

CITY OF EL SEGUNDO, CALIFORNIA
ADOPTED OPERATING & CAPITAL IMPROVEMENT BUDGET
FISCAL YEAR 2016-2017

CITY COUNCIL

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Mayor Pro Tem

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Councilmember

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Councilmember

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Councilmember

Tracy Weaver
City Clerk

Crista Binder
City Treasurer



Greg Carpenter
City Manager

Mark Hensley
City Attorney

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City of El Segundo

November 2, 2016

Honorable Mayor and Members of the City Council:

I am pleased to submit to you the Adopted Budget for Fiscal Year 2016-2017. Preparing the budget required a team of individuals from each department, led by the Director of Finance and his staff. Staff is proud of what has been accomplished – a balanced budget. When the budget was first proposed, the General Fund was projected to have a revenue excess of \$1.6 million. This would not have been possible without the policies established by the City Council, and implemented by the City departments. With this budget, we will continue our efforts to make El Segundo the best place to live, work, and play. The citizens and the business community continue to expect the City to provide a high level of service by keeping the City safe at all times and by providing programs and services that enhance the quality of life.

The adopted budget addresses Council's priorities as defined during the two strategic planning sessions held in June and August. For public safety, Council has appropriated funds to: hire an Emergency Management Coordinator; install cameras Citywide and Fixed License Plate Readers, and hire an additional Information Systems Specialist to manage these programs; and, replace the Computer-Aided Dispatch (CAD) and the Records Management System (RMS). In total, excluding transfers out, public safety (Police and Fire) costs account for about 54% of the General Fund budget.

With Council's goal of investing in the City's aging infrastructure, a total of \$9.4 million is appropriated for capital improvement projects. This includes \$1.1 million funding from special revenue funds; \$6.2 million from the Water and Wastewater Funds; and \$2.1 million via a transfer from the General Fund to the Capital Improvement Fund. A summary and descriptions of these projects are listed in the Capital Improvement Projects Section of the budget beginning on page 201.

Investing in technology is another priority and toward this effort, the adopted budget provides approximately \$557,000 funding for software and personnel to implement the Information Technology strategic plan; document imaging system; and enhancements to the City's website. Other technology solutions are mentioned above in connection with public safety. Council has formed a Technology Committee to work with staff regarding technology uses and needs.

The City will be celebrating its 100th birthday on January 18, 2017. The adopted budget provides \$75,000 as seed money for staff to start developing and coordinating with the Centennial Committee, the activities planned for the celebration, which will be funded mostly through private donations. Also included in the adopted budget are appropriations for additional or reclassification of certain positions, which restore some of the positions that were eliminated when the City was dealing with financial difficulties. A list of these positions is included in the following Budget Overview Section which provides a more detailed analysis of the adopted budget.

Finally, in the area of economic development, \$240,000 has been appropriated for marketing purposes, as part of the agreement when Measure B was approved.

Discussion on the General Fund: As stated in the first paragraph, initially, the General Fund was projected to have \$1.6 million excess revenues over planned expenditures. During the budget study sessions and subsequent public hearings, the City Council opted to use the excess funds, along with the undesignated fund balance, to fund additional requests from the departments which the City Manager recommended. The available undesignated fund balance came from additional revenues coupled with budget savings from fiscal year 2015-2016.

The estimated revenues total \$67.8 million, an increase of \$4.6 million or 7.3% over the previous year's estimates, while the total planned expenditures, including transfers out, is \$69.8 million, an increase of \$5.4 million or 8.4% over the previous year's budget. Basically, departmental allocations have been limited at the previous year's level with certain exceptions – costs that the City has limited control, such as employer contributions for retirement benefits; health insurance premiums; contracted services that have built-in escalators, and so forth. We are seeing some tax revenue increases largely due to the approval of Measure B in April 2016 which increased the Transient Occupancy Tax (TOT) rate from 8% to 12%; and, the continued high property values within the City.

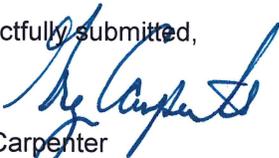
Reserves and transfers: During the budget study sessions, staff presented to you four options in setting the General Fund reserve ranging from 18% of expenditures to 20% of the greater of the revenues or expenditures. Council selected the fourth option which is at 18% of budgeted expenditures. Along with that selection, Council appropriated \$3.4 million of the available fund balance for various items as discussed in the preceding page. In addition to the 18% or \$12.1 million reserve, a fund transfer of \$250,000 is allocated for the Economic Uncertainty Fund bringing the total of this Fund to \$1.5 million. Combined, both reserves total \$13.6 million. Another \$350,000 is transferred to the Facilities Maintenance Fund to provide for unforeseen facility repairs and \$2.1 million to the Capital Improvement Fund to address repairs and maintenance of the City's aging infrastructure, including sidewalks, campus El Segundo turf, and street repairs.

Budget for all funds: Overall, the City's adopted budget for all funds is \$123,112,234. Staff continues to find alternatives in funding services or new programs by applying for grants or through joint efforts with other agencies. The Debt Service Fund budget includes \$545,000 for the payment of principal and interest on the Douglas Street Gap Closure project.

Looking forward: Staff remains cautiously optimistic. While the City is seeing some revenue growth, the cost of providing services to the community continues to rise at a faster rate than revenue growth. The adopted budget does not provide funding for any potential impact of current labor negotiations. CalPERS is already projecting even higher contribution rates next year as CalPERS continues to adjust its actuarial valuations due to lower earnings from its portfolio and as more employees join the retirees population.

Acknowledgement: I thank the City Council, all department heads, the rest of the management team, and all employees for their continued support as the City continues to recover financially. Special recognition is extended to the Finance Department staff for meeting the challenge of completing the budget process amidst staffing shortages; and, for their efforts in producing a budget document that was intended to be more transparent and user-friendly.

Respectfully submitted,



Greg Carpenter
City Manager

BUDGET OVERVIEW

Background: After many months of diligently working together, staff finally submitted the Proposed Budget for Fiscal Year 2016-2017 to the City Council at a study session on August 29, 2016. The budget was prepared based on Council's priorities to continue providing a high level of service to the citizens and the business community in the City within its available resources.

The City conducted two Strategic Planning Sessions to continue its new approach in setting long-term objectives instead of addressing them on an annual basis. All participants comprised of elected officials and department heads, reviewed and discussed the City's vision and goals for the future, which are:

- Maximize customer service capabilities;
- Become a choice employer with a world-class workforce;
- Be a safe and prepared City;
- Invest in infrastructure;
- Maintain fiscal sustainability;
- Develop more advanced , ongoing metrics to effectively track successes; and,
- Be more transparent and accountable to the community.

During the study session, staff presented four options for Council's consideration in setting the General Fund reserve levels. Within those options, additional appropriation requests from different departments were presented to utilize available funds; and, to implement some of the goals as discussed in the strategic planning sessions. At a subsequent meeting on September 20, budget hearings were held to allow the public to give input on the budget. The City Council approved the budget at a special meeting on September 28, 2016. Many of those requests, which are listed in the attached Exhibits A and B, are now included in the adopted budget. With the approved budget, the City will continue its efforts to make El Segundo the best place to live, work, and play.

The City's budget is organized by Fund. A Fund is an independent fiscal and accounting entity with a self-balancing set of accounts, recording resources, related liabilities, obligations, reserves, and equities segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. A complete classification and description of each fund is provided on the succeeding pages titled "Description of Funds & Fund Types". The majority of the City's financial activities are recorded in the General Fund, with revenues coming mostly from various taxes; so, the main focus of the discussion will be on the General Fund. In addition, the City operates three enterprises: Water Utility Fund; Wastewater Fund; and Golf Course Fund. Examples of other special revenue funds received are Gas Tax; Prop "A" and Prop "C"; Measure "R" and so forth.

The total adopted budget for all funds is \$123,112,234. Excluding the Internal Service Funds' budget, the General Fund portion is \$69,810,355 which represents approximately 61.3% of the total budget.

GENERAL FUND HIGHLIGHTS:

Estimated fund balances: When the City adopted the budget for fiscal year 2015-2016, staff projected the ending fund balance at September 30, 2016 at \$12.1 million. Based on staff's recent analysis, that amount is now projected at \$14.1 million, a net increase of approximately \$2 million. The increase is attributed to an additional \$1.1 million from the Transient Occupancy Tax (TOT) as a result of Measure B, which raised the TOT rate from 8% to 12%; \$500,000 from unanticipated developer fees; and \$630,000 business license penalties.

Briefly, fund balance is defined as the difference between assets and liabilities and may be categorized into reserved, unreserved, designated, undesignated, etc. As described earlier, the City Council opted to appropriate available fund balance after setting the General Fund reserve levels at 18% of expenditures. Based on the estimated revenues and adopted appropriations for the coming fiscal year, staff projects the ending fund balance at September 30, 2017 to be \$12.1 million, as illustrated on Table 1:

Table 1:

General Fund Balance Summary	
Estimated Beginning Balance 10/01/16	\$ 14,101,572
Add: Estimated Revenues FY 16-17	<u>67,836,559</u>
Total Estimated Resources	\$ 81,938,131
Less: Adopted Budget FY16-17	(67,150,355)
Transfers Out	<u>(2,660,000)</u>
Estimated Ending Balance 09/30/17	<u>\$ 12,127,776</u>

Estimated revenues: Staff projects General Fund revenues at \$67.8 million, of which, \$57.5 million comes from various taxes. The biggest single source of tax revenue is Sales & Use Tax, estimated at \$12.2 million, followed by Business Licenses \$11.5 million; Transient Occupancy Tax (TOT) \$9.6 million; Utility Users' Tax \$7.2 million; and Property Tax \$7.1 million. Other taxes include Franchise Tax \$3.2 million and the Tax Resolution Agreement (TRA) with Chevron for \$6.3 million. Other sources come from Charges for Services \$4.8 million; Other Licenses & Permits \$1.7 million. The balance is made up of miscellaneous sources.

Revenue highlights: The estimated General Fund revenue for the coming fiscal year represents an increase of \$4.6 million or 7.4% over the previous year's adopted budget. Below are some of the major revenue increases (decreases):

Transient Occupancy Tax (TOT) increase of \$3.5 million is the result of the approved rate change from 8% to 12%, in addition to the two new/remodeled hotels coming into the City.

Sales & Use Tax increase of \$1.2 million is based on consumer spending, as provided by HDL Companies, the City's tax revenue consultant. This amount does not consider the cessation of the "triple flip" which used to be accounted for under a separate account called "Sales Tax in-Lieu." The "triple flip" was a backfill from the State which was approved by the voters in 2003 under Proposition 57, to finance the State's Fiscal Recovery Bonds. Under this Proposition, the State took ¼ of local agencies' sales tax revenue and backfilled it with like amount in property taxes. The "triple flip" continued for almost 15 years until the bonds were paid off in fiscal year 2015-2016 by the State. The Sales Tax In-Lieu was previously budgeted at \$2.2 million, which included the "clean-up" payment of the triple flip.

Franchise Tax is expected to increase by \$750,000 or 30.6% due to a recent change of calculating the municipal surcharge from the sale of natural gas which considers not only the gross receipts from the sale but also from the annual receipts arising from the use, operation, or possession of the franchise within the municipality.

Business License Tax increase of \$214,520 or 1.9% is based on business license tax rates being adjusted by the annual CPI change. In addition, a new business discovery project identifies non-compliant businesses throughout the City coupled with inter-departmental effort to cross reference databases to ensure permits and licenses are current.

Property Tax increase of approximately \$394,000 or 5.9% is attributed to a continuing high property values, as determined by HDL Companies.

Utility Users' Tax (UUT) combines all the utility users' taxes from gas, water, telecommunications, cogenerated electric, and electricity and has a projected net decrease of \$888,000 or 11% under the previous year's estimated resources. The most significant change is due to a projected decrease of \$890,000 in Gas and Cogenerated

Utility Users' Tax revenue. These revenue categories are susceptible to dramatic increases or decreases due to the fluctuation of the price of natural gas which continues to decline throughout 2016.

Tax Resolution Agreement (TRA) with Chevron is estimated at \$6.3 million. The TRA aims to ensure the City receives a guaranteed amount plus the annual CPI increase in tax payments despite fluctuations in the national and local economy. The following taxes are part of the agreement: Gas/COGEN/Water/Electric UUT; Property Tax; Business Tax; and Sales & Use Tax. The sum of these taxes from the current year determines the amount that Chevron makes up to meet the guaranteed amount in the following year per the agreement.

Intergovernmental revenue including VLF (Vehicle License Fees) Swap is expected to increase \$230,658 or 17.1%. VLF, a fee charged by the State for operating vehicles on public streets, is based on 2% of the market value of motor vehicles based on an eleven-year depreciation schedule. In 1998, legislation was passed to reduce the VLF 25% and 35% by 2001. As a result of these reductions, cities and counties would have experienced a significant revenue loss; however, legislation was also passed to backfill this loss as long as the State General Fund revenues come within certain targets; hence, the title VLF Swap. Initially, this revenue was called Motor Vehicle License Fees.

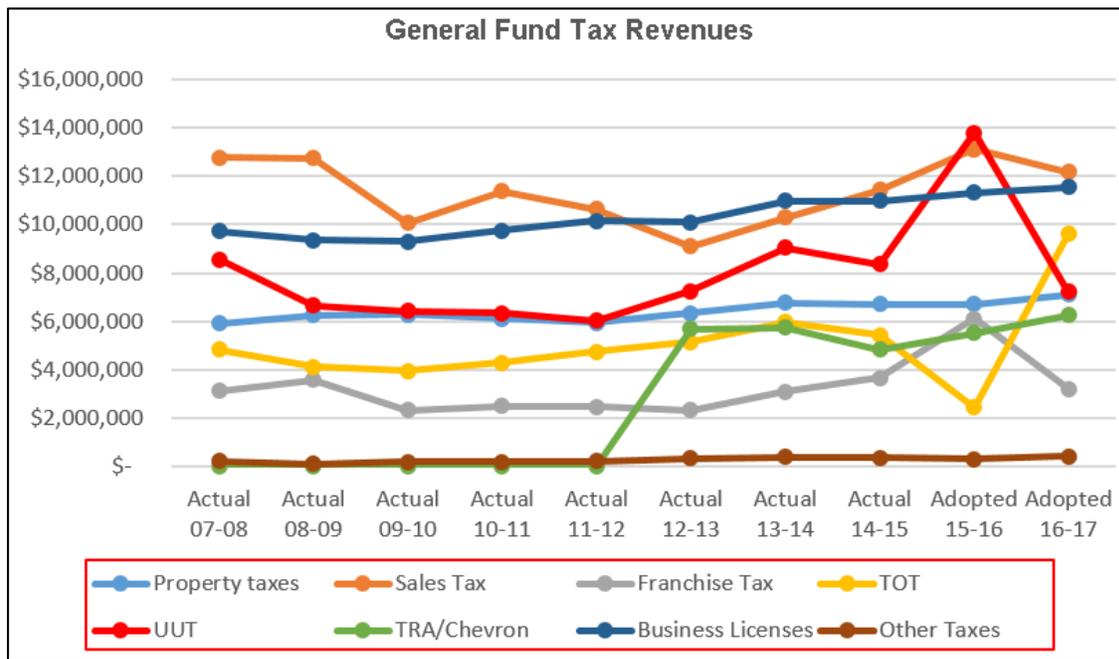
Building Permits and Plan Check Fees are projected to increase \$250,000, to reflect development activities in the City.

The following Table 2 illustrates the estimated General Fund revenues by major categories:

Table 2

ESTIMATED GENERAL FUND REVENUES				
Revenue Source	Adopted FY15-16	Adopted FY16-17	Amount Inc (Dec)	Percent Inc (Dec)
Property Taxes	\$ 6,700,350	\$ 7,094,993	\$ 394,643	5.89%
Sales Tax	10,916,100	12,179,368	1,263,268	11.57%
Transient Occupancy Tax	6,109,400	9,600,000	3,490,600	57.13%
Franchise Tax	2,450,000	3,200,000	750,000	30.61%
Utility Taxes	8,098,000	7,210,000	(888,000)	-10.97%
Other Taxes	2,509,300	425,000	(2,084,300)	-83.06%
TRA/Chevron	5,500,000	6,250,000	750,000	13.64%
Business Licenses	11,319,890	11,534,410	214,520	1.90%
Other Licenses & Permits	1,671,400	1,745,900	74,500	4.46%
Fines & Forfeitures	385,200	297,000	(88,200)	-22.90%
Use of Money & Property	533,200	407,000	(126,200)	-23.67%
Intergovernmental	1,351,300	1,581,958	230,658	17.07%
Charges for Services	4,776,750	4,833,259	56,509	1.18%
Other Revenues	867,240	1,477,671	610,431	70.39%
Total (excludes transfers)	\$ 63,188,130	\$ 67,836,559	\$ 4,648,429	7.36%

The graph on the following page illustrates a ten-year history of the City's General Fund tax revenues. Property Taxes include both Secured and Unsecured; Homeowners' Exemption; and Penalties & Interest on delinquent taxes. Sales & Use Tax include Sales Tax In-Lieu. Other Taxes include Real Property Transfer Tax and PSAF (Public Safety Augmentation Fund). The TRA/Chevron was effective in fiscal year 2012-2013.



Adopted Appropriations: Excluding transfers out of \$2,660,000, the total adopted operating budget is \$67.1 million, an increase of \$3.4 million or 5.4% over the previous year's budget. Major increases are attributed to: Workers' Compensation \$1.4 million; Group Insurance \$868,188; Salaries \$531,967; Retirement (CalPERS) Contribution \$467,429; Leave Payouts \$150,632; FICA \$127,568; Advertising & Publishing \$248,800; Contractual Services \$237,389; Software Maintenance \$62,374; Training & Education \$40,350; Lease Payment \$23,800; and In-Custody Medical Charges \$14,900. Some of these increases are offset by decreases in the following categories: OPEB (\$862,452); Professional & Technical (\$311,141); 401(a) Contribution (\$259,800) due to termination of this benefit.

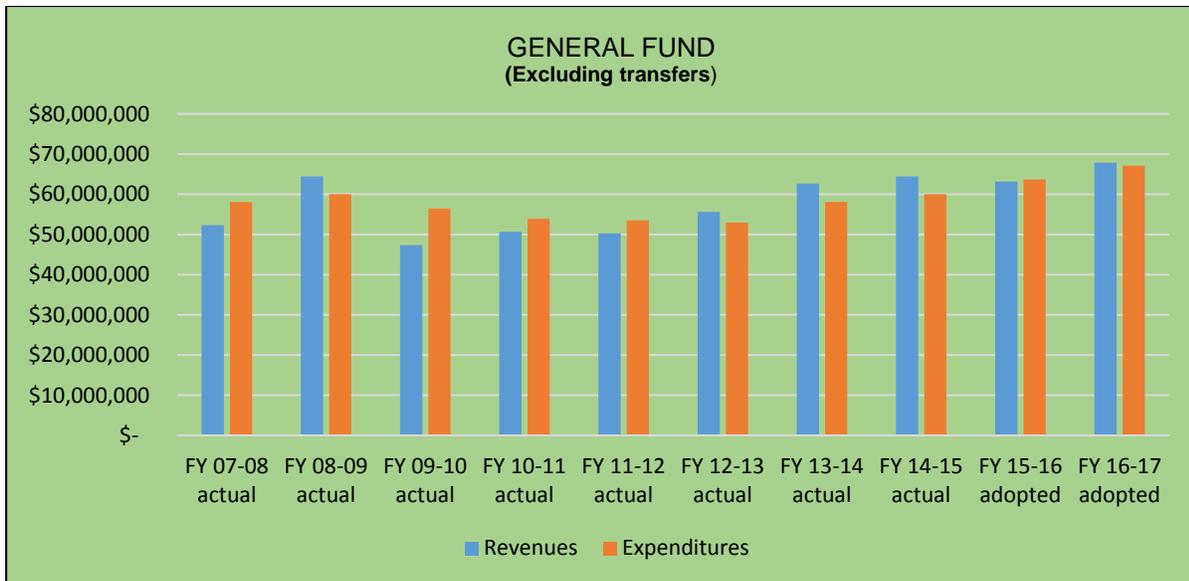
- The budget for Workers' Compensation is more in line with actual expenditures for claims and administration costs. In prior years, the charges to the departments were understated. Charges to departments are based on actuarial valuation as provided by the City's consultant.
- Group Insurance increase is attributed to the new structure for the Executives / Directors and Management Confidential salary groups' health insurance benefit. Effective June 2016, the City's maximum contribution was increased from \$125 to \$782 per month and \$585 per month for Executives / Directors and Management Confidential, respectively. The total fiscal impact is \$372,400. The increase also includes the cost for additional retirees and escalation in group health insurance premiums.
- Salary increases are attributed to the additional positions or reclassifications approved by City Council when the budget was adopted.
- Contributions for retirement benefits continue to increase as determined by CalPERS. For safety employees, the employer contribution rate rose from 46.595% to 49.973% or 7.25%; for miscellaneous employees, the rate rose from 17.73% to 19.07% or 7.56%. These rates do not consider the employees' contributions also paid by the City for some of the labor groups.
- Contractual Services include landscaping and custodial services, HVAC maintenance, Siemen's (for buildings automation, which was inadvertently not appropriated in the previous year's budget), etc. Many of these contracts provide for cost escalation based on CPI or new laws such as the new minimum wage requirements.
- Leave Payouts anticipate additional employees who may be retiring from the City in the coming fiscal year.

- FICA which covers Social Security and Medicare taxes increase as the salaries subject to these taxes also increase. Amounts subject to the limits are adjusted annually by the IRS.
- Advertising & Publishing increase includes the \$240,000 for marketing as part of the agreement when Measure B (increase TOT rate from 8% to 12%) was approved by the voters in April 2016.
- PARS Expense budgeted at \$109,580 reflects the funding plus administration cost for the plan. In fiscal year 2015-2016, PARS Expense was reflected under the Professional & Technical Services account.
- OPEB decrease is attributed to the recognition of implied subsidy in the annual required contribution and overfunding in the previous year.
- The decrease in Professional & Technical reflects the change in Planning & Building Safety Department in which the department traded professional services contracts for full-time positions.

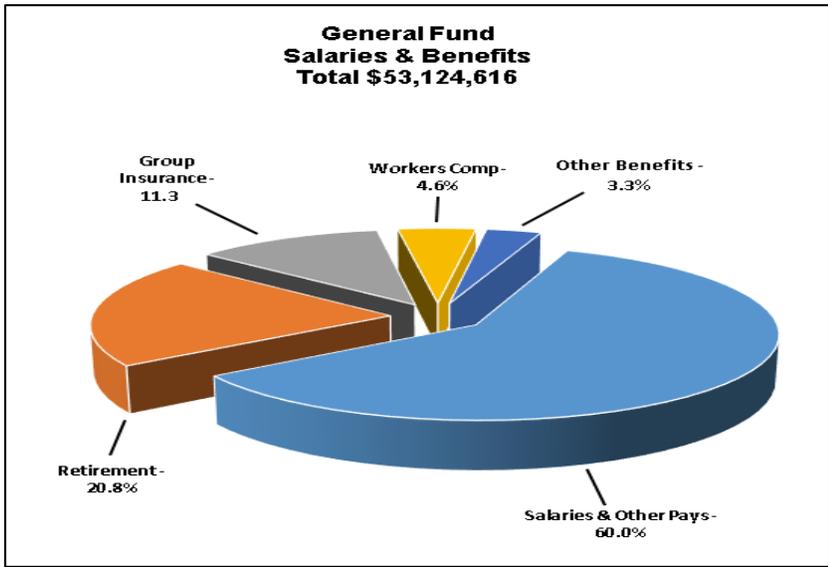
Table 3:

Summary of General Fund Expenditures				
Description	Adopted FY16-17	Adopted FY15-16	Amount Increase	Percent Increase
All Salaries (including overtime & other pays)	\$ 31,850,364	\$ 31,207,400	\$ 642,964	2.06%
All Benefits	21,274,252	19,348,870	1,925,382	9.95%
Sub-total	\$ 53,124,616	\$ 50,556,270	\$ 2,568,346	5.08%
Maintenance & Operations	13,564,639	13,157,760	406,879	3.09%
Capital Outlay	461,100	-	461,100	
Total	\$ 67,150,355	\$ 63,714,030	\$ 3,436,325	5.39%

The following graph illustrates a 10-year history of General Fund revenues and expenditures. In instances when expenditures exceeded revenues, some of the shortfall were funded by inter-fund transfers or appropriations from available fund balances.



The General Fund Salaries & Benefits total \$53.1 million which represents about 79.1% of the overall General Fund operating budget of \$67.2 million. The graph below illustrates the ratio of benefits to salaries. The components of personnel costs (as an average for all employee groups), translate to: for every \$100,000 of salary, the City must appropriate approximately an additional \$40,000 for benefits. For public safety, the benefits ratio to salaries is higher as retirement contributions alone account for at least 50% of the benefits.



Reserves:

Attached is Exhibit A which summarizes the original proposed budget, plus the subsequent changes the City Council approved based on the additional departmental requests recommended by the City Manager. During the study session mentioned earlier, staff presented four options for City Council’s consideration in determining the level of General Fund reserves. Council decided on Option 4 which set the reserves at 18% of the General Fund operating budget or \$12,087,064. In the future, Council wants to put the reserve at 20%.

Transfers from the General Fund:

Consistent with the prior years, \$350,000 is transferred from the General Fund to the Facilities Maintenance Fund to cover unforeseen facility repairs throughout the City. This amount is on top of the \$1.9 million allocated for maintenance of government buildings under the Public Works Department. In addition, Council approved to transfer \$250,000 to the Economic Uncertainty Fund, bringing the total of the Economic Uncertainty Fund to \$1.5 million. Another \$2,060,000 is transferred to the Capital Improvement Fund to fund needed repairs and maintenance to its aging infrastructure, including Police and Fire facilities; sidewalks; campus El Segundo turf; and street repairs.

Other approved departmental requests considered budget neutral:

Planning & Building Safety Department

- Reclassify License/Permit Specialist II to Permit Coordinator II (2 positions) \$26,600
- Reclassify Sr. Plan Check Engineer from part-time to full time Plan Check Engineer 78,000
- Add a Planning Technician 80,300
- Add a Plan Examiner (MEP) 106,200
- Total \$291,100
- Reduce Professional & Technical Services budget (291,100)

Finance Department: Eliminate the Accounting Manager and replace with 1-1/2 Accountant positions.

APPROPRIATIONS LIMIT:

Since the addition of Article XIII-B to the Constitution of California in November 1979, the City has been required to annually establish an Appropriations Limit. The ideology behind establishing an annual appropriations limit is that if an agency’s ability to spend tax proceeds each year is controlled, then the growth in tax revenues can be systematically and incrementally managed to lessen the impact or tax burden upon taxpayers throughout the State.

In June 1990, Article XIII-B and its implementing legislation Chapter 1205/80 were modified by Proposition 111 and SB 88. The modifications changed the annual adjustment factors for determining the Appropriations Limit. Beginning with the calculation of the Appropriations Limit in fiscal year 1990-1991, the City may choose one of the following factors to use for inflationary adjustment:

- The growth in California per capita income; or,
- Growth in the non-residential assessed valuation due to new construction within the City.

In addition, the City may choose to use either the population growth of the City or the population growth within the County. These two adjustment factors, one for inflation and one for population, are both annual elections for the City in determining its Appropriations Limit.

The City's Appropriations Limit for FY 16-17 is calculated as follows:		
Step 1	Appropriations Limit for FY 15-16	\$ 307,321,225
Step 2	Multiply the FY 15-16 Appropriations Limit by the cumulative growth factors for changes in the California per capita income and the population change for the the County of Los Angeles.	1.0102
	Appropriations Limit for FY 16-17	<u>\$ 310,451,878</u>

For fiscal year 2016-2017, the amount subject to the limit is \$57,493,771 based on estimated revenues from taxes. It would take many years for the City to reach its appropriations limit as illustrated in the preceding table. Council approved Resolution 5000 adopting the Appropriations Limit at the September 28, 2016 City Council meeting.

OTHER SPECIAL REVENUE FUNDS:

All special revenue funds are dedicated for a specific purpose governed by laws and regulations. For example, the Gas Tax Fund can be spent only on street-related expenditures; Prop A and Prop C can be spent only on transportation; Asset Forfeiture and COPS funds can be spent only on police-related activities – as a supplement, not to supplant current appropriations. Federal, State, or County grants can be spent only for the specific grant that it is awarded for. The total adopted budget for all special revenue funds is \$2.6 million, including \$1.1 million for capital improvement such as street repairs or rehabilitation, and parks facilities repairs and maintenance. The budget for the Residential Sound Insulation (RSI) has been reduced from \$1.5 million to \$198,348 (reflects the elimination of nine staff members and other operating costs) as this program is suspended beginning in the new fiscal year.

