department Expenditures by Division

	2024-25 Adopted Budget
Executive Administration	1,228,208
Communications/Public Relations	289,544
Human Resources	822,414
Economic Development	1,369,652
<b>Total</b>	<b>3,709,819</b>



## **Department: Administration**

### **Program: Executive Administration (44)**

#### **Program Description:**

The Executive Administration recommends policies to the City Council and implements those policies once set by the City Council. This program also plans, coordinates, and oversees the work of all City departments. The Administration Department ensures prompt communication with the City Council and the community while representing the City's interests regionally.

#### **Objectives:**

1. Recommend policies to the City Council and implement policies established by the City Council.
2. Address and respond to requests from the City Council and residents.
3. Oversee the operations and service delivery across all City Departments.
4. Advocate for the City's interests at the State and Federal government levels.
5. Oversee the City's budget to adapt to evolving economic conditions.
6. Serve in an administrative capacity for the Successor Agency and Oversight Committee, collaborating with the County and the State to manage the dissolution of the former Redevelopment Agency.
7. Oversee development and construction of major capital improvement projects.
8. Represent the City at various state and regional forums.
9. Implement the Five-Year Strategic Plan.
10. Implement the new 2024-2027 labor relations MOU with the Signal Hill Employees' Association and Signal Hill Police Officers' Association.
11. Lead the City's Neighborhood Enhancement Team (NET), a problem-solving task force aimed at addressing citywide quality of life issues.

12. Oversee and manage the delivery of homeless services in the City.
13. Complete the Exclusive Negotiation Agreement (ENA) with National Community Renaissance, the City's development partner, for the development of the Orange Bluff and Walnut Bluff workforce housing sites.
14. Oversee the economic analysis and land use study for the City's opportunity study areas.

**GENERAL FUND PROGRAM EXPENDITURES**

				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
EXECUTIVE ADMINISTRATION								
100-44-5110	Salaries & Wages - Full-time	504,709	330,017	411,312	411,312	390,859	447,643	478,928
100-44-5115	Part-time Salaries	-	27,856	-	-	-	-	-
100-44-5130	Overtime Salaries	46	4,293	10,000	10,000	1,790	10,000	10,000
100-44-5139	Compensated Absences	-	-	-	-	-	-	-
100-44-5160	Car Allowance	2,530	3,014	4,680	4,680	5,068	5,040	5,040
100-44-5220	FICA Contributions	32,285	22,589	31,465	31,465	28,072	34,630	37,024
100-44-5230	Retirement Contributions	277,770	231,086	382,970	382,970	389,367	238,225	244,528
100-44-5270	Other Employee Benefits	7,793	4,631	5,306	5,306	5,572	5,748	6,059
100-44-5271	Defined Contribution	10,151	5,752	13,193	13,193	3,488	16,868	17,540
100-44-5272	Workers' Compensation	12,203	9,549	9,603	9,603	9,603	8,830	9,256
100-44-5273	Health Benefits	46,321	25,571	52,995	52,995	42,613	53,439	54,519
100-44-5274	Dental Benefit	-	-	-	-	-	-	-
100-44-5275	Vision Benefit	-	-	-	-	-	-	-
100-44-5276	Life Insurance Benefit	2,473	1,393	1,106	1,106	1,183	998	998
100-44-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-44-5280	Wellness Benefit	1,620	2,218	775	775	-	925	925
Total Salaries and Benefits		897,899	667,968	923,405	923,405	877,616	822,346	864,817
100-44-5310	Dues & Memberships	1,423	1,897	1,760	1,760	1,760	1,760	1,760
100-44-5320	Travel & Training	-	-	7,000	7,000	1,529	7,000	7,000
100-44-5330	Meetings	1,841	977	2,550	2,550	3,500	5,550	5,550
100-44-5340	Books & Periodicals	620	125	200	200	-	200	200
100-44-5400	Contract Services - General	2,049	53,922	238,500	238,500	65,419	192,500	189,500
100-44-5410	Legal Services	76,335	129,204	175,000	175,000	153,018	175,000	175,000
100-44-5511	Telephone	124	683	1,250	1,250	440	1,250	1,250
100-44-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-44-5545	Small Equipment Maintenance	-	-	-	-	-	-	-
100-44-5590	Fleet Provision Charge	18,960	13,272	11,556	11,556	11,558	15,721	16,438
100-44-5630	Media Services	-	385	1,050	1,050	-	1,050	1,050
100-44-5740	General Supplies	-	439	500	500	123	5,500	2,500
100-44-5750	Gasoline, Oil, & Tires	1,425	291	2,259	2,259	425	332	340
100-44-5840	Capital Outlay	-	-	-	-	-	-	-
Total Maintenance and Operations		102,777	201,194	441,625	441,625	237,772	405,863	400,588
TOTAL EXECUTIVE ADMINISTRATION (44)		1,000,677	869,163	1,365,030	1,365,030	1,115,388	1,228,208	1,265,405



**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 and programming via the Cablecast application.
2. Maintain the City website to ensure timely and accurate information is provided to the community.
3. Publish City Views newsletter three times annually.
4. Publish electronic newsletter monthly.
5. Maintain the City's social media platforms and other communications channels.
6. Develop opportunities for resident 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			2024-2025	2025-2026
Account	Description	Actuals	Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
COMMUNICATIONS/PUBLIC RELATIONS								
100-45-5110	Salaries & Wages - Full-time	49,873	107,274	127,787	127,787	111,520	145,110	157,249
100-45-5115	Part-time Salaries	47,057	-	-	-	-	-	-
100-45-5130	Overtime Salaries	-	245	100	100	-	100	100
100-45-5160	Car Allowance	361	461	720	720	784	780	780
100-45-5220	FICA Contributions	6,325	7,783	9,776	9,776	8,252	11,161	12,089
100-45-5230	Retirement Contributions	9,938	7,457	13,315	13,315	11,127	15,100	16,448
100-45-5270	Other Employee Benefits	463	910	1,804	1,804	1,147	2,045	2,193
100-45-5271	Defined Contribution	886	873	1,782	1,782	568	2,324	2,400
100-45-5272	Workers' Compensation	3,716	2,043	2,055	2,055	2,055	1,889	1,980
100-45-5273	Health Benefits	14,134	15,315	28,440	28,440	19,472	28,944	29,664
100-45-5274	Dental Benefit	-	-	-	-	-	-	-
100-45-5275	Vision Benefit	-	-	-	-	-	-	-
100-45-5276	Life Insurance Benefit	-	-	213	213	-	166	166
100-45-5280	Wellness Benefit	-	-	100	100	-	375	375
Total Salaries and Benefits		132,754	142,361	186,090	186,090	154,926	207,994	223,445
100-45-5310	Dues & Memberships	275	-	275	275	275	275	275
100-45-5320	Travel & Training	1,694	-	2,325	2,325	-	2,325	2,325
100-45-5330	Meetings	70	236	250	250	61	250	250
100-45-5340	Books & Periodicals	-	-	-	-	-	-	-
100-45-5400	Contract Services - General	48,000	53,000	5,000	5,000	20,000	7,000	7,000
100-45-5470	Historical Preservation	125	500	0	0	-	0	0
100-45-5630	Media Services	25,468	20,042	13,200	13,200	13,200	13,200	13,200
100-45-5631	Software Purchases		-	16,500	16,500	16,500	16,500	16,500
100-45-5632	Newsletter	25,176	32,212	26,000	26,000	26,000	35,000	35,000
100-45-5740	General Supplies	759	581	5,000	5,000	5,000	7,000	7,000
Total Maintenance and Operations		101,568	106,572	68,550	68,550	81,037	81,550	81,550
TOTAL COMMUNICATIONS/PUBLIC RELATIONS (45)		234,321	248,932	254,640	254,640	235,963	289,544	304,995

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

Human Resources supports the City's diversified and highly skilled workforce by administering the personnel system to support organizational goals and objectives. 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 liaison 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 departmental needs.
4. Provide staff development, wellness, and training programs.
5. Provide succession planning and training.
6. Implement the new 2024-2027 labor relations MOU with the Signal Hill Employees' Association and Signal Hill Police Officers' Association.
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.
9. Continue implementation of the Employee Engagement Committee to foster positive employee relations and promote employee wellness.

**GENERAL FUND PROGRAM EXPENDITURES**

				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
PERSONNEL								
100-46-5110	Salaries & Wages - Full-time	222,180	228,238	241,722	266,358	267,497	392,239	415,491
100-46-5115	Part-time Salaries	22,950	52,922	42,057	42,057	38,098	45,246	49,409
100-46-5130	Overtime Salaries	-	-	50	50	-	50	50
100-46-5150	Commission Meetings	3,675	3,675	6,750	6,750	1,875	6,750	6,750
100-46-5160	Car Allowance	361	566	900	900	996	990	990
100-46-5220	FICA Contributions	18,153	18,807	19,102	20,986	19,627	30,738	32,577
100-46-5230	Retirement Contributions	22,108	16,271	24,462	27,029	26,986	34,301	36,724
100-46-5270	Other Employee Benefits	2,156	1,534	3,270	3,642	2,787	5,219	5,447
100-46-5271	Defined Contribution	4,442	2,945	6,410	7,133	5,253	11,078	11,641
100-46-5272	Workers' Compensation	3,111	5,118	5,147	5,147	5,147	4,733	4,961
100-46-5273	Health Benefits	27,756	18,203	37,575	43,500	38,797	61,980	63,330
100-46-5274	Dental Benefit	-	-	-	-	-	-	-
100-46-5275	Vision Benefit	-	-	-	-	-	-	-
100-46-5276	Life Insurance Benefit	-	-	773	796	-	1,058	1,058
100-46-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-46-5280	Wellness Benefit	-	250	375	438	-	663	663
Total Salaries and Benefits		326,891	348,529	388,591	424,786	407,063	595,044	629,091
100-46-5310	Dues & Memberships	-	4,135	4,465	4,465	4,435	1,170	1,170
100-46-5320	Travel & Training	1,173	190	3,425	3,425	3,221	4,000	4,000
100-46-5330	Meetings	-	75	400	400	200	1,000	1,000
100-46-5340	Books & Periodicals	240	900	1,100	1,100	1,000	1,100	1,100
100-46-5350	Employee Recognition	17,659	19,907	24,850	24,850	25,065	40,100	40,100
100-46-5360	Education/Gen. Employee Training	2,486	4,720	10,000	10,000	5,093	15,000	15,000
100-46-5370	Safety Training	64	1,022	2,000	2,000	1,004	2,000	2,000
100-46-5400	Contract Services - General	24,527	56,010	14,100	34,100	30,025	35,000	35,000
100-46-5410	Legal Services	56,686	48,759	73,000	73,000	38,858	55,000	55,000
100-46-5420	Professional Services	-	2,286	5,000	5,000	5,000	25,000	25,000
100-46-5425	Medical Services	9,047	12,941	13,000	13,000	9,203	15,000	15,000
100-46-5630	Media Services	-	-	-	-	-	-	-
100-46-5631	Software Purchases	7,385	-	9,900	9,900	-	22,000	16,000
100-46-5721	Special Department Supplies	5,347	2,709	6,000	6,000	3,316	9,000	9,000
100-46-5740	General Supplies	565	1,223	1,100	1,100	1,561	2,000	2,000
Total Maintenance and Operations		125,179	154,877	168,340	188,340	127,981	227,370	221,370
TOTAL PERSONNEL (46)		452,071	503,406	556,931	613,126	535,044	822,414	850,461

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

Economic Development is responsible for generating and diversifying revenues for the City. Economic Development assists in 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.
7. Oversee the economic analysis and land use study for the City's opportunity study areas.
8. Work with the Chamber of Commerce to increase the number of Signal Hill businesses participating in chamber events. Collaborate with the Chamber to promote shop local incentives.
9. Monitor the Auto Center Group to support existing advertising needs via the City's electronic billboard.
10. Monitor legislation that impacts the local business community.

**GENERAL FUND PROGRAM EXPENDITURES**

				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
ECONOMIC DEVELOPMENT								
100-47-5110	Salaries & Wages - Full-time	63,507	77,308	119,442	119,442	87,093	132,987	141,630
100-47-5160	Car Allowance	361	566	900	900	957	990	990
100-47-5220	FICA Contributions	3,443	5,807	9,137	9,137	6,108	10,249	10,910
100-47-5230	Retirement Contributions	8,411	96,200	12,445	12,445	12,380	13,946	14,923
100-47-5270	Other Employee Benefits	589	510	1,576	1,576	902	1,725	1,810
100-47-5271	Defined Contribution	886	1,609	4,079	4,079	812	5,176	5,390
100-47-5272	Workers' Compensation	1,722	1,185	1,192	1,192	1,192	1,096	1,149
100-47-5273	Health Benefits	4,753	4,500	17,775	17,775	11,226	18,090	18,540
100-47-5274	Dental Benefit	-	-	-	-	-	-	-
100-47-5275	Vision Benefit	-	-	-	-	-	-	-
100-47-5276	Life Insurance Benefit	-	-	435	435	-	340	340
100-47-5280	Wellness Benefit	-	130	250	250	-	288	288
Total Salaries and Benefits		83,673	187,816	167,232	167,232	120,671	184,886	195,969
100-47-5310	Dues & Memberships	350	-	750	750	1,000	1,300	1,300
100-47-5320	Travel & Training	-	-	-	-	-	5,000	5,000
100-47-5330	Meetings	207	-	3,850	3,850	700	3,850	3,850
100-47-5340	Books & Periodicals	214	214	1,000	1,000	200	1,000	1,000
100-47-5400	Contract Services - General	136,636	133,211	730,192	768,954	100,000	578,522	253,062
100-47-5410	Legal Services	30,285	23,838	60,000	60,000	24,547	60,000	60,000
100-47-5512	Utility Services	25,025	25,875	24,000	24,000	23,748	24,000	24,000
100-47-5551	Rental of Land & Buildings Exp	492,995	-	493,545	493,545	493,545	505,405	508,806
100-47-5630	Media Services	40	-	-	-	-	-	-
100-47-5740	General Supplies	-	-	-	-	-	-	-
100-47-5840	Capital Outlay	538,835	-	-	-	-	-	-
100-47-5841	Capital Outlay - GASB 87	-	-	-	-	-	-	-
100-47-5910	Payments to Other Agencies	-	5,638	5,689	5,689	6,115	5,689	5,689
100-47-5980	Lease Interest Expense		257,043	-	-		-	-
100-47-5985	Lease Principal Expense		502,352	-	-	-	-	-
Total Maintenance and Operations		1,224,586	948,172	1,319,026	1,357,788	649,855	1,184,766	862,708
TOTAL ECONOMIC DEVELOPMENT (47)		1,308,259	1,135,987	1,486,258	1,525,020	770,526	1,369,652	1,058,677

# **2024-26 OPERATING BUDGET**

## **FINANCE & ADMINISTRATIVE SERVICES**

*Non-Departmental*

*Information Technology (IT)*

*Fiscal Services*

### **Department Description:**

The Finance and Administrative Services 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 and Administrative Services Department also plays a vital role in supporting billing and customer service operations for water customers, permit applicants, municipal fee payers, and licensing applicants, ensuring efficient and effective service delivery across various city functions. Additionally, the Finance and Administrative Services Department oversees information technology functions and non-departmental activities, and provides 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 and Administrative Services Department is organized into three programs: Non-Departmental, Information Technology, and Fiscal Services.



Department Budget Summary

Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Salaries and Benefits	1,365,020	2,124,923	1,775,816	2,318,470	2,173,673	1,940,842	1,911,524
Maintenance and Operations	2,276,236	2,629,971	3,143,953	3,325,953	3,139,616	3,166,639	3,177,174
Total Expenditures	3,641,256	4,754,894	4,919,769	5,644,423	5,313,289	5,107,481	5,088,698

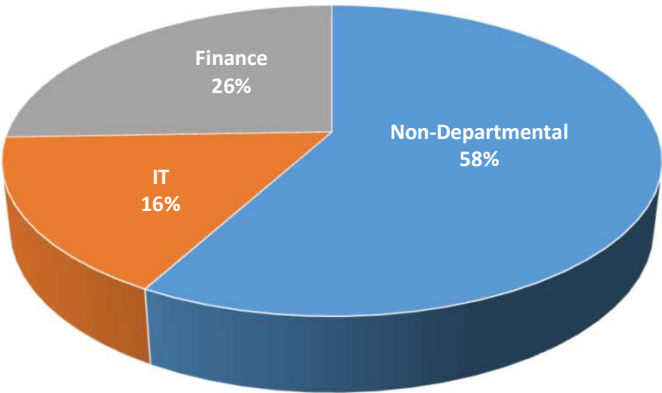
Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
Director	1.0	1.0	1.0	1.0	1.0	1.0
Deputy Director (a)	1.0	1.0	1.0	1.0	1.0	1.0
Accounting Manager (g)	0.0	0.0	0.0	1.0	1.0	0.0
Management Analyst	0.0	0.0	1.0	2.0	2.0	2.0
Senior Accountant	0.0	0.0	0.0	0.0	1.0	1.0
Accountant	1.0	1.0	1.0	1.0	0.0	0.0
Senior Account Specialist	1.0	1.0	1.0	0.0	0.0	0.0
Account Specialist I/II	1.0	1.0	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
Account Specialist	0.0	0.0	0.0	0.0	0.0	0.0
Total Positions:	5.8	5.8	6.8	7.8	7.8	6.8

(a) Currently under-filled as Accounting Manager  
(g) Temporary over-filled as Deputy Director for pending retirement

Department Expenditures by Division

	2024-25 Adopted Budget
Non-Departmental	2,962,442
IT	840,958
Finance	1,304,081
Total	5,107,481



**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, property, and equipment to protect against potential losses or damages.
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**

				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
NON-DEPARTMENTAL								
100-51-5110	Salaries & Wages - Full-time	-	-	-	-	-	-	-
100-51-5139	Compensated Absences	-	-	-	-	-	-	-
100-51-5220	FICA Contributions	-	-	-	-	(78)	-	-
100-51-5230	Retirement Contributions	18,749	4,886	15,000	515,000	515,000	20,000	20,000
100-51-5270	Other Employee Benefits	12,776	711,988	100,000	100,000	100,000	100,000	100,000
100-51-5273	Health Benefits	3,747	5,522	6,680	6,680	6,680	6,680	6,680
100-51-5290	Retiree Medical Benefit	678,390	661,888	698,245	698,245	698,245	705,000	705,000
100-51-5295	OPEB Trust - City Portion	-	-	-	-	-	-	-
100-51-5296	OPEB Vacation Usage	-	-	-	-	-	-	-
100-51-5297	PERS Vacation In-Lieu	-	-	-	-	-	-	-
Total Salaries and Benefits		713,662	1,384,284	819,925	1,319,925	1,319,847	831,680	831,680
100-51-5320	Travel & Training	-	-	-	-	-	-	-
100-51-5400	Contract Services - General	8,868	13,757	130,700	130,700	130,700	65,700	25,700
100-51-5435	Banking Services	88,628	41,522	65,363	65,363	65,363	72,000	72,000
100-51-5511	Telephone/Internet/911	138,392	133,223	154,680	154,680	118,258	138,100	147,294
100-51-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-51-5545	Small Equipment Maintenance	1,741	1,810	3,500	3,500	3,500	3,500	3,500
100-51-5552	Rental/Lease of Equipment	29,828	32,470	35,001	35,001	35,001	38,501	42,350
100-51-5610	Insurance	1,129,572	1,057,097	1,037,981	1,037,981	1,035,109	985,829	1,103,248
100-51-5635	COVID-19 Emergency Reimbursement	19,984	2,485	-	-	-	-	-
100-51-5636	Emergency Civil Unrest	-	-	-	-	-	-	-
100-51-5637	American Rescue Plan Act	-	-	-	-	-	-	-
100-51-5690	Reserved for Emergencies	-	-	-	-	-	-	-
100-51-5710	Office Supplies	7,319	8,356	9,100	9,100	9,100	9,100	9,100
100-51-5720	Postage	7,549	11,765	16,000	16,000	16,000	16,000	16,000
100-51-5900	Miscellaneous	-	-	-	-	-	-	-
100-51-5910	Payments to Other Agencies	13,646	9,457	15,069	15,069	15,394	15,069	15,069
100-51-5960	Bad Debt Expense	-	3,459	3,500	3,500	3,500	3,500	3,500
100-51-5980	Interest Expense	237,600	229,088	214,350	214,350	214,350	103,463	94,963
100-51-5985	Principal Payments	120,000	650,000	660,000	660,000	660,000	680,000	700,000
Total Maintenance and Operations		1,803,128	2,194,488	2,345,244	2,345,244	2,306,275	2,130,762	2,232,724
TOTAL NON-DEPARTMENTAL (51)		2,516,790	3,578,772	3,165,169	3,665,169	3,626,122	2,962,442	3,064,404

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

Information Technology is committed to maintaining and advancing operations, services, and communication capabilities through technology to effectively support the City's operational needs and strategic plan. This includes managing the City's centralized computer network, workstations, and other infrastructure, while also providing responsive customer service to all departments. The division also ensures the development and deployment of citywide technology infrastructure in alignment with strategic objectives, and prioritizes cybersecurity measures and data protection initiatives to safeguard City assets and information.

**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 the city's 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.
  - Implement cybersecurity measures to safeguard sensitive data and prevent cyber threats.
  - 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.
  - Conduct regular backups of critical data to ensure data integrity and disaster recovery preparedness.

**GENERAL FUND PROGRAM EXPENDITURES**

				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
IT/TECHNOLOGY								
100-52-5320	Travel & Training	-	-	-	-	-	-	-
100-52-5330	Meetings	-	-	-	-	-	-	-
100-52-5440	Technology Technical Services	90,540	89,433	118,331	118,331	118,331	118,331	118,331
100-52-5560	Repair & Maintenance Services	-	-	2,000	2,000	2,000	2,000	2,000
100-52-5570	Software Licensing & Support	65,619	(83,839)	131,626	131,626	113,486	167,667	167,000
100-52-5631	Software Purchases	-	-	-	-	-	-	-
100-52-5721	Special Department Supplies	6,576	3,424	5,000	5,000	5,000	10,000	10,000
100-52-5725	Software	43,820	49,150	50,400	50,400	50,400	50,904	55,752
100-52-5740	General Supplies	1,500	1,320	2,000	2,000	2,000	5,000	5,000
100-52-5840	Capital Outlay	45,571	229,487	326,499	498,499	310,500	487,056	388,902
Total Maintenance and Operations		253,627	288,976	635,856	807,856	601,717	840,958	746,985
TOTAL IT/TECHNOLOGY (52)		253,627	288,976	635,856	807,856	601,717	840,958	746,985

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

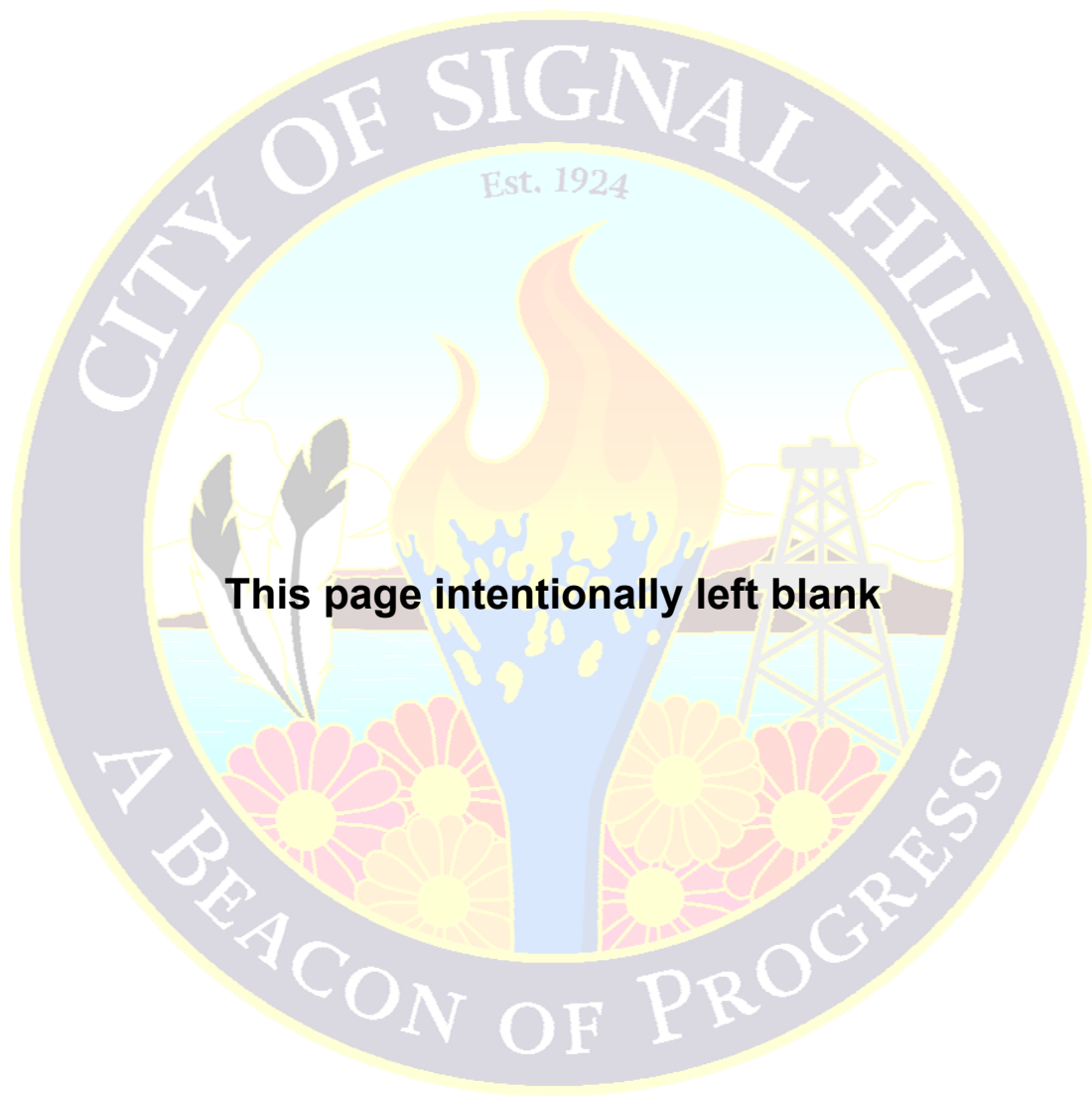
Fiscal Services administers the financial operations of the City, including service delivery to both the public and internally to all City departments. These services include accounts receivable, accounts payable, budgeting, and financial reporting for all City departments. Fiscal Services is responsible for preparing, monitoring, and periodically reporting the annual budget, the annual financial report, the investment of City funds, and debt issuance and management.

**Objectives:**

1. Complete the Annual Comprehensive Financial Report in a timely and accurate manner 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. Ensure accurate and timely financial reporting, including year-end reports, carryover reports, and mid-year budget reviews.
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**

				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
FISCAL SERVICES								
100-53-5110	Salaries & Wages - Full-time	415,314	460,106	595,454	626,689	548,989	722,822	700,772
100-53-5115	Part-time Salaries	60,318	45,855	46,888	46,888	49,040	49,581	54,142
100-53-5130	Overtime Salaries	2,039	2,304	2,900	2,900	2,758	5,000	5,000
100-53-5139	Compensated Absences	-	-	-	-	-	-	-
100-53-5160	Car Allowance	3,361	3,361	3,348	3,948	3,967	3,348	3,348
100-53-5220	FICA Contributions	33,147	35,398	46,232	48,622	42,221	56,271	54,650
100-53-5230	Retirement Contributions	44,665	39,871	52,900	55,881	46,309	65,705	65,099
100-53-5270	Other Employee Benefits	6,179	6,570	8,530	8,963	6,517	10,203	9,848
100-53-5271	Defined Contribution	8,929	7,039	10,061	10,950	8,537	16,352	14,483
100-53-5272	Workers' Compensation	15,786	63,283	63,642	63,642	63,642	58,516	61,342
100-53-5273	Health Benefits	59,989	75,252	123,828	127,778	80,094	118,306	108,310
100-53-5274	Dental Benefit	-	-	-	-	-	-	-
100-53-5275	Vision Benefit	-	-	-	-	-	-	-
100-53-5276	Life Insurance Benefit	1,380	1,349	1,410	1,503	1,503	2,112	1,902
100-53-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-53-5280	Wellness Benefit	250	250	698	781	250	948	948
Total Salaries and Benefits		651,357	740,639	955,891	998,545	853,826	1,109,162	1,079,844
100-53-5310	Dues & Memberships	615	651	1,315	1,315	1,315	1,315	1,315
100-53-5320	Travel & Training	2,750	2,534	5,050	5,050	5,050	5,050	5,050
100-53-5330	Meetings	1,043	695	2,400	2,400	2,400	2,400	2,400
100-53-5340	Books & Periodicals	35	-	100	100	100	100	100
100-53-5410	Legal Services	9,543	11,660	13,000	13,000	13,000	13,000	13,000
100-53-5420	Professional Services	109,094	67,829	83,947	83,947	77,356	105,094	106,940
100-53-5430	Audit Services	37,483	39,958	42,742	42,742	42,743	44,260	44,260
100-53-5450	Contract Professional Labor	-	17,352	10,000	20,000	85,360	19,400	20,100
100-53-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-53-5560	Repair & Maintenance Services	-	-	300	300	300	300	300
100-53-5590	Fleet Provision Charge	55,590	1,598	-	-	-	-	-
100-53-5740	General Supplies	2,996	4,231	4,000	4,000	4,001	4,000	4,000
100-53-5750	Gasoline, Oil, & Tires	333	-	-	-	-	-	-
Total Maintenance and Operations		219,480	146,508	162,854	172,854	231,624	194,919	197,465
TOTAL FISCAL SERVICES (53)		870,838	887,147	1,118,745	1,171,399	1,085,450	1,304,081	1,277,309



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# 2024-26 OPERATING BUDGET

## COMMUNITY DEVELOPMENT

*Planning*

*Neighborhood Enhancement*

*Building Safety*

*Oil Field Services*

### **Department Description:**

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

## **Department Divisions:**

Planning

Neighborhood Enhancement

Building Safety

Oil Field Services

## **Departmental Goals:**

1. Coordinate review of development projects, fast track entitlements for economic development projects, prioritize 6<sup>th</sup> Cycle Housing Element affordable 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. Assure conformance with the General Plan and relevant provisions of the Municipal Code with focus on 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. Participate in consultant selection and preparation of the Opportunity Study Areas Analysis as a foundation to updating the Land Use and Circulation Elements of the General Plan.
6. Finalize the Draft Environmental Justice Element, and the Draft Environmental Resources Element and proceed with updates to the Safety and Noise Elements. Establish a schedule to complete updates to all six General Plan Elements required by the State and to maintain "current" status for all.

