



CITY OF SIGNAL HILL CALIFORNIA

ADOPTED OPERATING AND CAPITAL BUDGET FOR FISCAL YEARS 2018-2020



Submitted by:

**CHARLIE HONEYCUTT
City Manager**



CITY OF SIGNAL HILL CALIFORNIA

ADOPTED OPERATING AND CAPITAL BUDGET FOR FISCAL YEARS 2018-2020

ELECTED OFFICIALS



Tina L. Hansen

Mayor



Larry Forester

Vice Mayor



Robert D. Copeland

Council Member



Edward H.J. Wilson

Council Member



Lori Y. Woods

Council Member



Larry Blunden

City Treasurer



Keir Jones

City Clerk

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Fiscal Years 2018-2020 Proposed Budget

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CITY OF SIGNAL HILL

2175 Cherry Avenue ♦ Signal Hill, CA 90755-3799

June 30, 2018

MEMORANDUM

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

**FROM: CHARLIE HONEYCUTT
CITY MANAGER**

SUBJECT: FISCAL YEAR 2018-19; 19-20 BUDGETS

I am pleased to present the biennial Operating and Capital Budget covering fiscal years 2018-19 and 2019-20. The City Council and the public reviewed the proposed two-year budget at a noticed workshop held on May 31, 2018. The FY 2018-19 Budget was adopted at a regular meeting on June 26, 2018. The budgets for both fiscal years, as presented, are structurally balanced, as measured by planned available revenues equal to or exceeding planned operating expenditures for the budget year. The two-year budget was prepared with cautious optimism, using long-standing conservative budgeting principles and economic data from by Beacon Economics, the Los Angeles Economic Development Corporation, and Long Beach State University Department of Economics. As a result, the City is able to maintain a positive, stable fiscal condition that enables the City to continue to provide high quality services that improves the quality of life for residents. Additionally, the City has not had to seek voter approval of new taxes, such as a Utility User Tax or increase sales taxes, to support city services. This provides a competitive advantage to businesses located or seeking to locate in Signal Hill.

The two-year budget incorporates contractual obligations that are memorialized in the Memorandums of Understanding with the Signal Hill Employees' Association and the Signal Hill Police Officers' Association. Also built into the Budget are funds to cover the cost of projected CalPERS rate increases. The City's pension rates are anticipated to increase 50% over the next six years. Future budgets will need to account for this financial impact. Prudently, the City Council has been planning for this event and established a PERS Reserve Fund that can be used to offset the rising pension costs. Significant increases in General Liability and Workers' Compensation Insurance premiums are also factored into the budget and the cost of State mandated NPDES compliance continues to be a substantial element of the budget.

Adjustments to the City's user fees were considered and approved by the City Council as part of the budget process. However, anticipated growth in user fee revenue was not factored into the revenue forecast due to the potential passage of a statewide ballot

initiative that, if passed by voters, will require two-thirds approval of the Signal Hill electorate to raise new taxes or to raise new fees. If the ballot measure fails, the fee adjustments will be implemented in January 2019.

The 2-year Capital Improvement Program and includes major projects such as the completion of the Signal Hill Public Library, View Park, the next phase of the Los Cerritos Channel stormwater diversion project, and improvements to Orange Avenue. The entire Capital Improvement Program is being funded through former project savings, grants, and alternative funding sources. This will be the first year that the City receives its full allocation of Measure M and SB1 funding for transportation related projects.

The last of the five-year annual water rate adjustments that were approved in 2013 will be implemented in January 2019. A Water Rate Study has been budgeted for FY 2018-19 to analyze the cost of operating the water system and determining the rates needed to support the operation and maintenance of the water system.

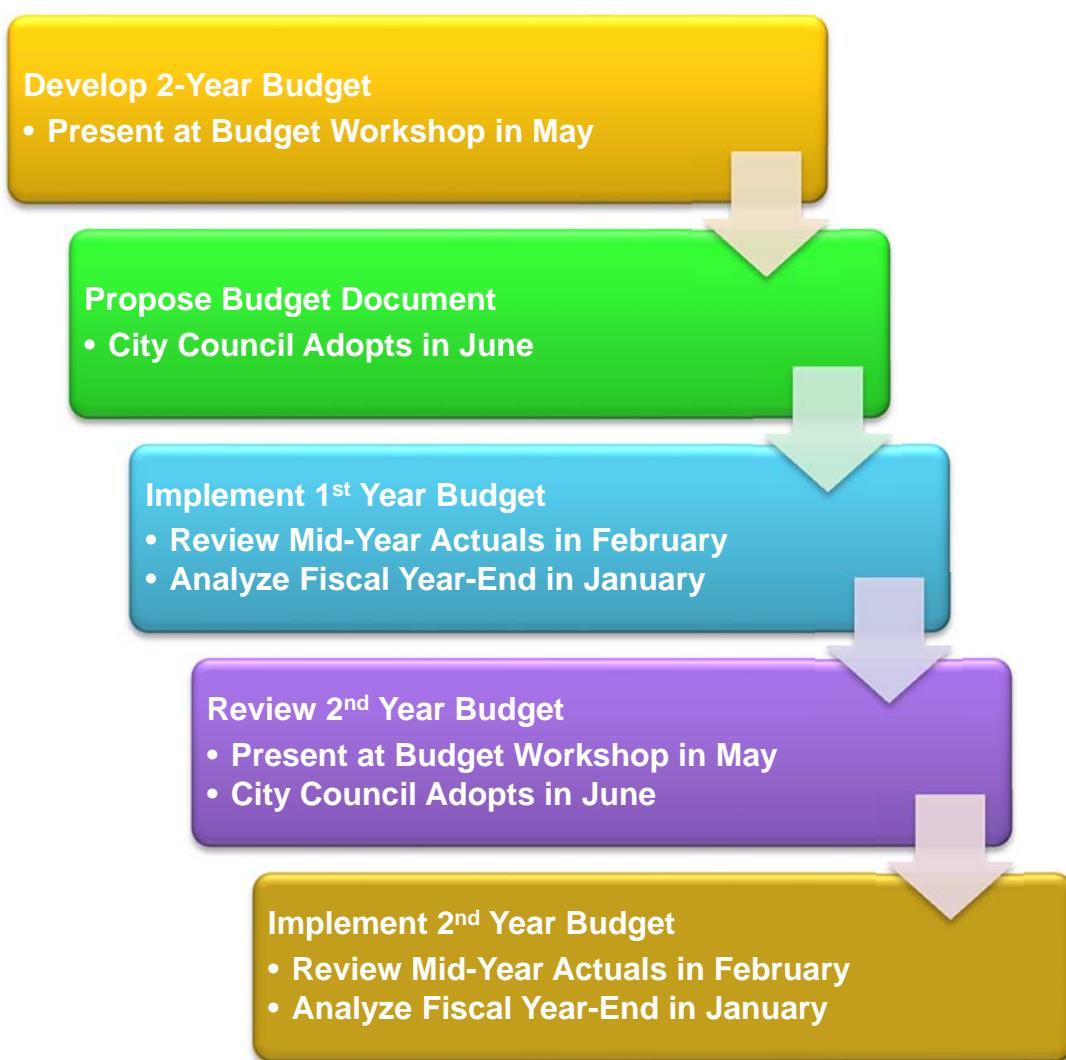
Background:

Quality of life and enjoyment of a community is impacted by a city's capacity to effectively deliver essential day-to-day core services to its residents and businesses, including the primary core services of public safety and infrastructure. Local governments are at the forefront in providing governance, establishing local laws and codes, providing police services to serve and protect residents and businesses, assisting in fire or medical emergencies, delivering clean water, providing recreational, social, and learning opportunities, assuring the safety of existing and new buildings located within the city, building and maintaining infrastructure and public buildings, activating emergency operations to provide incident command if necessary, and maintaining local roads and sidewalks for the orderly movement of people and things. Therefore, how a local government is funded, and how well it is funded, is vital to the delivery of these services.

Funds for delivering local government services in California are raised largely through a complex system of taxes and fees. Challenges to the system are due to many factors of law, history, and culture, including state constitutional provisions enacted by voters that prescribe strict limits on how municipalities can raise revenues – and even how those revenues can be expended. In addition, recurring financial crises in the state government have had vast repercussions at the local level, further stressing municipal revenues and services.

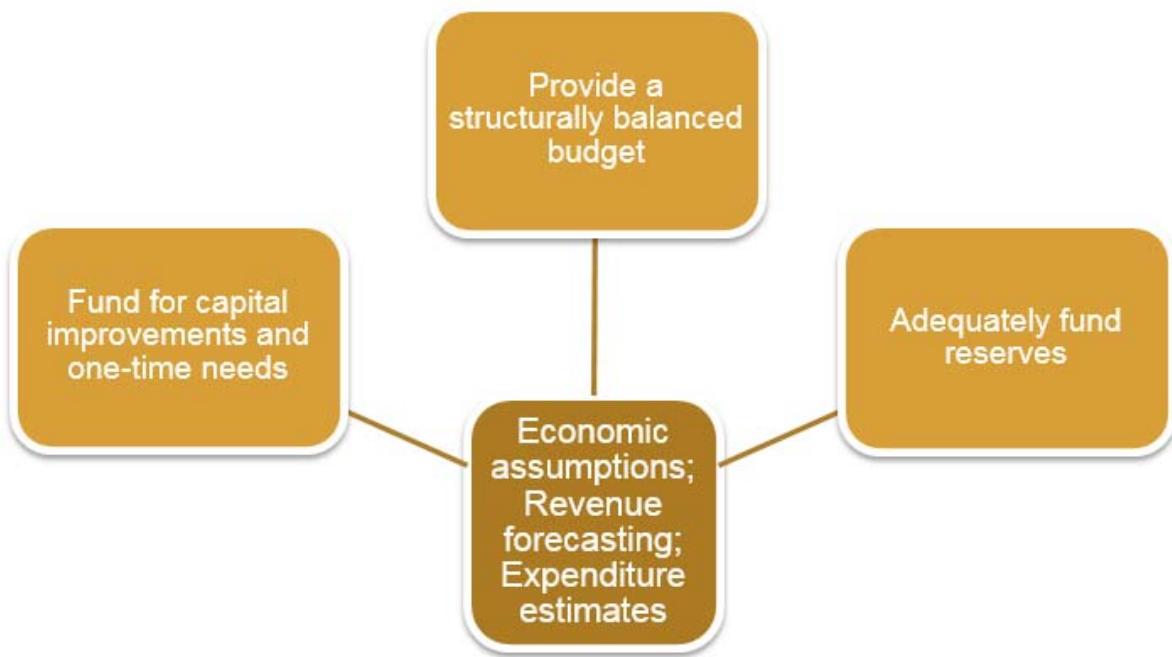
The ongoing challenge for a local agency is to balance limited ongoing available resources with the ongoing costs and demands for the critical services of safety and infrastructure, and to deliver those services. A city's budget serves as a framework, a guide and financial plan to implement Council priorities and goals that are established through the public input process and are expressed in strategic planning for future needs. A city's budget establishes funding levels for current year city operations and services to the community, while addressing long-term planning needs.

Budget Process and Overview:



The FY 2018-19 Annual Operating and Capital Budget is the first budget year of the two-year FY 2018-19 and FY 2019-20 Budgets. Preparing a two-year budget is an extensive process that involves a collaborative effort throughout the organization over a period of months. Strategic goals and activities are reviewed during this process, and departmental objectives are developed with the guidance of the City's 2015-2019 Strategic Plan, which is to be updated this upcoming calendar year. At the beginning of the two-year budget cycle, the budget is drafted and reviewed in depth at a public budget workshop. In the second year, the previously approved budget is reviewed and presented with recommended updates as appropriate or as operational needs or estimated available resources have changed. The concept of the second-year budget process is similar to a mid-year budget review, and affords the opportunity to adjust the second year as needed, but it is not intended to be a complete re-evaluation of the City's major goals and plans for the balance of the two-year period. Signal Hill continues to budget conservatively, preparing itself for unforeseen or uncontrollable economic events that may adversely impact the operating budget.

The City's budget policies (published within this document) includes three major elements, each with a number of factors that act as drivers to budget recommendations. These factors are economic assumptions, revenue forecasting and expenditure estimates.



When estimating available resources, the global, national, regional and local economies are all factored in as part of the consideration. Tax trends are evaluated, with the goal of understanding how these will translate into local activity over the upcoming budget years. All city departments participate in expenditure estimates, and the costs required to fund each department's mission and plan for the upcoming year, and how these fit within the City's Strategic Plan.

Factors impacting Signal Hill include oil production related revenues that are unchanged in recent years, auto sales that have leveled on a year-over-year basis and reduced business-to-business office supply sales. The National Pollutant Discharge Elimination System (NPDES) projects and programs related to stormwater are unfunded State mandates that continue to burden the General Fund budget. However, modest additions from state and county transportation tax revenues, and potential economic development activity and investments being made by auto dealers in the Signal Hill Auto Center may help mitigate these factors in the mid to long-term outlook.

On a year-over-year basis, revenues are anticipated to be flat, and planned expenditures reflect very few additions outside of addressing current labor agreements and CalPERS pension contribution increases that were both anticipated. The budget fully funds the Police Department, parks and recreation programs, as well as funding environmental programs aimed at meeting state mandated environmental regulations as discussed above. The Capital Improvement Program includes funding for the current library construction project, View Park improvements, and continues investing in the

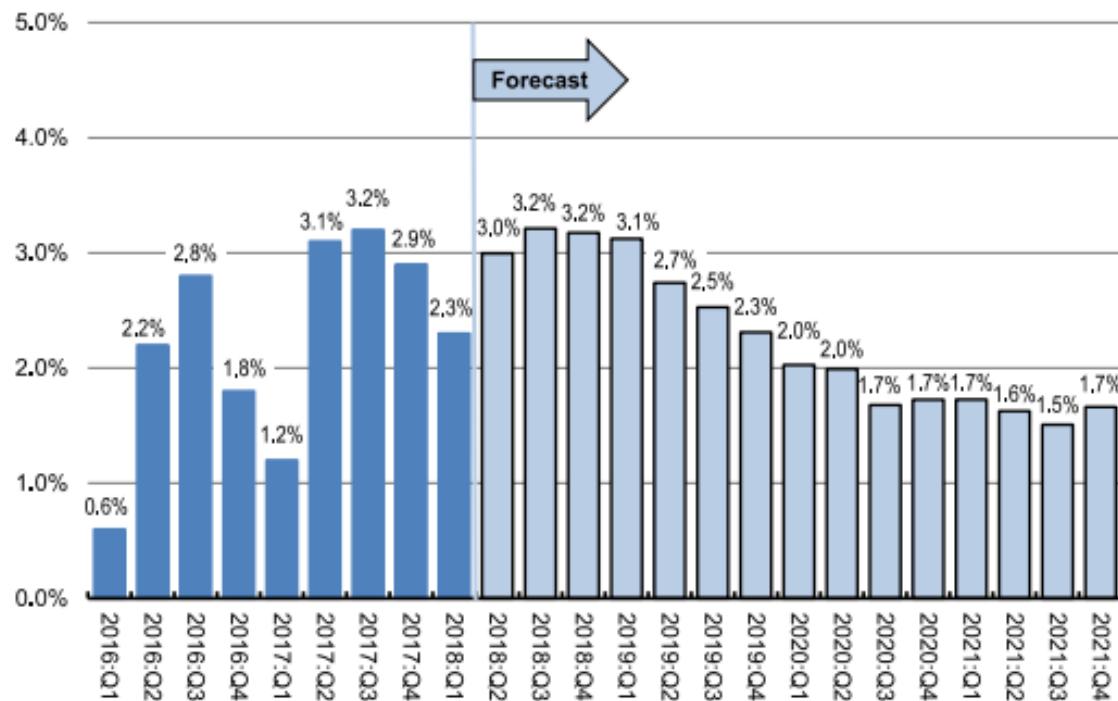
maintenance of the City's streets and water system. Of the \$21.6 million capital projects, grant funding represents 31% of total Capital Improvement Program funding.

As a prudent measure, the current budget retains the balances in the General Fund Reserve, Economic Uncertainties Reserve, CalPERS Reserve, Capital Improvement Reserve, and Equipment Reserve Funds. At the completion of the annual FY 2017-18 audit, recommendations for any available funds will be made for increases to reserve funds or one-time expenditures.

Overall Economic Outlook

As we look forward to FY 2018-19, a general consensus among economists is optimistic yet with caution, and it is expected that growth will continue at a modest pace. The current economic expansion is the second longest in U.S. history and may be on track to become the longest on record, if expansion continues over the next four quarters, yet inflation is still modest at about 2%. Longer-term indicators such as bond rates and inflation expectations are somewhat neutral, while rates have risen somewhat. The short-term outlook continues to be very positive.

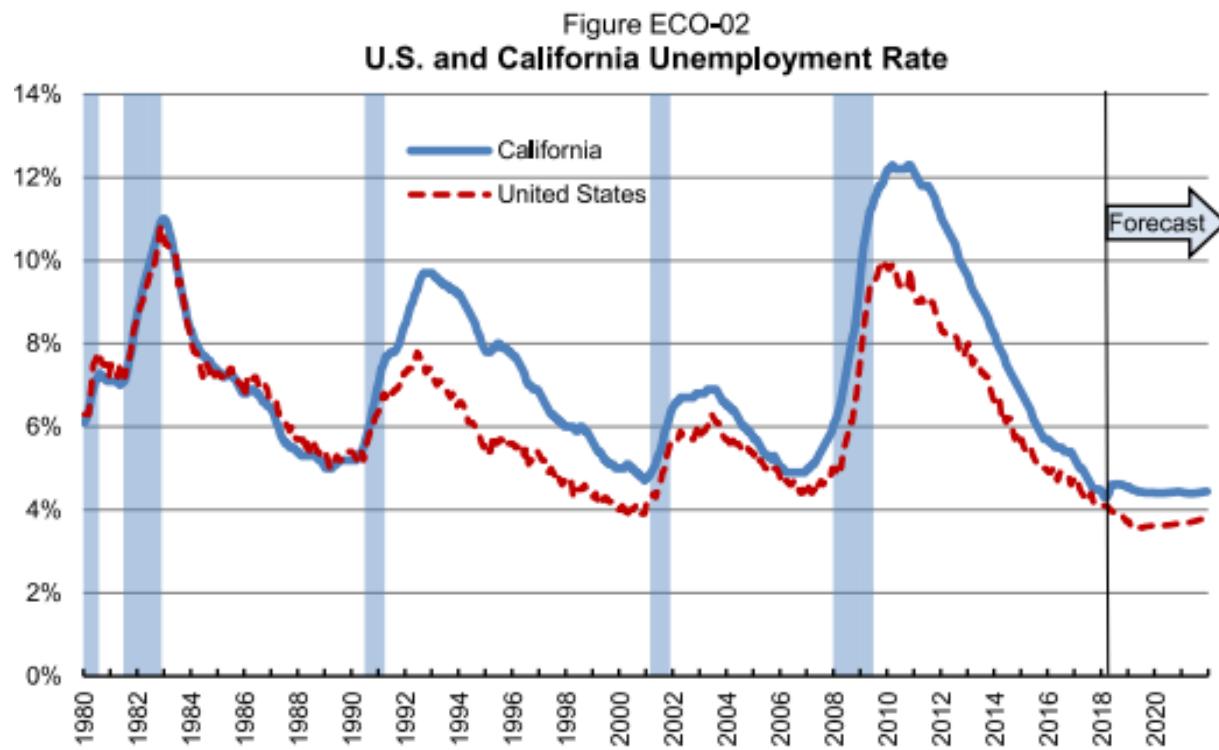
Figure ECO-01
**U.S. Real Gross Domestic Product
Quarter-to-Quarter Growth, Annualized**



Source: U.S. Bureau of Economic Analysis; CA Department of Finance, May Revision Forecast.

According to the Congressional Budget Office (CBO), given current underlying trends, economic growth is expected to continue at an increased rate over the next two years before leveling off to moderate growth in the years following. The CBO's current economic projections are stronger than the previous year, in part due to changes to tax policy, increased discretionary spending at the Federal level, and a continued decrease

in economic slack – that is, underused productive resources, which includes unemployed workers.



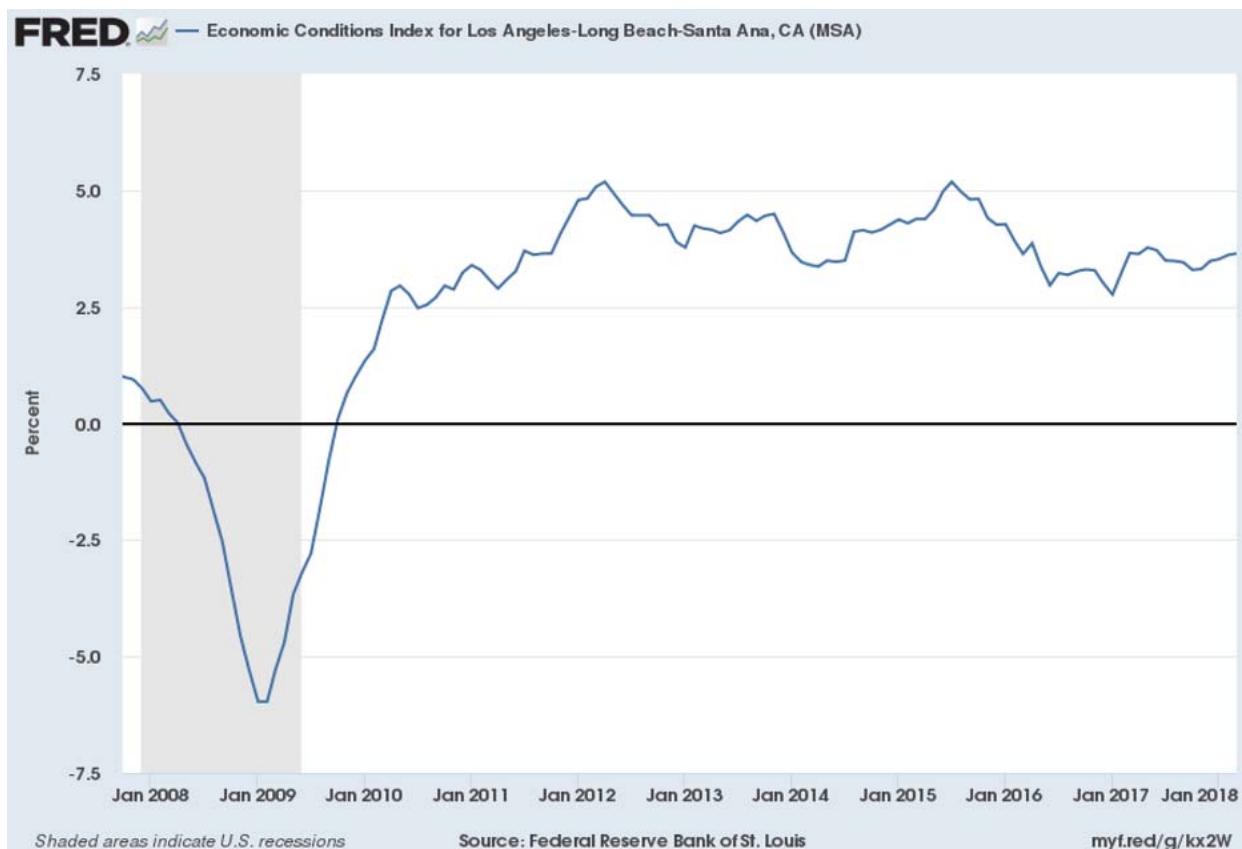
Shaded areas indicate U.S. recessions.

Source: U.S. Bureau of Labor Statistics; CA Employment Development Department, Labor Market Information Division; CA Department of Finance, May Revision Forecast.

California and Los Angeles County

According to the California Department of Finance (DOF), continued growth is expected through FY 2018-19, with record low unemployment and a shift toward business investment. The Department of Finance expects that by the end of 2018-19, the U.S. will have matched the longest recovery in modern history, which means rising costs that must be addressed at the state and local level of government due to expected inflation in costs. Uncertainties are always a concern per the DOF, and should be addressed by increasing reserves in the event of a downturn and one-time extraordinary needs.

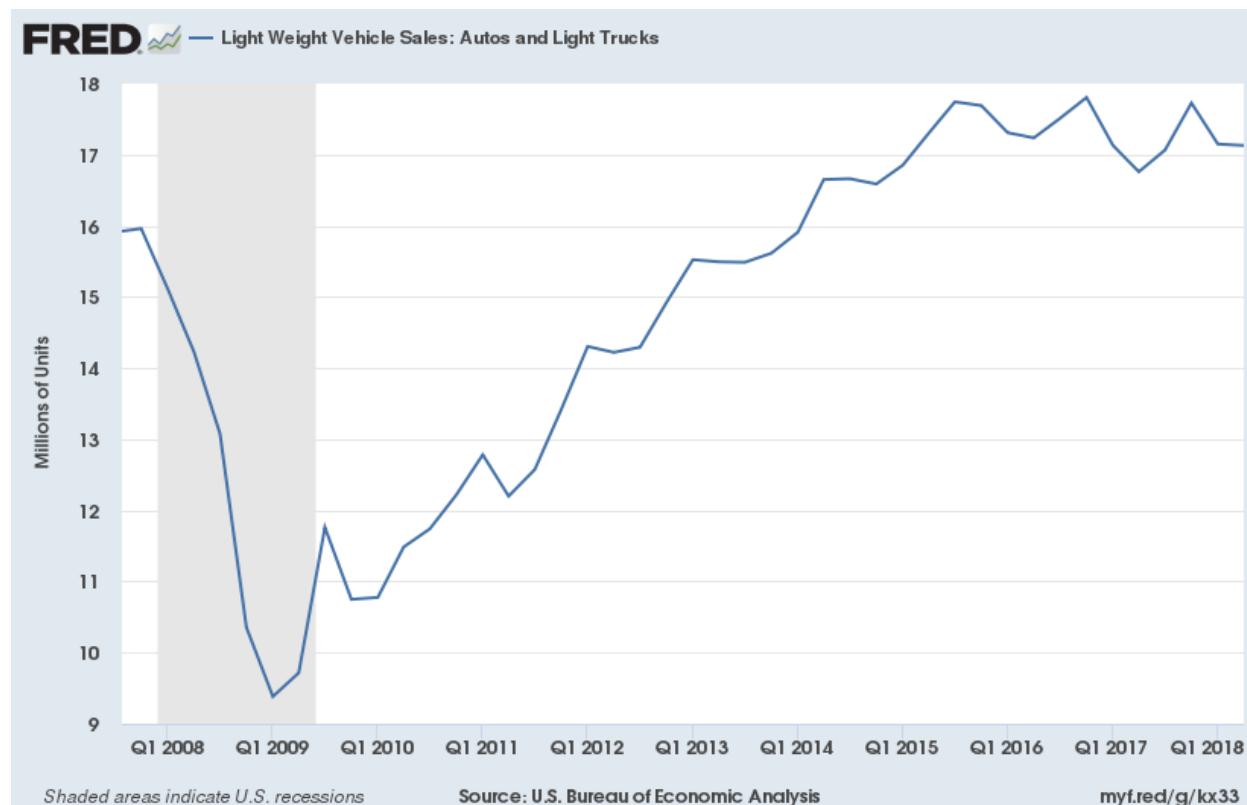
According to Beacon Economics, Los Angeles County entered 2018 with momentum and mild improvements over the fourth quarter of 2017, which is expected to continue throughout the calendar year.



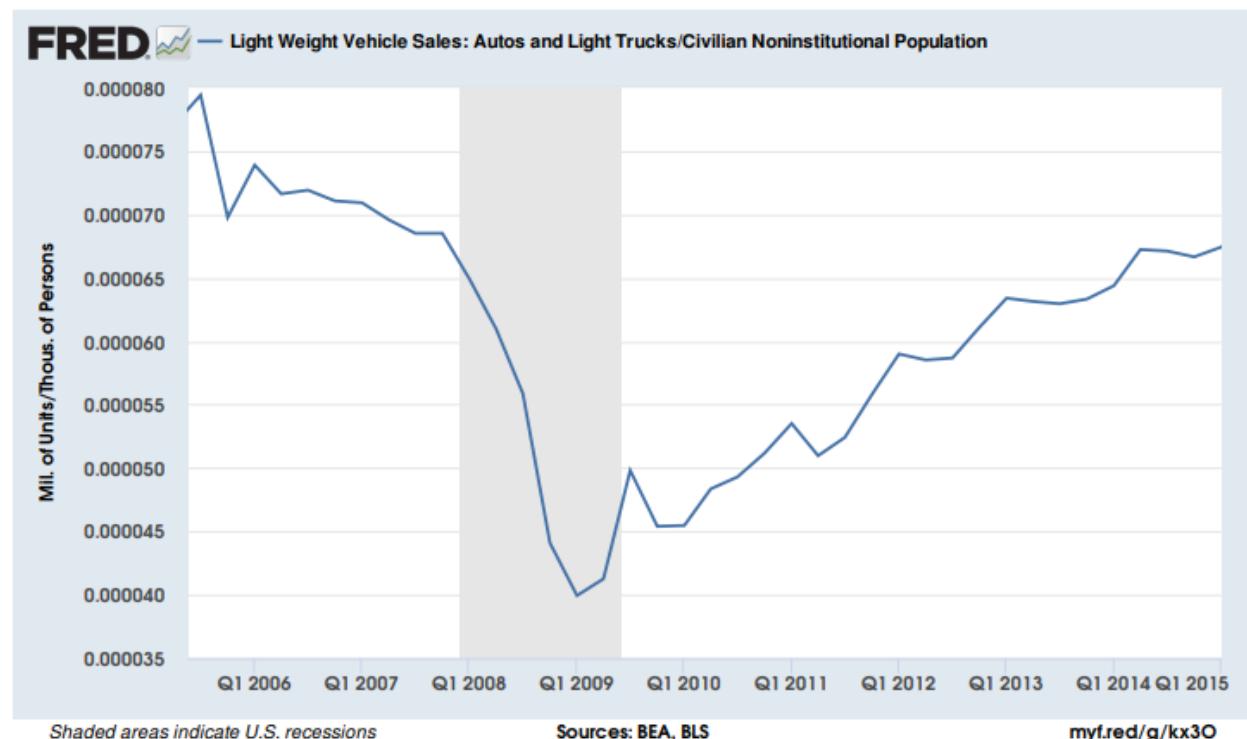
Southern California is anticipated to have continued employment gains, driven by the leisure and hospitality sector, and followed by job gains in the education, healthcare, and food industries. Also consistent with previous years, housing values continue to move upward due to low inventory.

Auto Sales

As expected, new vehicle sales have experienced a reduction in the rate of sales from previous years with a slight year-over-year decrease in sales countywide. This dip from the peak of sales in previous years is not unexpected, and some of the shift in trend is toward auto leases, which also benefit the City's sales tax base.



The 2017 trends represented the first decline in U.S. auto sales following seven years of increases, yet sales have slightly improved over the last year, with a current trend moving somewhat sideways. Even given these slowing trends, average vehicle ownership per capita has steadily increased since the great recession:



Budget Highlights

The adopted budget reflects FY 2018-19 General Fund estimated revenues and transfers-in totaling \$22,163,116 comprised of \$21,098,696 in operating revenues and \$1,064,420 in non-operating revenues; total appropriations in the amount of \$22,163,116 in operating and one-time expenses.



The major sections of the budget document are the program expenditure budgets and includes the General Fund, Water Fund, Vehicle Replacement Fund and Special Revenue Funds. These schedules include a comparison of actual operating expenditures from FY 2016-17, estimated expenditures from FY 2017-18, adopted budgeted expenditures for FY 2018-19, and the approved FY 2019-20 budget.