Some special revenue fund balances are projected to “decrease” xthe as the City appropriated the funds for the purpose they were intended to be used once enough was accumulated to fund the projects. Some funds are showing negative balances while the City continues to pursue reimbursements for expenses already incurred in the prior fiscal years.

DEBT SERVICE FUND:

Included in the adopted budget is an allocation of \$545,000 for the payment of principal and interest on the Douglas Street Gap Closure project. The City has no bonded debt.

CAPITAL IMPROVEMENT FUND:

In addition to the capital improvement projects that are funded from special revenue and enterprise funds, the City Council approved additional requests to be funded by a transfer of \$2.1 million from the General Fund to the Capital Improvement Fund. This transfer enables the Council to address one of its ongoing long-term goals of investing in its infrastructure. The City has no significant non-recurring capital expenditures. The projects are listed under the Capital Improvement Projects section of the budget document, beginning on page 201.

ENTERPRISE FUNDS:

The total adopted budget for the Water Fund is \$30 million, including \$3.3 million for capital improvement projects. Compared to the previous year's adopted budget, the adopted amount represents an increase of \$845,583 or a 2.9%. The Wastewater Fund's adopted budget is \$6.5 million including \$2.9 million for capital improvement projects, a decrease of \$2.1 million or 24.3% based on the allocation for capital improvements on the wastewater system each year. The Golf Course Fund's budget remains at \$1.9 million. Beginning fiscal year 2016-2017, Depreciation Expense is no longer included as a budgeted line item in the Enterprise Fund as it is a non-cash expense. Whatever allocation was made in previous years did not affect the cash outflow on the enterprise funds. However, Depreciation Expense is reflected as an actual expense when presenting the Financial Statements of each fund.

During Council's deliberation on the proposed budget, Council approved two new Water Maintenance Workers II and reclassified the Administrative Specialist to Administrative Technical Specialist. Below is a summary of the Enterprise Funds' budget and estimated fund balances:

Table 4:

Budget Summary - Enterprise Funds						
Fiscal Year 2016-2017						
Fund	Estimated Beginning Balance 10/01/16	Estimated Revenues FY 16-17	Adopted Operating Budget FY 16-17	Adopted CIP Budget FY 16-17	Total Adopted Budget FY 16-17	Estimated Ending Balance 09/30/17
Water Fund	\$ 14,813,337	\$ 29,627,487	\$ 26,722,483	\$ 3,300,000	\$ 30,022,483	\$ 14,418,341
Wastewater Fund	8,189,274	3,310,355	3,557,418	2,930,000	6,487,418	5,012,211
Golf Course Fund	(5,901,011)	1,842,000	1,936,375	-	1,936,375	(5,995,386)
Total	\$17,101,600	\$ 34,779,842	\$32,216,276	\$ 6,230,000	\$38,446,276	\$ 13,435,166

INTERNAL SERVICE FUNDS:

The City operates (albeit to a limited degree) three internal service funds. Basically, these funds do not represent external funding sources. These funds are used to account for internal charges to user-departments. For example, the Equipment Replacement Fund (ERF) is used only to accumulate funds to replace various equipment throughout the City. Based on the estimated life of the asset and the estimated replacement value after the asset is fully depreciated, the ERF charges the departments a set amount each year until the asset is supposed to be replaced and purchased. Per the established replacement schedule, the ERF adopted budget for the coming fiscal year is \$5.5 million even though not all of the equipment scheduled for replacement may be actually purchased or replaced during the fiscal year.

Initially, the proposed budget for the ERF was \$5.3 million. During the budget hearings, Council approved to fund \$230,000 for the CAD/RMS, in addition to the \$80,000 which has been included in the General Fund budget. The \$800,000 for various upgrades and replacements of communications equipment for the Interoperability Network of the South Bay was already factored in the proposed budget.

The City operates two self-insurance programs, administered by third-party administrators, under the management of the City’s Risk Manager who is also the Director of Finance. The City belongs to the Independent Cities Risk Management Authority (ICRMA), a joint-powers authority of 24 participating members for the purpose of pooling the City’s risk for general liability and workers’ compensation losses with those of other member cities. ICRMA covers up to \$19,250,000 for general liability claims and up to \$94,650,000 in workers’ compensation claims.

For the Liability Insurance Fund and the Workers’ Compensation Fund, the adopted budget is \$1.6 million, and \$2.2 million, respectively. Both these amounts are supposed to cover the administration costs and estimated claims payments within the City’s self-insured retention - \$750,000 for general liability and \$350,000 for workers’ compensation. Below is a summary of the Internal Service Funds’ budget and estimated fund balances:

Table 5

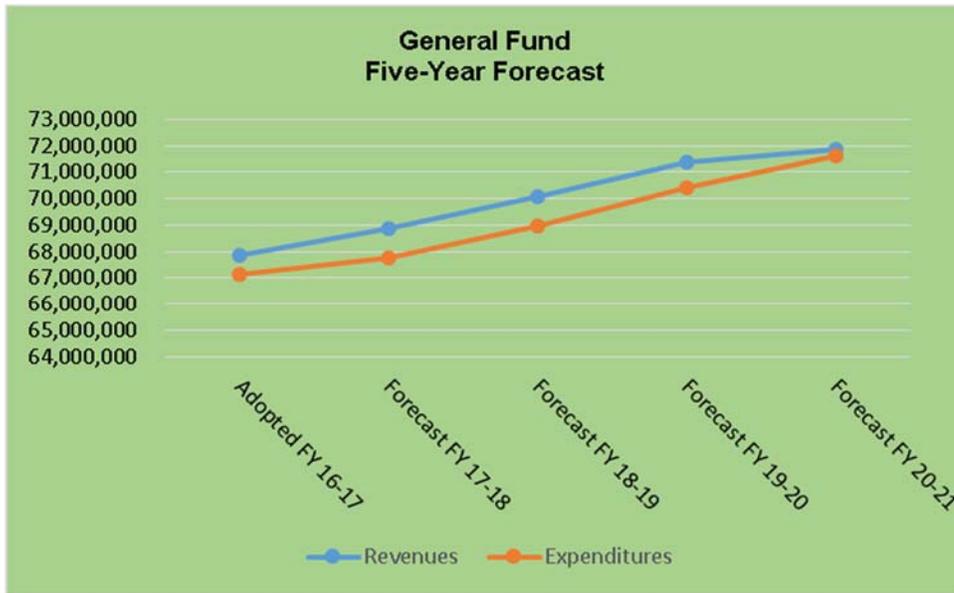
Budget Summary - Internal Service Funds				
Fiscal Year 2016-2017				
Fund	Estimated Beginning Balance 10/01/16	Estimated Revenues FY 16-17	Adopted Operating Budget FY 16-17	Estimated Ending Balance 09/30/17
Equip Replacement	\$ 9,958,601	\$ 1,797,700	\$ 5,527,300	\$ 6,229,001
Gen Liab Insurance	532,709	1,605,600	1,602,041	536,268
Workers' Comp	(769,018)	2,188,434	2,188,380	(768,964)
Total	\$ 9,722,292	\$ 5,591,734	\$ 9,317,721	\$ 5,996,305

The attached Exhibit B illustrates the total budget for all funds, including the additional requests that were approved after the proposed budget was submitted. All of the approved new positions or reclassifications are not budgeted at the full annual cost as staff anticipates or plans to effectuate these changes three months or more after the start of the new fiscal year. In addition, these positions are expected to come at mid-point or lower, not at top step. The estimated ongoing annual impact of the additional positions or reclassification is \$876,900 for the General Fund and \$174,900 for the Water Enterprise Fund.

LOOKING INTO THE FUTURE:

While the City was able to produce a balance budget, financial challenges remain as the economic recovery remains slow and the cost of providing services continues to rise. The City continues to focus its efforts to keep the citizens of El Segundo in a safe environment. The adopted budget for the coming fiscal year does not include any potential impact from ongoing labor negotiations. Contributions for retirement benefits are expected to increase as CalPERS adjusts its actuarial assumptions due to lower earnings in their investment portfolio, and as more members join the retiree population. Health insurance premiums are also expected to rise with no end in sight. With the end of the triple flip, the City can only hope the State grabs of local revenues is no longer an issue, at least in the near term.

Staff remains cautious in projecting the City's revenue sources but at the same time, anticipates that expenditures will continue to rise. Below is staff's budget projections for the next five years starting with fiscal year 2016-2017.



Staff maintains a conservative approach in making these projections. For the next four years, staff assumed an average 2% on tax revenue growth and less than 2% for expenditures. Growth in revenue includes anticipated developer fees while the growth in expenditures does not consider any potential impact of ongoing labor negotiations.

**CITY OF EL SEGUNDO
RECONCILIATION OF ADOPTED BUDGET
GENERAL FUND
FISCAL YEAR 2016-2017**

Exhibit A

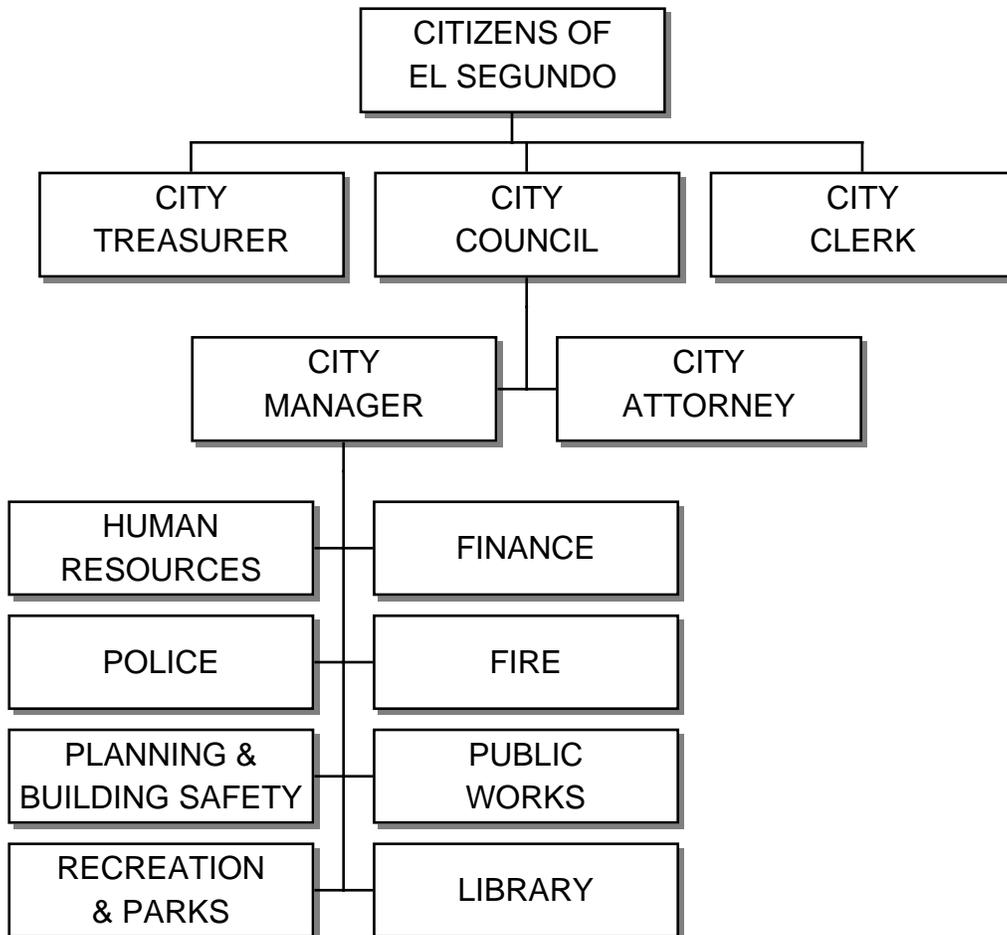
Operating budget as proposed	\$ 66,042,418
Transfers out	600,000
Total proposed	<u>\$ 66,642,418</u>
Revisions (9/6/16):	
Network Operating Charge	8,600
Building Lease Charge	(51,375)
Revised Total	<u>\$ 66,599,643</u>
Council Changes (9/20/16):	
Marketing	\$ 240,000
Centennial	50,000
CAD/RMS	80,000
New Emergency Management Coordinator (\$140k/year)	70,000
Restore CUPA Position (\$124k/year)	62,000
Reclass City Clerk's Records Technician (\$50,900/year)	38,200
Reclass FF Paramedic (\$12,000/year)	12,000
Increase Recreation & Parks Part Time (\$10,000/year)	10,000
Reclass Library 2 PT positions to 1 FT (\$13,000/year - use salary savings for FY16-17)	-
Reduce RSI Lease	(17,125)
Reduce Fire Marshall (PT position eliminated)	(56,787)
Reduce Contract Emergency Management	(25,000)
Reduce Funding Finance Manager (vacant position)	(21,775)
Reduce Termination Payouts (Fire)	(32,068)
Total to be Reflected in the Departments' Budget	<u>\$ 409,445</u>
Additional Approved (Place in a Bucket):	
New IS Director (\$226,000/year)	\$ 113,000
New Equipment Mechanic (\$87,000/yr)	65,500
New IS Specialist (\$128,000/year)	95,667
Reclass City Engineer (\$28,000/year)	28,000
Reclass Recreation & Parks Maintenance (\$58,000/yr)	58,000
Community Cameras/License Plate Readers	125,000
Other Technology Requests	256,100
Total to be Placed in Non-Departmental (Bucket)	<u>\$ 741,267</u>
Additional Approved Transfers Out to CIP Fund	
CES Turf Replacement	\$ 580,000
Police Roof	400,000
Annual Sidewalk, Curb, Gutter	250,000
Main Street Crosswalk Lighting	80,000
Arterial & Local Streets Rehab	400,000
Fiber Project	350,000
Additional Transfers Out	<u>\$ 2,060,000</u>
Total Adopted General Fund	<u><u>\$ 69,810,355</u></u>
 Recap:	
Operating (+66,042,418+8,600-51,375+409,445+741,267)	\$ 67,150,355
Transfers Out (+600,000+2,060,000)	2,660,000
Total Adopted General Fund	<u><u>\$ 69,810,355</u></u>
 Reserve 18% of Operating Budget	 <u><u>\$ 12,087,064</u></u>

**CITY OF EL SEGUNDO
RECONCILIATION OF ADOPTED BUDGET
ALL FUNDS
FISCAL YEAR 2016-2017**

Exhibit B

General Fund (from Exhibit A)		\$ 69,810,355
Hyperion Mitigation		5,000
Facilities Maintenance		350,000
Special Revenue Funds		
Gas Tax		600,000
Asset Forfeiture:		
As presented	427,200	
Replace RSVP Vehicle	30,000	
Interoperability Network	200,000	
Asset Forfeiture Revised		657,200
Prop A		293,500
Prop C		105,834
AQMD		21,000
RSI (+1,524,935-1,116,887-209,700)		198,348
COPS as presented	100,000	
Station Video Storage	85,000	
COPS Revised		185,000
State Grants		517,000
Total Special Revenue Funds		2,577,882
Debt Service Fund		545,000
Capital Improvement Fund		2,060,000
Enterprise Funds:		
Water as proposed	29,847,583	
2 Water Maint. Workers II	157,400	
Reclass Admin Specialist	17,500	
Water Fund Revised		30,022,483
Wasterwater		6,487,418
Golf Course		1,936,375
Total Enterprise Funds		38,446,276
Internal Service Funds		
ERF as proposed	5,297,300	
CAD/RMS	230,000	
ERF Revised		5,527,300
Gen. Liability Insurance		1,602,041
Workers' Comp Insurance		2,188,380
Total Internal Service Funds		9,317,721
Grand Total All Funds		\$ 123,112,234

CITY OF EL SEGUNDO



**CITY OF EL SEGUNDO
LIST OF BOARDS/COMMISSIONS/COMMITTEES
FISCAL YEAR 2016-2017**

Arts & Culture Committee

Capital Improvement Program Advisory Committee

Community Cable Advisory Committee

Economic Development Advisory Committee

Environmental Committee

Hyperion Citizens' Forum

Investment Advisory Committee

LAX Area Citizens' Forum

Library Board of Trustees

Planning Commission

Recreation & Parks Commission

Senior Citizen Housing Corporation Board

Technology Committee

**CITY OF EL SEGUNDO
LIST OF PUBLIC OFFICIALS
FISCAL YEAR 2016-2017**

Greg Carpenter
City Manager

Mark Hensley
City Attorney (Contract)

Tracy Weaver
City Clerk (Elected)

Crista Binder
City Treasurer (Elected)

Mitch Tavera
Police Chief

Chris Donovan
Fire Chief

Stephanie Katsouleas
Director of Public Works

Sam Lee
Director of Planning & Building Safety

Joseph Lillio
Director of Finance

Martha Dijkstra
Director of Human Resources

Meredith Petit
Director of Recreation & Parks

Debra Brighton
Director of Library Services

**CITY OF EL SEGUNDO
BUDGET CALENDAR - BUDGET PROCESS
FISCAL YEAR 2016-2017**

<u>Timelines</u>	<u>Process</u>
April - May	<p>Finance submits mid-year budget performance report to the City Council.</p> <p>Finance develops budget calendar and instructions.</p> <p>Finance holds a budget kick-off meeting; distributes budget instructions and policies as determined by the City Manager.</p> <p>Finance prepares worksheets for departments to use in inputting budget requests.</p> <p>Finance distributes worksheets and personnel budget details for departments' review.</p>
May - June	<p>Departments input their budget requests; send them back to Finance for updates.</p> <p>City Manager and department heads hold strategic planning retreat.</p> <p>Finance prepares preliminary revenue projections.</p> <p>City Council and departments heads hold first stragtegitic planning session.</p>
July - August	<p>Finance finalizes departmental requests; holds departmental meetings to review requests; prepares preliminary budget document.</p> <p>Finance calculates appropriations limit.</p> <p>City Manager holds departmental budget hearings; prepares his recommendations for Council's consideration.</p> <p>Public Works submit Capital Improvement Plan to the CIP Advisory Committee and the Planning Commission.</p> <p>City Council holds second strategic planning session.</p> <p>City Council holds study session on the proposed budget.</p>
September	<p>City Council holds budget hearings on the proposed budget.</p> <p>City Council approves budget.</p> <p>Finance loads adopted budget into accounting system.</p>
October	<p>Finance produces adopted budget document; posts budget on the City's website.</p>

**CITY OF EL SEGUNDO
DESCRIPTION OF FUNDS & FUND TYPES**

GOVERNMENTAL FUNDS

Are typically used to account for tax-supported (governmental) activities. The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources.

GENERAL FUND (Fund 101)

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. For the City of El Segundo, the General Fund includes other funds that have been set up to account for special activities as follows: *Hyperion Mitigation Fund (117); Economic Uncertainty Fund (401); Facilities Maintenance Fund (405); Retired Employee Insurance Fund (Fund 701); and Trust Funds/Special Donations (702)*. Although these funds were set up as "separate" funds, the actual funding sources are considered General Fund revenues.

Hyperion Mitigation Fund (Fund 117): Accounts for an agreement between the City of El Segundo and the City of Los Angeles in which both cities contribute a specified amount annually to pay for the cost of the Hyperion Mitigation Monitoring Program.

Economic Uncertainty Fund (Fund 401): Accounts for monies transferred from the General Fund to set up a revenue offset for extremely volatile revenues such as Sales Tax and Utility Users' Tax.

Facilities Maintenance Fund (Fund 405): Accounts for monies transferred from the General Fund to provide funding for emergency repairs.

Retired Employee Insurance Fund (Fund 701): Accounts for funds used to record payments from retirees who opt to continue certain health benefits and life insurance.

Trust Funds/Special Revenue/Donations (702): Accounts for donations received from private individuals or entities that are to be spent on specific activities or programs not funded by the City.

SPECIAL REVENUE FUNDS:

Are used to account for proceeds of specific sources (other than for major capital projects) that are legally restricted for specific purposes. The following funds are considered Special Revenue Funds:

Traffic & Safety Fund (Fund 104): Accounts for a portion of the Vehicle Code violation fines and penalties collected by the Los Angeles County Municipal Court. By State law, this money must be used for traffic safety related expenditures including traffic enforcement and capital projects.

State Gas Tax Fund (Fund 106): Accounts for a share of revenues derived from the State Highway Users' Tax under Sections 2105, 2106, 2107, and 2107.5. The revenue is derived from a share of the gasoline taxes and is used for the construction and maintenance of the road network system in the City.

Asset Forfeiture Fund (Fund 109): Accounts for receipt and disbursement of narcotic forfeitures received from the County, State, and Federal agencies pursuant to Section 11470 of State Health & Safety Code and Federal Statute 21USC Section 881.

Measure R Fund (Fund 110): Accounts for the one-half (1/2) Sales Tax approved by the voters of Los Angeles County to be used for local transportation needs. These revenues are received by the State and a portion is funneled to the City through the Los Angeles County Metropolitan Transportation Authority. The City of El Segundo uses these funds for street improvements.

CITY OF EL SEGUNDO
DESCRIPTION OF FUNDS & FUND TYPES

Community Development Block Grant (CDBG) Fund (Fund 111): Accounts for revenues received from the Department of Housing & Urban Development (HUD). These revenues must be expended to accomplish one of the following objectives: elimination of slum or blight to low and moderate income persons; or, to meet certain urgent community development needs. The City of El Segundo uses this revenue to fund eligible senior activities such as in-home care; art classes; counseling; and home delivered meals, administered by the Planning & Building Safety Department. (Note: Beginning in fiscal year 2015-2016, the City decided to fund urgent community development needs such as senior in-home care, delivered meals, etc. from the General Fund and to solely use CDBG funds to build access ramps to comply with the Americans with Disabilities Act (ADA).

Prop “A” Transportation Fund (Fund 112): Accounts for the one-half (1/2) cent Sales Tax approved by the voters of Los Angeles County to be used for local transportation purposes. These revenues are collected by the State and a portion is funneled to the City through the Los Angeles County Transportation Commission. The City of El Segundo uses this fund to participate in CTIP/MAX, a regional commuter service and to provide Dial-a-Ride; beach shuttles; and various transportation services.

Prop “C” Transportation Fund (Fund 114): Accounts for the one-half (1/2) cent Sales Tax approved by the voters of Los Angeles County in November 1990. Collection of the tax began in April 1991. Proceeds are to be used to improve transit services and operations; reduce traffic congestion; improve air quality; operate and improve the condition of the streets and freeways utilized by public transit; and reduce foreign oil dependence.

Air Pollution Reduction Fund (Fund 115): Accounts for the City’s share of funds received under the Health & Safety Code Section 44223 (AB 2766) to finance mobile source air pollution reduction programs consistent with the California Clean Air Act of 1988. The fund, derived from additional vehicle registration fee, is used to support the South Coast Air Quality Management District’s (SCAQMD) program to reduce air pollution from motor vehicles.

Residential Sound Insulation Program Fund (Fund 116): Accounts for the grants received from the Federal Aviation Administration (FAA) and the City of Los Angeles’ Department of World Airports (LADOA). The fund is used to provide acoustical treatment of homes in El Segundo that are within the extreme airport noise impact zone, in order to create a better sound environment inside the home.

TDA Article 3/SB 821 Bikeway Fund (Fund 118): Accounts for the monies the City receives from the Transportation Development Act Article 3 which are to be specifically used for construction or repair of bikeways, sidewalks, or handicapped accesses.

COPS FUND (Fund 120): Accounts for receipt and disbursement of funds received under the State Citizens’ Option for Public Safety (COPS) program allocated pursuant to Government Code Section 30061 enacted by AB 3229, Chapter 134 of the 1996 Statutes. This fund, also known as the Supplemental Law Enforcement Services Fund (SLESF), is allocated based on population and can only be spent for “front line municipal police services” such as local crime prevention and community-oriented policing, per Government Code Section 30061 (c)(2).

LAWA FUND (Fund 122): Accounts for additional funding for the City’s Residential Sound Insulation (RSI) Program that is received from Los Angeles World Airports.

PSAF (Public Safety Augmentation Fund) (Fund 123): Accounts for the one-half (1/2) cent Sales Tax approved by the voters in November 1993 under Prop 172. These revenues must be spent for public safety (police and fire services) purposes only.

Federal Grants Fund (124): Accounts for revenues and expenditures for each Federal grant awarded to the City.

CITY OF EL SEGUNDO
DESCRIPTION OF FUNDS & FUND TYPES

State & County Grants Fund (Fund 125): Accounts for revenues and expenditures for each State or County grant awarded to the City.

DEBT SERVICE FUNDS:

Account for accumulation of resources for, and the payment of, general long-term debt including principal and interest. The following fund is considered Debt Service Fund:

Debt Service Fund (Fund 202): Accounts for the lease agreement with the California Infrastructure and Economic Development Bank (CIEDB) whereby CIEDB issued bonds in the amount of \$10 million to finance the Douglas Street Gap Closure Project. The City will make rental lease payments over a 30-year period starting February 1, 2006, at an interest rate of 2.87% per annum. Interest payments on the lease obligation are due on February 1 and August 1 of each year. Base rental payments will be mailed to the City reflecting the actual amount owed prior to each base rental payment due date.

CAPITAL PROJECTS FUNDS:

Account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds). The following is considered Capital Projects Fund:

Capital Improvement Fund (Fund 301): Accounts for the construction of capital facilities typically financed by the City's General Fund and any grant not accounted for in a special revenue fund.

PROPRIETARY FUNDS

Are used to account for a government's "business" type activities. Enterprise Funds and Internal Service Funds are considered proprietary funds.

ENTERPRISE FUNDS: The following are the City's Enterprise Funds:

Water Utility Fund (Fund 501): Accounts for water utility revenues, including service fees and installation charges, and all expenses related to the construction and maintenance of the City's water distribution system.

Wastewater Fund (Fund 502): Accounts for revenues and expenses for the City's wastewater collection system, including replacement of sewer facilities. Sewer fees vary throughout the City and are primarily based on usage.

Golf Course Fund (Fund 503): Accounts for revenues from user fees and expenses incurred for the operation and maintenance of "The Lakes at El Segundo" golf facility. (Revenues were also used for the repayment of the Certificates of Participation issued to finance the construction of the golf course.)

INTERNAL SERVICE FUNDS: The following are the City's Internal Service Funds:

Equipment Replacement Fund (Fund 601): Accounts for the proceeds from the sale of surplus equipment and charges to City departments, which are used to purchase replacement of office furniture and equipment; vehicles; and other capital equipment.

General Liability Insurance Fund (Fund 602): Accounts for the City's self-insurance program based on charges to departments for their share of claims costs on a 10-year average. A third-party service provider administers the program. The City is a member of ICRMA (Independent Cities Risk Management Authority), a joint powers authority composed of 24 participating members. The Authority covers the excess of the City's \$750,000 self-insurance retention up to \$19,250,000.

CITY OF EL SEGUNDO
DESCRIPTION OF FUNDS & FUND TYPES

Workers' Compensation Insurance Fund (Fund 603): Accounts for the City's self-insurance program based on charges to departments, calculated based on the departments' share of personnel costs. The City is a member of ICRMA (Independent Cities Risk Management Authority), a joint powers authority composed of 24 participating members. The Authority covers the excess of the City's \$350,000 self-insurance retention up to \$94,650,000.

TRUST & AGENCY FUNDS

Are used to account for assets held by the City in a fiduciary capacity for individuals, government entities, and others. Such funds are operated by carrying out the specifications of trust indentures, statutes, ordinances, or other governing regulations.

Trust Funds/Project Deposits Fund/Refundable (Fund 703): Accounts for project deposits from developers which may be refundable after the projects are done.

Trust Funds/Project Deposits Fund/Non-Refundable (Fund 708): Accounts for project deposits from developers which may not be refunded after the projects are done.

**CITY OF EL SEGUNDO
DESCRIPTION OF MAJOR REVENUE SOURCES**

Property Tax: Is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (movable property) within the State, based on the property value rather than on a fixed amount or benefit. Properties are distinguished as secured and unsecured (property for which the value of the lien is not sufficient to assure payment of the tax.) Article XIII A of the State of California limits the real property tax rate to 1% of the property’s assessed value plus rates imposed to fund indebtedness approved by the voters. El Segundo’s share of the 1% is equivalent to 6.3 cents for every \$1 collected from property taxes. With the passage of Prop 13 in 1978, assessed valuations are limited to a 2% increase each year.