Department Budget Summary

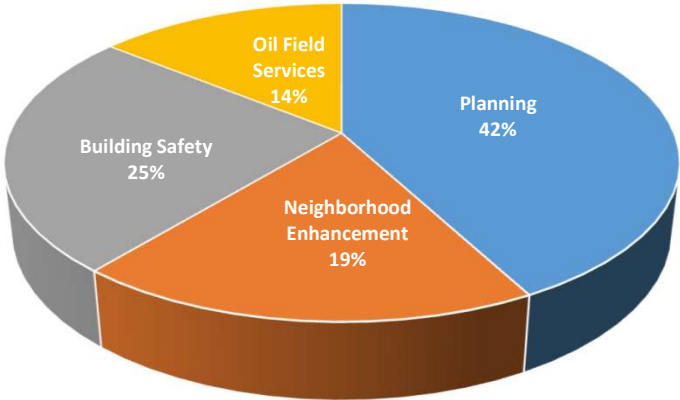
Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Salaries and Benefits	623,419	780,883	902,256	902,256	843,971	1,134,633	1,207,564
Maintenance and Operations	550,741	346,726	645,625	651,625	558,695	254,713	256,607
Total Expenditures	1,174,160	1,127,609	1,547,881	1,553,881	1,402,666	1,389,347	1,464,171

Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
Director	1.0	1.0	1.0	1.0	1.0	1.0
Planning Manager	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	0.0	0.0	0.0	0.0	0.0
Management Assistant	0.0	1.0	1.0	1.0	1.0	1.0
Associate Planner	1.0	1.0	1.0	1.0	1.0	1.0
Assistant Planner	0.0	0.0	0.0	0.0	1.0	1.0
Principal Building Inspector	0.0	0.0	1.0	1.0	1.0	1.0
Senior Building Inspector	0.0	1.0	0.0	0.0	0.0	0.0
Part-Time Code Enforcement Officer	0.0	0.0	0.0	0.0	0.5	0.5
Part-Time Permit Technician	0.0	0.5	0.5	0.5	0.5	0.5
Intern	0.2	0.2	0.2	0.2	0.0	0.0
Total Positions:	4.2	5.7	5.7	5.7	7.0	7.0

Department Expenditures by Division

	2024-25 Adopted Budget
Planning	585,817
Neighborhood Enhancement	262,004
Building Safety	344,449
Oil Field Services	197,077
Total	1,389,347



**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 and energy conservation.

**Objectives:**

1. Coordinate plan review and process entitlements for commercial, industrial and residential projects.
2. Coordinate the entitlements for economic development projects.
3. Prepare agendas and facilitate Planning Commission meetings.
4. Facilitate and attend community outreach activities for development projects, and the Housing Element.
5. Maintain and regularly update Elements of the General Plan in accordance with State requirements, implement 6th Cycle Housing Element programs, including facilitating development of affordable and economic housing projects, and prepare the General Plan Annual Progress Report.

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
PLANNING								
100-61-5110	Salaries & Wages - Full-time	209,773	231,724	255,628	255,628	249,970	353,420	377,228
100-61-5115	Part-time Salaries	7,620	129	10,658	10,658	5,342	-	-
100-61-5130	Overtime Salaries	1,358	1,090	2,000	2,000	1,200	2,000	2,000
100-61-5139	Compensated Absences	-	-	-	-	-	-	-
100-61-5150	Commission Meetings	8,542	8,888	11,800	11,800	9,000	11,800	11,800
100-61-5160	Car Allowance	2,168	2,168	2,160	2,160	2,172	1,800	1,800
100-61-5220	FICA Contributions	17,085	17,516	19,710	19,710	18,687	27,174	28,996
100-61-5230	Retirement Contributions	20,824	22,991	24,232	24,232	23,754	37,914	42,790
100-61-5270	Other Employee Benefits	3,850	4,585	3,536	3,536	3,993	4,973	5,231
100-61-5271	Defined Contribution	4,207	4,442	5,836	5,836	5,789	5,724	6,253
100-61-5272	Workers' Compensation	8,067	4,232	4,256	4,256	4,256	3,913	4,102
100-61-5273	Health Benefits	27,518	34,611	40,770	40,770	40,664	66,468	67,968
100-61-5274	Dental Benefit	-	-	-	-	-	-	-
100-61-5275	Vision Benefit	-	-	-	-	-	-	-
100-61-5276	Life Insurance Benefit	1,089	1,377	674	674	845	578	578
100-61-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-61-5280	Wellness Benefit	-	750	413	413	250	363	363
Total Salaries and Benefits		312,102	334,502	381,672	381,672	365,924	516,128	549,109
100-61-5310	Dues & Memberships	194	265	700	700	300	700	700
100-61-5315	LAFCO Charge	1,121	1,125	1,500	1,500	1,082	1,500	1,500
100-61-5320	Travel & Training	200	475	500	500	670	500	500
100-61-5330	Meetings	-	1,615	3,650	3,650	967	3,650	3,650
100-61-5340	Books & Periodicals	38	185	260	260	115	260	260
100-61-5400	Contract Services - General	239,225	149,394	439,235	439,235	400,000	17,000	17,000
100-61-5410	Legal Services	68,892	24,712	32,000	32,000	30,000	32,000	32,000
100-61-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-61-5590	Fleet Provision Charge	3,729	2,404	1,868	1,868	1,868	7,733	8,086
100-61-5630	Media Services	8,811	6,010	4,000	4,000	700	4,000	4,000
100-61-5740	General Supplies	956	1,355	2,000	8,000	8,000	2,000	2,000
100-61-5750	Gasoline, Oil & Tires	158	200	232	232	306	346	355
Total Maintenance and Operations		323,324	187,740	485,945	491,945	444,008	69,689	70,050
TOTAL PLANNING (61)		635,426	522,242	867,617	873,617	809,932	585,817	619,159

**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 resident requests for code enforcement.
2. Prepare agendas and facilitate Sustainable City Committee (SCC) meetings and coordinate SCC events.
3. Administer Sustainability and Beautification awards programs.

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
NEIGHBORHOOD ENHANCEMENT								
100-62-5110	Salaries & Wages - Full-time	74,709	87,571	100,300	100,300	93,975	156,084	167,156
100-62-5115	Part-time Salaries	-	-	4,099	4,099	1,367	-	-
100-62-5130	Overtime Salaries	877	705	1,350	1,350	1,350	1,350	1,350
100-62-5160	Car Allowance	181	181	180	180	174	540	540
100-62-5220	FICA Contributions	6,218	6,695	7,732	7,732	7,190	11,982	12,829
100-62-5230	Retirement Contributions	5,634	6,901	9,333	9,333	8,510	13,829	15,059
100-62-5270	Other Employee Benefits	727	838	1,460	1,460	964	2,181	2,291
100-62-5271	Defined Contribution	649	630	1,384	1,384	1,362	2,409	2,631
100-62-5272	Workers' Compensation	2,632	1,563	1,572	1,572	1,572	1,445	1,515
100-62-5273	Health Benefits	10,313	15,506	18,210	18,210	18,956	28,074	28,734
100-62-5274	Dental Benefit	-	-	-	-	-	-	-
100-62-5275	Vision Benefit	-	-	-	-	-	-	-
100-62-5276	Life Insurance Benefit	-	-	246	246	-	261	261
100-62-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-62-5280	Wellness Benefit	-	-	100	100	-	150	150
Total Salaries and Benefits		101,940	120,589	145,968	145,968	135,421	218,303	232,516
100-62-5310	Dues & Memberships	-	-	100	100	100	100	100
100-62-5320	Travel & Training	25	700	750	750	-	750	750
100-62-5330	Meetings	206	246	6,100	6,100	701	6,100	6,100
100-62-5340	Books & Periodicals	-	100	100	100	-	100	100
100-62-5400	Contract Services - General	27,587	4,950	5,000	5,000	-	5,000	5,000
100-62-5410	Legal Services	2,192	20,049	25,000	25,000	5,000	25,000	25,000
100-62-5590	Fleet Provision Charge	2,591	1,671	1,298	1,298	1,298	5,374	5,619
100-62-5740	General Supplies	166	770	1,000	1,000	1,000	1,000	1,000
100-62-5750	Gasoline, Oil, & Tires	127	160	185	185	245	277	284
Total Maintenance and Operations		32,895	28,646	39,534	39,534	8,344	43,701	43,953
TOTAL NEIGHBORHOOD ENHANCEMENT (62)		134,835	149,235	185,502	185,502	143,765	262,004	276,468

**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 lead private property and building code enforcement efforts.
5. Annually conduct inspections and prepare reports for facilities with Institutional Permits.
6. Regularly update the building and related codes in response to State requirements.



**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
BUILDING SAFETY								
100-63-5110	Salaries & Wages - Full-time	64,154	107,900	120,225	120,225	117,737	125,091	132,591
100-63-5115	Part-time Salaries	-	16,695	20,804	20,804	6,935	54,751	58,955
100-63-5130	Overtime Salaries	316	276	475	475	475	475	475
100-63-5160	Car Allowance	361	361	360	360	362	360	360
100-63-5220	FICA Contributions	5,154	8,575	9,499	9,499	9,064	10,391	11,026
100-63-5230	Retirement Contributions	5,046	8,475	11,578	11,578	9,802	11,075	11,977
100-63-5270	Other Employee Benefits	634	1,046	1,739	1,739	1,163	1,778	1,857
100-63-5271	Defined Contribution	730	762	1,058	1,058	1,048	1,187	1,296
100-63-5272	Workers' Compensation	1,761	1,830	1,840	1,840	1,840	1,692	1,774
100-63-5273	Health Benefits	10,754	18,986	22,560	22,560	21,103	22,281	22,701
100-63-5274	Dental Benefit	-	-	-	-	-	-	-
100-63-5275	Vision Benefit	-	-	-	-	-	-	-
100-63-5276	Life Insurance Benefit	-	-	195	195	-	155	155
100-63-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-63-5280	Wellness Benefit	-	-	75	75	-	75	75
Total Salaries and Benefits		88,909	164,905	190,409	190,409	169,529	229,310	243,242
100-63-5310	Dues & Memberships	474	-	700	700	570	700	700
100-63-5320	Travel & Training	-	-	2,000	2,000	600	2,000	2,000
100-63-5340	Books & Periodicals	108	1,596	1,300	1,300	100	1,300	1,300
100-63-5400	Contract Services - General	93,257	21,800	3,500	3,500	38,500	3,500	3,500
100-63-5410	Legal Services	1,755	931	3,000	3,000	550	3,000	3,000
100-63-5421	Plan Check Professional Service	80,784	82,807	75,000	75,000	35,000	75,000	75,000
100-63-5422	Building Code Enforcement	2,025	-	3,000	3,000	1,000	3,000	3,000
100-63-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-63-5570	Software Licensing & Support	800	-	6,120	6,120	5,000	6,120	6,120
100-63-5590	Fleet Provision Charge	8,911	5,745	4,465	4,465	4,465	18,480	19,323
100-63-5620	Communications	-	-	-	-	-	-	-
100-63-5740	General Supplies	213	1,616	1,000	1,000	1,000	1,000	1,000
100-63-5750	Gasoline, Oil, & Tires	475	601	695	695	917	1,039	1,065
Total Maintenance and Operations		188,803	115,097	100,780	100,780	87,703	115,139	116,008
TOTAL BUILDING SAFETY (63)		277,712	280,002	291,189	291,189	257,231	344,449	359,250

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

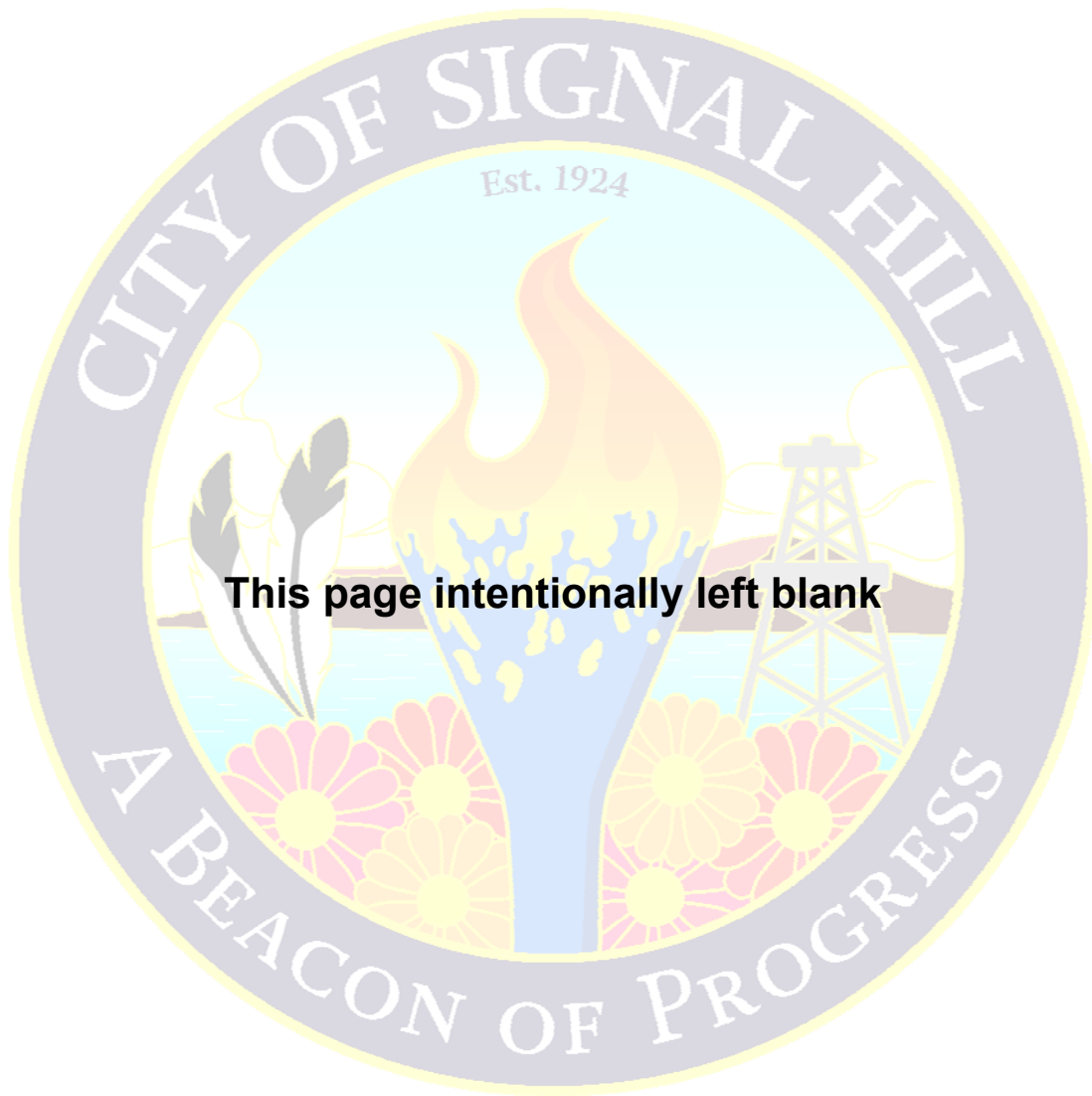
Oil Field Services includes oversight and coordination with the Planning Services Division for compliance with provisions of the City's Oil and Gas Code including development of properties with abandoned oil wells, citywide and site specific methane assessment and mitigation measures, inspection of oil 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. Annually conduct inspections of active oil and gas facilities and ensure compliance with the City's Oil and Gas Code and State regulatory agencies.
3. Rapidly respond to neighborhood complaint-initiated inspections of facilities and operations for noise, odor, maintenance, landscape, etc.

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
OIL FIELD SERVICES								
100-64-5110	Salaries & Wages - Full-time	86,889	113,131	125,404	125,404	122,402	117,146	126,101
100-64-5115	Part-time Salaries	-	5,565	7,481	7,481	2,494	6,593	6,922
100-64-5130	Overtime Salaries	450	365	675	675	675	675	675
100-64-5160	Car Allowance	903	903	900	900	905	900	900
100-64-5220	FICA Contributions	6,916	8,543	9,702	9,702	9,078	9,126	9,816
100-64-5230	Retirement Contributions	7,090	9,136	12,260	12,260	11,138	10,948	11,948
100-64-5270	Other Employee Benefits	854	1,084	1,750	1,750	1,211	1,607	1,698
100-64-5271	Defined Contribution	1,710	1,801	2,303	2,303	2,283	2,547	2,783
100-64-5272	Workers' Compensation	2,989	1,919	1,930	1,930	1,930	1,774	1,860
100-64-5273	Health Benefits	12,667	18,439	21,360	21,360	20,982	19,197	19,617
100-64-5274	Dental Benefit	-	-	-	-	-	-	-
100-64-5275	Vision Benefit	-	-	-	-	-	-	-
100-64-5276	Life Insurance Benefit	-	-	279	279	-	215	215
100-64-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-64-5280	Wellness Benefit	-	-	163	163	-	163	163
Total Salaries and Benefits		120,468	160,886	184,207	184,207	173,097	170,892	182,698
100-64-5320	Travel & Training	-	500	500	500	-	500	500
100-64-5330	Meetings	-	104	100	100	-	100	100
100-64-5340	Books & Periodicals	-	153	200	200	-	200	200
100-64-5400	Contract Services - General	578	4,311	6,000	6,000	6,000	6,000	6,000
100-64-5410	Legal Services	1,887	7,127	10,000	10,000	10,000	10,000	10,000
100-64-5590	Fleet Provision Charge	3,097	2,748	2,135	2,135	2,135	8,838	9,241
100-64-5740	General Supplies	-	100	200	200	200	200	200
100-64-5750	Gasoline, Oil, & Tires	158	200	232	232	306	346	355
Total Maintenance and Operations		5,719	15,243	19,367	19,367	18,641	26,184	26,596
TOTAL OIL FIELD SERVICES (64)		126,188	176,130	203,574	203,574	191,739	197,077	209,294



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# 2024-26 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. The Police Department strives to be compassionate to everyone on a daily basis and assist in any way possible. 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

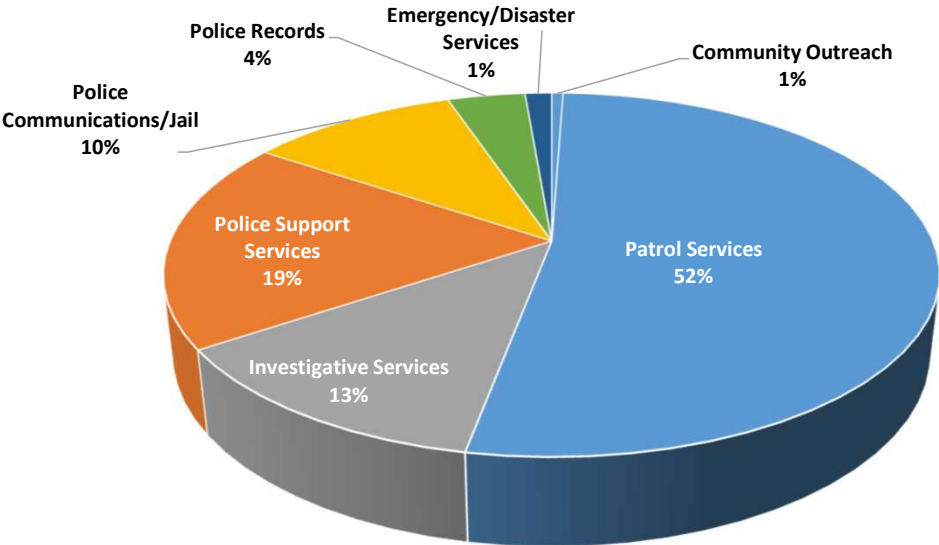
Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Salaries and Benefits	8,765,751	8,904,662	10,799,084	10,799,084	9,691,386	12,368,493	12,871,325
Maintenance and Operations	1,296,318	3,099,184	2,104,923	2,298,573	2,254,593	1,579,801	1,754,251
Total Expenditures	10,062,070	12,003,847	12,904,007	13,097,657	11,945,979	13,948,294	14,625,576

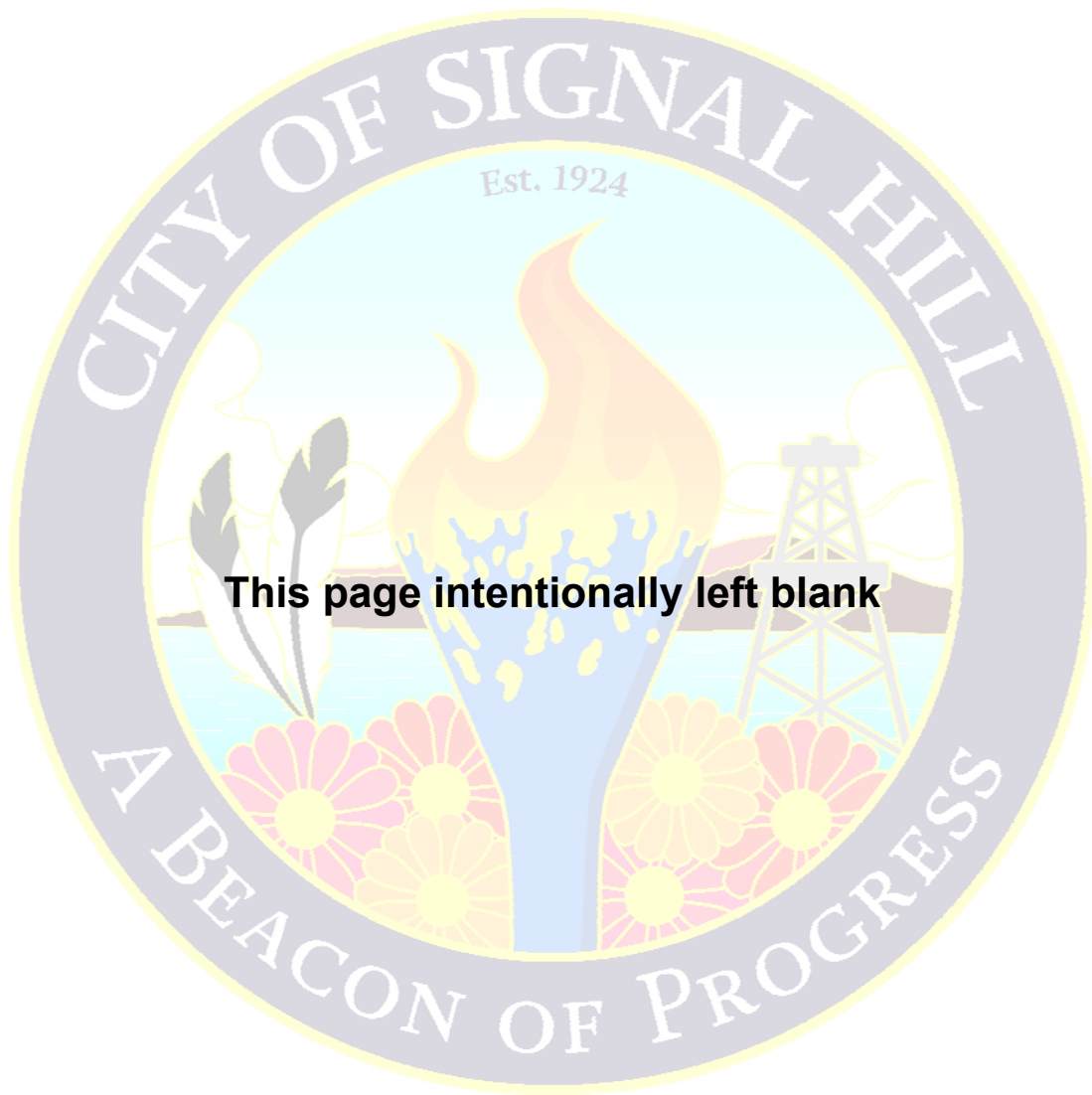
Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
Police Department All Divisions	52.7	52.7	53.2	53.2	53.2	53.2
Total Positions:	52.7	52.7	53.2	53.2	53.2	53.2
Total Sworn	33.0	33.0	33.0	35.0	35.0	35.0
Total Non-Sown	19.7	19.7	20.2	18.2	18.2	18.2

Department Expenditures by Division

	2024-25 Adopted Budget
Community Outreach	78,407
Patrol Services	7,309,656
Investigative Services	1,760,990
Police Support Services	2,624,332
Police Communications/Jail	1,451,691
Police Records	538,229
Emergency/Disaster Services	184,988
Total	13,948,293





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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, Juvenile Diversion, National Night Out, Holiday Outreach, the Police Community Volunteer 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. CERT Training
  - c. Holiday Outreach Program
  - d. National Night Out
  - e. Police Department Open House
  - f. Annual Report publication
  - g. Juvenile Diversion
  - h. Disaster Preparedness
  - i. Neighborhood Watch Program

Department Budget Summary

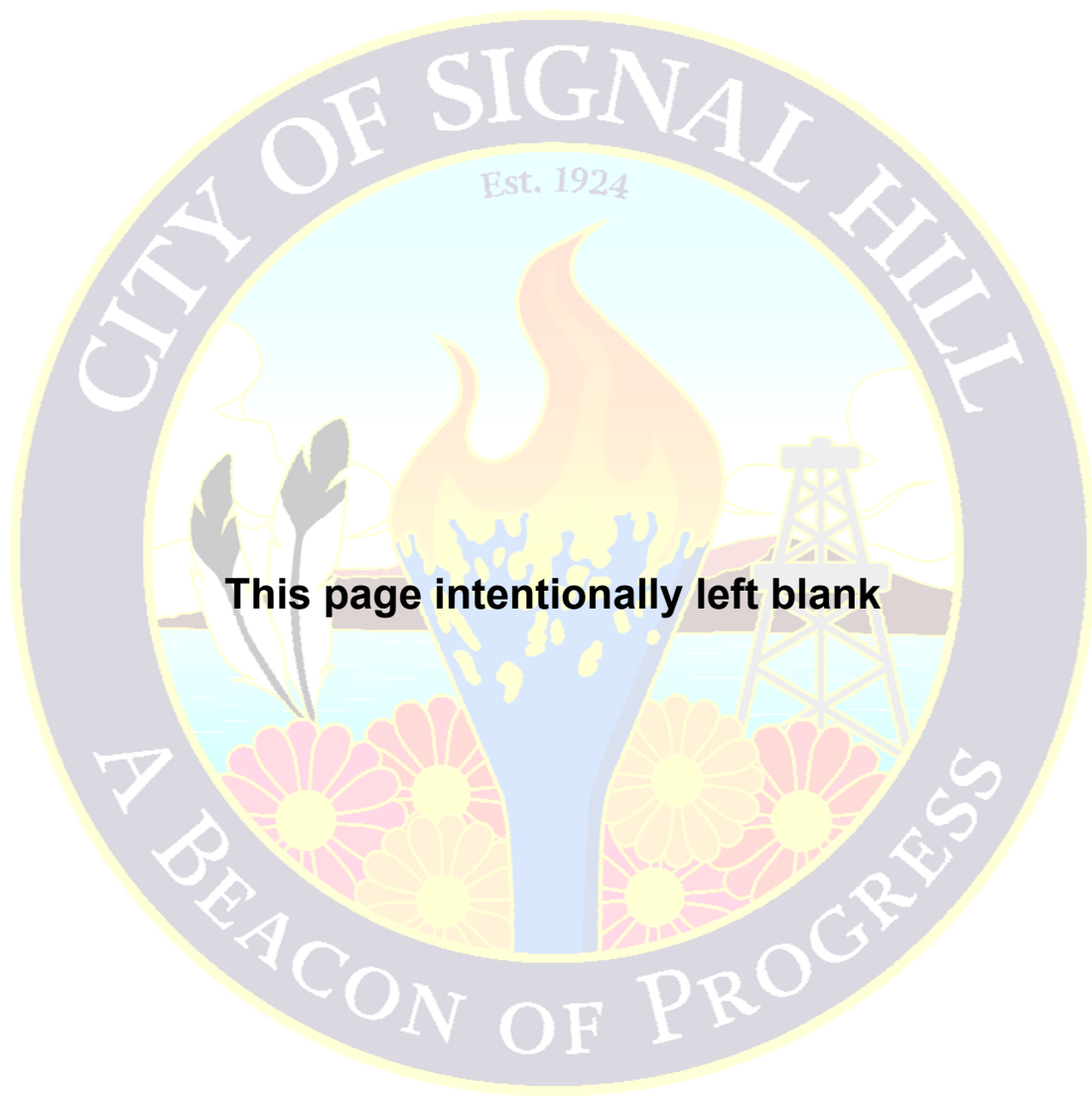
Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Police Community Outreach (71)							
Salaries and Benefits	4,576	10,715	36,230	36,230	42,872	39,801	41,393
Maintenance and Operations	25,235	27,047	33,888	33,888	24,585	38,606	39,642
Total Expenditures	29,811	37,762	70,118	70,118	67,457	78,407	81,035

Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
	-	-	-	-	-	-
Total Positions:	-	-	-	-	-	-

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
COMMUNITY OUTREACH								
100-71-5110	Salaries & Wages - Full-time	-	-	-	-	-	-	-
100-71-5130	Overtime Salaries	4,461	10,165	36,230	36,230	39,172	39,801	41,393
100-71-5220	FICA Contributions	10	148	-	-	307	-	-
100-71-5230	Retirement Contributions	61	186	-	-	1,716	-	-
100-71-5270	Other Employee Benefits	2	8	-	-	61	-	-
100-71-5271	Defined Contribution	-	-	-	-	-	-	-
100-71-5273	Health Benefits	41	208	-	-	1,617	-	-
100-71-5274	Dental Benefit	-	-	-	-	-	-	-
100-71-5275	Vision Benefit	-	-	-	-	-	-	-
100-71-5276	Life Insurance Benefit	-	-	-	-	-	-	-
Total Salaries and Benefits		4,576	10,715	36,230	36,230	42,872	39,801	41,393
100-71-5320	Travel & Training	-	-	500	500	(150)	500	500
100-71-5330	Meetings	-	165	3,100	3,100	316	3,100	3,100
100-71-5400	Contract Services - General	-	-	-	-	-	-	-
100-71-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-71-5590	Fleet Provision Charge	20,224	18,623	14,473	14,473	14,473	19,977	20,888
100-71-5730	Uniform Equipment & Supplies	-	-	2,000	2,000	-	2,000	2,000
100-71-5740	General Supplies	399	3,826	8,000	8,000	5,748	8,000	8,000
100-71-5750	Gasoline, Oil, & Tires	4,612	4,433	5,815	5,815	4,198	5,029	5,155
Total Maintenance and Operations		25,235	27,047	33,888	33,888	24,585	38,606	39,642
TOTAL COMMUNITY OUTREACH (71)		29,811	37,762	70,118	70,118	67,457	78,407	81,035



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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 residents 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	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
<b>Patrol Services (72)</b>							
Salaries and Benefits	5,189,916	4,861,087	6,014,710	6,014,710	5,655,377	6,733,346	7,041,839
Maintenance and Operations	525,460	2,478,248	1,207,088	1,242,088	1,219,994	576,310	740,472
<b>Total Expenditures</b>	<b>5,715,375</b>	<b>7,339,335</b>	<b>7,221,798</b>	<b>7,256,798</b>	<b>6,875,371</b>	<b>7,309,656</b>	<b>7,782,311</b>

## Departmental Staffing Levels

	Sworn	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
Police Sergeant (b)	S	4.0	4.0	4.0	4.0	4.0	4.0
Senior Police Officer (h)	S	4.0	4.0	4.0	4.0	0.0	0.0
Police Corporal (h)	S	0.0	0.0	0.0	0.0	4.0	4.0
Homeless Liaison Officer (c)	S	1.0	1.0	1.0	1.0	1.0	1.0
Police Officer	S	13.0	13.0	13.0	15.0	15.0	15.0
Police Traffic Officer	S	2.0	2.0	2.0	2.0	2.0	2.0
Police Recruit Officer		2.0	2.0	2.0	0.0	0.0	0.0
Parking Control		0.7	0.7	0.7	0.7	0.7	0.7
<b>Total Positions:</b>		<b>26.7</b>	<b>26.7</b>	<b>26.7</b>	<b>26.7</b>	<b>26.7</b>	<b>26.7</b>
<b>Total Sworn (S)</b>		<b>24.0</b>	<b>24.0</b>	<b>24.0</b>	<b>26.0</b>	<b>26.0</b>	<b>26.0</b>
<b>Total Non-Sworn</b>		<b>2.7</b>	<b>2.7</b>	<b>2.7</b>	<b>0.7</b>	<b>0.7</b>	<b>0.7</b>