It is estimated that the General Fund unassigned fund balance will complete FY 2017-18 at \$6,519,878. This is an estimated balance that is unchanged based on revenues matching expenditures. Actual audited results will be complete in December 2018. The Economic Uncertainties Fund remained constant at \$5,081,972. The total of the unassigned General Fund Balance and the Economic Uncertainties Fund is estimated at

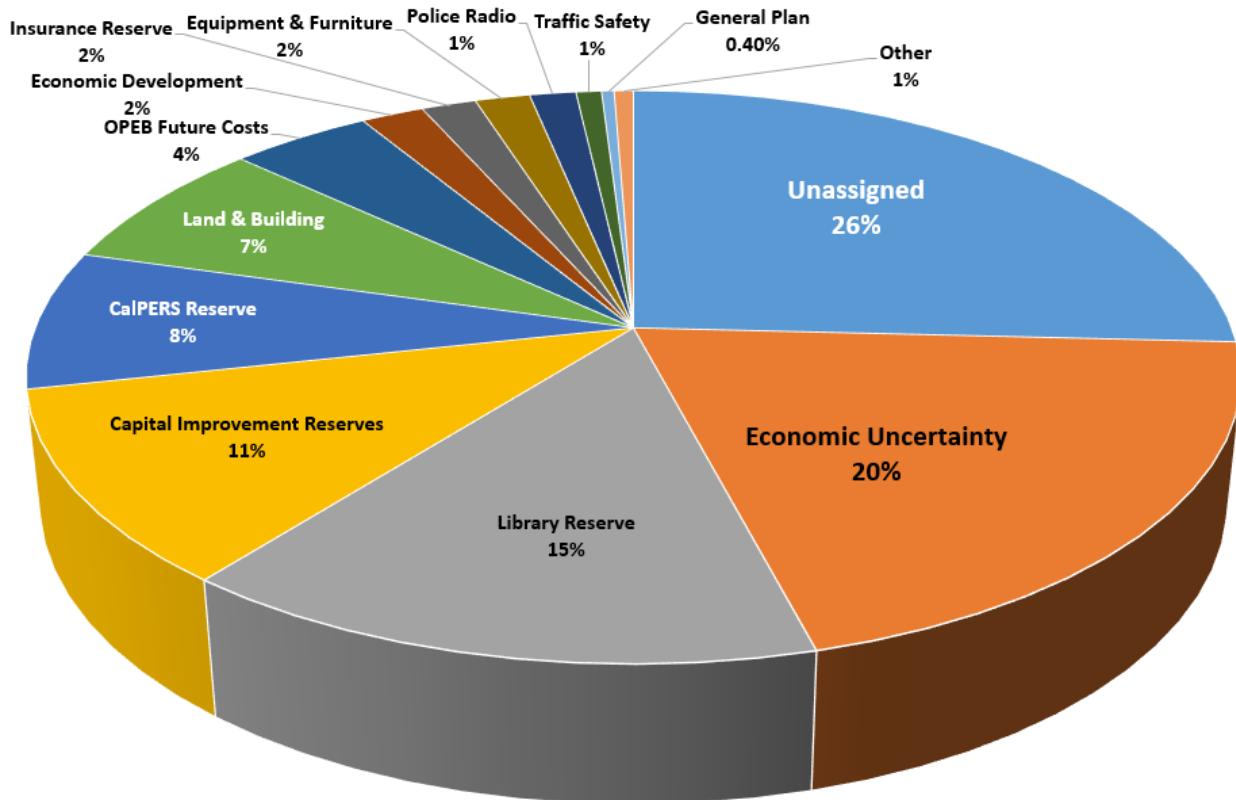
\$11,601,850. This represents 56% of the General Fund budgeted expenses for FY 2018-19.

Committed General Fund Reserves

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

Reserve Funds	As of June 30, 2017	Estimated as of June 30, 2018
Economic Uncertainty	\$5,081,972	\$5,081,972
Land & Building	1,879,448	1,879,448
Equipment & Furniture	535,393	435,393
Capital Improvement Reserves	1,430,881	2,764,963
Insurance Reserve	435,972	435,972
CalPERS Reserve	1,987,225	1,987,225
OPEB Future Costs	1,121,444	1,121,444
Park Reserve Fund	57,846	57,846
Police Radio Reserve	367,749	367,749
Library Reserve	3,728,122	3,728,122
100th Anniversary	30,019	40,019
General Plan	50,000	100,000
Economic Development	0	500,000
Other (trash & cable)	54,815	54,815
Traffic Safety	201,352	202,552
Unassigned	6,519,878	6,519,878
Total	\$23,482,117	\$25,277,398

Any unused appropriations for one-time uses or reserves will be considered when the final year-end audited financial results are completed for FY 2017-18, anticipated to be presented to the Council in December 2018 with recommendations or requests as appropriate. A distribution of all Committed Reserve funds is represented in the following chart:



General Fund Overview of FY 2018-19 Budget

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

Although economic forecasts remain positive, the impacts of the positive economic activity to sales tax revenues are yet to be determined. Thus far, flat sales tax trends and other revenue sources with modest growth could eventually result in decreased available resources to the General Fund. It is recommended that the City Council continue to adopt conservative revenue projections. Current capital projects to begin or continue in FY 2018-19 are funded 31% from grant funding sources, with the majority of the remaining projects funded by previously committed capital projects reserves and other funding sources. The proposed FY 2018-19 General Fund budget is structurally balanced, with current available resources matching current year ongoing expenditures, and transfers in allocated to one-time costs:

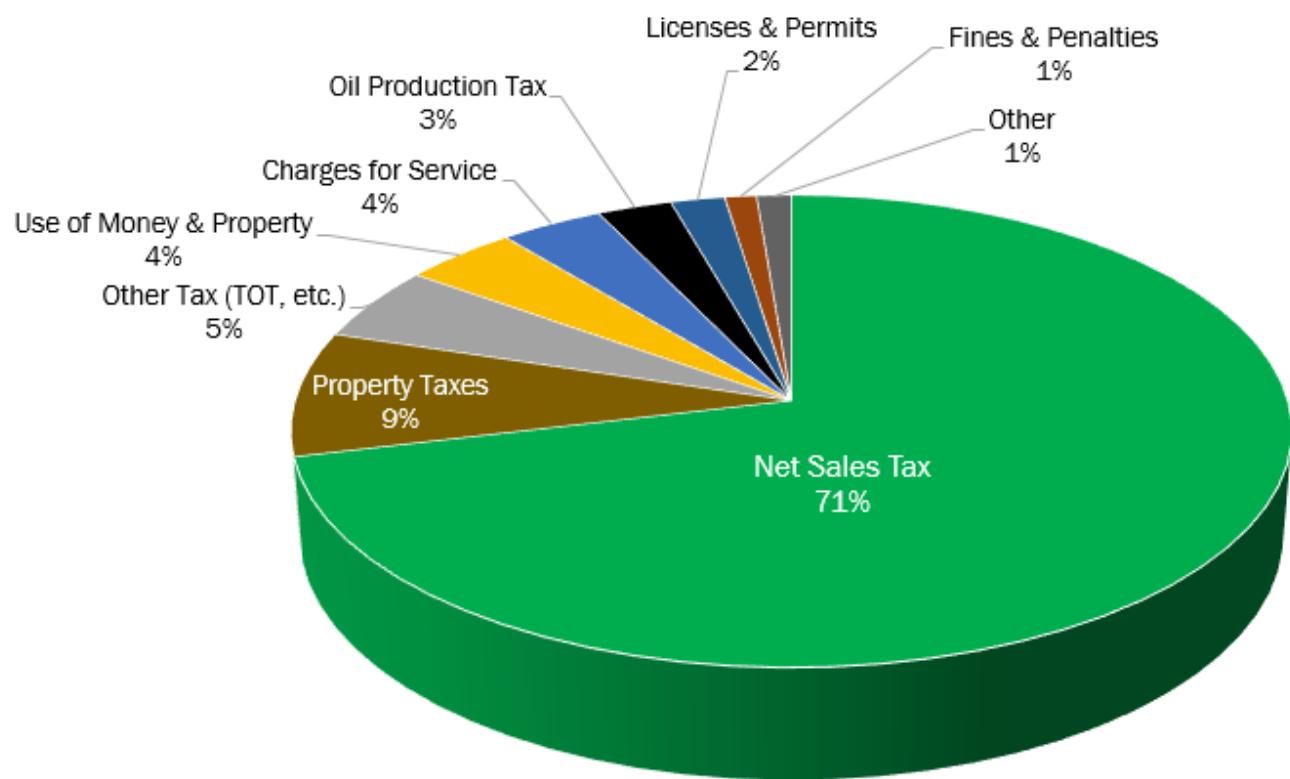
Projected Fund Balance: at July 1, 2018		\$6,519,878
Operating Activity:		
Proposed Revenues	\$21,098,696	
Operating Transfers In from Other Funds	1,064,420	
Proposed Expenditures	22,163,116	
Operating Transfers Out to Other Funds	-	
Surplus/(Deficit)		-
Projected Fund Balance: at June 30, 2019		\$6,519,878

General Fund Revenues

Total FY 2018-19 General Fund revenues as categorized below are estimated at \$22,166,116, an increase of \$798,408 from the FY 2017-18 adopted budgeted revenues of \$21,367,708 which includes \$1.1 million in transfers-in for one-time, non-recurring and capital costs. Flat sales tax revenues related to auto sales, internet-related sales activity, general consumer goods, and a decrease in business-to-business sales account for the projected sales tax trend for FY 2018-19.

General Fund Operating & Non-Operating Revenues for FY 2018-19 & FY 2019-20

	Adopted FY 2018-19	Approved FY 2019-20
Operating Revenues:		
Property Taxes	1,807,150	1,870,250
Net Sales Tax	15,030,136	15,700,000
Oil Production Tax	575,000	625,000
Other Tax Revenue (TOT, etc.)	1,075,000	1,080,250
Licenses & Permits	418,500	418,000
Intergovernmental – Federal, State, County	54,206	57,700
Charges for Service	798,054	722,350
Fines & Penalties	245,150	455,200
Revenue from Use of Money & Property	885,000	885,000
Misc. Revenues	213,500	15,000
Total General Fund (GF) Revenues	21,101,696	21,828,750
Non-Operating Revenues:		
Transfers In	1,064,420	537,880
Total GF Revenues and Transfers In	22,166,116	22,366,630



General Fund Transfers In are reimbursable by other funds as follows:

Equipment & Furniture Reserve	377,120
General Plan Reserve	30,000
Economic Development Reserve	100,000
Park Development Fund	100,000
Gas Tax Fund	357,300
Traffic Safety Fund	100,000
Total	1,064,420

Sales Tax

The projection of sales tax revenues is dependent on volatile consumer trends as consumers make up 70% of the economy, and therefore consumer spending habits have a direct impact on the expansion or contraction of the economy in general, and the City of Signal Hill in particular. As noted previously, overall economic activity is positive, but how spending habits will specifically translate into increased City revenues is yet to be determined. Revenue projections are conservative in order to absorb sustained or unknown impacts of sales tax trends transitioning to e-commerce.

Sales Tax Revenue Trend

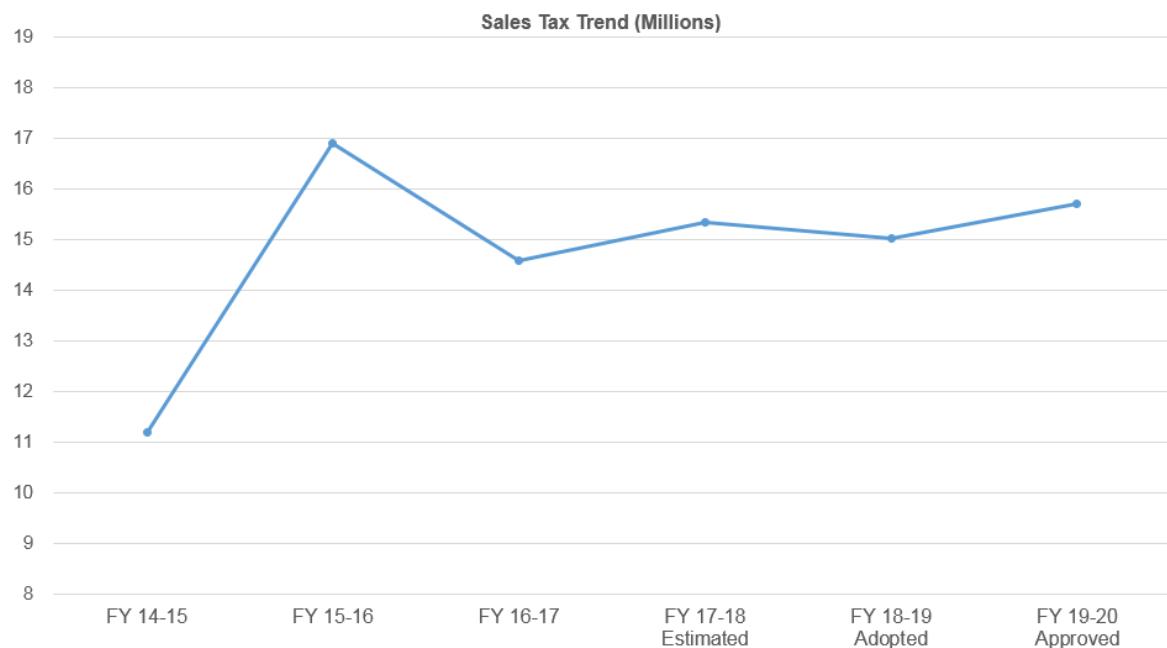
	14-15 Actual	15-16 Actual	16-17 Actual	17-18 Estimated	18-19 Adopted	19-20 Approved
Sales Tax	7,131,665	12,647,137	14,597,400	15,340,000	15,030,136	15,700,000
S/T In Lieu	4,054,436	4,257,188				
Total	11,186,101	16,904,325	14,597,400	15,340,000	15,030,136	15,700,000
YoY % Change	(10%)	51 %	(14%)	5%	(2%)	4%

Net sales tax revenues are projected to decrease slightly, due to a one-time true up in the current fiscal year that resulted in higher revenues than originally estimated. Other decreases are offset in part by a projected decrease in sales tax sharing agreements based on gross revenue.

FY 2018-19 sales tax revenue is projected to be flat, factoring in tax sharing agreements. Although auto sales have leveled from peak sales in recent years and are expected to decrease slightly in FY 2018-19, the Autos and Transportation category still represents a major industry segment of the City's sales tax revenue and will continue to be a significant generator of available resources to the City. A shift in revenue to the County Pool is expected to continue as the City's tax consultant, HdL Companies, reports an expected year-over-year increase in this category of 3.5%.

Changes in the sales tax generated ranged from a -13% decrease in food and drugs, the City's smallest category, to an increase of 17.5% in building and construction. It should be noted that data can be somewhat "noisy" when measured from one quarter to another, while the data demonstrates a trend as measured on a year-over-year basis. The most recent information from HdL regarding economic adjustments from selected categories are as follows:

Industry Category	Change	4Q 2016 vs 4Q 2017
Business and Industry	-2.5%	(114,309)
Autos and Transportation	-11.4%	(39,814)
General Consumer Goods	4.2%	31,805
State and County Pools	-1.4%	61,001
Building and Construction	17.5%	(3,214)
Fuel and Service Stations	0.2%	300
Restaurants and Hotels	-2.9%	(6,780)
Food and Drugs	-13.0%	(8,077)



Property Tax

The FY 2018-19 Budget estimates property taxes are budgeted conservatively and expected to be flat over the previous year's budgeted estimates, due to the reduction in one estimated category. Property tax revenue trend is as follows:

13-14 Actual	14-15 Actual	15-16 Actual	16-17 Actual	17-18 Estimated	18-19 Adopted	19-20 Approved
1,754,647	1,801,723	1,916,481	1,863,700	1,814,448	1,807,150	1,870,250

Oil Production Barrel Tax

The rate per barrel is based on the Producers Price Index. The FY 2018-19 oil production barrel tax is budgeted with a slight reduction due to current trends and expectations regarding year-end. Price per barrel may affect this trend in future years but there is no leading data to prompt a change in current estimates. In recent years, the declining trend is as follows:

13-14 Actual	14-15 Actual	15-16 Actual	16-17 Actual	17-18 Estimated	18-19 Adopted	19-20 Approved
1,142,855	1,132,511	1,092,517	525,727	550,000	575,000	625,000

Transfer Station

Revenues from the transfer station are estimated for FY 2018-19 at \$251,000, a slight increase to the year-end projections for FY 2017-18 following several years of revenues slightly above expected results. Current year tonnage has reached a higher tier (3%) sooner than expected but no adjustment to projected revenues is recommended at this time:

13-14 Actual	14-15 Actual	15-16 Actual	16-17 Actual	17-18 Estimated	18-19 Adopted	19-20 Approved
214,029	210,066	220,035	234,421	235,000	251,000	220,000

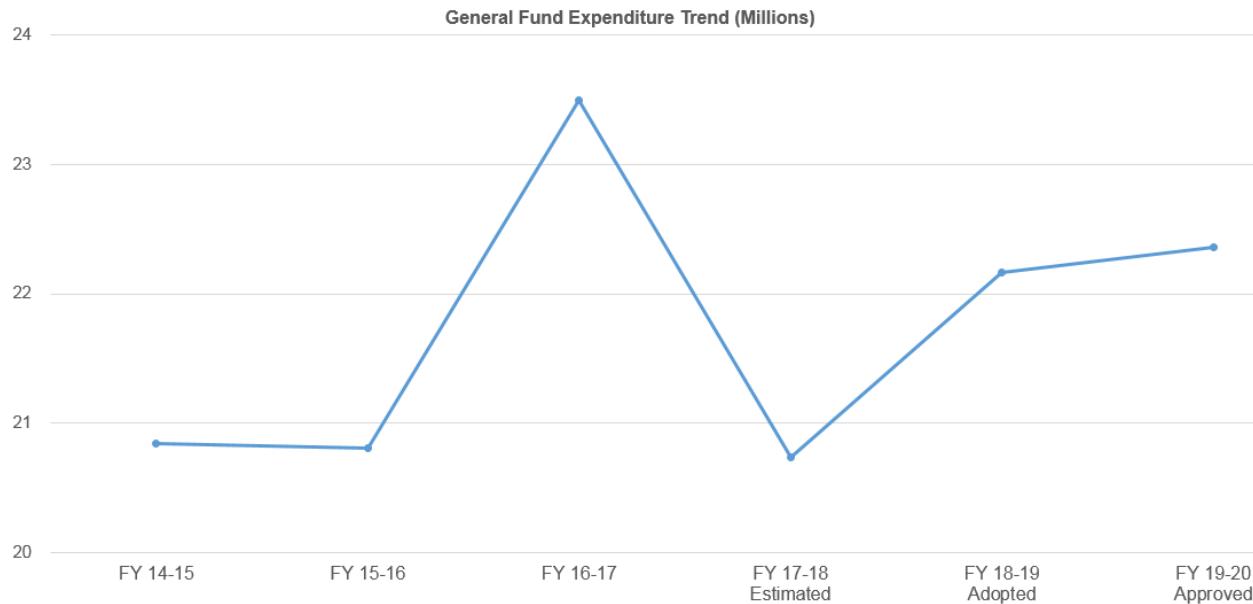
General Fund Expenditures

Key elements of the Budget include:

- The City has been responsible in preparing and meeting budget targets, despite only slight increases in revenues, in order to maintain a structurally balanced budget.
- Department maintenance and operations expenditures are generally maintained at similar levels as the previous FY 2017-18 adopted budget with few selective increases where necessary.
- Minor adjustments were made within certain departmental Maintenance and Operating budgets to address one-time costs, primarily funded by set-aside reserves.
- Adjustments were made to personnel costs to address current Memorandums of Understanding (MOUs). Increases included cost of living increases of an estimated 2% CPI growth, California Public Employees' Retirement System (CalPERS) rate increases, health benefits (including Retiree Health Benefits), and increases to Workers' Compensation.
- Adjustments were also made to items that have reduced in costs such as previous levels of budgeted utilities or projects that were completed in a previous budget year.
- Funding of reserves will be recommended at the close of the fiscal year with the reporting of the audited financial statements.
- An extensive Capital Improvement Program.

Proposed FY 2018-19 expenditures of \$22,163,116 were budgeted \$630,959 higher than the previous fiscal year budgeted expenditures of \$21,532,157. The year-end General Fund expenditures are estimated at \$20,441,089 for FY 2017-18. The balance of this increase is a result of the inclusion transfers from reserves for one-time maintenance and project costs. Expenditure trends including transfers are as follows:

Expenditures	14-15 Actual	15-16 Actual	16-17 Actual	17-18 Estimated	18-19 Proposed	19-20 Proposed
Total	20,843,128	20,805,344	23,495,906	20,733,289	22,163,116	22,363,630



Budget Uncertainties

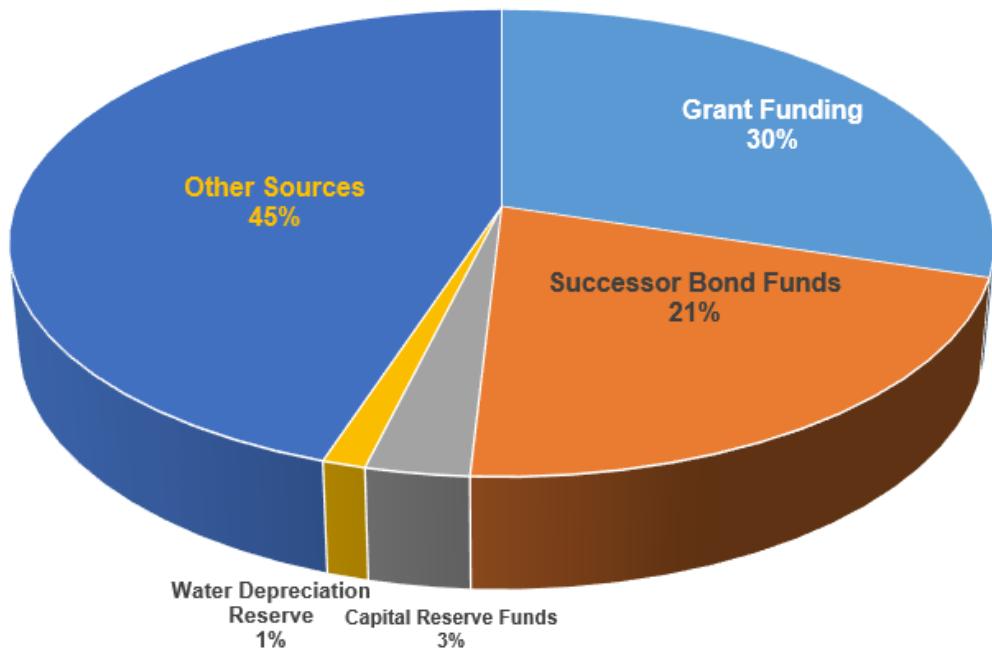
As noted in previous budget discussions and workshops, CalPERS published the estimated increases to employer rates as a result of newly adopted actuarial assumptions, including updates to the discount rate, as well as a shortened amortization schedule for reducing unfunded liabilities. The projected increases will take effect over a 5-year “ramp up” period and will remain at that level going forward. It is recommended that the City continue to build the PERS Reserve Fund in response to new CalPERS policies.

The California State Legislature is evaluating how to address the distribution of sales taxes derived from online sales. A constitutional amendment was introduced in 2018 (SCA 20) that proposed to reallocate sales taxes from online sales from the point of sale to the point of delivery. Seventy percent of the City’s General Fund revenue is derived from sales tax. Approximately 15% of the City’s total sales tax revenue is generated by online sales. SCA 20 would essentially redistribute to other cities the sales taxes that support vital services in Signal Hill.

Capital Improvement Program

The Capital Projects Fund is used to account for financial resources segregated for the development, construction and improvement of City facilities. The FY 2018-19 Capital Improvements Program (CIP) includes new and existing projects, or project phases representing an investment of \$623,081 of carry-over or funds provided from previously closed out projects. A total of \$20.62 million in projects are scheduled including grant funding of \$6.3 million. All projects to be carried over are listed on Attachment A. Funding sources for each project are listed in the detailed CIP schedule. Below is a summary of all funding sources for the proposed capital schedule. The City has been very successful in obtaining grants to offset the cost of projects. Grants account for 31% of total CIP funding.

Grant Funding	6,299,000	30%
Successor Bond Funds	4,447,077	21%
Capital Reserve Funds	623,081	3%
Water Depreciation Reserve	260,000	1%
Other Sources	8,992,273	45%
Total Capital Projects	21,121,431	



Water Fund

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

Sale of water for FY 2018-19 is estimated at \$4.3 million. This projection includes the increases that were adopted by Council in May 2016 following a Prop 218 Hearing. This fund is structured to be able to charge a fee to customers to cover the costs of services it provides. However, water costs charged by Metropolitan Water District and Water Replenishment District to the City were actually higher than expected, and the impacts of increasing expenses and reduced revenues due to conservation have adversely impacted the Water Fund's net position. As these costs were higher than the water rate study identified, the current water rate fee structure is not set to properly cover these costs and therefore, the City needed to address water rate increases in FY 2018-19. The Water Fund Budget Summary is as follows:

	FY 2018-19 Proposed Budget	FY 2019-20 Proposed Budget
Water Operations	4,338,361	4,312,342
Water Billing Administration	479,744	473,604
Total Water Fund	4,818,105	4,785,946

Other Funds – Special Revenue

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

Gas Tax

Gas Tax Revenues for FY 2017-18 are estimated to be \$253,071. Tax Sections 2104-2107 allocations are based on a fixed per gallon rate. As a result, those allocations are more stable, although they are subject to decline if consumption decreases due to fuel efficiency, increasing use of alternative transportation fuels or decreased economic activity. As previously noted, the Gas Tax Fund was increased due to a Los Angeles County ½ cent sales tax (Measure M), as well as AB-1 and SB-1 for transportation funding.

Traffic Safety Fund

Traffic Safety Fund revenues are estimated at \$101,200, unchanged from the previous fiscal year budget.

Internal Service Fund – Vehicle Replacement

The net position of the Vehicle Replacement Fund was \$1,793,635 at the end of FY 2017-18. The following purchases are part of the approved budget based on our vehicle replacement policy and criteria:

Adopted for FY 2018-2019 – \$242,000

Vehicle (*AQMD funded)	Replacement Cost	Department
2018 Toyota Rav4 Hybrid*	34,000	Administration
2018 Toyota Rav4 Hybrid*	34,000	Community Development
2018 Toyota Rav4 Hybrid*	34,000	Public Works
2018 Ford F150 with light bar; and equipment	46,000	Public Works
2018 Ford Explorer Utility (with equipment)	46,000	Police Department
2018 Ford Explorer Utility civilian (with equipment)	48,000	Police Department

Approved FY 2019-2020 - \$156,000

Vehicle (*AQMD funded)	Replacement Cost	Department
2019 Ford Explorer Utility (with equipment)	52,000	Police Department
2019 Ford Explorer Utility (with equipment)	52,000	Police Department
2019 Toyota Highlander (with equipment)*	52,000	Police Department

FY 2018-19 Appropriations (Gann) Limit

In November 1979, the voters of the State of California approved Proposition 4, commonly known as the Gann Initiative. The Proposition created Article XIIIIB of the State Constitution placing limits on the amount of revenue that can be appropriated each year. Proposition 111 amended Proposition 4 in 1990 by allowing cities to choose their annual adjustment factors for inflation and population growth.

The Appropriations Limit is computed annually by applying the greater of two change factors to the limit from the previous year. The adjustment factor for population is determined by either the change in percentage for the City of Signal Hill or the County of Los Angeles. For inflation, the factor consists of the percentage change in California Per Capital Income (supplied by the State Department of Finance), or the percentage change in the local assessment roll due to the addition of local non-residential new construction.

The factors used in this year's calculation were the change in California Per Capita Personal Income and the City's change in population. The change in the local assessment roll due to the addition of local non-residential new construction is not currently available from the Assessor. When the factor becomes available, and if the amount exceeds the change in California Per Capita Personal Income, the City of Signal Hill reserves the right to adjust the Appropriations Limit later in the year. The impact of applying these factors is to increase the City's appropriations limit to \$75,074,402. The City's tax proceeds are substantially under the established Gann Limit for FY 2019-20.

Conclusion:

The City's budget was prepared in a conservative and prudent manner, accounting for current and future economic indicators regarding revenue estimates and expenditures. The budget anticipates a structurally balanced General Fund budget at the end of FY 2018-19. The City's prudent fiscal practices have enabled our City to achieve and maintain a positive, long-term stable financial condition.

We approached the creation of this two-year budget in conjunction with the adopted Strategic Plan that is to be updated in the upcoming fiscal year. As always, the entire management team will continue seeking out opportunities to improve efficiencies, reduce costs, and respond effectively to the external economic forces that impact available resources. Staff will continue to build on the accomplishments that have resulted in the fiscal stability of the City of Signal Hill and continue to deliver those services that provide a high quality of life to residents.

City of Signal Hill

Five Year Strategic Plan

2015-2019

Goal #1 – Ensure Long-Term Fiscal Stability

Goal #2 – Ensure Public Safety is High Priority

Goal #3 – Promote a Strong Local Economic Base

Goal # 4 – Maintain and Improve the Public Infrastructure

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

Goal # 6 – Promote a Transparent and Open Government

CITY OF SIGNAL HILL FINANCIAL POLICIES

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

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



DESCRIPTION OF FUNDS

General Fund (100)

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

Special Revenue Funds

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

Community Development Block Grant Fund (CDBG) (201)

Enacted through the Housing and Community Development Act of 1974, the Community Development Block Grant 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.

Cable Televising Fund (220)

The Cable Televising Fund accounts for the fees paid to the City by the cable TV operator pursuant to the Franchise Agreement.

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 (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.

Traffic Safety Fund (231)

The Traffic Safety Fund accounts for revenues received from fines for violations of the California Vehicle Code.

Air Quality Improvement Trust (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 Impact Fee Fund (233)

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

Pipeline Removal Fund (234)

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



MTA-STP Grant Fund (235)

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

Measure R Fund (236)

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

Measure M Fund (237)

The Measure M Fund receives and disburses the City's share of the Los Angeles County sales tax increase of one half percent (.5%) for traffic improvement transportation projects in accordance with "Measure M," the Los Angeles County Traffic Improvement Plan. This plan is administrated 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.

Lighting and Landscape Maintenance District #1 (260)

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



Urban Areas Security Initiative (UASI) Grant (270)

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

Asset Seizure Grants – Federal (271)

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

L.A. Impact Grant (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 (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.

Domestic Preparedness (276)

The Domestic Preparedness Fund receives and disburses the monies awarded to the City by various grants from the Department of Homeland Security.

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.

Homeland Security Grant Fund (278)

Grant funds for homeland security, emergency management, criminal justice, and victim services programs.

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 21.44 Signal Hill Municipal Industrial Code, to fund the reasonable costs of constructing new water facilities made necessary by development projects.



Capital Project Funds

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.

Capital Grants Fund (240)

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

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.



Reserve Funds

The City retains Special Reserve Funds, of which two are specifically mandated for the Water Enterprise Fund. These funds are used to plan for replacement or improvement of current assets, or to provide stability due to unforeseen economic events.

Economic Uncertainties Reserve Fund (110)

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

Land and Building Reserve Fund (111)

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

Equipment Reserve Fund (112)

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

Capital Improvement Fund (113)

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

Insurance Reserve Fund (114)

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



PERS Reserve Fund (115)

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

OPEB Reserve Fund (116)

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

Park Reserve Fund (117)

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

Police Radio Reserve Fund (118)

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

Library Reserve Fund (119)

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

100th 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.



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.



DESCRIPTION OF REVENUES

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

General Fund (100)

Property Tax

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

Sales and Use Tax

In accordance with the California Revenue and Taxation Code and the Bradley-Burns Uniform Local Sales Use Tax Law of 1955, the State of California imposes Sales and Use Tax on the taxable sales within the City. The City receives 1% of the Sales and Use Taxes collected, with the remaining portion shared by the State, County, and Transportation District.

Franchise Fees

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

Business License Tax

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



Oil Production Taxes

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

Transient Occupancy Taxes

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

Dog Licenses

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

Building, Plumbing, and Electrical Permits

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

Alarm System Permit

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

Fines and Forfeitures

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

False Alarms

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



Interest on Investments

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

Rents and Concessions

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

Royalties

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

Intergovernmental – State

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

Intergovernmental – County

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

Charges for Current Service

Administration - Fees are collected for elections.

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

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



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

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

Police - Fees are collected for bookings and vehicle impounds.

Other Revenue

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

Fund Transfers

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

Community Development Block Grant Fund (201)

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

Proposition A Fund (202)

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



Proposition C (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 Fees (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.

Traffic Safety Fund (231)

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.

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 Impact Fees 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 $\frac{1}{2}$ 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 administrated 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.

Lighting and Landscape District #1 (260)

Property owners in the Lighting and Landscape District (commonly known as the Californian 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 Fund – State (274)

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.

Domestic Preparedness Fund (276)

This fund includes the public safety grants received for domestic preparedness from the Department of Homeland Security.

Supplemental Law Grant (277)

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

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.