Sales & Use Tax: Sales Tax is imposed on retailers for selling tangible personal property in California. The Use Tax is imposed on the user of a product purchased out-of-state and delivered for use in California. The Sales & Use Tax rate for the County of Los Angeles is 9.50% and is broken down as follows:

State General Fund (includes K-12/Community Colleges)	4.1875%
City/County General Fund (Bradley Burns)	1.0000%
Public Safety (Prop 172)	0.5000%
County Realignment (Mental Health/Welfare/Public Safety)	1.5625%
Countywide Transportation Fund	0.2500%
Los Angeles County Transportation Commission (LACT)	0.5000%
Los Angeles County Transportation Commission (LACT)	0.5000%
Los Angeles County Metro Transportation Authority (LAMT)	<u>0.5000%</u>
Total	<u><u>9.0000%</u></u>

Franchise Tax: El Segundo grants a franchise to utility companies for the use of City streets and rights of way. Franchises are paid by Southern California Edison; The Gas Company; Time-Warner Cable; Pacific Bell; and a few minor payers. For electric and gas, the rate is 2%; for telecommunications/cable, the rate is 5%; for PEG (Public Education & Government), the rate is 2%.

Transient Occupancy Tax (TOT): Is imposed on persons staying 30 days or less in a hotel, inn, motel, tourists’ home, or other lodging facilities. With the passage of Measure B in April 2016, the City’s TOT rate rose from 8% to 12%.

Real Property Transfer Tax: Is assessed on all recipients of transferred real property, which is imposed simultaneously by the County of Los Angeles and the City. The tax rate is \$1.10 per \$1,000 (or a fraction thereof) of property value: \$0.55 goes to the County; and \$0.55 goes to the City.

Business License Tax: Is imposed either for regulatory or revenue-raising purposes to applicants who conduct businesses within the City. The tax rates are as follows:

- Base Tax** First 10 Employees & 5,000 Sq. Ft. \$ 90.00
- Employee** Per Employee over 10. \$112.00
- Square Footage** Per Square Foot over 5,000. \$ 0.21
- Home Occupations** Flat Fee \$ 21.00
- Contractors-General** \$131.00
- Contractors-Specialty** \$ 90.00

CITY OF EL SEGUNDO
DESCRIPTION OF MAJOR REVENUE SOURCES

Utility Users' Tax (UUT): Is imposed on users of mobile telephone services (MTS); telecommunications (including video/CATV); electricity; gas, and water. The UUT rates are as follows: MTS – 1.5%; telecommunications – 2%; electricity, gas, and water - 3%.

Tax Resolution Agreement (TRA): Is an agreement between the City and Chevron whereby Chevron pays a total of \$11.1 million (plus an annual CPI increase) to the City in taxes regardless of fluctuation in the national and local economy. The TRA agreed amount (plus CPI) less all the taxes paid for the year determines the TRA amount to be paid the following year. Taxes paid by Chevron include UUT for all the utilities; property tax; business license tax; and sales & use tax.

Vehicle License Fee (VLF): The State assesses and collects the VLF at the rate of 2% of a vehicle's current estimated value and calculated on the basis of the current owner's purchase price. About ¾ of the funds are distributed to local governments which can be used for any spending purposes.

Licenses & Permits: Are issued for regulatory or revenue raising purposes to applicants who conduct business activities within the City. This regulatory authority provides cities the means to protect the overall community interests.

Fines & Forfeitures: Include fines for City Code violations; parking or other vehicle code violations; fines for overdue library books; etc.

Use of Money & Property: Include investment earnings on the City's idle funds; rental or use of City facilities for which a charge has been established.

Intergovernmental: Include grants received from other governmental agencies; reimbursements for State-mandated costs; and reimbursement from the El Segundo Unified School District for some of the City's Librarians who are assigned to various schools within the District.

Charges for Services: Include fees for users of City service such as zoning and planning fees; participation on various Recreation & Parks programs and classes; fire inspections; etc. Fees & Charges are distinguished from taxes in two principal ways: 1) that the amount of the fee may not exceed the estimated reasonable cost of providing the particular service or facility for which the fee is charged; and 2) that the service or facility for which this fee is charged bears a relationship to the person or entity paying the fee.

SUMMARIES OF FINANCIAL DATA

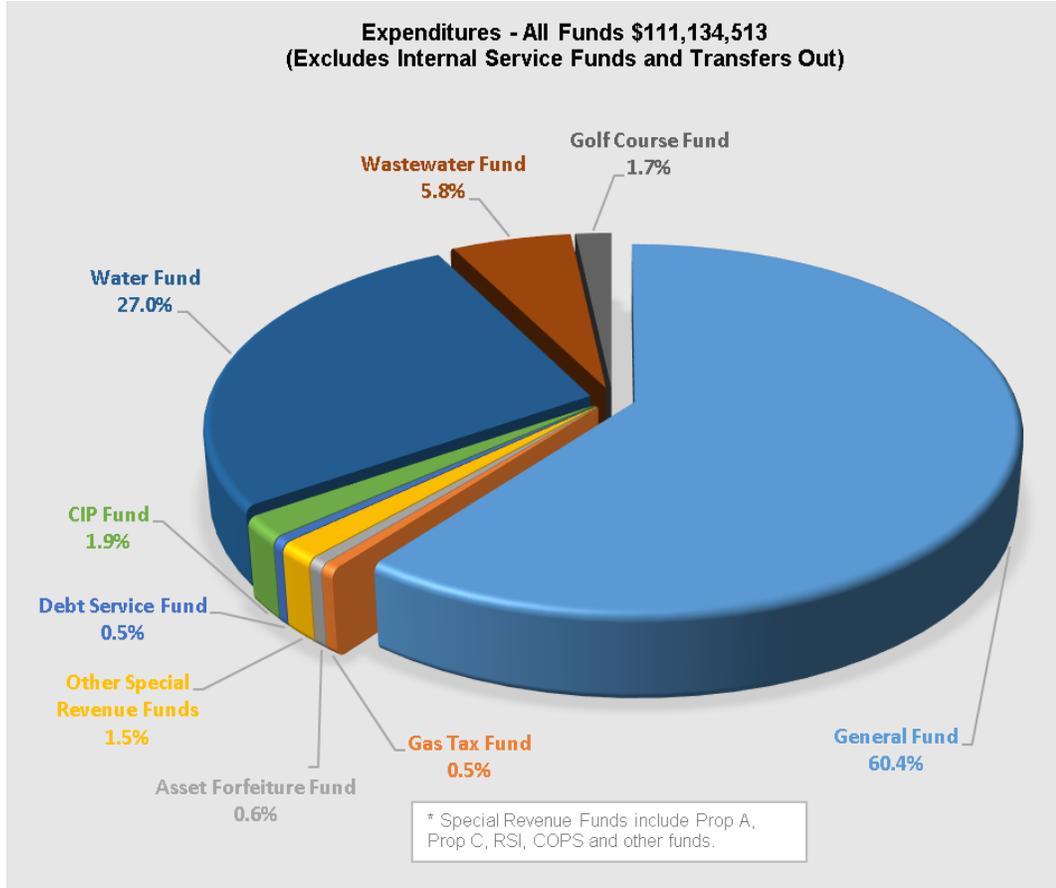
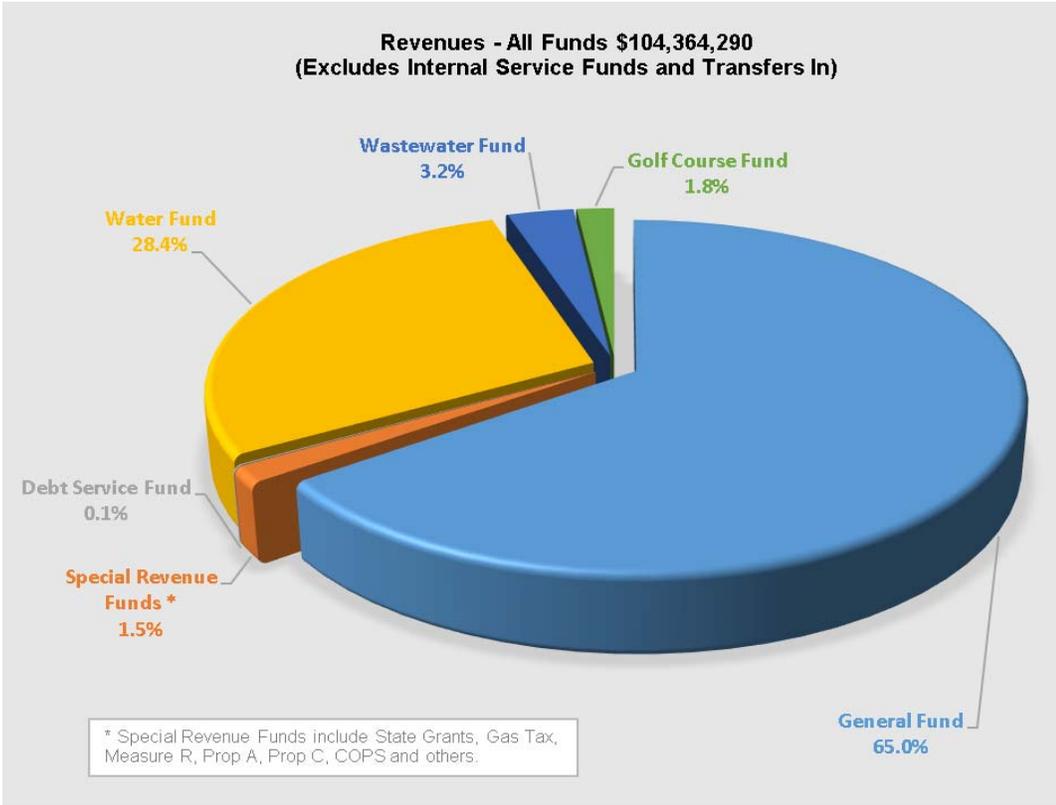
**CITY OF EL SEGUNDO
ESTIMATED FUND BALANCES - ALL FUNDS
FISCAL YEAR 2016-2017**

Fund/Classification	Estimated Beginning Fund Balance 10/01/16	Estimated Revenues FY 2016-2017	Adopted Operating Budget FY 2016-2017
<u>General Fund</u>			
General Fund (001)	\$ 14,101,572	\$ 67,836,559	\$ 67,150,355
Hyperion Mitigation (117)	122,531	1,164	5,000
Economic Uncertainty (401)	1,250,000	-	-
Facilities Maintenance (405)	93,520	-	350,000
Total General Fund	\$ 15,567,623	\$ 67,837,723	\$ 67,505,355
<u>Special Revenue Funds</u>			
Traffic Safety 104)	\$ -	\$ 50,000	\$ -
State Gas Tax (106)	917,963	365,724	-
Asset Forfeiture (109)	738,343	-	657,200
Measure "R" (110)	699,411	185,617	-
Proposition "A" (112)	398,064	105,761	293,500
Proposition "C" (114)	589,273	263,231	105,834
Air Pollution Reduction (AQMD) (115)	3,424	21,370	21,000
Residential Sound Insulation (RSI) (116)	-	-	198,348
SB 821/Bikeway (118)	59,567	11,534	-
Citizens Option for Public Safety (COPS) (120)	125,976	101,488	185,000
Los Angeles World Airport (LAWA) (122)	-	-	-
Federal Grants (124)	(4,642)	-	-
State Grants (125)	(100,741)	517,000	33,000
Total Special Revenue Funds	\$ 3,426,638	\$ 1,621,725	\$ 1,493,882
<u>Debt Service Funds</u>			
Debt Service (202)	\$ 1,403,028	\$ 125,000	\$ 545,000
<u>Capital Improvement Fund</u>			
Capital Improvement Projects (301)	\$ 2,565,614	\$ -	\$ -
Total Governmental Funds	\$ 22,962,903	\$ 69,584,448	\$ 69,544,237
<u>Enterprise Funds</u>			
Water (501)	\$ 14,813,337	\$ 29,627,487	\$ 26,722,483
Wastewater (502)	8,189,274	3,310,355	3,557,418
Golf Course (503)	(5,901,011)	1,842,000	1,936,375
Total Enterprise Funds	\$ 17,101,600	\$ 34,779,842	\$ 32,216,276
<u>Internal Service Funds</u>			
Equipment Replacement (601)	\$ 9,958,601	\$ 1,797,700	\$ 5,527,300
Liability Insurance (602)	532,709	1,605,600	1,602,041
Workers' Compensation (603)	(769,018)	2,188,434	2,188,380
Total Internal Service Funds	\$ 9,722,292	\$ 5,591,734	\$ 9,317,721
Total Proprietary Funds	\$ 26,823,892	\$ 40,371,576	\$ 41,533,997
Grand Total - All Funds	\$ 49,786,795	\$ 109,956,024	\$ 111,078,234

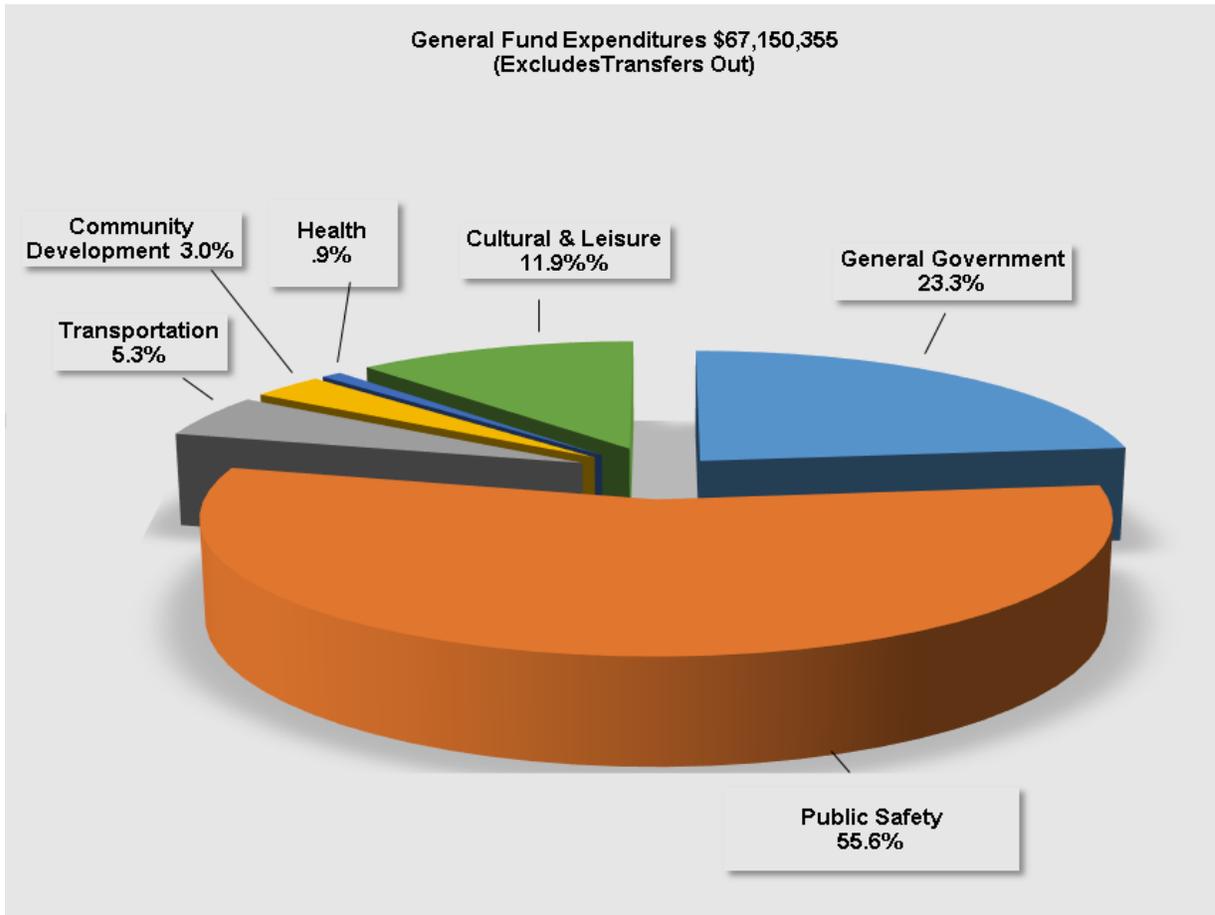
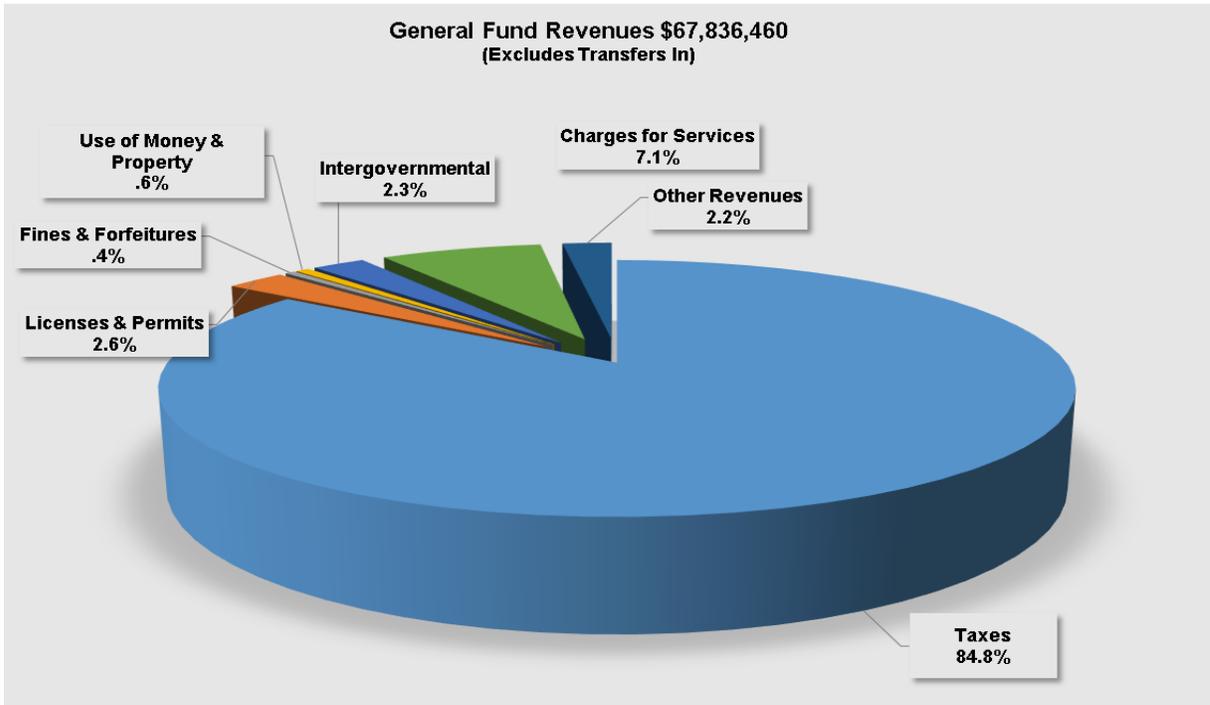
**CITY OF EL SEGUNDO
ESTIMATED FUND BALANCES - ALL FUNDS
FISCAL YEAR 2016-2017**

Adopted Capital Budget FY 2016-2017	Total Adopted Budget FY 2016-2017	Estimated Revenues Over (Under) Adopted Budget	Transfers In FY 2016-2017	Transfers Out FY 2016-2017	Estimated Ending Fund Balance 09/30/17
\$ -	\$ 67,150,355	\$ 686,204	\$ -	\$ 2,660,000	\$ 12,127,776
-	5,000	(3,836)	-	-	118,695
-	-	-	250,000	-	1,500,000
-	350,000	(350,000)	350,000	-	93,520
\$ -	\$ 67,505,355	\$ 332,368	\$ 600,000	\$ 2,660,000	\$ 13,839,991
\$ -	-	50,000	\$ -	\$ -	\$ 50,000
600,000	600,000	(234,276)	-	-	683,687
-	657,200	(657,200)	-	-	81,143
-	-	185,617	-	-	885,028
-	293,500	(187,739)	-	-	210,325
-	105,834	157,397	-	-	746,670
-	21,000	370	-	-	3,794
-	198,348	(198,348)	-	-	(198,348)
-	-	11,534	-	-	71,101
-	185,000	(83,512)	-	-	42,464
-	-	-	-	-	-
-	-	-	-	-	(4,642)
484,000	517,000	-	-	-	(100,741)
\$ 1,084,000	\$ 2,577,882	\$ (956,157)	\$ -	\$ -	\$ 2,470,481
\$ -	\$ 545,000	\$ (420,000)	\$ -	\$ -	\$ 983,028
\$ 2,060,000	\$ 2,060,000	\$ (2,060,000)	\$ 2,060,000	\$ -	\$ 2,565,614
\$ 3,144,000	\$ 72,688,237	\$ (3,103,789)	\$ 2,660,000	\$ 2,660,000	\$ 19,859,114
\$ 3,300,000	\$ 30,022,483	\$ (394,996)	\$ -	\$ -	\$ 14,418,341
2,930,000	6,487,418	(3,177,063)	-	-	5,012,211
-	1,936,375	(94,375)	-	-	(5,995,386)
\$ 6,230,000	\$ 38,446,276	\$ (3,666,434)	\$ -	\$ -	\$ 13,435,166
\$ -	\$ 5,527,300	\$ (3,729,600)	\$ -	\$ -	\$ 6,229,001
-	1,602,041	3,559	-	-	536,268
-	2,188,380	54	-	-	(768,964)
\$ -	\$ 9,317,721	\$ (3,725,987)	\$ -	\$ -	\$ 5,996,305
\$ 6,230,000	\$ 47,763,997	\$ (7,392,421)	\$ -	\$ -	\$ 19,431,471
\$ 9,374,000	\$ 120,452,234	\$ (10,496,210)	\$ 2,660,000	\$ 2,660,000	\$ 39,290,585

**CITY OF EL SEGUNDO
 WHERE MONIES COME FROM AND WHERE THE MONIES GO
 ALL FUNDS
 FISCAL YEAR 2016-2017**



**CITY OF EL SEGUNDO
 WHERE MONIES COME FROM AND WHERE THE MONIES GO
 GENERAL FUND
 FISCAL YEAR 2016-2017**



CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2016-2017

FUND / ACCOUNT / DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<i>Fund 001- General Fund</i>					
3101 Current Year Secured	\$ 6,347,474	\$ 6,215,781	\$ 6,267,700	\$ 6,584,911	\$ 6,655,893
3102 Current Year Unsecured	234,792	222,337	261,150	174,342	267,600
3103 Prior Year Secured	66,531	160,868	50,000	55,500	50,000
3104 Prior Year Unsecured	21,827	25,723	21,500	16,464	21,500
3105 Penalties & Interest	39,295	28,214	50,000	25,789	50,000
3106 HOX Reimbursement	48,113	45,800	50,000	45,181	50,000
Sub-total Property Taxes	\$ 6,758,032	\$ 6,698,723	\$ 6,700,350	\$ 6,902,186	\$ 7,094,993
3201 Sales & Use Tax	\$ 8,290,913	\$ 8,534,981	\$ 10,916,100	\$ 8,822,457	\$ 12,179,368
3202 Franchise Tax	3,098,408	3,672,611	2,450,000	3,048,450	3,200,000
3203 Transient Occupancy Tax	5,964,403	5,423,972	6,109,400	6,239,636	9,600,000
3204 Real Property Transfer Tax	350,676	342,886	300,000	514,048	400,000
3206 Prop 172 (PSAF)	28,009	28,911	-	-	25,000
3208 Sales Tax in Lieu	2,006,796	2,907,652	2,209,300	2,235,342	-
3212 Gas Utility User Tax	3,215,199	2,912,199	2,400,000	1,476,847	1,800,000
3213 Water Utility User Tax	364,515	308,138	325,000	277,613	300,000
3214 Telecommunication UUT	785,668	803,972	833,000	928,528	960,000
3215 Cogenerated Electric UUT	1,583,047	1,194,979	1,290,000	848,282	1,000,000
3216 Electric Utility User Tax	3,098,923	3,150,652	3,250,000	2,424,277	3,150,000
3218 Tax Resolution Agreement	5,750,898	4,843,034	5,500,000	5,381,035	6,250,000
Sub-total Other Taxes	\$ 34,537,455	\$ 34,123,987	\$ 35,582,800	\$ 32,196,516	\$ 38,864,368
3301 Commercial Industrial	\$ 10,097,345	\$ 10,020,638	\$ 10,305,900	\$ 10,383,542	\$ 10,500,000
3302 Contractors	215,580	236,789	239,000	238,230	235,000
3303 Vehicles	30,695	26,363	31,200	35,976	36,000
3304 Contract Employees	292,808	289,142	317,300	273,105	323,646
3305 Other Business License Fees	114,227	107,083	122,800	129,547	130,000
3306 Business License Penalty Charges	133,696	199,532	140,500	720,612	143,310
3307 Filming Fees	81,550	84,982	163,190	174,453	166,454
Sub-total Business Lic Taxes	\$ 10,965,901	\$ 10,964,529	\$ 11,319,890	\$ 11,955,466	\$ 11,534,410
Total Taxes	\$ 52,261,388	\$ 51,787,239	\$ 53,603,040	\$ 51,054,168	\$ 57,493,771
3401 Animal Licenses	\$ 28,695	\$ 19,751	\$ 17,500	\$ 20,922	\$ 20,000
3403 License Agreements Data Centers	10,000	10,000	10,000	10,000	10,000
3404 Building Permits	1,124,815	1,261,792	1,100,000	1,251,472	1,150,000
3405 Plumbing Permits	65,242	154,171	60,000	82,580	70,000
3406 Electrical Permits	230,080	327,612	220,000	200,010	200,000
3407 Street Permits	182,717	96,837	152,900	86,187	152,900
3414 Building Permits SMI Fee #1	690	2,441	1,000	542	1,000
3424 Building Permits SMI Fee #2	(7,242)	2,045	10,000	(912)	12,000
3425 Mechanical Permits	124,605	134,026	100,000	149,714	130,000
Total Other Licenses & Permits	\$ 1,759,602	\$ 2,008,675	\$ 1,671,400	\$ 1,800,515	\$ 1,745,900

CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2016-2017

FUND / ACCOUNT / DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
3501 City Code Fines	\$ 6,391	\$ 9,585	\$ 7,000	\$ 2,419	\$ 2,000
3502 Library Fees & Fines	35,400	36,980	30,000	34,020	30,000
3503 Parking Fines	349,810	356,882	325,000	282,623	250,000
3504 Sur-Charge Parking Fines	(1,968)	1,122	200	8,126	-
3505 Handicap Parking Fines	2,177	519	1,500	759	1,000
3506 Towing Service Fines	18,056	13,067	18,000	15,121	10,000
3513 Internet Printing	4,563	3,729	3,500	4,584	4,000
3514 Environmental Safety Penalty Chgs	-	2,140	-	-	-
Total Fines & Forfeitures	\$ 414,429	\$ 424,024	\$ 385,200	\$ 347,651	\$ 297,000
3601 Interest on Investments	\$ 157,812	\$ 289,348	\$ 127,400	\$ 310,970	\$ 196,200
3602 Property Rentals	167,013	194,935	185,000	201,504	190,800
3603 Interest Allocation Contra	-	(313,262)	-	25,566	-
3619 Chevron USA, Inc Grant	200,000	175,000	200,000	204,416	-
3621 Securities GASB 31 Adjustment	-	153,515	-	-	-
3622 CD's GASB 31 Adjustment	-	6,702	-	-	-
3661 Parking -in-Lieu Fees	24,863	20,802	20,800	17,335	20,000
Total Use of Money & Property	\$ 549,688	\$ 527,040	\$ 533,200	\$ 759,791	\$ 407,000
3701 Motor Vehicle In Lieu Tax	\$ 6,998	\$ -	\$ -	\$ 6,859	\$ 6,958
3703 State Grants	-	-	-	10,799	-
3715 VLF Swap	1,343,412	1,309,564	1,336,300	1,390,099	1,430,000
3904 SB-90 Reimbursement	50,489	267,674	15,000	2,867	15,000
3735 Federal Grants	-	10,931	-	-	-
3762 ESUSD Library Support Reimb	-	-	-	11,199	130,000
Total Intergovernmental	\$ 1,400,899	\$ 1,588,169	\$ 1,351,300	\$ 1,421,823	\$ 1,581,958
3801 Zoning & Planning Fees	\$ 142,082	\$ 304,031	\$ 200,000	\$ 155,072	\$ 200,000
3802 SB 1473 Admin Special Revolving	(4,469)	127	-	(2,864)	-
3803 Special Police Services	58,100	26,371	24,000	23,926	21,000
3804 Public Works Services	2,060	3,326	2,750	2,537	2,750
3808 Plan Check Fees	2,124,651	2,567,553	1,800,000	1,774,842	2,000,000
3809 Plan Retention Fees	20,288	30,232	20,000	22,636	20,000
3810 Building After-Hours Inspection Fees	30,528	9,684	40,000	-	15,000
3812 Sales - Reports/Documents	3,434	1,401	3,000	1,219	3,000
3813 Energy Plan Check Fees	38,458	25,499	30,000	28,184	30,000
3815 Planning Service Fees	10,426	5,170	6,000	695	1,200
3817 Local Record Check Fees	2,080	26,600	15,000	10,560	10,000
3818 Cable DVD Sales	1,425	1,320	800	1,395	1,200
3820 Env Safety/Above Ground Storage Ta	21,875	21,875	21,900	20,625	20,625
3821 Env Safety/New Constr Reinspect	700	175	-	4,725	-
3822 Env Safety/Underground Tanks	37,168	31,180	33,000	26,750	21,140

CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2016-2017

FUND / ACCOUNT / DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>Charges for Services (cont'd)</u>					
3823 Env Safety Surcharge	8,675	8,687	8,700	8,181	8,300
3824 Env Safety Hazardous Waste	65,025	61,384	58,700	54,615	52,774
3825 Env Safety Disclosure	129,568	127,915	128,000	135,836	128,000
3826 Env Safety Risk Management Program	11,870	11,870	11,900	11,870	11,870
3827 Env Safety Industrial	20,105	1,220	-	488	-
3828 Env Safety Storm Water	165	-	15,000	46,380	15,000
3830 Booking Service Fees	640	-	500	-	-
3837 Accelerated Plan Check Fees	414,042	600,929	400,000	325,301	300,000
3840 Tobacco Retail License Fee	-	5,100	5,000	4,500	5,000
3841 Special Fire Services	1,904	749	1,000	2,182	1,500
3843 Paramedic Transport	592,820	903,179	683,000	738,130	683,000
3844 Fire Permit Inspection	51,520	42,335	26,100	34,916	23,500
3845 High Rise Building Inspection	61,692	52,339	65,000	53,515	66,000
3846 Haz Mat Response	-	2,098	-	11,924	-
3847 Fire Protect Equipment Test	39,690	25,110	14,400	66,960	25,000
3848 Annual Fire Inspection	189,884	179,881	234,700	123,904	234,700
3849 Fire Prevention Overtime	29,534	31,098	21,700	25,635	21,700
3850 CPR Class Fee	-	3,500	-	4,200	-
3857 CASP Training	4,877	4,994	4,500	5,254	5,000
3874 Recreation & Parks Activities	97,084	130,645	118,200	121,239	112,000
3875 Contract Class Fees	292,604	295,090	314,100	314,090	318,000
3876 Special Events Fees	19,734	21,716	20,200	22,562	20,000
3877 Drama	16,478	15,541	17,200	16,164	15,000
3879 Reservation Fee	177,079	349,374	269,700	315,135	275,000
3880 Farmers Market Vendors	32,674	39,599	36,400	35,896	34,000
3881 Classes, Camps & Programs	129,935	151,763	126,300	144,187	132,000
Total Charges for Services	\$ 4,876,405	\$ 6,120,660	\$ 4,776,750	\$ 4,693,364	\$ 4,833,259
3901 Sale of Surplus Property	\$ 38,754	\$ 4,414	\$ 10,000	\$ 122	\$ 10,000
3903 Refunds	22,315	5,579	-	-	-
3905 Administrative Charges	660,796	660,792	675,000	495,594	660,800
3909 Miscellaneous Revenue	265,616	44,935	66,840	21,273	25,000
3928 Computer Refresh Charge	115,400	115,400	115,400	105,783	76,533
3972 Developers Contributions	142,556	554,362	-	705,508	705,338
3974 Developer Deposit Revenue	-	92,177	-	30,555	-
Total Other Revenues	\$ 1,245,437	\$ 1,477,659	\$ 867,240	\$ 1,358,835	\$ 1,477,671
<u>Interfund Transfers</u>					
9104 Transfer from Traffic Safety Fund	\$ 200,000	\$ -	\$ 50,000	\$ -	\$ -
Total Transfers In	\$ 200,000	\$ -	\$ 50,000	\$ -	\$ -
Total General Fund	\$ 62,707,848	\$ 63,933,466	\$ 63,238,130	\$ 61,436,147	\$ 67,836,559

CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2016-2017

FUND / ACCOUNT / DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>Fund 104 - Traffic Safety Fund</u>					
3511 Vehicle Code Fines	\$ 95,730	\$ 65,824	\$ 72,000	\$ 29,492	\$ 50,000
3601 Interest on Investments	47	-	-	-	-
Total Traffic Safety Fund	\$ 95,777	\$ 65,824	\$ 72,000	\$ 29,492	\$ 50,000
<u>Fund 106 - State Gas Tax Fund</u>					
3601 Interest on Investments	\$ 8,383	\$ 12,511	\$ 5,400	\$ (1,388)	\$ 10,251
3707 State Gas Tax - 2103	218,036	150,791	77,400	65,427	41,228
3712 State Gas Tax - 2107	121,144	125,245	133,400	100,734	147,443
3713 State Gas Tax - 2107.5	4,000	8,000	4,000	4,000	4,000
3714 State Gas Tax - 2106	57,168	65,338	55,100	50,837	56,626
3716 State Gas Tax - 2105	118,372	101,559	97,600	79,847	106,176
Total State Gas Tax Fund	\$ 527,103	\$ 463,444	\$ 372,900	\$ 299,456	\$ 365,724
<u>Fund 109 - Asset Forfeiture Fund</u>					
3601 Interest on Investments	\$ 2,443	\$ 450	\$ -	\$ 61	\$ -
3717 Forfeiture DOJ Federal	129,290	218,380	120,000	222,780	-
3718 Forfeiture DOJ State	8,170	-	-	-	-
3719 Forfeiture Miscellaneous	4,884	4,322	-	1,811	-
3720 U.S. Treasurer Forfeiture	247,560	94,840	55,000	593,911	-
3722 State & Local Forfeiture	13,972	25,250	-	5,946	-
3901 Sale of Surplus Property	1,392	-	-	-	-
Total Asset Forfeiture Fund	\$ 407,711	\$ 343,242	\$ 175,000	\$ 824,509	\$ -
<u>Fund 110 - Measure "R" Fund</u>					
3601 Interest on Investments	\$ 891	\$ 6,515	\$ 3,200	\$ (530)	\$ 5,617
3745 LACMTA Measure "R"	2,157,576	-	-	-	-
3746 Measure "R" Sales Tax	178,077	186,596	189,800	172,351	180,000
Total Measure "R"	\$ 2,336,544	\$ 193,111	\$ 193,000	\$ 171,821	\$ 185,617
<u>Fund 111 - CDBG Fund</u>					
3795 ADA Sidewalk Ramps	\$ 44,228	\$ 39,718	\$ 64,300	\$ 2,339	\$ -
3787 Donation for Meals	12,028	10,941	10,000	12,693	-
9001 Transfer from General Fund	68,682	76,404	-	-	-
Total CDBG Fund	\$ 124,938	\$ 127,063	\$ 74,300	\$ 15,032	\$ -

CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2016-2017

FUND / ACCOUNT / DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>Fund 112 - Prop "A" Fund</u>					
3601 Interest on Investments	\$ 3,079	\$ 4,671	\$ 2,200	\$ (354)	\$ 3,761
3751 Proposition "A" Sales Tax	287,380	299,781	305,120	276,679	100,000
3752 Bus Pass Sale Proceeds	725	1,024	1,000	1,224	-
3858 Beach Shuttle Passenger Fares	-	1,966	3,000	1,725	2,000
3909 Miscellaneous Revenue	21,281	-	-	723	-
3930 Dial-a-Ride	-	360	-	565	-
Total Prop "A" Fund	\$ 312,465	\$ 307,802	\$ 311,320	\$ 280,562	\$ 105,761
<u>Fund 114 - Prop "C" Fund</u>					
3601 Interest on Investments	\$ 4,010	\$ 6,254	\$ 2,800	\$ (478)	\$ 5,231
3754 Proposition "C" Sales Tax	238,268	248,509	253,100	229,400	258,000
Total Prop "C" Fund	\$ 242,278	\$ 254,763	\$ 255,900	\$ 228,922	\$ 263,231
<u>Fund 115 - Air Pollution Red Fund (AQMD)</u>					
3601 Interest on Investments	\$ 758	\$ 368	\$ 200	\$ (38)	\$ 370
3708 LA CO. SCAQMD / Rideshare	20,727	20,964	20,700	15,708	21,000
Total AQMD Fund	\$ 21,485	\$ 21,332	\$ 20,900	\$ 15,670	\$ 21,370
<u>Fund 116 - Res Sound Ins Program (RSI)</u>					
3601 Interest on Investments	\$ (172)	\$ (238)	\$ -	\$ -	\$ -
3755 FAA 150 Grant	3,971,377	284,495	6,000,000	3,419,638	-
3909 Miscellaneous Revenue	868	698	-	-	-
3925 Easement Expense Reimbursement	-	1,150	2,000	1,050	-
9122 Transfer from LAWA Fund	1,574,370	7,136,189	6,007,000	-	-
Total RSI Fund	\$ 5,546,443	\$ 7,422,294	\$ 12,009,000	\$ 3,420,688	\$ -
<u>Fund 117 - Hyperion Mitigation Fund</u>					
3601 Interest on Investments	\$ 1,340	\$ 1,604	\$ 700	\$ (126)	\$ 1,164
Total Hyperion Fund	\$ 1,340	\$ 1,604	\$ 700	\$ (126)	\$ 1,164
<u>Fund 118 - TDA Article 3 (SB 821) Fund</u>					
3601 Interest on Investments	\$ 45	\$ 301	\$ -	\$ (55)	\$ 534
3725 TDA Article 3 - SB 821	-	59,324	10,780	-	11,000
Total TDA Article 3 Fund	\$ 45	\$ 59,625	\$ 10,780	\$ (55)	\$ 11,534
<u>Fund 120 - COPS (SLESF) Fund</u>					
3207 C.O.P.S. Funding	\$ 100,000	\$ 120,848	\$ 100,000	\$ 100,000	\$ 100,000
3601 Interest on Investments	2,945	2,743	1,200	(67)	1,488
Total COPS Fund	\$ 102,945	\$ 123,591	\$ 101,200	\$ 99,933	\$ 101,488

CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2016-2017

FUND / ACCOUNT / DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
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Fund 122 - LA World Airports (LAWA) Fund

3601 Interest on Investments	\$ 17,146	\$ 53,596	\$ 48,000	\$ 51,936	\$ -
3760 LAWA Grant	4,165,645	6,862,428	6,007,000	4,640,714	-
Total LAWA Fund	\$ 4,182,791	\$ 6,916,024	\$ 6,055,000	\$ 4,692,650	\$ -

Fund 123 - Public Safety Aug Fund (PSAF)

3206 Prop 172 (PSAF)	\$ 28,009	\$ 28,911	\$ 25,000	\$ 26,814	\$ -
Total PSAF Fund	\$ 28,009	\$ 28,911	\$ 25,000	\$ 26,814	\$ -

Fund 124 - Federal Grants Fund

3785 UASI 2012	\$ 30,049	\$ -	\$ -	\$ -	\$ -
Total Federal Grants Fund	\$ 30,049	\$ -	\$ -	\$ -	\$ -

Fund 125 - State Grants Fund

3612 LA County Regional Park M&S Prop A	-	-	-	-	100,000
3614 RPOSD	(3,680)	-	60,000	59,597	384,000
3617 CalBev	5,000	6,854	5,000	-	5,000
3618 AB 109 Front-Line Intervention Service	156,701	144,223	-	-	-
3623 CALIFA High Speed Fiber Data Line	-	-	-	20,000	-
3703 Library - PLF State Grants	-	-	5,000	-	28,000
3703 Police Training STC	5,971	1,949	-	4,337	-
3724 Alcohol Beverage Control Grant	10,955	975	-	-	-
3750 UC Berkeley Sobriety Checkpoint Gra	8,915	-	-	-	-
3789 CERS CUPA Electronic Reporting	15,406	-	-	-	-
Total State Grants Fund	\$ 199,268	\$ 154,001	\$ 70,000	\$ 83,934	\$ 517,000

Fund 202 - Debt Service Fund

3972 Developer Contribution Traffic Mitigati	\$ 104,140	\$ 1,176,496	\$ 100,000	\$ 166,695	\$ 125,000
9001 Transfer from General Fund	1,205,034	-	-	-	-
Total Debt Service Fund Revenues	\$ 1,309,174	\$ 1,176,496	\$ 100,000	\$ 166,695	\$ 125,000

Fund 301 - Capital Improvement (CIP) Fund

3740 Sce Energy Efficiency Strategic Plann	-	92,693	-	42,582	-
8679 Plaza ES Federal Realty "The Point"	-	30,470	-	-	-
Total Other Revenues	\$ -	\$ 123,163	\$ -	\$ 42,582	\$ -

Interfund Transfers

9001 Transfer from General Fund	\$ -	\$ 3,200,004	\$ 864,963	\$ 715,963	\$ 2,060,000
Total CIP Fund	\$ -	\$ 3,323,167	\$ 864,963	\$ 758,545	\$ 2,060,000

CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2016-2017

FUND / ACCOUNT / DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>Fund 401 - Economic Uncertainty Fund</u>					
9001 Transfer from General Fund	\$ -	\$ 750,000	\$ 500,000	\$ 458,337	\$ 250,000
Total Economic Uncertainty Fund	\$ -	\$ 750,000	\$ 500,000	\$ 458,337	\$ 250,000
<u>Fund 405 - Facilities Maintenance Fund</u>					
9001 Transfer from General Fund	\$ 270,000	\$ 350,004	\$ 38,178	\$ 38,178	\$ 350,000
Total Facilities Maintenance Fund	\$ 270,000	\$ 350,004	\$ 38,178	\$ 38,178	\$ 350,000
<u>Fund 501 - Water Utility Fund</u>					
3601 Interest on Investments	\$ 76,273	\$ 150,300	\$ 74,700	\$ (14,259)	\$ 134,000
3851 Water Sales	13,812,899	14,145,647	13,790,700	12,574,207	13,928,607
3853 Meter Installations	1,250	10,850	3,000	1,050	3,000
3856 Reclaimed Water Sales	14,218,754	15,147,115	15,388,000	13,649,255	15,541,880
3859 Miscellaneous Revenue	40,952	19,922	20,000	19,334	20,000
3804 Public Works Services	-	400	-	-	-
Total Water Fund	\$ 28,150,128	\$ 29,474,234	\$ 29,276,400	\$ 26,229,587	\$ 29,627,487
<u>Fund 502 - Sewer Fund</u>					
3601 Interest on Investments	\$ 76,601	\$ 104,362	\$ 49,400	\$ (8,333)	\$ 78,355
3861 WasteWater User Fees	3,209,820	3,305,693	3,200,000	3,467,749	3,232,000
3865 Annual Quality Surcharge	179,629	262,349	264,000	287,609	-
3909 Miscellaneous Revenue	-	-	2,000	2,860	-
Total Sewer Fund	\$ 3,466,050	\$ 3,672,404	\$ 3,515,400	\$ 3,749,884	\$ 3,310,355
<u>Fund 503 - Golf Course Fund</u>					
3832 Food & Beverage Revenues	\$ 287,086	\$ 301,444	\$ 270,000	\$ 240,264	\$ 310,000
3833 Leased Beer & Wine	7,236	7,837	7,200	5,192	7,000
3834 Golf Course Pro Shop Revenues	164,329	133,855	150,000	110,814	140,000
3835 Golf Course Revenues	689,166	629,513	650,000	463,147	600,000
3836 Driving Range Revenues	721,144	670,675	700,000	507,319	625,000
3838 Golf Lessons	176,691	195,841	157,000	135,953	160,000
3909 Miscellaneous Revenue	1,426	1,238	-	222	-
Total Golf Course Fund Revenues	\$ 2,047,078	\$ 1,940,403	\$ 1,934,200	\$ 1,462,911	\$ 1,842,000
<u>Fund 504 - Park Vista Senior Housing Fund</u>					
3909 Miscellaneous Revenue	\$ -	\$ 143,000	\$ -	\$ 143,000	\$ -
Total Park Vista Sr. Housing Fund	\$ -	\$ 143,000	\$ -	\$ 143,000	\$ -

CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2016-2017

FUND / ACCOUNT / DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>Fund 601- Equipment Replacement Fund</u>					
3901 Sale of Surplus Property	\$ -	\$ 7,085	\$ -	\$ -	\$ -
3909 Miscellaneous Revenue	13,807	-	-	154,041	-
3912 Replacement Charge to Other Dept.	1,512,000	1,533,720	1,773,400	1,182,264	1,797,700
9001 Transfer from General Fund	-	200,004	200,000	183,337	-
Total Equipment Replacement Fund	\$ 1,525,807	\$ 1,740,809	\$ 1,973,400	\$ 1,519,642	\$ 1,797,700
<u>Fund 602 - Liability Insurance Fund</u>					
3911 Charges to Other Departments	\$ 1,387,075	\$ 1,370,029	\$ 1,713,800	\$ 1,285,353	\$ 1,605,600
3913 Recovery of Claims Paid	-	-	-	75,703	-
Total Liability Insurance Fund	\$ 1,387,075	\$ 1,370,029	\$ 1,713,800	\$ 1,361,056	\$ 1,605,600
<u>Fund 603 - Workers' Comp Reservelns Fund</u>					
3911 Charges to Other Departments	\$ 2,535,140	\$ 1,256,117	\$ 1,128,600	\$ 1,087,498	\$ 2,188,434
3913 Recovery of Claims Paid	239,632	304,867	-	94,039	-
Total Workers' Comp Fund	\$ 2,774,772	\$ 1,560,984	\$ 1,128,600	\$ 1,181,537	\$ 2,188,434
Total Revenues	\$ 117,527,123	\$ 121,617,619	\$ 122,626,930	\$ 107,482,345	\$ 109,956,024
Total Interfund Transfers	270,000	4,300,008	1,403,141	1,212,478	2,660,000
GRAND TOTAL	\$ 117,797,123	\$ 125,917,627	\$ 124,030,071	\$ 108,694,823	\$ 112,616,024

Note: All totals agree with Revenue Status Reports each period except as noted due to prior period adjustments, etc.

**CITY OF EL SEGUNDO
SCHEDULE OF INTERFUND TRANSFERS
FISCAL YEAR 2016-2017**

FUND	TRANSFER IN	TRANSFER OUT
General Fund (001)	\$ -	\$ 2,660,000
Economic Uncertainty Fund (401)	250,000	-
Facilities Maintenance Fund (405)	350,000	-
Capital Improvement Fund (301)	2,060,000	-
Total	<u><u>\$ 2,660,000</u></u>	<u><u>\$ 2,660,000</u></u>

**CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY FUND/BY DEPARTMENT
ALL FUNDS
FISCAL YEAR 2016-2017**

FUND/DEPARTMENT	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>GENERAL FUND (001)</u>					
City Council	\$ 283,908	\$ 273,046	\$ 299,900	\$ 252,450	\$ 289,268
City Treasurer	280,852	295,628	302,500	266,764	318,102
City Clerk	386,952	284,375	473,500	314,994	412,931
City Manager	1,071,337	1,039,747	1,082,500	999,962	1,389,170
City Attorney	404,957	526,272	487,300	390,705	488,250
Human Resources	734,906	723,636	788,600	670,668	820,765
Finance	1,757,840	1,888,533	2,008,500	1,375,034	1,905,626
Police Department	19,505,199	19,887,690	21,586,800	17,558,013	22,074,207
Fire Department	14,088,674	13,952,730	14,565,970	12,198,154	15,125,846
Planning & Building Safety	2,264,893	2,484,317	2,756,600	2,088,789	2,663,311
Public Works	5,552,778	5,420,087	6,911,300	4,956,907	7,206,240
Recreation & Parks	5,024,930	4,849,093	5,413,900	4,530,342	5,757,619
Library Services	2,162,469	2,046,841	2,095,000	1,737,254	2,315,461
Non-Departmental	3,691,215	5,842,267	4,937,660	4,829,260	6,383,559
Transfers Out	1,554,617	4,576,400	700,000	1,395,815	2,660,000
Total General Fund	\$ 58,765,526	\$ 64,090,661	\$ 64,410,030	\$ 53,565,111	\$ 69,810,355
<u>TRAFFIC SAFETY FUND (104)</u>					
Transfer to General Fund	\$ 200,000	\$ -	\$ 50,000	\$ -	\$ -
<u>GAS TAX FUND (106)</u>					
Capital Improvement Projects	\$ 161,984	\$ 403,112	\$ 402,000	\$ 657,931	\$ 600,000
<u>ASSET FORFEITURE FUND (109)</u>					
Police	\$ 677,350	\$ 500,107	\$ 427,200	\$ 19,006	\$ 657,200
<u>MEASURE "R" FUND (110)</u>					
Capital Improvement Projects	\$ 862,205	\$ 85,529	\$ -	\$ 5,334	\$ -
<u>CDBG FUND (111)</u>					
Recreation & Parks	\$ 80,710	\$ 77,717	\$ -	\$ -	\$ -
Capital Improvement Projects	44,228	41,768	64,300	1,153	-
Total CDBG Fund	\$ 124,938	\$ 119,485	\$ 64,300	\$ 1,153	\$ -
<u>PROPOSITION "A" FUND (112)</u>					
Recreation & Parks	\$ 272,707	\$ 229,571	\$ 305,000	\$ 187,331	\$ 293,500
<u>PROPOSITION "C" FUND (114)</u>					
Recreation & Parks	\$ 82,680	\$ 66,825	\$ 115,700	\$ 68,821	\$ 105,834
Capital Improvement Projects	87,952	32,048	120,000	-	-
Total Prop "C" Fund	\$ 170,632	\$ 98,873	\$ 235,700	\$ 68,821	\$ 105,834

**CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY FUND/BY DEPARTMENT
ALL FUNDS
FISCAL YEAR 2016-2017**

FUND/DEPARTMENT	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>AQMD FUND (115)</u>					
Non-Departmental/Automotive	\$ 99,309	\$ -	\$ 30,000	\$ 26,254	\$ 21,000
<u>RSI FUND (116)</u>					
Planning & Building Safety	\$ 4,256,796	\$ 11,940,371	\$ 12,086,100	\$ 967,199	\$ 198,348
Residential Sound Insulation	2,949,474	10,605,314	10,500,000	-	-
Total RSI Fund	\$ 7,206,270	\$ 22,545,685	\$ 22,586,100	\$ 967,199	\$ 198,348
<u>HYPERION MITIGATION FUND (117)</u>					
Planning & Building Safety	\$ 4,755	\$ 5,067	\$ 5,000	\$ 5,022	\$ 5,000
<u>COPS FUND (120)</u>					
Police	\$ 139,087	\$ 178,410	\$ 100,000	\$ 85,748	\$ 185,000
<u>LAWA FUND (122)</u>					
Transfer to RSI	\$ 1,574,370	\$ 7,154,191	\$ 6,007,000	\$ -	\$ -
<u>PSAF (PROP 172) FUND (123)</u>					
Fire	\$ -	\$ -	\$ 51,000	\$ -	\$ -
Total PSAF (Prop 172) Fund	\$ -	\$ -	\$ 51,000	\$ -	\$ -
<u>FEDERAL GRANTS FUND (124)*</u>					
Police (UASI)	\$ 20,731	\$ -	\$ -	\$ -	\$ -
<u>STATE/COUNTY GRANTS FUND (125)*</u>					
Recreation & Parks (RPOSD)	\$ 672	\$ 59,702	\$ -	\$ 7,453	\$ 384,000
Recreation & Parks (CalBev)	1,320	6,854	-	446	5,000
Recreation & Parks (M&S Prop A Grant)	-	-	-	-	100,000
Library (Telephone Grant)	-	-	-	20,000	28,000
Library (CLSA)	-	-	-	656	-
Police (AB109 Front Line Intervention)	156,701	(17,097)	-	80,917	-
Police ABC	10,955	-	47,674	550	-
Police (ICE & HSI SLOT)	1,828	975	-	-	-
Police (Check Point)	8,915	-	-	-	-
Police (CERS CUPA)	15,406	-	-	6,500	-
Police (Training)	2,717	1,949	-	622	-
Total State/County Grants Fund	\$ 198,514	\$ 52,383	\$ 47,674	\$ 117,144	\$ 517,000

**CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY FUND/BY DEPARTMENT
ALL FUNDS
FISCAL YEAR 2016-2017**

FUND/DEPARTMENT	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>DEBT SERVICE FUND (200)</u>					
Debt Service	\$ 537,494	\$ 536,669	\$ -	\$ 110,776	\$ 545,000
<u>CAPITAL IMPROVEMENT FUND (301)</u>					
Capital Improvement Projects	\$ 903,779	\$ 391,927	\$ -	\$ 1,227,317	\$ 2,060,000
<u>FACILITIES MAINTFUND (405)</u>					
Public Works	\$ 117,509	\$ 147,947	\$ 350,000	\$ 417,017	\$ 350,000
<u>WATER UTILITY FUND (501)</u>					
Public Works (Water Operations)	\$ 23,725,371	\$ 24,445,260	\$ 25,447,000	\$ 16,588,889	\$ 26,722,483
Capital Improvement Projects	-	-	3,235,000	1,480,575	3,300,000
Total Water Utility Fund	\$ 23,725,371	\$ 24,445,260	\$ 28,682,000	\$ 18,069,464	\$ 30,022,483
<u>WASTEWATER FUND (502)</u>					
Public Works (Wastewater Operations)	\$ 2,509,470	\$ 2,751,295	\$ 3,471,800	\$ 2,882,865	\$ 3,557,418
Capital Improvement Projects	-	-	5,100,000	1,112,837	2,930,000
Total Wastewater Fund	\$ 2,509,470	\$ 2,751,295	\$ 8,571,800	\$ 3,995,702	\$ 6,487,418
<u>GOLF COURSE FUND (503)</u>					
Recreation & Parks	\$ 1,941,720	\$ 1,973,368	\$ 1,942,600	\$ 1,538,369	\$ 1,936,375
<u>EQUIP REPLACEMENT FUND (601)**</u>					
Various Equipment Citywide	\$ 87,015	\$ 139,700	\$ 4,756,800	\$ 852,542	\$ 5,527,300
<u>LIABILITY INSURANCE FUND (602)</u>					
Non-Departmental	\$ 613,718	\$ 1,113,517	\$ 1,291,400	\$ 287,495	\$ 1,602,041
<u>WORKERS' COMP FUND (603)</u>					
Non-Departmental	\$ 527,899	\$ 3,171,648	\$ 2,357,800	\$ 1,191,812	\$ 2,188,380
GRAND TOTAL ALL FUNDS	\$ 101,442,353	\$ 130,134,405	\$ 142,673,404	\$ 83,396,548	\$ 123,112,234

** These grants are not reflected in the departments' budget details. The above presentation is a summary of all grants that are, or were granted or received by various departments in the City.*

*** Because of how the City accounts for Internal Service Fund charges to departments and how the City accounts for when the actual equipment purchases are made, the above summary is not reflected in the departments' budget.*

**CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY FUNCTION
ALL FUNDS
FISCAL YEAR 2016-2017**

FUNCTION / FUND / DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>General Government</u>					
General Fund					
City Council	\$ 283,908	\$ 273,046	\$ 299,900	\$ 252,450	\$ 289,268
City Treasurer	280,852	295,628	302,500	266,764	318,102
City Clerk	386,952	284,375	473,500	314,994	412,931
City Manager	621,963	607,784	637,800	591,988	645,222
City Attorney	404,957	526,272	487,300	390,705	488,250
Human Resources	734,906	723,636	788,600	670,668	820,765
Finance	1,757,840	1,888,533	2,008,500	1,375,034	1,905,626
Information Systems	789,438	774,785	1,091,600	550,238	1,309,347
Equipment Maintenance	1,078,456	1,054,115	1,125,200	829,342	1,210,993
Government Buildings	1,466,866	1,501,816	1,648,200	1,227,113	1,860,274
Non-Departmental	3,691,215	5,842,267	4,937,660	4,829,260	6,383,559
Transfers Out	1,554,617	4,576,400	700,000	1,395,815	2,660,000
Sub-total General Fund	\$ 13,051,970	\$ 18,348,656	\$ 14,500,760	\$ 12,694,371	\$ 18,304,337
Other Funds					
State Grants Fund	\$ 672	\$ 59,702	\$ -	\$ 7,453	\$ 384,000
Debt Service Fund	537,494	536,669	-	110,776	545,000
Capital Improvement Fund	626,452	124,293	-	226,747	400,000
Facilities Maintenance Fund	117,509	147,947	350,000	417,017	350,000
Equipment Replacement Fund	87,015	139,700	4,756,800	852,542	5,527,300
Liability Insurance Fund	613,718	1,113,517	1,291,400	287,495	1,602,041
Workers' Compensation Fund	527,899	3,171,648	2,357,800	1,191,812	2,188,380
Sub-total Other Funds	\$ 2,510,759	\$ 5,293,476	\$ 8,756,000	\$ 3,093,842	\$ 10,996,721
Total General Government	\$ 15,562,729	\$ 23,642,132	\$ 23,256,760	\$ 15,788,213	\$ 29,301,058
<u>Public Safety</u>					
General Fund					
Police Protection	\$ 18,715,760	\$ 19,112,905	\$ 20,495,200	\$ 17,007,775	\$ 20,764,860
Fire Protection	14,088,674	13,952,730	14,565,970	12,198,154	15,125,846
Building Safety	971,908	1,053,862	1,336,300	947,833	1,230,499
Emergency Management	121,440	127,102	157,800	83,861	201,600
Sub-total General Fund	\$ 33,897,782	\$ 34,246,598	\$ 36,555,270	\$ 30,237,623	\$ 37,322,805

**CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY FUNCTION
ALL FUNDS
FISCAL YEAR 2016-2017**

FUNCTION / FUND / DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
Other Funds					
Asset Forfeiture Fund	\$ 677,350	\$ 500,107	\$ 427,200	\$ 19,006	\$ 657,200
COPS Fund	139,087	178,410	100,000	85,748	185,000
Federal Grants Fund	20,731	-	-	-	-
State Grants Fund	196,522	(14,173)	47,674	88,589	-
PSAF Fund	-	-	51,000	-	-
Sub-total Other Funds	\$ 1,033,690	\$ 664,345	\$ 625,874	\$ 193,343	\$ 842,200
Total Public Safety	\$ 34,931,472	\$ 34,910,943	\$ 37,181,144	\$ 30,430,966	\$ 38,165,005
Transportation					
General Fund					
Public Works Administration	\$ 189,677	\$ 149,150	\$ 151,300	\$ 136,430	\$ 165,765
Engineering	331,485	314,302	812,100	451,806	836,799
Street Services	351,471	372,364	398,500	370,417	453,276
Street Maintenance	490,946	505,313	835,700	589,271	754,452
Traffic Safety	790,299	729,166	835,700	660,806	825,382
Storm Drains	270,775	220,568	514,700	253,603	507,372
Sub-total General Fund	\$ 2,424,653	\$ 2,290,863	\$ 3,548,000	\$ 2,462,333	\$ 3,543,046
Other Funds					
Gas Tax Fund	\$ 161,984	\$ 403,112	\$ 402,000	\$ 657,931	\$ 600,000
Traffic Safety Fund	200,000	-	50,000	-	-
CDBG	44,228	41,768	64,300	1,153	-
Proposition "A" Fund	272,707	229,571	305,000	187,331	293,500
Proposition "C" Fund	170,632	98,873	235,700	68,821	105,834
Capital Improvement Fund	277,327	267,634	-	1,000,570	1,080,000
Measure "R" Fund	862,205	85,529	-	5,334	-
AQMD Fund	99,309	-	30,000	26,254	21,000
Sub-total Other Funds	\$ 2,088,392	\$ 1,126,487	\$ 1,087,000	\$ 1,947,394	\$ 2,100,334
Total Transportation	\$ 4,513,046	\$ 3,417,350	\$ 4,635,000	\$ 4,409,727	\$ 5,643,380
Community Development					
General Fund					
Planning & Building Admin	\$ 338,901	\$ 360,723	\$ 324,700	\$ 291,866	\$ 339,966
Planning	954,084	1,069,732	1,095,600	849,090	1,092,846
Economic Development	327,934	304,861	286,900	324,113	542,348
Community Outreach Admin	-	-	14,000	11,375	14,000
Juvenile Diversion	-	-	14,000	8,726	19,000
Senior In-Home Care	-	-	24,000	18,323	18,979
Delivered Meals	-	-	33,900	31,469	33,844
Sub-total General Fund	\$ 1,620,918	\$ 1,735,316	\$ 1,793,100	\$ 1,534,962	\$ 2,060,983

**CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY FUNCTION
ALL FUNDS
FISCAL YEAR 2016-2017**

FUNCTION / FUND / DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
Other Funds					
CDBG Fund	\$ 80,710	\$ 77,717	\$ -	\$ -	\$ -
RSI Fund	7,206,270	22,545,685	22,586,100	967,199	198,348
LAWA Fund	1,574,370	7,154,191	6,007,000	-	-
Sub-total Other Funds	\$ 8,861,350	\$ 29,777,593	\$ 28,593,100	\$ 967,199	\$ 198,348
Total Community Development	\$ 10,482,268	\$ 31,512,909	\$ 30,386,200	\$ 2,502,161	\$ 2,259,331
Health					
General Fund					
Solid Waste Recycling	\$ 582,802	\$ 573,293	\$ 589,900	\$ 438,119	\$ 591,927
Sub-total General Fund	\$ 582,802	\$ 573,293	\$ 589,900	\$ 438,119	\$ 591,927
Other Funds					
Hyperion Mitigation Fund	\$ 4,755	\$ 5,067	\$ 5,000	\$ 5,022	\$ 5,000
Sub-total Other Funds	\$ 4,755	\$ 5,067	\$ 5,000	\$ 5,022	\$ 5,000
Total Health	\$ 587,557	\$ 578,360	\$ 594,900	\$ 443,141	\$ 596,927
Cultural & Leisure					
General Fund					
Library Services	\$ 2,162,469	\$ 2,046,841	\$ 2,095,000	\$ 1,737,254	\$ 2,315,461
Recreation & Parks	5,024,930	4,849,093	5,328,000	4,460,449	5,671,796
Sub-total General Fund	\$ 7,187,400	\$ 6,895,934	\$ 7,423,000	\$ 6,197,703	\$ 7,987,257
Other Funds					
State/County Grants Fund	\$ 1,320	\$ 6,854	\$ -	\$ 21,102	\$ 133,000
Capital Improvement Fund	-	-	-	-	580,000
Golf Course Fund	1,941,720	1,973,368	1,942,600	1,538,369	1,936,375
Sub-total Other Funds	\$ 1,943,040	\$ 1,980,222	\$ 1,942,600	\$ 1,559,471	\$ 2,649,375
Total Cultural & Leisure	\$ 9,130,439	\$ 8,876,156	\$ 9,365,600	\$ 7,757,174	\$ 10,636,632
Utilities					
Water Fund	\$ 23,725,371	\$ 24,445,260	\$ 28,682,000	\$ 18,069,464	\$ 30,022,483
Wastewater Fund	2,509,470	2,751,295	8,571,800	3,995,702	6,487,418
Total Utilities	\$ 26,234,841	\$ 27,196,555	\$ 37,253,800	\$ 22,065,166	\$ 36,509,901
TOTAL GENERAL FUND	\$ 58,765,526	\$ 64,090,661	\$ 64,410,030	\$ 53,565,111	\$ 69,810,355
TOTAL OTHER FUNDS	\$ 42,676,827	\$ 66,043,744	\$ 78,263,374	\$ 29,831,437	\$ 53,301,879
GRAND TOTAL ALL FUNDS	\$ 101,442,353	\$ 130,134,405	\$ 142,673,404	\$ 83,396,548	\$ 123,112,234

**CITY OF EL SEGUNDO
ADOPTED REVENUES AND EXPENDITURES SUMMARY
GENERAL FUND
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>Revenues & Other Sources</u>					
Taxes	\$ 52,261,388	\$ 51,787,239	\$ 53,603,040	\$ 51,054,168	\$ 57,493,771
Other Licenses & Permits	1,759,602	2,008,675	1,671,400	1,800,515	1,745,900
Fines & Forfeitures	414,429	424,024	385,200	347,651	297,000
Use of Money & Property	549,688	527,040	533,200	759,791	407,000
Intergovernmental	1,400,899	1,588,169	1,351,300	1,421,823	1,581,958
Charges for Services	4,876,405	6,120,660	4,776,750	4,693,364	4,833,259
Other Revenues	1,245,437	1,477,659	867,240	1,358,835	1,477,671
Transfers In	200,000	-	50,000	-	-
Total Revenues & Other Sources	\$ 62,707,848	\$ 63,933,466	\$ 63,238,130	\$ 61,436,147	\$ 67,836,559
<u>Expenditures & Other Uses</u>					
General Government*	\$ 11,497,353	\$ 13,772,256	\$ 13,800,760	\$ 11,298,556	\$ 15,644,337
Public Safety	33,897,782	34,246,598	36,555,270	30,237,623	37,322,805
Transportation	2,424,653	2,290,863	3,548,000	2,462,333	3,543,046
Community Development	1,620,918	1,735,316	1,793,100	1,534,962	2,060,983
Health	582,802	573,293	589,900	438,119	591,927
Culture & Leisure	7,187,400	6,895,934	7,423,000	6,197,703	7,987,257
Transfers Out*	1,554,617	4,576,400	700,000	1,395,815	2,660,000
Total Expenditures & Other Uses	\$ 58,765,526	\$ 64,090,661	\$ 64,410,030	\$ 53,565,111	\$ 69,810,355
Balance**	\$ 3,942,322	\$ (157,195)	\$ (1,171,900)	\$ 7,871,036	\$ (1,973,796)

* Combined equal to General Government in the Adopted Budget Summary by Function

** For each year only without regard to cumulative balance

CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2016-2017

ACCOUNT / DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
4101 Salaries Full-Time	\$ 22,717,520	\$ 22,223,528	\$ 24,806,500	\$ 19,509,503	\$ 25,338,467
4102 Salaries Part-Time	1,710,037	1,804,345	1,899,100	1,582,602	1,870,310
4103 Overtime	730,736	955,893	988,800	885,833	1,013,750
4105 Holiday Pay	675,500	684,121	724,600	694,721	678,705
4107 FLSA Overtime	451,176	593,602	587,600	356,149	590,000
4108 Vacation Leave Payout	311	1,729,420	1,100,000	368,511	1,250,632
4109 Vac/Sick Pay - Termination	-	7,286	-	398,270	-
4110 Leave Replacement	886,390	1,197,733	1,072,300	1,287,987	1,080,000
4112 Compensated Sick Time	299,970	476,592	-	336,440	-
4113 Reimbursable Overtime	125,318	46,911	-	21,300	-
4116 Standby Pay	28,782	20,163	28,500	24,112	28,500
4201 Retirement CalPERS	8,335,866	9,192,616	10,475,200	8,399,372	10,942,629
4202 FICA	1,070,921	1,081,749	1,128,000	944,247	1,255,568
4203 Workers' Compensation	2,438,473	1,198,167	1,102,000	1,054,337	2,468,006
4204 Group Insurance	4,360,455	4,696,379	5,139,300	4,770,923	6,007,488
4205 Uniform Allowance	25,792	57,584	7,470	38,051	46,233
4209 PARS Expense	-	-	-	-	109,580
4210 OPEB Liability	1,382,933	1,242,772	1,208,500	987,881	346,048
4211 401(a) Employer's Contribution	377,283	381,727	259,800	190,252	-
4215 Uniform Replacement	66,911	66,676	28,600	70,498	98,700
4220 PERS Amortization	35,001	(35,000)	-	-	-
Total Salaries & Benefits	\$ 45,719,375	\$ 47,622,263	\$ 50,556,270	\$ 41,920,989	\$ 53,124,616
5201 Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ 4,000
5203 Repair & Maintenance Supplies	54,257	77,731	38,000	43,890	46,000
5204 Operating Supplies	513,980	569,914	676,100	510,166	680,159
5206 Computer Supplies	20,664	21,099	30,800	12,601	30,400
5207 Small Tools & Equipment	10,216	5,241	22,700	5,976	25,700
5211 Photo Supplies	1,503	1,128	5,000	276	5,000
5212 Prisoner Meals	4,537	4,739	6,200	2,961	6,200
5214 Housing Supplies	6,248	5,279	6,000	3,910	6,000
5215 Vehicle Gasoline Charge	244,509	190,338	250,000	112,800	250,000
5218 Training Materials and Supplies	58,128	42,949	7,900	24,286	62,000
5220 Computer Refresh Charges	111,200	111,200	111,200	101,933	110,800
5255 CPR Class Operating Supplies	-	-	-	6,506	-
5501 Books/Other Printed Materials	94,305	82,645	88,700	68,509	80,700
5505 Young Peoples Books	29,530	22,641	25,400	13,434	24,400
5507 School Library Materials	3,653	2,319	3,200	1,526	3,200
6101 Gas	74,525	59,406	94,900	54,683	94,900
6102 Electricity	825,477	865,229	856,200	720,439	862,200
6103 Water	229,661	239,842	249,300	201,800	249,300

**CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2016-2017**

ACCOUNT / DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
6201 Advertising/Publishing	87,160	301,193	115,400	154,961	364,200
6203 Copy Machine Charges	36,524	(3,633)	52,500	487	51,000
6204 Fleet Operating Charges	36,058	44,209	-	9,545	-
6205 Other Printing & Binding	32,873	26,282	30,700	10,208	37,260
6206 Contractual Services	3,119,135	2,946,674	3,622,400	2,608,541	3,859,789
6207 Equip Replacement Charges	1,420,400	1,432,822	1,650,100	1,236,999	1,641,500
6208 Dues & Subscriptions	71,585	57,970	90,300	64,164	98,898
6209 Dump Fees	1,207	-	15,000	-	15,000
6210 Haz Materials Disposal Fees	1,489	120	3,000	2,109	3,000
6211 Insurance & Bonds	286,725	264,469	329,200	249,723	305,100
6212 Laundry & Cleaning	22,016	17,497	30,300	19,030	34,300
6213 Meetings & Travel	60,999	54,460	145,500	61,710	154,580
6214 Professional/Technical	1,160,815	1,681,888	1,568,900	1,760,615	1,257,759
6215 Repair & Maintenance	121,043	76,338	228,400	105,465	237,970
6216 Rental Charges	17,320	16,157	17,200	14,142	17,200
6217 Software Maintenance	298,958	339,333	358,700	246,576	421,074
6218 Hardware Maintenance	7,825	8,638	12,000	-	12,000
6219 Network Operating Charge	(19,000)	(20,592)	(28,100)	(18,883)	(19,500)
6221 Educational Incentive	25,324	7,465	21,700	10,674	21,700
6222 Lease Payment Parking Garage	258,416	274,741	260,000	282,642	283,800
6223 Training & Education	111,889	100,885	172,400	76,587	212,750
6224 Vehicle Operating Charges	147,593	138,559	200,500	131,832	220,500
6225 PD Admin/POST Training/Educ	(5,584)	15,145	-	11,352	-
6244 Other Unclassified Expense	53,247	2,633	10,000	9,537	-
6245 Employee Recognition	5,932	5,490	12,000	2,978	12,000
6247 Unemployment Compensation	23,813	5,896	30,000	1,665	30,000
6249 Fees & Licenses	1,115	7,824	10,400	7,393	11,900
6250 Volunteer Recognition	1,566	2,736	-	3,313	-
6251 Communication/Mobile Radio	9,558	5,881	16,700	17,007	18,750
6253 Postage	22,927	20,969	37,700	29,041	32,550
6254 Telephone	521,484	601,874	489,800	293,744	525,400
6255 ESMC Recodification	4,145	1,796	7,000	500	7,000
6257 Public Education	493	1,374	5,400	1,021	6,500
6259 Breathing Apparatus	7,100	2,439	3,500	422	3,500
6260 Equipment Leasing Costs	76,434	84,872	90,100	48,311	92,000
6262 Testing/Recruitment	4,742	4,102	9,300	8,003	9,300
6263 Commissioners Expense	6,056	5,903	10,300	5,860	10,300
6272 Court Costs	750	315	1,500	429	1,500
6273 In-Custody Medical Charges	-	-	2,100	-	17,000
6274 Investigations Expense	7,594	6,941	14,100	4,122	14,100
6275 K-9 Dog Care Services	6,714	8,734	10,600	6,689	10,600

**CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2016-2017**

ACCOUNT / DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
6277 Resource Databases	28,571	25,486	20,000	27,443	29,000
6278 Computer Charges	11,396	11,617	29,200	9,486	29,200
6282 Emergency Repair	3,204	11,313	10,000	1,783	25,000
6288 S.W.A.T. Program	41,123	17,850	19,800	17,494	19,800
6289 Educational Reimbursement	30,562	30,121	45,000	38,858	45,000
6297 Credit Card Fees	81,942	52,529	95,000	52,716	95,000
6301 Legal Counsel	236,079	352,622	272,000	252,181	272,000
6302 Plaintiff & Defense Litigation	72,915	44,522	100,000	56,435	100,000
6310 Labor Negotiation	93,322	128,966	100,000	82,043	100,000
6311 Code Enforcement	2,430	-	15,000	-	15,000
6401 Community Promotions	15,328	15,000	16,500	15,544	18,000
6403 Sister City	935	599	1,000	-	1,000
6405 ESUSD Funding Agreement	332,550	79,991	89,700	78,182	92,400
6406 LAX Master Plan Intervention	67,701	78,126	75,000	125,856	75,000
6407 Washington Lobbyist	75,000	50,000	75,000	56,250	75,000
Total Maintenance & Operations	\$ 11,465,884	\$ 11,797,250	\$ 13,157,760	\$ 10,241,119	\$ 13,564,639
8104 Capital Equipment	\$ 9,324	\$ 94,747	\$ -	\$ 7,188	\$ 125,000
8108 Computer Hardware	16,326	-	-	-	336,100
Total Capital Outlay	\$ 25,650	\$ 94,747	\$ -	\$ 7,188	\$ 461,100
9400 Transfers Out	\$ 1,554,617	\$ 4,576,400	\$ 700,000	\$ 1,395,815	\$ 2,660,000
TOTAL GENERAL FUND	\$ 58,765,526	\$ 64,090,661	\$ 64,414,030	\$ 53,565,111	\$ 69,810,355

**CITY OF EL SEGUNDO
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT
FROM FY 2013-14 TO FY 2016-17**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>City Council</u>				
City Council**	5.00	5.00	5.00	5.00
Executive Assistant	1.00	1.00	1.00	1.00
Total City Council	6.00	6.00	6.00	6.00
<u>City Treasurer</u>				
City Treasurer**	1.00	1.00	1.00	1.00
Deputy City Treasurer I	1.00	1.00	1.00	1.00
Deputy City Treasurer II	1.00	1.00	1.00	1.00
Total City Treasurer	3.00	3.00	3.00	3.00
<u>City Clerk</u>				
City Clerk**	1.00	1.00	1.00	1.00
Deputy City Clerk I	1.00	1.00	1.00	1.00
Deputy City Clerk II	1.00	1.00	1.00	1.00
Records Technician	-	-	-	1.00
Sub-total Full-Time	3.00	3.00	3.00	4.00
<u>Part-Time FTEs</u>				
Office Specialist I	0.10	0.10	0.10	0.10
Records Technician	-	-	0.50	-
Sub-total Part-Time	0.10	0.10	0.60	0.10
Total City Clerk	3.10	3.10	3.60	4.10
** Elected part-time positions				
<u>City Manager's Office</u>				
City Manager	1.00	1.00	1.00	1.00
Economic Development Manager	-	-	1.00	1.00
Emergency Management Coordinator	-	-	-	1.00
Senior Executive Assistant	1.00	1.00	1.00	1.00
Information Systems Manager	1.00	1.00	-	-
GIS Specialist	1.00	1.00	-	-
Network Assistant	3.00	2.00	-	-
Sub-total Full-Time	7.00	6.00	3.00	4.00
<u>Part-Time FTEs</u>				
Application Specialist	-	0.50	-	-
Administrative Intern	-	0.50	-	-
Sub-total Part-Time	-	1.00	-	-
Total City Manager's Office	7.00	7.00	3.00	4.00

**CITY OF EL SEGUNDO
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT
FROM FY 2013-14 TO FY 2016-17**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>Human Resources Department</u>				
Director of Human Resources	-	1.00	1.00	1.00
Senior Human Resource Analyst	1.00	1.00	-	-
Human Resources Manager	1.00	-	1.00	1.00
Human Resources Analyst	1.00	1.00	1.00	1.00
Human Resources Assistant	1.00	1.00	1.00	1.00
Sub-total Full-Time	4.00	4.00	4.00	4.00
<u>Part-Time FTEs</u>				
Office Specialist I	0.50	0.50	0.50	0.50
Total Human Resources Department	4.50	4.50	4.50	4.50
<u>Finance Department</u>				
Director of Finance	1.00	1.00	1.00	1.00
Fiscal Services Manager	1.00	1.00	1.00	-
Finance Manager	-	-	-	1.00
Revenue Manager	-	-	1.00	1.00
Business Services Manager	1.00	1.00	-	-
Accounting Manager	1.00	1.00	1.00	-
Accounting Supervisor	1.00	1.00	1.00	1.00
Accountant	-	-	-	1.00
Accounting Technician	3.00	2.00	2.00	2.00
Accounts Specialist II	1.00	1.00	1.00	1.00
Administrative Specialist	-	-	1.00	1.00
Budget/Payroll Supervisor	-	-	1.00	1.00
License Permit Specialist I	-	-	1.00	1.00
License Permit Specialist II	1.00	1.00	1.00	1.00
Payroll Accountant	1.00	1.00	1.00	1.00
Purchasing Agent	1.00	1.00	1.00	1.00
Revenue Inspector	1.00	1.00	1.00	1.00
Senior Management Analyst	1.00	1.00	-	-
Sub-total Full-Time	14.00	13.00	15.00	15.00
<u>Part-Time FTEs</u>				
Accountant	-	-	-	0.50
Accounts Specialist II	0.50	0.50	0.50	-
Administrative Specialist	0.50	0.90	-	-
Office Specialist	-	0.65	-	-
Sub-total Part-Time	1.00	2.05	0.50	0.50
Total Finance Department	15.00	15.05	15.50	15.50

**CITY OF EL SEGUNDO
 FOUR-YEAR PERSONNEL SUMMARY
 BY DEPARTMENT
 FROM FY 2013-14 TO FY 2016-17**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>Police Department</u>				
Chief of Police	1.00	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00	2.00
Police Lieutenant	6.00	6.00	6.00	6.00
Police Sergeant	9.00	9.00	9.00	9.00
Administrative Specialist	2.00	2.00	-	-
Crime Prevention Analyst II	1.00	1.00	1.00	1.00
Crime Scene Investigator II	1.00	1.00	1.00	1.00
Executive Assistant	2.00	1.00	1.00	1.00
Police Assistant I/II	4.00	4.00	7.00	7.00
Police Officer	44.00	44.00	45.00	44.00
Police Records Supervisor	1.00	1.00	1.00	1.00
Police Services Officer I/II	7.00	7.00	7.00	8.00
Technical Services Analyst	1.00	1.00	1.00	1.00
Information Systems Manager	-	-	1.00	1.00
Information Systems Specialist	-	-	3.00	3.00
Information Systems Developer	-	-	1.00	1.00
GIS Analyst	-	-	1.00	1.00
Network Assistant	-	-	1.00	1.00
Sub-total Full-time	81.00	80.00	89.00	89.00
<u>Part-Time FTEs</u>				
Background Investigator	-	-	0.50	1.00
Office Specialist I	0.50	0.50	-	-
Police Cadet	3.00	3.50	4.00	4.00
Police Services Officer I/II	1.50	2.25	1.00	-
Administrative Intern	-	-	0.50	0.50
Application Specialist	-	-	0.50	-
Sub-total Part-Time	5.00	6.25	6.50	5.50
Total Police Department	86.00	86.25	95.50	94.50

**CITY OF EL SEGUNDO
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT
FROM FY 2013-14 TO FY 2016-17**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>Fire Department</u>				
Fire Chief	1.00	1.00	1.00	1.00
Battalion Chief	3.00	3.00	3.00	3.00
Fire Captain	11.00	10.00	9.00	9.00
Fire Engineer	9.00	9.00	9.00	9.00
Firefighter/Paramedic	15.00	15.00	14.00	15.00
Firefighter	8.00	6.00	7.00	6.00
Fire Marshal	1.00	1.00	1.00	1.00
Environmental Safety Manager	1.00	1.00	1.00	1.00
Principal Environmental Specialist (CUPA)	-	-	-	1.00
Fire Prevention Specialist	1.00	2.00	2.00	2.00
Administrative Specialist	1.00	1.00	1.00	1.00
Management Analyst	-	1.00	-	-
Senior Management Analyst	1.00	-	1.00	1.00
Total Fire Department	52.00	50.00	49.00	50.00
<u>Planning & Building Safety Department</u>				
Director of Planning & Building Safety	1.00	1.00	1.00	1.00
Planning Manager	1.00	1.00	1.00	1.00
Building Safety Manager	-	1.00	1.00	1.00
Administrative Specialist (RSI)	1.00	1.00	1.00	-
Administrative Specialist*	0.50	0.50	0.50	0.50
Assistant Planner	2.00	2.00	2.00	2.00
Building Inspector II	1.00	1.00	1.00	1.00
Code Compliance Officer	-	-	1.00	1.00
Construction Coordinator	5.00	5.00	4.00	-
RSI Construction Supervisor	-	-	1.00	-
RSI Design Coordinator	-	-	2.00	-
Economic Development Specialist	1.00	1.00	-	-
License Permit Specialist I/II	1.00	1.00	2.00	-
Office Specialist II	1.00	1.00	1.00	1.00
Permit Coordinator II	-	-	-	2.00
Plan Check Engineer	-	-	-	1.00
Plan Examiner (MEP)	-	-	-	1.00
Planning Technician	-	-	-	1.00
Principal Planner	2.00	2.00	2.00	2.00
Property Owner Coordinator	1.00	1.00	1.00	-
RSI Manager	1.00	1.00	1.00	1.00
Senior Building Inspector	1.00	1.00	1.00	1.00
Senior Plan Check Engineer	1.00	1.00	1.00	1.00
Sub-total Full-Time	20.50	21.50	24.50	18.50

**CITY OF EL SEGUNDO
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT
FROM FY 2013-14 TO FY 2016-17**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
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Planning & Bldg Safety (continued)

Part-Time FTEs

Senior Plan Check Engineer	0.25	0.25	0.50	-
Administrative Specialist	0.50	0.50	0.50	-
License Permit Specialist I/II	-	0.50	-	-
Sub-total Full-Time	0.75	1.25	1.00	-

Total Planning & Bldg Safety Department	21.25	22.75	25.50	18.50
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* Actually a full-time position split with PW

Public Works Department

Director of Public Works	1.00	1.00	1.00	1.00
General Services Manager	1.00	1.00	1.00	1.00
Administrative Specialist	1.00	1.00	2.00	-
Administrative Specialist*	5.00	0.50	0.50	0.50
Administrative Technical Specialist	-	-	-	1.00
Custodian	1.00	1.00	1.00	1.00
Engineering Technician	1.00	1.00	1.00	1.00
Equipment Maintenance Supervisor	1.00	1.00	1.00	1.00
Equipment Mechanic I/II	1.00	1.00	1.00	1.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00
Facilities Systems Mechanic	2.00	2.00	2.00	2.00
Fire Equipment Mechanic	2.00	2.00	2.00	2.00
Management Analyst	1.00	1.00	1.00	1.00
Meter Reader/Repairer	1.00	1.00	1.00	1.00
Pool Maintenance Technician	1.00	1.00	1.00	1.00
Principal Civil Engineer	2.00	1.00	2.00	2.00
Public Works Inspector	-	-	1.00	1.00
Senior Civil Engineer	-	2.00	2.00	2.00
Senior Engineer Associate	1.00	1.00	2.00	2.00
Street Maintenance Supervisor	1.00	1.00	1.00	1.00
Street Maintenance Leadworker	2.00	2.00	2.00	2.00
Street Maintenance Worker II	3.00	3.00	6.00	6.00
Wastewater Supervisor	1.00	1.00	1.00	1.00
Wastewater Maintenance Leadworker	1.00	1.00	1.00	1.00
Wastewater Maintenance Worker I/II	3.00	4.00	4.00	4.00
Water Supervisor	1.00	1.00	1.00	1.00
Water Maintenance Leadworker	2.00	2.00	2.00	2.00
Water Maintenance Worker I/II	3.00	4.00	4.00	6.00
Sub-total Full-Time	40.00	38.50	45.50	46.50

**CITY OF EL SEGUNDO
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT
FROM FY 2013-14 TO FY 2016-17**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
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Public Works (continued)

Part-Time FTEs

Administrative Intern	0.50	0.50	0.50	0.50
Administrative Specialist	0.50	0.50	0.50	-
Custodian	1.00	1.00	1.00	1.50
Water Maintenance Worker I/II	0.50	0.50	0.50	0.75
Sub-total Part-Time	2.50	2.50	2.50	2.75
Total Public Works Department	42.50	41.00	48.00	49.25

* Actually full-time split with P&BS

Recreation & Parks Department

Director of Recreation & Parks	1.00	1.00	1.00	1.00
Recreation Superintendent	1.00	1.00	1.00	1.00
Administrative Analyst	-	1.00	-	-
Administrative Specialist	1.00	-	-	-
Community Cable Program Manager	1.00	1.00	1.00	1.00
Computer Graphics Designer	1.00	1.00	1.00	1.00
Maintenance Craftworker	1.00	1.00	1.00	1.00
Park Maintenance Superintendent	1.00	1.00	1.00	1.00
Park Maintenance Supervisor	2.00	2.00	2.00	2.00
Park Maintenance Worker II	5.00	5.00	5.00	5.00
Community Cable Program Specialist	1.00	1.00	1.00	1.00
Recreation Coordinator	2.00	2.00	2.00	2.00
Recreation Supervisor	3.00	3.00	3.00	3.00
Senior Administrative Analyst	1.00	1.00	1.00	1.00
Senior Administrative Specialist	-	-	1.00	1.00
Tree Maintenance Worker	2.00	2.00	2.00	2.00
Sub-total Full-Time	23.00	23.00	23.00	23.00

Part-Time FTEs

Park Maintenance Worker I	2.00	2.75	2.75	3.00
Lifeguards, Recreation Leader	10.50	10.00	10.00	10.00
Recreation Leader	21.25	22.75	26.50	24.50
Video Technician	4.50	4.00	0.50	2.00
Sub-total Part-Time	38.25	39.50	39.75	39.50
Total Recreation & Parks Department	61.25	62.50	62.75	62.50

**CITY OF EL SEGUNDO
 FOUR-YEAR PERSONNEL SUMMARY
 BY DEPARTMENT
 FROM FY 2013-14 TO FY 2016-17**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>Library Services Department</u>				
Director of Library Services	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
Librarian I	1.00	1.00	2.00	2.00
Librarian II	1.00	1.00	1.00	1.00
Library Assistant	3.00	2.00	2.00	3.00
Library Clerk II	1.00	-	-	-
Library Clerk I	1.00	-	-	-
Senior Librarian	2.00	2.00	2.00	2.00
Senior Library Assistant	3.00	3.00	2.00	2.00
Sub-total Full-Time	14.00	11.00	11.00	12.00
<u>Part-Time FTEs</u>				
Library Assistant	5.00	4.00	2.25	3.10
Library Clerk I	2.50	2.25	4.00	3.10
Library Pages	1.50	1.50	-	-
Sub-total Part-Time	9.00	7.75	6.25	6.20
Total Library Services Department	23.00	18.75	17.25	18.20
Total Full-Time Positions*	267.50	259.00	276.00	275.00
Total Part-Time (FTE's)	57.10	60.90	57.60	55.05
Grand Total	324.60	319.90	333.60	330.05

* Includes 7 part-time elected officials.