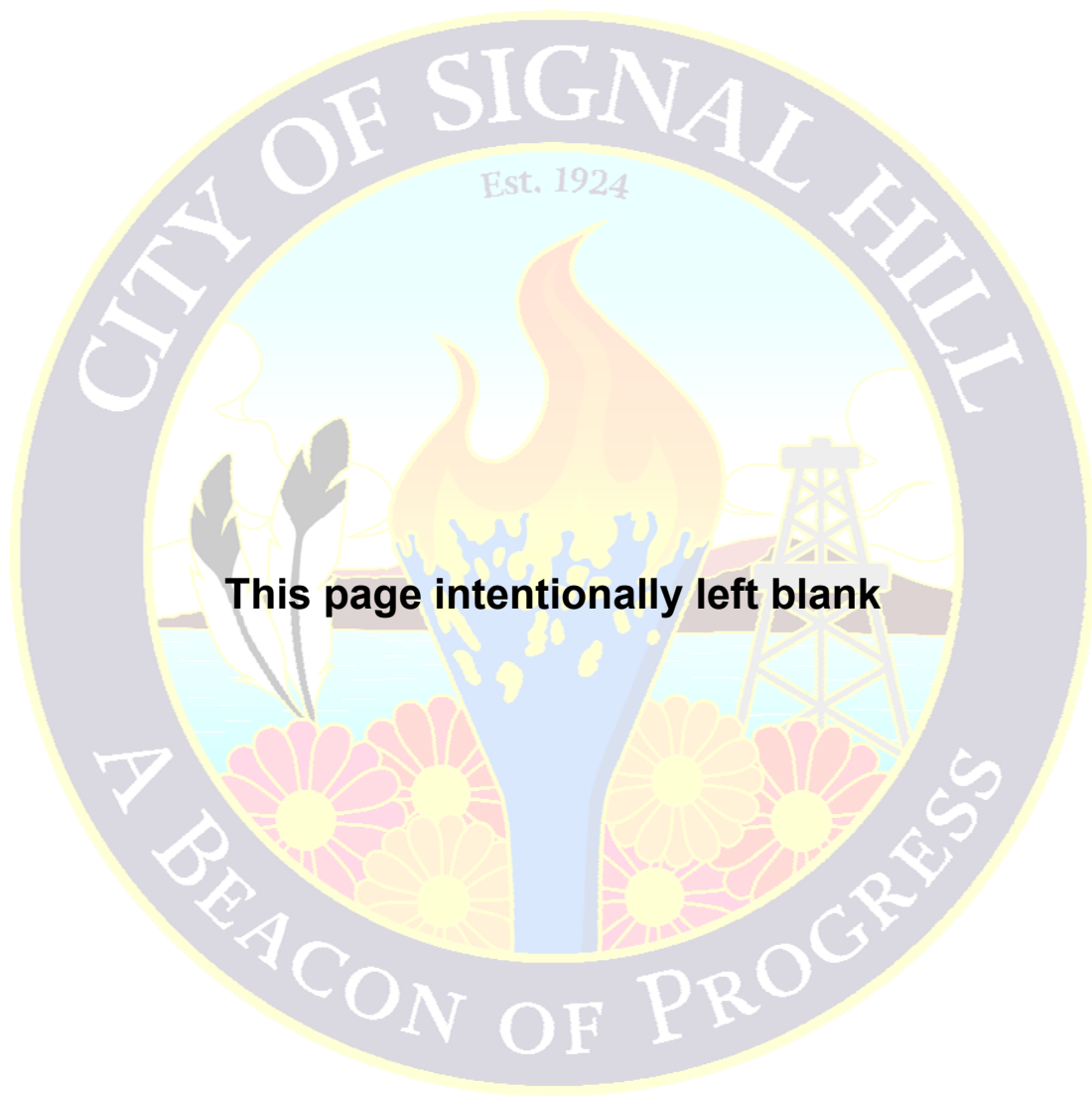
(b) Correction - Erroneously recorded as 5 in FY 2021-22; Administrative Sgt located in Support Services

(c) Homeless Liaison Officer identified separately from Police Officer beginning with FY 2021-22

(h) As of FY 24-25, Senior Police Officer classified as Police Corporal

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
PATROL SERVICES								
100-72-5110	Salaries & Wages - Full-time	2,777,298	2,605,748	3,421,916	3,421,916	3,006,449	3,750,643	3,976,562
100-72-5115	Part-time Salaries	8,817	17,164	20,667	20,667	15,978	21,506	22,578
100-72-5130	Overtime Salaries	348,050	337,559	232,964	232,964	494,362	247,058	256,941
100-72-5131	Court Overtime Salaries	29,251	32,092	42,229	42,229	20,832	43,148	46,575
100-72-5132	Briefing Overtime Salaries	43,221	34,750	41,039	41,039	41,039	43,522	45,263
100-72-5133	Emergency Overtime Salaries	14,978	190	-	-	-	-	-
100-72-5139	Compensated Absences	-	-	-	-	-	-	-
100-72-5140	Special Functions Salaries	-	-	-	-	-	-	-
100-72-5170	Uniform Allowance	20,906	17,422	24,975	24,975	16,045	24,975	24,975
100-72-5220	FICA Contributions	53,660	48,623	50,280	50,280	68,540	59,282	62,849
100-72-5225	PARS Contributions	-	-	-	-	-	-	-
100-72-5230	Retirement Contributions	1,122,851	1,151,603	1,375,319	1,375,319	1,309,598	1,748,279	1,792,154
100-72-5270	Other Employee Benefits	16,704	14,371	23,895	23,895	16,665	23,942	23,942
100-72-5271	Defined Contribution	-	-	-	-	-	-	-
100-72-5272	Workers' Compensation	400,739	277,841	279,416	279,416	279,416	256,910	269,320
100-72-5273	Health Benefits	351,299	321,711	499,500	499,500	385,230	512,040	518,640
100-72-5274	Dental Benefit	-	-	-	-	-	-	-
100-72-5275	Vision Benefit	-	-	-	-	-	-	-
100-72-5276	Life Insurance Benefit	2,141	2,013	2,511	2,511	1,224	2,041	2,041
100-72-5277	Other Optional Benefit	-	-	-	-	-	-	-
Total Salaries and Benefits		5,189,916	4,861,087	6,014,710	6,014,710	5,655,377	6,733,346	7,041,839
100-72-5310	Dues & Memberships	-	1,150	1,150	1,150	1,150	1,150	1,200
100-72-5320	Travel & Training	20,854	30,241	36,700	36,700	35,760	36,700	39,200
100-72-5330	Meetings	34	22	200	200	91	200	200
100-72-5340	Books & Periodicals	439	-	450	450	200	450	450
100-72-5400	Contract Services - General	87,330	136,663	100,432	100,432	100,378	109,183	114,042
100-72-5511	Telephone	5,769	7,586	6,500	6,500	6,455	9,100	9,400
100-72-5540	Vehicle Maintenance	84	-	-	-	-	-	-
100-72-5590	Fleet Provision Charge	255,322	235,118	182,719	182,719	182,719	252,206	263,705
100-72-5721	Special Department Supplies	9,370	15,965	16,500	16,500	23,500	21,500	22,000
100-72-5730	Uniforms	16,921	19,728	26,700	26,700	26,700	31,700	27,000
100-72-5740	General Supplies	14,375	21,123	14,900	19,900	19,900	28,000	15,000
100-72-5750	Gasoline, Oil, & Tires	78,986	75,918	99,590	99,590	71,894	86,122	88,275
100-72-5840	Capital Outlay	35,977	1,934,733	721,247	751,247	751,247	-	160,000
Total Maintenance and Operations		525,460	2,478,248	1,207,088	1,242,088	1,219,994	576,310	740,472
TOTAL PATROL SERVICES (72)		5,715,375	7,339,335	7,221,798	7,256,798	6,875,371	7,309,656	7,782,311



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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 property crimes.
2. Have a 75% clearance rate of all Part I crimes against persons.
3. Maintain a continuous cycle of retention of destruction of property and evidence.

## Department Budget Summary

Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
<b>Investigative Services (73)</b>							
Salaries and Benefits	1,130,281	1,356,924	1,541,346	1,541,346	1,283,796	1,692,863	1,734,068
Maintenance and Operations	66,315	60,828	56,902	56,902	53,125	68,127	69,569
<b>Total Expenditures</b>	<b>1,196,596</b>	<b>1,417,751</b>	<b>1,598,248</b>	<b>1,598,248</b>	<b>1,336,920</b>	<b>1,760,990</b>	<b>1,803,637</b>

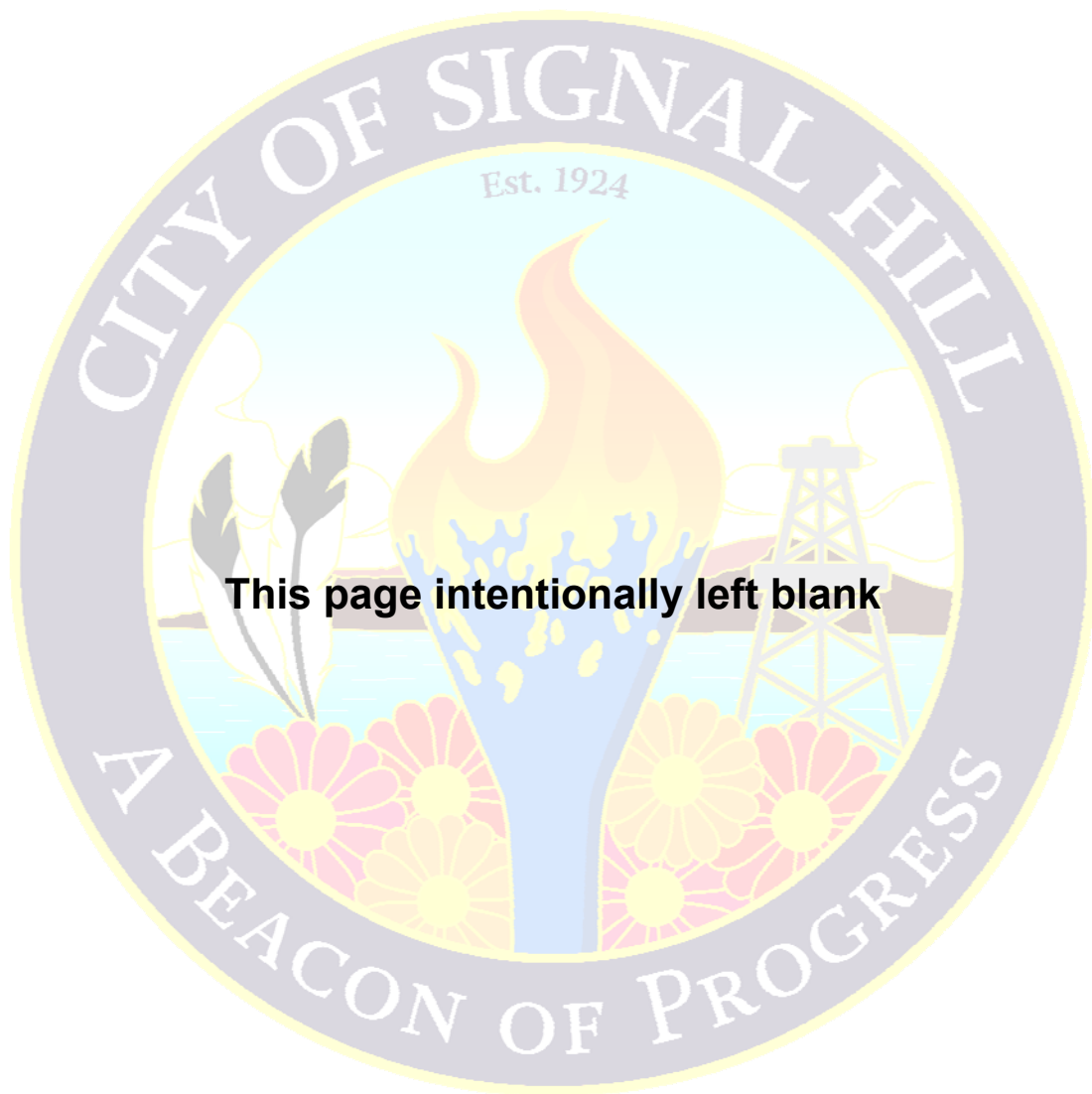
## Departmental Staffing Levels

	Sworn	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
Detective Sergeant	S	1.0	1.0	1.0	1.0	1.0	1.0
Sr Police Officer/Detective (h)	S	1.0	1.0	1.0	1.0	0.0	0.0
Police Corporal/Detective (h)	S	0.0	0.0	0.0	0.0	1.0	1.0
Detective	S	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>
<b>Total Sworn (S)</b>		<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>
<b>Total Non-Sworn</b>		<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>

(h) As of FY 24-25, Senior Police Officer classified as Police Corporal

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
INVESTIGATIVE SERVICES								
100-73-5110	Salaries & Wages - Full-time	646,540	614,467	664,603	664,603	468,523	719,426	749,309
100-73-5130	Overtime Salaries	50,048	59,879	46,128	46,128	82,815	48,919	50,875
100-73-5131	Court Overtime Salaries	1,417	-	-	-	171	-	-
100-73-5139	Compensated Absences	-	-	-	-	-	-	-
100-73-5140	Special Functions Salaries	-	-	-	-	-	-	-
100-73-5170	Uniform Allowance	4,042	3,715	3,700	3,700	2,108	3,700	3,700
100-73-5220	FICA Contributions	15,435	14,233	14,490	14,490	13,322	16,765	17,459
100-73-5230	Retirement Contributions	263,800	520,162	653,762	653,762	608,233	750,750	755,582
100-73-5270	Other Employee Benefits	4,050	3,812	4,702	4,702	2,476	4,733	4,779
100-73-5271	Defined Contribution	-	-	-	-	-	-	-
100-73-5272	Workers' Compensation	71,591	58,067	58,396	58,396	58,396	53,692	56,286
100-73-5273	Health Benefits	72,844	82,105	95,100	95,100	47,536	94,500	95,700
100-73-5274	Dental Benefit	-	-	-	-	-	-	-
100-73-5275	Vision Benefit	-	-	-	-	-	-	-
100-73-5276	Life Insurance Benefit	514	483	465	465	217	378	378
100-73-5277	Other Optional Benefit	-	-	-	-	-	-	-
Total Salaries and Benefits		1,130,281	1,356,924	1,541,346	1,541,346	1,283,796	1,692,863	1,734,068
100-73-5310	Dues & Memberships	115	240	400	400	400	400	400
100-73-5320	Travel & Training	2,708	6,150	6,000	6,000	3,581	7,000	7,000
100-73-5330	Meetings	-	-	200	200	-	200	200
100-73-5340	Books & Periodicals	-	-	-	-	207	250	250
100-73-5400	Contract Services - General	23,267	9,106	15,500	15,500	15,500	16,700	16,700
100-73-5511	Telephone	3,485	3,670	2,400	2,400	2,619	3,600	3,750
100-73-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-73-5590	Fleet Provision Charge	26,733	24,617	19,131	19,131	19,131	26,407	27,611
100-73-5721	Special Department Supplies	-	-	1,000	1,000	1,000	1,000	1,000
100-73-5730	Uniforms	1,334	-	350	350	601	1,200	1,200
100-73-5740	General Supplies	4,276	13,940	7,850	7,850	7,146	7,850	7,850
100-73-5750	Gasoline, Oil, & Tires	4,397	3,103	4,071	4,071	2,939	3,520	3,608
Total Maintenance and Operations		66,315	60,828	56,902	56,902	53,125	68,127	69,569
TOTAL INVESTIGATIVE SERVICES (73)		1,196,596	1,417,751	1,598,248	1,598,248	1,336,920	1,760,990	1,803,637



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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 residents' complaints within a sixty-day period.
3. Implement recruitment and retention strategies to fill vacant department positions.
4. Continue to expand the department Wellness program.

## Department Budget Summary

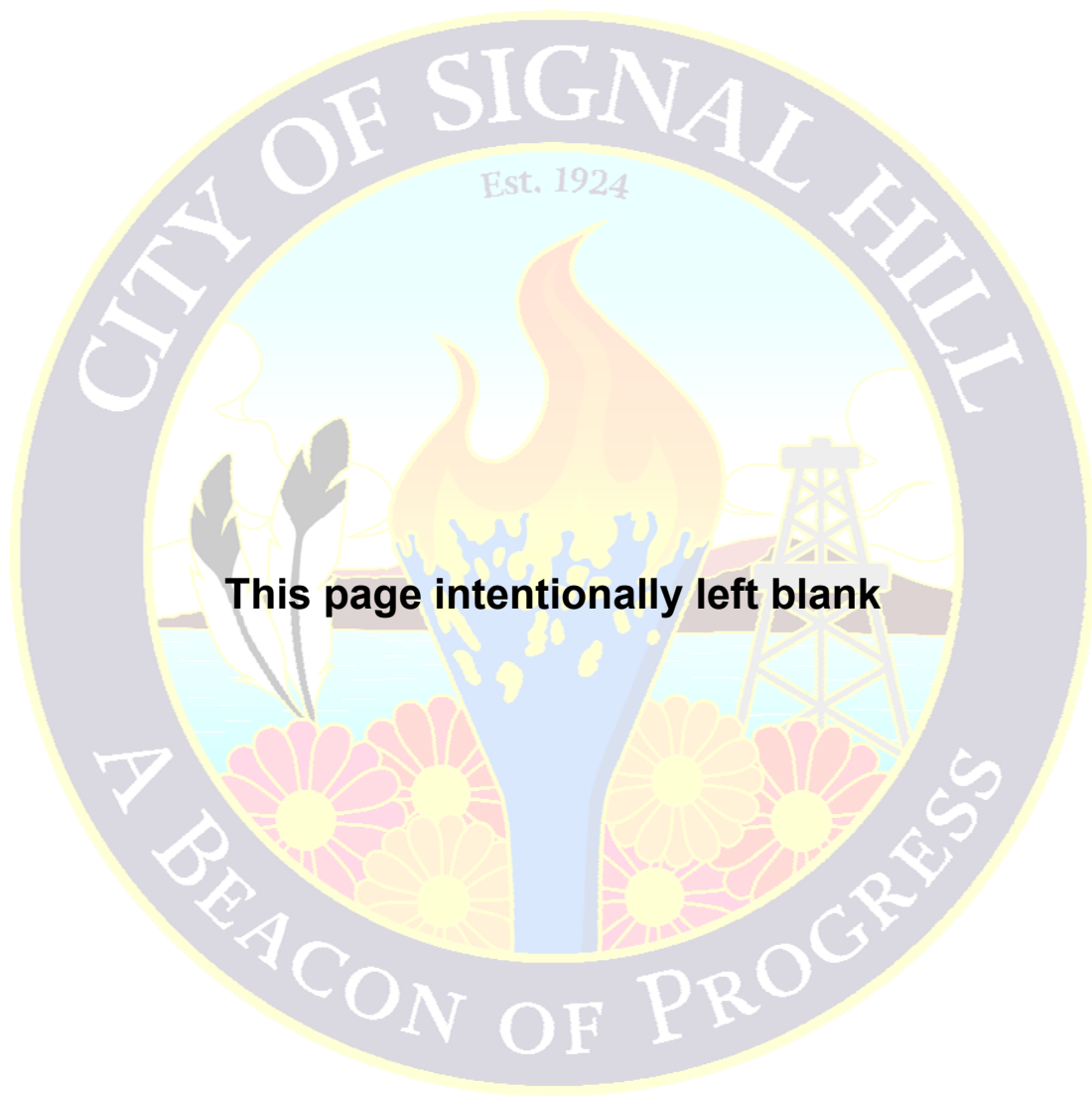
Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
<b>Police Support Services (74)</b>							
Salaries and Benefits	1,445,653	1,481,539	1,625,279	1,625,279	1,409,660	1,987,275	2,056,812
Maintenance and Operations	458,486	310,078	559,780	567,780	577,261	637,057	642,606
<b>Total Expenditures</b>	<b>1,904,139</b>	<b>1,791,618</b>	<b>2,185,060</b>	<b>2,193,060</b>	<b>1,986,922</b>	<b>2,624,332</b>	<b>2,699,417</b>

## Departmental Staffing Levels

	Sworn	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
Chief of Police	S	1.0	1.0	1.0	1.0	1.0	1.0
Captain	S	1.0	1.0	1.0	1.0	1.0	1.0
Lieutenant	S	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Sergeant	S	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Support Services Manager		1.0	1.0	1.0	1.0	1.0	1.0
Management Assistant		1.0	1.0	1.0	1.0	1.0	1.0
Assistant to Police Chief		0.0	0.0	0.0	0.0	0.0	0.0
<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>
<b>Total Sworn (S)</b>		<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>
<b>Total Non-Sworn</b>		<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>

**GENERAL FUND PROGRAM EXPENDITURES**

				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
POLICE SUPPORT SERVICES								
100-74-5110	Salaries & Wages - Full-time	693,256	802,519	960,857	960,857	860,288	1,041,867	1,095,824
100-74-5115	Part-time Salaries	-	-	-	-	-	-	-
100-74-5130	Overtime Salaries	-	154	-	-	3,985	1,020	1,020
100-74-5139	Compensated Absences	-	-	-	-	-	-	-
100-74-5140	Special Functions Salaries	-	-	-	-	-	-	-
100-74-5170	Uniform Allowance	2,078	2,355	3,700	3,700	3,099	3,700	3,700
100-74-5220	FICA Contributions	16,921	23,022	25,420	25,420	26,269	27,870	29,809
100-74-5230	Retirement Contributions	611,964	481,282	391,354	391,354	337,467	690,218	696,510
100-74-5270	Other Employee Benefits	4,263	5,320	9,937	9,937	6,300	7,925	8,038
100-74-5271	Defined Contribution	15,578	9,298	22,782	22,782	6,630	24,912	26,092
100-74-5272	Workers' Compensation	42,039	81,832	82,296	82,296	82,296	75,668	79,323
100-74-5273	Health Benefits	56,737	73,217	124,800	124,800	82,005	110,880	113,280
100-74-5274	Dental Benefit	-	-	-	-	-	-	-
100-74-5275	Vision Benefit	-	-	-	-	-	-	-
100-74-5276	Life Insurance Benefit	1,817	1,541	2,883	2,883	1,071	1,966	1,966
100-74-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-74-5280	Wellness Benefit	1,000	1,000	1,250	1,250	250	1,250	1,250
Total Salaries and Benefits		1,445,653	1,481,539	1,625,279	1,625,279	1,409,660	1,987,275	2,056,812
100-74-5310	Dues & Memberships	3,005	2,819	2,000	2,000	2,000	2,275	2,275
100-74-5320	Travel & Training	3,868	6,792	6,500	6,500	6,508	8,500	8,500
100-74-5330	Meetings	904	782	4,100	4,100	943	4,100	4,100
100-74-5340	Books & Periodicals	575	115	500	500	500	700	700
100-74-5400	Contract Services - General	221,478	166,273	248,891	248,891	248,891	277,391	277,391
100-74-5410	Legal Services	47,806	36,971	60,000	60,000	59,598	60,000	60,000
100-74-5440	IT Services	90,540	89,019	103,331	103,331	103,331	103,331	108,755
100-74-5511	Telephone	4,021	2,820	3,600	3,600	3,600	19,800	20,800
100-74-5540	Vehicle Maintenance	1,790	1,924	1,250	1,250	2,193	2,000	2,000
100-74-5560	Repair & Maintenance Services	1,075	12,076	16,000	16,000	16,000	16,000	16,000
100-74-5570	Software Licensing & Support	15,167	(75,386)	48,892	48,892	72,892	64,479	60,936
100-74-5590	Fleet Provision Charge	54,983	50,632	39,348	39,348	39,348	54,312	56,788
100-74-5721	Special Department Supplies	69	-	500	500	500	500	500
100-74-5740	General Supplies	5,945	8,480	16,000	24,000	14,316	16,000	16,000
100-74-5750	Gasoline, Oil, & Tires	7,261	6,761	8,868	8,868	6,641	7,669	7,861
100-74-5840	Capital Outlay	-	-	-	-	-	-	-
Total Maintenance and Operations		458,486	310,078	559,780	567,780	577,261	637,057	642,606
TOTAL POLICE SUPPORT SERVICES (74)		1,904,139	1,791,618	2,185,060	2,193,060	1,986,922	2,624,332	2,699,417



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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 two 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	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Police Communications (75)							
Salaries and Benefits	651,274	796,730	995,562	995,562	855,380	1,293,299	1,341,973
Maintenance and Operations	141,339	142,921	150,679	190,679	187,039	158,392	159,160
Total Expenditures	792,612	939,650	1,146,242	1,186,242	1,042,420	1,451,691	1,501,132

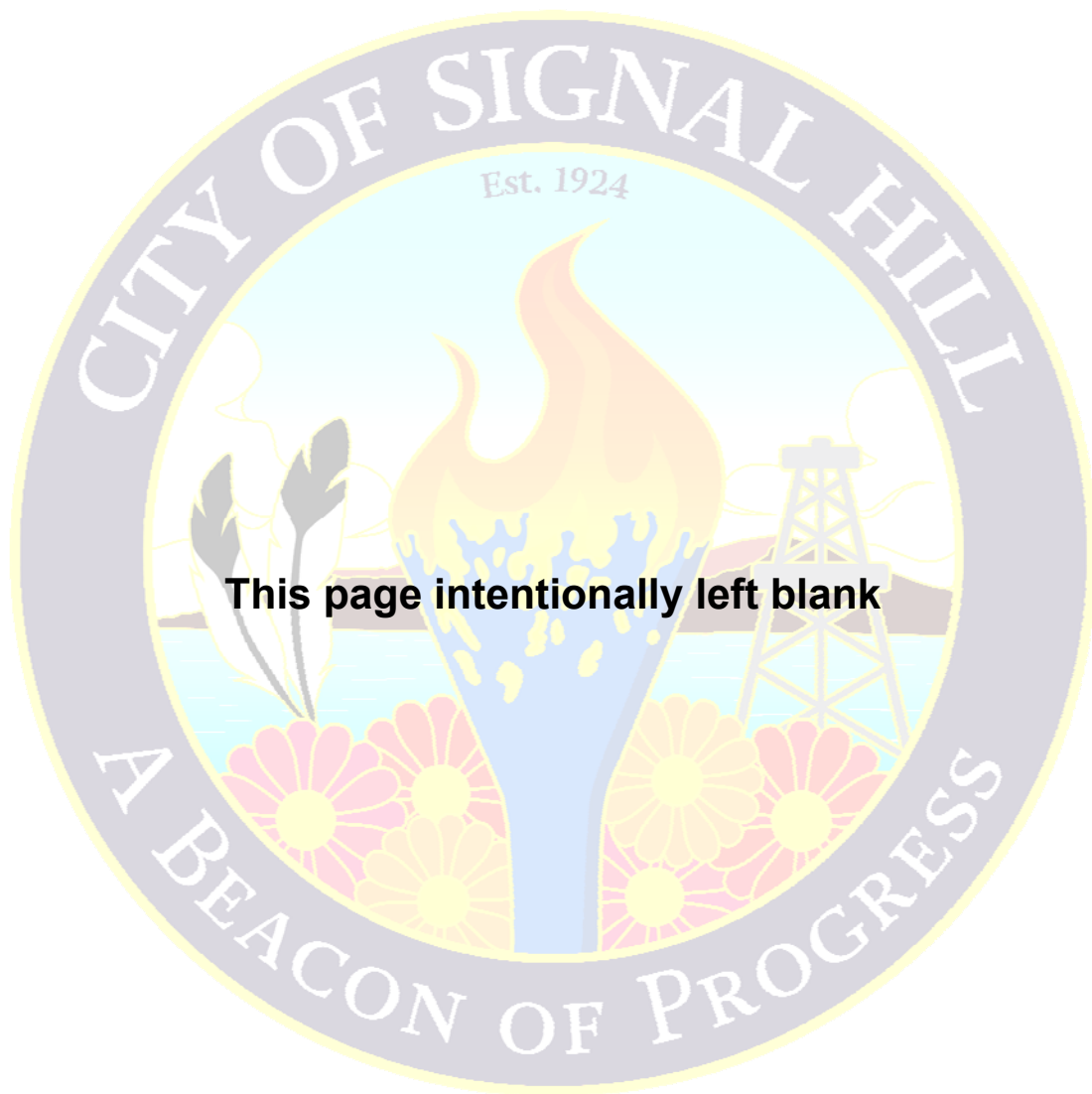
Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 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

All positions non-sworn

**GENERAL FUND PROGRAM EXPENDITURES**

				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
POLICE COMMUNICATIONS/JAIL								
100-75-5110	Salaries & Wages - Full-time	324,827	351,490	469,521	469,521	336,581	530,098	566,678
100-75-5130	Overtime Salaries	37,861	71,976	57,400	57,400	108,352	48,850	50,804
100-75-5139	Compensated Absences	-	-	-	-	-	-	-
100-75-5140	Special Functions Salaries	-	-	-	-	-	-	-
100-75-5220	FICA Contributions	28,009	32,851	35,918	35,918	32,945	44,076	47,125
100-75-5230	Retirement Contributions	178,731	229,245	275,143	275,143	261,937	490,023	492,158
100-75-5270	Other Employee Benefits	4,279	3,654	7,099	7,099	3,931	7,659	8,184
100-75-5271	Defined Contribution	-	-	-	-	-	-	-
100-75-5272	Workers' Compensation	18,146	32,025	32,206	32,206	32,206	29,612	31,043
100-75-5273	Health Benefits	59,064	75,088	117,678	117,678	79,259	142,496	145,496
100-75-5274	Dental Benefit	-	-	-	-	-	-	-
100-75-5275	Vision Benefit	-	-	-	-	-	-	-
100-75-5276	Life Insurance Benefit	356	403	597	597	169	485	485
100-75-5277	Other Optional Benefit	-	-	-	-	-	-	-
Total Salaries and Benefits		651,274	796,730	995,562	995,562	855,380	1,293,299	1,341,973
100-75-5320	Travel & Training	2,198	4,459	6,000	6,000	5,999	7,000	7,000
100-75-5330	Meetings	-	-	150	150	-	150	150
100-75-5340	Books & Periodicals	-	-	-	-	-	-	-
100-75-5400	Contract Services - General	3,850	-	3,000	3,000	1,000	3,000	3,000
100-75-5440	Technology Technical Services	-	-	-	-	-	-	-
100-75-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-75-5552	Rental of Equipment & Vehicles	19,775	20,642	20,642	20,642	20,642	21,000	21,000
100-75-5560	Repair & Maintenance Services	25,225	26,557	29,000	29,000	29,000	29,000	29,000
100-75-5570	Software Licensing & Support	67,000	67,007	67,000	107,000	107,000	69,500	69,500
100-75-5590	Fleet Provision Charge	10,997	10,126	7,870	7,870	7,870	10,862	11,358
100-75-5595	Comm. Inter-Dept Charge	-	-	-	-	-	-	-
100-75-5721	Special Department Supplies	6,034	5,208	8,500	8,500	7,323	9,500	9,750
100-75-5730	Uniforms	2,268	2,715	4,500	4,500	4,500	4,500	4,500
100-75-5740	General Supplies	3,186	5,432	3,000	3,000	2,971	3,000	3,000
100-75-5750	Gasoline, Oil, & Tires	807	776	1,018	1,018	735	880	902
Total Maintenance and Operations		141,339	142,921	150,679	190,679	187,039	158,392	159,160
TOTAL POLICE COMMUNICATIONS/JAIL (75)		792,612	939,650	1,146,242	1,186,242	1,042,420	1,451,691	1,501,132



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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 99% of residents' 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	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Police Records (76)							
Salaries and Benefits	336,177	397,668	448,973	448,973	372,763	451,320	477,684
Maintenance and Operations	72,803	75,279	78,686	84,686	78,353	86,909	87,302
Total Expenditures	408,980	472,947	527,659	533,659	451,116	538,229	564,987