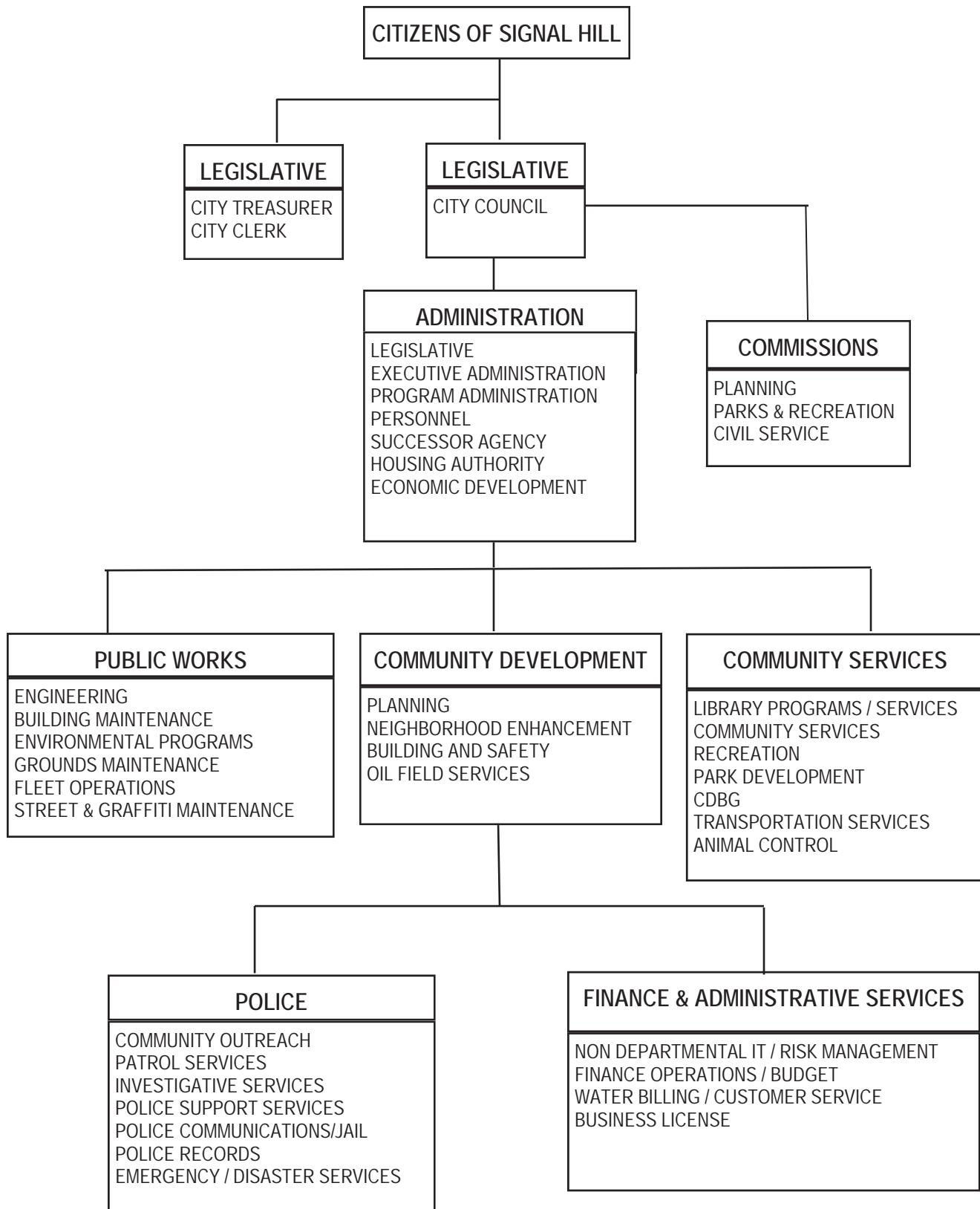
Water Development Impact Fees Fund (550)

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

Vehicle Replacement Fund (601)

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

CITY OF SIGNAL HILL ORGANIZATIONAL CHART



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

Department	Budget FTE 2014-15	Budget FTE 2015-16	Budget FTE 2016-17	Budget FTE 2017-18	Budget FTE 2018-19	Budget FTE 2019-20
Administration						
City Manager	1	1	1	1	1	1
Executive Assistant / Deputy City Clerk	1	1	1	1	1	1
Assistant to the CM/Deputy City Clerk	0	0	0	0	0	0
Deputy City Manager	1	1	1	1	1	1
Economic Development Manager	1	1	1	1	1	1
Human Resources Manager	1	1	0	0	0	0
Senior Management Analyst HR	0	0	1	0	0	0
Management Analyst HR	0	0	0	1	1	1
Administrative Assistant	1	1	1	1	1	1
Part-Time Communications Specialist	0	0	0	0.8	0.8	0.8
Total FTE Positions:	6	6	6	6.8	6.8	6.8
Administrative Services/Finance						
Director	1	1	1	1	1	1
Deputy Director	0	0	1	0	1	1
Accounting Manager	1	1	1	1	0	0
Accountant	1	1	1	1	1	1
Senior Account Specialist	1	1	1	1	0	0
Account Specialist II	1	1	1	1	2	2
Account Specialist	1	1	0.5	0.8	0.8	0.8
Account Specialist	0	0	0.5	0.7	0	0
Total FTE Positions:	6	6	7	6.5	5.8	5.8
Community Development						
Director	1	1	1	1	1	1
Planning Manager	0	0	0	0	0	0
Administrative Assistant	1	1	1	1	1	1
Senior Planner	1	1	1	1	1	1
Assistant Planner	1	1	1	1	1	1
Total FTE Positions:	4	4	4	4	4	4
Community Services						
Library						
City Librarian	1	1	1	1	1	1
Library Assistant	1	1	1	1	1	1
Part-Time Library Aide	2.7	2.7	1.9	1.9	1.9	1.9
Part-Time Library Specialist	0.6	0.6	0.3	0.3	0.3	0.3

Department	Budget FTE 2014-15	Budget FTE 2015-16	Budget FTE 2016-17	Budget FTE 2017-18	Budget FTE 2018-19	Budget FTE 2019-20
Community Services						
Director	1	1	1	1	1	1
Community Services Manager	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Recreation Coordinator	1	1	1	1	1	1
Recreation Specialist	1	1	1	1	1	1
Part-Time Recreation Leaders	2.1	2.1	2.7	2.7	2.7	2.7
Recreation						
Recreation Coordinator	1	1	1	1	1	1
Recreation Specialist	0	0	0.8	0.8	0.8	0.8
Part-Time Recreation Leaders	6.1	6.1	4.9	4.9	4.9	4.9
Total FTE Positions:	19.5	19.5	18.6	18.6	18.5	18.5
Police						
Patrol Services						
Police Sergeant	4	4	4	4	4	4
Senior Police Officer	4	4	4	4	4	4
Police Officer	15	15	16	16	16	16
Police Traffic Officer	2	2	2	2	2	2
Police Recruit Officer	1	1	2	2	2	2
Parking Control	0.0	0.0	0.7	0.7	0.7	0.7
Investigative Services						
Detective Sergeant	1	1	1	1	1	1
Sr. Police Officer / Detective	1	1	1	1	1	1
Detective	3	3	3	3	3	3
Detective Secretary	1	1	1	1	1	1
Police Support Services						
Chief of Police	1	1	1	1	1	1
Captain	1	1	1	1	1	1
Lieutenant	2	2	2	2	2	2
Assistant to Police Chief	1	1	1	1	1	1
Maintenance Worker	1	1	1	1	1	1
Police Communications						
Dispatcher/Jailer	5	5	8	8	8	8
Police Records						
Police Records Supervisor	1	1	1	1	1	1
Police Records Clerk	2	2	2	2	2	2
Part-Time Police Aide	0.5	0.5	0.5	0.5	0.5	0.5
Part-Time Records Clerk	0.4	0.4	0.4	0.4	0.4	0.4
Emergency Operations Coordinator	0.5	0.5	0.5	0.5	0.5	0.5
FTE Positions:	47.4	47.4	53.0	53.0	53.1	53.1

<u>Department</u>	Budget FTE 2014-15	Budget FTE 2015-16	Budget FTE 2016-17	Budget FTE 2017-18	Budget FTE 2018-19	Budget FTE 2019-20
Public Works						
Engineering Department						
Director	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Management Analyst	1	1	1	1	1	1
Public Works Inspector	1	1	1	1	1	1
Senior Engineering Technician	1	1	1	1	1	1
Engineering Technician	0	0	0	0	0	0
City Yard						
Deputy Director	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Water Sys. Supervisor	0.5	0	0	0	0	0
Water Systems Superintendent	0.5	1	1	1	1	1
Water Systems Operator I	1	1	1	1	1	1
Water Systems Operator II	0	1	1	1	1	1
Senior Water Operator	1	1	1	1	1	1
Water Maintenance Worker I	1	2	2	2	2	2
Water Maintenance Worker II	4	2	2	2	2	2
Senior Water Maintenance Worker	1	1	1	1	1	1
Lead Mechanic	1	1	1	1	1	1
Maintenance Supervisor	2	2	2	2	2	2
Sr. Maintenance Worker	2	2	2	2	2	2
Maintenance Worker	7	7	7	7	7	7
Vehicle and Equip Svcs. Supervisor	0	0	0	0	0	0
Total FTE Positions:	28	28	28	28	28	28
Grand Total	110.9	110.9	116.6	116.8	116.2	116.2

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2018-2019 SUMMARY OF CHANGES IN FUND BALANCE

Fund No.	Fund	Balance (Undesignated) 7/1/18	2018-2019 Estimated Revenue	2018-2019 Operating Expenditures	Transfers In	Transfers Out	Fund Balance 6/30/19
100	General Fund	6,519,878	21,101,696	22,166,116	1,064,420		6,519,878
110	Economic Uncertainties Reserve	5,081,972					5,081,972
111	Land & Building Reserve	1,879,448					1,879,448
112	Equipment & Furniture Reserve	435,393			377,120		58,273
113	Capital Improvement Reserves	2,764,963			623,081		2,141,882
114	Insurance Reserve	435,972					435,972
115	PERS Reserve	1,987,225					1,987,225
116	OPEB Reserve Fund	1,121,444					1,121,444
117	Park Reserve Fund	57,846					57,846
118	Police Radio Reserve	367,749					367,749
119	Library Reserve Fund	3,728,122		344,100			3,384,022
120	100th Anniversary Reserve Fund	40,019					40,019
121	General Plan Update Reserve	100,000			30,000		70,000
122	Economic Development Reserve	500,000			100,000		400,000
Total Committed Reserve Funds		18,500,153	-	344,100	-	1,130,201	17,025,852
201	CDBG	40,061	56,550	8,500	88,111		-
202	Prop A	706,356	227,220	138,899	380,000		414,677
203	Prop C	520,139	188,473	5,000			703,612
204	Park Development	3,163,491	524,337		1,700,000		1,987,828
220	Cable Television	53,359					53,359
221	Housing Impact	710,901					710,901
223	Housing Authority	2,659,069	26,239	26,000			2,659,308
224	Civic Center Phase 2 Bond	4,921,207			4,921,207		-
225	Lease Revenue Bonds	8,800,000			1,705,000		7,095,000
230	Gas Tax	745,522	253,071		364,800		633,793
231	Traffic Safety	202,552	101,200		100,000		203,752
232	AQMD	168,601	15,500	1,000	128,000		55,101
233	Traffic Impact	1,392,372	33,131		425,000		1,000,503
234	Pipeline Removal	2,231,200					2,231,200
235	MTA-STP	202,053	800				202,853
236	Measure R	515,693	141,358		42,500		614,551
237	Measure M	102,880	160,202				263,082
238	SB-1 RMRA	79,405	66,208				145,613
240	Capital Grants	-	4,395,955		4,395,955		-
260	Lighting & Landscape District	63,714	61,000	101,087			23,627
270	UASI Grant	95,959		95,959			-
271	Asset Seizure - Federal	-					-
272	LA Impact	-					-
273	Cops Hiring Recovery	-					-
274	Asset Seizure - State	181,776					181,776
275	State Police Grant	-					-
276	Domestic Preparedness	-					-
277	Supplemental Law Enforcement	132,501	142,200	243,884			30,817
278	Homeland Security	-					-
550	Water Development	257,569					257,569
Total Special Revenue Funds		27,946,381	6,393,444	620,329	-	14,250,573	19,468,922
400	Capital Improvements	-	4,447,077	18,061,431	13,614,354		-
Total Capital Project Funds		-	4,447,077	18,061,431	13,614,354	-	-
500	Water Operations	1,888,965	6,332,679	5,318,105	860,000		3,763,539
510	Water Depreciation	2,399,232			260,000		2,139,232
Total Enterprise Funds		4,288,197	6,332,679	5,318,105	860,000	260,000	5,902,771
601	Vehicle Replacement Fund	1,793,635	608,590	678,590	102,000	-	1,825,635
Total Internal Service Fund		1,793,635	608,590	678,590	102,000	-	1,825,635
701	Spring Street JPA	-	3,400	3,400	-	-	0
Total Fiduciary Funds		-	3,400	3,400	-	-	0
Grand Total		\$ 59,048,243	\$ 38,886,886	\$ 47,192,071	\$ 15,640,774	\$ 15,640,774	\$ 50,743,058

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2019-2020 SUMMARY OF CHANGES IN FUND BALANCE

Fund No.	Fund	Balance (Undesignated) 7/1/19	2019-2020 Estimated Revenue	2019-2020 Operating Expenditures	Transfers In	Transfers Out	Fund Balance 6/30/20
100	General Fund	6,519,878	21,828,750	22,366,630	537,880		6,519,878
110	Economic Uncertainties Reserve	5,081,972					5,081,972
111	Land & Building Reserve	1,879,448					1,879,448
112	Equipment & Furniture Reserve	58,273			22,880		35,393
113	Capital Improvement Reserves	2,141,882			711,000		1,430,882
114	Insurance Reserve	435,972					435,972
115	PERS Reserve	1,987,225					1,987,225
116	OPEB Reserve Fund	1,121,444					1,121,444
117	Park Reserve Fund	57,846					57,846
118	Police Radio Reserve	367,749					367,749
119	Library Reserve Fund	3,384,022		347,050			3,036,972
120	100th Anniversary Reserve Fund	40,019					40,019
121	General Plan Update Reserve	70,000			40,000		30,000
122	Economic Development Reserve	400,000					400,000
Total Committed Reserve Funds		17,025,852	-	347,050	-	773,880	15,904,922
201	CDBG	-	56,550	8,500			48,050
202	Prop A	414,677	231,156	190,661			455,172
203	Prop C	703,612	192,329	5,000			890,941
204	Park Development	1,987,828	107,395				2,095,223
220	Cable Television	53,359					53,359
221	Housing Impact	710,901					710,901
223	Housing Authority	2,659,308	26,322	26,000			2,659,630
224	Civic Center Phase 2 Bond	-					-
225	Lease Revenue Bonds	7,095,000					7,095,000
230	Gas Tax	633,793	253,171		382,500		504,464
231	Traffic Safety	203,752	101,200		100,000		204,952
232	AQMD	55,101	15,500	1,000	52,000		17,601
233	Traffic Impact	1,000,503	138,297		46,000		1,092,800
234	Pipeline Removal	2,231,200					2,231,200
235	MTA-STP	202,853	800				203,653
236	Measure R	614,551	142,227		691,722		65,056
237	Measure M	263,082	160,202		400,000		23,284
238	SB-1 RMRA	145,613	66,208		150,000		61,821
240	Capital Grants	-	4,268,336		4,268,336		-
260	Lighting & Landscape District	23,627	61,000	77,474			7,153
270	UASI Grant	-					-
271	Asset Seizure - Federal	-					-
272	LA Impact	-					-
273	Cops Hiring Recovery	-					-
274	Asset Seizure - State	181,776					181,776
275	State Police Grant	-					-
276	Domestic Preparedness	-					-
277	Supplemental Law Enforcement	30,817	145,100	258,169			(82,252)
278	Homeland Security	-					-
550	Water Development	257,569					257,569
Total Special Revenue Funds		19,468,923	5,965,793	566,804	-	6,090,558	18,777,354
400	Capital Improvements	-	10,000	6,284,558	6,274,558		-
Total Capital Project Funds		-	10,000	6,284,558	6,274,558	-	-
500	Water Operations	3,763,539	4,642,381	4,785,946	380,000		3,999,974
510	Water Depreciation	2,139,232			380,000		1,759,232
Total Enterprise Funds		5,902,771	4,642,381	4,785,946	380,000	380,000	5,759,206
601	Vehicle Replacement Fund	1,825,635	608,590	694,914	52,000	-	1,791,311
Total Internal Service Fund		1,825,635	608,590	694,914	52,000	-	1,791,311
701	Spring Street JPA	-			-	-	0
Total Fiduciary Funds		-	-	-	-	-	0
Grand Total		\$ 50,743,058	\$ 33,055,514	\$ 35,045,902	\$ 7,244,438	\$ 7,244,438	\$ 48,752,670

**ANALYSIS OF GENERAL FUND RESERVES
PROJECTED FOR JUNE 30, 2019**

RESERVES AT 6/30/2018 - Per adopted budget

Economic Uncertainties Reserve	\$ 5,081,972
Undesignated Fund Balance	6,519,878
Total Fund Balance June 30, 2019	<u>11,601,850</u>

Add:	Estimated Revenues 2018-19	21,101,696
	Transfers In	1,064,420
	Total Sources	<u>33,767,966</u>
Less:	Budgeted Appropriations 2018-19	22,163,116
	Transfer out to Capital Improvement Fund	-
	Transfer out to Supplemental Law Enforcement Fund	-
	Total Uses	<u>22,163,116</u>
	Projected Fund Balance June 30, 2019	<u>11,604,850</u>

RESERVES BY CATEGORY AT 6/30/2019 - Estimated

Economic Uncertainties Reserve	5,081,972
Undesignated Fund Balance	6,522,878
Total Fund Balance	<u>\$ 11,604,850</u>

Accompanying Notes to the Summary of Changes in Fund Balance

1. General Fund estimated revenues plus transfers in are balanced and matched off against budgeted expenditures with no transfers out to other funds.
2. Transfers into the General Fund from the following available resources:
 - 2.1. Equipment and Furniture Reserve for completion of the citywide enterprise resources planning system (\$377,120)
 - 2.2. Gas Tax revenues to be used for streets maintenance expenditures and repairs (\$357,300)
 - 2.3. Traffic Safety Fund (\$100,000)
 - 2.4. The City's Park Development Fund (\$100,000)
 - 2.5. Economic Development Fund (\$100,000)
 - 2.6. General Plan costs funded by the General Plan Update Reserve (\$30,000).
3. The City is retaining the Economic Uncertainties Reserve at \$5.1 million, PERS Reserve at \$2 million and OPEB Reserve Fund at \$1.1 million.
4. The City's Financial Policies stated within this budget require that the Director of Finance shall annually prepare a General Fund Analysis of the Structural Balance to determine that a structural deficit does not exist. As a result of this analysis and as outlined in the above summaries and notes, the City's General Fund is structurally balanced. Specifically, current estimated operating revenues meet and exceed budgeted expenditures in the upcoming fiscal year.
5. Per Government Accounting Standards Board (GASB) guidelines, the City uses a modified accrual method of accounting for governmental funds, which combines certain elements of cash basis accounting accrued revenue and expenditures at the fiscal year end. The full accrual method of accounting is used to record the activities of the City's proprietary funds (the Water and Vehicle Replacement Fund). As such, revenues are accrued when they are earned and expenses shown when a liability is incurred, regardless of the timing of the related cash flows.

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2018-2020 REVENUES AND OTHER FINANCING SOURCES						
General Fund	2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Estimated	2018-19 Adopted	2019-20 Approved
Operating Revenues						
Property Taxes	1,916,481	1,863,700	1,867,050	1,814,448	1,807,150	1,870,250
Sales Tax	16,904,325	14,633,755	15,355,255	15,340,000	15,030,136	15,700,000
Oil Production Tax	1,092,517	600,000	600,000	550,000	575,000	625,000
Other Tax Revenue (TOT, etc.)	900,419	907,229	1,095,000	1,055,000	1,075,000	1,080,250
Licenses & Permits	369,713	386,228	387,910	423,720	418,500	418,000
Intergovernmental – Federal, State, County	80,363	46,615	52,200	45,250	54,206	57,700
Charges for Service	760,459	689,207	717,644	678,201	798,054	722,350
Fines & Penalties	258,352	195,261	232,200	232,000	245,150	455,200
Revenue from Use of Money & Property	686,342	662,858	755,000	752,500	885,000	885,000
Misc. Revenues	45,821	2,919	25,000	215,677	213,500	15,000
Total Operating Revenues	23,014,792	19,987,773	21,087,259	21,106,796	21,101,696	21,828,750
Non-Operating Revenues:						
Transfers In	128,473	-	175,000	347,880	1,064,420	537,880
Total Available Resources	23,143,265	19,987,773	21,262,259	21,454,676	22,166,116	22,366,630
Special Revenue Funds						
CDBG	115,141	106,811	57,000	57,000	56,550	56,550
Prop A	210,930	215,052	206,000	206,000	227,220	231,156
Prop C	256,697	175,819	170,000	170,000	188,473	192,329
Park Development	20,314	69,826	491,000	491,000	524,337	107,395
Cable Television	15,242	202	15,000	15,000	-	-
Housing Impact	3,947	2,698	-	-	-	-
Housing Authority	456,039	8,331	40,000	40,000	26,239	26,322
Civic Center Phase 2 Bond	-	32,795	-	-	-	-
Lease Revenue Bonds	-	-	-	8,800,000	-	-
Gas Tax	264,131	227,798	244,048	404,000	253,071	253,171
Traffic Safety	68,720	57,474	100,000	100,000	101,200	101,200
AQMD	11,611	19,440	10,000	10,000	15,500	15,500
Traffic Impact	183,179	11,759	27,000	27,000	33,131	138,297
Pipeline Removal	21,634	135,040	5,000	5,000	-	-
MTA-STOP	-	201,253	-	800	800	800
Measure R	129,759	133,044	120,000	120,000	141,358	142,227
Measure M	-	-	-	102,880	160,202	160,202
SB-1 RMRA	-	-	-	79,405	66,208	66,208
Capital Grants	7,501,303			4,395,955		
Lighting & Landscape District	57,501	56,358	61,000	61,000	61,000	61,000
UASI Grant	358,415	-	96,000	96,000	-	-
Asset Seizure - Federal	19,075	-	-	-	-	-
LA Impact	75,232	-	-	-	-	-
COPS Hiring Recovery	134,239	26,189	-	-	-	-
Asset Seizure - State	2,229	690	-	-	-	-
State Police Grant	25,743	24,498	-	-	-	-
Domestic Preparedness	-	-	-	-	-	-
Supplemental Law Enforcement	216,715	264,113	232,200	232,200	142,200	145,100
Homeland Security	-	-	-	-	-	-
Water Development	10,019	48,765	447,896	447,896	-	-
Total Available Resources	2,656,512	9,319,258	2,322,144	11,465,181	6,393,444	5,965,793
Capital Project Fund						
Capital Improvements	3,379,654	10,088,780	536,605	536,605	18,061,431	6,284,558
Enterprise Funds						
Water Operations	6,115,677	5,911,278	4,311,500	4,137,305	7,192,679	5,022,381
Water Depreciation	14,426	9,104	250,000	250,000	-	-
Total Available Resources	6,130,103	5,920,382	4,561,500	4,387,305	7,192,679	5,022,381
Internal Service Fund						
Vehicle Replacement Fund	553,437	615,447	637,470	637,470	710,590	660,590
Fiduciary Fund						
Spring Street JPA	3,331	3,397	3,400	3,400	3,400	-
Total Available Resources - ALL FUNDS	35,866,302	45,935,037	29,323,378	38,484,637	54,527,660	40,299,952

2018-2020 GENERAL FUND PROGRAM REVENUES

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
Tax Revenue						
100-31-101 Secured Property Taxes	522,450	570,704	590,503	570,000	579,500	591,000
100-31-102 Unsecured Property Taxes	-	-	4,000	-	-	-
100-31-103 Prior Year Property Taxes	6,133	6,527	5,000	-	6,500	6,500
100-31-105 Property Tax Late Fee Revenue	4,748	2,899	5,000	2,500	3,500	3,500
100-31-106 Supplemental Roll Taxes	34,546	26,520	25,000	15,000	25,000	25,000
100-31-107 Prior Year Supplemental Taxes	1,248	881	2,000	-	750	750
100-31-108 Homeowner Property Tax Exempt	3,618	3,585	3,000	1,800	3,500	3,500
100-31-109 Real Property Transfer Tax	59,250	86,516	40,000	75,000	55,000	65,000
100-31-110 Other Property Taxes	191,443	-	100,000	-	-	-
100-31-200 Sales and Use Tax	15,877,723	17,600,928	18,194,341	18,315,000	17,880,136	18,450,000
100-31-201 Sales Tax in Lieu	4,257,188	-	-	-	-	-
100-31-210 Contra Sales Tax Agreements	(3,230,586)	(3,003,528)	(3,000,000)	(2,975,000)	(2,850,000)	(2,750,000)
100-31-310 Franchise Taxes	533,709	734,738	700,000	725,000	725,000	725,000
100-31-320 Oil Production Taxes	1,092,517	525,727	600,000	550,000	575,000	625,000
100-31-330 Transient Occupancy Taxes	200,941	220,086	190,000	200,000	220,000	225,000
100-31-350 Motor Vehicle In-Lieu Tax	4,674	5,229	5,000	5,000	5,000	5,250
100-31-360 VLF Property Tax In-Lieu	1,093,045	1,104,573	1,114,910	1,150,148	1,133,400	1,175,000
100-31-370 Business License Taxes	161,095	122,952	160,000	125,000	125,000	125,000
Total Tax Revenue	20,813,742	18,008,338	18,738,754	18,759,448	18,487,286	19,275,500
Licenses and Permits						
100-32-100 Business License Renewal Fee	38,159	84,000	85,000	80,000	85,000	85,000
100-32-110 Other Permits	1,752	1,381	3,400	1,600	1,500	1,500
100-32-631 Oil Operations Permits	147,700	147,700	148,000	148,370	148,000	148,000
100-32-632 Building Permits	112,469	73,391	70,000	115,000	104,000	104,000
100-32-633 Oil Code Compliance Permit	-	-	10,000	4,000	12,500	10,000
100-32-701 Bicycle Licenses	-	-	10	-	-	-
100-32-721 Alarm System Permit - Police	2,743	3,830	2,500	750	2,500	2,500
100-32-801 Dog Licenses	13,429	-	20,000	-	-	-
100-32-911 Street & Curb Cut Permit - Pub	9,015	16,988	10,000	26,000	20,000	20,000
100-32-931 Industrial Waste Permit	44,446	46,917	40,000	48,000	45,000	47,000
100-32-932 Public Works Grant Revenue	-	-	10,000	-	-	-
Total Licenses and Permits	369,713	374,207	398,910	423,720	418,500	418,000
Intergovernmental						
100-33-110 Federal Grants	-	-	-	-	-	-
100-33-200 State Grants	10,000	-	-	-	-	-
100-33-210 County Grants	-	-	-	-	-	-
100-33-230 Transportation Grant	-	-	-	-	-	-
100-33-310 Other Grants	-	-	-	-	-	-
100-33-321 AB109 Task Force Reimbursement	42,384	5,709	-	-	-	-
100-33-322 POST Reimbursement - Police	22,482	19,094	31,000	40,000	30,000	35,000
100-33-323 PSAF	2,577	2,645	-	1,650	2,500	2,500
100-33-700 Police Grants	2,921	4,825	-	3,600	3,500	4,000
100-33-800 Community Service Grants	-	-	16,200	-	5,400	16,200
100-33-900 Public Works Grants	-	17,988	5,000	-	12,806	-
Total Intergovernmental	80,363	50,261	52,200	45,250	54,206	57,700
Charges for Services						
100-34-110 Sale of Maps & Publications	1,747	1,475	2,000	560	1,200	1,500
100-34-111 Successor Agency Reimb for Srv	-	-	-	-	-	-
100-34-430 Filing & Cert Fees	1,035	6,099	500	-	5,000	1,500
100-34-431 Fees for Services	10	-	-	-	-	-
100-34-602 Planning Fees	5,242	5,390	3,000	5,500	4,000	4,000
100-34-603 Environmental Fees	-	-	-	-	-	-
100-34-604 Planning Bus. Lic. Review Fee	8,583	7,544	4,000	6,500	4,000	4,000
100-34-605 Development Review Processing	43,628	34,464	20,000	20,000	20,000	20,000
100-34-631 Energy Fees - Building & Safet	597	671	700	700	650	650
100-34-632 Plan Check Fees	57,878	30,349	20,000	15,000	80,000	67,500
100-34-633 Bldg Inspection Fees 4+ Units	160	-	340	170	340	340
100-34-634 SMIP Seismic Fee 5% City Share	63	39	4	85	1,400	1,400
100-34-635 BSE Green Bldg- 10% City Share	79	34	10	36	840	840
100-34-636 SB 1186 ADA Fee-70% City Share	718	1,576	910	5,700	120	120
100-34-721 Booking Fees - Police	1,550	2,469	4,000	750	2,500	3,500

2018-2020 GENERAL FUND PROGRAM REVENUES

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
100-34-722 Vehicle Impound Fees - Police	35,280	39,480	50,000	20,000	3,500	3,500
100-34-723 Vehicle Towing Fees - Police	23,900	20,380	24,000	14,000	20,000	22,000
100-34-724 DUI Cost Recovery Program	69	-	1,000	-	-	-
100-34-725 Misc. Police Department Fees	12,580	18,554	15,000	15,000	14,000	15,000
100-34-801 Library Fines & Fees	9,491	6,706	9,000	5,500	7,500	8,000
100-34-802 Community Services: Community	9,125	18,326	2,535	18,250	10,000	10,000
100-34-803 Community Services: Facility	33,899	18,171	20,000	18,500	18,000	20,000
100-34-804 Community Services: Excursion	28,905	16,159	24,000	16,000	16,000	20,000
100-34-805 Youth Services	108,916	127,598	101,430	105,000	110,000	115,000
100-34-806 Teen Services	8,244	4,486	6,615	3,000	4,500	5,000
100-34-807 Other Grants	-	-	-	-	-	-
100-34-911 Engineering & Inspection Fee	32,583	40,207	10,000	55,000	50,000	50,000
100-34-912 Grading Plan Check Fees	8,259	1,698	20,000	1,250	10,000	10,000
100-34-913 Miscellaneous Public Works Fee	2,352	3,545	1,000	550	1,000	1,000
100-34-914 Engineering Development Review	1,508	2,756	7,500	150	5,000	5,000
100-34-931 NPDES Inspection Fees	-	225	37,000	3,500	-	-
100-34-932 NPDES Trash Fee	99,795	104,539	120,000	105,000	150,004	105,000
100-34-933 Recycling Revenues	4,227	10,000	7,000	7,500	7,500	7,500
100-34-934 EDCO Host Fees	220,035	234,421	220,000	235,000	251,000	220,000
100-34-951 Street Closure Fees	-	-	100	-	-	-
Total Charges for Services	760,459	757,362	731,644	678,201	798,054	722,350

Fines and Penalties

100-35-100 Court Fines	64,910	28,956	65,000	65,000	40,000	45,000
100-35-621 Code Enforcement Fines	4,053	-	200	-	150	200
100-35-723 Parking Citations - Police	187,650	179,042	160,000	160,000	180,000	185,000
100-35-725 False Alarm Fines - Police	1,740	24,150	7,000	7,000	25,000	225,000
Total Fines and Penalties	258,352	232,147	232,200	232,000	245,150	455,200

Revenue from Money and Property

100-36-100 Interest Income	102,631	116,121	157,000	120,000	250,000	250,000
100-36-200 Rent Revenue- General Fund	-	-	-	-	-	-
100-36-400 Royalties	12,404	14,787	20,000	12,500	15,000	15,000
100-36-620 Rent Revenue- Successor Agency	571,308	616,150	620,000	620,000	620,000	620,000
Total Revenue from Money and Property	686,342	747,059	797,000	752,500	885,000	885,000

Miscellaneous Revenue

100-37-100 Other Revenue	8,694	304,684	5,500	180,000	208,500	9,500
100-37-101 Workers Comp Refunds	4,356	6,771	5,000	35,000	5,000	5,500
100-37-300 Property/Assets Sales	-	-	7,000	-	-	-
100-37-500 Recovery of Mandated Costs	31,890	-	7,500	1,870	-	-
100-37-600 Donations	889	62	-	7	-	-
100-37-900 Cash – Over or Short	(8)	(24)	-	(1,200)	-	-
Total Miscellaneous Revenue	45,821	311,493	25,000	215,677	213,500	15,000

Contributions and Transfers

Total Revenue	23,014,792	20,480,867	20,975,708	21,106,796	21,101,696	21,828,750
100-39-110 Transfer from Reserves	165,000	-	75,000	247,880	507,120	62,880
100-39-120 Transfer from Special Revenue	324,647	375,200	317,000	100,000	557,300	475,000
100-39-130 Transfer from Debt Service Fund	-	-	-	-	-	-
100-39-140 Transfer from Capital Projects	-	-	-	-	-	-
100-39-170 Transfer from Internal Service	-	-	-	-	-	-
100-39-180 Transfer from Trust and Agency	-	-	-	-	-	-
Total Contributions and Transfers	489,647	375,200	392,000	347,880	1,064,420	537,880
Total Revenue with Transfers	23,504,439	20,856,067	21,367,708	21,454,676	22,166,116	22,366,630

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2019-20 GENERAL FUND

OPERATING BUDGET

Department Summaries

Department Goals

Levels of Staffing

Department Program Budgets

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CITY OF SIGNAL HILL
FY 2018-20 GENERAL FUND
EXPENDITURES

DEPARTMENT BUDGETS:	2016-17 Prior year Actual	2017-18 Current year Budget	2017-18 Projected Year-End	2018-19 Adopted Budget	2019-20 Approved Budget
CITY COUNCIL	\$ 202,871	223,850	238,968	238,074	246,591
CITY TREASURER	6,729	6,610	8,889	14,410	14,600
CITY CLERK	186,222	178,545	155,016	230,544	170,136
LEGISLATIVE	395,822	409,005	402,873	483,028	431,327
EXECUTIVE ADMINISTRATION	687,146	648,330	661,687	671,236	706,761
PROGRAM ADMINISTRATION	237,400	281,740	284,868	280,018	286,174
PERSONNEL	277,249	298,300	237,070	259,558	264,271
ECONOMIC DEVELOPMENT	548,942	635,000	635,718	669,739	675,113
ADMINISTRATION	1,750,737	1,863,370	1,819,343	1,880,551	1,932,319
NON-DEPARTMENTAL	1,758,461	1,439,780	1,456,185	1,501,709	1,676,671
IT/TECHNOLOGY	178,572	480,620	278,500	546,870	234,950
FINANCE	854,092	952,425	620,782	777,133	803,453
FINANCE	2,791,125	2,872,825	2,355,467	2,825,712	2,715,074
PLANNING SERVICES	302,824	343,480	334,855	402,261	431,185
NEIGHBORHOOD ENHANCEMENT	86,497	116,170	106,085	110,927	117,114
BUILDING & SAFETY	176,180	326,400	205,259	248,211	258,109
OIL FIELD SERVICES	116,951	146,600	145,624	156,133	164,214
COMMUNITY DEVELOPMENT	682,452	932,650	791,823	917,532	970,622
POLICE COMMUNITY OUTREACH	79,862	77,850	64,033	81,000	81,000
PATROL SERVICES	4,910,450	4,872,700	5,074,753	5,435,084	5,558,847
INVESTIGATIVE SERVICES	1,059,527	1,236,870	1,202,177	1,019,551	1,067,309
POLICE SUPPORT SERVICES	1,703,518	1,698,020	1,745,218	1,741,146	1,827,477
POLICE COMMUNICATIONS	717,992	758,180	662,724	828,056	839,948
POLICE RECORDS	313,258	392,860	355,073	363,229	386,320
EMERGENCY/DISASTER SERVICES	61,630	58,250	58,767	58,237	59,040
POLICE	8,846,237	9,094,730	9,162,745	9,526,303	9,819,941
LIBRARY	427,724	471,230	379,298	454,620	438,350
COMMUNITY SERVICES	660,151	615,183	651,452	813,896	747,101
RECREATION	488,049	433,689	525,534	495,214	460,844
COMMUNITY SERVICES	1,575,924	1,520,102	1,556,284	1,763,730	1,646,295
ENGINEERING	656,802	648,090	565,730	806,133	818,370
BUILDING MAINTENANCE	585,371	630,010	630,671	733,979	770,477
ENVIRONMENTAL PROGRAMS	536,785	823,150	764,770	743,163	732,899
GROUNDS MAINTENANCE	845,079	861,510	904,060	854,529	876,999
STREET & GRAFFITI MAINT.	1,370,254	1,584,515	1,487,323	1,631,453	1,652,305
PUBLIC WORKS	3,994,291	4,547,275	4,352,554	4,769,257	4,851,050
TOTAL GENERAL FUND EXPENDITURES:	20,036,588	21,239,957	20,441,089	22,166,113	22,366,628
OPERATING SURPLUS (DEFICIT), NET OF TRANSFERS:	822,284	522,302	1,013,587	3	2
TRANSFERS TO OTHER FUNDS	292,200	292,200	292,200	-	-
TOTAL GENERAL FUND EXPENDITURES:	\$ 20,328,788	21,532,157	20,733,289	22,166,113	22,366,628

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2019-20 OPERATING BUDGET

LEGISLATIVE

City Council

City Treasurer

City Clerk

Department Description:

The City's Legislative department section includes the elective offices of City Council, City Clerk, City Treasurer, and the City Attorney. 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. The City Attorney is the legal advisor to the City on all matters of law relating to municipal affairs.