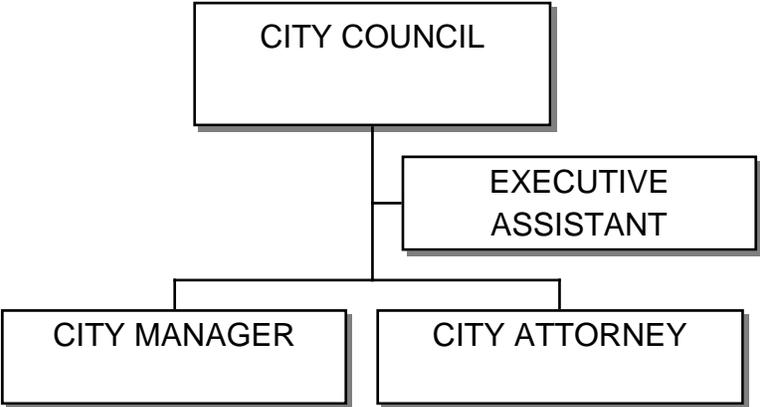
**CITY OF EL SEGUNDO
RECONCILIATION OF POSITION CHANGES
ADOPTED BUDGET
FISCAL YEAR 2016-2017**

Full-Time Personnel Per Proposed Budget*	274.00
Part-Time (FTE = 56.85)	56.85
Total Proposed	330.85
Revisions:	
City Manager:	
Add: Emergency Management Coordinator	1.00
City Clerk:	
Add: Records Technician	1.00
Delete Part-Time Records Technician	(0.50)
Finance:	
Add: Accountant	1.00
Add: PT Accountant	0.50
Delete: Accounting Manager	(1.00)
Fire:	
Add: Principal Environmental Specialist (CUPA)	1.00
Add: Firefighter Paramedic	1.00
Delete: Firefighter	(1.00)
Planning & Building Safety:	
Add: (2) Permit Coordinator II	2.00
Delete: (2) License/Permit Specialist II	(2.00)
Add: Plan Check Engineer	1.00
Delete: PT Sr. Plan Check Engineer	(0.50)
Add: Planning Technician	1.00
Add: Plan Examineer (MEP)	1.00
Add: Administrative Specialist (error missed in proposed-split with PW)**	0.50
Delete Administrative Specialist (RSI)	(1.00)
Delete Construction Coordinator (RSI)	(4.00)
Delete RSI Construction Supervisor	(1.00)
Delete RSI Design Coordinator	(2.00)
Delete Property Owner Coordinator (RSI)	(1.00)
Public Works:	
Add: Administrative Specialist (error missed in proposed-split with P&BS)**	0.50
Add: Administrative Technical Specialist (Water)	1.00
Delete: Administrative Specialist (Water)	(1.00)
Add: (2) Water Maintenance Worker II	2.00
Library:	
Add: Library Assistant	1.00
Delete: Part-Time Library Clerk I	(0.40)
Delete: (2) Part-Time Library Assistant	(0.90)
Total Full-Time & FTE's	330.05
Recap:	
Full-Time*	275.00
Part-Time (FTE)	55.05
Total Full-Time & FTE's	330.05

* Includes 7 Part-Time Elected Officials

** Full-time split 50/50 between P&BS and PW

**CITY OF EL SEGUNDO
CITY COUNCIL ORGANIZATION CHART
FISCAL YEAR 2016-2017**



CITY OF EL SEGUNDO
 CITY COUNCIL
 FOUR-YEAR PERSONNEL SUMMARY
 FISCAL YEARS 2013-2014 TO 2016-2017

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>City Council</u>				
City Council**	5.00	5.00	5.00	5.00
Executive Assistant	1.00	1.00	1.00	1.00
Total City Council	6.00	6.00	6.00	6.00

** Elected part-time position

CITY OF EL SEGUNDO CITY COUNCIL PROFILE

The five-member City Council is the legislative body of the City. The Council Members are elected to serve four-year overlapping terms with no term limits; the City Council votes on the Mayor to serve a two-year term. The last regular City Council election was held on April 12, 2016. The next regular City Council election will be held in April 10, 2018, at which time two City Council seats will be open.

The City Council establishes City policy; adopts ordinances and resolutions; appoints the City Manager, City Attorney, and members that serve on various committees, commissions, and boards; adopts an annual budget that establishes City services and service levels; establishes tax rates, license fees, assessments, franchise fees, and other forms of revenue as set forth by the Government Code; sets compensation levels for all City employees, appointed and elected officials; directs the development of the City by adopting a General Plan and supporting Zoning Code; and authorizes contracts and leases, as well as the disposal of City real and personal property.

Major issues facing the City Council in the coming years include securing financial stability; representing the City's interests with respect to the LAX master planning; advocating for business retention/attraction; protecting the local revenue base; planning for the appropriate location for an aquatics facility; and approving land use decisions.

**CITY OF EL SEGUNDO
CITY COUNCIL
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
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GENERAL FUND (001)

CITY COUNCIL (1101)

Salaries & Benefits	\$ 228,560	\$ 225,559	\$ 239,500	\$ 207,606	\$ 225,968
Maintenance & Operations	55,348	47,487	60,400	44,844	63,300
TOTAL CITY COUNCIL	\$ 283,908	\$ 273,046	\$ 299,900	\$ 252,450	\$ 289,268

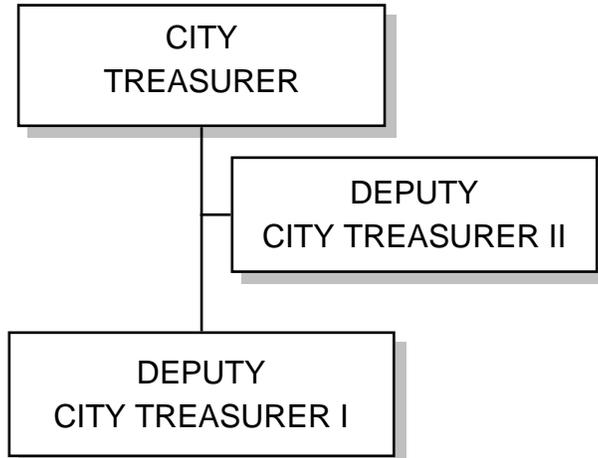
Salaries & Benefits Decrease	\$ (13,532)	-5.65%
Maint & Operations Increase	2,900	4.80%
Net Decrease	\$ (10,632)	-3.55%

**CITY OF EL SEGUNDO
CITY COUNCIL
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
GENERAL FUND					
CITY COUNCIL					
4101 Salaries Full-Time	\$ 135,004	\$ 144,191	\$ 146,000	\$ 128,145	\$ 147,647
4201 Retirement CalPERS	22,892	20,710	31,700	18,086	19,461
4202 FICA	9,330	10,169	10,100	9,185	11,295
4203 Workers' Compensation	2,102	1,947	1,800	1,730	1,285
4204 Group Insurance	50,390	40,868	43,400	45,078	44,414
4210 OPEB liability	6,887	6,383	6,500	5,382	1,866
4211 401(a) Employer's Contribution	1,955	1,291	-	-	-
Total Salaries & Benefits	\$ 228,560	\$ 225,559	\$ 239,500	\$ 207,606	\$ 225,968
5204 Operating Supplies	\$ 2,038	\$ 3,245	\$ 2,600	\$ 2,376	\$ 2,600
5220 Computer Refresh Charges	1,900	1,900	1,900	1,742	1,900
6201 Advertising/Publishing	-	-	-	1,100	4,000
6208 Dues & Subscription	31,903	21,277	34,200	24,265	34,200
6213 Meetings & Travel	9,195	8,960	10,500	8,710	10,500
6219 Network Operating Charge	1,600	1,704	1,700	1,558	1,700
6223 Training & Education	-	350	-	-	-
6253 Postage	96	115	400	120	400
6254 Telephone	7,680	9,337	7,000	4,973	7,000
6260 Equipment Leasing Costs	-	-	1,100	-	-
6403 Sister City	935	599	1,000	-	1,000
Total Maintenance & Operations	\$ 55,348	\$ 47,487	\$ 60,400	\$ 44,844	\$ 63,300
TOTAL CITY COUNCIL - GENERAL FUND	\$ 283,908	\$ 273,046	\$ 299,900	\$ 252,450	\$ 289,268

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**CITY OF EL SEGUNDO
CITY TREASURER ORGANIZATION CHART
FISCAL YEAR 2016-2017**



CITY OF EL SEGUNDO
CITY TREASURER
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2013-2014 TO 2016-2017

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>City Treasurer</u>				
City Treasurer**	1.00	1.00	1.00	1.00
Deputy City Treasurer I	1.00	1.00	1.00	1.00
Deputy City Treasurer II	1.00	1.00	1.00	1.00
Total City Treasurer	3.00	3.00	3.00	3.00

** Elected part-time position

**CITY OF EL SEGUNDO
CITY TREASURER'S DEPARTMENT PROFILE**

MISSION STATEMENT: The Office of the City Treasurer is an elective office whose mission is to receive and safely keep all funds coming into the City by complying with all laws governing the deposit and investment of said funds.

The City Treasurer is an elected (part-time) official and is supported by two full-time deputies charged with the following functions: cash receipting; investing; maintaining bank relations and other investment institutions; preparing cash and investment reports to the City Council and the Investment Advisory Committee; establishing an Investment Policy that is reviewed by the Investment Advisory Committee and approved by the City Council; and working closely with the Finance Department in matters pertaining to cash and investments.

ACCOMPLISHMENTS IN FISCAL YEAR 2015-2016:

- Invested the City's idle funds in accordance with the City's Investment Policy which the Investment Advisory Committee reviewed quarterly.
- Cleared all securities transactions through the Custodial Agent with no failed transactions.
- Managed cash effectively to provide sufficient liquidity and meet operational needs.
- Disbursed accounts payable and payroll checks in a timely manner as prescribed by City policy.
- Deposited all checks received in a timely manner as prescribed by City policy.
- Attended various California Municipal Treasurers' Association (CMTA), California Debt & Investment Advisory Commission (CDIAC), and Government Investment Officers' Association (GIOA) conferences and training classes to keep up with current issues and best practices.
- Continued to manage cash and banking relationships to maximize investment income and reduce bank fees.
- Presented the quarterly Portfolio Summary and Investment Reporting report to the Investment Advisory Committee and the City Council.
- Updated the Investment Policy and received certification from the CMTA.

GOALS & OBJECTIVES FOR FISCAL YEAR 2016-2017:

- Invest the City's idle funds in a manner that will provide a return while ensuring both the preservation of capital and the liquidity necessary to meet the operating requirements of the City in accordance with the City's Investment Policy.
- Consistently work to maintain a high level of efficiency in cash management; maximize use of idle funds; and minimize losses from returned items.
- Effectively audit payments processed through the accounts payable system for "checks and balances" with the Finance Department, as outlined in our Internal Control Procedures.
- Disburse accounts payable checks and payroll checks as dictated by City Policy.
- Work with the Finance Department toward paperless payroll technologies to pay employees without printing or distributing paper checks and advises.
- Maintain the highest level of competence and knowledge possible in the areas of public entity investments and the mandated responsibilities and obligations of the Office of City Treasurer as outlined in the Investment Policy, by participating in educational and training opportunities offered by accredited institutions and professional organizations.
- Expand efforts to consolidate and streamline functions essential to the delivery of departmental services.
- Continue to expand electronic payment options throughout various City departments.
- Continue to evaluate investment advisory policy diversification guidelines to assure adequate reduction of concentration risk in portfolio.
- Work to structure the duration of investments to facilitate cash flow, liquidity, and opportunity to maximize investment earnings.
- Continue to maintain the Treasurer's Office as a business-like and professional organization.
- Develop a Treasury Handbook to document all Treasury cash management and investment processes, policies, and procedures.
- Assist in the implementation of new "chip" credit card processing and cashiering upgrades.

**CITY OF EL SEGUNDO
CITY TREASURER
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
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GENERAL FUND (001)

CITY TREASURER (1201)

Salaries & Benefits	\$ 263,625	\$ 276,252	\$ 279,200	\$ 251,834	\$ 296,002
Maintenance & Operations	17,227	19,376	23,300	14,930	22,100
TOTAL CITY TREASURER	\$ 280,852	\$ 295,628	\$ 302,500	\$ 266,764	\$ 318,102

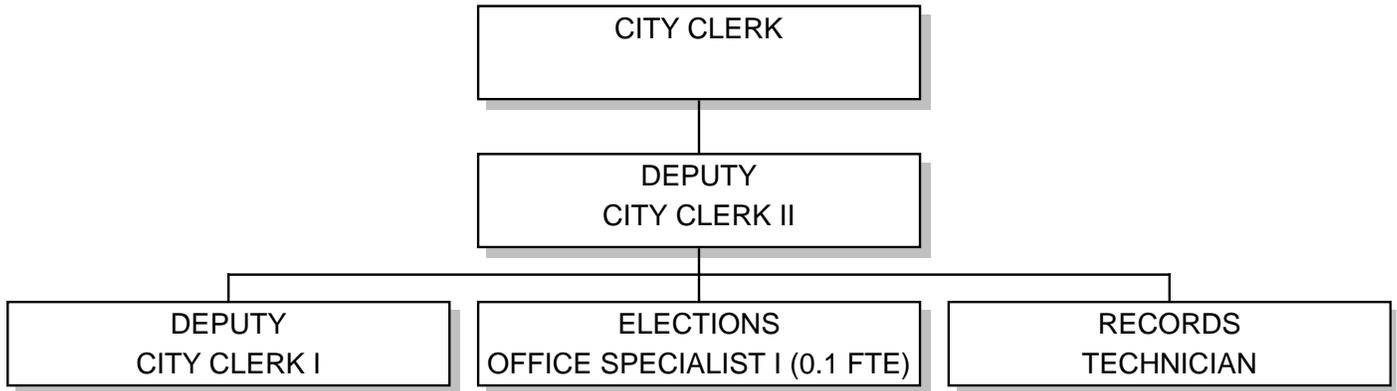
Salaries & Benefits Increase	\$ 16,802	6.02%
Maint & Operations Decrease	<u>(1,200)</u>	-5.15%
Net Increase	\$ 15,602	5.16%

**CITY OF EL SEGUNDO
CITY TREASURER
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
GENERAL FUND					
CITY TREASURER					
4101 Salaries Full-Time	\$ 187,127	\$ 206,571	\$ 209,500	\$ 186,375	\$ 218,169
4103 Overtime	1,110	-	-	-	-
4108 Vac/Sick Leave Payout	311	-	-	-	-
4112 Compensated Sick Time	3,396	-	-	-	-
4201 Retirement CalPERS	36,332	34,100	38,800	34,417	44,146
4202 FICA	16,457	14,785	12,800	13,366	16,690
4203 Workers' Compensation	3,589	2,789	2,300	2,516	1,898
4204 Group Insurance	5,134	5,319	7,500	7,597	12,410
4210 OPEB liability	9,256	8,988	8,300	7,563	2,689
4211 401(a) Employer's Contribution	914	3,700	-	-	-
Total Salaries & Benefits	\$ 263,625	\$ 276,252	\$ 279,200	\$ 251,834	\$ 296,002
5204 Operating Supplies	\$ 873	\$ 1,516	\$ 1,500	\$ 33	\$ 1,500
5220 Computer Refresh Charges	1,500	1,500	1,500	1,375	1,500
6203 Copy Machine Charges	-	-	-	-	-
6206 Contractual Services	55	-	-	-	-
6207 Equip Replacement Charges	100	-	-	-	-
6208 Dues & Subscriptions	495	2,835	1,100	865	1,500
6213 Meetings & Travel	2,385	1,209	2,400	1,317	1,700
6219 Network Operating Charge	6,300	6,900	6,900	6,325	6,900
6223 Training & Education	995	1,003	4,100	1,463	4,400
6253 Postage	2,235	1,794	2,300	1,776	2,300
6254 Telephone	2,290	2,620	2,300	1,776	2,300
6260 Equipment Leasing Costs	-	-	1,200	-	-
Total Maintenance & Operations	\$ 17,227	\$ 19,376	\$ 23,300	\$ 14,930	\$ 22,100
TOTAL CITY TREASURER - GENERAL FD	\$ 280,852	\$ 295,628	\$ 302,500	\$ 266,764	\$ 318,102

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**CITY OF EL SEGUNDO
CITY CLERK ORGANIZATION CHART
FISCAL YEAR 2016-2017**



**CITY OF EL SEGUNDO
CITY CLERK
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2013-2014 TO 2016-2017**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>City Clerk</u>				
City Clerk*	1.00	1.00	1.00	1.00
Deputy City Clerk I	1.00	1.00	1.00	1.00
Deputy City Clerk II	1.00	1.00	1.00	1.00
Records Technician	-	-	-	1.00
Sub-total Full-Time	3.00	3.00	3.00	4.00
<u>Part-Time FTEs</u>				
Office Specialist I	0.10	0.10	0.10	0.10
Records Technician	-	-	0.50	-
Sub-total Part-Time	0.10	0.10	0.60	0.10
Total City Clerk	3.10	3.10	3.60	4.10

* Elected part-time position

Note: The part-time Records Technician was converted to a full-time position when the fiscal year 2016-2017 budget was adopted.

**CITY OF EL SEGUNDO
CITY CLERK'S DEPARTMENT PROFILE**

MISSION STATEMENT: Serve all citizens of the City in a responsive manner that is above reproach; accurately record the legislative body's actions and safeguard the records emanating from these actions; administer open and free elections in accordance with statutory requirements.

The City Clerk is an elected part-time official supported by two Deputy City Clerks, a Records Technician and a part-time Office Specialist. The Records Technician was converted from a part-time to a full-time position during the adoption of the fiscal year 2016-2017 budget. The department has two divisions: Administrative and Elections as described below.

Administrative Division: Administers the City's legislative process and provides a complete, open, accurate, and timely legislative history while safeguarding all official records of the City; assembles, reproduces, and distributes City Council meeting agendas; records official minutes of City Council proceedings; executes and monitors contracts and insurance; processes and records real property documents; conducts bid openings; maintains and updates El Segundo's Municipal Code; monitors and controls all ordinances and resolutions; oversees a records management system that provides for the electronic research and storage of City records.

Elections Division: Conducts the City's municipal elections and assists the County of Los Angeles during primary, general, and special elections; maintains all Fair Political Practices Commission (FPPC) filings as required by law and campaign statements for officeholders, candidates, and political action committees (PAC); and, applies modern management theories in interpreting public law and policy decisions for the benefit of the community.

ACCOMPLISHMENTS IN FISCAL YEAR 2015-2016:

- Successfully prepared, reproduced, posted to the City website, and distributed City Council meeting agenda packets and recorded official minutes of the City Council meetings.
- Successfully managed the City's compliance responsibilities for appropriate establishment, maintenance, and disposition of official City records of the City Council, ordinances, resolutions, code, and other official government documents in accordance with Federal, State, and local regulations and laws.
- Processed City agreements and maintained insurance database to ensure adequate coverage. Acted as back-up Risk Manager and assisted staff with agreements and insurance requirements.
- Assisted staff in using the document imaging system and researching projects; worked with all departments to provide efficient and friendly customer service to all citizens.
- Completed the collection of the State of California Form 700 Conflict of Interest Annual and Assuming/Leaving Office Statements for elected officials, staff, boards, commissions, and contractors.
- Successfully conducted the April 2016 General Municipal Election; complied with the Voters' Rights Act; completed collection of elected officials' and PAC Form 400 Series Campaign Statements filings.
- Attended (by City Clerk and Deputy City Clerk II) the annual League of California Cities 2015 City Clerks' New Law & Elections Seminar.

GOALS AND OBJECTIVES FOR FY 2016-2017:

- Continue training and education for the City Clerk, Deputy City Clerk II, and Deputy City Clerk I.
- Develop a Citywide records retention and destruction schedule.
- Expand automation of Laserfiche Document Imaging System.
- Archive backlog of City documents into Laserfiche to improve efficiency Citywide in researching and retrieval capabilities; and, to provide better transparency to the public.
- Examine, review existing processes; expand knowledge of Laserfiche.
- Initiate additional software support systems as required to improve and enhance transparency to the public.
- Promptly respond to Public Records Act requests (internal and external).
- Implement software supported workflows for the agenda process, contract process, insurance review and updates, FPPC requirements, claims process, records retention and destruction, to provide faster and better response time to City departments. (All these goals and objectives, except the first one, are for three years.)

**CITY OF EL SEGUNDO
CITY CLERK
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>GENERAL FUND (001)</u>					
ADMINISTRATION (1301)					
Salaries & Benefits	\$ 281,326	\$ 208,644	\$ 288,200	\$ 189,165	\$ 331,739
Maintenance & Operations	37,022	68,128	74,900	52,062	67,700
Sub-total Administration	\$ 318,348	\$ 276,772	\$ 363,100	\$ 241,227	\$ 399,439
ELECTIONS (1302)					
Salaries & Benefits	\$ 4,479	\$ 3,383	\$ 4,500	\$ 3,765	\$ 5,792
Maintenance & Operations	64,126	4,220	105,900	70,002	7,700
Sub-total Elections	\$ 68,605	\$ 7,603	\$ 110,400	\$ 73,767	\$ 13,492
TOTAL CITY CLERK	\$ 386,952	\$ 284,375	\$ 473,500	\$ 314,994	\$ 412,931
<u>GENERAL FUND SUMMARY</u>					
Salaries & Benefits	\$ 285,805	\$ 212,027	\$ 292,700	\$ 192,930	\$ 337,531
Maintenance & Operations	101,147	72,347	180,800	122,064	75,400
TOTAL GENERAL FUND	\$ 386,952	\$ 284,375	\$ 473,500	\$ 314,994	\$ 412,931

Salaries & Benefits Increase	\$ 44,831	15.32%
Maint & Operations Decrease	(105,400)	-58.30%
Net Decrease	\$ (60,569)	-12.79%

**CITY OF EL SEGUNDO
CITY CLERK
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
CITY CLERK					
4101 Salaries Full-Time	\$ 184,634	\$ 127,417	\$ 192,000	\$ 111,464	\$ 230,534
4102 Salaries Part-Time	4,102	28,727	30,200	27,677	5,338
4103 Overtime	-	273	500	1,222	-
4112 Compensated Sick Time	19,043	-	-	-	-
4201 Retirement CalPERS	38,631	26,253	38,600	23,975	41,137
4202 FICA	14,992	12,109	13,900	8,777	18,059
4203 Workers' Compensation	3,365	2,112	2,400	1,895	2,394
4204 Group Insurance	4,845	5,956	7,700	13,828	35,909
4210 OPEB liability	10,012	4,932	7,400	4,092	4,160
4211 401(a) Employer's Contribution	6,182	4,250	-	-	-
Total Salaries & Benefits	\$ 285,805	\$ 212,027	\$ 292,700	\$ 192,930	\$ 337,531
5204 Operating Supplies	\$ 4,056	\$ 3,695	\$ 12,000	\$ 3,256	\$ 6,500
5220 Computer Refresh Charges	1,900	1,900	1,900	1,742	1,900
6201 Advertising/Publishing	2,909	2,704	5,600	3,632	2,600
6207 Equip Replacement Charges	2,600	3,708	3,200	3,088	3,200
6208 Dues & Subscriptions	525	520	1,900	435	1,500
6211 General Liability/Bonds Insurance	-	-	500	-	1,000
6213 Meetings & Travel	3,707	235	9,000	1,912	11,600
6214 Professional/Technical	51,958	32,538	98,000	74,162	-
6219 Network Operating Charge	9,500	10,296	10,300	9,442	10,300
6223 Training & Education	5,632	1,502	4,000	581	7,400
6224 Vehicle Operating Charges	-	-	500	-	500
6253 Postage	469	153	6,900	8,980	1,600
6254 Telephone	4,307	4,612	5,300	1,930	5,300
6255 ESMC Recodification	4,145	1,796	7,000	500	7,000
6260 Equipment Leasing Costs	9,440	8,689	14,700	12,404	15,000
Total Maintenance & Operations	\$ 101,147	\$ 72,347	\$ 180,800	\$ 122,064	\$ 75,400
TOTAL CITY CLERK - GENERAL FUND	\$ 386,952	\$ 284,375	\$ 473,500	\$ 314,994	\$ 412,931