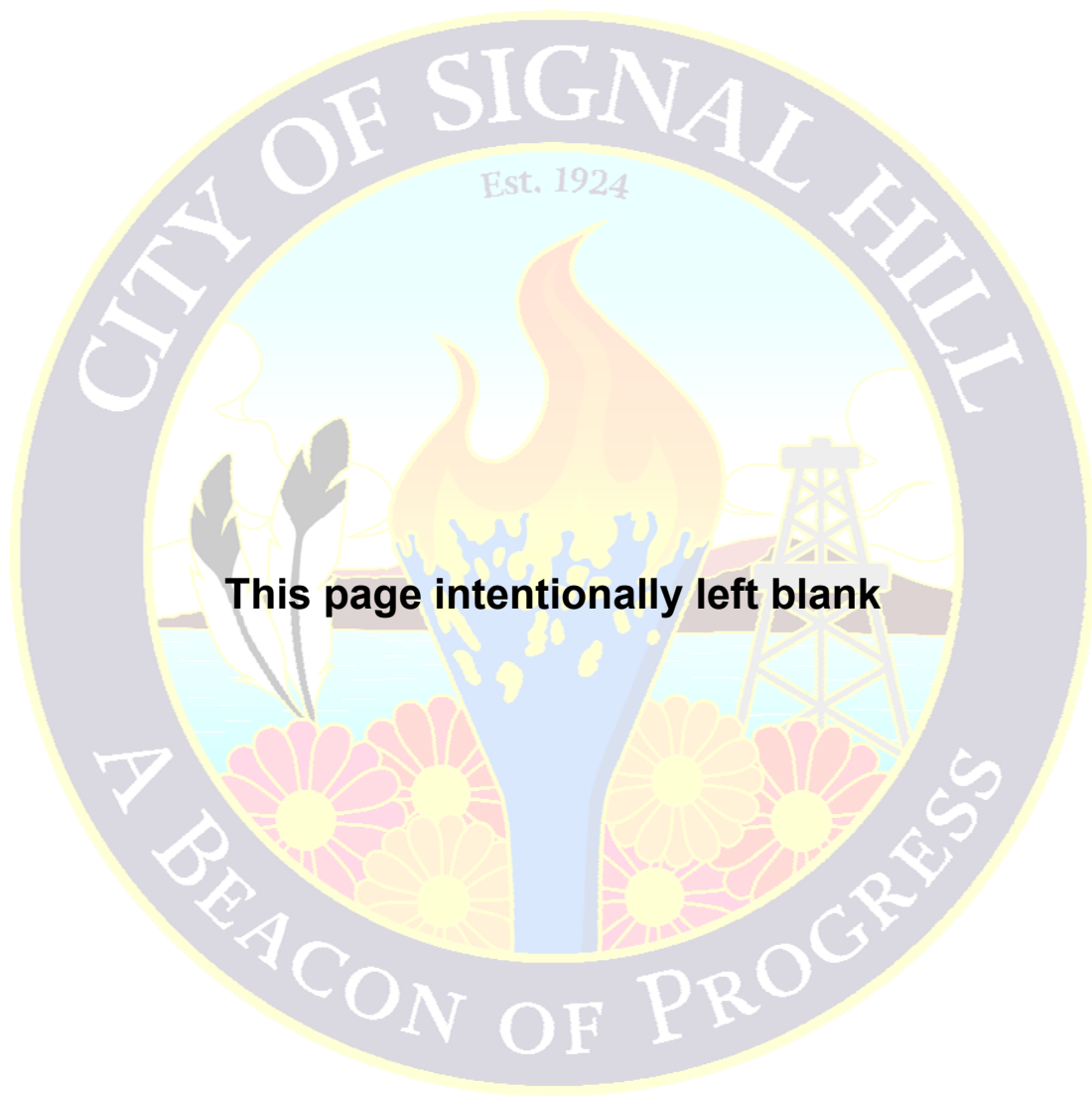
Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 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	2.0	2.0	2.0	2.0	2.0	2.0
Part-Time Records Clerk	0.5	0.5	0.5	0.5	0.5	0.5
Total Positions:	5.5	5.5	5.5	5.5	5.5	5.5

All positions non-sworn

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
POLICE RECORDS								
100-76-5110	Salaries & Wages - Full-time	210,721	197,197	214,517	214,517	164,538	216,354	232,441
100-76-5115	Part-time Salaries	30,735	81,529	86,915	86,915	89,176	90,061	93,476
100-76-5130	Overtime Salaries	436	3,316	5,000	5,000	5,651	5,303	5,515
100-76-5139	Compensated Absences	-	-	-	-	-	-	-
100-76-5170	Uniform Allowance	-	-	-	-	-	-	-
100-76-5220	FICA Contributions	17,338	17,753	17,671	17,671	14,816	18,046	19,338
100-76-5225	PARS Contributions	-	-	-	-	-	-	-
100-76-5230	Retirement Contributions	17,265	16,686	19,728	19,728	13,537	17,662	19,631
100-76-5270	Other Employee Benefits	3,226	2,820	3,225	3,225	2,154	3,229	3,462
100-76-5271	Defined Contribution	-	-	-	-	-	-	-
100-76-5272	Workers' Compensation	7,414	30,367	30,539	30,539	30,539	28,079	29,435
100-76-5273	Health Benefits	48,756	47,743	71,100	71,100	52,241	72,360	74,160
100-76-5274	Dental Benefit	-	-	-	-	-	-	-
100-76-5275	Vision Benefit	-	-	-	-	-	-	-
100-76-5276	Life Insurance Benefit	285	258	279	279	113	227	227
100-76-5277	Other Optional Benefit	-	-	-	-	-	-	-
Total Salaries and Benefits		336,177	397,668	448,973	448,973	372,763	451,320	477,684
100-76-5310	Dues & Memberships	50	-	100	100	77	200	200
100-76-5320	Travel & Training	1,511	3,797	3,500	3,500	3,359	4,950	4,950
100-76-5330	Meetings	-	-	100	100	-	100	100
100-76-5340	Books & Periodicals	-	-	-	-	-	-	-
100-76-5400	Contract Services - General	7,687	7,341	10,000	10,000	9,914	10,000	10,000
100-76-5420	Professional Services	41,013	42,974	40,000	40,000	40,000	47,000	47,000
100-76-5440	Technology Technical Services	-	-	-	-	-	-	-
100-76-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-76-5570	Software Licensing & Support	-	-	-	-	-	-	-
100-76-5590	Fleet Provision Charge	3,855	3,550	2,759	2,759	2,759	3,808	3,982
100-76-5730	Uniforms	815	2,323	2,200	2,200	2,200	2,200	2,200
100-76-5740	General Supplies	9,800	7,536	9,850	15,850	12,698	9,850	9,850
100-76-5750	Gasoline, Oil, & Tires	8,071	7,758	10,177	10,177	7,347	8,801	9,021
Total Maintenance and Operations		72,803	75,279	78,686	84,686	78,353	86,909	87,302
TOTAL POLICE RECORDS (76)		408,980	472,947	527,659	533,659	451,116	538,229	564,987





**Department: Police****Program: Emergency/Disaster Services (77)****Program Description:**

Emergency/Disaster Services and the Emergency Management Coordinator's (EMC) main function is to assist the City of Signal Hill in the mitigation, preparation, response, and recovery before, during, and after a disaster, incident, or event. This also includes the management and oversight of the City's Emergency Operations Center and the Homeland Security Grant program and related projects. In addition, this program oversees the development and update of emergency response, continuity of operations, and safety/hazard planning on a Citywide basis. The EMC role works to produce and deliver training and exercise in Incident Command and emergency response for City staff, residents (such as a CERT team), and partner agencies and organizations.

**Objectives:**

1. Expand community outreach to residents on emergency planning and preparedness.
2. Develop a plan to re-establish the City's CERT program.
3. Continue to work with the region and Disaster Management Area Coordinators (DMAC) to secure Homeland Security Grant Funding.
4. Coordinate with City HR to establish an onboarding training plan for new employees in FEMA Incident Command.
5. Upgrade technology in City's Emergency Operations Center.
6. Approve and adopt an updated Local Hazard Mitigation Plan for the City.
7. EMC will attend industry-specific conferences and regional exercises to enhance information-sharing, best practices, and up-to-date news to bring back to the City.
8. Provide continuous in-service training to department personnel such as emergency preparedness training and tabletop exercises.

Department Budget Summary

Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Emergency/Disaster Services (77)							
Salaries and Benefits	7,875	-	136,982	136,982	71,538	170,588	177,555
Maintenance and Operations	6,681	4,783	17,900	122,550	114,235	14,400	15,500
Total Expenditures	14,556	4,783	154,882	259,532	185,773	184,988	193,055

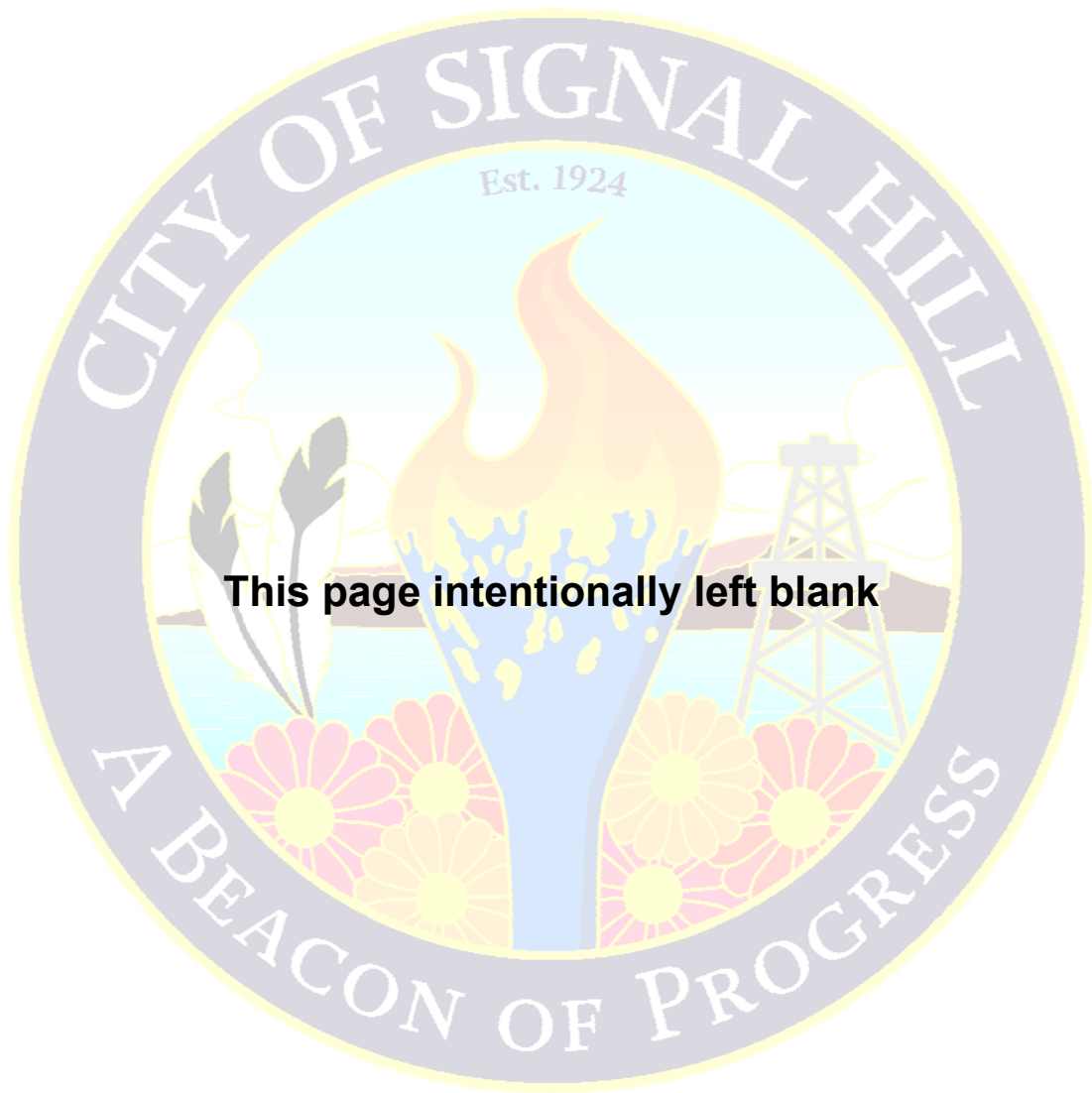
Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
Emergency Operations Coordinator	0.5	0.5	1.0	1.0	1.0	1.0
Total Positions:	0.5	0.5	1.0	1.0	1.0	1.0

All positions non-sworn

**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
EMERGENCY/DISASTER SERVICES								
100-77-5110	Salaries & Wages - Full-time	-	-	97,572	97,572	54,520	125,233	130,309
100-77-5115	Part-time Salaries	7,671	-	-	-	-	-	-
100-77-5220	FICA Contributions	104	-	6,827	6,827	4,294	9,580	9,969
100-77-5230	Retirement Contributions	100	-	7,316	7,316	3,984	9,810	10,663
100-77-5270	Other Employee Benefits	-	-	1,474	1,474	586	1,770	1,819
100-77-5273	Health Benefits	-	-	23,700	23,700	8,146	24,120	24,720
100-77-5276	Life Insurance Benefit	-	-	93	93	8	76	76
Total Salaries and Benefits		7,875	-	136,982	136,982	71,538	170,588	177,555
100-77-5310	Dues & Memberships	-	500	500	500	500	500	500
100-77-5320	Travel & Training	-	150	6,800	6,800	1,695	6,800	6,800
100-77-5420	Professional Services	-	-	-	-	-	-	-
100-77-5511	Telephone	4,687	533	4,700	4,700	1,490	1,100	1,200
100-77-5740	General Supplies	1,994	3,600	5,900	13,400	13,400	6,000	7,000
100-77-5840	Capital Outlay	-	-	-	97,150	97,150	-	-
Total Maintenance and Operations		6,681	4,783	17,900	122,550	114,235	14,400	15,500
TOTAL EMERGENCY/DISASTER SERVICES (77)		14,556	4,783	154,882	259,532	185,773	184,988	193,055



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# **2024-26 OPERATING BUDGET**

## **PARKS, RECREATION, AND LIBRARY SERVICES**

*Community Services and Park Oversight*

*Library Programs and Services*

*Recreation Services*

Parks, Recreation, and Library Services provides a variety of park, recreational, social, and library services for the community.

The department is comprised of three main divisions, which include Parks/Community Services, Recreation, and Library Services, in addition to administration of the department.

The Parks division provides input and support in the design, development, and rehabilitation of park property and community buildings, and helps to facilitate engagement and outreach efforts for special projects. Through the Park Patrol program, the department provides general oversight over the use of the park and open spaces.

The Recreation/Community Services Division focuses on providing programs and services for youth, adults, and seniors, as well as social service programs, including transportation, and community-wide special events. The administrative section of the department manages the City's Animal Control contract, Community Development Block Grant (CDBG) administration, park facility scheduling, and oversight and support of the Parks and Recreation Commission. Additionally, the department serves as a liaison to the Signal Hill Community Foundation, with whom the City has an active Memorandum of Understanding (MOU) for additional support of events and services.

Library Services offers both traditional and non-traditional services. The Signal Hill Public Library serves as the City's primary community center which offers programs and services that encourage learning, cultural diversity, and civic engagement. The Library supports literacy, learning, equity, diversity, inclusivity, and cultural awareness.

## **Department Programs:**

Library Programs and Services

Recreation & Community Services

Social Services Programs

## **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 enhance the quality of life for residents, businesses, and visitors through programs, events, and activities, and advocate for park development and open space opportunities.

## **Objectives**

1. Provide access to a variety of programs that promote emotional, mental, physical, and the overall well-being of a diverse community.
2. Continue to plan and execute the centennial activities and events for the City. The City of Signal Hill is celebrating the 100<sup>th</sup> anniversary of incorporation in the first half of FY 2024/25. The department will continue to carry out the centennial related events and programs to highlight the milestone year.
3. Introduce new programs and cultivate and enhance existing programs to continue to meet the needs of the Community. Centered around cultural diversity and awareness, the department will focus efforts to enhance and integrate programming opportunities that will demonstrate the varied population in the City. Programming efforts will also focus on integration of programs for people of all abilities, ensuring that we continue to close gaps in service.
4. Work closely with the other departments to complete the Civic Center Master Plan and initiate Phase One. The development of performing and visual arts opportunities is one of the key priorities in the City's Prioritization and Implementation Plan otherwise referred to as the "PIP" which is addressed in the upcoming Civic Center Master Plan. The preliminary work to program the new amphitheater space will begin during this period.

Department Budget Summary

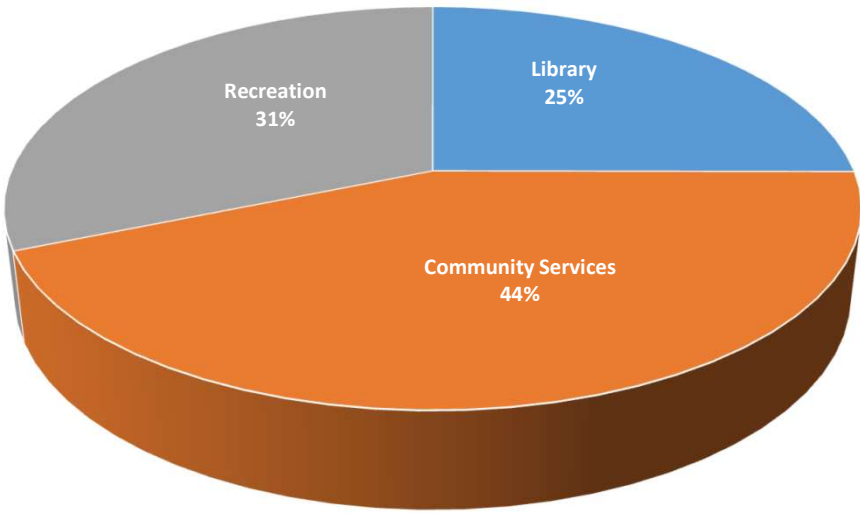
Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Salaries and Benefits	1,530,496	1,703,242	2,004,100	2,004,100	1,863,014	2,262,998	2,364,859
Maintenance and Operations	488,046	581,707	943,701	1,277,462	1,018,776	925,057	785,408
Total Expenditures	2,018,542	2,284,949	2,947,801	3,281,562	2,881,790	3,188,055	3,150,267

Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
All Divisions	21.6	22.5	25.55	25.55	27.05	27.05
Total Positions:	21.6	22.5	25.55	25.55	27.05	27.05

Department Expenditures by Division

	2024-25 Adopted Budget
Library	798,824
Community Services	1,392,942
Recreation	996,290
Total	3,188,055



## Department Budget Summary

Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
<b>Library (81)</b>							
Salaries and Benefits	464,622	506,439	568,551	568,551	568,822	606,477	634,770
Maintenance and Operations	92,086	159,110	247,346	259,846	253,241	192,346	192,346
<b>Total Expenditures</b>	<b>556,708</b>	<b>665,548</b>	<b>815,897</b>	<b>828,397</b>	<b>822,063</b>	<b>798,824</b>	<b>827,117</b>

## Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
City Librarian (prior FY23-24 combined with Librarian)	0.0	0.0	1.0	1.0	1.0	1.0
Librarian (d)	1.0	1.0	1.0	1.0	1.0	1.0
Library Assistant	1.0	1.0	0.0	0.0	0.0	0.0
Part-Time Library Aide	2.9	3.3	3.3	3.3	3.3	3.3
Part-Time Library Specialist	0.9	0.9	0.9	0.9	0.9	0.9
<b>Total Positions:</b>	<b>5.8</b>	<b>6.2</b>	<b>6.2</b>	<b>6.2</b>	<b>6.2</b>	<b>6.2</b>

(d) FY 23-24 Position filled as Library Asst for half-year



**GENERAL FUND PROGRAM EXPENDITURES**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
LIBRARY								
100-81-5110	Salaries & Wages - Full-time	230,275	220,367	254,859	254,859	246,727	306,276	325,877
100-81-5115	Part-time Salaries	143,513	157,920	175,000	175,000	179,641	154,247	156,100
100-81-5130	Overtime Salaries	18	2,850	2,000	2,000	6,500	2,000	2,000
100-81-5160	Car Allowance	923	1,167	1,188	1,188	1,195	1,188	1,188
100-81-5220	FICA Contributions	19,882	19,749	19,497	19,497	21,857	25,758	27,284
100-81-5225	PARS Contributions	-	-	-	-	-	-	-
100-81-5230	Retirement Contributions	21,528	22,462	24,439	24,439	28,589	32,377	35,134
100-81-5270	Other Employee Benefits	2,634	2,892	3,705	3,705	2,894	4,353	4,581
100-81-5271	Defined Contribution	1,101	3,051	3,401	3,401	2,616	3,880	4,107
100-81-5272	Workers' Compensation	7,104	33,618	33,809	33,809	33,809	31,086	32,587
100-81-5273	Health Benefits	37,455	42,168	49,776	49,776	44,884	44,629	45,229
100-81-5274	Dental Benefit	-	-	-	-	-	-	-
100-81-5275	Vision Benefit	-	-	-	-	-	-	-
100-81-5276	Life Insurance Benefit	190	193	636	636	113	442	442
100-81-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-81-5280	Wellness Benefit	-	-	243	243	-	243	243
Total Salaries and Benefits		464,622	506,439	568,551	568,551	568,822	606,477	634,770
100-81-5310	Dues & Memberships	3,541	3,165	2,875	2,875	3,250	2,875	2,875
100-81-5320	Travel & Training	884	1,090	1,600	1,600	1,600	1,600	1,600
100-81-5330	Meetings	478	468	1,140	1,140	1,140	1,140	1,140
100-81-5400	Contract Services - General	12,617	6,222	29,000	29,000	24,000	54,000	54,000
100-81-5511	Telephone	-	-	-	-	-	-	-
100-81-5560	Repair & Maintenance Services	991	708	3,500	3,500	3,000	3,500	3,500
100-81-5570	Software Licensing & Support	20,021	19,716	31,096	31,096	31,000	41,096	41,096
100-81-5630	Media Services	16	355	350	350	350	350	350
100-81-5721	Special Department Supplies	37,814	38,531	118,400	126,400	126,400	43,400	43,400
100-81-5723	Event/Program Costs	9,210	12,563	30,135	30,135	29,000	30,135	30,135
100-81-5730	Uniforms	743	1,317	1,250	1,250	1,000	1,250	1,250
100-81-5740	General Supplies	5,770	74,974	28,000	32,500	32,500	13,000	13,000
Total Maintenance and Operations		92,086	159,110	247,346	259,846	253,241	192,346	192,346
TOTAL LIBRARY (81)		556,708	665,548	815,897	828,397	822,063	798,824	827,117

## Department Budget Summary

Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
<b>Community Services (82)</b>							
Salaries and Benefits	533,483	605,517	706,103	706,103	613,735	798,264	834,494
Maintenance and Operations	328,539	288,978	568,697	889,958	640,996	594,677	457,912
<b>Total Expenditures</b>	<b>862,022</b>	<b>894,495</b>	<b>1,274,800</b>	<b>1,596,061</b>	<b>1,254,731</b>	<b>1,392,942</b>	<b>1,292,406</b>

## Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
Director	1.0	1.0	1.0	1.0	1.0	1.0
Deputy Director	0.0	0.0	0.0	0.0	1.0	1.0
Community Services Manager	1.0	1.0	1.0	1.0	0.0	0.0
Management Assistant	0.0	0.0	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	0.0	0.0	0.0	0.0	0.0
Senior Recreation Specialist	0.0	1.0	1.0	1.0	1.0	1.0
Part-Time Recreation Specialist	0.9	0.5	1.25	1.25	1.25	1.25
Part-Time Recreation Leader	1.4	2.1	2.1	2.1	2.35	2.35
<b>Total Positions:</b>	<b>7.3</b>	<b>7.6</b>	<b>9.35</b>	<b>9.35</b>	<b>9.6</b>	<b>9.6</b>

**GENERAL FUND PROGRAM EXPENDITURES**

				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
COMMUNITY SERVICES								
100-82-5110	Salaries & Wages - Full-time	252,252	246,003	327,375	327,375	284,270	356,320	380,854
100-82-5115	Part-time Salaries	50,378	63,038	156,457	156,457	130,000	134,889	136,945
100-82-5130	Overtime Salaries	410	5,124	6,035	6,035	7,500	6,035	6,035
100-82-5139	Compensated Absences	-	-	-	-	-	-	-
100-82-5150	Commission Meeting Attendance	3,675	3,675	3,900	3,900	2,500	4,500	4,500
100-82-5160	Car Allowance	945	1,182	1,188	1,188	1,153	1,188	1,188
100-82-5220	FICA Contributions	19,620	20,624	25,044	25,044	23,199	29,305	31,212
100-82-5225	PARS Contributions	-	-	-	-	-	-	-
100-82-5230	Retirement Contributions	135,702	186,802	77,257	77,257	75,493	153,948	158,327
100-82-5270	Other Employee Benefits	4,141	4,723	4,779	4,779	4,315	5,125	5,449
100-82-5271	Defined Contribution	1,273	3,087	3,440	3,440	2,626	3,925	4,155
100-82-5272	Workers' Compensation	11,185	17,676	17,777	17,777	17,777	16,345	17,135
100-82-5273	Health Benefits	51,840	51,887	81,930	81,930	63,999	85,891	87,901
100-82-5274	Dental Benefit	-	-	-	-	-	-	-
100-82-5275	Vision Benefit	(1)	-	-	-	1	-	-
100-82-5276	Life Insurance Benefit	1,314	1,465	674	674	902	548	548
100-82-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-82-5280	Wellness Benefit	750	231	245	245	-	245	245
Total Salaries and Benefits		533,483	605,517	706,103	706,103	613,735	798,264	834,494
100-82-5310	Dues & Memberships	1,211	1,210	2,485	2,485	2,400	2,485	2,485
100-82-5320	Travel & Training	-	154	8,300	8,300	7,000	8,300	8,300
100-82-5330	Meetings	411	2,508	20,050	20,050	20,050	20,050	20,050
100-82-5340	Books & Periodicals	-	-	-	-	-	-	-
100-82-5390	Donations	15,000	10,000	10,000	10,000	10,000	10,000	10,000
100-82-5400	Contract Services - General	160,634	150,176	218,421	243,682	243,000	182,000	194,800
100-82-5410	Legal Services	12,147	17,696	35,000	35,000	25,000	25,000	25,000
100-82-5470	Historical Preservation	-	-	114,650	364,650	150,000	157,650	22,500
100-82-5511	Telephone/Data	-	-	-	-	-	-	-
100-82-5540	Vehicle Maintenance	586	-	350	350	-	350	350
100-82-5560	Repair & Maintenance Services	-	-	-	-	-	20,000	20,000
100-82-5590	Fleet Provision Charge	2,781	16,505	12,827	12,827	12,827	12,635	13,211
100-82-5630	Media Services	4,720	4,367	4,600	4,600	4,500	4,600	4,600
100-82-5721	Special Department Supplies	-	228	15,000	15,000	14,600	17,500	2,500
100-82-5723	Event/Program Costs	120,704	77,916	116,800	157,800	145,000	123,800	123,800
100-82-5730	Uniforms	1,323	-	1,000	1,000	1,201	1,000	1,000
100-82-5740	General Supplies	8,815	7,990	8,950	13,950	5,065	8,950	8,950
100-82-5750	Gasoline, Oil, & Tires	208	228	264	264	354	357	366
Total Maintenance and Operations		328,539	288,978	568,697	889,958	640,996	594,677	457,912
TOTAL COMMUNITY SERVICES (82)		862,022	894,495	1,274,800	1,596,061	1,254,731	1,392,942	1,292,406

Department Budget Summary

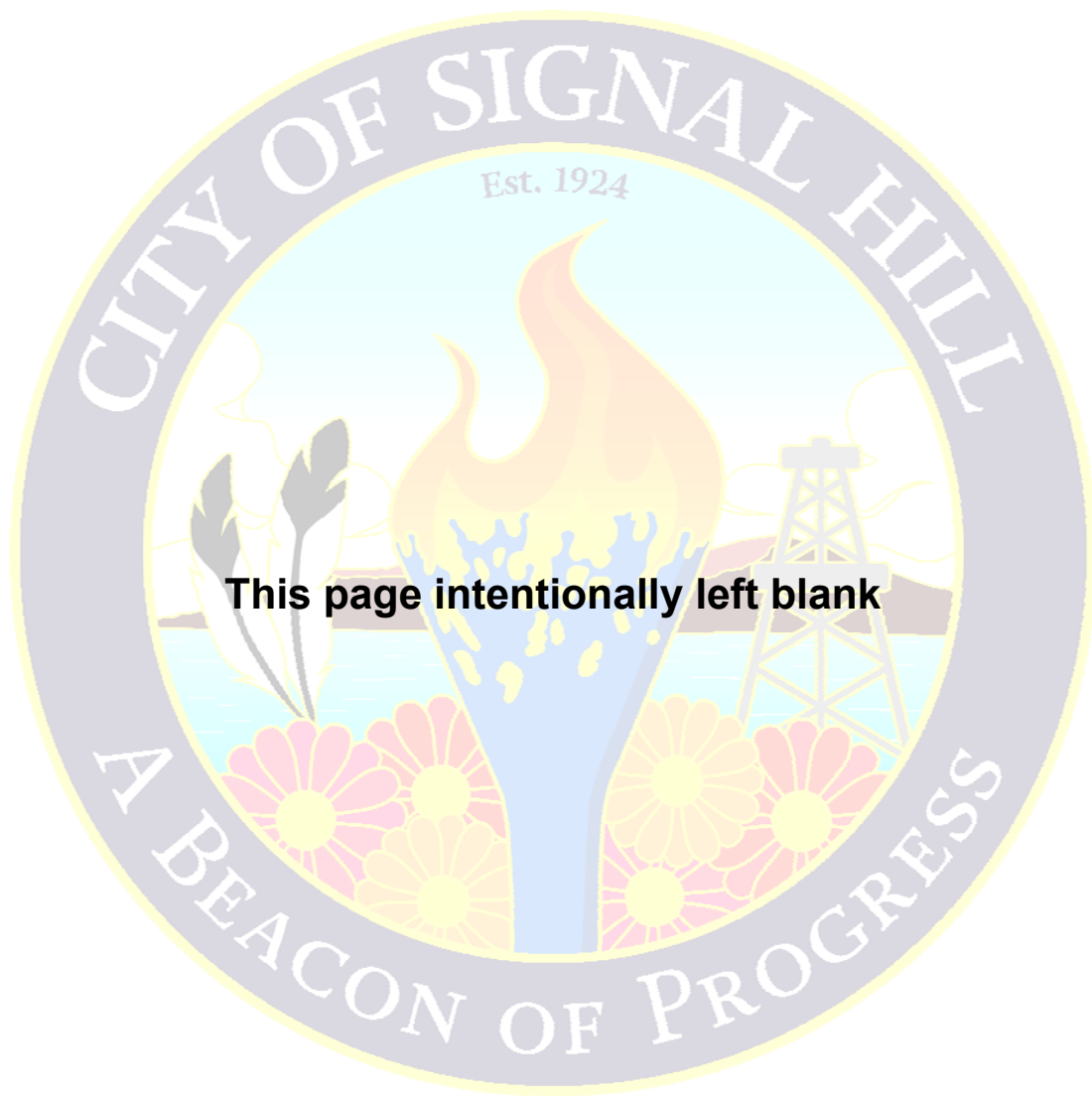
Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Recreation (83)							
Salaries and Benefits	532,391	591,286	729,446	729,446	680,457	858,256	895,595
Maintenance and Operations	67,421	133,619	127,658	127,658	124,539	138,033	135,149
Total Expenditures	599,812	724,905	857,104	857,104	804,996	996,290	1,030,744

Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
Recreation Coordinator	1.0	1.0	1.0	1.0	0.0	0.0
Senior Recreation Specialist	0.0	1.0	1.0	1.0	2.0	2.0
Recreation Supervisor	0.0	0.0	0.0	0.0	1.0	1.0
Part-Time Recreation Specialist	3.1	2.3	2.5	2.5	2.75	2.75
Part-Time Recreation Leader	4.4	4.4	5.5	5.5	5.5	5.5
Total Positions:	8.5	8.7	10.0	10.0	11.25	11.25

**GENERAL FUND PROGRAM EXPENDITURES**

				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
RECREATION								
100-83-5110	Salaries & Wages - Full-time	220,026	217,826	255,539	255,539	264,693	344,814	370,505
100-83-5115	Part-time Salaries	203,997	213,700	312,591	312,591	260,000	308,480	313,003
100-83-5130	Overtime Salaries	788	3,603	2,000	2,000	4,500	5,000	3,000
100-83-5160	Car Allowance	923	1,167	1,188	1,188	1,148	1,188	1,188
100-83-5220	FICA Contributions	21,309	20,766	19,549	19,549	24,062	30,942	32,973
100-83-5225	PARS Contributions	-	-	-	-	-	-	-
100-83-5230	Retirement Contributions	38,909	42,707	22,990	22,990	27,258	35,858	38,862
100-83-5270	Other Employee Benefits	2,203	2,516	3,711	3,711	2,756	4,431	4,731
100-83-5271	Defined Contribution	1,137	3,087	3,440	3,440	2,626	3,925	4,155
100-83-5272	Workers' Compensation	4,367	46,737	47,002	47,002	47,002	43,216	45,304
100-83-5273	Health Benefits	38,637	39,082	60,600	60,600	46,355	79,603	81,073
100-83-5274	Dental Benefit	-	-	-	-	-	-	-
100-83-5275	Vision Benefit	-	-	-	-	-	-	-
100-83-5276	Life Insurance Benefit	95	97	591	591	56	556	556
100-83-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-83-5280	Wellness Benefit	-	-	245	245	-	245	245
Total Salaries and Benefits		532,391	591,286	729,446	729,446	680,457	858,256	895,595
100-83-5310	Dues & Memberships	566	515	1,000	1,000	1,000	1,000	1,000
100-83-5320	Travel & Training	-	3,003	3,920	3,920	500	8,920	8,920
100-83-5330	Meetings	344	591	1,350	1,350	1,350	1,350	1,350
100-83-5340	Books & Periodicals	-	-	-	-	-	-	-
100-83-5391	Fee Assistance	566	798	1,000	1,000	1,000	1,000	1,000
100-83-5511	Telephone	2,440	2,692	2,800	2,800	2,800	3,580	3,670
100-83-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-83-5560	Repair & Maintenance Services	-	-	-	-	-	-	-
100-83-5570	Software Licensing & Support	-	360	-	-	-	-	-
100-83-5590	Fleet Provision Charge	9,164	54,881	42,650	42,650	42,650	42,014	43,929
100-83-5620	Communications	2,396	2,146	2,450	2,450	2,450	2,450	2,450
100-83-5630	Media Services	-	-	-	-	-	-	-
100-83-5721	Special Department Supplies	-	-	-	-	-	-	-
100-83-5723	Event/Program Costs	30,344	53,614	59,600	59,600	59,600	59,600	59,600
100-83-5730	Uniforms	1,393	2,160	2,500	2,500	2,500	2,500	2,500
100-83-5740	General Supplies	19,510	12,093	9,500	9,500	9,500	14,500	9,500
100-83-5750	Gasoline, Oil, & Tires	697	765	888	888	1,189	1,120	1,230
100-83-5840	Capital Outlay	-	-	-	-	-	-	-
Total Maintenance and Operations		67,421	133,619	127,658	127,658	124,539	138,033	135,149
TOTAL RECREATION (83)		599,812	724,905	857,104	857,104	804,996	996,290	1,030,744



# **2024-26 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. 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, medians, 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, 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 including signage, striping, graffiti cleanup, curb paintings, pothole and street repairs, and traffic control

for City events and during emergency responses to 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 stormwater compliance.