Department Programs:

City Council

City Treasurer

City Clerk

Departmental Goals:

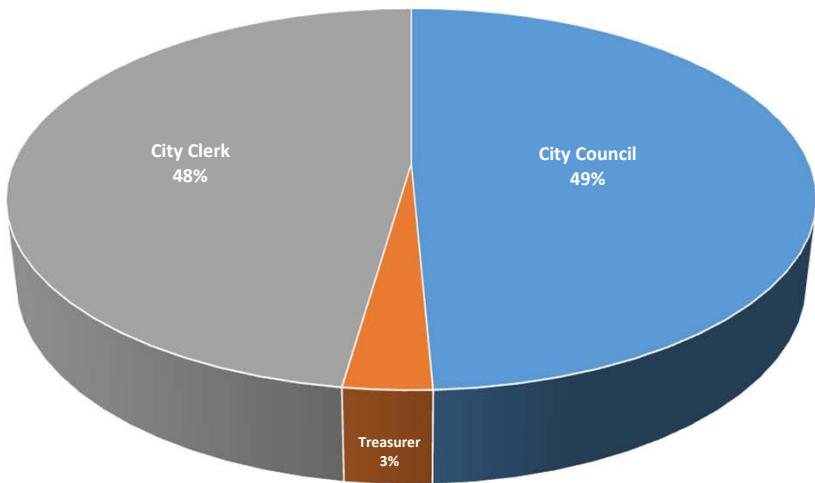
To represent the citizens of Signal Hill by establishing policy and providing direction to the City Manager in developing and meeting municipal goals in a way that is consistent with the current City Strategic Plan.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	215,464	223,056	231,580	248,514	256,903	270,202
Maintenance and Operations	96,910	172,767	177,425	154,359	226,125	161,125
Total Expenditures	312,374	395,823	409,005	402,873	483,028	431,327

Departmental Staffing Levels

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Actual	2018-19 Adopted	2019-20 Approved
City Council	7	7	7	7	7	7
Total Positions:	7	7	7	7	7	7



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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	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	142,022	144,393	156,150	171,168	169,274	177,791
Maintenance and Operations	54,636	58,478	67,700	67,800	68,800	68,800
Total Expenditures	196,657	202,871	223,850	238,968	238,074	246,591

Departmental Staffing Levels

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Actual	2017-19 Adopted	2019-20 Approved
City Council	5	5	5	5	5	5
Total Positions:	5	5	5	5	5	5

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
City Council								
100-41-110	Salaries & Wages	61,498	58,541	54,560	75,667	60,328	62,680	
100-41-130	Salaries - Overtime PW event s	596	1,187	500	461	-	-	
100-41-160	Car Allowance	12,000	11,539	12,000	11,908	12,000	12,000	
100-41-220	Social Security Contributions	2,015	2,263	2,550	2,383	2,506	2,556	
100-41-230	Retirement Contributions	14,567	13,200	10,060	16,728	22,332	25,711	
100-41-270	Other Employee Benefits	49,897	56,210	73,980	62,916	-	-	
100-41-271	Defined Contribution	-	-	-	-	20,327	20,733	
100-41-272	Workers' Compensation	-	-	-	-	1,507	1,537	
100-41-273	Health Benefits	-	-	-	-	43,023	45,174	
100-41-274	Dental Benefit	-	-	-	-	2,971	3,119	
100-41-275	Vision Benefit	-	-	-	-	943	943	
100-41-277	Other Optional Benefit	-	-	-	-	838	838	
100-41-280	Wellness Benefit	1,448	1,454	2,500	1,105	2,500	2,500	
Total Salaries and Benefits			142,022	144,393	156,150	171,168	169,274	177,791
100-41-310	Dues & Memberships	27,732	29,513	35,000	35,000	35,000	35,000	
100-41-321	Council Development - Wilson	5,626	3,859	3,000	3,000	3,000	3,000	
100-41-322	Council Development - Hansen	176	159	3,000	3,000	3,000	3,000	
100-41-323	Council Development - Woods	4,384	2,512	3,000	3,000	3,000	3,000	
100-41-324	Council Development - Forester	2,612	2,125	3,000	3,000	3,000	3,000	
100-41-325	Council Development - Copeland	236	1,953	3,000	3,000	3,000	3,000	
100-41-330	Meetings	4,811	5,746	7,000	7,000	8,000	8,000	
100-41-340	Books & Periodicals	180	292	200	300	300	300	
100-41-410	Legal Services	-	-	-	-	-	-	
100-41-511	Telephone	4,326	6,926	5,000	5,000	5,000	5,000	
100-41-513	Internet Services	2,664	2,658	3,000	3,000	3,000	3,000	
100-41-690	Miscellaneous	677	720	1,500	1,500	1,500	1,500	
100-41-740	General Supplies	1,212	1,016	1,000	1,000	1,000	1,000	
100-41-840	Capital Outlay	-	1,000	-	-	-	-	
Total Maintenance and Operations			54,636	58,478	67,700	67,800	68,800	68,800
41	Total City Council		196,657	202,871	223,850	238,968	238,074	246,591

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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. Prepare a semi-monthly report of disbursements made during the month, file it with the City Clerk, and present it to the City Council.
2. Prepare a monthly Schedule of Investments Report listing all the City/Agency investments and present it to the City Council.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	3,784	5,071	3,710	6,064	11,510	11,700
Maintenance and Operations	1,561	1,658	2,900	2,825	2,900	2,900
Total Expenditures	5,345	6,729	6,610	8,889	14,410	14,600

Departmental Staffing Levels

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Actual	2017-19 Adopted	2019-20 Approved
City Treasurer	1	1	1	1	1	1
Total Positions:	1	1	1	1	1	1

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
City Treasurer								
100-42-110	Salaries & Wages		(29)	26	-		4,957	5,150
100-42-115	Part-time Salaries		3,658	4,768	3,600	5,795	6,231	6,355
100-42-220	FICA Contributions		49	66	50	79	67	69
100-42-225	PARS Contributions		-	-	-		-	-
100-42-230	Retirement Contributions		47	133	-	84	50	-
100-42-270	Other Employee Benefits		59	79	60	106	81	-
100-42-272	Workers' Compensation		-	-	-		124	126
100-42-275	Vision Benefit		-	-	-		-	-
	Total Salaries and Benefits		3,784	5,071	3,710	6,064	11,510	11,700
100-42-310	Dues & Memberships		-	175	200	125	200	200
100-42-320	Travel & Training		751	1,483	2,000	2,000	2,000	2,000
100-42-330	Meetings		645	-	500	500	500	500
100-42-740	General Supplies		166	-	200	200	200	200
	Total Maintenance and Operations		1,561	1,658	2,900	2,825	2,900	2,900
42	Total City Treasurer		5,345	6,729	6,610	8,889	14,410	14,600

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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 and the Successor Agency are maintained as a part of this program.

Objectives:

1. Process Medical Marijuana Initiative Petition.
2. Ensure compliance of the City's Conflict of Interest code and updated biennially.
3. Ensure Records Retention Schedules is updated biennially along with the destruction of records scheduled for destruction.
4. Continue to compile and document historical photographs of City Council and Commission members.
5. 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.
6. Manage the agenda posting and publishing process for City Council, Successor Agency, Municipal Financing Authority, Housing Authority, and Public Financing Authority.
7. Provide access to City records and all legislative actions, which ensures transparency to the public.
8. Ensure that other media outlets (e.g. posting, cable television, internet) are up-to-date with latest City information.
7. Work with City Communication Specialist to expand the City's presence on social media.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	69,658	73,592	71,720	71,282	76,119	80,711
Maintenance and Operations	40,713	112,631	106,825	83,734	154,425	89,425
Total Expenditures	110,372	186,222	178,545	155,016	230,544	170,136

Departmental Staffing Levels

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Actual	2017-19 Adopted	2019-20 Approved
City Clerk	1	1	1	1	1	1
Total Positions:	1	1	1	1	1	1

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
City Clerk								
100-43-110	Salaries & Wages - Full-time	44,575	48,652	44,590	44,943	47,151	49,349	
100-43-115	Part-time Salaries	3,600	2,631	3,600	3,925	3,988	4,067	
100-43-130	Overtime Salaries	426	1,442	1,000	554	-	-	
100-43-160	Car Allowance	-	692	-	92	-	-	
100-43-220	FICA Contributions	3,253	3,666	3,470	3,466	3,404	3,501	
100-43-225	PARS Contributions	-	-	50	50	-	-	
100-43-230	Retirement Contributions	11,001	8,847	5,960	9,827	12,566	14,401	
100-43-270	Other Employee Benefits	6,804	7,663	13,050	8,425	-	-	
100-43-271	Defined Contribution	-	-	-	-	1,855	1,912	
100-43-272	Workers' Compensation	-	-	-	-	1,178	1,210	
100-43-273	Health Benefits	-	-	-	-	5,476	5,750	
100-43-274	Dental Benefit	-	-	-	-	380	399	
100-43-275	Vision Benefit	-	-	-	-	108	108	
100-43-277	Other Optional Benefit	-	-	-	-	14	14	
Total Salaries and Benefits		69,658	73,592	71,720	71,282	76,119	80,711	
100-43-310	Dues & Memberships	435	445	1,125	400	1,125	1,125	
100-43-320	Travel & Training	1,235	1,147	2,000	3,500	3,000	3,000	
100-43-330	Meetings	504	410	500	500	500	500	
100-43-340	Books & Periodicals	278	-	600	60	100	100	
100-43-400	Contract Services - General	30,614	23,965	32,000	29,000	32,000	32,000	
100-43-410	Legal Services	76	15,029	20,000	10,000	20,000	10,000	
100-43-420	Professional Services	2,185	2,045	2,000	2,000	2,000	2,000	
100-43-460	Elections	316	59,576	30,000	30,000	80,000	25,000	
100-43-461	Initiative Expenses	-	9,593	10,000	2,000	10,000	10,000	
100-43-560	Repair & Maintenance	-	-	200	200	300	300	
100-43-631	Public Notices	5,000	-	8,000	5,874	5,000	5,000	
100-43-740	General Supplies	70	422	400	200	400	400	
Total Maintenance and Operations		40,713	112,631	106,825	83,734	154,425	89,425	
43	Total City Clerk	110,372	186,222	178,545	155,016	230,544	170,136	

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2018-20 OPERATING BUDGET

ADMINISTRATION

Executive Administration

Program Administration

Personnel

Economic Development

Department Description:

The Administration Department includes the following programs: Executive Administration, Program Administration, Personnel, and Economic Development. Executive Administration is responsible for recommending policy to the legislative body (City Council) and for implementing policy when set by the City Council. Executive Administration is responsible for planning, coordinating, and directing the work of all City departments and programs. Program Administration develops, administers, directs, and oversees all program activities for the City including legislative and communication programs. Personnel administers human resources services for the City, including recruitment, classification, negotiations, benefits administration, compliance of safety and personnel policies, general training, employee development, and workers compensation. Personnel 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 through business attraction and retaining current businesses.

Department Programs:

Executive Administration

Program Administration

Personnel

Economic Development

Department Goals:

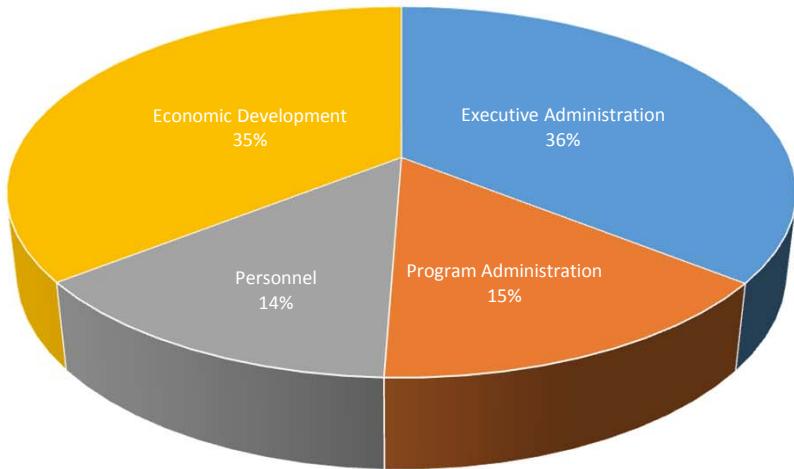
1. Represent the citizens of Signal Hill.
2. Recommend policy to elected officials and implement policy set by City Council.
3. Ensure operating departments are successfully delivering quality services to the community.
4. Monitor impacts of proposed Federal and State legislation.
5. Administer the website, cable TV station, and newsletter.
6. Administer the personnel system.
7. Wind down the activities of the former Redevelopment Agency.
8. Increase revenue to the City through economic development activities.
9. Provide affordable housing opportunities to residents of the community.
10. Collaborate with other agencies on regional issues.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	743,853	711,956	810,020	794,929	873,634	909,894
Maintenance and Operations	632,049	1,038,782	1,053,350	1,024,414	1,006,918	1,022,426
Total Expenditures	1,375,902	1,750,738	1,863,370	1,819,343	1,880,551	1,932,319

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2018-19 Adopted	2019-20 Approved
City Manager	1	1	1	1	1	1
Executive Assistant / Deputy City Clerk	1	1	1	1	1	1
Assistant to the CM/Deputy City Clerk	-	-	-	-	-	-
Deputy City Manager	1	1	1	1	1	1
Economic Development Manager	1	1	1	1	1	1
Human Resources Manager	1	-	-	-	-	-
Senior Management Analyst HR	1	1	1	1	-	-
Management Analyst HR	-	1	1	1	1	1
Part-Time Communications Specialist	-	-	-	-	0.8	0.8
Administrative Assistant	1	1	1	1	1	1
Total Positions:	6	6	6	6	6.8	6.8



Program: Executive Administration (44)

Program Description:

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

Objectives:

1. Recommend policy to the City Council and implement policy set by the City Council.
2. Direct work of all City Departments.
3. Monitor State legislative impacts on issues affecting local financing, housing, land use, etc.
4. Develop a budget strategy that responds to State and local economic conditions.
5. Manage the City's budget to respond to changing economic conditions.
6. Serve in an administrative capacity to the Successor Agency and Oversight Committee and work with the County and State in the wind down of the former redevelopment agency.
7. Oversee development and construction of new library and view park.
8. Represent City at various Council of Governments, League of California Cities, and other regional forums.
9. Coordinate implementation of Strategic Plan.
10. Monitor and apply for grants where eligible.
11. Manage labor relations with the Signal Hill Employees' Association and Signal Hill Police Officers' Association.
12. Oversee completion of Parks Master Plan.
13. Respond to Council/Citizen requests.

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Executive Administration								
100-44-110	Salaries & Wages - Full-time	321,435	317,640	352,300	332,930	317,230	322,140	
100-44-115	Part-time Salaries	-	-	-	18,818	39,000	39,000	
100-44-130	Overtime Salaries	497	1,696	500	646	2,342	2,459	
100-44-160	Car Allowance	5,141	5,944	6,240	6,240	5,940	5,940	
100-44-220	FICA Contributions	18,660	18,905	18,580	19,935	24,850	25,157	
100-44-225	PARS Contributions	-	-	-	-	-	-	
100-44-230	Retirement Contributions	76,655	60,076	46,270	73,734	90,782	103,952	
100-44-270	Other Employee Benefits	25,812	34,466	59,900	45,759	-	-	
100-44-271	Defined Contribution	-	-	-	-	15,974	16,210	
100-44-272	Workers' Compensation	-	-	-	-	7,715	7,809	
100-44-273	Health Benefits	-	-	-	-	31,129	32,685	
100-44-274	Dental Benefit	-	-	-	-	1,687	1,771	
100-44-275	Vision Benefit	-	-	-	-	410	410	
100-44-276	Life Insurance Benefit	-	-	-	-	496	496	
100-44-277	Other Optional Benefit	-	-	-	-	42	42	
100-44-280	Wellness Benefit	762	1,083	1,140	225	1,140	1,140	
Total Salaries and Benefits			448,962	439,811	484,930	498,287	538,736	559,211
100-44-310	Dues & Memberships	2,809	837	2,300	2,300	1,600	1,600	
100-44-320	Travel & Training	1,556	-	-	-	-	-	
100-44-330	Meetings	3,782	8,289	7,200	7,200	7,200	7,200	
100-44-340	Books & Periodicals	893	239	600	600	700	700	
100-44-400	Contract Services - General	25,668	7,407	5,000	5,000	500	500	
100-44-410	Legal Services	117,241	201,921	115,000	115,000	105,000	120,000	
100-44-450	Contract Professional Labor	-	-	-	-	-	-	
100-44-511	Telephone	979	178	900	900	-	-	
100-44-540	Vehicle Maintenance	-	1,053	150	150	-	-	
100-44-545	Small Equipment Maintenance	211	-	250	250	-	-	
100-44-590	Fleet Provision Charge	15,000	15,000	15,000	15,000	15,000	15,000	
100-44-630	Media Services	9,422	11,353	15,000	15,000	1,000	1,050	
100-44-631	Public Notices	-	-	-	-	-	-	
100-44-740	General Supplies	914	801	500	500	-	-	
100-44-750	Gasoline, Oil, & Tires	258	257	1,500	1,500	1,500	1,500	
100-44-840	Capital Outlay	-	-	-	-	-	-	
Total Maintenance and Operations			178,732	247,336	163,400	163,400	132,500	147,550
44	Total Executive Administration		627,693	687,146	648,330	661,687	671,236	706,761

Program: Program Administration (45)

Program Description:

Program Administration oversees the City's legislative efforts in Washington, D.C. and Sacramento. Program Administration also maintains the City's website and social media platforms, provides programming for the City's Cable TV channel, and publishes the City Views newsletter.

Objectives:

1. Represent the City's positions at the State and Federal government levels.
2. Administer the City's cable TV channel (Charter 3 / Verizon 38) and provide updates on a monthly basis.
3. Publish City Views newsletter three times annually: Fall, Winter, Summer.
4. Maintain City website.
5. Maintain City social media platforms.

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Program Administration								
100-45-110	Salaries & Wages - Full-time	77,223	91,674	98,560	98,140	94,046	96,575	
100-45-130	Overtime Salaries	142	496	200	185	-	-	
100-45-160	Car Allowance	1,186	1,505	1,680	1,680	1,680	1,680	
100-45-220	FICA Contributions	5,098	6,095	5,910	6,310	7,534	7,597	
100-45-230	Retirement Contributions	18,434	13,591	10,130	15,811	19,453	22,013	
100-45-270	Other Employee Benefits	6,687	11,747	16,910	14,392	-	-	
100-45-271	Defined Contribution	-	-	-		4,571	4,626	
100-45-272	Workers' Compensation	-	-	-		2,349	2,368	
100-45-273	Health Benefit	-	-	-		9,313	9,778	
100-45-274	Dental Benefit	-	-	-		583	612	
100-45-275	Vision Benefit	-	-	-		135	135	
100-45-276	Life Insurance Benefit	-	-	-		110	110	
	Total Salaries and Benefits	108,771	125,109	133,390	136,518	139,773	145,494	
100-45-310	Dues & Memberships	-	-	200	200	545	480	
100-45-320	Travel & Training	-	-	-		1,700	1,700	
100-45-330	Meetings	-	-	-		250	250	
100-45-340	Books & Periodicals	-	-	-		-	-	
100-45-400	Contract Services - General	69,670	77,000	72,000	72,000	77,000	77,000	
100-45-470	Historical Preservation Contra	4,000	75	150	150	150	150	
100-45-630	Media Services	25,691	20,160	44,000	44,000	30,600	31,100	
100-45-632	Newsletter	15,441	13,247	30,000	30,000	28,000	28,000	
100-45-740	General Supplies	619	1,810	2,000	2,000	2,000	2,000	
	Total Maintenance and Operations	115,422	112,292	148,350	148,350	140,245	140,680	
45	Total Program Administration	224,192	237,400	281,740	284,868	280,018	286,174	

Program: Personnel (46) Program

Description:

Personnel ensures the recruitment, retention, and training of a highly skilled and qualified workforce. Personnel is also responsible for negotiations, benefits administration, general training, employee development, and workers compensation. Personnel provides staffing for the Civil Service Commission.

Objectives:

1. Complete full-time and part-time recruitments.
2. Coordinate internship programs with local colleges.
3. Complete Council, staff, and public information inquiries, benefit changes, and Personnel Action Forms (PAF).
4. Provide staff development, wellness, and training programs.
5. Provide succession planning and training.
6. Conduct negotiations for Memorandums of Understanding with SHEA and POA.
7. Implement the Human Resources module of the Enterprise Resource Planning (ERP) system.
8. Develop Student Liaison program.
9. Act as Safety Administrator and conduct regular safety trainings and meetings.
10. Update personnel policies and procedures.

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Personnel								
100-46-110	Salaries & Wages - Full-time	106,817	75,002	98,940	84,954	78,729	81,539	
100-46-120	Part-time Salaries	-	-	-	-	-	-	
100-46-130	Overtime Salaries	-	13	-	-	-	-	
100-46-150	Commission Meetings	2,248	3,510	3,000	2,635	3,000	3,000	
100-46-160	Car Allowance	780	909	960	960	660	660	
100-46-220	FICA Contributions	6,904	5,263	10,270	5,788	6,117	6,220	
100-46-230	Retirement Contributions	25,407	10,766	11,640	12,247	10,178	11,186	
100-46-270	Other Employee Benefits	10,781	17,443	31,890	17,822	-	-	
100-46-271	Defined Contribution	-	-	-	-	3,152	3,209	
100-46-272	Workers' Compensation	-	-	-	-	1,967	1,999	
100-46-273	Health Benefit	-	-	-	-	13,598	14,278	
100-46-274	Dental Benefit	-	-	-	-	465	488	
100-46-275	Vision Benefit	-	-	-	-	162	162	
100-46-276	Life Insurance Benefit	-	-	-	-	47	47	
100-46-277	Other Optional Benefit	-	-	-	-	83	83	
Total Salaries and Benefits			152,938	112,906	156,700	124,406	118,158	122,871
100-46-310	Dues & Memberships	350	-	500	500	750	750	
100-46-320	Travel & Training	415	1,813	3,000	3,000	1,900	1,800	
100-46-330	Meetings	189	-	400	400	400	400	
100-46-340	Books & Periodicals	-	57	-	-	1,100	1,100	
100-46-350	Employee Recognition	10,275	14,155	19,000	5,064	17,950	18,050	
100-46-360	Education / General Employee T	967	2,952	7,500	7,500	10,000	10,000	
100-46-370	Safety Training	1,991	1,888	4,000	4,000	2,000	2,000	
100-46-400	Contract Services - General	35,919	61,713	25,500	25,500	24,000	24,000	
100-46-410	Legal Services	101,752	63,961	60,000	45,000	60,000	60,000	
100-46-425	Medical Services	14,058	6,593	10,000	10,000	10,000	10,000	
100-46-630	Media Services	4,077	4,004	4,000	4,000	-	-	
100-46-631	Software Purchases	3,600	3,600	3,600	3,600	4,200	4,200	
100-46-721	Special Department Supplies	1,104	2,775	3,000	3,000	8,000	8,000	
100-46-740	General Supplies	412	832	1,100	1,100	1,100	1,100	
Total Maintenance and Operations			175,110	164,343	141,600	112,664	141,400	141,400
46	Total Personnel		328,048	277,249	298,300	237,070	259,558	264,271

Program: Economic Development (47) Program

Description:

Economic Development is responsible for bringing in new sales tax dollars for the City. Economic Development assists expanding businesses and works to retain current businesses.

Objectives:

1. Assist the Signal Hill Auto Center with its expansion efforts as well as finding additional storage space. Attract new car dealerships to the City.
2. Monitor sales tax generated in Signal Hill and top 25-sales tax producers.
3. Assist with the sale of former redevelopment properties and development of Exclusive Right to Negotiate Agreements and Disposition and Development Agreements.
4. Assist in the planning efforts for the development of retail outlets, commercial outlets, and hotels on former redevelopment properties.
5. Work to attract new businesses and sales tax dollars to the City by attending and participating in ICSC regional and national events.
6. Implement the Disposition and Development Agreement for the development of Mazda at 1400 E. Spring Street.
7. Work with Signal Hill Petroleum on the development of the Heritage Square mixed use development project as well as other projects.
8. Relocate the tenants of 2700-2730 Cherry Avenue.
9. Demolish the buildings at 2700-2730, 2650-2660 Cherry Avenue, and 2099 E. 27th Street.
10. Annually monitor the affordable housing developments in the City (Las Brisas I and II, Sea Breeze Manor, Zinnia).
11. Provide ombudsman services to developers interested or in the process of completing projects in the City.
12. Create a *Guide to Doing Business in Signal Hill*.

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Economic Development								
100-47-110	Salaries & Wages - Full-time	23,968	24,471	23,110	23,888	43,595	45,295	
100-47-160	Car Allowance	577	612	600	600	1,200	1,200	
100-47-220	Social Security Contributions	1,187	1,116	1,080	1,130	3,592	3,664	
100-47-230	Retirement Contributions	5,851	6,045	4,540	7,705	21,016	24,341	
100-47-270	Other Employee Benefits	1,600	1,887	5,670	2,395	-	-	
100-47-271	Defined Contribution	-	-	-		2,817	2,873	
100-47-272	Workers' Compensation	-	-	-		1,089	1,111	
100-47-273	Health Benefit	-	-	-		3,321	3,487	
100-47-274	Dental Benefit	-	-	-		172	181	
100-47-275	Vision Benefit	-	-	-		36	36	
100-47-276	Life Insurance Benefit	-	-	-		129	129	
Total Salaries and Benefits			33,183	34,131	35,000	35,718	76,966	82,317
100-47-310	Dues & Memberships	-	-	-		750	750	
100-47-320	Travel & Training	-	449	-		-	-	
100-47-330	Meetings	520	-	-		7,410	7,410	
100-47-340	Books & Periodicals	-	-	-		1,000	1,000	
100-47-400	Contract Services - General	39,029	3,302	50,000	50,000	101,870	101,893	
100-47-410	Attorney Services	5,301	-	50,000	50,000	-	-	
100-47-551	Rental of Land & Buildings Exp	117,936	511,054	500,000	500,000	471,743	471,743	
100-47-630	Media Services	-	-	-		1,500	1,500	
100-47-740	General Supplies	-	7	-		-	-	
100-47-910	Payments to Other Agencies	-	-	-		8,500	8,500	
Total Maintenance and Operations			162,786	514,812	600,000	600,000	592,773	592,796
47	Total Economic Development		195,968	548,942	635,000	635,718	669,739	675,113

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2018-20 OPERATING BUDGET

FINANCE & ADMINISTRATIVE SERVICES

Non Departmental

Information Technology (IT)

Risk Management

Finance Operations and Budget

Water Billing and Customer Service

Business License

Department Description:

The Finance Department is responsible for the fiscal affairs and overall financial management of the City to provide timely, accurate and relevant budgetary and financial information to the City Council, the City Administration, residents and customers. This includes establishing and maintaining strong internal controls that carry out City policies, and ensure compliance with established accounting standards. Operational responsibilities include the handling of cash receipts, cash disbursements, recording of all financial transactions, payroll processing, preparation, development, maintenance and monitoring of the City budget, maintaining the general ledger, financial reporting, risk management, debt service, investment of surplus cash, and safeguarding the City's financial assets. The Finance Department is also responsible for providing customer service to water customers and issuing business licenses.

Department Programs:

Non Departmental

Information Technology

Risk Management

Finance Operations

Budget

Water Billing and Customer Service

Business License

Department Goals:

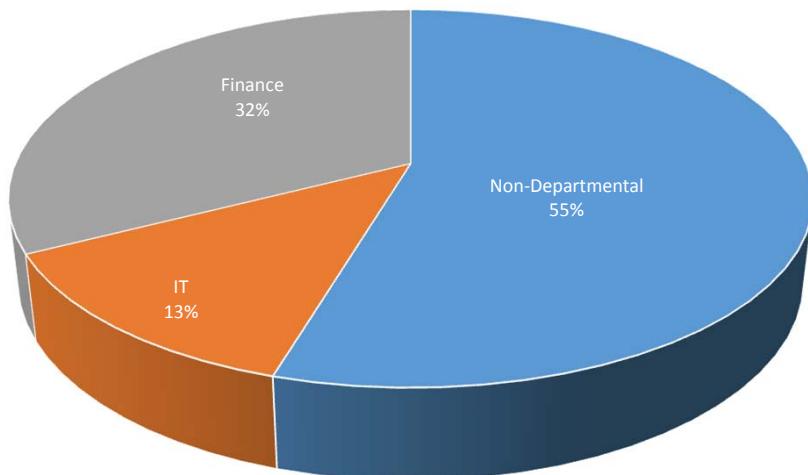
To provide the fiscal, technology and management support services necessary to ensure the efficient and effective performance of all City operations consistent with established laws and practices. To achieve this goal, the Finance Department is organized into four programs: Support Services, Management Information Services, Fiscal Services, and Water Customer Service.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	1,238,485	1,626,079	1,582,770	1,268,732	1,426,253	1,492,323
Maintenance and Operations	2,360,821	2,791,126	2,872,825	2,355,467	2,825,712	2,715,074
Total Expenditures	3,599,307	4,417,205	4,455,595	3,624,199	4,251,964	4,207,398

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2018-19 Adopted	2019-20 Approved
Director	1	1	1	1	1	1
Deputy Director	-	1	1	1	1	1
Accounting Manager	1	1	1	1	-	-
Accountant	1	1	1	1	1	1
Senior Account Specialist	1	1	1	1	1	1
Account Specialist II	1	1	1	1	1	1
Account Specialist	1	1	1	0.5	0.8	0.8
Account Specialist	1	1	1	0.5	0.7	0.7
Total Positions:	7	7	7	7	6.5	6.5



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

General Support Services provides services of printing, telecommunications, and risk management. These services are centralized to reduce costs, increase efficiencies, and maintain uniformity. This provides a good partnership between all the technology based operations that the City uses to provide service to residents and businesses.

Objectives:

1. Process liability claims and administer City's Risk Management program.
2. Keep copiers and related technology fully operational.
3. Oversee telecommunications for the City.
4. Maintain adequate stocks of supplies inventory.
5. Manage contracts of outside providers for central services.