**CITY OF EL SEGUNDO
CITY CLERK
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

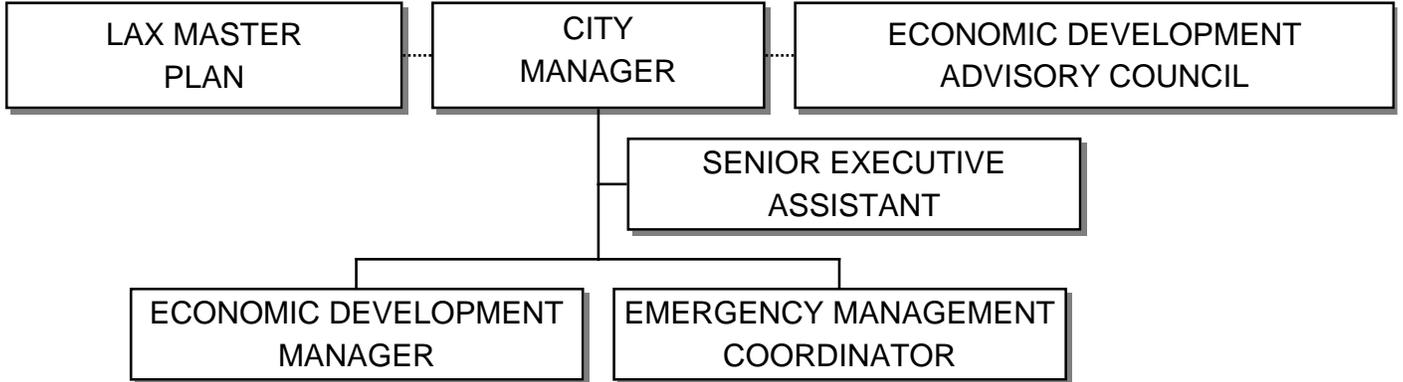
DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
GENERAL FUND					
CITY CLERK ADMINISTRATION					
4101 Salaries Full-Time	\$ 184,634	\$ 127,417	\$ 192,000	\$ 111,464	\$ 230,534
4102 Salaries Part-Time	-	25,623	26,600	24,223	-
4103 Overtime	-	273	-	1,222	-
4112 Compensated Sick Time	19,043	-	-	-	-
4201 Retirement CalPERS	38,631	26,253	38,600	23,975	41,137
4202 FICA	14,678	11,872	13,500	8,513	17,651
4203 Workers' Compensation	3,302	2,070	2,400	1,848	2,348
4204 Group Insurance	4,845	5,956	7,700	13,828	35,909
4210 OPEB liability	10,012	4,932	7,400	4,092	4,160
4211 401(a) Employer's Contribution	6,182	4,250	-	-	-
Total Salaries & Benefits	\$ 281,326	\$ 208,644	\$ 288,200	\$ 189,165	\$ 331,739
5204 Operating Supplies	\$ 1,137	\$ 3,371	\$ 6,000	\$ 909	\$ 6,000
5220 Computer Refresh Charges	1,500	1,500	1,500	1,375	1,500
6201 Advertising/Publishing	1,536	2,704	2,600	2,040	2,600
6207 Equip Replacement Charges	2,600	2,004	1,500	1,952	1,500
6208 Dues & Subscriptions	525	465	1,400	435	1,400
6211 General Liability/Bonds Insurance	-	-	500	-	1,000
6213 Meetings & Travel	1,070	-	5,000	-	7,600
6214 Professional & Technical	-	32,538	14,000	20,974	-
6219 Network Operating Charge	9,500	10,296	10,300	9,442	10,300
6223 Training & Education	910	-	3,000	-	6,400
6224 Vehicle Operating Charges	-	-	500	-	500
6253 Postage	351	153	1,600	101	1,600
6254 Telephone	4,307	4,612	5,300	1,930	5,300
6255 ESMC Recodification	4,145	1,796	7,000	500	7,000
6260 Equipment Leasing Costs	9,440	8,689	14,700	12,404	15,000
Total Maintenance & Operations	\$ 37,022	\$ 68,128	\$ 74,900	\$ 52,062	\$ 67,700
Sub-total City Clerk/Administration	\$ 318,348	\$ 276,772	\$ 363,100	\$ 241,227	\$ 399,439
4102 Salaries Part-Time	\$ 4,102	\$ 3,103	\$ 3,600	\$ 3,454	\$ 5,338
4103 Overtime	-	-	500	-	-
4202 FICA	314	237	400	264	408
4203 Workers' Compensation	63	42	-	47	46
Total Salaries & Benefits	\$ 4,479	\$ 3,383	\$ 4,500	\$ 3,765	\$ 5,792

**CITY OF EL SEGUNDO
CITY CLERK
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
5204 Operating Supplies	\$ 2,919	\$ 324	\$ 6,000	\$ 2,347	\$ 500
5220 Computer Refresh Charges	400	400	400	367	400
6201 Advertising/Publishing	1,373	-	3,000	1,592	-
6207 Equipment Replacement	-	1,704	1,700	1,136	1,700
6208 Dues & Subscriptions	-	55	500	-	100
6213 Meetings & Travel	2,636	235	4,000	1,912	4,000
6214 Professional/Technical	51,958	-	84,000	53,188	-
6223 Training & Education	4,722	1,502	1,000	581	1,000
6253 Postage	117	-	5,300	8,879	-
Total Maintenance & Operations	\$ 64,126	\$ 4,220	\$ 105,900	\$ 70,002	\$ 7,700
Sub-total City Clerk/Elections	\$ 68,605	\$ 7,603	\$ 110,400	\$ 73,767	\$ 13,492
TOTAL CITY CLERK - GENERAL FUND	\$ 386,952	\$ 284,375	\$ 473,500	\$ 314,994	\$ 412,931

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**CITY OF EL SEGUNDO
CITY MANAGER ORGANIZATION CHART
FISCAL YEAR 2016-2017**



**CITY OF EL SEGUNDO
CITY MANAGER'S OFFICE
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2013-2014 to 2016-2017**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>City Manager's Office</u>				
City Manager	1.00	1.00	1.00	1.00
Economic Development Manager	-	-	1.00	1.00
Emergency Management Coordinator	-	-	-	1.00
Senior Executive Assistant	1.00	1.00	1.00	1.00
Information Systems Manager	1.00	1.00	-	-
GIS Specialist	1.00	1.00	-	-
Network Assistant	3.00	2.00	-	-
Sub-total Full-Time	7.00	6.00	3.00	4.00
<u>Part-Time FTEs</u>				
Application Specialist	-	0.50	-	-
Administrative Intern	-	0.50	-	-
Sub-total Part-Time	-	1.00	-	-
Total City Manager's Office	7.00	7.00	3.00	4.00

Note: The adopted budget for fiscal year 2016-2017 includes a new full-time Emergency Management Coordinator.

**CITY OF EL SEGUNDO
CITY MANAGER'S DEPARTMENT PROFILE**

MISSION STATEMENT: Provide leadership and direction regarding the implementation of policies and programs established by the City Council; ensure operations are conducted within revenue limitations; provide employees the necessary tools to accomplish the City's goal of delivering superior municipal services to its residents and the business community; promote economic growth and diversity to ensure job opportunities for residents and sufficient business vitality to maintain and expand support services.

The City Manager's Office has four full-time staff members. A contracted Emergency Management Coordinator was converted to a full-time position during the adoption of the fiscal year 2016-2017 budget.

Administration: Enforces all the laws of the City and carries out the policies of the City Council. The City Manager acts as: Personnel Officer and directs the administration of the Personnel Merit Ordinance and the rules pertaining thereto; Purchasing Agent; Economic Development Director; and Civil Defense Director in the event of an emergency or disaster. The City Manager is responsible for the annual budget preparation and its submittal to the City Council; exercises general supervision over all public buildings, parks, and other City-owned or controlled property; promotes business-friendly climate to foster a strong economic base that sustains the high quality-of-life standards for the community; advises the City Council on matters pertaining to City business and makes recommendations for Council's action; and directs projects that are especially sensitive to the City Council and the community.

Economic Development: Develops strategies to improve economic strength of the City; provides staff support to the Economic Development Advisory Council; oversees marketing and branding, business diversification and expansion, retention, attraction and job-creation; promotes tourism; develops and implements a variety of programs for the benefit of its residents, businesses, employees, and visitors; represents the City in meetings and public forums regarding the support of local businesses, industry, downtown, tourism, and job development; and works with all departments to address issues and problems.

Emergency Management: Prepares and updates the City's Emergency Operations Plan in accordance with local, State, and federal regulations; coordinates and serves as technical advisor to the City's emergency organization and the Emergency Operations Center (EOC); assists department heads and coordinators with planning for events/incidents; coordinates emergency response and recovery plans with neighboring cities, local agencies, and businesses; participates in mitigation and preparedness programs, plans, and projects; ensures compliance with the principles of comprehensive emergency management; coordinates SEMS, NIMS, ICS training and compliance for all City staff.

ACCOMPLISHMENTS IN FISCAL YEAR 2015-2016:

- Monitored revenues and expenditures to ensure the City continues to operate in a financially-responsible manner.
- Supported efforts to monitor airport-related projects to mitigate potential impacts.
- Supported efforts to resolve labor negotiations; implemented salary and benefit modifications for Executive and Management Confidential Employees' groups; and, continued to work with CalPERS to resolve benefit issues.
- Granted 318 new business licenses and created 2,899 new jobs.
- Surpassed the "100@100" goal of attracting 100 new business by the City's centennial on 1/18/17– (established 109 qualified new businesses as of 10/1/16).
- Won the 2015 Los Angeles County Economic Development Corporation "Most Business-Friendly City" award.
- Organized Champion of Business Celebration honoring community leaders and local businesses with 230 attendees; and, partnered with Bisnow to host a real estate brokers' forum at the 2383 Utah with over 400 attendees.
- Received \$200,000 grant from Chevron for economic development and \$15,000 from Continental Development to support digital advertising efforts.
- Coordinated a vignette on the PBS television show "The Drive-By Economist" featuring El Segundo.

**CITY OF EL SEGUNDO
CITY MANAGER'S DEPARTMENT PROFILE**

- Completed National Incident Management System (NIMS) training for key City staff.
- Held position training for each section within the Emergency Operations Center (EOC).
- Updated Local Hazard Mitigation Plan (waiting for final approval from the Federal Emergency Management Administration (FEMA)).
- Inventoried equipment and supplies within the EOC

GOALS & OBJECTIVES FOR FISCAL YEAR 2016-2017:

- Continue to provide information to City Council to make decision and implement City Council policy directives.
- Ensure timely delivery of quality community services and support efforts to streamline service delivery.
- Ensure financial stability by recommending a balanced budget and increased reserve levels; and recommend opportunities for increased revenues.
- Enhance long-term economic stability and employment opportunities through business attraction and industry diversification.
- Support business retention and expansion through pro-active, citywide economic development outreach and assistance.
- Enhance existing marketing and branding efforts with focus on commercial and industrial business attraction, and develop and implement a comprehensive destination and tourism marketing effort.
- Ensure compliance with NIMS training for all City staff.
- Continue EOC position training.
- Conduct "Community Disaster Preparedness Fair".
- Participate in the California "Great Shake-Out" exercise.
- Update EOC equipment, software, and supplies.
- Provide specialized disaster preparedness training to key staff.

**CITY OF EL SEGUNDO
CITY MANAGER
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>GENERAL FUND (001)</u>					
ADMINISTRATION (2101)					
Salaries & Benefits	\$ 449,329	\$ 429,519	\$ 437,400	\$ 387,334	\$ 442,890
Maintenance & Operations	172,634	178,265	200,400	204,654	202,332
Sub-total Administration	\$ 621,963	\$ 607,784	\$ 637,800	\$ 591,988	\$ 645,222
ECONOMIC DEVELOPMENT (2401)					
Salaries & Benefits	\$ 126,987	\$ 24,324	\$ 175,900	\$ 157,466	\$ 191,348
Maintenance & Operations	200,946	280,537	111,000	166,647	351,000
Sub-total Economic Development	\$ 327,934	\$ 304,861	\$ 286,900	\$ 324,113	\$ 542,348
EMERGENCY MANAGEMENT (3255)					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ 70,000
Maintenance & Operations	121,440	127,102	157,800	83,861	131,600
Sub-total Emergency Management	\$ 121,440	\$ 127,102	\$ 157,800	\$ 83,861	\$ 201,600
TOTAL CITY MANAGER	\$ 1,071,337	\$ 1,039,747	\$ 1,082,500	\$ 999,962	\$ 1,389,170
<u>GENERAL FUND SUMMARY</u>					
Salaries & Benefits	\$ 576,316	\$ 453,843	\$ 613,300	\$ 544,800	\$ 704,238
Maintenance & Operations	495,021	585,904	469,200	455,162	684,932
TOTAL GENERAL FUND	\$ 1,071,337	\$ 1,039,747	\$ 1,082,500	\$ 999,962	\$ 1,389,170

Salaries & Benefits Increase	\$ 90,938	14.83%
Maint & Operations Increase	215,732	45.98%
Total Increase	\$ 306,670	28.33%

**CITY OF EL SEGUNDO
CITY MANAGER
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
4101 Salaries Full-Time	\$ 402,297	\$ 335,574	\$ 464,900	\$ 408,463	\$ 526,675
4103 Overtime	3,110	-	-	-	-
4112 Compensated Sick Time	18,028	-	-	-	-
4201 Retirement CalPERS	76,678	56,451	88,100	72,660	101,886
4202 FICA	22,900	19,157	24,600	25,746	31,456
4203 Workers' Compensation	6,933	4,530	5,900	5,515	5,658
4204 Group Insurance	8,152	6,299	8,400	12,808	30,140
4210 OPEB liability	23,709	17,653	21,400	19,608	8,423
4211 401(a) Employer's Contribution	14,509	14,178	-	-	-
Total Salaries & Benefits	\$ 576,316	\$ 453,843	\$ 613,300	\$ 544,800	\$ 704,238
5204 Operating Supplies	\$ 3,385	\$ 5,910	\$ 8,000	\$ 4,635	\$ 8,000
5220 Computer Refresh Charges	10,000	10,000	10,000	9,167	10,000
5255 CPR Class Operating Supplies	-	-	-	6,506	-
6201 Advertising/Publishing	60,544	275,577	54,500	150,009	294,500
6203 Copy Machine Charges	1,297	-	1,500	-	1,500
6205 Other Printing & Binding	235	-	-	-	-
6206 Contractual Service	117,741	50	20,000	-	20,000
6207 Equip Replacement Charges	2,800	11,400	13,500	10,125	12,300
6208 Dues & Subscriptions	8,156	5,401	9,400	14,257	16,609
6213 Meetings & Travel	11,167	4,543	31,000	13,972	31,000
6214 Professional/Technical	77,298	84,118	104,500	9,270	72,323
6217 Software Maintenance	15,000	15,000	15,000	15,000	15,000
6219 Network Operating Charge	34,900	37,908	37,900	34,741	37,900
6223 Training & Education	1,735	105	2,800	1,500	2,800
6251 Communication/Mobile Radio	251	-	1,100	-	1,100
6253 Postage	1,540	22	200	12	200
6254 Telephone	3,371	3,172	3,300	3,029	4,000
6257 Public Education	(115)	361	3,500	-	3,500
6260 Equipment Leasing Costs	3,016	4,210	3,000	833	4,200
6406 LAX Master Plan Intervention	67,701	78,126	75,000	125,856	75,000
6407 Washington Lobbyist	75,000	50,000	75,000	56,250	75,000
Total Maintenance & Operations	\$ 495,021	\$ 585,904	\$ 469,200	\$ 455,162	\$ 684,932
TOTAL CITY MANAGER - GENERAL FUND	\$ 1,071,337	\$ 1,039,747	\$ 1,082,500	\$ 999,962	\$ 1,389,170

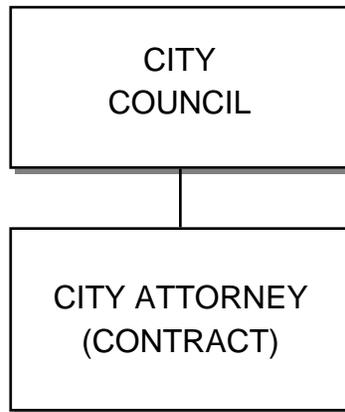
**CITY OF EL SEGUNDO
CITY MANAGER
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
GENERAL FUND					
CITY MANAGER/ADMINISTRATION					
4101 Salaries Full-Time	\$ 312,192	\$ 317,085	\$ 336,600	\$ 289,230	\$ 334,953
4112 Compensated Sick Time	18,028	-	-	-	-
4201 Retirement CalPERS	57,588	53,468	59,200	52,037	63,037
4202 FICA	17,062	17,685	16,300	16,625	18,232
4203 Workers' Compensation	5,492	4,281	4,200	3,905	2,914
4204 Group Insurance	6,058	6,089	5,900	11,611	19,530
4210 OPEB liability	18,399	16,734	15,200	13,926	4,224
4211 401(a) Employer's Contribution	14,509	14,178	-	-	-
Total Salaries & Benefits	\$ 449,329	\$ 429,519	\$ 437,400	\$ 387,334	\$ 442,890
5204 Operating Supplies	\$ 2,989	\$ 4,721	\$ 4,500	\$ 4,201	\$ 4,500
5220 Computer Refresh Charges	1,900	1,900	1,900	1,742	1,900
6201 Advertising/Publishing	650	-	-	700	-
6203 Copy Machine Charges	1,297	-	1,500	-	1,500
6207 Equip Replacement Charges	(6,500)	-	-	-	-
6208 Dues & Subscriptions	2,181	2,801	2,400	1,830	2,432
6213 Meetings & Travel	4,287	3,448	6,000	3,198	6,000
6214 Professional/Technical	8,288	21,465	20,000	-	20,000
6219 Network Operating Charge	7,900	8,604	8,600	7,883	8,600
6223 Training & Education	-	(45)	-	-	-
6253 Postage	1,515	22	200	12	200
6254 Telephone	2,411	3,012	2,300	2,149	3,000
6260 Equipment Leasing Costs	3,016	4,210	3,000	833	4,200
6406 LAX Master Plan Intervention	67,701	78,126	75,000	125,856	75,000
6407 Washington Lobbyist	75,000	50,000	75,000	56,250	75,000
Total Maintenance & Operations	\$ 172,634	\$ 178,265	\$ 200,400	\$ 204,654	\$ 202,332
SUB-TOTAL CITY MANAGER/ADMIN	\$ 621,963	\$ 607,784	\$ 637,800	\$ 591,988	\$ 645,222
ECONOMIC DEVELOPMENT					
4101 Salaries Full-Time	\$ 90,105	\$ 18,489	\$ 128,300	\$ 119,233	\$ 143,022
4103 Overtime	3,110	-	-	-	-
4201 Retirement CalPERS	19,090	2,984	28,900	20,623	26,849
4202 FICA	5,838	1,473	8,300	9,121	9,524
4203 Workers' Compensation	1,441	250	1,700	1,610	1,244
4204 Group Insurance	2,094	210	2,500	1,197	8,910
4210 OPEB liability	5,310	919	6,200	5,682	1,799
Total Salaries & Benefits	\$ 126,987	\$ 24,324	\$ 175,900	\$ 157,466	\$ 191,348

**CITY OF EL SEGUNDO
CITY MANAGER
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
5204 Operating Supplies	\$ 158	\$ 905	\$ 1,000	\$ 434	\$ 1,000
6201 Advertising/Publishing	59,894	275,577	53,000	149,309	293,000
6205 Other Printing & Binding	235	-	-	-	-
6206 Contractual Service	117,741	50	20,000	-	20,000
6208 Dues & Subscriptions	5,975	2,600	7,000	5,250	7,000
6213 Meetings & Travel	6,880	1,095	25,000	10,774	25,000
6214 Professional/Technical	7,342	-	2,000	-	2,000
6223 Training & Education	1,735	150	2,000	-	2,000
6253 Postage	26	-	-	-	-
6254 Telephone	960	160	1,000	880	1,000
Total Maintenance & Operations	\$ 200,946	\$ 280,537	\$ 111,000	\$ 166,647	\$ 351,000
SUB-TOTAL ECONOMIC DEV	\$ 327,934	\$ 304,861	\$ 286,900	\$ 324,113	\$ 542,348
EMERGENCY MANAGEMENT					
4101 Salaries Full-Time	\$ -	\$ -	\$ -	\$ -	\$ 48,700
4201 Retirement CalPERS	-	-	-	-	12,000
4202 FICA	-	-	-	-	3,700
4203 Workers' Compensation	-	-	-	-	1,500
4204 Group Insurance	-	-	-	-	1,700
4210 OPEB liability	-	-	-	-	2,400
Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ 70,000
5204 Operating Supplies	\$ 238	\$ 283	\$ 2,500	\$ -	\$ 2,500
5220 Computer Refresh Charges	8,100	8,100	8,100	7,425	8,100
5255 CPR Class Operating Supplies	-	-	-	6,506	-
6201 Advertising/Publishing	-	-	1,500	-	1,500
6207 Equip Replacement Charges	9,300	11,400	13,500	10,125	12,300
6208 Dues & Subscriptions	-	-	-	7,177	7,177
6214 Professional/Technical	61,667	62,653	82,500	9,270	50,323
6217 Software Maintenance	15,000	15,000	15,000	15,000	15,000
6219 Network Operating Charge	27,000	29,304	29,300	26,858	29,300
6223 Training & Education	-	-	800	1,500	800
6251 Communication/Mobile Radio	251	-	1,100	-	1,100
6257 Public Education	(115)	361	3,500	-	3,500
Total Maintenance & Operations	\$ 121,440	\$ 127,102	\$ 157,800	\$ 83,861	\$ 131,600
SUB-TOTAL EMERGENCY MGMT	\$ 121,440	\$ 127,102	\$ 157,800	\$ 83,861	\$ 201,600
TOTAL CITY MANAGER - GENERAL FUND	\$ 1,071,337	\$ 1,039,747	\$ 1,082,500	\$ 999,962	\$ 1,389,170

**CITY OF EL SEGUNDO
CITY ATTORNEY ORGANIZATION CHART
FISCAL YEAR 2016-2017**



**CITY OF EL SEGUNDO
CITY ATTORNEY'S DEPARTMENT PROFILE**

The City Attorney's Office is classified as a General Government Support function. It is a contracted service to provide legal services to the City Council, the City Manager, and City management overall.

The City Attorney provides legal counsel and advice during official Council meetings and study sessions; serves as a legal advisor to City staff; prepares and reviews City ordinances, resolutions, contracts, and legal documents; represents the City in civil and criminal litigation; oversees the work of outside private counsel when hired to assist in litigation; and coordinates/reviews claims filed against or for the City with the City's Risk Manager.

**CITY OF EL SEGUNDO
CITY ATTORNEY
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
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GENERAL FUND (001)

CITY ATTORNEY (2201)

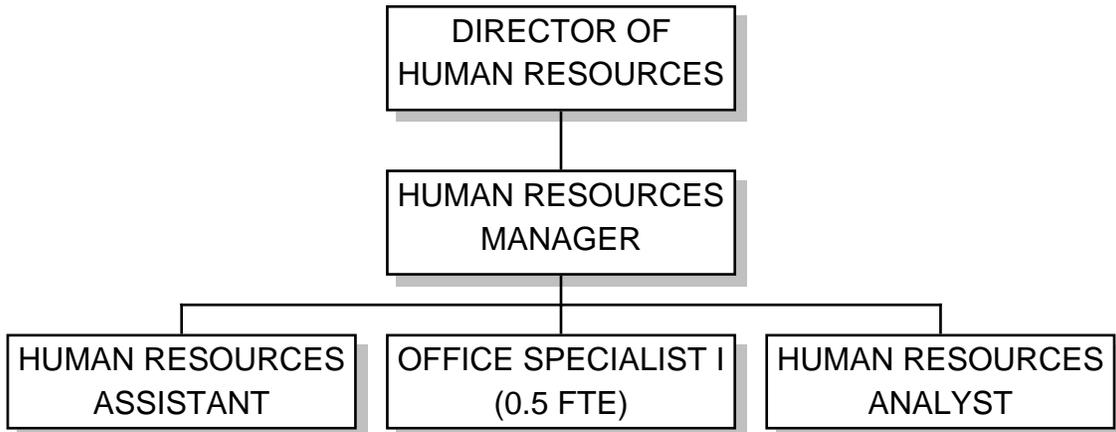
Maintenance & Operations	\$ 404,957	\$ 526,272	\$ 487,300	\$ 390,705	\$ 488,250
TOTAL CITY ATTORNEY	\$ 404,957	\$ 526,272	\$ 487,300	\$ 390,705	\$ 488,250

Maint & Operations Increase	\$ 950	0.19%
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**CITY OF EL SEGUNDO
CITY ATTORNEY
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>GENERAL FUND</u>					
CITY ATTORNEY					
6203 Copy Machine Charge	\$ -	\$ -	\$ -	\$ -	\$ 800
6253 Postage	-	-	-	-	150
6254 Telephone	211	162	300	46	300
6301 Legal Counsel	236,079	352,622	272,000	252,181	272,000
6302 Plaintiff & Defense Litigation	72,915	44,522	100,000	56,435	100,000
6310 Labor Negotiation	93,322	128,966	100,000	82,043	100,000
6311 Code Enforcement	2,430	-	15,000	-	15,000
Total Maintenance & Operations	\$ 404,957	\$ 526,272	\$ 487,300	\$ 390,705	\$ 488,250
TOTAL CITY ATTORNEY - GENERAL FD	\$ 404,957	\$ 526,272	\$ 487,300	\$ 390,705	\$ 488,250

**CITY OF EL SEGUNDO
HUMAN RESOURCES ORGANIZATION CHART
FISCAL YEAR 2016-2017**



CITY OF EL SEGUNDO
HUMAN RESOURCES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2013-2014 TO 2016-2017

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>Human Resources Department</u>				
Director of Human Resources	-	1.00	1.00	1.00
Senior Human Resource Analyst	1.00	1.00	-	-
Human Resources Manager	1.00	-	1.00	1.00
Human Resources Analyst	1.00	1.00	1.00	1.00
Human Resources Assistant	1.00	1.00	1.00	1.00
Sub-total Full-Time	4.00	4.00	4.00	4.00
<u>Part-Time FTEs</u>				
Office Specialist I	0.50	0.50	0.50	0.50
Total Human Resources Department	4.50	4.50	4.50	4.50

CITY OF ELSEGUNDO HUMAN RESOURCES DEPARTMENT PROFILE

MISSION STATEMENT: Provide all customers with excellent personnel services consistent with modern organizational principles and industry standards; attract and retain a qualified, diverse, and safe workforce while encouraging positive and harmonious working relationships.

The Human Resources Department is staffed with four full-time personnel charged with the following functions: recruitment and selection; employee benefits administration; labor and employee relations; conflict resolution; health and safety; workers' compensation; training and development; disability and leave administration; classification/compensation; discipline and performance management; and personnel processing.

ACCOMPLISHMENTS IN FISCAL YEAR 2015-2016

- Reached agreement with the El Segundo Firefighters' Association for a successor Memorandum of Understanding (MOU).
- Continued to provide professional assistance to the City's Chief Labor Negotiator in negotiating successor MOU's with five (5) bargaining groups.
- Established Employment Eligibility Lists for twenty-four (24) merit system positions consistent with Personnel Rules and Merit Systems Ordinance in addition to recruiting and processing applications for nine (9) part-time positions open on a continuous basis.
- Successfully worked with an Executive Search Firm to recruit and hire a new Director of Finance and a new Fire Chief.
- Partnered with the Police Department to aggressively recruit and test for Police Officer Trainee and Police Officer/Lateral positions.
- Facilitated filling fifty-four (54) full-time vacancies.
- Implemented significant benefit changes including but not limited to: establishing retiree Health Care Reimbursement Accounts; ceasing the PARS supplemental retirement program for the SPEA bargaining unit; and complying with the terms of the City's settlement agreement with CalPERS related to base salary and medical benefit reporting for certain employee groups.
- Coordinated and scheduled Mandatory Harassment Prevention Training for supervisors and managers in accordance with AB 1825.
- Managed Health and Safety Program by coordinating mandatory safety training for employees; scheduling and participating in the City Safety Committee; and scheduling annual safety inspections.
- Provided technical assistance and guidance to departments in managing return-to-work, employee leaves, and disability issues.

GOALS & OBJECTIVES FOR FISCAL YEAR 2016-2017

- Continue to provide professional assistance to City's Chief Labor Negotiator in negotiating successor MOU's for six (6) bargaining units.
- Continue to partner with departments to conduct professional recruitment and selection processes to hire the most qualified and best-fit candidates into the organization.
- Implement an employee "Flex Dollar" Benefit Program for certain employee groups by October 2016.
- Complete and submit the mandatory biennial federal Equal Employment Opportunity (EEO) report depicting the City's workforce demographics.
- Prepare Council staff report and resolution to comply with the minimum wage increase effective January 1, 2017 (SB 3).
- Work with a consultant to initiate an organizational needs assessment aimed at reviewing and analyzing the workforce to begin creating a Succession Planning Program and an employee Training and Development Program.