**Department Programs:**

Engineering and Project Services

Facility Maintenance

Environmental Programs

Grounds Maintenance

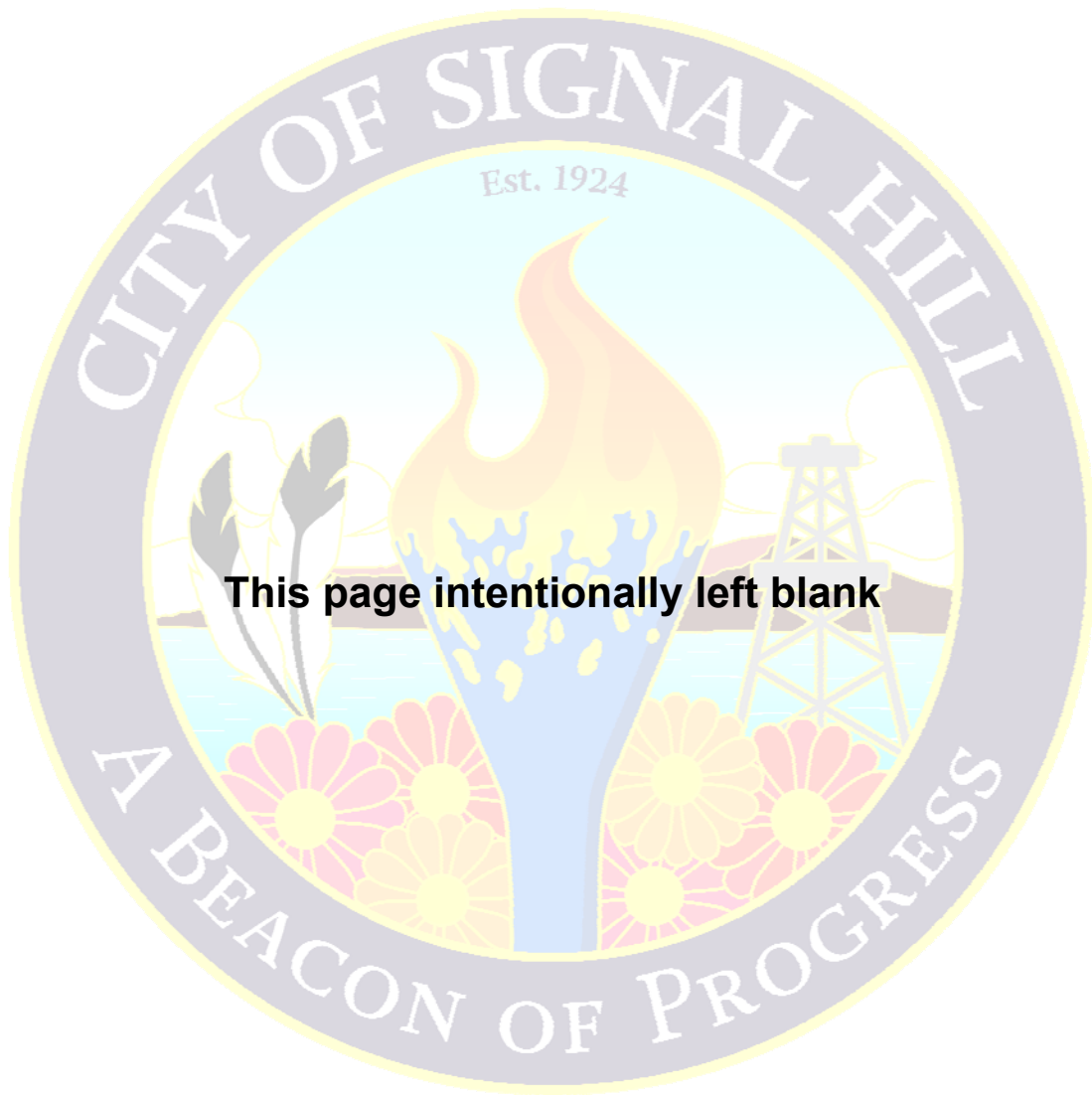
Street Maintenance

**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 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	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Salaries and Benefits	1,881,079	2,064,346	2,285,489	2,328,935	2,078,166	2,808,859	2,959,000
Maintenance and Operations	2,737,906	3,143,610	4,044,131	4,244,776	4,004,162	4,150,606	4,104,586
Total Expenditures	4,618,985	5,207,956	6,329,619	6,573,711	6,082,328	6,959,466	7,063,585

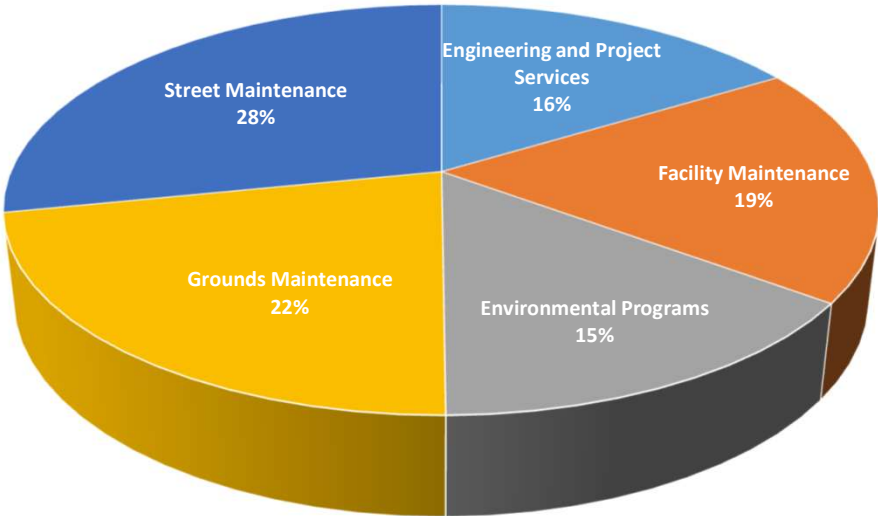
Departmental Staffing Levels

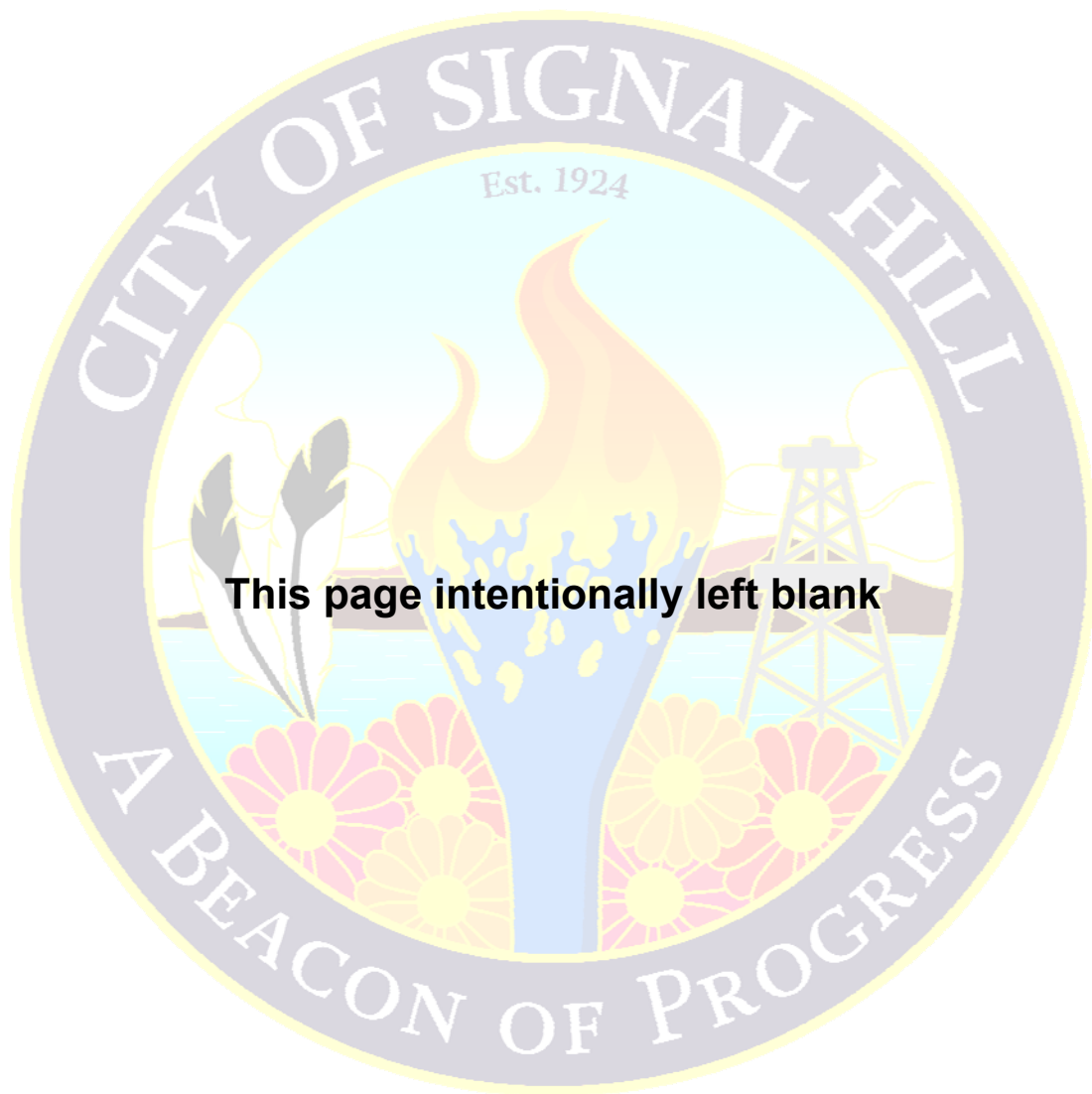
	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
All Divisions*	27.0	30.0	30.0	32.0	32.25	32.25
Total Positions:	27.0	30.0	30.0	32.0	32.25	32.25

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

Department Expenditures by Division

	2024-25 Adopted Budget
Engineering and Project Services	1,134,968
Facility Maintenance	1,307,664
Environmental Programs	1,028,337
Grounds Maintenance	1,526,880
Street Maintenance	1,961,616
Total	6,959,466





**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, management and maintenance of right-of-way assets in GIS, permit issuance, and the administration of the California Crown Landscape and Lighting Maintenance District.

**Key Workload Indicators:**

1. Complete the FY 2024-26 Capital Improvement Program.
2. Complete construction of Gundry Reservoir Roof Replacement and Interior Coating Project.
3. Complete construction of Hillbrook Park.
4. Advertise and bid construction projects included in the Capital Improvement Programs.
5. Participate in the planning efforts on the development of a recycled water system.
6. Issue Organics Ordinance and implementation.
7. Continue the administration of the California Crown Landscape and Lighting Maintenance District.

8. Complete the engineering review of development applications.
9. Provide engineering support services to other City departments.
10. Conduct inspections to ensure work performed in the public right-of-way meets City standards.
11. Maintain inventory of right-of-way assets in GIS and develop maps and applications for visual representation.

## Department Budget Summary

Expenditure Category	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
<b>Engineering and Project Services (91)</b>							
Salaries and Benefits	347,738	469,455	525,059	525,059	492,896	673,347	701,956
Maintenance and Operations	328,955	491,011	571,377	579,836	415,833	461,621	463,383
<b>Total Expenditures</b>	<b>676,693</b>	<b>960,466</b>	<b>1,096,436</b>	<b>1,104,895</b>	<b>908,729</b>	<b>1,134,968</b>	<b>1,165,338</b>

## Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
Director	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	0.0	0.0	0.0	0.0	0.0	0.0
Contract Services Manager	1.0	1.0	1.0	1.0	1.0	1.0
Management Assistant	0.0	1.0	1.0	1.0	0.0	0.0
Associate Engineer	1.0	1.0	1.0	1.0	1.0	1.0
Public Works Inspector	1.0	1.0	1.0	1.0	1.0	1.0
Engineering Technician (e)	1.0	1.0	1.0	1.0	1.0	1.0
Management Analyst	0.0	0.0	0.0	0.0	1.0	1.0
Part-Time Management Analyst (f)	0.0	0.5	0.5	0.5	0.75	0.75
<b>Total Positions:</b>	<b>5.0</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>6.75</b>	<b>6.75</b>

(e) Currently under-filled as Administrative Assistant

(f) Position funded through CIP

**GENERAL FUND PROGRAM EXPENDITURES**

				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
ENGINEERING AND PROJECT SERVICES								
100-91-5110	Salaries & Wages - Full-time	216,557	296,404	325,492	325,492	307,874	361,700	384,618
100-91-5115	Part-time Salaries	-	-	-	-	-	-	-
100-91-5120	Part-time Salaries	-	-	-	-	-	-	-
100-91-5130	Overtime Salaries	1,396	2,642	3,500	3,500	3,500	3,677	3,824
100-91-5139	Compensated Absences	-	-	-	-	-	-	-
100-91-5160	Car Allowance	627	1,084	1,260	1,260	166	1,260	1,260
100-91-5220	FICA Contributions	16,720	23,348	24,900	24,900	24,389	27,766	29,520
100-91-5230	Retirement Contributions	63,432	84,045	95,788	95,788	93,788	206,061	208,672
100-91-5270	Other Employee Benefits	4,274	5,589	4,650	4,650	4,709	5,108	5,385
100-91-5271	Defined Contribution	684	1,500	4,421	4,421	261	4,799	5,019
100-91-5272	Workers' Compensation	10,188	10,161	10,218	10,218	10,218	9,395	9,849
100-91-5273	Health Benefits	32,391	42,459	53,906	53,906	47,153	52,419	52,647
100-91-5274	Dental Benefit	-	-	-	-	-	-	-
100-91-5275	Vision Benefit	-	-	-	-	-	-	-
100-91-5276	Life Insurance Benefit	958	1,473	647	647	837	885	885
100-91-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-91-5280	Wellness Benefit	511	750	276	276	-	276	276
Total Salaries and Benefits		347,738	469,455	525,059	525,059	492,896	673,347	701,956
100-91-5310	Dues & Memberships	-	1,741	1,660	1,660	1,660	1,660	1,660
100-91-5320	Travel & Training	4,870	6,083	7,300	7,300	7,300	7,300	7,300
100-91-5330	Meetings	309	1,858	3,000	3,000	1,282	3,000	3,000
100-91-5340	Books & Periodicals	600	236	650	650	-	650	650
100-91-5400	Contract Services - General	223,561	396,059	405,000	405,000	306,539	325,000	325,000
100-91-5410	Legal Services	18,800	12,694	42,500	42,500	11,614	20,000	20,000
100-91-5420	Professional Services	-	-	-	-	-	-	-
100-91-5421	Plan Check Services	-	-	-	-	-	-	-
100-91-5423	Engineering Services	31,865	6,003	50,000	50,000	18,341	50,000	50,000
100-91-5511	Telephone	10,883	11,732	12,000	12,000	12,000	12,072	13,000
100-91-5540	Vehicle Maintenance	-	-	-	-	-	-	-
100-91-5560	Repair & Maintenance Services	-	-	-	-	-	-	-
100-91-5590	Fleet Provision Charge	18,960	32,953	25,609	25,609	25,744	18,281	19,115
100-91-5595	Comm. Inter-Dept Charge	15,094	18,209	17,658	17,658	17,658	17,658	17,658
100-91-5630	Media Services	1,086	1,898	2,000	2,000	1,026	2,000	2,000
100-91-5740	General Supplies	2,927	1,545	4,000	12,459	12,459	4,000	4,000
100-91-5750	Gasoline, Oil, & Tires	-	-	-	-	211	-	-
Total Maintenance and Operations		328,955	491,011	571,377	579,836	415,833	461,621	463,383
TOTAL ENGINEERING AND PROJECT SERVICES (91)		676,693	960,466	1,096,436	1,104,895	908,729	1,134,968	1,165,338



**Department: Public Works**

**Program: Facility Maintenance, Environmental Programs, Grounds and Street**

**Maintenance (92-95)**

**Program 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 repairs as needed to ensure compliance with safety regulations.
4. Respond to requests relating to safety hazards within 24 hours.
5. Repair reported potholes in a timely manner.
6. Conduct routine 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 rights-of-way.

### **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	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Facility Maintenance, Environmental Programs, Grounds and Street Maintenance (92-95)							
Salaries and Benefits	1,533,341	1,594,891	1,760,430	1,803,876	1,585,270	2,135,513	2,257,044
Maintenance and Operations	2,408,951	2,652,600	3,472,754	3,664,941	3,588,329	3,688,985	3,641,202
Total Expenditures	3,942,292	4,247,491	5,233,184	5,468,817	5,173,599	5,824,498	5,898,246

Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
Deputy Director	1.0	1.0	1.0	1.0	1.0	1.0
Superintendent of PW	0.0	1.0	1.0	1.0	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	1.0	1.0	1.0	1.0	1.0
Sr. Maintenance Worker	4.0	3.0	5.0	5.0	5.0	5.0
Maintenance Worker	4.0	5.0	3.0	5.0	5.0	5.0
Fleet Mechanic*	1.0	0.0	0.0	0.0	0.0	0.0
Fleet Services Supervisor*	0.0	1.0	1.0	1.0	1.0	1.0
Fleet - Maintenance Worker - PT*	0.0	0.5	0.5	0.5	0.5	0.5
Total Positions:	13.0	13.5	13.5	15.5	15.5	15.5

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

**GENERAL FUND PROGRAM EXPENDITURES**

				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
FACILITY MAINTENANCE								
100-92-5110	Salaries & Wages - Full-time	187,872	224,231	238,761	238,761	201,364	286,230	309,267
100-92-5130	Overtime Salaries	10,766	7,790	16,210	16,210	16,210	17,030	17,712
100-92-5160	Car Allowance	139	181	360	360	28	360	360
100-92-5220	FICA Contributions	15,540	18,060	18,265	18,265	15,447	21,924	23,686
100-92-5230	Retirement Contributions	18,024	83,915	92,310	92,310	87,224	23,256	25,807
100-92-5270	Other Employee Benefits	2,652	3,548	3,410	3,410	2,605	4,074	4,378
100-92-5271	Defined Contribution	908	958	2,575	2,575	65	2,714	2,911
100-92-5272	Workers' Compensation	6,904	8,930	8,980	8,980	8,980	8,257	8,656
100-92-5273	Health Benefits	33,488	38,582	48,557	48,557	44,810	70,545	72,156
100-92-5274	Dental Benefit	-	-	-	-	-	-	-
100-92-5275	Vision Benefit	-	-	-	-	-	-	-
100-92-5276	Life Insurance Benefit	666	1,208	478	478	572	439	439
100-92-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-92-5280	Wellness Benefit	-	162	156	156	-	163	163
Total Salaries and Benefits		276,959	387,563	430,063	430,063	377,304	434,992	465,534
100-92-5310	Dues & Memberships	-	450	650	650	650	650	650
100-92-5320	Travel & Training	244	-	5,000	5,000	2,500	5,000	5,000
100-92-5330	Meetings	-	-	500	500	250	500	500
100-92-5340	Books & Periodicals	-	-	100	100	100	100	100
100-92-5400	Contract Services - General	41,688	98,207	110,500	110,500	178,500	110,500	110,500
100-92-5420	Professional Services	-	-	-	-	-	-	-
100-92-5511	Telephone/Data	899	1,749	1,680	1,680	5,078	3,100	3,240
100-92-5512	Utility Services	429,982	436,627	500,000	500,000	460,000	480,000	480,000
100-92-5520	Building Maintenance	-	-	-	-	-	10,000	10,000
100-92-5521	Cleaning Services	132,428	132,333	168,000	168,000	198,000	208,000	208,000
100-92-5560	Repair & Maintenance Services	23,810	-	-	-	-	-	-
100-92-5595	Comm. Inter-Dept Charge	-	-	-	-	-	-	-
100-92-5730	Uniforms	1,963	1,810	2,400	2,400	2,400	2,400	2,400
100-92-5740	General Supplies	46,652	54,889	47,000	47,000	47,000	47,000	47,000
100-92-5742	Tools	1,979	-	2,000	2,000	2,000	2,000	2,000
100-92-5750	Gasoline, Oil, & Tires	2,508	3,006	3,080	3,080	3,318	3,422	3,507
100-92-5840	Capital Outlay	68,604	-	-	-	-	-	-
Total Maintenance and Operations		750,758	729,071	840,910	840,910	899,796	872,672	872,897
TOTAL FACILITY MAINTENANCE (92)		1,027,717	1,116,634	1,270,972	1,270,972	1,277,100	1,307,664	1,338,431

**GENERAL FUND PROGRAM EXPENDITURES**

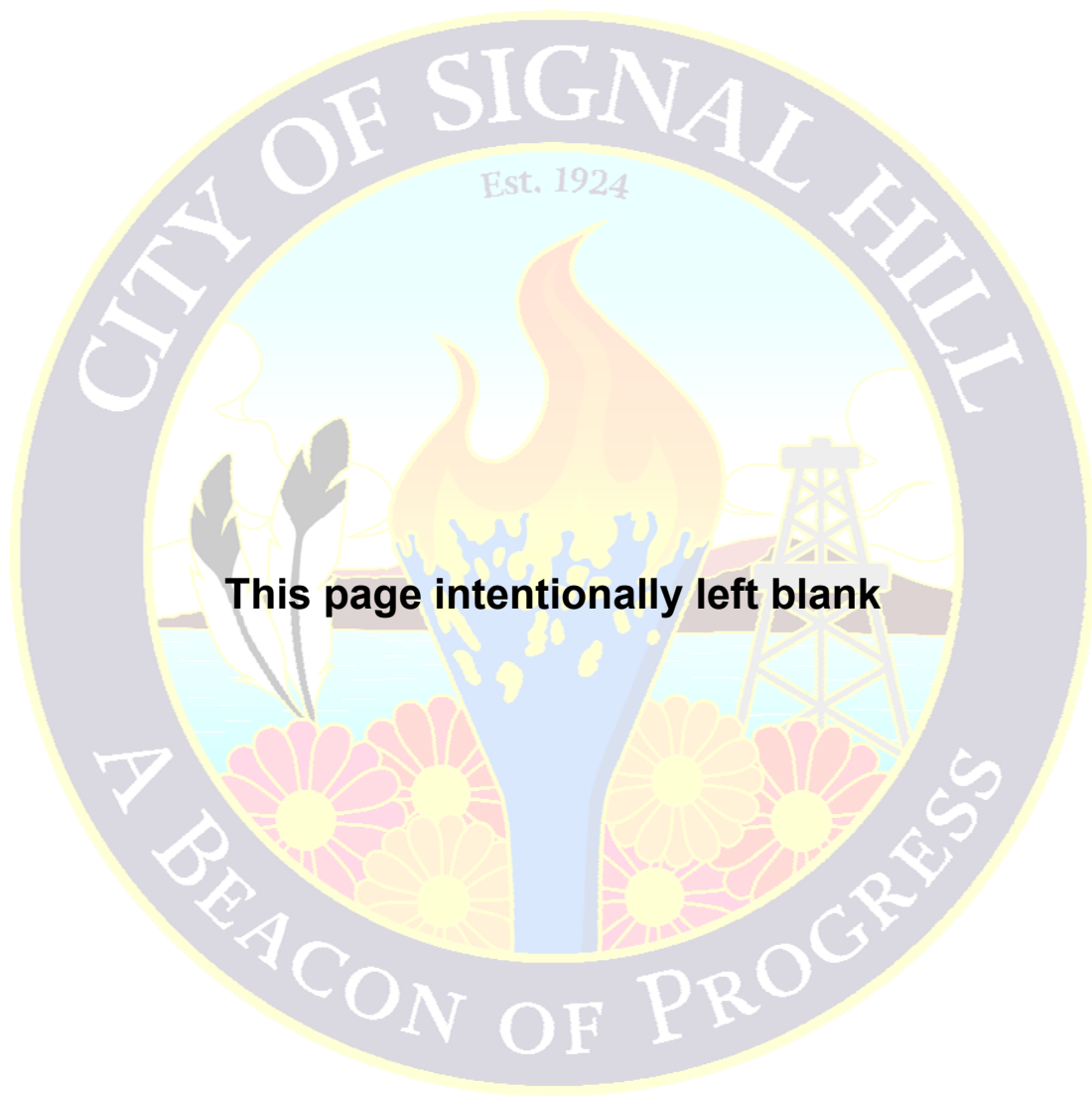
				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
ENVIRONMENTAL PROGRAMS								
100-93-5110	Salaries & Wages - Full-time	106,668	145,926	153,731	153,731	124,484	170,396	179,162
100-93-5130	Overtime Salaries	654	990	-	-	1,630	1,000	1,000
100-93-5160	Car Allowance	374	795	432	432	180	432	432
100-93-5220	FICA Contributions	8,283	11,605	11,760	11,760	9,821	13,068	13,739
100-93-5230	Retirement Contributions	8,987	11,652	13,362	13,362	10,554	15,252	16,159
100-93-5270	Other Employee Benefits	1,012	1,421	2,164	2,164	1,202	2,362	2,450
100-93-5271	Defined Contribution	433	1,318	3,028	3,028	385	3,461	3,606
100-93-5272	Workers' Compensation	2,658	3,650	3,671	3,671	3,671	3,375	3,538
100-93-5273	Health Benefits	15,224	18,813	23,169	23,169	17,228	25,102	25,142
100-93-5274	Dental Benefit	-	-	-	-	-	-	-
100-93-5275	Vision Benefit	-	-	-	-	-	-	-
100-93-5276	Life Insurance Benefit	-	-	431	431	-	364	359
100-93-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-93-5280	Wellness Benefit	-	-	195	195	-	200	200
Total Salaries and Benefits		144,293	196,169	211,942	211,942	169,155	235,012	245,788
100-93-5310	Dues & Memberships	15,215	15,000	15,225	15,225	15,000	15,225	15,225
100-93-5320	Travel & Training	525	-	2,850	2,850	2,000	2,850	2,850
100-93-5330	Meetings	-	-	-	-	-	-	-
100-93-5340	Books & Periodicals	-	-	250	250	-	250	250
100-93-5400	Contract Services - General	116,723	129,242	233,855	233,855	233,855	251,050	254,050
100-93-5410	Legal Services	7,571	1,466	28,000	28,000	6,000	18,000	18,000
100-93-5420	Professional Services	-	-	-	-	-	-	-
100-93-5425	TMDL Watershed Professional Se	101,847	50,111	135,477	135,477	98,135	152,300	152,300
100-93-5522	Bus Shelter Cleaning	-	-	-	-	-	-	-
100-93-5525	Street Sweeping Services	132,519	160,492	333,192	333,192	333,192	340,000	345,000
100-93-5630	Media Services	356	-	700	700	500	700	700
100-93-5633	Public Education	2,553	-	10,150	10,150	1,500	5,150	5,150
100-93-5691	NPDES Fee	-	-	7,500	7,500	7,067	7,500	7,500
100-93-5740	General Supplies	-	8	300	300	-	300	300
Total Maintenance and Operations		377,308	356,319	767,499	767,499	697,248	793,325	801,325
TOTAL ENVIRONMENTAL PROGRAMS (93)		521,601	552,488	979,441	979,441	866,403	1,028,337	1,047,113

**GENERAL FUND PROGRAM EXPENDITURES**

				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
GROUNDS MAINTENANCE								
100-94-5110	Salaries & Wages - Full-time	267,456	299,659	349,214	349,214	233,433	338,811	363,317
100-94-5130	Overtime Salaries	10,728	13,610	2,021	2,021	24,654	14,021	14,021
100-94-5160	Car Allowance	145	181	360	360	28	360	360
100-94-5220	FICA Contributions	21,334	24,084	26,715	26,715	18,814	25,993	27,872
100-94-5230	Retirement Contributions	21,661	23,592	28,738	28,738	18,084	27,981	30,430
100-94-5270	Other Employee Benefits	2,468	2,851	5,033	5,033	2,268	4,856	5,169
100-94-5271	Defined Contribution	908	958	2,575	2,575	65	2,714	2,911
100-94-5272	Workers' Compensation	3,912	8,434	8,481	8,481	8,481	7,798	8,175
100-94-5273	Health Benefits	56,234	62,575	81,989	81,989	52,995	91,709	93,704
100-94-5274	Dental Benefit	-	-	-	-	-	-	-
100-94-5275	Vision Benefit	-	-	-	-	-	-	-
100-94-5276	Life Insurance Benefit	-	-	614	614	-	516	516
100-94-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-94-5280	Wellness Benefit	-	-	156	156	-	163	163
Total Salaries and Benefits		384,847	435,944	505,897	505,897	358,822	514,922	546,636
100-94-5310	Dues & Memberships	150	150	600	600	300	600	600
100-94-5320	Travel & Training	3,439	1,212	4,700	4,700	2,240	4,700	4,700
100-94-5330	Meetings	-	-	500	500	100	500	500
100-94-5340	Books & Periodicals	-	-	100	100	150	100	100
100-94-5400	Contract Services - General	40,869	20,004	51,300	51,300	34,001	56,300	51,300
100-94-5511	Telephone/Data	234	1,916	2,040	2,040	1,221	1,600	1,704
100-94-5512	Utility Services	219,445	194,824	284,225	284,225	284,225	284,225	284,225
100-94-5530	Lawn Care Services	352,349	431,362	453,944	551,179	551,178	576,178	579,428
100-94-5531	Arborist Services	-	-	18,000	18,000	18,000	18,000	18,000
100-94-5560	Repair & Maintenance Services	-	-	-	-	-	-	-
100-94-5730	Uniforms	1,958	2,346	1,500	1,500	1,500	1,500	1,500
100-94-5740	General Supplies	18,393	32,617	40,000	55,000	55,000	61,000	47,000
100-94-5742	Tools	1,393	78	2,000	2,000	1,000	2,000	2,000
100-94-5750	Gasoline, Oil, & Tires	5,888	5,843	6,767	6,767	4,277	5,256	5,387
100-94-5840	Capital Outlay	-	-	-	-	-	-	-
Total Maintenance and Operations		644,118	690,353	865,676	977,911	953,192	1,011,959	996,444
TOTAL GROUNDS MAINTENANCE (94)		1,028,965	1,126,297	1,371,573	1,483,808	1,312,014	1,526,880	1,543,080