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Non-Departmental								
100-51-110	Salaries & Wages - Full-time		2	4,556	-	-	-	-
100-51-220	FICA Contributions		-	-	-	-	-	-
100-51-230	Retirement Contributions		191	12,223	-	3,490	-	-
100-51-270	Other Employee Benefits		(440)	346,002	-	4,936	-	-
100-51-290	Retiree Medical Benefit		697,696	663,131	715,000	724,179	733,000	770,000
100-51-295	OPEB Trust - City Portion		33,286	75,000	75,000	75,000	87,900	91,000
	Total Salaries and Benefits		730,736	1,100,911	790,000	807,605	820,900	861,000
100-51-320	Travel & Training		213	-	-	-	-	-
100-51-400	Contract Services - General		5,681	5,970	4,080	4,080	5,000	5,000
100-51-435	Banking Services		9,144	55,765	11,000	11,000	41,000	41,000
100-51-511	Telephone/Internet		34,957	33,611	50,000	48,800	40,000	43,410
100-51-545	Small Equipment Maintenance		2,077	3,126	700	700	3,500	3,500
100-51-552	Rental/Lease of Equipment		44,088	33,319	30,000	30,000	35,000	35,000
100-51-610	Insurance		256,915	387,451	375,000	375,000	525,809	657,261
100-51-690	Reserved for Emergencies		-	7,304	-	-	-	-
100-51-710	Office Supplies		19,901	13,669	24,000	24,000	5,500	5,500
100-51-720	Postage		35,384	21,396	35,000	35,000	25,000	25,000
100-51-900	Miscellaneous		28,186	67,191	100,000	100,000	-	-
100-51-910	Payments to Other Agencies		9,718	28,749	20,000	20,000	-	-
	Total Maintenance and Operations		446,264	657,550	649,780	648,580	680,809	815,671
51	Total Non-Departmental		1,176,999	1,758,461	1,439,780	1,456,185	1,501,709	1,676,671

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

Management Information Systems is committed to maintaining and improving operations, services and communications through technology, data, and voice support for the City's operational needs and strategic plan. This division administers the operations of the City's centralized computer network, workstations and other PC needs. It also provides service to all user departments and the overall strategy for the development and deployment of computers throughout the City in the most efficient and productive manner.

Objectives:

1. Provide support for the use of designated software and hardware.
2. Provide up-to-date workstations for employees on a replacement schedule.
3. License all software utilized by the City.
4. Connect users through an integrated accounting system that can be utilized by designated users.
5. Maintain the City Local Area Network for e-mail and internet connectivity.
6. Upgrade the City's Windows based software.
7. Monitor the network for potential viruses.
8. Monitor the network to ensure proper use of the internet per City policy.
9. Maintain the security of the City's Management Information System.
10. Manage the contract for the City's IT provider and collaborate with the firm to provide effective services to City departments.

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
IT/Technology								
100-52-310		Dues & Memberships	-	-	-	-	-	-
100-52-320		Travel & Training	-	583	1,000	1,000	-	-
100-52-330		Meetings	2,400	-	5,000	5,000	-	-
100-52-440		Technology Technical Services	130,227	98,927	96,000	96,000	100,000	110,000
100-52-560		Repair & Maintenance Services	-	-	1,500	1,500	750	950
100-52-570		Software Licensing & Support	42,111	33,822	54,000	54,000	65,000	69,000
100-52-721		Special Department Supplies	2,337	-	2,000	2,000	2,500	3,500
100-52-725		Software Purchases	622	-	8,000	8,000	-	-
100-52-740		General Supplies	408	2,695	5,000	5,000	1,500	1,500
100-52-840		Capital Outlay	91,786	42,546	308,120	106,000	377,120	50,000
		Total Maintenance and Operations	269,890	178,572	480,620	278,500	546,870	234,950
52	Total IT/Technology		269,890	178,572	480,620	278,500	546,870	234,950

Department: Finance

Program: Fiscal Services (53)

Program Description:

The Fiscal Services program administers the financial operations of the City. It includes service delivery to both the public and internally to all City departments. These services include accounts receivable, accounts payable, business licensing, financial reporting, and budgeting for all City departments.

The Finance Department is responsible for creating, monitoring and periodic reporting of the annual budget, investment of City funds, debt issuance and management, and creation of the annual financial report.

Objectives:

1. Annual completion of the Comprehensive Annual Financial Report (CAFR) in a timely and accurate manner in order to meet the Government Finance Officers Association criteria for excellence in financial reporting and obtain a Certificate of Achievement Award.
2. Timely processing of invoices for payment.
3. Develop City's Annual Operating and Capital Budgets.
4. Complete a year-end preliminary and carryover reports and provide mid-year review of the City's Budget.
5. Complete all State required reports (State Controller's Report, Gas Tax Report, and Agency 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.

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Finance								
100-53-110	Salaries & Wages - Full-time	351,301	361,644	500,370	252,041	419,204	441,457	
100-53-120	Part-time Salaries	-	22,299	22,000	92,883	38,444	39,212	
100-53-130	Overtime Salaries	1,769	448	1,000	62	867	885	
100-53-160	Car Allowance	3,348	2,447	3,350	2,060	3,348	3,348	
100-53-220	FICA Contributions	24,066	25,798	34,810	23,867	31,139	32,233	
100-53-225	PARS Contributions	-	-	-	-	-	-	
100-53-230	Retirement Contributions	85,392	60,239	68,690	35,704	29,354	31,135	
100-53-270	Other Employee Benefits	41,123	51,576	161,550	54,030	-	-	
100-53-271	Defined Contribution	-	-	-	-	16,892	13,931	
100-53-272	Workers' Compensation	-	-	-	-	9,980	10,328	
100-53-273	Health Benefit	-	-	-	-	50,715	53,251	
100-53-274	Dental Benefit	-	-	-	-	2,622	2,754	
100-53-275	Vision Benefit	-	-	-	-	694	694	
100-53-276	Life Insurance Benefit	-	-	-	-	642	642	
100-53-277	Other Optional Benefit	-	-	-	-	453	453	
100-53-280	Wellness Benefit	750	718	1,000	480	1,000	1,000	
Total Salaries and Benefits		507,750	525,167	792,770	461,127	605,353	631,323	
100-53-310	Dues & Memberships	995	654	1,200	1,200	3,700	3,700	
100-53-320	Travel & Training	3,253	13,665	4,000	4,000	4,000	4,000	
100-53-330	Meetings	353	720	700	700	700	700	
100-53-340	Books & Periodicals	614	761	100	100	100	100	
100-53-410	Legal Services	-	-	-	-	10,000	10,000	
100-53-420	Professional Services	63,383	72,464	30,000	30,000	30,000	30,000	
100-53-430	Audit Services	63,725	57,733	50,000	50,000	65,000	50,000	
100-53-450	Contract Professional Labor	225,333	132,981	25,000	25,000	10,000	25,000	
100-53-540	Vehicle Maintenance	-	9	25	25	-	-	
100-53-560	Repair & Maintenance Services	772	227	300	300	300	300	
100-53-590	Fleet Provision Charge	43,980	43,980	43,980	43,980	43,980	43,980	
100-53-740	General Supplies	3,697	5,665	4,000	4,000	4,000	4,000	
100-53-750	Gasoline, Oil, Tires	78	67	350	350	-	350	
Total Maintenance and Operations		406,182	328,925	159,655	159,655	171,780	172,130	
53	Total Finance		913,932	854,092	952,425	620,782	777,133	803,453

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2018-20 OPERATING BUDGET

COMMUNITY DEVELOPMENT

Planning

Neighborhood Enhancement

Building and Safety

Oil Field Services

Department Description:

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

Department Programs:

Planning

Neighborhood Enhancement

Building and Safety

Oil Field Services

Departmental Goals:

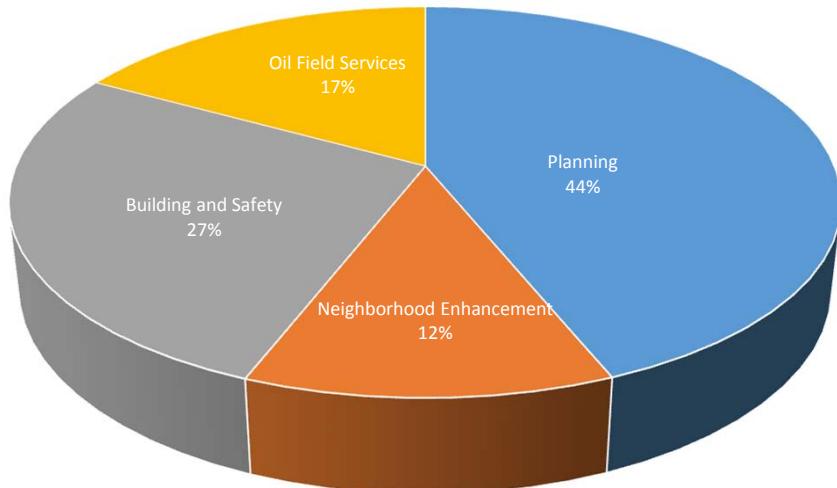
1. Coordinate review of development projects, fast track entitlements for economic development projects, assure that all new development is of high quality design and in conformance with the General Plan and relevant provisions of the Municipal Code such as the Zoning, and Oil and Gas Codes.
2. Proactively enforce the Municipal Code and amend it as necessary to maintain and enhance the appearance of the City.
3. Assure that all development projects are of sustainable design and high quality construction through plan review and inspections and assure conformance with California Building Codes.
4. Enforce the Oil and Gas Code, including provisions related to development of properties with abandoned oil wells and operational standards such as noise, safety and appearance.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	553,320	518,018	687,200	546,373	604,723	643,912
Maintenance and Operations	237,063	164,434	245,450	245,450	312,810	326,710
Total Expenditures	790,383	682,452	932,650	791,823	917,533	970,622

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2018-19 Adopted	2019-20 Approved
Director	1	1	1	1	1	1
Planning Manager	-	-	-	-	-	-
Administrative Assistant	1	1	1	1	1	1
Senior Planner	1	1	1	1	1	1
Assistant Planner	1	1	1	1	1	1
Total Positions:	4	4	4	4	4	4



Program: Planning Services (61)

Program Description:

Planning includes coordination of development applications and project review for consistency with the General Plan and Municipal Code regulations, including zoning, oil and gas, water conservation and health and safety code compliance.

Objectives:

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

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Planning Services								
100-61-110	Salaries & Wages - Full-time	203,409	201,334	172,700	208,799	210,285	220,396	
100-61-115	Part-time Salaries	-	-	-	-	-	-	
100-61-130	Overtime Salaries	228	515	1,500	676	600	600	
100-61-150	Commission Meetings	7,048	9,917	8,800	8,969	11,800	11,800	
100-61-160	Car Allowance	2,160	2,201	2,160	2,160	2,160	2,160	
100-61-220	FICA Contributions	13,886	13,911	14,000	14,338	17,008	17,607	
100-61-230	Retirement Contributions	49,442	35,794	26,090	43,600	56,855	65,308	
100-61-270	Other Employee Benefits	14,580	14,130	76,630	14,546	-	-	
100-61-271	Defined Contribution	-	-	-	-	16,157	16,789	
100-61-272	Workers' Compensation	-	-	-	-	5,100	5,278	
100-61-273	Health Benefit	-	-	-	-	7,938	8,335	
100-61-274	Dental Benefit	-	-	-	-	1,084	1,139	
100-61-275	Vision Benefit	-	-	-	-	359	359	
100-61-276	Life Insurance Benefit	-	-	-	-	207	207	
100-61-277	Other Optional Benefit	-	-	-	-	97	97	
100-61-280	Wellness Benefit	500	500	500	667	-	-	
Total Salaries and Benefits		291,253	278,301	302,380	293,755	329,651	350,075	
100-61-310	Dues & Memberships	485	1,060	700	700	700	700	
100-61-315	LAFCO Charge	-	776	900	900	1,000	1,000	
100-61-320	Travel & Training	395	225	500	500	500	500	
100-61-330	Meetings	3,559	850	2,400	2,400	4,400	2,400	
100-61-340	Books & Periodicals	502	753	550	550	560	560	
100-61-400	Contract Services - General	-	375	4,000	4,000	34,000	44,000	
100-61-410	Legal Services	34,650	14,489	21,000	21,000	21,000	21,000	
100-61-540	Vehicle Maintenance	16	-	100	100	-	-	
100-61-590	Fleet Provision Charge	2,950	2,950	2,950	2,950	2,950	2,950	
100-61-630	Media Services	3,483	1,680	4,000	4,000	4,000	4,000	
100-61-740	General Supplies	1,853	1,310	3,500	3,500	3,500	3,500	
100-61-750	Gasoline, Oil & Tires	84	56	500	500	-	500	
Total Maintenance and Operations		47,977	24,523	41,100	41,100	72,610	81,110	
61	Total Planning Services	339,230	302,824	343,480	334,855	402,261	431,185	

Program: Neighborhood Enhancement (62)

Program Description:

Neighborhood Enhancement includes code enforcement, management of the Sustainable City Committee and neighborhood improvement programs including cooperative 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. Respond to citizen requests for code enforcement within 24 hours 95% of the time.
2. Proactively enforce Municipal Code regulations.
3. Coordinate Sustainable City Committee meetings and events.
4. Administer Sustainability and Beautification awards programs.

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Neighborhood Enhancements								
100-62-110	Salaries & Wages - Full-time	68,020	64,702	56,700	67,288	66,624	70,999	
100-62-130	Overtime Salaries	152	344	500	724	400	400	
100-62-160	Car Allowance	180	183	1,080	180	180	180	
100-62-220	FICA Contributions	4,935	4,853	4,500	5,054	5,549	5,806	
100-62-230	Retirement Contributions	16,197	7,139	10,340	7,399	8,556	9,622	
100-62-270	Other Employee Benefits	4,847	4,543	22,450	4,840	-	-	
100-62-271	Defined Contribution	-	-	-		5,624	5,891	
100-62-272	Workers' Compensation	-	-	-		1,664	1,741	
100-62-273	Health Benefit	-	-	-		2,525	2,651	
100-62-274	Dental Benefit	-	-	-		379	398	
100-62-275	Vision Benefit	-	-	-		144	144	
100-62-276	Life Insurance Benefit	-	-	-		17	17	
100-62-277	Other Optional Benefit	-	-	-		65	65	
	Total Salaries and Benefits	94,331	81,763	95,570	85,485	91,727	97,914	
100-62-310	Dues & Memberships	85	85	100	100	100	100	
100-62-320	Travel & Training	155	-	350	350	750	750	
100-62-330	Meetings	353	287	1,100	1,100	1,100	1,100	
100-62-340	Books & Periodicals	-	95	100	100	100	100	
100-62-400	Contract Services - General	500	-	2,000	2,000	2,000	2,000	
100-62-410	Legal Services	13,561	327	12,500	12,500	12,500	12,500	
100-62-590	Fleet Provision Charge	2,050	2,050	2,050	2,050	2,050	2,050	
100-62-740	General Supplies	1,473	1,736	2,000	2,000	200	200	
100-62-750	Gasoline, Oil, & Tires	263	154	400	400	400	400	
	Total Maintenance and Operations	18,440	4,734	20,600	20,600	19,200	19,200	
62	Total Neighborhood Enhancements	112,771	86,497	116,170	106,085	110,927	117,114	

Program: Building and Safety (63)

Program Description:

Building and Safety includes the review of construction plans, coordination of development proposals, 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. Respond to building inspection requests within 24 hours 95% of the time.
4. Enforce building codes and support code enforcement efforts.
5. Annually conduct inspections and prepare report for facilities with Institutional Permits.

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Building Safety								
100-63-110	Salaries & Wages - Full-time	45,184	44,181	128,590	45,750	44,582	47,163	
100-63-130	Overtime Salaries	51	115	5,000	150	100	100	
100-63-160	Car Allowance	360	367	360	360	360	360	
100-63-220	FICA Contributions	3,153	3,141	9,530	3,230	3,750	3,896	
100-63-230	Retirement Contributions	10,887	6,831	10,250	8,024	10,241	11,705	
100-63-270	Other Employee Benefits	3,776	3,410	27,870	2,945	-	-	
100-63-271	Defined Contribution	-	-	-		4,098	4,273	
100-63-272	Workers' Compensation	-	-	-		1,114	1,157	
100-63-273	Health Benefit	-	-	-		1,500	1,575	
100-63-274	Dental Benefit	-	-	-		270	283	
100-63-275	Vision Benefit	-	-	-		90	90	
100-63-276	Life Insurance Benefit	-	-	-		35	35	
100-63-277	Other Optional Benefit	-	-	-		22	22	
100-63-280	Wellness Benefit	-	-	-		-	-	
Total Salaries and Benefits			63,411	58,046	181,600	60,459	66,161	70,659
100-63-310	Dues & Memberships	545	215	700	700	700	700	
100-63-320	Travel & Training	-	390	800	800	800	800	
100-63-340	Books & Periodicals	1,501	1,630	500	500	500	1,900	
100-63-400	Contract Services - General	87,879	89,359	100,000	100,000	100,000	100,000	100,000
100-63-410	Legal Services	968	19	3,000	3,000	3,000	3,000	3,000
100-63-421	Plan Check Professional Service	39,233	12,959	14,500	14,500	52,500	56,500	
100-63-422	Building Code Enforcement	7,259	4,868	15,000	15,000	15,000	15,000	
100-63-540	Vehicle Maintenance	64	-	150	150	-	-	
100-63-590	Fleet Provision Charge	7,050	7,050	7,050	7,050	7,050	7,050	
100-63-620	Communications	-	-	600	600	-	-	
100-63-740	General Supplies	982	1,216	1,000	1,000	1,000	1,000	
100-63-750	Gasoline, Oil, & Tires	958	429	1,500	1,500	1,500	1,500	
Total Maintenance and Operations			146,438	118,135	144,800	144,800	182,050	187,450
63	Total Building Safety		209,849	176,180	326,400	205,259	248,211	258,109

Program: Oil Field Services (64)

Program Description:

Oil Field Services includes oversight and coordination with the Planning Department for compliance with new provisions of the 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 new Oil and Gas Code including development on properties with abandoned oil wells, citywide methane assessment and mitigation.
2. Inspect oil field facilities for conformance with the Oil and Gas Code.
3. Respond to neighborhood complaint initiated inspections of facilities and operations for noise, odor, maintenance, landscape, etc.

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Oil Field Services								
100-64-110	Salaries & Wages - Full-time	74,872	74,573	63,500	77,375	75,635	79,598	
100-64-130	Overtime Salaries	76	172	100	225	100	100	
100-64-160	Car Allowance	900	917	540	900	900	900	
100-64-220	FICA Contributions	5,053	5,078	4,480	5,234	6,286	6,495	
100-64-230	Retirement Contributions	18,272	14,055	10,730	17,468	22,982	26,445	
100-64-270	Other Employee Benefits	5,153	5,113	28,300	5,472	-	-	
100-64-271	Defined Contribution	-	-	-	-	5,719	5,932	
100-64-272	Workers' Compensation	-	-	-	-	1,889	1,952	
100-64-273	Health Benefit	-	-	-	-	3,041	3,193	
100-64-274	Dental Benefit	-	-	-	-	386	405	
100-64-275	Vision Benefit	-	-	-	-	126	126	
100-64-276	Life Insurance Benefit	-	-	-	-	86	86	
100-64-277	Other Optional Benefit	-	-	-	-	32	32	
	Total Salaries and Benefits	104,325	99,908	107,650	106,674	117,183	125,264	
100-64-320	Travel & Training	-	-	500	500	500	500	
100-64-330	Meetings	-	27	100	100	100	100	
100-64-340	Books & Periodicals	-	-	200	200	200	200	
100-64-400	Contract Services - General	17,101	14,305	30,000	30,000	30,000	30,000	
100-64-410	Legal Services	4,151	-	5,000	5,000	5,000	5,000	
100-64-511	Telephone	-	-	-	-	-	-	
100-64-590	Fleet Provision Charge	2,450	2,450	2,450	2,450	2,450	2,450	
100-64-740	General Supplies	185	120	200	200	200	200	
100-64-750	Gasoline, Oil, & Tires	320	140	500	500	500	500	
	Total Maintenance and Operations	24,208	17,043	38,950	38,950	38,950	38,950	
64	Total Oil Field Services	128,533	116,951	146,600	145,624	156,133	164,214	

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2018-20 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, the enforcement of all state and local laws, the protection of life and property, the preservation of peace, and the apprehension of criminals. The Department responds to and investigates all reports of criminal activity, emergency situations, enforces state and local traffic ordinances, and performs public assistance as called upon to insure public safety. In addition, the Police Department actively participates in Community Improvement Programs and Community Oriented Policing Programs, such as the Police Community Volunteer Program, Explorers, the "Too Good For Drugs" Program, the 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

Administrative Services

Communications/Jail Records

Emergency Services

Department Goals:

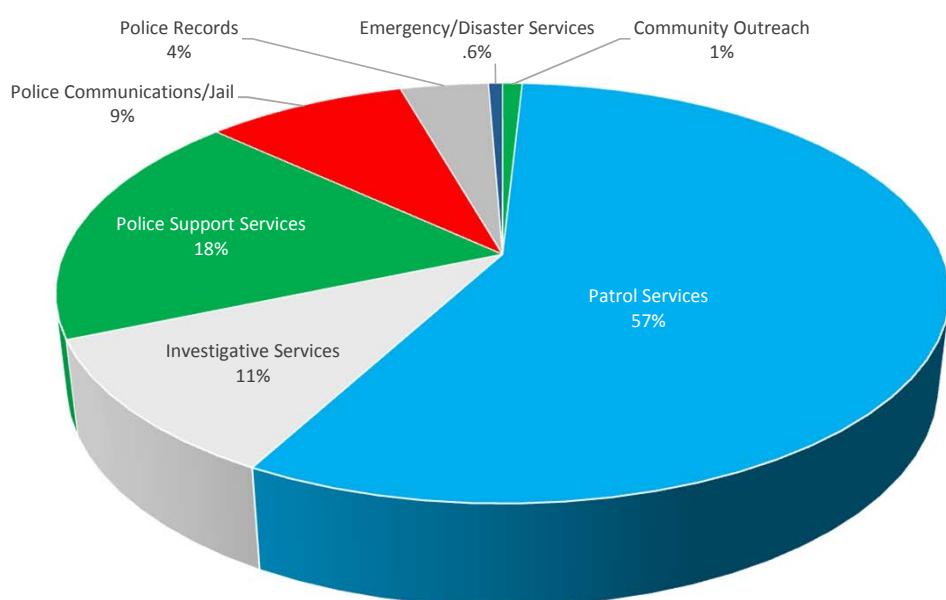
The Police Department is "Committed to Excellence in Service", and will provide a high level of public safety services, in a collaborative partnership with the community. The Police Department is proactively involved in Domestic Preparedness Planning. This includes Homeland Security training, First Responder Training, and the acquisition of equipment in order to be better prepared to respond to natural or manmade disasters.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	7,379,627	7,696,695	7,917,310	7,994,887	8,434,884	8,706,522
Maintenance and Operations	1,374,354	1,149,541	1,177,420	1,167,858	1,091,420	1,113,420
Total Expenditures	8,753,981	8,846,236	9,094,730	9,162,745	9,526,304	9,819,942

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2018-19 Adopted	2019-20 Approved
All Divisions	48	49	49	49	53	53
Total Positions:	48	49	49	49	53	53



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

The Community Outreach Program provides prevention programs in the community through Neighborhood and Business Watch Programs, the "Too Good For Drugs" Program taught in the two elementary schools, community partnership relations, the Police Community Volunteer Program, the Explorer Program, CERT Training, and the Citizen Police Academy.

Objectives:

1. Provide positive role models to children through interaction with Police Officers in the "Too Good for Drugs Program.
2. Provide the following Community Outreach Programs:
 - a. Community Police Volunteer Program
 - b. Explorer Program
 - c. CERT Training
 - d. Christmas Outreach Program
 - e. National Night Out
 - f. Signal Hill Car Show
 - g. Disaster Preparedness

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	16,654	12,060	15,950	2,133	14,000	14,000
Maintenance and Operations	62,366	67,801	61,900	61,900	67,000	67,000
Total Expenditures	79,020	79,862	77,850	64,033	81,000	81,000

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2017-19 Adopted	2019-20 Approved
Total Positions:	-	-	-	-	-	-

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Police Community Outreach								
100-71-110		Salaries & Wages - Full-time	152	64	-	-	-	-
100-71-115		Part-time Salaries	-	-	-	-	-	-
100-71-130		Overtime Salaries	14,378	11,161	14,000	1,853	14,000	14,000
100-71-220		FICA Contributions	389	197	350	24	-	-
100-71-225		PARS Contributions	-	-	-	-	-	-
100-71-230		Retirement Contributions	27	174	-	3	-	-
100-71-270		Other Employee Benefits	1,708	465	1,600	253	-	-
		Total Salaries and Benefits	16,654	12,060	15,950	2,133	14,000	14,000
100-71-320		Travel & Training	807	-	500	500	500	500
100-71-330		Meetings	3,620	3,049	3,100	3,100	3,100	3,100
100-71-400		Contract Services - General	31,096	33,511	30,000	30,000	35,400	35,400
100-71-450		Contract Professional Labor	-	-	-	-	-	-
100-71-540		Vehicle Maintenance	-	-	300	300	-	-
100-71-590		Fleet Provision Charge	16,000	16,000	16,000	16,000	16,000	16,000
100-71-730		Uniform Equipment & Supplies	1,660	804	2,000	2,000	2,000	2,000
100-71-740		General Supplies	7,539	8,766	6,000	6,000	6,000	6,000
100-71-750		Gasoline, Oil, & Tires	1,644	5,672	4,000	4,000	4,000	4,000
		Total Maintenance and Operations	62,366	67,801	61,900	61,900	67,000	67,000
71	Total Police Community Outreach		79,020	79,862	77,850	64,033	81,000	81,000

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

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

Objectives:

1. Respond to all emergency calls for service within four minutes of receiving the dispatch.
2. Focus on those hazardous moving violations most responsible for injury traffic collisions so that the number of injury traffic collisions is reduced.
3. Utilize crime data in order to deploy resources more efficiently to areas where crime is occurring.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	4,320,910	4,493,429	4,459,150	4,654,235	5,040,134	5,148,897
Maintenance and Operations	509,595	417,022	413,550	420,518	394,950	409,950
Total Expenditures	4,830,504	4,910,450	4,872,700	5,074,753	5,435,084	5,558,847

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2017-19 Adopted	2019-20 Approved
Police Sergeant	4	4	4	4	4	4
Senior Police Officer	4	4	4	4	4	4
Police Officer	16	15	15	15	16	16
Police Traffic Officer	2	2	2	2	2	2
Police Recruit Officer	-	1	1	1	2	2
Parking Control	-	-	-	-	0.7	0.7
Total Positions:	25.5	26.0	26.0	26.0	28.7	28.7

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Patrol Services								
100-72-110	Salaries & Wages - Full-time	2,529,593	2,517,918	2,517,170	2,581,700	3,043,255	3,011,784	
100-72-115	Part-time Salaries	15,061	15,692	15,660	17,969	18,286	18,652	
100-72-120	Temporary Employee Salaries	-	-	-	-	-	-	
100-72-130	Overtime Salaries	350,116	365,418	102,000	326,507	244,661	235,964	
100-72-131	Court Overtime Salaries	-	-	-	-	42,229	42,229	
100-72-132	Briefing Overtime Salaries	-	-	-	-	41,039	41,039	
100-72-133	Emergency Overtime Salaries	-	-	-	-	50,000	50,000	
100-72-135	Reimbursable Overtime Salaries	-	-	-	-	-	-	
100-72-140	Special Functions Salaries	125,081	131,897	200,000	123,395	-	-	
100-72-170	Uniform Allowance	23,048	23,125	26,830	23,125	26,827	26,827	
100-72-220	FICA Contributions	57,750	47,647	36,890	45,189	49,008	50,241	
100-72-225	PARS Contributions	-	-	-	-	-	-	
100-72-230	Retirement Contributions	848,038	977,926	888,810	1,064,756	866,177	994,358	
100-72-270	Other Employee Benefits	372,222	413,806	671,790	471,594	-	-	
100-72-271	Defined Contribution	-	-	-	-	101,815	74,683	
100-72-272	Workers' Compensation	-	-	-	-	254,222	260,786	
100-72-273	Health Benefit	-	-	-	-	272,173	310,683	
100-72-274	Dental Benefit	-	-	-	-	24,204	25,414	
100-72-275	Vision Benefit	-	-	-	-	5,211	5,211	
100-72-277	Other Optional Benefit	-	-	-	-	1,026	1,026	
Total Salaries and Benefits		4,320,910	4,493,429	4,459,150	4,654,235	5,040,134	5,148,897	
100-72-310	Dues & Memberships	1,350	100	500	500	500	500	
100-72-320	Travel & Training	23,875	26,740	28,000	28,000	28,000	28,000	
100-72-330	Meetings	60	383	200	100	200	200	
100-72-340	Books & Periodicals	329	417	450	400	450	450	
100-72-400	Contract Services - General	58,177	60,959	61,400	61,400	61,400	61,400	
100-72-420	Professional Services	-	-	-	-	-	-	
100-72-511	Telephone	5,698	3,046	5,500	2,500	5,500	5,500	
100-72-540	Vehicle Maintenance	1,032	685	3,600	2,100	-	-	
100-72-590	Fleet Provision Charge	202,000	202,000	202,000	202,000	202,000	202,000	
100-72-721	Special Department Supplies	20,509	27,507	15,000	10,000	15,000	15,000	
100-72-730	Uniforms	44,690	13,927	12,000	33,000	12,000	12,000	
100-72-740	General Supplies	15,999	20,841	14,900	10,000	14,900	14,900	
100-72-750	Gasoline, Oil, & Tires	54,180	52,067	70,000	70,000	55,000	70,000	
100-72-840	Capital Outlay	90,962	8,351	-	518	-	-	
Total Maintenance and Operations		509,595	417,022	413,550	420,518	394,950	409,950	
72	Total Patrol Services		4,830,504	4,910,450	4,872,700	5,074,753	5,435,084	5,558,847

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Department: Police**Program: Investigative Services (73)****Program Description:**

Investigative Services Unit 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 are 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. 15% clearance rate of reported burglary offenses.
2. 75% clearance rate of all Part I crimes against persons.
3. 90% filing rate of cases submitted to the District Attorney's office.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	744,165	1,007,737	1,176,870	1,158,707	960,701	1,008,459
Maintenance and Operations	56,841	51,789	60,000	43,470	58,850	58,850
Total Expenditures	801,006	1,059,527	1,236,870	1,202,177	1,019,551	1,067,309

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2017-19 Adopted	2019-20 Approved
Detective Sergeant	1	1	1	1	1	1
Sr. Police Officer / Detective	1	1	1	1	1	1
Detective	3	3	3	3	3	3
Detective Secretary	1	1	1	1	1	1
Total Positions:	6	6	6	6	6	6

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Investigative Services								
100-73-110	Salaries & Wages - Full-time	431,474	521,599	597,760	611,070	557,791	557,736	
100-73-115	Part-time Salaries	-	-	-	-	-	-	
100-73-130	Overtime Salaries	88,623	100,187	50,000	61,759	20,772	26,128	
100-73-131	Court Overtime Salaries	-	-	-	-	-	-	
100-73-140	Special Functions Salaries	3,176	4,353	11,000	2,399	-	-	
100-73-170	Uniform Allowance	2,313	3,700	2,780	4,625	3,700	3,700	
100-73-220	FICA Contributions	11,758	13,374	12,540	14,016	11,999	12,226	
100-73-225	PARS Contributions	-	-	-	-	-	-	
100-73-230	Retirement Contributions	143,695	276,096	251,160	349,127	247,786	285,935	
100-73-270	Other Employee Benefits	63,127	88,429	251,630	115,711	-	-	
100-73-271	Defined Contribution	-	-	-	-	10,664	10,859	
100-73-272	Workers' Compensation	-	-	-	-	45,260	46,096	
100-73-273	Health Benefit	-	-	-	-	56,926	59,772	
100-73-274	Dental Benefit	-	-	-	-	4,069	4,272	
100-73-275	Vision Benefit	-	-	-	-	899	899	
100-73-277	Other Optional Benefit	-	-	-	-	836	836	
Total Salaries and Benefits		744,165	1,007,737	1,176,870	1,158,707	960,701	1,008,459	
100-73-310	Dues & Memberships	170	160	400	220	400	400	
100-73-320	Travel & Training	3,723	7,801	6,000	3,500	6,000	6,000	
100-73-330	Meetings	-	-	200	100	200	200	
100-73-340	Books & Periodicals	-	248	-	-	-	-	
100-73-400	Contract Services - General	17,289	10,478	16,150	6,000	15,500	15,500	
100-73-511	Telephone	1,944	985	2,400	1,500	2,400	2,400	
100-73-540	Vehicle Maintenance	-	76	500	500	-	-	
100-73-590	Fleet Provision Charge	21,150	21,150	21,150	21,150	21,150	21,150	
100-73-721	Special Department Supplies	2,485	-	1,000	1,000	1,000	1,000	
100-73-730	Uniforms	-	1,248	350	100	350	350	
100-73-740	General Supplies	4,589	6,009	7,850	5,400	7,850	7,850	
100-73-750	Gasoline, Oil, & Tires	5,492	3,636	4,000	4,000	4,000	4,000	
Total Maintenance and Operations		56,841	51,789	60,000	43,470	58,850	58,850	
73	Total Investigative Services	801,006	1,059,527	1,236,870	1,202,177	1,019,551	1,067,309	

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

Police Support Services provides effective management, leadership, direction, and control to insure 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 and internal affairs 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. Meet 100% of all mandated P.O.S.T. police officer training before the due date.
2. Complete 95% of all citizens' complaints within a sixty-day period.
3. Continue with recruitment and retention strategies to fill vacant department positions.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	1,213,821	1,249,216	1,241,600	1,288,798	1,348,326	1,434,657
Maintenance and Operations	588,026	454,302	456,420	456,420	392,820	392,820
Total Expenditures	1,801,847	1,703,518	1,698,020	1,745,218	1,741,146	1,827,477