**GENERAL FUND PROGRAM EXPENDITURES**

				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
STREET MAINTENANCE								
100-95-5110	Salaries & Wages - Full-time	360,476	325,117	357,690	384,725	421,758	526,756	564,696
100-95-5115	Part-time Salaries	-	541	2,439	2,439	-	2,563	2,613
100-95-5130	Overtime Salaries	9,834	9,342	31,123	31,123	31,123	31,123	31,123
100-95-5139	Compensated Absences	-	-	-	-	-	-	-
100-95-5160	Car Allowance	139	181	360	360	28	360	360
100-95-5220	FICA Contributions	27,881	25,890	27,399	29,467	33,490	40,362	43,265
100-95-5225	PARS Contributions	-	-	-	-	-	-	-
100-95-5230	Retirement Contributions	223,605	122,352	87,010	89,040	87,327	188,143	191,993
100-95-5270	Other Employee Benefits	6,207	5,663	5,076	5,494	5,032	7,570	8,057
100-95-5271	Defined Contribution	908	958	2,768	2,768	101	2,952	3,161
100-95-5272	Workers' Compensation	17,763	12,996	13,069	13,069	13,069	12,017	12,597
100-95-5273	Health Benefits	79,630	71,467	84,765	96,615	87,706	137,835	140,316
100-95-5274	Dental Benefit	-	-	-	-	-	-	-
100-95-5275	Vision Benefit	-	-	-	-	-	-	-
100-95-5276	Life Insurance Benefit	800	708	659	705	354	730	730
100-95-5277	Other Optional Benefit	-	-	-	-	-	-	-
100-95-5280	Wellness Benefit	-	-	169	169	-	175	175
Total Salaries and Benefits		727,243	575,215	612,528	655,974	679,989	950,586	999,087
100-95-5310	Dues & Memberships	270	795	1,200	1,200	1,200	1,200	1,200
100-95-5320	Travel & Training	1,503	1,835	7,800	7,800	2,434	7,800	7,800
100-95-5330	Meetings	-	45	800	800	-	800	800
100-95-5340	Books & Periodicals	-	-	125	125	-	125	125
100-95-5370	Safety Training	-	-	-	-	-	-	-
100-95-5400	Contract Services - General	46,237	89,450	91,000	91,000	91,000	91,000	93,000
100-95-5420	Contract Professional Service	-	-	-	-	-	-	-
100-95-5510	Electricity	172,643	191,723	195,000	195,000	195,000	195,000	200,000
100-95-5511	Telephone/Data	3,029	2,283	5,000	5,000	5,000	3,900	4,000
100-95-5512	Utility Services	12,874	13,364	30,000	30,000	30,000	30,000	30,000
100-95-5531	Arborist Services	159,277	136,578	179,587	179,587	179,587	205,020	209,645
100-95-5540	Vehicle Maintenance	-	-	100	100	-	100	100
100-95-5552	Rental/Lease of Equipment	-	-	1,500	1,500	1,500	1,500	1,500
100-95-5560	Repair & Maintenance Services	-	-	-	-	-	-	-
100-95-5581	Street Maintenance	-	32,710	50,000	129,952	104,952	77,000	77,000
100-95-5582	Public Right of Way Maintance	23,174	42,177	108,000	108,000	108,000	133,000	73,000
100-95-5590	Fleet Provision Charge	164,600	293,604	228,170	228,170	228,170	162,884	170,311
100-95-5620	Communications	-	-	5,700	5,700	5,700	5,700	5,700
100-95-5721	Special Dept Supplies-Graffiti	9,325	7,210	24,000	24,000	14,325	24,000	24,000
100-95-5730	Uniforms	3,481	3,088	6,300	6,300	6,300	6,300	6,300
100-95-5740	General Supplies	29,691	49,537	50,000	50,000	50,000	50,000	50,000
100-95-5742	Tools	315	1,408	1,500	1,500	1,500	1,500	1,500
100-95-5750	Gasoline, Oil, & Tires	10,345	11,051	12,886	12,886	13,424	14,201	14,556
Total Maintenance and Operations		636,767	876,857	998,669	1,078,621	1,038,093	1,011,030	970,536
TOTAL STREET MAINTENANCE (95)		1,364,009	1,452,071	1,611,197	1,734,595	1,718,082	1,961,616	1,969,623

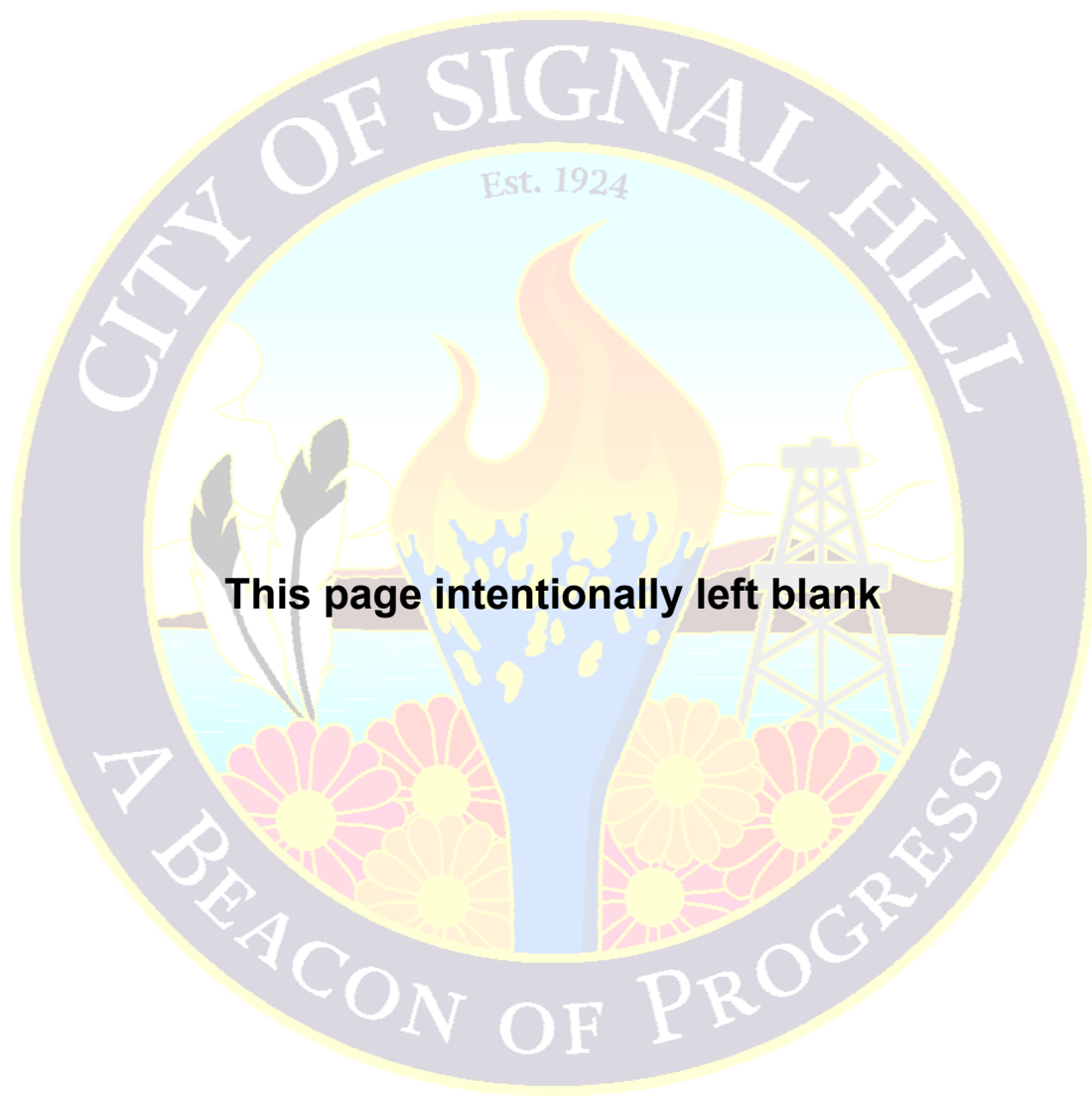


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**2024-26**

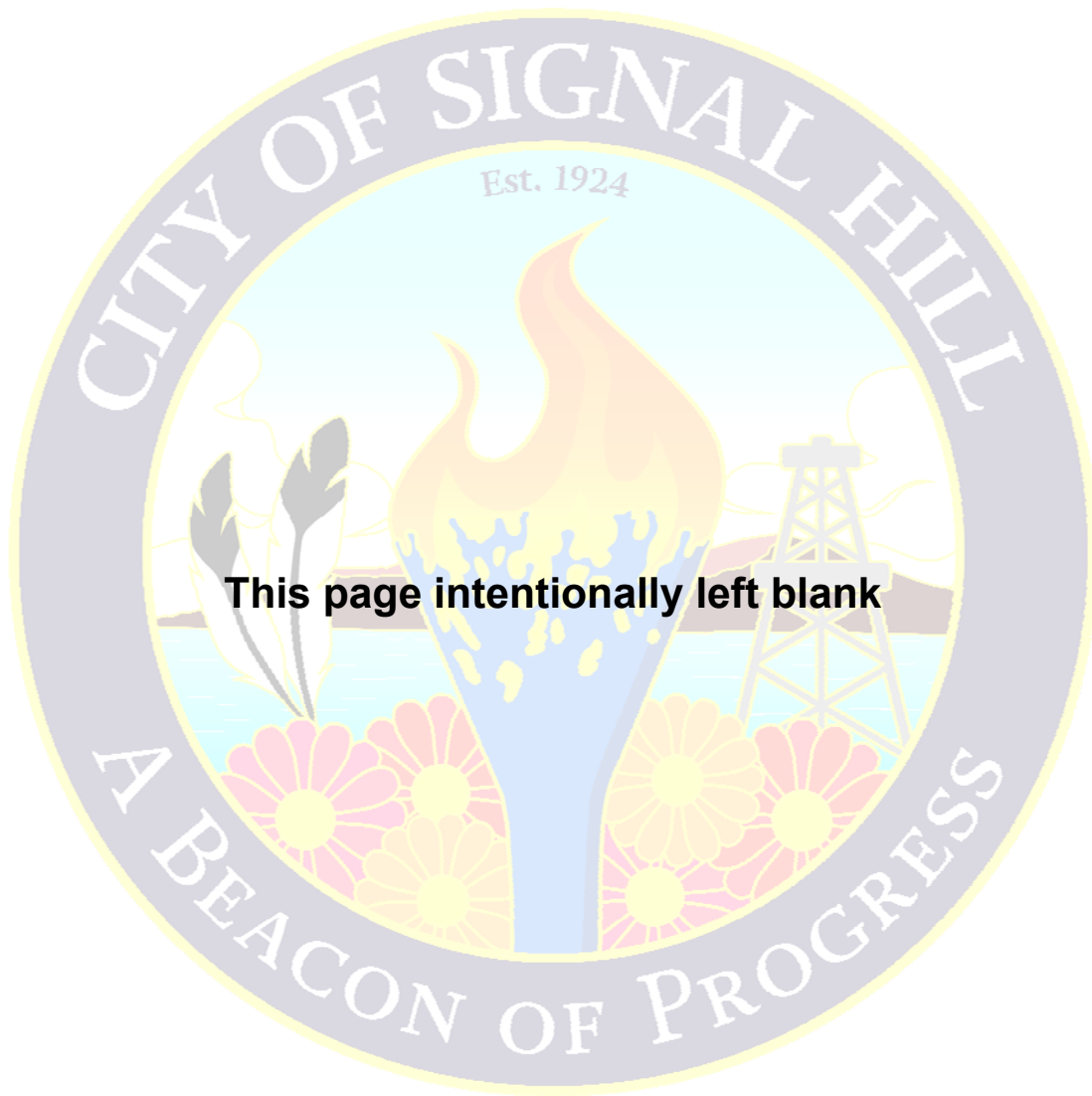
**SCHEDULE OF TRANSFERS**



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**2024-2026 - TRANSFERS**

			Year 1 2024-2025 Adopted Budget	Year 2 2025-2026 Approved Budget
<b>TRANSFERS IN</b>				
General Fund	100-39-4110	Transfer from Reserves	1,065,085	203,574
General Fund	100-39-4120	Transfer from Special Revenue	499,354	541,377
		Subtotal General Fund	1,564,439	744,951
Police Radio Reserve	118-39-4120	Transfer from Special Revenue	-	-
Economic Uncertainties Reserve	110-39-6933	Transfer from General Fund	400,000	-
Equipment & Furniture Reserve	112-00-6933	Transfer from General Fund	100,000	100,000
Capital Improvement Reserves	113-39-6933	Transfer from General Fund	690,252	175,470
Park Reserve Fund	117-39-6933	Transfer from General Fund	400,000	500,000
Police Radio Reserve	118-39-6933	Transfer from General Fund	100,000	100,000
Civic Center Master Plan Reserve	119-39-6933	Transfer from General Fund	1,000,000	1,504,047
100th Anniversary Reserve Fund	120-39-6933	Transfer from General Fund	-	-
General Plan Update Reserve	121-39-6933	Transfer from General Fund	50,000	50,000
Facility Reserve Fund	124-39-6933	Transfer from General Fund	620,000	150,000
Art Reserve Fund	125-39-6933	Transfer from General Fund	175,000	25,000
		Subtotal Reserves	3,535,252	2,604,517
Housing Authority	223-00-6933	Transfer from General Fund	420,000	434,200
Capital Improvement Fund	400-00-6946	Transfer from GF Reserve Funds	5,177,730	4,277,782
Capital Improvement Fund	400-00-6948	Transfer from Special Revenue	7,810,524	2,083,000
Water Operations Fund	500-00-6949	Transfer from Reserve Funds	-	-
Water Operations Fund	500-39-6933	Transfer from General Fund	42,782	42,782
Water Operations Fund	500-39-6948	Transfer from Special Revenue	-	-
Vehicle Replacement Fund	601-39-6948	Transfer from Special Revenue	50,000	-
		Subtotal All Other Funds	13,501,036	6,837,764
<b>TOTAL TRANSFERS IN</b>			<b>18,600,727</b>	<b>10,187,232</b>
<b>TRANSFERS OUT</b>				
General Fund	100-99-7947	Transfer to Reserves	(3,535,252)	(2,604,517)
General Fund	100-99-7948	Transfer to Special Revenue	(420,000)	(434,200)
		Subtotal General Fund	(3,955,252)	(3,038,717)
Economic Uncertainties Reserve	110-99-7900	Transfer to General Fund	-	-
Land & Building Reserve	111-99-7939	Transfer to Capital Projects	(1,127,877)	-
Equipment & Furniture Reserve	112-99-7900	Transfer to General Fund	-	-
Capital Improvement Reserves	113-99-7939	Transfer to Capital Projects	(1,999,853)	(1,077,782)
Capital Improvement Reserves	113-99-7900	Transfer to General Fund	(31,575)	(33,574)
Capital Improvement Reserves	113-99-7942	Transfer to Enterprise Fund	(42,782)	(42,782)
PERS Reserve	115-99-7900	Transfer to General Fund	-	-
Police Radio Reserve	118-99-7900	Transfer to General Fund	-	(160,000)
Civic Center Master Plan Reserve Fund	119-99-7900	Transfer to General Fund	-	-
Civic Center Master Plan Reserve Fund	119-99-7939	Transfer to Capital Projects	(1,550,000)	(3,000,000)
100th Anniversary Reserve Fund	120-99-7900	Transfer to General Fund	(50,000)	-
General Plan Update Reserve	121-00-7900	Transfer to General Fund	(180,000)	(10,000)
Economic Development Reserve	122-99-7900	Transfer to General Fund	(400,000)	-
Workforce Innovation Reserve	123-99-7900	Transfer to General Fund	(403,510)	-
Facility Reserve Fund	124-99-7939	Transfer to Capital Projects	(200,000)	(200,000)
Art Reserve Fund	125-99-7939	Transfer to Capital Projects	(300,000)	-
		Subtotal Reserves	(6,285,597)	(4,524,138)
CDBG	201-99-7900	Transfer to General Fund	-	-
CDBG	201-99-7939	Transfer to Capital Projects	(71,026)	(68,000)
Prop C	203-99-7939	Transfer to Capital Projects	(230,000)	(230,000)
Prop C	203-99-7900	Transfer to General Fund	(5,000)	(5,000)
Park Development Impact Fee	204-99-7900	Transfer to General Fund	-	-
Park Development Impact Fee	204-99-7939	Transfer to Capital Projects	(30,000)	(300,000)
TDA	205-99-7939	Transfer to Capital Projects	-	-
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	(50,000)	-
Traffic Development Impact Fee	233-99-7939	Transfer to Capital Projects	(579,498)	-
Pipeline Removal	234-99-7900	Transfer to General Fund	(57,409)	(61,044)
MTA - STP	235-99-7939	Transfer to Capital Projects	-	-
Measure R	236-99-7900	Transfer to General Fund	(33,010)	(35,100)
Measure R	236-99-7939	Transfer to Capital Projects	(200,000)	(200,000)
Measure M	237-99-7939	Transfer to Capital Projects	(170,000)	(170,000)
RMRA (SB1)	238-99-7939	Transfer to Capital Projects	(230,000)	(230,000)
Measure W	239-99-7900	Transfer to General Fund	(84,000)	(84,000)
Measure W	239-99-7939	Transfer to Capital Projects	-	-
Capital Grants Fund	240-99-7939	Transfer to Capital Projects	(6,300,000)	(885,000)
Capital Grants Fund	240-99-7942	Transfer to Enterprise Fund	-	-
Planning Grants	241-99-7900	Transfer to General Fund	(65,482)	(101,780)
Measure A	242-99-7939	Transfer to Capital Projects	-	-
Prop 68 - Parks and Recreation	243-99-7939	Transfer to Capital Projects	-	-
Asset Seizure - State	274-99-7900	Transfer to General Fund	-	-
Asset Seizure - State	274-99-7947	Transfer to Reserves	-	-
American Rescue Plan Act	280-99-7900	Transfer to General Fund	-	-
American Rescue Plan Act	280-99-7942	Transfer to Enterprise Fund	-	-
Water Depreciation	510-99-7942	Transfer to Enterprise Fund	-	-
Water Development Impact Fee	550-99-7942	Transfer to Enterprise Fund	-	-
		Subtotal All Other Funds	(8,359,878)	(2,624,377)
<b>TOTAL TRANSFERS OUT</b>			<b>(18,600,727)</b>	<b>(10,187,232)</b>



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# **2024-26 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 including 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 including 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. Maintain existing water conveyance pipelines and provide timely response to emergency, staff, and resident requests. 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	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Current Budget	2023-24 Projection	2024-25 Adopted Budget	2025-26 Approved Budget
Salaries and Benefits	1,599,614	362,425	1,629,720	1,629,720	1,177,847	1,835,467	1,924,314
Maintenance and Operations	3,183,331	3,160,387	4,221,255	5,191,071	3,677,868	4,509,956	2,860,427
Capital and Depreciation	918,047	837,958	894,664	894,664	894,664	894,664	894,664
Total Expenditures	5,700,992	4,360,770	6,745,639	7,715,455	5,750,379	7,240,087	5,679,405

does not include Debt Service

Departmental Staffing Levels

	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2023-24 Current	2024-25 Adopted	2025-26 Approved
Water - Account Specialist II	0.0	1.0	1.0	1.0	1.0	1.0
Water Systems Superintendent	1.0	1.0	1.0	1.0	1.0	1.0
Water Systems Operator I	3.0	3.0	3.0	3.0	2.0	2.0
Water Systems Operator II	1.0	1.0	1.0	1.0	0.0	0.0
Water - Senior Water Systems Operator	2.0	2.0	2.0	2.0	3.0	3.0
Water Maintenance Worker I	0.0	0.0	0.0	0.0	0.0	0.0
Water Maintenance Worker II	2.0	2.0	2.0	2.0	3.0	3.0
Total Positions:	9.0	10.0	10.0	10.0	10.0	10.0

**WATER ENTERPRISE REVENUES**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
500-00-4700	Interest Income	(46,882)	37,030	12,000	12,000	279,938	232,018	180,000
510-00-4700	Interest Income	(29,692)	14,107	-	-	-	-	-
500-00-4701	Interest Earned - Fiscal Agent	1	278	-	-	435	-	-
500-00-4830	Other Revenue	47,096	61,391	10,000	10,000	77,365	10,000	10,000
500-21-4132	State Grants	-	-	-	-	-	-	-
500-21-4402	Water Sales	5,733,100	5,749,713	6,626,461	6,626,461	6,180,941	6,366,370	6,557,361
500-21-4403	Water Low Income Discount	(2,255)	(2,147)	(4,000)	(4,000)	(2,147)	(2,147)	(4,000)
500-21-4404	Fire Suppression Charge	420,965	462,338	393,000	393,000	462,338	462,338	462,338
500-21-4405	Hydrant Flow Test Charge	5,341	4,578	1,569	1,569	1,568	1,500	1,500
500-31-4406	Meter/Temp Meter Installation	3,766	3,896	1,000	1,000	2,496	500	500
500-39-4160	Public Transportation Tax Revenue	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>		<b>6,131,439</b>	<b>6,331,184</b>	<b>7,040,029</b>	<b>7,040,029</b>	<b>7,002,934</b>	<b>7,070,579</b>	<b>7,207,699</b>
500-00-6949	Transfer from Reserve Funds	19,915	20,669	-	-	-	-	-
500-39-6933	Transfer from General Fund	-	-	29,400	29,400	29,400	42,782	42,782
500-39-6948	Transfer from Special Revenue	687,411	127,776	766,412	766,412	2,514,286	-	-
<b>TOTAL TRANSFERS IN</b>		<b>707,326</b>	<b>148,445</b>	<b>795,812</b>	<b>795,812</b>	<b>2,543,686</b>	<b>42,782</b>	<b>42,782</b>
<b>TOTAL REVENUE WITH TRANSFERS IN</b>		<b>6,838,765</b>	<b>6,479,629</b>	<b>7,835,841</b>	<b>7,835,841</b>	<b>9,546,620</b>	<b>7,113,361</b>	<b>7,250,481</b>

**WATER ENTERPRISE EXPENDITURES**

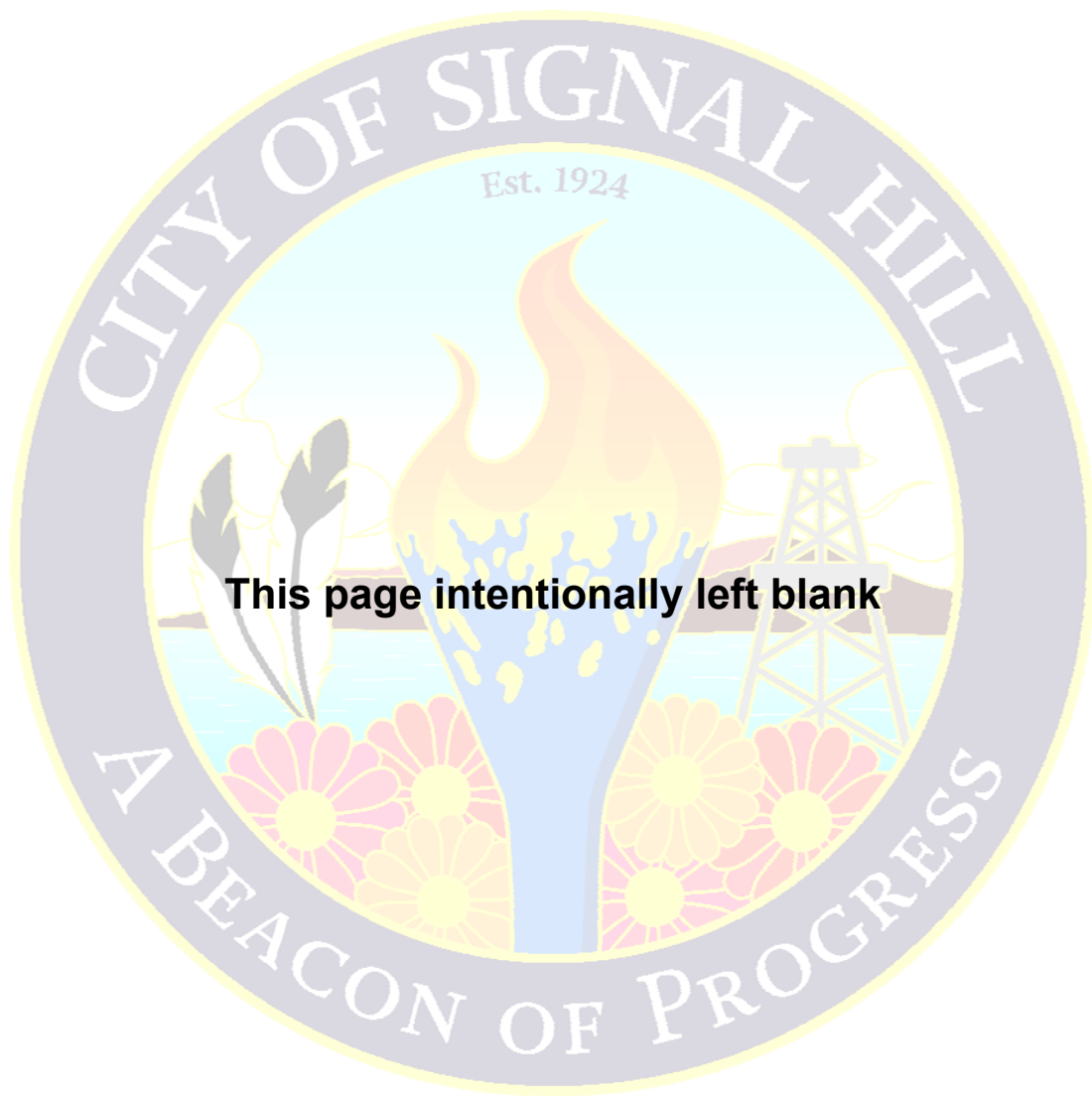
				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
WATER OPERATIONS								
500-40-5110	Salaries & Wages - Full-time	746,305	716,866	925,600	925,600	624,911	967,133	1,038,681
500-40-5130	Overtime Salaries	74,379	67,715	76,500	76,500	76,500	80,371	83,586
500-40-5135	Standby Pay	-	-	-	-	-	-	-
500-40-5136	Salaries and Wages	-	-	-	-	-	-	-
500-40-5139	Compensated Absences	-	-	-	-	-	-	-
500-40-5140	Special Functions Salaries	-	-	-	-	-	-	-
500-40-5160	Car Allowance	447	904	720	720	138	720	720
500-40-5220	FICA Contributions	63,272	61,196	70,808	70,808	52,589	74,041	79,514
500-40-5230	Retirement Contributions	270,129	(640,975)	283,671	283,671	252,120	418,891	425,194
500-40-5270	Other Employee Benefits	194,466	(18,956)	13,609	13,609	8,011	13,874	14,802
500-40-5271	Defined Contribution	1,149	1,248	2,745	2,745	70	2,806	2,969
500-40-5272	Workers' Compensation	31,297	14,176	14,257	14,257	14,257	13,108	13,742
500-40-5273	Health Benefits	132,639	140,586	218,562	218,562	128,754	234,649	239,155
500-40-5274	Dental Benefit	-	-	-	-	-	-	-
500-40-5275	Vision Benefit	-	-	-	-	-	-	-
500-40-5276	Life Insurance Benefit	849	853	1,230	1,230	435	1,019	1,019
500-40-5277	Other Optional Benefit	-	-	-	-	-	-	-
500-40-5280	Wellness Benefit	-	-	163	163	-	163	163
500-40-5290	Retiree Medical Benefit	-	-	-	-	-	-	-
Total Salaries and Benefits		1,514,930	343,612	1,607,865	1,607,865	1,157,784	1,806,775	1,899,543
500-40-5310	Dues & Memberships	3,674	3,147	5,420	5,420	5,420	5,420	5,420
500-40-5320	Travel & Training	10,184	6,294	10,000	10,000	6,221	10,000	10,000
500-40-5330	Meetings	361	259	500	500	438	500	500
500-40-5340	Books & Periodicals	356	98	500	500	150	500	500
500-40-5360	Education	-	-	-	-	-	-	-
500-40-5400	Contract Services - General	127,938	176,203	185,700	235,700	235,700	300,800	230,100
500-40-5410	Legal Services	2,689	9,799	10,000	10,000	6,617	10,000	10,000
500-40-5420	Professional Services	-	-	-	-	-	-	-
500-40-5423	Engineering Services	47,856	150,609	282,720	652,785	552,786	375,000	200,000
500-40-5450	Contract Professional Labor	-	-	-	-	-	-	-
500-40-5511	Telephone/Data	28,869	24,933	36,000	36,000	36,000	27,520	28,200
500-40-5512	Utility Services	172,717	184,411	265,000	265,000	265,000	265,000	315,000
500-40-5540	Vehicle Maintenance	-	-	-	-	-	-	-
500-40-5552	Rental/Lease of Equipment	-	-	1,500	1,500	1,317	2,000	2,500
500-40-5560	Repair & Maintenance Services	189,369	211,571	200,000	729,750	587,593	300,000	250,000
500-40-5570	Software Licensing & Support	8,622	-	5,000	5,000	6,268	5,000	5,000
500-40-5581	Street Maintenance	-	-	-	-	-	-	-
500-40-5590	Fleet Provision Charge	113,239	106,345	82,644	82,644	82,644	89,085	93,147
500-40-5610	Insurance	508,266	521,571	510,648	510,648	510,660	486,183	543,949
500-40-5633	Public Education	2,410	3,836	10,000	10,000	3,510	10,000	10,000
500-40-5692	Property Taxes	1,735	1,652	6,000	6,000	1,619	6,000	6,000
500-40-5721	Special Department Supplies	80,713	59,216	100,000	120,000	120,000	100,000	100,000
500-40-5730	Uniforms	6,403	5,836	8,700	8,700	6,807	8,700	8,700
500-40-5740	General Supplies	73,915	92,226	100,000	100,000	95,026	100,000	100,000
500-40-5742	Tools	2,974	511	3,000	3,000	3,000	3,000	3,000
500-40-5750	Gasoline, Oil, & Tires	13,899	11,458	17,757	17,757	8,583	11,872	12,169
500-40-5780	Water Supply Costs	1,751,798	1,536,111	2,300,000	2,300,000	1,001,193	2,300,000	835,366
Total Maintenance and Operations		3,147,987	3,106,088	4,141,089	5,110,905	3,536,552	4,416,580	2,769,551
TOTAL WATER OPERATIONS		4,662,917	3,449,699	5,748,955	6,718,770	4,694,336	6,223,356	4,669,094