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2017-19 Adopted	2019-20 Approved
Chief of Police	1	1	1	1	1	1
Captain	1	1	1	1	1	1
Lieutenant	2	2	2	2	2	2
Assistant to Police Chief	1	1	1	1	1	1
Maintenance Worker	1	1	1	1	1	1
Total Positions:	6	6	6	6	6	6

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Police Support Services								
100-74-110	Salaries & Wages - Full-time	820,681	769,201	748,730	692,218	771,193	804,149	
100-74-115	Part-time Salaries	-	-	-	6,614	7,117	7,260	
100-74-130	Overtime Salaries	3,054	1,295	4,300	4,919	86	182	
100-74-140	Special Functions Salaries	186	872	3,000	225	-	-	
100-74-170	Uniform Allowance	3,238	2,775	3,240	2,313	3,238	3,238	
100-74-220	FICA Contributions	18,497	23,109	18,370	18,780	18,289	18,683	
100-74-230	Retirement Contributions	256,689	330,681	309,230	417,211	401,529	448,184	
100-74-270	Other Employee Benefits	110,927	120,353	153,480	145,671	-	-	
100-74-271	Defined Contribution	-	-	-	-	16,249	16,486	
100-74-272	Workers' Compensation	-	-	-	-	26,577	27,393	
100-74-273	Health Benefit	-	-	-	-	96,264	101,077	
100-74-274	Dental Benefit	-	-	-	-	4,410	4,631	
100-74-275	Vision Benefit	-	-	-	-	1,078	1,078	
100-74-276	Life Insurance Benefit	-	-	-	-	810	810	
100-74-277	Other Optional Benefit	-	-	-	-	236	236	
100-74-280	Wellness Benefit	550	930	1,250	847	1,250	1,250	
Total Salaries and Benefits		1,213,821	1,249,216	1,241,600	1,288,798	1,348,326	1,434,657	
100-74-310	Dues & Memberships	3,021	2,848	1,800	1,800	1,800	1,800	
100-74-320	Travel & Training	3,676	1,659	6,500	6,500	6,500	6,500	
100-74-330	Meetings	7,369	3,212	1,600	1,600	1,600	1,600	
100-74-340	Books & Periodicals	1,400	873	500	500	500	500	
100-74-400	Contract Services - General	270,495	141,383	165,920	165,920	165,920	165,920	
100-74-410	Legal Services	49,116	52,081	45,000	45,000	28,000	28,000	
100-74-440	IT Services	11,686	64,270	85,000	85,000	85,000	85,000	
100-74-511	Telephone	54,004	57,938	46,300	46,300	-	-	
100-74-540	Vehicle Maintenance	-	185	800	800	500	500	
100-74-560	Repair & Maintenance Services	37,520	10,800	16,000	16,000	16,000	16,000	
100-74-570	Software Licensing & Support	12,363	31,406	20,000	20,000	20,000	20,000	
100-74-590	Fleet Provision Charge	43,500	43,500	43,500	43,500	43,500	43,500	
100-74-721	Special Department Supplies	678	813	500	500	500	500	
100-74-740	General Supplies	26,774	17,896	16,000	16,000	16,000	16,000	
100-74-750	Gasoline, Oil, & Tires	5,133	4,103	7,000	7,000	7,000	7,000	
100-74-840	Capital Outlay	61,292	21,333	-	-	-	-	
Total Maintenance and Operations		588,026	454,302	456,420	456,420	392,820	392,820	
74	Total Police Support Services	1,801,847	1,703,518	1,698,020	1,745,218	1,741,146	1,827,477	

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Department: Police

Program: Police Communications/Jail (75)

Program Description:

The Communications and Jail Unit 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. Dispatch 95% of all emergency calls within one minute of receipt.
2. Enter all calls into CAD within three minutes of receiving the call 95% of the time.
3. Keep the City Jail in 100% conformance with the California Department of Corrections and Rehabilitation.
4. Complete 95% of all prisoner identifications within twenty-four hours of bookings.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	712,471	619,497	634,930	539,474	701,106	712,998
Maintenance and Operations	84,099	98,495	123,250	123,250	126,950	126,950
Total Expenditures	796,569	717,992	758,180	662,724	828,056	839,948

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2017-19 Adopted	2019-20 Approved
Dispatcher/Jailer	5	5	5	5	8	8
Total Positions:	5	5	5	5	8	8

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Police Communications								
100-75-110		Salaries & Wages - Full-time	423,483	395,215	379,150	318,720	426,264	416,169
100-75-115		Part-time Salaries	-	-	-	-	-	-
100-75-130		Overtime Salaries	95,490	54,352	70,000	69,549	68,661	75,760
100-75-140		Special Functions Salaries	6,503	17,019	12,400	4,122	-	-
100-75-220		FICA Contributions	34,151	34,733	29,000	28,454	32,791	33,495
100-75-225		PARS Contributions	-	-	-	-	-	-
100-75-230		Retirement Contributions	108,476	71,854	47,920	62,920	86,578	98,227
100-75-270		Other Employee Benefits	44,367	46,324	96,460	55,709	-	-
100-75-271		Defined Contribution	-	-	-	-	12,926	13,120
100-75-272		Workers' Compensation	-	-	-	-	11,472	11,704
100-75-273		Health Benefit	-	-	-	-	55,582	57,571
100-75-274		Dental Benefit	-	-	-	-	3,766	3,886
100-75-275		Vision Benefit	-	-	-	-	1,078	1,078
100-75-277		Other Optional Benefit	-	-	-	-	1,987	1,987
Total Salaries and Benefits			712,471	619,497	634,930	539,474	701,106	712,998
100-75-320		Travel & Training	4,799	5,906	3,500	3,500	4,500	4,500
100-75-330		Meetings	14	75	150	150	150	150
100-75-340		Books & Periodicals	-	-	100	100	-	-
100-75-400		Contract Services - General	-	151	3,000	3,000	3,000	3,000
100-75-425		Medical Services	-	-	-	-	-	-
100-75-440		Technology Technical Services	-	-	-	-	-	-
100-75-540		Vehicle Maintenance	-	-	100	100	-	-
100-75-552		Rental of Equipment & Vehicles	16,117	16,681	15,400	15,400	-	-
100-75-560		Repair & Maintenance Services	22,886	17,535	29,000	29,000	29,000	29,000
100-75-570		Software Licensing & Support	18,036	33,500	67,000	67,000	67,000	67,000
100-75-590		Fleet Provision Charge	8,700	8,700	8,700	8,700	8,700	8,700
100-75-595		Communication Inter-Dept Chrg	-	-	(18,300)	(18,300)	-	-
100-75-600		Communications	-	-	-	-	-	-
100-75-721		Special Department Supplies	9,107	9,491	8,500	8,500	8,500	8,500
100-75-730		Uniforms	1,211	1,888	2,400	2,400	2,400	2,400
100-75-740		General Supplies	2,651	3,857	3,000	3,000	3,000	3,000
100-75-750		Gasoline, Oil, & Tires	580	710	700	700	700	700
Total Maintenance and Operations			84,099	98,495	123,250	123,250	126,950	126,950
75	Total Police Communications		796,569	717,992	758,180	662,724	828,056	839,948

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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 and answer the Police Department switchboard.

Objectives:

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

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	331,392	279,118	348,610	310,823	330,429	346,520
Maintenance and Operations	57,083	34,140	44,250	44,250	32,800	39,800
Total Expenditures	388,475	313,258	392,860	355,073	363,229	386,320

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2017-19 Adopted	2019-20 Approved
Police Records Supervisor	1	1	1	1	1	1
Police Records Clerk	2	2	2	2	2	2
Part-Time Police Aide	1.9	0.5	0.5	0.5	0.5	0.5
Part-Time Records Clerk	0.5	0.4	0.4	0.4	0.4	0.4
Emergency Operations Coordinator	0.5	0.5	0.5	0.5	0.5	0.5
Total Positions:	5.9	4.4	4.4	4.4	4.4	4.4

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Police Records								
100-76-110	Salaries & Wages - Full-time	166,699	148,593	152,800	184,147	191,480	201,629	
100-76-115	Part-time Salaries	68,937	46,345	75,700	59,128	64,899	66,197	
100-76-130	Overtime Salaries	14,628	17,937	16,000	3,036	684	1,436	
100-76-133	Emergency Overtime Salaries	-	-	-	-	-	-	
100-76-170	Uniform Allowance	-	2,250	-	-	-	-	
100-76-220	FICA Contributions	14,210	13,903	17,500	14,683	15,656	16,431	
100-76-225	PARS Contributions	-	-	780	780	780	796	
100-76-230	Retirement Contributions	41,629	19,620	29,950	14,161	13,726	14,751	
100-76-270	Other Employee Benefits	25,289	30,470	55,880	34,888	-	-	
100-76-271	Defined Contribution	-	-	-	-	11,248	11,805	
100-76-272	Workers' Compensation	-	-	-	-	4,687	4,919	
100-76-273	Health Benefit	-	-	-	-	23,354	24,522	
100-76-274	Dental Benefit	-	-	-	-	2,403	2,524	
100-76-275	Vision Benefit	-	-	-	-	539	539	
100-76-277	Other Optional Benefit	-	-	-	-	972	972	
Total Salaries and Benefits			331,392	279,118	348,610	310,823	330,429	346,520
100-76-310	Dues & Memberships	50	50	100	100	100	100	
100-76-320	Travel & Training	1,260	996	1,500	1,500	3,500	3,500	
100-76-330	Meetings	-	-	100	100	100	100	
100-76-340	Books & Periodicals	-	-	100	100	-	-	
100-76-400	Contract Services - General	12,967	9,797	8,150	8,150	10,000	10,000	
100-76-420	Professional Services	-	1,908	13,000	13,000	5,000	5,000	
100-76-440	Technology Technical Services	31,369	-	-	-	-	-	
100-76-540	Vehicle Maintenance	-	-	200	200	-	-	
100-76-570	Software Licensing & Support	-	-	-	-	-	-	
100-76-590	Fleet Provision Charge	3,050	3,050	3,050	3,050	3,050	3,050	
100-76-730	Uniforms	230	1,284	1,200	1,200	1,200	1,200	
100-76-740	General Supplies	8,158	16,495	9,850	9,850	9,850	9,850	
100-76-750	Gasoline, Oil, & Tires	-	559	7,000	7,000	-	7,000	
Total Maintenance and Operations			57,083	34,140	44,250	44,250	32,800	39,800
76	Total Police Records		388,475	313,258	392,860	355,073	363,229	386,320

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Department: Police

Program: Emergency / Disaster Services (77)

Program Description:

Emergency / Disaster Services provides coordination for emergency and disaster preparedness for the City, including Domestic Preparedness Planning, Natural Disasters, Civil Unrest, and Hazardous Materials. The Program provides emergency supplies, equipment, and communications. The training program includes Homeland Security, First Responder, and Emergency Management, which help prepare employees and citizens in the event of a disaster.

Objectives:

1. Continue sending department heads and designated employees to the Earthquake Preparedness Training Program at C.S.T.I.
2. Provide continuing in-service training to department personnel.
3. Provide yearly Emergency Preparedness training for City employees.
4. Conduct yearly Emergency Preparedness Exercise.
5. Continue public education on Emergency Preparedness.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	40,214	35,638	40,200	40,717	40,187	40,990
Maintenance and Operations	16,345	25,992	18,050	18,050	18,050	18,050
Total Expenditures	56,559	61,630	58,250	58,767	58,237	59,040

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2017-19 Adopted	2019-20 Approved
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Total Positions:

-	-	-	-	-	-	-
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2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Emergency/Disaster Services								
100-77-115	Part-time Salaries		38,567	33,669	38,400	38,940	40,187	40,990
100-77-120	Salaries - Temporary		-	-	-	-	-	-
100-77-130	Overtime Salaries		-	-	-	-	-	-
100-77-220	FICA Contributions		523	463	600	550	-	-
100-77-225	PARS		-	-	-	-	-	-
100-77-230	Retirement Contributions		491	945	500	570	-	-
100-77-270	Other Employee Benefits		634	561	700	657	-	-
	Total Salaries and Benefits		40,214	35,638	40,200	40,717	40,187	40,990
100-77-310	Dues & Memberships		-	-	650	650	650	650
100-77-320	Travel & Training		295	-	6,800	6,800	6,800	6,800
100-77-420	Professional Services		-	15,000	-	-	-	-
100-77-511	Telephone		4,957	3,320	4,700	4,700	4,700	4,700
100-77-740	General Supplies		11,093	7,671	5,900	5,900	5,900	5,900
100-77-840	Capital Outlay		-	-	-	-	-	-
	Total Maintenance and Operations		16,345	25,992	18,050	18,050	18,050	18,050
77	Total Emergency/Disaster Services		56,559	61,630	58,250	58,767	58,237	59,040

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2018-20 OPERATING BUDGET

COMMUNITY SERVICES

Library Programs and Services

Community Services Recreation

Park Development

Community Development Block Grants

Transportation Services Animal Control

Department Description:

Community Services provides a variety of park, recreational, social, and library services. Parks include design, development, and rehabilitation of park property, community buildings, and CDBG administration. Recreation includes after school and off-track recreation programs, year round programs for youth, teen activities, and special seasonal activities. Community Services includes senior services, community-wide special events, classes, transportation, Animal Control administration, and park facility scheduling. This Department also manages the Library operation and Parks and Recreation Commission.

Department Programs:

Library Programs and Services

Community Services

Recreation

Park Development

Community Development Block Grant

Transportation Services

Animal Control

Departmental Goals:

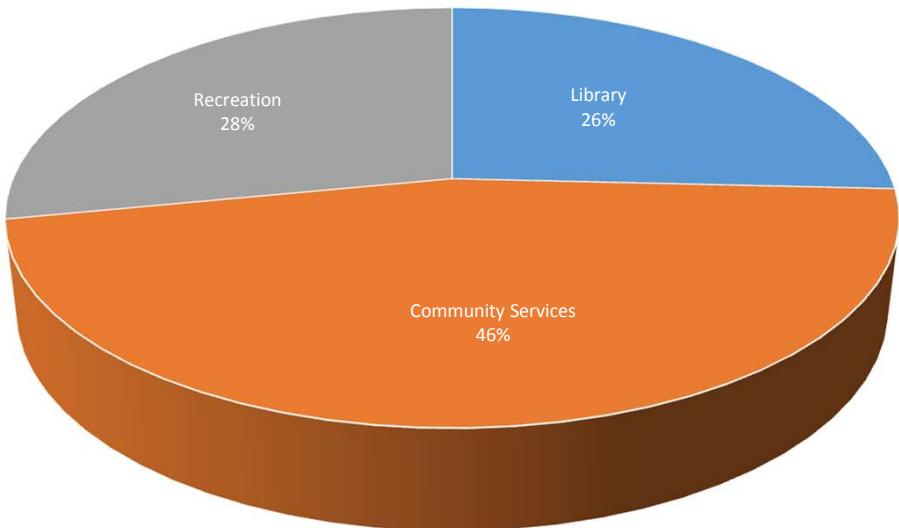
To provide a wide variety of essential recreational, social, and library services to meet the needs of residents of all ages, support Signal Hill businesses, and further the image and livability of the City through its programs and development activities.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	1,193,329	1,227,742	1,207,347	1,242,029	1,316,310	1,286,809
Maintenance and Operations	281,126	348,183	312,755	314,255	447,420	359,487
Total Expenditures	1,474,455	1,575,925	1,520,102	1,556,284	1,763,730	1,646,295

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2018-19 Adopted	2019-20 Approved
All Divisions	19.5	18.6	18.6	18.6	18.6	18.6
Total Positions:	19.5	18.6	18.6	18.6	18.6	18.6



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Department: Community Services

Program: Library Programs and Services (81)

Program Description:

The library is a safe and inviting place to learn, meet, share civic and cultural activities; supports formal education programs for children and youth, encouraging a life-long love of learning and reading; and provides materials, services and programs to meet the library needs of all ages.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	365,322	357,791	383,060	309,128	377,575	349,180
Maintenance and Operations	53,920	69,933	88,170	70,170	77,045	89,170
Total Expenditures	419,242	427,724	471,230	379,298	454,620	438,350

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2017-19 Adopted	2019-20 Approved
City Librarian	1.0	1.0	1.0	1.0	1.0	1.0
Library Assistant	1.0	1.0	1.0	1.0	1.0	1.0
Part-Time Library Aide	2.7	1.9	1.9	1.9	1.9	1.9
Part-Time Library Specialist	0.6	0.3	0.3	0.3	0.3	0.3
Total Positions:	5.3	4.2	4.2	4.2	4.2	4.2

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Library								
100-81-110	Salaries & Wages - Full-time		203,704	206,028	186,870	164,787	179,790	191,268
100-81-115	Part-time Salaries		65,842	74,603	78,420	76,304	94,985	66,300
100-81-130	Overtime Salaries		1,153	-	500	500	-	-
100-81-160	Car Allowance		1,234	1,211	1,200	1,188	1,188	1,188
100-81-220	FICA Contributions		15,859	16,873	15,300	12,783	14,207	14,832
100-81-225	PARS Contributions		-	-	1,020	1,020	1,020	1,040
100-81-230	Retirement Contributions		50,418	29,621	31,160	26,197	53,759	36,711
100-81-270	Other Employee Benefits		27,112	29,455	68,590	26,349	-	-
100-81-271	Defined Contribution		-	-	-	-	7,471	3,614
100-81-272	Workers' Compensation		-	-	-	-	4,491	4,690
100-81-273	Health Benefit		-	-	-	-	16,880	25,644
100-81-274	Dental Benefit		-	-	-	-	2,196	2,306
100-81-275	Vision Benefit		-	-	-	-	478	478
100-81-276	Life Insurance Benefit		-	-	-	-	94	94
100-81-277	Other Optional Benefit		-	-	-	-	1,015	1,015
Total Salaries and Benefits			365,322	357,791	383,060	309,128	377,575	349,180
100-81-310	Dues & Memberships		2,894	3,234	3,245	3,245	3,300	3,300
100-81-320	Travel & Training		682	660	800	800	800	800
100-81-330	Meetings		808	231	540	540	540	540
100-81-400	Contract Services - General		-	-	18,000	-	6,000	18,000
100-81-450	Contract Professional Labor		-	-	-	-	-	-
100-81-511	Telephone		-	629	-	-	-	-
100-81-560	Repair & Maintenance Services		-	-	500	500	500	500
100-81-570	Software Licensing & Support		5,222	13,278	14,000	14,000	14,320	14,445
100-81-630	Media Services		1,095	496	550	550	550	550
100-81-721	Special Department Supplies		37,959	41,034	40,000	40,000	38,400	38,400
100-81-723	Event/Program Costs		-	4,794	5,535	5,535	7,135	7,135
100-81-730	Uniforms		-	-	-	-	500	500
100-81-740	General Supplies		5,260	5,577	5,000	5,000	5,000	5,000
Total Maintenance and Operations			53,920	69,933	88,170	70,170	77,045	89,170
81	Total Library		419,242	427,724	471,230	379,298	454,620	438,350

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Program: Community Services (82)

Program Description:

The Community Services division hosts community wide special events, maintains and rents recreational facilities and parks, provides active adult programs, oversees animal control services, offers social programs for elderly and disabled residents and acts as a resource for residents seeking additional community services and provides park patrol.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	441,187	450,141	462,548	479,317	517,011	550,274
Maintenance and Operations	146,247	210,010	152,635	172,135	296,885	196,827
Total Expenditures	587,434	660,151	615,183	651,452	813,896	747,101

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2017-19 Adopted	2019-20 Approved
Director	1.0	1.0	1.0	1.0	1.0	1.0
Community Services Manager	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0	1.0	1.0
Recreation Coordinator	1.0	1.0	1.0	1.0	1.0	1.0
Recreation Specialist	1.0	1.0	1.0	1.0	1.0	1.0
Part-Time Recreation Leaders	2.1	2.7	2.7	2.7	2.7	2.7
Total Positions:	7.1	7.7	7.7	7.7	7.7	7.7

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Community Services								
100-82-110	Salaries & Wages - Full-time	269,293	272,144	265,150	266,361	295,272	307,530	
100-82-115	Part-time Salaries	33,294	54,242	52,000	66,900	62,219	69,585	
100-82-130	Overtime Salaries	5,357	6,539	500	1,839	2,985	3,135	
100-82-150	Commission Meeting Attendance	3,242	3,931	3,000	2,756	3,000	3,000	
100-82-160	Car Allowance	1,234	1,211	1,200	1,188	1,188	1,188	
100-82-220	FICA Contributions	20,967	22,177	20,480	21,174	21,920	22,853	
100-82-225	PARS Contributions	-	-	280	280	280	286	
100-82-230	Retirement Contributions	68,372	44,280	54,280	49,583	60,374	69,592	
100-82-270	Other Employee Benefits	39,428	45,382	65,157	68,736	-	-	
100-82-271	Defined Contribution	-	-	-	-	6,987	7,336	
100-82-272	Workers' Compensation	-	-	-	-	7,071	7,361	
100-82-273	Health Benefit	-	-	-	-	51,695	54,280	
100-82-274	Dental Benefit	-	-	-	-	2,153	2,261	
100-82-275	Vision Benefit	-	-	-	-	735	735	
100-82-276	Life Insurance Benefit	-	-	-	-	94	94	
100-82-277	Other Optional Benefit	-	-	-	-	538	538	
100-82-280	Wellness Benefit	-	235	500	500	500	500	
Total Salaries and Benefits			441,187	450,141	462,548	479,317	517,011	550,274
100-82-310	Dues & Memberships	1,090	1,219	1,685	1,685	1,000	1,000	
100-82-320	Travel & Training	471	4,454	5,350	5,350	4,300	4,300	
100-82-330	Meetings	3,638	737	600	600	800	800	
100-82-340	Books & Periodicals	326	127	200	200	-	-	
100-82-390	Donations	10,000	5,000	10,000	10,000	10,000	10,000	
100-82-400	Contract Services - General	68,632	102,369	70,500	90,000	204,500	104,500	
100-82-410	Legal Services	-	-	-	-	10,000	10,000	
100-82-511	Telephone	61	-	-	-	-	-	
100-82-540	Vehicle Maintenance	12	20	100	100	350	350	
100-82-560	Repair & Maintenance Services	-	-	500	500	500	500	
100-82-590	Fleet Provision Charge	2,200	2,200	2,200	2,200	2,200	2,200	
100-82-630	Media Services	2,787	2,529	2,400	2,400	2,400	2,400	
100-82-723	Event/Program Costs	49,104	82,788	50,000	50,000	51,735	51,735	
100-82-730	Uniforms	-	458	1,000	1,000	1,000	1,000	
100-82-740	General Supplies	7,670	7,802	8,000	8,000	8,000	8,000	
100-82-750	Gasoline, Oil, & Tires	256	309	100	100	100	42	
Total Maintenance and Operations			146,247	210,010	152,635	172,135	296,885	196,827
82	Total Community Services		587,434	660,151	615,183	651,452	813,896	747,101

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Program: Recreation (83)

Program Description:

Recreation activities provided by this section include after-school and off-track recreation programs for elementary age youth, summer youth and food program, youth team sports, teen programs and family programs.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	386,820	419,809	361,739	453,584	421,724	387,354
Maintenance and Operations	80,959	68,240	71,950	71,950	73,490	73,490
Total Expenditures	467,779	488,049	433,689	525,534	495,214	460,844

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2017-19 Adopted	2019-20 Approved
Recreation Coordinator	1.0	1.0	1.0	1.0	1.0	1.0
Recreation Specialist	-	0.8	0.8	0.8	0.8	0.8
Part-Time Recreation Leaders	6.1	4.9	4.9	4.9	4.9	4.9
Total Positions:	7.1	6.7	6.7	6.7	6.7	6.7

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Recreation								
100-83-110	Salaries & Wages - Full-time	109,984	97,105	102,980	106,466	110,528	118,215	
100-83-115	Part-time Salaries	202,400	238,888	200,000	251,077	252,024	203,600	
100-83-130	Overtime Salaries	2,419	1,986	2,500	208	-	-	
100-83-160	Car Allowance	1,234	1,211	1,190	1,188	1,188	1,188	
100-83-220	FICA Contributions	14,415	15,097	7,690	14,383	8,584	9,014	
100-83-225	PARS Contributions	-	-	1,020	1,020	1,020	1,040	
100-83-230	Retirement Contributions	33,643	37,397	18,330	41,053	27,501	32,428	
100-83-270	Other Employee Benefits	22,726	27,509	27,780	37,939	-	-	
100-83-271	Defined Contribution	-	-	-	-	3,750	3,937	
100-83-272	Workers' Compensation	-	-	-	-	2,761	2,899	
100-83-273	Health Benefit	-	-	-	-	12,805	13,445	
100-83-274	Dental Benefit	-	-	-	-	474	498	
100-83-275	Vision Benefit	-	-	-	-	205	205	
100-83-276	Life Insurance Benefit	-	-	-	-	94	94	
100-83-277	Other Optional Benefit	-	-	-	-	291	291	
100-83-280	Wellness Benefit	-	615	250	250	500	500	
Total Salaries and Benefits			386,820	419,809	361,739	453,584	421,724	387,354
100-83-310	Dues & Memberships	979	440	1,000	1,000	1,000	1,000	
100-83-320	Travel & Training	1,237	2,416	3,650	3,650	3,300	3,300	
100-83-330	Meetings	3,043	497	400	400	650	650	
100-83-340	Books & Periodicals	26	-	200	200	200	200	
100-83-391	Fee Assistance	-	-	500	500	500	500	
100-83-400	Contract Services - General	-	-	-	-	-	-	
100-83-511	Telephone	1,452	2,229	700	700	2,450	2,450	
100-83-540	Vehicle Maintenance	-	63	600	600	350	350	
100-83-560	Repair & Maintenance Services	484	-	-	-	-	-	
100-83-570	Software Licensing & Support	7,585	-	-	-	-	-	
100-83-590	Fleet Provision Charge	7,250	7,250	7,250	7,250	7,250	7,250	
100-83-620	Communications	-	-	2,450	2,450	2,450	2,450	
100-83-630	Media Services	1,475	330	500	500	200	200	
100-83-720	Postage	-	-	-	-	-	-	
100-83-721	Special Department Supplies	2,401	5,815	5,000	5,000	-	-	
100-83-723	Event/Program Costs	38,359	40,642	40,000	40,000	42,500	42,500	
100-83-725	Software Purchases	-	-	-	-	-	-	
100-83-730	Uniforms	2,759	2,332	1,600	1,600	2,000	2,000	
100-83-740	General Supplies	10,469	5,190	8,000	8,000	10,500	10,500	
100-83-750	Gasoline, Oil, & Tires	831	1,034	100	100	140	140	
100-83-840	Capital Outlay	2,607	-	-	-	-	-	
Total Maintenance and Operations			80,959	68,240	71,950	71,950	73,490	73,490
83	Total Recreation		467,779	488,049	433,689	525,534	495,214	460,844

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2018-20 OPERATING BUDGET

PUBLIC WORKS

Engineering and Project Services

Environmental Programs

Maintenance Operations

Department Description:

Mission Statement:

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

The Department of Public Works 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; ensuring 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 Streets division is responsible for preventive and regular maintenance of streets and appurtenant facilities. The Facilities and Grounds divisions maintain buildings and landscaping in the City's parks including City Hall, Discovery Well Park Community Center, Police Station, and Library/Community Center. In addition, the Grounds division oversees landscape contract activities in the California Crown Landscape and Lighting District.

Department Programs:

Engineering and Project Services

Environmental Programs

Maintenance Operations

Department Goals:

1. Be proactive in meeting the policy directives of the City Council in the maintenance and improvement of public facilities.
2. Ensure that all public works projects are well designed and constructed through management and inspection.
3. Be proactive in the monitoring of legislation affecting public works.
4. Provide the reliable delivery of high quality drinking water that meets or exceeds State drinking water standards.
5. Manage the City's Water Conservation Program and continue the program's public education and outreach campaign to achieve a ten percent reduction in water usage.
6. Provide high quality maintenance and repair of public facilities and infrastructure in a cost-effective manner.
7. Manage the exclusive franchise agreement for solid waste collection and recycling programs.
8. Ensure compliance with environmental regulations through the implementation of effective policies and programs.
9. Provide prompt and professional service in response to requests from the community and other City departments.
10. Provide efficient and cost-effective management of the Capital Improvement Program.
11. Provide thorough and expedient plan checking services for all land development projects and subdivisions.
12. Ensure maintenance contractors provide a high level of service through thorough oversight and

inspection.

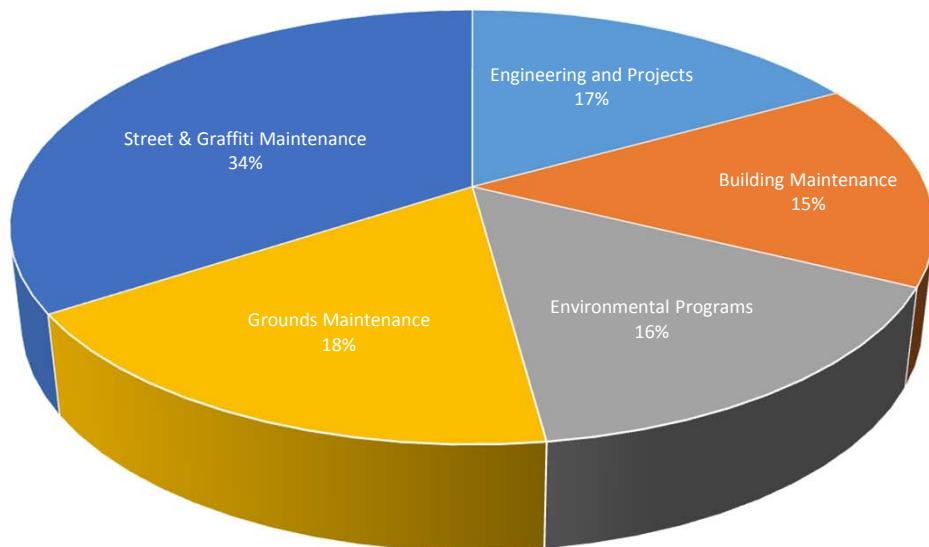
13. Continue to improve emergency response capabilities.
14. Apply for grants to provide supplemental funding for capital improvements.
15. Implement the goals and objectives of the City's Strategic Plan.
16. Monitor the Public Works Department budget to ensure efficient use of City resources.
17. Continue to inform members of the City Council, city residents, and businesses about Public Works activities through timely updates on the City's website and/or the quarterly departmental newsletter.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	1,573,292	1,586,817	1,757,910	1,563,189	1,877,487	1,976,485
Maintenance and Operations	2,239,298	2,407,474	2,789,365	2,789,365	2,891,771	2,874,565
Total Expenditures	3,812,590	3,994,291	4,547,275	4,352,554	4,769,258	4,851,050

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2018-19 Adopted	2019-20 Approved
All Divisions	28	28	28	28	28	28
Total Positions:	28	28	28	28	28	28



Department: Public Works

Program: Engineering (91) Program Description:

Mission Statement:

The Engineering and Project Services program 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:

The Engineering and Project Services program is responsible for the planning, design, and construction of all public facilities, the planning and review of land development projects and subdivisions, administering an assessment district, and providing engineering support services to other City departments. Program activities include the development and management of the Capital Improvement Program and departmental budget, conducting traffic engineering, plan checking, survey and inspection services, management of contract services, management of pipeline franchises, permit issuance, and the administration of the California Crown Landscape and Lighting District. Program personnel also provide assistance to the public related to Public Works activities.

Key Workload Indicators:

1. Plan and conduct the FY 2019 and FY 2020 Capital Improvement Program.
2. Complete construction of the new City Library.
3. Complete construction of State-funded Los Cerritos Channel Sub-Basin 4 Stormwater Capture Project and Phase 2 project.
4. Complete construction of View Park.
5. Advertise and bid construction projects included in the Capital Improvement Programs.
6. Participate in the planning efforts on the development of a recycled water system.
7. Continue the administration of the California Crown Landscape and Lighting Maintenance District.
8. Complete the review of land development applications within three weeks of receipt from the Community Development Department.
9. Provide engineering support services to other City departments.
10. Participate in and monitor the L.A. County Congestion Mitigation Program & Feasibility Study.
11. Manage the City's bus shelter program.
12. Update the Departmental link on the City's web homepage on a regular basis
13. Conduct inspections to ensure work performed in the public right-of-way meets City standards.

Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	346,534	338,389	403,810	321,450	461,483	476,120
Maintenance and Operations	267,691	318,413	244,280	244,280	344,650	342,250
Total Expenditures	614,226	656,802	648,090	565,730	806,133	818,370

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2017-18 Adopted	2017-18 Approved
Director	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Management Analyst	1	1	1	1	1	1
Public Works Inspector	1	1	1	1	1	1
Senior Engineering Technician	1	1	1	1	1	1
Engineering Technician	-	-	-	-	-	-
Total Positions:	5	5	5	5	5	5

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Engineering								
100-91-110	Salaries & Wages - Full-time	243,744	247,422	230,000	215,377	315,074	327,301	
100-91-115	Part-time Salaries	-	-	-	22,438	19,759	20,154	
100-91-120	Part-time Salaries	-	-	-	1,701	2,268	2,313	
100-91-130	Overtime Salaries	2,027	2,676	1,000	2,060	304	319	
100-91-140	Special Functions Salaries	-	-	-	-	-	-	
100-91-160	Car Allowance	1,080	665	1,050	1,039	1,080	1,080	
100-91-220	FICA Contributions	17,570	18,186	17,000	16,747	20,741	21,071	
100-91-230	Retirement Contributions	61,524	47,938	77,600	38,611	46,997	47,691	
100-91-270	Other Employee Benefits	19,649	20,831	76,660	22,144	-	-	
100-91-271	Defined Contribution	-	-	-	-	16,484	16,714	
100-91-272	Workers' Compensation	-	-	-	-	6,441	6,538	
100-91-273	Health Benefit	-	-	-	-	27,344	27,902	
100-91-274	Dental Benefit	-	-	-	-	2,987	3,033	
100-91-275	Vision Benefit	-	-	-	-	570	570	
100-91-276	Life Insurance Benefit	-	-	-	-	455	455	
100-91-277	Other Optional Benefit	-	-	-	-	229	229	
100-91-280	Wellness Benefit	941	672	500	1,333	750	750	
Total Salaries and Benefits			346,534	338,389	403,810	321,450	461,483	476,120
100-91-310	Dues & Memberships	1,694	2,083	1,500	1,500	2,800	2,000	
100-91-320	Travel & Training	856	179	3,500	3,500	7,000	7,000	
100-91-330	Meetings	303	1,246	3,000	3,000	-	-	
100-91-340	Books & Periodicals	-	108	300	300	650	650	
100-91-400	Contract Services - General	12,186	43,112	25,000	25,000	200,000	200,000	
100-91-410	Legal Services	26,171	43,065	10,000	10,000	10,000	10,000	
100-91-420	Professional Services	-	78,006	-	-	-	-	
100-91-421	Plan Check Services	15,947	4,796	20,000	20,000	20,000	20,000	
100-91-423	Engineering Services	173,827	109,639	140,000	140,000	50,000	50,000	
100-91-511	Telephone	16,599	16,152	14,400	14,400	16,500	16,500	
100-91-540	Vehicle Maintenance	-	-	100	100	-	-	
100-91-560	Repair & Maintenance Services	2,111	836	3,500	3,500	-	-	
100-91-590	Fleet Provision Charge	14,150	14,150	14,150	14,150	15,000	15,000	
100-91-595	Communication Inter-Dept Chrg	-	-	1,230	1,230	15,100	15,100	
100-91-630	Media Services	902	410	2,000	2,000	2,000	2,000	
100-91-740	General Supplies	2,945	3,654	4,000	4,000	4,000	4,000	
100-91-750	Gasoline, Oil, & Tires	-	978	1,600	1,600	1,600	-	
Total Maintenance and Operations			267,691	318,413	244,280	244,280	344,650	342,250
91	Total Engineering		614,226	656,802	648,090	565,730	806,133	818,370

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Department: Public Works

Program: Facility, Environmental, Grounds and Streets Maintenance (92-95)

Description:

Mission Statement:

Public Works Facilities, Grounds and Street Maintenance Division implements maintenance, repair and improvement programs to sustain the City's public infrastructure in a well-maintained and attractive condition through continuous monitoring, maintenance and repairs.

Primary Activities:

Personnel assigned to this program also participate in the development of environmental related legislation. The Maintenance Operations Program conducts maintenance of the City's parks, grounds, street trees, buildings, streets, and alleys. Hazardous material response and graffiti removal are also a part of this program.

Environmental programs include refuse collection, water conservation, recycling, and NPDES compliance. Within these programs, the City conducts used motor oil, household hazardous waste, and E-waste collection activities.

Key Workload Indicators:

1. Inspect the condition of City sidewalks on a biannual basis, and develop a priority list for replacements, utilizing JPIA standards. Scope repair projects to be completed by the City force account and/or a contractor.
2. Complete tree trimming in all four areas of the City by June 30, 2020 (2 areas per fiscal year).
3. Continue monthly playground equipment inspections and repair as needed to ensure compliance with safety regulations.
4. Respond to citizen complaints/concerns relating to safety hazards within 24 hours.
5. Repair potholes within 72 hours, 90% of the time.
6. Conduct bi-monthly alley maintenance, which includes trimming overgrown vegetation and

removing weeds and trash.

7. Maintain a safe work environment and continue safety training in order to stay in compliance with OSHA regulations.
8. Ensure all City parks, landscape areas, and facilities are being properly maintained per the contract specifications by performing routine scheduled inspections.
9. Remove graffiti within 24 hours, 95% of the time, on all City facilities and 80% of the time on private property (if accessible), where visible to the traveling public. 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 property, including lots, alleys and right-of-ways.

Key Workload Indicators (Environmental):

1. Manage and enforce the City's Water Conservation Program, with emphasis on public outreach and education campaigns.
2. Continue implementing programs to maintain the City's compliance with NPDES regulations including but not limited to, restaurant and industrial waste inspections.
3. Continue management of the Willow/Cherry Corridor Trash cleanup and Bus Stop Maintenance programs.
4. Continue the management of the Solid Waste Management Agreement with exclusive franchise hauler.
5. Meet the State's (CalRecycle) target of waste generation each reporting year.
6. Encourage additional participation by multi-family complexes in the City's recycling program.

7. Seek and apply for grants to offset the costs of environmental programs and submit annual reports for grants awarded.
8. Ensure the cleaning of catch basins citywide per NPDES requirements.
9. Participate in the LA River Watershed and Los Cerritos Channel Watershed working groups.
10. Encourage City residents to take advantage of the various programs offered by the EDCO Transfer and Recycling Facility with information and updates on City homepage and other means of communication.

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Department Budget Summary

Expenditure Category	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	1,226,758	1,273,460	1,222,745	1,222,745	1,354,100	1,354,100
Maintenance and Operations	1,971,607	2,970,135	2,448,439	2,448,439	2,725,585	2,545,085
Total Expenditures	3,198,365	4,243,595	3,671,184	3,671,184	4,079,685	3,899,185

Departmental Staffing Levels

	2015-16 Actual	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2017-19 Adopted	2019-20 Approved
Deputy Director	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Senior Water Maintenance Worker	1	1	1	1	1	1
Lead Mechanic	1	1	1	1	1	1
Maintenance Supervisor	2	2	2	2	2	2
Sr. Maintenance Worker	2	2	2	2	2	2
Maintenance Worker	7	7	7	7	7	7
Vehicle and Equip Svs. Supervisor	-	-	-	-	-	-
Total Positions:	15	15	15	15	15	15

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Building Maintenance								
100-92-110	Salaries & Wages - Full-time	132,193	133,384	136,510	132,617	168,469	175,033	
100-92-120	Part-time Salaries	-	-	-	-	-	-	
100-92-130	Overtime Salaries	2,896	6,724	8,500	8,882	13,709	13,710	
100-92-160	Car Allowance	180	111	180	173	180	180	
100-92-220	FICA Contributions	10,010	10,585	9,950	10,505	14,983	15,261	
100-92-230	Retirement Contributions	33,097	29,206	24,070	36,819	72,805	84,023	
100-92-270	Other Employee Benefits	17,917	20,424	34,700	25,575	-	-	
100-92-271	Defined Contribution	-	-	-	-	3,539	3,602	
100-92-272	Workers' Compensation	-	-	-	-	4,365	4,436	
100-92-273	Health Benefit	-	-	-	-	24,427	25,648	
100-92-274	Dental Benefit	-	-	-	-	1,623	1,705	
100-92-275	Vision Benefit	-	-	-	-	390	390	
100-92-276	Life Insurance Benefit	-	-	-	-	38	38	
100-92-277	Other Optional Benefit	-	-	-	-	401	401	
Total Salaries and Benefits			196,293	200,434	213,910	214,571	304,929	324,427
100-92-310	Dues & Memberships	172	-	700	700	700	700	
100-92-320	Travel & Training	35	3,091	3,500	3,500	5,000	7,000	
100-92-330	Meetings	196	59	100	100	500	500	
100-92-340	Books & Periodicals	49	-	100	100	100	100	
100-92-400	Contract Services - General	46,367	50,557	56,000	56,000	100,000	100,000	
100-92-420	Professional Services	-	174	-	-	-	-	
100-92-511	Telephone/Data Services	110	-	2,000	2,000	1,200	1,200	
100-92-512	Utility Services	182,305	202,815	190,000	190,000	215,000	225,000	
100-92-520	Building Maintenance	6,825	29,238	40,000	40,000	-	-	
100-92-521	Cleaning Services	54,471	51,510	65,000	65,000	66,000	71,000	
100-92-522	Police Building Maintenance	-	-	-	-	-	-	
100-92-560	Repair & Maintenance Services	17,343	21,910	25,000	25,000	-	-	
100-92-595	Communication Inter-Dept Chrg	-	-	1,600	1,600	1,600	1,600	
100-92-730	Uniforms	1,310	1,949	1,600	1,600	1,950	1,950	
100-92-740	General Supplies	22,349	23,098	30,000	30,000	35,000	35,000	
100-92-742	Tools	291	535	500	500	2,000	2,000	
100-92-840	Capital Outlay	-	-	-	-	-	-	
Total Maintenance and Operations			331,823	384,937	416,100	416,100	429,050	446,050
92	Total Building Maintenance		528,116	585,371	630,010	630,671	733,979	770,477

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Environmental Programs								
100-93-110	Salaries & Wages - Full-time	68,800	63,482	64,000	33,551	67,341	70,734	
100-93-130	Overtime Salaries	10	30	-	37	-	-	
100-93-160	Car Allowance	907	618	880	164	912	912	
100-93-220	FICA Contributions	4,327	3,985	3,980	2,420	5,499	5,671	
100-93-230	Retirement Contributions	16,494	6,438	24,560	4,137	7,302	8,027	
100-93-270	Other Employee Benefits	6,514	5,941	9,930	4,661	-	-	
100-93-271	Defined Contribution	-	-	-		3,980	4,113	
100-93-272	Workers' Compensation	-	-	-		1,680	1,733	
100-93-273	Health Benefit	-	-	-		4,801	5,041	
100-93-274	Dental Benefit	-	-	-		400	420	
100-93-275	Vision Benefit	-	-	-		104	104	
100-93-276	Life Insurance Benefit	-	-	-		96	96	
100-93-277	Other Optional Benefit	-	-	-		8	8	
	Total Salaries and Benefits	97,053	80,493	103,350	44,970	92,123	96,859	
100-93-310	Dues & Memberships	97	-	2,700	2,700	14,140	14,140	
100-93-320	Travel & Training	166	174	500	500	2,000	2,000	
100-93-330	Meetings	7	133	500	500	-	-	
100-93-340	Books & Periodicals	358	238	400	400	250	250	
100-93-400	Contract Services - General	15,414	(7,483)	221,200	221,200	323,500	308,500	
100-93-410	Legal Services	35,009	15,227	50,000	50,000	40,000	40,000	
100-93-420	Professional Services	115,465	127,878	149,000	149,000	-	-	
100-93-425	TMDL Watershed Professional Se	158,463	177,343	102,000	102,000	100,000	100,000	
100-93-522	Bus Shelter Cleaning	8,432	2,384	-		-	-	
100-93-525	Street Sweeping Services	148,485	136,793	165,000	165,000	140,000	140,000	
100-93-630	Media Services	820	-	700	700	700	700	
100-93-633	Public Education	1,650	2,060	20,000	20,000	21,650	21,650	
100-93-691	NPDES Fee	6,652	1,500	7,500	7,500	8,500	8,500	
100-93-740	General Supplies	940	44	300	300	300	300	
	Total Maintenance and Operations	491,957	456,292	719,800	719,800	651,040	636,040	
93	Total Environmental Programs		589,010	536,785	823,150	764,770	743,163	732,899

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Grounds Maintenance								
100-94-110	Salaries & Wages - Full-time	144,330	148,908	140,000	177,987	100,752	105,866	
100-94-120	Part-time Salaries	-	-	-	-	-	-	
100-94-130	Overtime Salaries	4,708	6,559	3,000	3,055	1,521	1,521	
100-94-160	Car Allowance	180	111	180	865	180	180	
100-94-220	FICA Contributions	10,651	11,426	12,000	13,537	7,903	8,147	
100-94-230	Retirement Contributions	35,922	33,605	28,740	40,658	30,459	35,334	
100-94-270	Other Employee Benefits	20,810	24,732	42,090	32,458	-	-	
100-94-271	Defined Contribution	-	-	-	-	1,481	1,523	
100-94-272	Workers' Compensation	-	-	-	-	2,473	2,539	
100-94-273	Health Benefit	-	-	-	-	17,837	18,729	
100-94-274	Dental Benefit	-	-	-	-	874	918	
100-94-275	Vision Benefit	-	-	-	-	238	238	
100-94-276	Life Insurance Benefit	-	-	-	-	36	36	
100-94-277	Other Optional Benefit	-	-	-	-	168	168	
Total Salaries and Benefits			216,602	225,340	226,010	268,560	163,923	175,199
100-94-310	Dues & Memberships	370	212	450	450	250	250	
100-94-320	Travel & Training	1,831	1,533	3,000	3,000	2,700	2,700	
100-94-330	Meetings	364	32	1,000	1,000	500	500	
100-94-340	Books & Periodicals	-	-	150	150	100	100	
100-94-400	Contract Services - General	18,897	53,934	25,000	25,000	40,000	40,000	
100-94-511	Telephone	50	-	-	-	-	-	
100-94-512	Utility Services	121,056	138,416	130,000	130,000	150,000	160,000	
100-94-530	Lawn Care Services	317,653	341,639	415,000	415,000	425,000	437,000	
100-94-531	Arborist Services	8,857	8,503	14,700	14,700	16,000	18,000	
100-94-560	Repair & Maintenance Services	2,067	8	10,000	10,000	-	-	
100-94-730	Uniforms	1,023	1,246	1,200	1,200	1,250	1,250	
100-94-740	General Supplies	30,466	56,225	34,000	34,000	40,000	40,000	
100-94-742	Tools	1,513	-	1,000	1,000	2,000	2,000	
100-94-840	Capital Outlay	-	17,988	-	-	12,806	-	
Total Maintenance and Operations			504,148	619,738	635,500	635,500	690,606	701,800
94	Total Grounds Maintenance		720,750	845,079	861,510	904,060	854,529	876,999

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Street & Graffiti Maint.								
100-95-110		Salaries & Wages - Full-time	469,972	460,096	422,900	435,124	521,934	541,572
100-95-115		Part-time Salaries	4,579	6,665	-	-	-	-
100-95-120		Part-time Salaries	-	-	-	-	-	-
100-95-130		Overtime Salaries	13,519	37,110	22,000	22,156	30,000	30,000
100-95-160		Car Allowance	180	111	180	173	180	180
100-95-220		FICA Contributions	34,817	37,349	35,000	33,843	36,032	37,429
100-95-225		PARS Contributions	-	-	-	-	-	-
100-95-230		Retirement Contributions	116,143	102,063	110,390	106,469	139,330	161,098
100-95-270		Other Employee Benefits	77,599	98,768	220,360	115,873	-	-
100-95-271		Defined Contribution	-	-	-	-	8,011	8,346
100-95-272		Workers' Compensation	-	-	-	-	11,230	11,655
100-95-273		Health Benefit	-	-	-	-	100,836	105,878
100-95-274		Dental Benefit	-	-	-	-	5,097	5,343
100-95-275		Vision Benefit	-	-	-	-	1,371	1,371
100-95-276		Life Insurance Benefit	-	-	-	-	31	31
100-95-277		Other Optional Benefit	-	-	-	-	977	977
Total Salaries and Benefits			716,809	742,161	810,830	713,638	855,028	903,880
100-95-310		Dues & Memberships	1,425	730	1,500	1,500	1,200	1,200
100-95-320		Travel & Training	1,871	3,413	2,000	2,000	12,000	9,000
100-95-330		Meetings	76	540	800	800	800	800
100-95-340		Books & Periodicals	-	89	125	125	125	125
100-95-370		Safety Training	3,792	6,225	6,500	6,500	-	-
100-95-400		Contract Services - General	43,683	54,659	57,000	57,000	110,800	110,800
100-95-420		Contract Professional Service	-	112	25,000	25,000	-	-
100-95-510		Electricity	193,707	184,848	200,000	200,000	185,000	160,000
100-95-511		Telephone/Data	704	367	8,000	8,000	5,000	5,000
100-95-512		Utility Services	12,841	16,935	15,260	15,260	27,000	30,000
100-95-531		Arborist Services	133,975	81,343	125,000	125,000	145,000	150,000
100-95-540		Vehicle Maintenance	-	38	100	100	100	100
100-95-552		Rental of Equipment & Vehicles	-	-	1,500	1,500	1,500	1,500
100-95-560		Repair & Maintenance Services	45,974	55,104	51,800	51,800	-	-
100-95-581		Street Maintenance	14,451	14,075	35,000	35,000	25,000	25,000
100-95-582		Public Right of Way Maintance	5,097	948	15,000	15,000	28,000	28,000
100-95-590		Fleet Provision Charge	126,400	126,400	126,400	126,400	126,400	126,400
100-95-620		Communications	-	-	5,700	5,700	5,700	5,700
100-95-721		Special Dept Supplies-Graffiti	19,023	37,675	39,000	39,000	25,000	25,000
100-95-730		Uniforms	4,164	3,934	10,000	10,000	6,300	6,300
100-95-740		General Supplies	25,336	29,734	35,000	35,000	58,000	50,000
100-95-742		Tools	418	974	1,000	1,000	1,500	1,500
100-95-750		Gasoline, Oil, & Tires	10,743	9,951	12,000	12,000	12,000	12,000
Total Maintenance and Operations			643,679	628,093	773,685	773,685	776,425	748,425
95	Total Street & Graffiti Maint.		1,360,489	1,370,254	1,584,515	1,487,323	1,631,453	1,652,305

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2018-20 GENERAL FUND TOTALS AND SCHEDULE OF TRANSFERS

2018-2020 GENERAL FUND PROGRAM EXPENDITURES

Dept.	Account	Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Total All General Fund Departments			18,880,506	20,036,591	21,239,957	20,441,089	22,166,116	22,366,630
		Transfers to Other Funds						
100-99-110		Transfer to Reserves	2,591,642	3,459,315	160,000	160,000	-	-
100-99-120		Transfer to Special Revenue	-	-	132,200	132,200	-	-
100-99-130		Transfer to Debt Service	-	-	-	-	-	-
100-99-140		Transfer to Capital Projects	-	-	-	-	-	-
100-99-160		Transfer to Enterprise Fund	-	-	-	-	-	-
100-99-170		Transfer to Internal Service	-	-	-	-	-	-
100-99-180		Transfer to Trust/Agency	-	-	-	-	-	-
		Total Maintenance and Operations	2,591,642	3,459,315	292,200	292,200	-	-
99		Total Transfers to Other Funds	2,591,642	3,459,315	292,200	292,200	-	-
		Total with Transfers to Other Funds	21,472,148	23,495,906	21,532,157	20,733,289	22,166,116	22,366,630

			2018-19 Adopted	2019-20 Approved
TRANSFERS IN	Account	Description		
GENERAL FUND	100-39-110	Transfer from Reserves	507,120	62,880
GENERAL FUND	100-39-120	Transfer from Special Revenue	557,300	475,000
CAPITAL IMPROVEMENT FUND	400-39-110	Transfer from GF Reserve Funds	623,081	711,000
CAPITAL IMPROVEMENT FUND	400-39-120	Transfer from Special Revenue	12,991,273	5,563,558
WATER OPERATIONS FUND	500-39-120	Transfer from Special Revenue	600,000	-
WATER OPERATIONS FUND	500-39-160	Transfer from Enterprise Fund	340,000	380,000
VEHICLE REPLACEMENT FUND	601-39-120	Transfer from Special Revenue	102,000	52,000
		Total Transfers In	15,720,774	7,244,438
TRANSFERS OUT				
EQUIPMENT & FURNITURE RESERVE	112-99-110	Transfer to General Fund	377,120	22,880
CAPITAL IMPROVEMENT RESERVES	113-99-140	Transfer to Capital Projects	623,081	711,000
GENERAL PLAN UPDATE RESERVE	121-99-110	Transfer to General Fund	30,000	40,000
ECONOMIC DEVELOPMENT RESERVE	122-99-110	Transfer to General Fund	100,000	-
CDBG FUND	201-99-140	Transfer to Capital Projects	88,111	-
PROPOSITION A FUND	202-99-140	Transfer to Capital Projects	380,000	-
PARK DEVELOPMENT FUND	204-99-110	Transfer to General Fund	100,000	-
PARK DEVELOPMENT FUND	204-99-140	Transfer to Capital Projects	1,000,000	-
PARK DEVELOPMENT FUND	204-99-160	Transfer to Enterprise Fund	600,000	-
CIVIC CENTER PHASE 2 BOND FUND	224-99-140	Transfer to Capital Projects	4,921,207	-
LEASE REVENUE BOND FUND	225-99-140	Transfer to Capital Projects	1,705,000	-
GAS TAX FUND	230-99-110	Transfer to General Fund	357,300	375,000
GAS TAX FUND	230-99-140	Transfer to Capital Projects	7,500	7,500
TRAFFIC SAFETY FUND	231-99-110	Transfer to General Fund	100,000	100,000
AQMD FUND	232-99-140	Transfer to Capital Projects	26,000	-
AQMD FUND	232-99-170	Transfer to Internal Service	102,000	52,000
TRAFFIC IMPACT FUND	233-99-140	Transfer to Capital Projects	425,000	46,000
MEASURE R FUND	236-99-140	Transfer to Capital Projects	42,500	691,722
MEASURE M	237-99-140	Transfer to Capital Projects	-	400,000
RMRA (SB1)	238-99-140	Transfer to Capital Projects	-	150,000
Capital Grants Fund	240-99-140	Transfer to Capital Projects	4,395,955	4,268,336
WATER DEPRECIATION RESERVE	510-99-160	Transfer to Enterprise Fund	340,000	380,000
		Total Transfers Out	15,720,774	7,244,438

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2018-20 OPERATING BUDGET

PUBLIC WORKS

Water Operations

Vehicle and Equipment Services

Department Description:

The Department of Public Works 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 ensuring the proper installation of all public improvements made in new subdivisions for water mains and provides custodial service to City facilities. The Water Enterprise provides water service to the City's residents and businesses. This includes routine operation, maintenance, repairs and capital improvement projects related to the City's three wells and over 50 miles of pipeline.

Public Works Fleet division provides citywide vehicle maintenance and repair services. This includes police, street repair, water service and pool cars totaling approximately 75 vehicles.

Department Programs:

Water Operations

Vehicle and Equipment Services

Department Activity:

Provide the reliable delivery of high quality drinking water that meets or exceeds State drinking water standards. Manage the City's Water Conservation Program and continue the program's public education and outreach campaign to achieve reduction in water usage.

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

It is the mission of the Public Works Water Division to provide the City with potable water in quality and quantity for a comfortable lifestyle. To maintain existing lines and provide timely response to Emergency, Staff and Citizen requests. To provide water that is in compliance with Federal, State and County regulations and to participate in ongoing activities to improve the way water is distributed City-wide that will improve and meet the expected needs for existing conditions and future growth.

Primary Activities:

The Water Operations Program is a utility program. Water Operations staff is responsible for the administration and customer service of the water system, delivering water to approximately 3,150 accounts in the City. Water Operations is also responsible for the production, distribution, operation, and maintenance of three reservoir facilities, three wells, two treatment facilities, and approximately 50 miles of pipelines.

Key Workload Indicators:

1. Operate (test) 33% of water valves annually.
2. Perform maintenance on all fire hydrants annually.
3. Continue the successful operation of the Well #9 / Advanced Water Treatment plant.
4. Complete all projects under the Water Capital Improvement Program by June 30, 2020.
5. Complete water service installations to new developments upon request/receipt of deposit.
6. Provide same day response to customer service matters.
7. Provide safety training and cross training to program employees to improve the overall efficiency of the operation.

8. Support staff efforts to obtain ongoing education in the Water industry and secure higher-level State operator certifications.
9. Develop operation manuals, identifying procedures and troubleshooting guidelines, for critical functions of the water treatment and delivery systems
10. Continue implementing programs to maintain the City's compliance with regulatory agencies such as AQMD, SWQCB, LARWQCB, and OSHA.

Water Department Operations Budget Summary

Expenditure Category	2016-17 Actual	2017-18 Budget	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Salaries and Benefits	2,169,430	1,213,250	1,407,247	1,374,313	1,375,868
Maintenance and Operations	1,699,064	2,563,140	2,691,140	2,229,384	2,201,810
Capital and Depreciation	895,196	275,000	969,664	734,664	734,664
Total Expenditures	4,763,690	4,051,390	5,068,051	4,338,361	4,312,342

Departmental Staffing Levels

	2016-17 Budgeted	2016-17 Projected	2016-17 Projected	2017-18 Budgeted	2017-18 Updated
Deputy Director	1	1	1	1	1
Water Sys. Supervisor	-	-	-	-	-
Water Systems Superintendent	1	1	1	1	1
Water Systems Operator I	1	1	1	1	1
Water Systems Operator II	1	1	1	1	1
Senior Water Operator	1	1	1	1	1
Water Maintenance Worker I	2	2	2	2	2
Water Maintenance Worker II	2	2	2	2	2
Total Positions:	9	9	9	9	9

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2018-2020 WATER FUND REVENUES

	2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
500-33-200 State Grants	999,373	1,927,308	-	41,758	2,000,000	-
500-34-200 Water Sales	3,133,090	3,473,827	4,054,700	3,739,782	4,038,964	4,348,667
500-34-201 Water Low Income Discount	(3,387)	(3,671)	(2,000)	(3,546)	(3,829)	(3,829)
500-34-210 Fire Suppression Charge	216,294	244,949	202,000	251,336	245,000	245,000
500-34-220 Hydrant Flow Test Charge	4,185	930	4,500	1,452	1,569	1,569
500-34-300 Meter/Temp Meter Installation	300	3,814	1,000	833	900	900
500-36-100 Interest Income	6,460	879	50,800	50,800	-	-
500-36-101 Interest Earned - Fiscal Agent	2	6	500	56	75	75
500-37-100 Other Revenue	49,118	64,739	-	54,834	50,000	50,000
500-39-160 Transfer from Enterprise Fund	-	-	-	-	260,000	380,000
500-39-100 Transfer from General Fund	4,654	-	-	-	-	-
500-39-150 Transfer from Reserve Funds	31,320	198,498	-	-	-	-
500-39-120 Transfer from Special Revenue	1,674,267	-	-	-	600,000	-
Grand Totals	4,441,410	5,911,278	4,311,500	4,137,305	7,192,679	5,022,381

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2018-2020 WATER FUND EXPENSES

	2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
500-40-110 Salaries & Wages - Full-time	702,188	847,377	656,650	892,357	854,421	840,589
500-40-120 Part-time Salaries	-	-	-	-	-	-
500-40-130 Overtime Salaries	63,655	81,191	60,000	79,057	29,480	30,137
500-40-135 Standby Pay - Water	-	-	-	-	13,000	-
500-40-136 Weekend Rounds - Water	-	-	-	-	17,000	-
500-40-140 Special Functions Salaries	-	51	-	-	-	-
500-40-160 Car Allowance	900	554	900	866	900	900
500-40-220 FICA Contributions	55,030	68,335	52,550	73,565	65,735	67,935
500-40-230 Retirement Contributions	107,062	945,561	191,330	170,899	223,681	258,523
500-40-270 Other Employee Benefits	106,846	226,361	251,820	190,503	-	-
500-40-271 Defined Contribution	-	-	-	-	19,664	20,409
500-40-272 Workers' Compensation	-	-	-	-	19,786	20,414
500-40-273 Health Benefit	-	-	-	-	120,030	126,032
500-40-274 Dental Benefit	-	-	-	-	6,415	6,727
500-40-275 Vision Benefit	-	-	-	-	1,869	1,869
500-40-276 Life Insurance Benefit	-	-	-	-	134	134
500-40-277 Other Optional Benefit	-	-	-	-	2,199	2,199
500-40-290 ER OPEB Expense	70	-	-	-	-	-
Total Salaries and Benefits	1,035,751	2,169,430	1,213,250	1,407,247	1,374,313	1,375,868
500-40-310 Dues & Memberships	16,965	3,992	17,200	17,200	20,420	20,420
500-40-320 Travel & Training	8,918	15,064	7,000	7,000	10,000	10,000
500-40-330 Meetings	363	240	1,000	1,000	500	500
500-40-340 Books & Periodicals	245	52	500	500	500	500
500-40-360 Education	1,040	7,954	1,500	1,500	-	-
500-40-400 Contract Services - General	197,606	312,914	125,000	125,000	284,600	192,600
500-40-410 Legal Services	27,460	5,948	20,000	20,000	10,000	10,000
500-40-420 Professional Services	34	868	1,500	1,500	-	-
500-40-423 Engineering Services	62,753	200	100,000	100,000	25,000	25,000
500-40-450 Contract Professional Labor	98,845	840	-	-	-	-
500-40-511 Telephone/Data	21,161	22,419	40,000	40,000	40,000	40,000
500-40-512 Utility Services	272,254	210,285	350,000	350,000	300,000	315,000
500-40-540 Vehicle Maintenance	-	-	9,000	9,000	-	-
500-40-552 Rental of Equipment & Vehicles	25	-	1,500	1,500	1,500	1,500
500-40-560 Repair & Maintenance Services	210,993	57,006	520,000	520,000	250,000	250,000
500-40-570 Software Licensing & Support	1,930	3,962	3,000	3,000	5,000	5,000
500-40-581 Street Maintenance	425	-	10,000	10,000	-	-
500-40-590 Fleet Provision Charge	5,700	77,680	89,590	89,590	89,590	89,590
500-40-610 Insurance	242,071	193,188	275,000	275,000	259,574	275,000
500-40-633 Public Education	28,679	5,084	30,000	30,000	10,000	10,000
500-40-692 Property Taxes	4,518	4,714	4,600	4,600	6,000	6,000
500-40-721 Water System Supplies-Chemical	51,988	50,531	60,000	60,000	100,000	100,000
500-40-730 Uniforms	9,081	6,837	10,000	10,000	8,700	8,700
500-40-740 General Supplies	45,871	70,693	168,000	70,000	100,000	100,000
500-40-742 Tools	421	-	3,750	3,750	3,000	3,000
500-40-750 Gasoline, Oil, & Tires	8,169	7,557	15,000	15,000	15,000	15,000
500-40-780 Water Supply Costs	649,384	641,036	700,000	926,000	690,000	724,000
500-40-790 Loss on Disposal of Fixed Assets	-	-	-	-	-	-
Total Maintenance and Operations	1,966,898	1,699,064	2,563,140	2,691,140	2,229,384	2,201,810
Total Water Operations	2,874,996	3,868,494	3,776,390	4,098,387	3,603,697	3,577,678

2018-2020 WATER FUND EXPENSES

	2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
500-40-840 Capital Outlay	22,468	184,098	75,000	75,000	2,000,000	-
500-40-842 Capitalization of Assets	(3,277,199)	(5,124,541)	-	-	(2,000,000)	-
500-40-850 Equipment-General	28,486	36,575	30,000	30,000	-	-
500-40-861 Equipment-Hydrants & Valves	12,559	-	75,000	75,000	25,000	25,000
500-40-862 Equipment-Meters	14,688	-	25,000	25,000	15,000	15,000
500-40-890 Well # 9 & Treatment Facility	9,639,874	5,104,401	-	-	-	-
500-40-891 Emergency Interconnect	-	-	40,000	40,000	-	-
500-40-892 Access Hatch Sand Basin Roof	-	-	-	-	-	-
500-40-893 Hilltop Booster Pump	-	-	30,000	30,000	-	-
500-40-894 Water Technology Projects	27,154	-	-	-	-	-
500-40-895 Water Infrastructure Projects	-	-	-	-	-	-
500-40-896 Water Facilities Projects	-	-	-	-	-	-
500-40-990 Depreciation Expense	709,758	694,664	-	694,664	694,664	694,664
Total Capital and Depreciation	802,462	895,196	275,000	969,664	734,664	734,664

2018-2020 WATER FUND EXPENSES

	2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
500-45-110 Salaries & Wages - Full-time	60,929	104,411	67,360	108,411	71,203	74,564
500-45-120 SALARIES - TEMPORARY	-	-	-	-	-	-
500-45-130 Overtime Salaries	1,442	954	300	558	508	508
500-45-160 Car Allowance	180	131	180	111	180	180
500-45-220 FICA Contributions	4,490	7,867	5,140	8,168	5,532	5,792
500-45-225 PARS	-	-	-	-	-	-
500-45-230 Retirement Contributions	14,481	9,569	15,200	7,660	5,008	5,287
500-45-270 Other Employee Benefits	13,861	26,408	19,000	29,747	-	-
500-45-290 ER OPEB Expense	5	-	-	-	-	-
Total Salaries and Benefits	95,388	149,341	107,180	154,655	100,478	105,237
500-45-320 Travel & Training	-	-	-	-	-	-
500-45-400 Contract Services - General	952	-	1,000	1,000	1,000	1,000
500-45-420 Professional Services	13,224	7,363	20,000	20,000	20,000	20,000
500-45-450 Contract Professional Labor	61,920	-	10,000	10,000	10,000	10,000
500-45-560 Repair & Maintenance Services	-	-	3,000	3,000	3,000	3,000
500-45-570 Software Licensing & Support	3,264	-	12,000	12,000	12,000	12,000
500-45-720 Postage	17,487	13,672	15,600	15,600	15,600	15,600
500-45-745 General Supplies	1,529	1,672	2,000	2,000	2,000	2,000
Total Maintenance and Operations	98,375	22,707	63,600	63,600	63,600	63,600
Total Water Billing Administration	193,762	172,048	170,780	-	63,600	168,837

2018-2020 WATER FUND EXPENSES

	2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
500-45-980 Interest Expense	274,341	222,879	228,476	144,300	133,000	122,101
500-45-985 Bond Payments	-	-	430,000	430,000	430,000	445,000
500-45-986 Note Payments	-	-	200,000	200,000	200,000	200,000
500-45-987 Capitalization Bond Proceeds	-	-	(430,000)	(430,000)	(430,000)	(445,000)
Total Debt Service	276,841	222,879	428,476	344,300	333,000	322,101

Department: Public Works**Program: Vehicle and Equipment Internal Service Fund (601)****Program Description:****Division Purpose:**

It is the mission of the Public Works Fleet Division to provide 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 Services 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 assigned to this Division is responsible for monitoring State and County regulations for compliance, as well as monitoring vendor services to assure receipt of economical and high quality service. The Division is also responsible for all aspects of fuel purchasing/management and vehicle purchasing and outfitting. Charges are made to the operating programs based on the numbers of pieces of equipment assigned to the program and include charges for fuel, routine maintenance, damage repairs and depreciation. As equipment and vehicles reach the end of their useful lives, they are replaced using Fund reserves.

Key Workload Indicators:

1. Operate a preventive maintenance program for all vehicles and equipment with a goal of no more than two consecutive workdays out of service (for routine maintenance).
2. Administer the City's vehicle maintenance program in a way that assures all vehicles are maintained as scheduled. Notify department representatives of their respective vehicles scheduled maintenance requirements.
3. Maintain a safe work area and continue safety training in order to stay in compliance with OSHA regulations.
4. Manage all aspects of the City's fuel program including AQMD compliance. Replace three (3) pool cars (Community Development, Public Works, Administration), two (2) Police units, and

one (1) Public Works truck in FY 18-19; and three (3) police units in FY 19-20.

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.

2018-2020 VEHICLE REPLACEMENT FUND

		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
601-40-110	Salaries & Wages - Full-time	107,452	99,170	160,000	115,630	137,114	140,089
601-40-130	Overtime Salaries	6,721	11,093	2,500	9,995	6,536	6,863
601-40-140	Special Functions Salaries	-	-	-	-	-	-
601-40-160	Car Allowance	360	222	360	346	360	360
601-40-220	FICA Contributions	8,041	8,102	11,190	9,186	10,345	10,572
601-40-230	Retirement Contributions	17,484	20,377	44,920	30,217	44,451	51,145
601-40-270	Other Employee Benefits	13,819	18,983	53,360	26,183	-	-
601-40-290	ER OPEB Expense	68	-	-	-	-	-
Total Salaries and Benefits		153,946	157,947	272,330	191,557	198,806	209,029
601-40-310	Dues & Memberships	25	275	400	400	275	275
601-40-320	Travel & Training	989	2,739	2,000	2,000	2,000	2,000
601-40-330	Meetings	325	-	200	200	-	-
601-40-340	Books & Periodicals	-	-	100	100	100	100
601-40-400	Contract Services - General	29,059	26,706	20,000	20,000	31,000	31,000
601-40-420	Professional Services	8,339	-	5,000	5,000	-	-
601-40-511	Telephone	101	68	400	400	360	360
601-40-512	Utility Services	4,800	4,600	5,600	5,600	5,600	5,600
601-40-540	Vehicle Maintenance	43,392	13,749	30,000	30,000	60,000	60,000
601-40-542	Vehicle Body Work Services	9,419	7,222	10,000	10,000	10,000	10,000
601-40-560	Repair & Maintenance Services	2,045	33,856	34,000	34,000	-	-
601-40-570	Software Licensing & Support	13,647	1,200	5,000	5,000	5,700	9,700
601-40-610	Insurance	4,846	14,268	4,500	4,500	1,206	4,500
601-40-721	Vehicle Supplies	24,634	21,975	25,000	25,000	22,000	22,000
601-40-730	Uniforms	516	640	1,000	1,000	800	800
601-40-740	General Supplies	(32,129)	13,042	15,000	15,000	13,000	13,000
601-40-742	Tools	2,803	2,855	2,500	2,500	5,000	2,500
601-40-750	Gasoline, Oil, & Tires	16,860	18,585	25,000	25,000	25,000	25,000
601-40-755	Fuel Cost Clearing	3,778	9,346	120,000	120,000	120,000	120,000
601-40-790	Loss on Disposal of Fixed Assets	13,229	-	-	-	-	-
Total Maintenance and Operations		146,678	171,127	305,700	305,700	302,041	306,835
40	Total Fleet Expenditures	300,624	329,074	578,030	578,030	530,590	546,914

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2018-2020 VEHICLE REPLACEMENT FUND

	2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
601-40-840 Capital Outlay	(166,802)	(283,973)	-	(309,000)	(364,000)	(156,000)
601-40-842 Vehicles & Large Equipment	222,196	234,590	402,000	309,000	364,000	156,000
601-40-844 Cost Allocation From Others	-	-	-	-	-	-
601-40-880 Other Improvements	-	-	-	-	-	-
601-40-990 Depreciation Expense	160,424	-	-	148,000	148,000	148,000
601-99-110 Transfer to General Fund	-	-	-	-	-	-
601-99-120 Transfer to Special Revenue	-	-	-	-	-	-
40 Total Vehicle Replacement Fund Expenditures	215,818	153,260	402,000	148,000	148,000	148,000

2018-2019 - \$242,000

2018 Toyota Rav4 Hybrid (funded by AQMD 2766)	\$ 34,000
2018 Toyota Rav4 Hybrid (funded by AQMD 2766)	\$ 34,000
2018 Toyota Rav4 Hybrid (funded by AQMD 2766)	\$ 34,000
2018 Ford F150 with lightbar; and equipment	\$ 46,000
2018 Ford Explorer Utility (with equipment)	\$ 46,000
2018 Ford Explorer Utility civilian (with equipment)	\$ 48,000

2019-2020 - \$156,000

2019 Ford Explorer Utility (with equipment)	\$52,000
2019 Ford Explorer Utility (with equipment)	\$52,000
2019 Toyota Highlander (with equipment)	\$52,000

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2018-20 SPECIAL FUNDS

201-400

CDBG FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
201-33-110	Grants: CDBG	109,189	77,519	57,000	57,000	56,550	56,550
201-39-100	Transfer from General Fund	5,952	-	-	-	-	-
	Total Revenue	57,844	106,811	57,000	57,000	56,550	56,550
201-40-723	Food Distribution Costs	8,609	8,649	8,600	8,600	8,500	8,500
201-40-890	CDBG Capital Projects: Street	4,000	-	48,400	-	-	-
201-40-891	23rd ST/TEMPLE/28th ADA IMP	32,149	101,982	-	4,771	-	-
201-40-895	Park Capital Improvement	106,532	-	-	6,143	-	-
201-99-140	Transfer to Capital Projects	-	-	-	-	88,111	-
	Total Expenditures	151,290	110,631	57,000	19,514	96,611	8,500

PROPOSITION A FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
202-33-210	Public Transportation Tax Reve	205,971	211,396	206,000	221,494	227,220	231,156
202-33-310	Other Grants	-	-	-	-	-	231,200
202-34-810	Passenger Fare Revenue-Prop A	1,289	1,142	-	1,463	-	-
202-36-100	Interest Income	3,670	2,515	-	-	-	-
	Total Revenue	210,930	215,052	206,000	222,956	227,220	462,356
202-40-110	Salaries & Wages - Full-time	11,274	10,506	10,050	10,631	9,953	10,370
202-40-130	Overtime Salaries	190	120	-	99	-	-
202-40-160	Car Allowance	37	37	40	31	36	36
202-40-220	FICA Contributions	841	811	760	783	762	792
202-40-230	Retirement Contributions	788	1,728	1,650	2,030	2,452	2,846
202-40-270	Other Employee Benefits	1,603	2,065	2,950	1,696	-	-
202-40-271	Defined Contribution	-	-	-	-	313	329
202-40-272	Workers' Compensation	-	-	-	-	249	258
202-40-273	Health Benefit	-	-	-	-	1,820	1,911
202-40-274	Dental Benefit	-	-	-	-	78	82
202-40-275	Vision Benefit	-	-	-	-	25	25
202-40-276	Life Insurance Benefit	-	-	-	-	3	3
202-40-277	Other Optional Benefit	-	-	-	-	9	9
202-40-310	Dues & Memberships	10,000	9,000	10,000	10,000	-	10,000
202-40-400	Contract Services - General	33,283	33,353	32,500	32,500	-	32,500
202-40-670	Recreational Transit	22,142	26,829	38,000	30,000	34,000	34,000
202-40-671	Bus Fare Subsidy	1,608	1,368	4,800	2,500	2,700	2,700
202-40-672	Dial-A-Lift	30,900	20,824	31,000	25,000	32,000	32,000
202-40-673	Fixed Route Subsidy	75,538	45,237	50,000	50,000	50,000	50,000
202-40-674	DIAL-A-TAXI	22,185	6,870	24,000	8,000	8,000	8,000
202-99-140	Transfer to Capital Projects	-	67	-	-	380,000	-
	Total Expenditures	210,388	158,814	205,750	173,270	522,399	185,861

PROPOSITION C FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
203-33-330	County Public Transportation T	169,714	174,186	170,000	170,000	188,473	192,329
203-36-100	Interest Income	1,982	1,633	-	-	-	-
203-39-100	Transfer from General Fund	85,000	-	-	-	-	-
	Total Revenue	256,697	175,819	170,000	170,000	188,473	192,329
203-40-310	Dues & Memberships	2,458	-	5,000	5,000	5,000	5,000
203-99-110	Transfer to General Fund	71,174	75,200	-	-	-	-
203-99-140	Transfer to Capital Projects	-	200,000	165,000	-	-	-
	Total Expenditures	73,632	275,200	170,000	5,000	5,000	5,000

PARK DEVELOPMENT FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
204-33-310	Other Grants	-	12,230	-	-	-	-
204-34-605	Park Development Fee	1,632	44,833	481,000	-	514,337	107,395
204-36-100	Interest Income	18,683	12,763	10,000	10,000	10,000	-
	Total Revenue	20,314	69,826	491,000	10,000	524,337	107,395
204-40-400	Contract Services - General	874	-	-	-	-	-
204-99-110	Transfer to General Fund	-	200,000	-	-	100,000	100,000
204-99-140	Transfer to Capital Projects	136,103	58,802	-	-	1,000,000	-
204-99-160	Transfer to Enterprise Fund	-	-	-	-	100,000	-
	Total Expenditures	136,977	258,802	-	-	1,200,000	100,000

CABLE TELEVISING FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
220-31-310	Cable/FIOS Franchise Taxes	14,946	-	15,000	15,000	-	-
220-36-100	Interest Income	296	202	-	-	-	-
	Total Revenue	15,242	202	15,000	15,000	-	-
220-99-110	Transfer to General Fund	25,000	-	-	-	-	-
	Total Expenditures	25,000	-	-		-	-

HOUSING IMPACT FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
221-36-100	Interest Income	3,947	2,698	-	-	-	-
	Total Revenue	3,947	2,698	-	-	-	-

HOUSING AUTHORITY FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
223-36-100	Interest Income	10,996	7,456	-	16,402	8,283	8,366
223-36-200	Rental Income	24,971	875	40,000	19,766	17,956	17,956
223-37-100	Other Revenue	420,072	-	-	94,946	-	-
	Total Revenue	54,040	8,331	40,000	131,115	26,239	26,322
223-40-400	Contract Services - General	6,327	4,523	40,000	26,000	26,000	26,000
223-40-902	1500 HILL STREET	21,389	-	-	-	-	-
	Total Expenditures	-	4,523	40,000	0.00%	26,000	26,000

CIVIC CENTER PHASE 2 BOND FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
224-36-100	Interest Income	-	32,795	-	-	-	-
224-37-100	Other Revenue	7,577,923	-	-	-	-	-
224-37-791	EXTRAORDINARY GAIN/LOSS	-	-	-	-	-	-
	Total Revenue	7,577,923	32,795	-	-	-	-
224-99-119	Transfer to Library Reserve Fu	-	-	-	-	-	-
224-99-140	Transfer to Capital Projects	-	762,633	-	-	4,921,207	-
	Total Expenditures	-	762,633	-	-	4,921,207	-

Lease Revenue Bonds		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
225-38-100	Proceeds of Long Term Debt	-	-	-	8,800,000	-	-
	Total Revenue	-	-	-	8,800,000	-	-
225-40-980	Interest Expense	-	-	-	-	-	-
225-99-140	Transfer to Capital Projects	-	-	-	-	1,705,000	-
	Total Expenditures	-	-	-	-	1,705,000	-

GAS TAX FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
230-33-201	GAS TAX - 2103	59,512	31,156	28,096	46,226	46,226	46,226
230-33-202	GAS TAX - 2105	65,044	65,590	72,356	67,253	67,253	67,253
230-33-203	GAS TAX - 2107	84,696	83,157	100,478	82,924	82,924	82,924
230-33-204	GAS TAX - 2107.5	3,000	3,000	3,000	3,000	3,000	3,000
230-33-205	GAS TAX - 2106	42,945	43,053	40,118	43,785	43,785	43,785
230-33-310	Misc. Grants	7,500	-	-	15,000	7,883	7,883
230-36-100	Interest Income	1,436	1,842	-	1,900	2,000	2,100
Total Revenue		264,132	227,798	244,048	260,088	253,071	253,171
230-99-110	Transfer to General Fund	128,473	-	-	-	357,300	375,000
230-99-140	Transfer to Capital Projects	7,500	7,500	244,048	244,048	7,500	-
Total Expenditures		135,973	7,500	244,048	0.00%	364,800	375,000

TRAFFIC SAFETY FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
231-35-100	Traffic Fines Revenue	67,389	56,330	100,000	100,000	100,000	100,000
231-36-100	Interest Income	1,332	1,143	-	1,200	1,200	1,200
	Total Revenue	68,720	57,474	100,000	101,200	101,200	101,200
231-99-110	Transfer to General Fund	100,000	100,000	100,000	100,000	100,000	100,000
	Total Expenditures	100,000	100,000	100,000	0.00%	100,000	100,000

AQMD FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
232-33-200	Grant Revenue-State	10,855	18,870	10,000	14,900	14,900	14,900
232-36-100	Interest Income	756	570	-	600	600	600
	Total Revenue	11,611	19,440	10,000	15,500	15,500	15,500
232-40-310	Dues & Memberships	(1,073)	1,000	-	1,000	1,000	1,000
232-99-140	Transfer to Capital Projects	-	-	-	-	26,000	-
232-99-170	Transfer to Internal Service	-	-	-	-	102,000	-
	Total Expenditures	(1,073)	1,000	-	1,000	129,000	1,000

TRAFFIC IMPACT FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
233-34-605	Traffic Impact Fees	175,430	6,495	27,000	-	27,831	132,997
233-36-100	Interest Income	-	5,263	-	-	5,300	5,300
	Total Revenue	13,000	11,759	27,000	-	33,131	138,297
233-99-140	Transfer to Capital Projects	277,403	15,176	-	-	425,000	46,000
	Total Expenditures	277,403	15,176	-	-	425,000	46,000

PIPELINE REMOVAL FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
234-34-605	Abandoned Pipe Removal Revenue	9,953	126,573	5,000	5,000	-	-
234-36-100	Interest Income	11,681	8,466	-	-	-	-
	Total Revenue	21,634	135,040	5,000	5,000	-	-

MTA-STPL EXCHANGE FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
235-33-330	STPL Exchange Revenue	-	200,489	-	-	-	-
235-36-100	Interest Income	-	764	-	800	800	800
	Total Revenue	-	201,253	-	800	800	800
235-99-140	Transfer to Capital Projects	72,834	-	-	-	-	-
	Total Expenditures	72,834	-	-	-	-	-

MEASURE R FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
236-33-330	Public Transportation Tax	128,213	131,542	120,000	120,000	141,358	142,227
	Total Revenue	129,759	133,044	120,000	120,000	141,358	142,227
236-99-140	Transfer to Capital Projects	49,422	14,733	120,000	-	292,500	691,722
	Total Expenditures	49,422	14,733	120,000	-	42,500	691,722

MEASURE M		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
237-33-330	Public Transportation Tax	-	-	-	102,880	160,202	160,202
	Total Revenue				102,880	160,202	160,202
237-99-140	Transfer tip Capital Projects	-	-	-	-	-	400,000
	Total Expenditures						400,000

RMRA (SB1)		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
238-33-206	RMRA State Road Maint	-	-	-	79,405	66,208	66,208
	Total Revenue	-	-	-	79,405	66,208	66,208
238-99-140	Transfer to Capital Projets	-	-	-	-	-	150,000
	Total Expenditures	-	-	-	-	-	150,000

Capital Grants Fund		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
240-33-310	Other Grants	-	2,435,695	-	-	4,299,000	-
240-33-311	Stormwater Compliance Grant	-	5,065,607	-	-	-	-
	Total Revenue	-	7,501,303	-	-	4,299,000	-
240-99-120	Transfer to Special Revenue	-	8,031,552	-	-	-	-
240-99-140	Transfer to Capital Projects	-	-	-	-	4,299,000	-
	Total Expenditures	-	8,031,552	-	-	4,299,000	-

LIGHTING & LANDSCAPE DIST FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
260-31-110	Lighting & Landscape Assesment	56,863	55,529	60,000	60,000	60,000	60,000
260-36-100	Interest Income	638	829	1,000	1,000	1,000	1,000
260-39-100	Transfer from General Fund	-	-	-	-	-	-
Total Revenue		57,501	56,358	61,000	61,000	61,000	61,000
260-40-110	Salaries & Wages - Full-time	3,200	3,200	3,200	3,200	12,063	12,608
260-40-400	Contract Services - General	75	1,934	4,200	4,200	29,150	4,150
260-40-512	Utility Services	8,303	9,633	11,000	11,000	-	-
260-40-520	Maintenance in L&L District	29,845	19,002	2,000	33,900	9,500	9,500
260-40-530	Lawn Care Services	37,560	36,004	46,000	46,000	43,000	43,000
260-40-740	General Supplies	-	-	600	600	-	-
Total Expenditures		78,982	69,773	56,000	98,900	101,087	77,474

UASI GRANT FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
270-33-110	Federal Grant Funding	358,415	-	216,791	216,791	-	-
	Total Revenue	358,415	-	96,000	216,791	-	-
270-40-400	Contract Services - General	200,000	-	-	-	-	-
270-40-740	General Supplies	6,794	-	216,791	216,791	95,959	-
270-40-840	Capital Outlay	151,622	-	-	-	-	-
	Total Expenditures	358,415	-	216,791	216,791	95,959	-

SUPPLEMENTAL LAW ENFORCEMENT		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
277-33-200	Grant Revenue-State SLESA	114,618	129,324	100,000	139,416	142,200	145,100
277-39-100	Transfer from General Fund	102,097	134,789	132,200	132,200	-	-
	Total Revenue	216,715	264,113	232,200	271,616	142,200	145,100
277-40-110	Salaries & Wages - Full-time	145,038	153,812	125,440	150,181	138,810	141,586
277-40-130	Overtime Salaries	34,332	36,237	29,830	(162)	3,706	3,706
277-40-140	Special Functions Salaries	3,591	4,013	3,180	413	-	-
277-40-220	FICA Contributions	13,882	14,664	12,180	11,457	11,785	12,014
277-40-230	Retirement Contributions	11,070	39,383	26,290	61,448	66,916	77,504
277-40-270	Other Employee Benefits	8,803	16,005	35,280	(14,171)	-	-
277-40-271	Defined Contribution	-	-	-	-	9,651	9,844
277-40-272	Workers' Compensation	-	-	-	-	3,560	3,629
277-40-273	Health Benefit	-	-	-	-	7,905	8,300
277-40-274	Dental Benefit	-	-	-	-	681	715
277-40-275	Vision Benefit	-	-	-	-	359	359
277-40-277	Other Optional Benefit	-	-	-	-	512	512
	Total Expenditures	216,715	264,113	232,200	209,167	243,884	258,169

CAPITAL IMPROVEMENT FUND		2015-16 Actual	2016-17 Actual	2017-18 Budgeted	2017-18 Est. Year-End	2018-19 Adopted	2019-20 Approved
Account	Description						
400-33-211	TDA - Pedestrian & Bike Trails	-	-	7,557	7,557	-	-
400-33-310	Other Grants	2,480,782	-	-	-	-	-
400-37-100	Other Revenue	86,114	558,655	-	-	4,447,077	10,000
400-39-100	Transfer from General Fund	78,154	189,059	-	-	-	-
400-39-110	Transfer from GF Reserve Funds	191,342	250,602	-	-	623,081	711,000
400-39-120	Transfer from Special Revenue	543,262	9,090,463	529,048	529,048	12,991,273	5,563,558
Total Revenue		3,379,654	10,088,780	536,605	536,605	18,061,431	6,284,558
400-40-100	LosCerritos Channel Stormwater	-	5,102,124	-	-	-	-
400-40-803	Spring Street Overlay	-	-	-	-	-	2,600,000
400-40-890	Dog Park	-	39,470	-	-	-	-
400-40-891	Sidewalk & ADA Improvements	47,500	20,588	-	-	-	-
400-40-892	Yearly Pavement Management Capi	-	14,733	-	-	-	-
400-40-893	Bus Stop Improvements	50,000	67	-	-	-	-
400-40-894	Street Capital Improvements	1,275,000	381,094	-	-	955,000	1,250,000
400-40-895	Park Capital Improvements	-	338,898	-	-	311,955	10,000
400-40-896	Facilities Capital Improvement	175,000	1,440,977	-	-	12,319,156	357,000
400-40-897	Storm Water Capital Imp.	400,000	175,415	-	-	4,475,320	2,067,558
400-40-898	CALIF AVE-WILLOW TO SPRING	-	5,750	-	-	-	-
400-40-899	Cherry Ave Widening	-	14,736	-	-	-	-
Total Expenditures		4,761,598	7,533,851	-	-	18,061,431	6,284,558

2018-20 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 2018-19 Capital Improvements Program (CIP) includes a total of 8 new projects or project phases representing an investment of \$1.2 million, and 13 carry-over or supplemental requests for \$19.4 million in existing projects for a total of \$20.6 million in projects including costs to date.

FY 2019-20 includes a total of 20 new projects or project phases representing an investment of \$6.7 million. Funding sources for each project are listed in the detailed CIP schedule. Below is a summary of all funding by source:

FY 2018-19			FY 2019-20		
Grant Funding	\$ 6,299,000	30%	\$ -	0%	
Successor Agency Bond Funds	4,447,077	21%	10,000	0%	
Capital Reserve Funds	623,081	3%	711,000	11%	
Water Depreciation Reserve	260,000	1%	380,000	6%	
Other Sources	8,992,273	45%	5,563,558	83%	
Total Capital Projects	\$21,121,431	100%	\$ 6,664,558	100%	

2018-19 CAPITAL IMPROVEMENTS PROGRAM

Fiscal Year	Project Name	Funding Sources	Project Budget	Category	Type
2018-19	Fuel Island Canopy Assessment			FACILITIES	N
		Garage Fund (601)	50,000		
		Funding Total	50,000		
2018-19	Civic Center Phase II (Library)			FACILITIES	C
		Bond Fund (802)	3,802,958		
		Bond Fund (802)	531,159		
		S/A Bonds (803)	112,960		
		Park Development (204)	1,000,000		
		CC Phase 2 Bonds (224)	4,921,207		
		Lease Revenue Bonds (225)	1,705,000		
		Funding Total	12,073,284		
2018-19	Install EV Charging Stations			FACILITIES	C
		AQMD Fund (232)	26,000		
		Capital Grant Fund (240)	49,000		
		Funding Total	75,000		
2018-19	New tank monitor & sensor/overflow alarm system			FACILITIES	N
		Garage Fund (601)	20,000		
		Funding Total	20,000		
2018-19	Replacement of Existing Vehicle In-ground Lift			FACILITIES	N
		Garage Fund (601)	50,000		
		Funding Total	50,000		
2018-19	18-19 City Hall Interior Renovation			FACILITIES	N
		Capital Reserve (113)	200,000		
		Funding Total	200,000		
2018-19	Playground Resurfacing & Equip - Cal Brisas			PARKS	N
		Capital Reserve (113)	126,889		
		CDBG Fund (201)	88,111		
		Funding Total	215,000		
2018-19	Bixby Trail Restoration			PARKS	C
		Capital Grant Fund (240)	96,955		
		Funding Total	96,955		
2018-19	LB MUST (Stormwater)			STORMWATER	C
		Capital Reserve (113)	100,000		
		Funding Total	100,000		
2018-19	NPDES City Vacant Parcel Runoff Control (Storm Water CIP)			STORMWATER	C
		Capital Reserve (113)	96,192		
		Funding Total	96,192		
2018-19	Phase 2 - Los Cerritos Channel Storm Water Capture			STORMWATER	C
		Capital Grant Fund (240)	4,250,000		
		Funding Total	4,250,000		
2018-19	PCH & Junipero - Traffic Signal Upgrades			STREETS	N
		Traffic Impact Fund (233)	175,000		
		Funding Total	175,000		
2018-19	Orange Ave Bus Pad Improvements			STREETS	N
		Proposition A Fund (202)	380,000		
		Funding Total	380,000		
2018-19	18-19 Sidewalk Repair			STREETS	O
		State Gas Tax Fund (230)	7,500		
		Measure R Fund (236)	42,500		
		Funding Total	50,000		
2018-19	18-19 Pavement Management			STREETS	O
		Measure R Fund (236)	250,000		
		Funding Total	250,000		
2018-19	20th & Molino Erosion Control			STREETS	N
		Capital Reserve (113)	100,000		
		Funding Total	100,000		
2018-19	Temple Quality Improvement Phase I			WATER	C
		Water (510)	30,000		
		Funding Total	30,000		

O-(ongoing) R-(Rebudget) N-(New) C-(Continuing)

2018-19 CAPITAL IMPROVEMENTS PROGRAM

Fiscal Year	Project Name	Funding Sources	Project Budget	Category	Type
2018-19	Walnut Vault Repairs			WATER	C
		Water (510)	50,000		
		Funding Total	50,000		
2018-19	View Park Recycled Water System - RMC Grant			WATER	C
		Park Development (204)	600,000		C
		Water Ops (500)	2,000,000		C
		Funding Total	2,600,000		
2018-19	Well 8 Rehabilitation			WATER	C
		Water (510)	60,000		
		Funding Total	60,000		
2018-19	Water Service Replacements (Ph.2)			WATER	C
		Water (510)	200,000		
		Funding Total	200,000		
TOTAL PROJECT FUNDING			21,121,431		

O-(ongoing) N-(New) C-(Continuing)

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2019-20 CAPITAL IMPROVEMENTS PROGRAM

Fiscal Year	Project Name	Funding Sources	Project Budget	Category	Type
2019-20	HVAC Replacement - Youth Center			FACILITIES	N
		Capital Reserve (113)	150,000		
		Funding Total	150,000		
2019-20	PD Gate Metal Work Painting			FACILITIES	N
		Capital Reserve (113)	20,000		
		Funding Total	20,000		
2019-20	Community Center Rehab			FACILITIES	N
		Capital Reserve (113)	100,000		
		Funding Total	100,000		
2019-20	Youth Center Painting			FACILITIES	N
		Capital Reserve (113)	12,000		
		Funding Total	12,000		
2019-20	Police Station Interior Painting			FACILITIES	N
		Capital Reserve (113)	75,000		
		Funding Total	75,000		
2019-20	Discovery Well Park - BB & Handball Ct Resurf			PARKS	N
		Bond Fund (802)	10,000		
		Funding Total	10,000		
2019-20	Los Cerritos Channel Stormwater Capture Facility Phase I			STORMWATER	N
		Capital Grant Fund (240)	2,067,558		
		Funding Total	2,067,558		
2019-20	Spring Street Overlay			STREETS	N
		Measure R Fund (236)	399,200		
		Capital Grant Fund (240)	2,200,800		
		Funding Total	2,600,000		
2019-20	California & 27th ROW			STREETS	N
		CIP Resserve (113)	44,000		
		Traffic Impact Fund (233)	46,000		
		Funding Total	90,000		
2019-20	Redondo & 20th Traffic Signal			STREETS	N
		Traffic Impact Fund (233)	250,000		
		Funding Total	250,000		
2019-20	Cherry Avenue Median Improvement			STREETS	N
		Capital Reserve (113)	10,000		
		Funding Total	10,000		
2019-20	Community Center - New Roof			STREETS	N
		Capital Reserve (113)	300,000		
		Funding Total	300,000		
2019-20	19-20 Pavement Managmenet			STREETS	O
		Measure M Fund (237)	250,000		
		Funding Total	250,000		
2019-20	19-20 Sidewalk Repair			STREETS	O
		State Gas Tax Fund (230)	7,500		
		Measure R Fund (236)	42,500		
		Funding Total	50,000		
2019-20	Walnut Avenue Restoration (at 33rd St)			STREETS	N
		Measure M Fund (237)	150,000		
		SB-1 RMRA (238)	150,000		
		Funding Total	300,000		
2019-20	Pump Station Improvements - Hilltop			WATER	N
		Water (510)	30,000		
		Funding Total	30,000		
2019-20	SCADA Upgrade Phase II			WATER	N
		Water (510)	50,000		
		Funding Total	50,000		
2019-20	Well No. 7 Improvements			WATER	N
		Water (510)	30,000		
		Funding Total	30,000		
2019-20	Pumping PLC & HMI Improvements Phase i			WATER	N
		Water (510)	70,000		
		Funding Total	70,000		
2019-20	Water Service Replacements (Ph.3)			WATER	N
		Water (510)	200,000		
		Funding Total	200,000		
TOTAL PROJECT FUNDING				6,664,558	

O-(ongoing) N-(New) C-(Continuing)

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RESOLUTION NO. 2018-06-6272

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SIGNAL HILL, CALIFORNIA, APPROVING AND
ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR
FISCAL YEAR 2018-19**

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 the Fiscal Year 2018-19 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 2018-19.

NOW THEREFORE, BE IT RESOLVED, that the appropriations limit for Fiscal Year 2018-19 shall be \$75,074,402 for the City of Signal Hill.

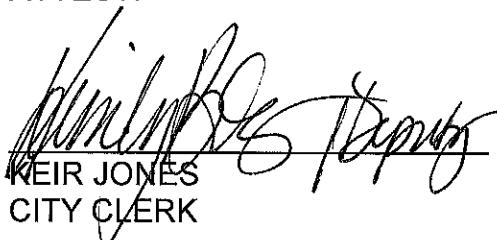
BE IT FURTHER RESOLVED, that for Fiscal Year 2018-19 the City of Signal Hill has selected 1) the County population growth for the population factor and 2) the California change in per capita personal income for the inflation factor. The City reserves the right to change the factors selected.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Signal Hill, California, on this 26th day of June 2018.



TINA L. HANSEN
MAYOR

ATTEST:



KEIR JONES
CITY CLERK

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

I, KEIR JONES, City Clerk of the City of Signal Hill, California, hereby certify that Resolution No. 2018-06-6272 was adopted by the City Council of the City of Signal Hill at a regular meeting held on the 26th day of June 2018, and that the same was adopted by the following vote:

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



KEIR JONES
CITY CLERK

CITY OF SIGNAL HILL
Appropriations Limit
Fiscal Year 2018-19

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

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

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

RESOLUTION NO. 2018-06-6271

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ADOPTING THE ANNUAL OPERATING AND CAPITAL BUDGET FOR FISCAL YEAR 2018-19 AND APPROVING THE ANNUAL OPERATING AND CAPITAL BUDGET FOR FISCAL YEAR 2019-20

WHEREAS, the City Manager has submitted a proposed ANNUAL OPERATING AND CAPITAL BUDGET for the fiscal years 2018-19 and 2019-20; and

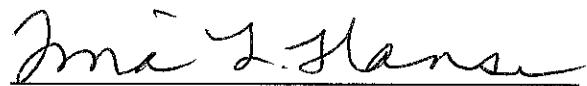
WHEREAS, the City Council has reviewed the proposed budget and made recommendations and changes; and

WHEREAS, revenues for all funds are estimated to be \$54,527,660 and appropriations total \$62,832,845 for Fiscal Year 2018-19. Fiscal Year 2019-20 revenues for all funds are estimated to be \$40,299,952 and appropriations total \$42,290,340.

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 2018-19 is hereby adopted and for Fiscal Year 2019-20 is hereby approved.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Signal Hill, California, on this 26th day of June, 2018.


TINA L. HANSEN
MAYOR

ATTEST:


KEIR JONES
CITY CLERK

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

I, KEIR JONES, City Clerk of the City of Signal Hill, California, hereby certify that Resolution No. 2018-06-6271 was adopted by the City Council of the City of Signal Hill at a regular meeting held on the 26th day of June, 2018, and that the same was adopted by the following vote:

AYES: MAYOR TINA L. HANSEN, VICE MAYOR LARRY FORESTER, COUNCIL MEMBERS EDWARD H.J. WILSON, LORI Y. WOODS

NOES: NONE

ABSENT: COUNCIL MEMBER ROBERT D. COPELAND

ABSTAIN: NONE

KEIR JONES
CITY CLERK