**WATER ENTERPRISE EXPENDITURES**

				2023-2024			2024-2025	2025-2026
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
CAPITAL AND DEPRECIATION								
500-40-5801	Capital Outlay	-	-	-	-	-	-	-
500-40-5811	Capital Outlay	-	-	-	-	-	-	-
500-40-5840	Capital Outlay	2,755,962	946,874	4,270,812	3,600,747	3,135,521	4,251,511	610,282
500-40-5842	Capitalization of Assets	(2,726,002)	(948,363)	(4,270,812)	(3,600,747)	(3,135,521)	(4,251,511)	(610,282)
500-40-5850	Equipment-General	-	-	-	-	-	-	-
500-40-5861	Capital	-	-	-	-	-	-	-
500-40-5862	Capital Outlay	-	-	-	-	-	-	-
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	888,087	839,447	894,664	894,664	894,664	894,664	894,664
500-40-5999	Amortization Expense - Subscriptions		15,964	-	-	-	-	-
TOTAL CAPITAL AND DEPRECIATION		918,047	837,958	894,664	894,664	894,664	894,664	894,664
WATER BILLING ADMINISTRATION								
500-45-5110	Salaries & Wages - Full-time	55,472	14,077	15,269	15,269	14,851	20,335	17,624
500-45-5130	Overtime Salaries	60	-	708	708	-	708	708
500-45-5160	Car Allowance	181	181	180	180	174	180	180
500-45-5220	FICA Contributions	4,159	1,014	1,168	1,168	1,055	1,569	1,362
500-45-5230	Retirement Contributions	4,268	1,144	1,424	1,424	1,472	1,955	1,673
500-45-5270	Other Employee Benefits	546	134	204	204	142	269	229
500-45-5271	Defined Contribution	480	379	541	541	411	740	629
500-45-5272	Workers' Compensation	2,833	286	288	288	288	264	277
500-45-5273	Health Benefits	16,685	1,599	1,980	1,980	1,670	2,577	2,007
500-45-5274	Dental Benefit	-	-	-	-	-	-	-
500-45-5275	Vision Benefit	-	-	-	-	-	-	-
500-45-5276	Life Insurance Benefit	-	-	56	56	-	57	45
500-45-5277	Other Optional Benefit	-	-	-	-	-	-	-
500-45-5280	Wellness Benefit	-	-	38	38	-	38	38
Total Salaries and Benefits		84,683	18,813	21,854	21,854	20,063	28,692	24,771
500-45-5290	Retiree Medical Benefit	-	-	-	-	-	-	-
500-45-5320	Travel & Training	-	-	2,225	2,225	2,225	2,225	2,225
500-45-5400	Contract Services - General	-	-	500	500	500	500	500
500-45-5420	Professional Services	4,000	27,136	25,000	25,000	25,000	25,000	25,000
500-45-5450	Contract Professional Labor	5,000	505	8,258	8,258	8,258	8,550	8,550
500-45-5560	Repair & Maintenance Services	-	-	1,500	1,500	1,500	1,500	1,500
500-45-5570	Software Licensing & Support	9,579	10,961	26,083	26,083	26,083	38,601	35,701
500-45-5720	Postage	16,683	15,698	15,600	15,600	15,600	16,000	16,400
500-45-5745	General Supplies	83	-	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	-	-	-	-	61,150	-	-
Total Maintenance and Operations		35,345	54,299	80,166	80,166	141,316	93,376	90,876
TOTAL EXPENDITURES - BEFORE DEBT SERVICE		5,700,992	4,360,770	6,745,639	7,715,454	5,750,378	7,240,088	5,679,406

**WATER ENTERPRISE EXPENDITURES**

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
DEBT SERVICE								
500-45-5970	Costs of Issuance	-	-	-	-	-	-	-
500-45-5980	Interest Expense	116,261	116,652	79,438	79,438	79,438	168,586	149,198
500-45-5981	Bond Amortization Expense	(34,721)	(34,721)	(17,334)	(17,334)	(17,334)	(17,334)	(17,334)
500-45-5982	Interest Expense - Subscriptions		916	-	-	-	-	-
500-45-5983	Loan Payment	-	-	150,000	150,000	150,000	150,000	150,000
500-45-5984	GWF Loan Payments	-	-	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
500-45-5985	Bond Principal Payments	-	-	510,000	510,000	510,000	530,000	545,000
500-45-5986	Note Payments	-	-	132,259	132,259	176,884	227,259	228,928
500-45-5987	GWF Bond Principal Payment	-	-	(510,000)	(510,000)	(510,000)	(530,000)	(545,000)
500-45-5988	WRD Loan Proceeds - Well 10 Construction	-	-	-	-	-	-	-
500-45-5988	WRD Loan Proceeds transfer to Loan Payble	-	-	-	-	-	-	-
500-99-5110	Salaries & Wages - Full-time	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND DEBT SERVICE		5,782,532	4,443,617	6,940,002	7,909,817	5,989,366	7,618,599	6,040,198
TRANSFERS OUT								
510-99-7942	Transfer to Enterprise Fund	-	-	-	-	-	-	-
500-99-7947	Transfer to Reserves	-	-	-	-	-	-	-
500-99-7947	Transfer to Reserves	-	-	-	-	-	-	-
TOTAL TRANSFERS OUT		-	-	-	-	-	-	-



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

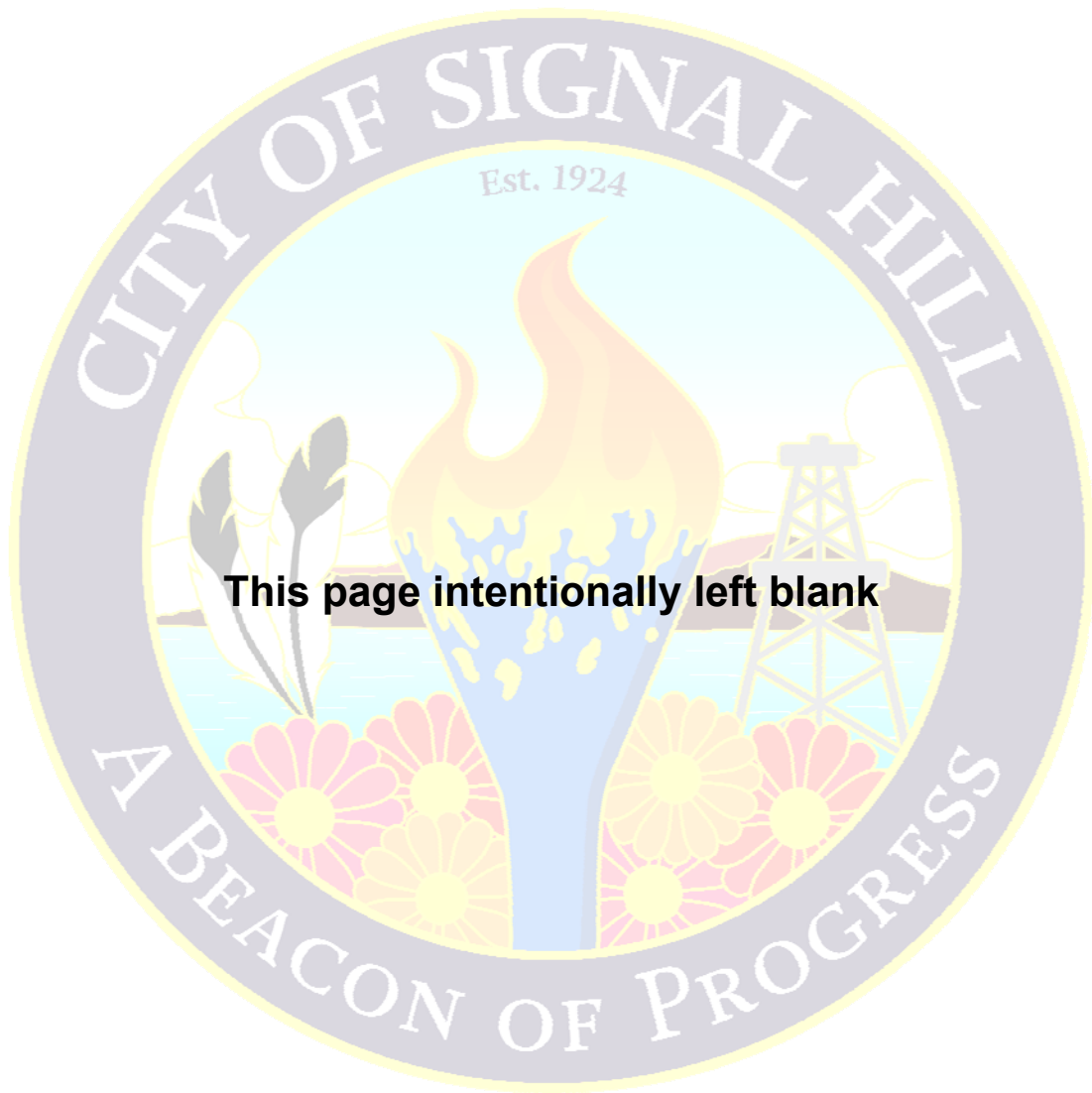
The Fleet division provides quality and timely service to the City Fleet to maintain efficient and safe transportation and equipment to serve staff and community needs.

**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 Fleet 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, these 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.
7. Commence the integration of Hybrid and Zero Emission Vehicles (ZEV) to the City's Fleet.



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## VEHICLE REPLACEMENT FUND REVENUES AND EXPENSES

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-2026
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
601-00-4700	Interest Income	(45,320)	24,687	12,000	12,000	91,200	72,000	60,000
601-00-4831	Damage to Property Vehicle	1,380	1,804	-	-	-	-	-
601-00-4865	Property Sales	41,665	-	-	-	26,293	-	20,000
601-21-4407	Fleet Fees	773,734	874,391	679,521	679,521	679,523	748,617	782,750
601-37-4100	Other Revenue	-	979	-	-	-	-	-
601-39-6948	Transfer from Special Revenue	-	-	80,000	80,000	80,000	50,000	-
<b>TOTAL REVENUES PLUS TRANSFERS</b>		<b>771,460</b>	<b>901,861</b>	<b>771,521</b>	<b>771,521</b>	<b>877,016</b>	<b>870,617</b>	<b>862,750</b>
601-40-5110	Salaries & Wages - Full-time	143,872	140,297	187,434	187,434	143,456	165,514	179,753
601-40-5115	Part-time Salaries	13,679	4,940	21,955	21,955	-	23,066	23,513
601-40-5130	Overtime Salaries	834	2,071	7,063	7,063	449	7,100	7,100
601-40-5160	Car Allowance	154	361	180	180	55	180	180
601-40-5220	FICA Contributions	11,465	11,167	14,657	14,657	11,356	13,010	14,106
601-40-5230	Retirement Contributions	40,425	(18,063)	18,116	18,116	10,668	13,472	15,026
601-40-5270	Other Employee Benefits	4,961	(8,720)	2,682	2,682	1,554	2,372	2,516
601-40-5271	Defined Contribution	954	1,064	2,290	2,290	70	1,949	2,097
601-40-5272	Workers' Compensation	5,892	2,017	2,029	2,029	2,029	1,865	1,955
601-40-5273	Health Benefits	23,055	19,515	37,653	37,653	20,453	24,245	24,407
601-40-5274	Dental Benefit	-	-	-	-	-	-	-
601-40-5275	Vision Benefit	-	-	-	-	-	-	-
601-40-5276	Life Insurance Benefit	95	64	397	397	40	259	259
601-40-5277	Other Optional Benefit	-	-	-	-	-	-	-
601-40-5280	Wellness Benefit	-	-	138	138	-	113	113
601-40-5290	Retiree Medical Benefit	-	-	-	-	-	-	-
<b>Total Salaries and Benefits</b>		<b>245,386</b>	<b>154,715</b>	<b>294,594</b>	<b>294,594</b>	<b>190,130</b>	<b>253,145</b>	<b>271,024</b>
601-40-5310	Dues & Memberships	275	-	275	275	275	824	824
601-40-5320	Travel & Training	275	-	2,500	2,500	1,325	2,500	2,500
601-40-5330	Meetings	-	-	-	-	-	-	-
601-40-5340	Books & Periodicals	-	-	100	100	-	100	100
601-40-5400	Contract Services - General	19,031	17,973	37,000	47,000	19,967	48,000	38,000
601-40-5420	Professional Services	-	-	-	-	-	-	-
601-40-5511	Telephone	249	313	360	360	740	780	780
601-40-5512	Utility Services	-	-	5,600	5,600	-	-	5,600
601-40-5540	Vehicle Maintenance	21,827	75,939	60,000	60,000	65,000	66,000	66,000
601-40-5542	Vehicle Body Work Services	11,311	12,454	10,000	10,000	32,618	30,000	30,000
601-40-5560	Repair & Maintenance Services	239	1,375	-	-	-	-	-
601-40-5570	Software Licensing & Support	5,671	3,878	8,700	8,700	4,700	9,750	9,750
601-40-5610	Insurance	20,646	21,310	21,040	21,040	21,071	20,313	24,980
601-40-5721	Vehicle Supplies	22,877	12,626	22,000	22,000	15,000	22,000	22,000
601-40-5730	Uniforms	680	490	1,600	1,600	854	1,600	1,600
601-40-5740	General Supplies	1,582	2,063	13,000	13,000	4,441	13,000	13,000
601-40-5742	Tools	1,624	523	2,500	2,500	2,500	3,500	3,500
601-40-5750	Gasoline, Oil, & Tires	14,127	17,844	25,215	25,215	29,756	28,451	28,462
601-40-5754	Fuel Purchases	148,398	168,271	175,000	175,000	112,839	175,000	175,000
601-40-5755	Fuel Cost Clearing	(148,235)	(143,004)	(174,785)	(174,785)	(105,642)	(174,785)	(174,785)
601-40-5790	Loss on Disposal of Fixed Asset	-	-	-	-	-	-	-
601-40-5805	Capitalize Assets	(172,250)	(283,398)	(1,466,380)	(1,466,380)	(942,502)	(716,000)	(895,000)
601-40-5840	Capital Outlay	-	54,713	947,819	647,819	652,156	100,000	250,000
601-40-5842	Vehicles & Large Equipment	172,250	228,685	518,561	677,493	290,346	616,000	645,000
601-40-5844	2700 Cherry Ave (Walker)	-	-	-	-	-	-	-
601-40-5990	Depreciation Expense	165,881	183,669	190,000	190,000	190,000	190,000	190,000
<b>Total Maintenance and Operations</b>		<b>286,458</b>	<b>375,724</b>	<b>400,105</b>	<b>269,037</b>	<b>395,445</b>	<b>437,033</b>	<b>437,311</b>
<b>TOTAL EXPENSES</b>		<b>531,845</b>	<b>530,439</b>	<b>694,699</b>	<b>563,631</b>	<b>585,575</b>	<b>690,177</b>	<b>708,335</b>

<b>Vehicle</b>	<b>Year 1 Replacement Cost</b>	<b>Department</b>	<b>Year 2 Replacement Cost</b>	<b>Department</b>
Vehicle #74609 - Ford F150*	\$60,000	Police		
Vehicle # 73018 - Explorer Hybrid*	\$85,000	Police		
Vehicle #72919 - Ford Explorer Interceptor - Outfitted*	\$90,000	Police		
One New PD vehicles - additions to the Fleet*	\$90,000	Police		
F150 Responder Replacing Chevy Tahoe*	\$96,000	Police		
Vehicle #41010 - Water F-150 Lightning/Electric**	\$80,000	Water		
Vehicle #74809 - Parking Enforcement - Ford Maverick***	\$35,000	Police		
Vehicle #20106 - Water Meter Reading Truck	\$45,000	Public Works		
Compressor	\$35,000	Public Works		
Vehicle #74111 - Parking Enforcement - Ford Maverick***			\$35,000	Police
Vehicle #72620 - Ford Explorer Interceptor - Outfitted			\$100,000	Police
Vehicle #40414 - F-150 Lightning/Electric**			\$90,000	Water
Vehicle #60208 - F-550 Stake Bed Truck			\$120,000	Public Works
Vehicle #51808 - Paint Truck			\$200,000	Public Works
Vehicle #72520 - Ford Explorer Interceptor - Outfitted			\$100,000	Police
<b>Total</b>	<b>\$ 616,000</b>		<b>\$ 645,000</b>	

\* These vehicles, initially budgeted for 2023-2024, are now being purchased in 2024-2025 due to delays in procurement.

\*\*These vehicles are all electric vehicles.

\*\*\* These vehicles will be paid for by AQMD funds

## **2024-2026 SPECIAL FUNDS**

### **201-400**

				2023-2024			2024-2025	2025-26
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
CDBG FUND								
201-00-6947	Transfer from Reserves	-	-	-	-	-	-	-
201-11-4310	Grants: CDBG	56,551	189,668	86,190	86,190	86,190	83,560	80,000
201-11-4311	Grants: CDBG - CARES	-	-	-	-	-	-	-
201-11-4312	Grants: RAP	-	-	-	-	-	-	-
201-36-4700	Interest Income	-	-	-	-	-	-	-
201-39-6933	Transfer from General Fund	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		56,551	189,668	86,190	86,190	86,190	83,560	80,000
201-40-5723	Food Distribution Costs	39,132	16,516	17,238	17,238	17,238	12,534	12,000
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	30,792	5,975	-	-	-	-	-
201-99-7939	Transfer to Capital Projects	87,460	66,345	68,952	68,952	68,952	71,026	68,000
TOTAL EXPENDITURES AND TRANSFERS		157,385	88,836	86,190	86,190	86,190	83,560	80,000
PROP A FUND								
202-00-4700	Interest Income	(17,190)	9,698	5,420	5,420	30,922	22,781	25,058
202-31-4160	Public Transportation Tax Reve	295,763	305,349	335,166	335,166	335,166	321,516	321,516
202-81-4476	Passenger Fare Revenue-Prop A	568	102	-	-	28	-	-
TOTAL REVENUES AND TRANSFERS		279,141	315,149	340,586	340,586	366,116	344,297	346,574
202-40-5110	Salaries & Wages - Full-time	17,702	22,185	23,032	23,032	23,274	22,991	25,890
202-40-5130	Overtime Salaries	45	519	100	100	200	200	200
202-40-5160	Car Allowance	20	36	36	36	36	36	36
202-40-5220	FICA Contributions	1,342	1,720	1,762	1,762	1,780	1,877	1,983
202-40-5230	Retirement Contributions	1,608	2,082	2,462	2,462	2,650	2,617	2,776
202-40-5270	Other Employee Benefits	166	219	332	332	228	350	366
202-40-5271	Defined Contribution	145	253	283	283	127	321	346
202-40-5272	Workers' Compensation	-	-	-	-	-	-	-
202-40-5273	Health Benefits	3,581	4,864	5,774	5,774	5,288	5,055	5,175
202-40-5274	Dental Benefit	-	-	-	-	-	-	-
202-40-5275	Vision Benefit	-	-	-	-	-	-	-
202-40-5276	Life Insurance Benefit	-	-	55	55	-	45	45
202-40-5277	Other Optional Benefit	-	-	-	-	-	-	-
202-40-5280	Wellness Benefit	-	-	19	19	-	19	19
202-40-5310	Dues & Memberships	9,000	10,000	10,000	10,000	10,000	10,000	10,000
202-40-5400	Contract Services - General	30,378	30,343	37,401	37,401	37,401	38,523	39,679
202-40-5670	Recreational Transit	15,867	42,233	90,000	90,000	90,000	80,000	80,000
202-40-5671	Bus Fare Subsidy	216	336	500	500	400	500	400
202-40-5672	Dial-A-Lift	12,132	7,888	10,150	10,150	5,500	9,371	5,500
202-40-5673	Fixed Route Subsidy	51,824	57,024	76,162	76,162	76,162	87,840	76,162
202-40-5674	DIAL-A-TAXI	3,630	6,301	12,000	12,000	6,100	15,000	6,100
202-40-5910	Payments to Other Agencies	-	-	-	-	-	-	-
202-99-7939	Transfer to Capital Projects	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		147,658	186,001	270,067	270,067	259,145	274,745	254,676

				2023-2024			2024-2025	2025-26
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
PROP C FUND								
203-00-4700	Interest Income	(14,065)	9,698	1,638	1,638	18,564	14,305	15,363
203-31-4161	County Public Transportation T	245,330	253,279	278,011	278,011	278,011	266,689	266,689
203-39-4100	Gateway JPA	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		231,265	262,977	279,649	279,649	296,575	280,994	282,052
203-40-5310	Dues & Memberships	-	-	5,000	5,000	-	-	-
203-99-7900	Transfer to General Fund	-	4,943	-	-	5,000	5,000	5,000
203-99-7939	Transfer to Capital Projects	-	419,457	200,000	200,000	200,000	230,000	230,000
TOTAL EXPENDITURES AND TRANSFERS		-	424,400	205,000	205,000	205,000	235,000	235,000
PARK DEVELOPMENT IMPACT FEE FUND								
204-00-4500	Park Development Fee	335,246	-	350,305	350,305	140,103	25,542	306,504
204-00-4700	Interest Income	(45,320)	14,107	9,968	9,968	33,796	2,667	2,626
204-31-4350	Other Grants	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		289,927	14,107	360,273	360,273	173,899	28,209	309,130
204-40-5400	Contract Services - General	-	-	-	-	-	-	-
204-47-5895	Park Capital Improvements	-	-	-	-	-	-	-
204-99-7900	Transfer to General Fund	537,896	-	-	-	-	-	-
204-99-7939	Transfer to Capital Projects	516,498	272,413	955,000	955,000	1,023,557	30,000	300,000
204-99-7942	Transfer to Enterprise Fund	-	-	-	-	-	-	-
204-99-7948	Transfer to General Fund	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		1,054,395	272,413	955,000	955,000	1,023,557	30,000	300,000
TDA FUND								
205-00-4700	Interest Income	-	-	132	132	-	(0)	270
205-31-4366	TDA Article 3	-	17,531	10,945	10,945	10,945	11,746	11,746
205-00-6948	Transfer from Special Revenue	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		-	17,531	11,077	11,077	10,945	11,746	12,016
205-99-7900	Transfer to General Fund	-	-	-	-	-	-	-
205-99-7939	Transfer to Capital Projects	-	17,531	10,945	10,945	10,945	-	-
TOTAL EXPENDITURES AND TRANSFERS		-	17,531	10,945	10,945	10,945	-	-
HOUSING IMPACT FUND								
221-00-4700	Interest Income	(18,753)	8,817	5,760	5,760	26,271	17,868	18,279
TOTAL REVENUES AND TRANSFERS		(18,753)	8,817	5,760	5,760	26,271	17,868	18,279
HOUSING AUTHORITY FUND								
223-00-4700	Interest Income	(132,833)	66,126	48,449	48,449	226,648	163,227	176,480
223-00-4800	Rental Income	63,459	19,290	16,056	16,056	25,744	-	-
223-37-4100	Gateway JPA	-	-	-	-	-	-	-
223-00-6933	Transfer from General Fund	244,933	347,958	375,777	375,777	375,777	420,000	434,200
TOTAL REVENUES AND TRANSFERS		175,559	433,374	440,282	440,282	628,169	583,227	610,680
223-40-5400	Contract Services - General	4,181	1,025	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	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		4,181	1,025	7,000	7,000	7,000	7,000	7,000

				2023-2024			2024-2025	2025-26
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
CIVIC CENTER - PHASE 2 BOND FUND								
224-00-4700	Interest Income	11	9	-	-	-	-	-
224-37-4100	Other Revenue	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		11	9	-	-	-	-	-
224-99-7900	Transfer to General Fund	13	-	-	-	-	-	-
224-99-7939	Transfer to Capital Projects	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		-	-	-	-	-	-	-
LEASE REVENUE BOND FUND								
225-36-4100	Interest Income	-	-	-	-	-	-	-
225-38-4100	Proceeds of Long Term Debt	-	-	-	-	-	-	-
225-00-6933	Transfer from General Fund	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		-	-	-	-	-	-	-
225-00-5980	Interest Expense	-	-	-	-	-	-	-
225-00-5985	Principal Payments	-	-	-	-	-	-	-
225-40-5920	Cost of Issuance	-	-	-	-	-	-	-
225-99-7900	Transfer to General Fund	-	-	-	-	-	-	-
225-99-7939	Transfer to Capital Projects	7,174	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		7,174	-	-	-	-	-	-
GAS TAX FUND								
230-00-4700	Interest Income	(29,692)	15,870	9,022	9,022	44,899	32,172	34,664
230-21-4310	Gas Tax Intergovernmental	-	-	-	-	-	-	-
230-33-4201	GAS TAX - 2103	100,953	95,985	100,971	100,971	103,556	104,455	104,455
230-33-4202	GAS TAX - 2105	70,049	67,382	70,977	70,977	71,607	73,028	73,028
230-33-4203	GAS TAX - 2107	84,709	91,774	85,026	85,026	97,806	99,802	99,802
230-33-4204	GAS TAX - 2107.5	6,000	3,000	3,000	3,000	3,000	3,000	3,000
230-33-4205	GAS TAX - 2106	45,302	43,480	44,983	44,983	45,089	45,904	45,904
230-33-4311	TCRF Loan Repayment	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		277,322	317,491	313,979	313,979	365,957	358,361	360,853
230-99-7900	Transfer to General Fund	130,000	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	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		130,000	250,000	250,000	250,000	250,000	250,000	250,000
AQMD FUND								
232-00-4700	Interest Income	(3,125)	882	917	917	4,324	1,344	467
232-21-4340	Grant Revenue-State	14,696	15,309	15,000	15,000	15,000	15,000	15,000
TOTAL REVENUES AND TRANSFERS		11,571	16,190	15,917	15,917	19,324	16,344	15,467
232-40-5310	Dues & Memberships	1,000	-	-	-	-	-	-
232-99-7900	Transfer to General Fund	4,194	-	4,453	4,453	4,453	4,453	4,453
232-99-7943	Transfer to Internal Service Fund	-	-	80,000	80,000	80,000	50,000	-
TOTAL EXPENDITURES AND TRANSFERS		5,194	-	84,453	84,453	84,453	54,453	4,453

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-26
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
TRAFFIC DEVELOPMENT IMPACT FEE FUND								
233-00-4505	Traffic Impact Fees	8,578	-	350,012	350,012	158,407	685	8,215
233-00-4700	Interest Income	(23,441)	10,580	6,671	6,671	29,468	16,222	3,282
233-39-4120	Transfer from Special Revenue	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		(14,863)	10,580	356,683	356,683	187,875	16,907	11,497
233-99-7939	Transfer to Capital Projects	34,498	79,920	518,445	518,445	324,529	579,498	-
233-99-7948	Transfer to Special Revenue	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		34,498	79,920	518,445	518,445	324,529	579,498	-
PIPELINE REMOVAL FUND								
234-00-4700	Interest Income	(59,384)	27,332	17,056	17,056	80,571	53,646	53,668
234-31-4605	Abandoned Pipe Removal Revenue	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		(59,384)	27,332	17,056	17,056	80,571	53,646	53,668
234-99-7900	Transfer to General Fund	14,361	37,919	92,452	92,452	50,172	57,409	61,044
234-99-7939	Transfer to Capital Projects	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		14,361	37,919	92,452	92,452	50,172	57,409	61,044
MTA STPL TRANSFER FUND								
235-00-4700	Interest Income	(4,688)	3,527	398	398	10,565	1,353	2,182
235-31-4360	STPL Exchange Revenue	33,986	-	34,680	34,680	34,680	34,680	34,680
235-31-4361	LACMTA - HIP (CRRSAA) REVENUE	53,780	-	-	-	-	-	-
235-39-4120	Transfer from Special Revenue	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		83,078	3,527	35,078	35,078	45,245	36,033	36,862
235-99-7900	Transfer to General Fund	-	-	-	-	-	-	-
235-99-7939	Transfer to Capital Projects	-	-	87,766	87,766	288,255	-	-
TOTAL EXPENDITURES AND TRANSFERS		-	-	87,766	87,766	288,255	-	-
MEASURE R FUND								
236-00-4700	Interest Income	(17,190)	8,817	2,525	2,525	8,520	2,768	2,135
236-31-4163	Public Transportation Tax	183,968	189,904	208,508	208,508	208,508	200,017	200,017
TOTAL REVENUES AND TRANSFERS		166,777	198,721	211,033	211,033	217,028	202,785	202,152
236-99-7900	Transfer to General Fund	8,258	21,803	24,960	24,960	28,849	33,010	35,100
236-99-7939	Transfer to Capital Projects	59,503	623,707	311,274	311,274	311,274	200,000	200,000
TOTAL EXPENDITURES AND TRANSFERS		67,760	645,510	336,234	336,234	340,123	233,010	235,100
MEASURE M FUND								
237-00-4700	Interest Income	(12,502)	7,935	6	6	23,691	10,912	12,467
237-33-4163	Public Transportation Tax	208,180	214,822	236,310	236,310	236,310	226,685	226,685
237-36-4100	Gateway JPA	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		195,678	222,757	236,316	236,316	260,001	237,597	239,152
237-99-5140	Special Functions Salaries	-	-	-	-	-	-	-
237-99-7939	Transfer to Capital Projects	68	125,132	462,470	462,470	462,419	170,000	170,000
TOTAL EXPENDITURES AND TRANSFERS		68	125,132	462,470	462,470	462,419	170,000	170,000

				2023-2024			2024-2025	2025-26
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
RMRA - SB1 FUND								
238-00-4700	Interest Income	-	7,053	4,934	4,934	24,937	2,073	3,755
238-33-4206	RMRA State Road Maintenance	234,758	262,521	255,119	255,119	281,626	301,043	301,043
238-33-4208	Prop 42 TCR	-	-	-	-	-	-	-
238-36-4100	Gateway JPA	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		234,758	269,574	260,053	260,053	306,563	303,116	304,798
238-99-7939	Transfer to Capital Projects	117,024	98,209	540,186	540,186	928,911	230,000	230,000
TOTAL EXPENDITURES AND TRANSFERS		117,024	98,209	540,186	540,186	928,911	230,000	230,000
MEASURE W FUND								
239-00-4111	LA County Flood Control - Ad Valorem Tax	279,372	280,123	280,000	280,000	280,000	280,000	280,000
239-00-4700	Interest Income	-	3,527	-	-	10,852	5,426	10,059
TOTAL REVENUES AND TRANSFERS		279,372	283,650	280,000	280,000	290,852	285,426	290,059
239-93-5400	Contract Services - General	-	-	-	-	-	-	-
239-99-7900	Transfer to General Fund	261,376	88,141	226,000	226,000	226,000	84,000	84,000
239-99-7939	Transfer to Capital Projects	180,000	-	139,000	139,000	139,000	-	-
TOTAL EXPENDITURES AND TRANSFERS		441,376	88,141	365,000	365,000	365,000	84,000	84,000
CIP GRANT FUND								
240-00-6946	Transfer from GF Reserves	4,153	-	-	-	-	-	-
240-31-4363	Other Grants	985,803	2,817,566	2,300,000	2,473,000	686,404	6,300,000	885,000
240-31-4365	Stormwater Compliance Grant	-	-	-	-	-	-	-
240-31-4366	TDA Article 3	-	-	-	-	-	-	-
240-33-4315	LCC Compliance Grant	-	-	-	-	-	-	-
240-33-4316	Expense Reimbursements	-	-	-	-	-	-	-
240-33-4317	MOU Construction Contributions	-	-	-	-	-	-	-
240-39-6933	Transfer from General Fund	-	2,900	-	-	-	-	-
240-39-4120	Transfer from Special Revenue	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		989,956	2,820,466	2,300,000	2,473,000	686,404	6,300,000	885,000
240-99-5140	Special Functions Salaries	-	-	-	-	-	-	-
240-99-7900	Transfer to General Fund	63,496	2,903	-	-	-	-	-
240-99-7939	Transfer to Capital Projects	2,347,607	1,561,519	2,300,000	2,473,000	484,722	6,300,000	885,000
240-99-7942	Transfer to Enterprise Fund	-	-	-	-	-	-	-
240-99-7948	Transfer to Special Revenue	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		2,411,103	1,564,422	2,300,000	2,473,000	484,722	6,300,000	885,000
PLANNING GRANTS FUND								
241-21-4340	Grant Revenue - SB2	-	152,132	-	-	-	-	-
241-21-4341	Grant Revenue - LEAP	-	55,959	-	-	-	-	-
241-21-4342	Grant Revenue- PLHA	-	-	-	-	-	65,482	101,780
241-21-4343	Innovation Grant	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		-	208,091	-	-	-	65,482	101,780
241-99-7900	Transfer to General Fund	208,091	-	-	-	-	65,482	101,780
242-00-4111	Los Angeles County - Ad Valorem Tax							
TOTAL EXPENDITURES AND TRANSFERS		208,091	-	-	-	-	65,482	101,780



Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-26
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
MEASURE A FUND								
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	225,000	225,000	-	-
TOTAL EXPENDITURES AND TRANSFERS				225,000	225,000	225,000	-	-
PROP 68 PARKS AND RECREATION								
243-00-4111	Prop 68 - Stof of CA - Dpt of Parks & Rec (OC	-	-	-	-	185,055	-	-
TOTAL REVENUES AND TRANSFERS				-	-	185,055	-	-
243-99-7939	Transfer to Capital Projects	-	(185,000)	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS				-	-	-	-	-
LIGHTING AND LANDSCAPE DISTRICT #1 FUND								
260-00-4700	Interest Income	-	882	311	311	3,200	1,646	524
260-31-4159	Lighting & Landscape Assesment	65,890	84,684	93,150	93,150	93,150	93,150	93,150
TOTAL REVENUES AND TRANSFERS				93,461	93,461	96,350	94,796	93,674
260-40-5110	Salaries & Wages - Full-time	6,090	7,090	7,726	7,726	17,208	17,223	18,400
260-40-5220	FICA Contributions	470	577	591	591	1,331	1,271	1,357
260-40-5230	Retirement Contributions	502	556	584	584	1,149	1,226	1,336
260-40-5270	Other Employee Benefits	58	69	108	108	142	230	245
260-40-5271	Defined Contribution	-	161	173	173	32	238	250
260-40-5272	Workers' Compensation	-	-	-	-	-	-	-
260-40-5273	Health Benefits	990	898	1,113	1,113	3,327	6,750	6,900
260-40-5274	Dental Benefit	-	-	-	-	-	-	-
260-40-5275	Vision Benefit	-	-	-	-	-	-	-
260-40-5276	Life Insurance Benefit	-	-	27	27	-	42	42
260-40-5277	Other Optional Benefit	-	-	-	-	-	-	-
260-40-5280	Wellness Benefit	-	-	11	11	-	13	13
260-40-5400	Contract Services - General	25,815	4,294	10,610	10,610	8,005	8,805	9,157
260-40-5512	Utility Services	8,327	5,876	13,000	13,000	5,936	6,530	6,791
260-40-5520	Maintenance in L&L District	4,041	-	4,245	4,245	4,245	4,670	4,856
260-40-5530	Lawn Care Services	16,242	21,695	28,421	31,334	16,774	18,451	19,189
260-40-5740	General Supplies	226	-	100	100	100	110	114
260-40-5741	Special Projects	-	-	30,000	30,000	30,000	35,000	35,000
260-40-5860	Planned Special Projects	-	-	-	27,945	27,945	-	-
TOTAL EXPENDITURES AND TRANSFERS				96,710	127,568	116,193	100,558	103,650
PUBLIC SAFETY GRANTS FUND								
270-33-4110	UASI Grant Intergovernmental	-	-	-	-	-	-	-
270-33-4111	SHSP Grant	-	-	-	45,577	45,577	-	-
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	-	-	-	45,577	45,577	-	-
TOTAL EXPENDITURES AND TRANSFERS				-	45,577	45,577	-	-

				2023-2024			2024-2025	2025-26
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
LA IMPACT FUND								
272-33-4200	LA Impact Salary Reimbursement	10,108	-	-	-	-	-	-
272-33-4700	Interest Income	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		10,108	-	-	-	-	-	-
272-39-6933	Transfer from General Fund	-	-	-	-	-	-	-
272-40-5110	Salaries & Wages - Full-time	-	-	-	-	-	-	-
272-40-5130	Overtime Salaries	10,108	-	-	-	-	-	-
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	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		10,108	-	-	-	-	-	-
ASSET SEIZURE - STATE FUND								
274-00-4202	LA Impact Salary Reimbursement	-	-	-	-	-	-	-
274-00-4342	Grant Revenue-State	-	-	-	-	-	-	-
274-00-4700	Interest Income	(4,688)	-	-	-	-	-	-
274-33-4200	Business License Renewal Fee	-	-	-	-	-	-	-
274-33-4250	Non-Fed Asst Seizure	-	-	-	-	-	-	-
274-33-4340	Grant Revenue-State	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		(4,688)	-	-	-	-	-	-
274-40-5130	Overtime Salaries	-	-	-	-	-	-	-
274-40-5721	Special Department Charges	-	-	-	-	-	-	-
274-99-7900	Transfer to General Fund	-	-	-	-	-	-	-
274-99-7947	Transfer to Reserves	-	203,780	-	-	-	-	-
274-99-7948	Transfer to Special Revenue	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		-	203,780	-	-	-	-	-
STATE POLICE GRANT FUND								
275-00-6935	Transfer from General Fund	-	-	-	-	-	-	-
275-21-4210	STC Reimbursement	-	-	-	-	-	-	-
275-21-4341	Grant Revenue-State - OTS	47,997	84,947	60,000	90,000	90,000	90,000	90,000
TOTAL REVENUES AND TRANSFERS		47,997	84,947	60,000	90,000	90,000	90,000	90,000
275-40-5110	Salaries & Wages - Full-time	-	-	-	-	-	-	-
275-40-5130	Overtime Salaries	45,277	46,383	60,000	83,669	74,929	86,468	86,468
275-40-5140	Special Functions Salaries	-	-	-	-	-	-	-
275-40-5220	FICA Contributions	-	-	-	-	711	-	-
275-40-5230	Retirement Contributions	-	-	-	-	4,673	-	-
275-40-5270	Other Employee Benefits	-	-	-	-	155	-	-
275-40-5271	Defined Contribution	-	-	-	-	-	-	-
275-40-5273	Health Benefits	2,720	4,746	-	-	3,202	-	-
275-40-5274	Dental Benefit	-	-	-	-	-	-	-
275-40-5275	Vision Benefit	-	-	-	-	-	-	-
275-40-5320	Travel & Training	-	-	-	3,532	3,532	3,532	3,532
275-40-5400	Contract Services - General	-	24,800	-	-	-	-	-
275-40-5740	General Supplies	-	9,017	-	2,799	2,799	-	-
275-40-5742	Tools	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		47,997	84,947	60,000	90,000	90,000	90,000	90,000

				2023-2024			2024-2025	2025-26
Account	Description	2021-2022 Actuals	2022-2023 Actuals	Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
SLESF FUND								
277-00-6937	Transfer from General Fund	-	-	-	-	-	-	-
277-21-4341	Grant Revenue-State SLESA	161,285	165,271	166,348	166,348	186,159	186,159	186,159
277-74-4310	Grants: CDBG	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		161,285	165,271	166,348	166,348	186,159	186,159	186,159
277-40-5110	Salaries & Wages - Full-time	106,256	99,095	110,858	110,858	121,296	118,416	115,344
277-40-5130	Overtime Salaries	15,688	26,387	-	-	9,373	11,337	12,140
277-40-5140	Special Functions Salaries	-	-	-	-	-	-	-
277-40-5220	FICA Contributions	9,894	10,086	8,481	8,481	8,481	10,085	10,773
277-40-5230	Retirement Contributions	10,948	9,970	12,256	12,256	12,256	11,399	12,263
277-40-5270	Other Employee Benefits	1,900	2,959	1,684	1,684	1,684	1,739	1,856
277-40-5271	Defined Contribution	-	-	-	-	-	-	-
277-40-5272	Workers' Compensation	-	-	-	-	-	-	-
277-40-5273	Health Benefits	16,345	16,582	32,922	32,922	32,922	33,064	33,664
277-40-5274	Dental Benefit	-	-	-	-	-	-	-
277-40-5275	Vision Benefit	-	-	-	-	-	-	-
277-40-5276	Life Insurance Benefit	190	193	147	147	147	119	119
277-40-5277	Other Optional Benefit	64	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		161,285	165,271	166,348	166,348	186,159	186,159	186,160
AMERICAN RESCUE PLAN ACT (ARPA) FUND - FEDERAL								
280-11-4300	Federal Grant	90,084	127,776	528,412	528,412	2,514,286	-	-
280-00-4700	Interest Income	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		90,084	127,776	528,412	528,412	2,514,286	-	-
280-40-5400	Contract Services - General	-	-	-	-	-	-	-
280-99-7900	Transfer to General Fund	-	-	-	-	-	-	-
280-99-7942	Transfer to Enterprise Fund	90,084	127,776	528,412	528,412	2,514,286	-	-
TOTAL EXPENDITURES AND TRANSFERS		90,084	127,776	528,412	528,412	2,514,286	-	-
WATER DEVELOPMENT IMPACT FEE FUND								
550-00-4510	Water Development Fees	203,435	-	1,726,929	1,726,929	782,091	27,152	328,824
550-00-4700	Interest Income	(18,753)	2,645	12,026	12,026	8,437	23,726	24,897
TOTAL REVENUES AND TRANSFERS		184,682	2,645	1,738,955	1,738,955	790,528	50,878	353,721
550-40-5400	Contract Services - General	-	-	-	-	-	-	-
550-99-7942	Transfer to Enterprise Fund	597,327	-	238,000	238,000	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		597,327	-	238,000	238,000	-	-	-

Account	Description	2021-2022 Actuals	2022-2023 Actuals	2023-2024			2024-2025	2025-26
				Adopted Budget	Current Budget	Projections	Adopted Budget	Approved Budget
CAPITAL IMPROVEMENT FUND								
400-00-4315	Stormwater Compliance Grant	-	-	-	-	-	-	-
400-00-6939	Transfer from General Fund	-	-	-	-	-	-	-
400-00-6946	Transfer from GF Reserve Funds	45,573	446,433	2,529,663	4,289,836	2,467,939	5,177,730	4,277,782
400-00-6948	Transfer from Special Revenue	3,379,716	3,449,233	5,819,038	5,992,038	4,467,565	7,810,524	2,083,000
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	-	-	-	-	-	-	-
TOTAL REVENUES AND TRANSFERS		3,425,289	3,895,666	8,348,701	10,281,874	6,935,504	12,988,254	6,360,782
400-40-5100	LosCerritos Channel Stormwater	-	-	-	-	-	-	-
400-40-5803	Capital Outlay	-	-	-	-	-	-	-
400-40-5805	Capital Outlay	28,489	20,671	29,400	29,400	29,400	42,782	42,782
400-40-5808	Other	-	-	-	-	-	-	-
400-40-5809	View Park Recycled WaterSystem	-	-	-	-	-	-	-
400-40-5890	Dog Park	-	-	-	-	-	-	-
400-40-5891	Sidewalk & ADA Improvements	-	-	-	-	-	-	-
400-40-5892	Yearly Pavement Mangement Capi	-	-	-	-	-	-	-
400-40-5893	Bus Stop Improvements	-	-	-	-	-	-	-
400-40-5894	Street Capital Improvements	577,513	3,021,808	3,156,109	3,571,109	3,407,007	6,138,595	2,333,000
400-40-5895	Park Capital Improvements	2,756,571	779,271	1,400,000	2,518,173	2,586,316	2,045,000	675,000
400-40-5896	Facilities Capital Improvement	17,187	73,918	3,763,192	4,163,192	912,780	4,761,877	3,310,000
400-40-5897	Storm Water Capital Imp.	45,529	-	-	-	-	-	-
400-40-5898	Calif Ave-Willow to Spring	-	-	-	-	-	-	-
400-99-7942	Transfer to Enterprise Fund	-	-	-	-	-	-	-
TOTAL EXPENDITURES AND TRANSFERS		3,425,289	3,895,666	8,348,701	10,281,874	6,935,503	12,988,254	6,360,782

# 2024-26

## 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 2024-25 Capital Improvements Program (CIP) includes a total of 38 projects for a total of \$17.3 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:

Capital by Fund		2023-2024 Projection	Year 1 2024-2025 Adopted	Year 2 2025-2026 Approved
Ld-Bldg	111	100,000	1,127,877	-
CIP Res	113/100	-	-	-
CIP Res	113/400	2,097,939	1,999,853	1,077,782
CCMP Res	119/400	200,000	1,550,000	3,000,000
Facility Res	124	70,000	200,000	200,000
Art Res	125	-	300,000	-
CDBG	201	68,952	71,026	68,000
Prop C	203	200,000	230,000	230,000
Park Dev	204	1,023,557	30,000	300,000
TDA	205	10,945	-	-
2011 Bonds	224	-	-	-
2018 Bonds	225	-	-	-
Traffic Imp	233	324,529	579,498	-
Pipeline	234	-	-	-
LAMTA - STPL	235	288,255	-	-
Meas R	236	311,274	200,000	200,000
Meas M	237	462,419	170,000	170,000
RMRA	238	928,911	230,000	230,000
Meas W	239	139,000	-	-
CIP Grants	240/100	-	-	-
CIP Grants	240/400	484,722	6,300,000	885,000
Meas A	242	225,000	-	-
Prop 68	243	-	-	-
ARPA	280	-	-	-
CIP	400	-	-	-
Water	113/500	29,400	42,782	42,782
Water	280/500	2,514,286	-	-
Water	500	591,835	4,208,729	467,500
Water Res	510	-	-	100,000
Water Dev	550	-	-	-
Garage	601	652,156	100,000	250,000
Total		10,723,180	17,339,765	7,221,064

Funding Sources		2023-2024 Projection	Year 1 2024-2025 Adopted	Year 2 2025-2026 Approved
GF	100	-	-	-
CIP	400	6,935,504	12,988,254	6,360,782
Water	500	3,135,521	4,251,511	610,282
Garage	601	652,156	100,000	250,000
Total		10,723,180	17,339,765	7,221,064

**CAPITAL IMPROVEMENT PROJECTS**  
**2023-2024 Projections and FY 2024-2026**

Cat	Type	Project #	Description	Total Budget	Source Fund	Funding Split	Inception To Date Spend 06-30-2023	2023-2024 Projection	Year 1 2024-2025 Adopted	Year 2 2025-2026 Approved
ST	SE	90.XX007	Sidewalk Repair - Annual Project	39,055	Meas R	236		39,055	50,000	50,000
ST	SE			10,945	TDA	205		10,945		
ST	SE				CIP Grants	240/400				
ST	SE				CDBG	201				
ST	SE			30,000	RMRA	238		30,000	30,000	30,000
				80,000		Total		80,000	80,000	80,000
ST	SE	90.24004	Sidewalk Gap Closure - Various Locations	60,000	CIP Res	113/400		0	60,000	
ST	SE	90.24008	ADA/Ramp Installation - City	250,000	CIP Res	113/400		50,000	200,000	
ST	SE	90.24009	ADA/Ramp Installation - Federal	68,952	CDBG	201		68,952	71,026	68,000
ST	SE	90.24010	City-Wide Street Tree Installation	200,000	CIP Res	113/400		150,000	50,000	
ST	SE	90.25XXX	California Ave Parkway & Sidewalk Improvement	87,000	CIP Res	113/400			87,000	
ST	SE	90.24011	Local Roadway Safety Projects	1,400,000	CIP Grants	240/400			1,000,000	400,000
ST	SE			200,000	Traffic Imp	233		100,000	100,000	
ST	SE			200,000	CIP Res	113/400				200,000
				1,800,000				100,000	1,100,000	600,000
ST	EM	90.XX003	Pavement Management - Annual Project	272,219	Meas R	236		272,219	150,000	150,000
ST	EM			322,906	Meas M	237		322,906	170,000	170,000
ST	EM			200,000	Prop C	203		200,000	230,000	230,000
ST	EM			510,186	RMRA	238		510,186	200,000	200,000
ST	EM				CIP Res	113/400		0	250,000	250,000
				1,305,311	Total			1,305,311	1,000,000	1,000,000
ST	EM	90.23015	Green Street Drainage Improvement - 28th Street	100,000	CIP Res	113/400			100,000	
ST	EM	90.22008	Willow Street Corridor Intersection Improvement	300,000	Traffic Imp	233	108,973	56,211	134,816	
ST	P	90.18003 90.18003E	Spring Street Overlay	871,666	RMRA	238	481,689	388,725		
ST	P			237,163	Meas R	236	232,095	0		
ST	P			502,000	CIP Grants	240/400	227,914	0		
ST	P			1,891,171	CIP Grants	240/400	1,774,999	111,722		
				3,502,000	Total		2,716,697	500,447	-	-
ST	P	90.18005	Street Widening - California Ave & 27th Street	153,929	Traffic Imp	233	9,248	0	144,682	
ST	P			46,071	CIP Res	113/400	0	0	46,071	
				200,000	Total		9,248	-	190,753	-
ST	P	90.20007	Traffic Signal - Redondo Ave & 20th Street	199,828	Traffic Imp	233	31,510	168,318		
ST	P			139,631	Meas M	237	119	139,513		
ST	P			200,489	LACMTA	235	0	200,489		
ST	P			33,986	LACMTA	235	0	33,986		
ST	P			53,780	LACMTA	235	0	53,780		
				627,714	Total		31,629	596,086	-	-
ST	P	90.24012	East Burnett Street - Historical District Pedestrian & Bike Enhancement Project	2,785,000	CIP Grants	240/400		100,000	2,200,000	485,000
ST	P			109,000	CIP Res	113/400				
				2,894,000				187,766	2,200,000	485,000
ST	N	90.250XX	City-Wide Street Signs - Phase I	200,000	Traffic Imp	233		0	200,000	
ST	N	90.XX006	City-Wide Median Improvement - Annual Project	315,000	CIP Res	113/400		200,000	215,000	100,000
ST	EM	90.25001	City-Wide Alley Improvement Project	350,000	CIP Res	113/400		0	350,000	
ST	EM	90.250XX	Ellis & PCH Median Improvement	100,000	CIP Res	113/400		0	100,000	
ST	S	90.24017	Winter Storm Repairs - Molino & 20th Street Restoration	200,000	CIP Res	113/400		200,000		
F	N	90.20003	Civic Center Parking Lot Improvements	1,800,000	CIP Grants	240/400		100,000	1,700,000	
F	SE	90.24016	City Hall Emergency Generator	234,000	CIP Res	113/400		50,000	184,000	
F	P	90.21001	City Facility Access and Security	300,000	CIP Res	113/400	57,220	242,780		
F	P	90.16011RES	Library Maintenance Activities	375,812	CCMP Res	119/400	3,939			
F	P				Facility Res	124	0	70,000		
F	P				2018 Bonds	225	7,174	-		
				375,812			11,113	70,000	-	-
F	N	90.24005	Facilities Master Plan - Phase I - Implementation	100,000	CIP Res	113/400		100,000		

**CAPITAL IMPROVEMENT PROJECTS**  
**2023-2024 Projections and FY 2024-2026**

Cat	Type	Project #	Description	Total Budget	Source Fund	Funding Split	Inception To Date Spend 06-30-2023	2023-2024 Projection	Year 1 2024-2025 Adopted	Year 2 2025-2026 Approved
F	N	90.250XX	Facilities Master Plan - Phase II - Maintenance	200,000	Facility Res	124		0	200,000	200,000
F	N	90.250XX	Police Department Exterior Building Painting Improvement	110,000	CIP Res	113/400		0		110,000
F	N	90.19004	City Hall Interior Renovation	1,250,000	Ld&Bldg	111	22,123	100,000	1,127,877	
F	N			1,150,000	CCMP Res	119/400	0	-	1,150,000	
				2,400,000	Total		22,123	100,000	2,277,877	-
F	N	90.24001	Civic Center Master Plan - Design	200,000	CCMP Res	119/400		200,000		
F	N			50,000	Park Dev	204		50,000		
				250,000				250,000	-	-
F	N	90.24013	Civic Center Master Plan - Phase I - Amphitheater	3,400,000	CCMP Res	119/400			400,000	3,000,000
F	N			5,000,000	CIP Grants	240/400				
				8,400,000				-	400,000	3,000,000
W	SE	95.17010	Pump Station Upgrades - Hilltop Park	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 7 - Improvements	30,000	Water	500		30,000		
W	SE	95.17014	General PLC and HMI Improvements - Phase I	70,000	Water	500		0	70,000	
W	EM	95.22003	33rd Street Water Main Replacement (ARPA)	2,732,146	APRA	280/500	136,860	2,514,286		
W	EM				Water	500	0			
				2,732,146			136,860	2,514,286	-	-
W	EM	95.XX008	Water Service, Valve, & Pipe Replacements - Annual Project	32,935	Water	500		32,935	350,000	457,500
W	EM	95.23001	Gundry Reservoir Roof Replacement & Coating	3,000,000	Water	500	23,271	400,000	2,576,729	
W	EM	95.24003	Cast Iron Pipe Replacement	762,000	Water	500		0	762,000	
W	EM			-	Water Dev	550		0		
				762,000	Total			-	762,000	-
W	EM	95.22004	Pipeline Assessment Software	10,000	Water	500				10,000
W	EM	95.21001	Membrane Replacement Reserve	300,000	Water Res	510		0		100,000
W	P	95.18011	Well 10 - New Construction	2,333,555	Water	500	1,817,700	48,900		
W	P			1,500,000	Water	500	1,500,000	0		
W	P			597,327	Water Dev	550	597,327	0		
				4,430,882	Total		3,915,027	48,900	-	-
W	EM	95.25XXX	Well 9 - Redevelopment	150,000	Water	500			150,000	
W	EM	95.25XXX	Lakewood Water By-pass Infrastructure Enhancement	300,000	Water	500			300,000	
P	SE	80.24001	Reservoir Park - Playground Fence Maintenance	30,000	Park Dev	204			30,000	
P	SE	80.24002	Winter Storm Repairs - Panorama Promenade Restoration	600,000	CIP Res	113/400		600,000		
P	N	80.25XXX	Hillbrook Park - Art Enhancement Project	75,000	Art Res	125			75,000	
P	EM	80.23007	Hillbrook Park - Design & Construction	1,025,000	Park Dev	204	51,443	973,557		
P	EM			225,000	Meas A	242	0	225,000		
P	EM			139,000	Meas W	239	0	139,000		
P	EM			173,000	CIP Grants	240/400	0	173,000		
P	EM			476,173	CIP Res	113/400	414	475,759		
				2,038,173	Total		51,857	1,986,316	-	-
P	N	80.25XXX	Heritage Point Park - Art Enhancement Project	75,000	Art Res	125			75,000	
P	N	80.25XXX	City-Wide Parks - Design & Maintenance Master Plan	300,000	Park Dev	204		0		300,000
P	SE	80.25XXX	Signal Hill Park - Playground Surface Replacement	120,000	CIP Res	113/400			120,000	
P	N	80.25XXX	Signal Hill Park - Picnic Shelter Renovations	250,000	CIP Res	113/400				250,000
P	EM	80.25XXX	Hilltop Park - Design & Construction	250,000	CIP Res	113/400			125,000	125,000
P	N	80.25XXX	Hilltop Park - Art Enhancement Project	75,000	Art Res	125			75,000	

**CAPITAL IMPROVEMENT PROJECTS**  
**2023-2024 Projections and FY 2024-2026**

Cat	Type	Project #	Description	Total Budget	Source Fund	Funding Split	Inception To Date Spend 06-30-2023	2023-2024 Projection	Year 1 2024-2025 Adopted	Year 2 2025-2026 Approved
P	EM	80.25XXX	Raymond Arbor Park - Design & Construction	1,400,000	CIP Grants	240/400			1,400,000	
P	N	80.25XXX	Raymond Arbor Park - Art Enhancement Project	75,000	Art Res	125			75,000	
P	N	80.25XXX	Discovery Well Park Exterior Painting Improvement	70,000	CIP Res	113/400			70,000	
FL	SE	90.25XXX	Installation of Charging Stations	350,000	Garage	601			100,000	250,000
FL	SE	90.22014	Fuel Spill Bucket Cover Replacements (Completed)	88,868	Garage	601		88,868		
FL	SE	90.17015	Fuel Station Island Canopy	663,304	Garage	601		563,288		
W	N	90.XX002	Part-Time Staff Administrative Staff - Annual	42,782	CIP Res	113/400		29,400	42,782	42,782
				42,782	CIP Res	113/500		29,400	42,782	42,782
				85,564	Total			58,800	85,564	85,564
								10,723,180	17,339,765	7,221,064

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

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)**



**RESOLUTION NO. 2024-06-6809**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
SIGNAL HILL, CALIFORNIA, APPROVING AND  
ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR  
FISCAL YEAR 2024-25**

**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 2024-25 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 2024-25.

**NOW THEREFORE, BE IT RESOLVED**, that for Fiscal Year 2024-25 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 2024-25 shall be \$97,133,946 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 11<sup>th</sup> day of June 2024.

  
\_\_\_\_\_  
LORI Y. WOODS  
MAYOR

ATTEST:

  
\_\_\_\_\_  
DARITZA GONZALEZ  
CITY CLERK  
*Deputy*

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

I, DARITZA GONZALEZ, City Clerk of the City of Signal Hill, California, hereby certify that Resolution No. 2024-06-6809 was adopted by the City Council of the City of Signal Hill at a regular meeting held on the 11<sup>th</sup> day of June 2024, and that the same was adopted by the following vote:

AYES:           MAYOR LORI Y. WOODS, VICE MAYOR EDWARD H.J.  
                    WILSON, COUNCIL MEMBERS

NOES:           NONE

ABSENT:        COUNCIL MEMBER ROBERT D. COPELAND

ABSTAIN:       NONE

  
\_\_\_\_\_  
DARITZA GONZALEZ  
CITY CLERK  
*Deputy*

# CITY OF SIGNAL HILL

## Appropriations Limit

### Fiscal Year 2024-25

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
2023-24	0.9925 *	1.0444	1.03656700	93,693,692
2024-25	1.0005 *	1.0362	1.03671810	97,133,946

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. 2024-06-6808**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
SIGNAL HILL, CALIFORNIA, ADOPTING THE ANNUAL  
OPERATING AND CAPITAL BUDGET FOR FISCAL YEAR  
2024-25 AND APPROVING THE ANNUAL OPERATING  
AND CAPITAL BUDGET FOR FISCAL YEAR 2025-26**

**WHEREAS**, On May 14, 2024, 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 2024-25 and 2025-26; and

**WHEREAS**, revenues for all funds are estimated to be \$54,451,983 and appropriations total \$61,490,749 for Fiscal Year 2024-25. Fiscal Year 2025-26 revenues for all funds are estimated to be \$50,318,493 and appropriations total \$50,400,657.

**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 2024-25 is hereby adopted and for Fiscal Year 2025-26 is hereby approved.

**PASSED, APPROVED, AND ADOPTED** at a regular meeting of the City Council of the City of Signal Hill, California, on this 11<sup>th</sup> day of June, 2024.

  
\_\_\_\_\_  
LORI Y. WOODS  
MAYOR

ATTEST:

  
\_\_\_\_\_  
DARITZA GONZALEZ  
CITY CLERK

*Deputy*

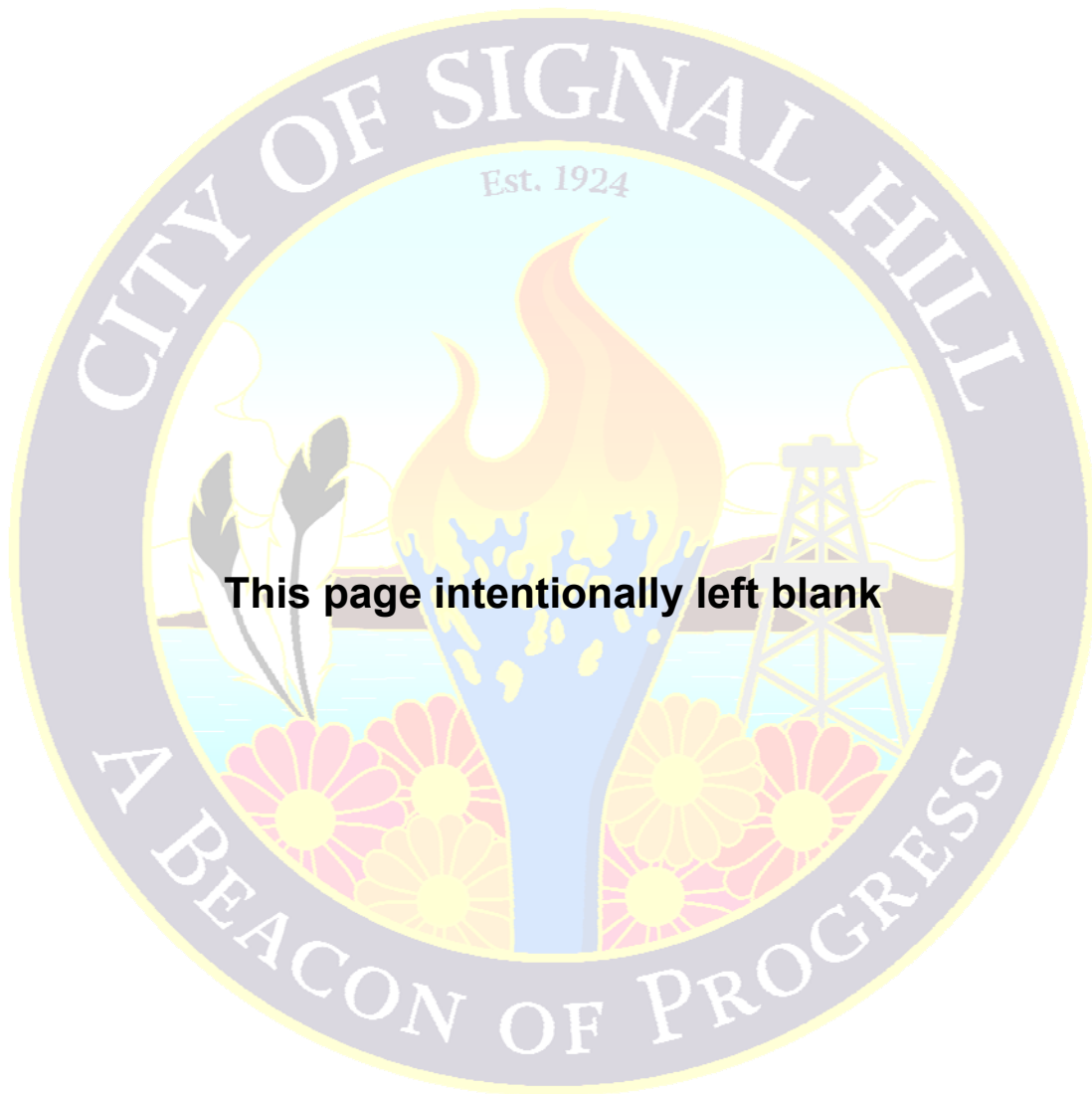
STATE OF CALIFORNIA            )  
COUNTY OF LOS ANGELES    )ss  
CITY OF SIGNAL HILL         )

I, DARITZA GONZALEZ, City Clerk of the City of Signal Hill, California, hereby certify that Resolution No. 2024-06-6808 was adopted by the City Council of the City of Signal Hill at a regular meeting held on the 11<sup>th</sup> day of June, 2024, and that the same was adopted by the following vote:

- AYES:           MAYOR LORI Y. WOODS, VICE MAYOR EDWARD H.J. WILSON, COUNCIL MEMBERS TINA L. HANSEN, KEIR JONES
- NOES:           NONE
- ABSENT:        COUNCIL MEMBER ROBERT D. COPELAND
- ABSTAIN:       NONE

  
\_\_\_\_\_  
DARITZA GONZALEZ  
CITY CLERK

*Deputy*



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