**CITY OF EL SEGUNDO
HUMAN RESOURCES DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
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GENERAL FUND (001)

HUMAN RESOURCES (2506)

Salaries & Benefits	\$ 578,653	\$ 577,210	\$ 589,000	\$ 536,700	\$ 618,165
Maintenance & Operations	156,253	146,427	199,600	133,968	202,600
TOTAL HUMAN RESOURCES	\$ 734,906	\$ 723,636	\$ 788,600	\$ 670,668	\$ 820,765

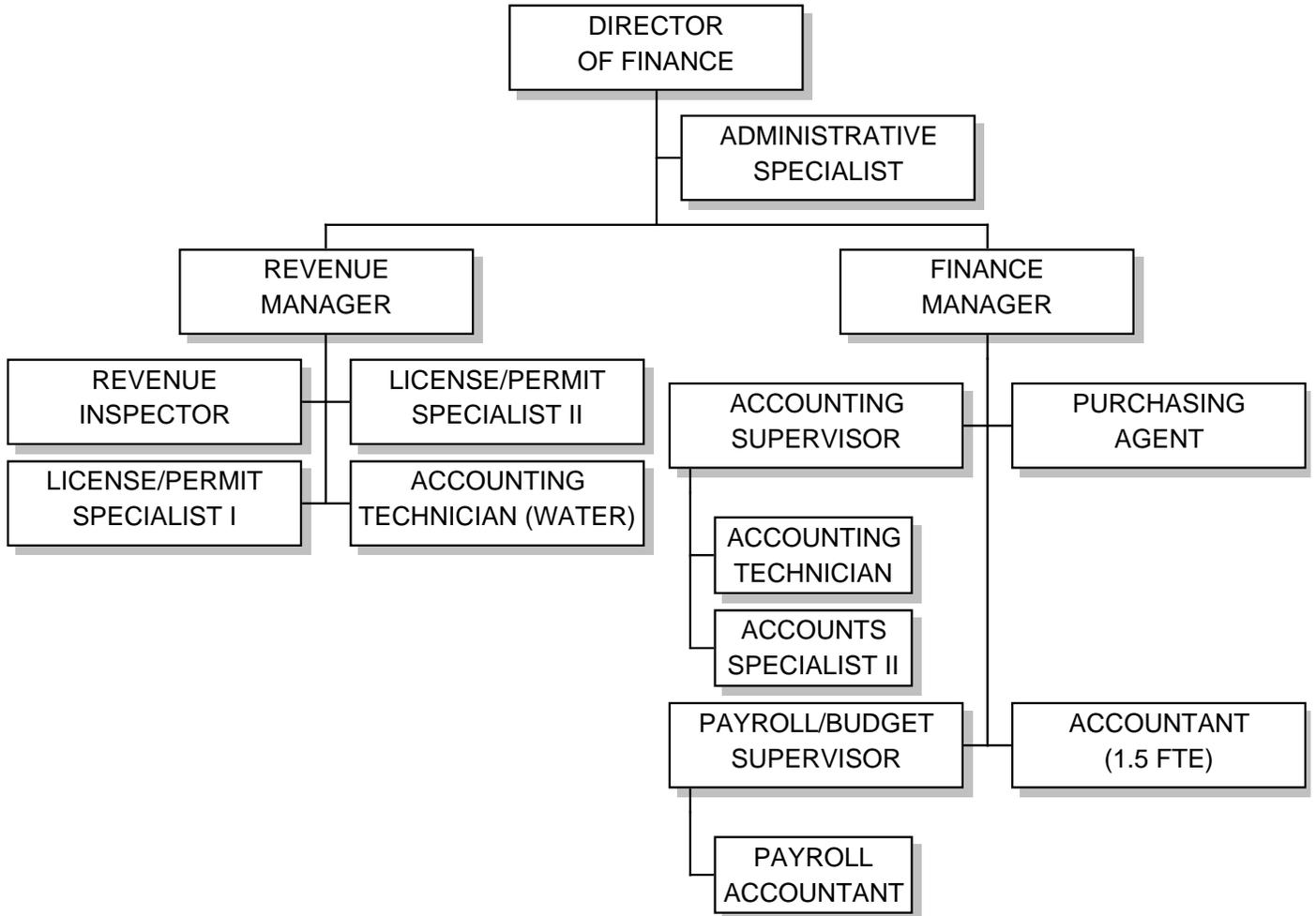
Salaries & Benefits Increase	\$ 29,165	4.95%
Maint & Operation Increase	3,000	1.50%
Total Increase	\$ 32,165	4.08%

**CITY OF EL SEGUNDO
HUMAN RESOURCES DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
GENERAL FUND					
HUMAN RESOURCES					
4101 Salaries Full-Time	\$ 354,640	\$ 366,883	\$ 409,200	\$ 332,178	\$ 421,794
4102 Salaries Part-Time	38,393	48,551	24,500	63,845	32,713
4103 Overtime	-	48	-	292	-
4112 Compensated Sick Time	17,982	-	-	-	-
4201 Retirement CalPERS	78,765	74,579	82,200	71,169	84,894
4202 FICA	28,878	30,034	26,700	28,753	30,487
4203 Workers' Compensation	6,545	5,653	5,100	5,389	3,954
4204 Group Insurance	15,197	15,321	22,400	17,658	38,635
4210 OPEB liability	22,996	21,245	18,900	17,416	5,688
4211 401(a) Employer's Contribution	15,258	14,896	-	-	-
Total Salaries & Benefits	\$ 578,653	\$ 577,210	\$ 589,000	\$ 536,700	\$ 618,165
5204 Operating Supplies	\$ 1,768	\$ 1,812	\$ 1,500	\$ 3,182	\$ 1,500
5206 Computer Supplies	-	-	700	76	700
5220 Computer Refresh Charges	1,900	1,900	1,900	1,742	1,900
6201 Advertising/Publishing	2,236	2,628	4,000	782	4,000
6203 Copy Machine Charges	1,213	-	3,800	15	3,800
6205 Other Printing & Binding	194	457	1,000	-	1,000
6207 Equip Replacement Charges	400	-	300	225	300
6208 Dues & Subscriptions	1,455	885	2,300	1,535	2,300
6213 Meetings & Travel	789	458	2,100	1,533	2,100
6214 Professional/Technical	104,339	94,642	135,800	85,135	135,800
6215 Repair & Maintenance	-	-	200	-	200
6217 Software Maintenance	6,850	6,850	6,900	6,850	6,900
6219 Network Operating Charge	7,900	8,604	8,600	7,883	8,600
6223 Training & Education	17,042	17,807	17,000	13,159	17,000
6253 Postage	984	634	1,000	1,092	1,000
6254 Telephone	2,568	2,695	3,200	2,191	3,200
6260 Equipment Leasing Costs	1,872	2,952	-	565	3,000
6262 Testing/Recruitment	4,742	4,102	9,300	8,003	9,300
Total Maintenance & Operations	\$ 156,253	\$ 146,427	\$ 199,600	\$ 133,968	\$ 202,600
TOTAL HUMAN RESOURCES - GENERAL FD	\$ 734,906	\$ 723,636	\$ 788,600	\$ 670,668	\$ 820,765

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**CITY OF EL SEGUNDO
FINANCE DEPARTMENT ORGANIZATION CHART
FISCAL YEAR 2016-2017**



**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2013-2014 TO 2016-2017**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>Finance Department</u>				
Director of Finance	1.00	1.00	1.00	1.00
Fiscal Services Manager	1.00	1.00	1.00	-
Finance Manager	-	-	-	1.00
Revenue Manager	-	-	1.00	1.00
Business Services Manager	1.00	1.00	-	-
Accounting Manager	1.00	1.00	1.00	-
Accounting Supervisor	1.00	1.00	1.00	1.00
Budget/Payroll Supervisor	-	-	1.00	1.00
Purchasing Agent	1.00	1.00	1.00	1.00
Accountant	-	-	-	1.00
Accounting Technician	3.00	2.00	2.00	2.00
Accounts Specialist II	1.00	1.00	1.00	1.00
Administrative Specialist	-	-	1.00	1.00
License Permit Specialist II	1.00	1.00	2.00	2.00
Payroll Accountant	1.00	1.00	1.00	1.00
Revenue Inspector	1.00	1.00	1.00	1.00
Senior Management Analyst	1.00	1.00	-	-
Sub-total Full-Time	14.00	13.00	15.00	15.00
<u>Part-Time FTEs</u>				
Accountant	-	-	-	0.50
Accounts Specialist II	0.50	0.50	0.50	-
Administrative Specialist	0.50	0.90	-	-
Office Specialist	-	0.65	-	-
Sub-total Part-Time	1.00	2.05	0.50	0.50
Total Finance Department	15.00	15.05	15.50	15.50

Notes: The adopted budget for fiscal year 2016-2017 reflects the reclassification of the Fiscal Services Manager position to Finance Manager and the deletion of the Accounting Manager position which was replaced by 1-1/2 Accountant position.

Some positions in Finance are allocated to the Water Fund and the Internal Service Funds; however, their funding is not included in the overall cost of the department so the department's budget is understated. The Water Fund budget is included in the Public Works Department as a division of Public Works. In the future, the Finance Department's budget should include funding from other funds; absent a cost allocation plan, the portion chargeable to other funds should be reflected as chargebacks to these funds just like how Information Systems Division charges departments for network operating charge.

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT PROFILE**

MISSION STATEMENT: Serve as the City's chief financial advisor and sustain financial stability to provide funding for all City services; safeguard the City's assets.

The Finance Department has 15 full-time employees. In fiscal year 2015-2016, the Fiscal Services Manager position was reclassified to Finance Manager. The Accounting Manager was eliminated and replaced by a full-time and a part-time Accountant position during the adoption of the fiscal year 2016-2017 budget. Finance has four divisions with distinct functions as follows:

Administration: Provide overall direction of the department's multi-operations; advise the elected officials and management on fiscal matters; oversee the City's risk-management program; manage the contract for Crossing Guards.

Accounting Services: Develop and provide accurate and timely financial report, including producing the Comprehensive Annual Finance Report (CAFR); coordinate the annual financial audits including other audits required by Federal, State, and County governments; process accounts payable; reconcile bank statements; process journal entries; prepare the Annual State Controller's and the Annual Gas Tax reports; issue 1099 reports; issue periodic revenue and expenditure reports; process cash receipts.

Business Services: Collect all City revenues; administer the business licensing function; conduct transient occupancy tax (TOT) audits; collaborate with the State Board of Equalization (SBOE) to ensure sellers' permits are properly allocated to the City for sales tax purposes; coordinate with the City's consultants on property tax and sales tax revenues; develop revenue projections during the annual budget process; manage the water-billing and collection functions.

Fiscal Services: Coordinate the annual budget process including producing the preliminary and adopted budget documents; process the bi-weekly payroll; issue W-2's; provide procurement services for goods and services needed by all departments; provide assistance to Human Resources in labor negotiations and other payroll-related issues.

ACCOMPLISHMENTS IN FISCAL YEAR 2015-2016:

- Hired five new staff members: Director of Finance; Revenue Manager; Accounting Supervisor; Permit Specialist; and Administrative Specialist.
- Obtained approval to reclassify the Fiscal Services Manager to Finance Manager and to replace the Accounting Manager position with a full-time and a part-time Accountant position to better serve the department's functions.
- Coordinated the two Strategic Planning Sessions held in 2016 to set long-term objectives instead of addressing them on an annual basis.
- Implemented many changes in the budget process to simplify the presentation with the goal of making the budget document more transparent and user-friendly.
- Completed the annual financial audit against many challenges due to significant staffing issues and vacancies in key positions.
- Completed and awarded the RFP for Police Towing and Storage Services.
- Brought several key areas of the Finance Department's workload current after being 12-18 months behind due to vacancies.
- Provided assistance in labor negotiations and in the implementation of new contracts for retirees' health insurance.
- Implemented a new business discovery project to identify non-compliant businesses and coordinated with departments to cross-reference databases to ensure permits and licenses are current.
- Implemented additional internal controls in water billing and in accounts payable which eliminated duplicate processing of invoices for recurring purchases of office and other operating supplies.

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT PROFILE**

GOALS & OBJECTIVES FOR FISCAL YEAR 2016-2017:

- Restore the department's staffing at full strength with new members fully functioning in their respective divisions.
- Continue to enhance the budget presentation.
- Close the books for the fiscal year in a more timely and effective manner.
- Process accounts payable/payroll/cash receipts with close to 100% accuracy.
- Provide departments more accurate monthly budget performance reports.
- Reconcile bank statements within a month following the month-end close.
- Hire new independent auditors.
- Cross-train staff members to provide back-up in case of unanticipated absences and to prepare them for upward mobility.
- Provide staff opportunities to gain more knowledge and understanding of municipal finance through attendance at various training and educational sessions.
- Implement on-line requisitions.

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>GENERAL FUND (001)</u>					
ADMINISTRATION (2501)					
Salaries & Benefits	\$ 242,814	\$ 199,320	\$ 272,500	\$ 118,569	\$ 264,157
Maintenance & Operations	167,708	334,557	221,300	186,532	223,500
Sub-total Administration	\$ 410,522	\$ 533,877	\$ 493,800	\$ 305,101	\$ 487,657
ACCOUNTING (2502)					
Salaries & Benefits	\$ 522,979	\$ 512,397	\$ 580,300	\$ 335,585	\$ 504,498
Maintenance & Operations	57,345	48,861	65,700	182,617	72,200
Sub-total Accounting	\$ 580,325	\$ 561,258	\$ 646,000	\$ 518,202	\$ 576,698
BUSINESS SERVICES (2504)					
Salaries & Benefits	\$ 433,979	\$ 423,341	\$ 467,400	\$ 187,249	\$ 452,172
Maintenance & Operations	6,285	5,254	8,200	7,574	10,810
Sub-total Business Services	\$ 440,264	\$ 428,596	\$ 475,600	\$ 194,823	\$ 462,982
FISCAL SERVICES (2507)					
Salaries & Benefits	\$ 326,241	\$ 364,589	\$ 387,300	\$ 281,374	\$ 373,489
Maintenance & Operations	488	214	5,800	75,534	4,800
Sub-total Business Services	\$ 326,729	\$ 364,802	\$ 393,100	\$ 356,908	\$ 378,289
TOTAL FINANCE DEPARTMENT	\$ 1,757,840	\$ 1,888,533	\$ 2,008,500	\$ 1,375,034	\$ 1,905,626
<u>GENERAL FUND SUMMARY:</u>					
Salaries & Benefits	\$ 1,526,014	\$ 1,499,647	\$ 1,707,500	\$ 922,777	\$ 1,594,316
Maintenance & Operations	231,826	388,886	301,000	452,257	311,310
Total	\$ 1,757,840	\$ 1,888,533	\$ 2,008,500	\$ 1,375,034	\$ 1,905,626

Salaries & Benefits Decrease	\$ (113,184)	-6.63%
Maint & Operations Increase	10,310	3.43%
Net Decrease	\$ (102,874)	-5.12%

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
4101 Salaries Full-Time	\$ 967,867	\$ 968,591	\$ 1,157,000	\$ 606,520	\$ 1,122,111
4102 Salaries Part-Time	82,880	74,449	65,400	25,121	-
4103 Overtime	850	4,699	-	5,967	-
4112 Compensated Sick Time	11,480	-	-	-	-
4201 Retirement CalPERS	221,920	208,425	249,900	133,541	243,935
4202 FICA	76,378	84,802	79,400	46,638	80,941
4203 Workers' Compensation	17,217	14,161	14,800	8,638	9,758
4204 Group Insurance	69,742	69,578	88,600	67,412	123,269
4210 OPEB liability	57,395	51,258	52,400	28,940	14,302
4211 401(a) Employer's Contribution	20,286	23,684	-	-	-
Total Salaries & Benefits	\$ 1,526,014	\$ 1,499,648	\$ 1,707,500	\$ 922,777	\$ 1,594,316
5204 Operating Supplies	\$ 11,593	\$ 11,389	\$ 18,100	\$ 11,604	\$ 18,100
5220 Computer Refresh Charges	8,100	8,100	8,100	7,425	8,100
6201 Advertising/Publishing	-	-	-	275	-
6203 Copy Machine Charges	3,742	57	300	-	300
6205 Other Printing & Binding	3,989	4,673	5,300	4,276	5,300
6206 Contractual Services	4,025	4,204	6,000	4,615	6,000
6207 Equip Replacement Charges	2,100	900	600	450	400
6208 Dues & Subscriptions	4,261	4,491	1,600	855	2,100
6213 Meetings & Travel	4,716	4,133	8,400	1,015	7,660
6214 Professional & Technical	137,809	290,466	173,800	377,390	187,800
6219 Network Operating Charge	28,600	31,004	31,000	28,417	31,000
6223 Training & Education	2,620	2,967	13,300	2,391	13,350
6253 Postage	4,682	5,447	5,200	4,959	5,200
6254 Telephone	11,094	13,167	16,400	7,257	16,000
6260 Equipment Leasing Costs	4,495	7,889	12,900	1,328	10,000
Total Maintenance & Operations	\$ 231,826	\$ 388,886	\$ 301,000	\$ 452,257	\$ 311,310
TOTAL FINANCE - GENERAL FUND	\$ 1,757,840	\$ 1,888,534	\$ 2,008,500	\$ 1,375,034	\$ 1,905,626

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
GENERAL FUND					
FINANCE ADMINISTRATION					
4101 Salaries Full-Time	\$ 130,650	\$ 96,294	\$ 197,100	\$ 75,415	\$ 192,031
4102 Salaries Part-Time	39,008	50,140	-	7,741	-
4103 Overtime	-	2,467	-	854	-
4112 Compensated Sick Time	5,889	-	-	-	-
4201 Retirement CalPERS	35,507	22,952	37,600	15,121	36,340
4202 FICA	11,138	12,011	11,500	6,069	11,264
4203 Workers' Compensation	3,131	2,017	2,500	1,134	1,671
4204 Group Insurance	3,258	3,743	14,700	8,514	20,416
4210 OPEB liability	7,700	5,143	9,100	3,721	2,435
4211 401(a) Employer's Contribution	6,533	4,553	-	-	-
Total Salaries & Benefits	\$ 242,814	\$ 199,320	\$ 272,500	\$ 118,569	\$ 264,157
5204 Operating Supplies	\$ 11,593	\$ 11,389	\$ 18,100	\$ 11,604	\$ 18,100
5220 Computer Refresh Charges	8,100	8,100	8,100	7,425	8,100
6203 Copy Machine Charges	3,742	57	300	-	300
6205 Other Printing & Binding	3,989	4,673	5,300	4,276	5,300
6207 Equip Replacement Charges	2,100	900	600	450	400
6208 Dues & Subscriptions	2,701	2,905	300	590	350
6213 Meetings & Travel	3,427	2,277	1,900	150	1,050
6214 Professional/Technical	80,804	244,150	116,300	118,610	122,800
6219 Network Operating Charge	28,600	31,004	31,000	28,417	31,000
6223 Training & Education	2,380	2,600	4,900	1,466	4,900
6253 Postage	4,682	5,447	5,200	4,959	5,200
6254 Telephone	11,094	13,167	16,400	7,257	16,000
6260 Equipment Leasing Costs	4,495	7,889	12,900	1,328	10,000
Total Maintenance & Operations	\$ 167,708	\$ 334,557	\$ 221,300	\$ 186,532	\$ 223,500
SUB-TOTAL FINANCE ADMIN	\$ 410,522	\$ 533,877	\$ 493,800	\$ 305,101	\$ 487,657
ACCOUNTING					
4101 Salaries Full-Time	\$ 354,967	\$ 349,128	\$ 379,400	\$ 221,776	\$ 349,596
4102 Salaries Part-Time	-	-	32,400	-	-
4103 Overtime	850	865	-	2,835	-
4201 Retirement CalPERS	77,255	74,895	85,200	51,898	85,966
4202 FICA	26,550	27,165	28,800	15,972	26,257
4203 Workers' Compensation	5,608	4,734	5,200	3,032	3,041
4204 Group Insurance	34,971	34,809	32,000	29,553	35,126
4210 OPEB liability	21,274	18,465	17,300	10,519	4,512
4211 401(a) Employer's Contribution	1,505	2,336	-	-	-
Total Salaries & Benefits	\$ 522,979	\$ 512,397	\$ 580,300	\$ 335,585	\$ 504,498

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

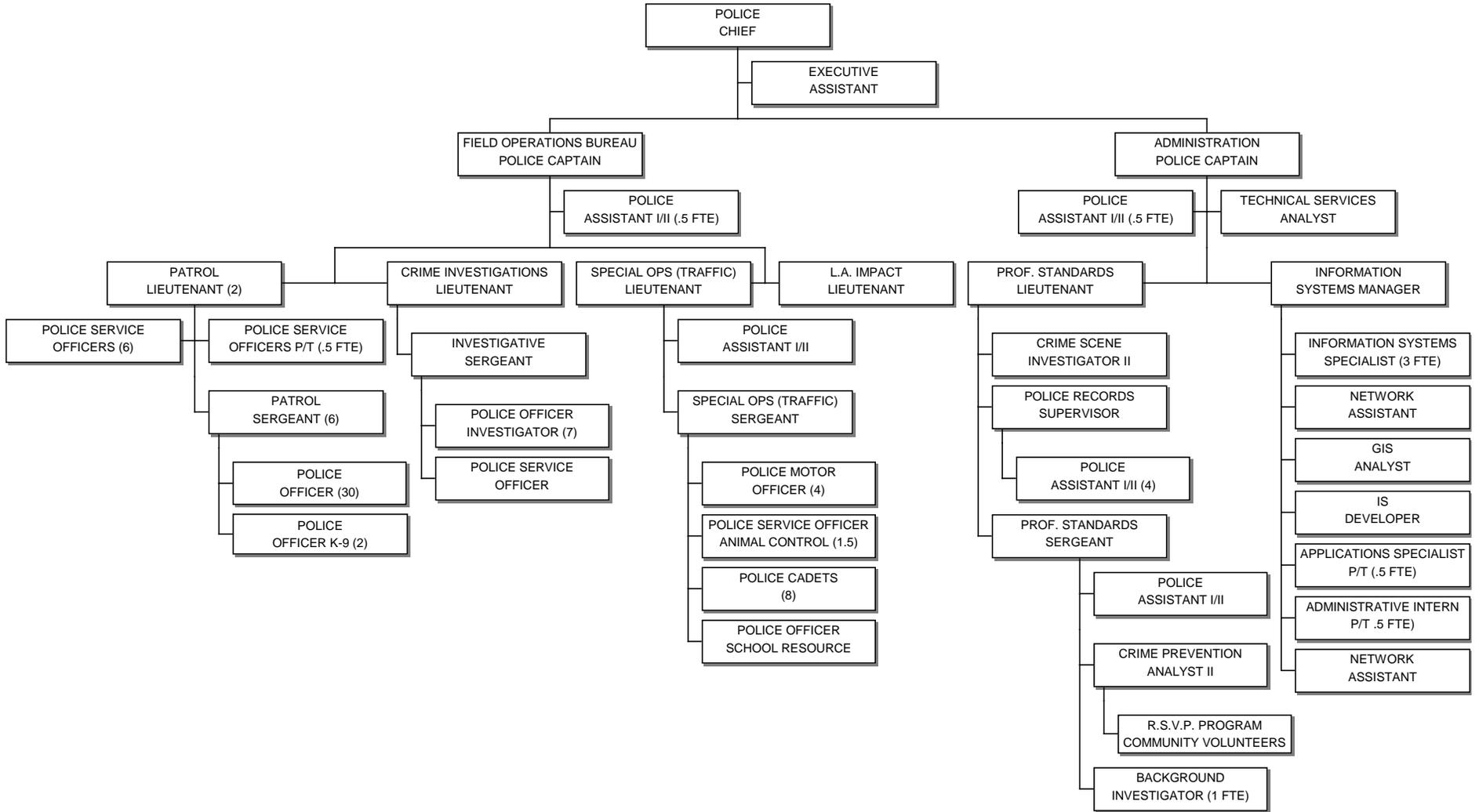
DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
6201 Advertising/Publishing	\$ -	\$ -	\$ -	\$ 275	\$ -
6208 Dues & Subscriptions	1,345	1,033	800	190	800
6213 Meetings & Travel	115	1,306	4,000	16	3,000
6214 Professional/Technical	55,810	46,176	57,500	181,661	65,000
6223 Training & Education	75	347	3,400	475	3,400
Total Maintenance & Operations	\$ 57,345	\$ 48,861	\$ 65,700	\$ 182,617	\$ 72,200
SUB-TOTAL ACCOUNTING	\$ 580,325	\$ 561,258	\$ 646,000	\$ 518,202	\$ 576,698
BUSINESS SERVICES					
4101 Salaries Full-Time	\$ 253,177	\$ 265,562	\$ 292,000	\$ 111,169	\$ 307,021
4102 Salaries Part-Time	43,871	24,309	33,000	17,380	-
4103 Overtime	-	1,368	-	2,278	-
4112 Compensated Sick Time	5,591	-	-	-	-
4201 Retirement CalPERS	60,731	60,194	69,600	26,861	70,442
4202 FICA	22,514	22,570	20,800	9,964	23,431
4203 Workers' Compensation	4,822	3,932	3,700	1,797	2,671
4204 Group Insurance	23,482	25,027	34,600	12,385	44,670
4210 OPEB liability	14,920	14,259	13,700	5,415	3,937
4211 401(a) Employer's Contribution	4,871	6,122	-	-	-
Total Salaries & Benefits	\$ 433,979	\$ 423,341	\$ 467,400	\$ 187,249	\$ 452,172
6206 Contractual Services	\$ 4,025	\$ 4,204	\$ 6,000	\$ 4,615	\$ 6,000
6208 Dues & Subscriptions	215	340	200	75	700
6213 Meetings & Travel	850	551	1,500	70	2,610
6214 Professional/Technical	1,194	140	-	2,364	-
6223 Training & Education	-	20	500	450	1,500
Total Maintenance & Operations	\$ 6,285	\$ 5,254	\$ 8,200	\$ 7,574	\$ 10,810
SUB-TOTAL BUSINESS SERVICES	\$ 440,264	\$ 428,596	\$ 475,600	\$ 194,823	\$ 462,982
FISCAL SERVICES					
4101 Salaries Full-Time	\$ 229,073	\$ 257,607	\$ 288,500	\$ 198,160	\$ 273,463
4201 Retirement CalPERS	48,427	50,384	57,500	39,661	51,187
4202 FICA	16,175	23,057	18,300	14,633	19,989
4203 Workers' Compensation	3,656	3,478	3,400	2,675	2,374
4204 Group Insurance	8,032	5,998	7,300	16,960	23,057
4210 OPEB liability	13,501	13,392	12,300	9,285	3,419
4211 401(a) Employer's Contribution	7,377	10,673	-	-	-
Total Salaries & Benefits	\$ 326,241	\$ 364,589	\$ 387,300	\$ 281,374	\$ 373,489

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
6208 Dues & Subscriptions	\$ -	\$ 214	\$ 300	\$ -	\$ 250
6213 Meetings & Travel	323	-	1,000	779	1,000
6214 Professional & Technical	-	-	-	74,755	-
6223 Training & Education	165	-	4,500	-	3,550
Total Maintenance & Operations	\$ 488	\$ 214	\$ 5,800	\$ 75,534	\$ 4,800
 SUB-TOTAL FISCAL SERVICES	 \$ 326,729	 \$ 364,802	 \$ 393,100	 \$ 356,908	 \$ 378,289
 TOTAL FINANCE - GENERAL FUND	 \$ 1,757,840	 \$ 1,888,533	 \$ 2,008,500	 \$ 1,375,034	 \$ 1,905,626

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**CITY OF EL SEGUNDO
POLICE DEPARTMENT ORGANIZATION CHART
FISCAL YEAR 2016-2017**



**CITY OF EL SEGUNDO
POLICE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2013-2014 TO 2016-2017**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>Police Department</u>				
Chief of Police	1.00	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00	2.00
Police Lieutenant	6.00	6.00	6.00	6.00
Police Sergeant	9.00	9.00	9.00	9.00
Administrative Specialist	2.00	2.00	-	-
Crime Prevention Analyst II	1.00	1.00	1.00	1.00
Crime Scene Investigator II	1.00	1.00	1.00	1.00
Executive Assistant	2.00	1.00	1.00	1.00
Police Assistant I/II	4.00	4.00	7.00	7.00
Police Officer	44.00	44.00	45.00	44.00
Police Records Supervisor	1.00	1.00	1.00	1.00
Police Services Officer I/II	7.00	7.00	7.00	8.00
Technical Services Analyst	1.00	1.00	1.00	1.00
Information Systems Manager	-	-	1.00	1.00
Information Systems Developer	-	-	1.00	1.00
Information Systems Specialist	-	-	3.00	3.00
GIS Analyst	-	-	1.00	1.00
Network Assistant	-	-	1.00	1.00
Sub-total Full-Time	81.00	80.00	89.00	89.00
<u>Part-Time FTEs</u>				
Background Investigator	-	-	0.50	1.00
Office Specialist I	0.50	0.50	-	-
Police Cadet	3.00	3.50	4.00	4.00
Police Services Officer I/II	1.50	2.25	1.00	-
Administrative Intern	-	-	0.50	0.50
Application Specialist	-	-	0.50	-
Sub-total Part-Time	5.00	6.25	6.50	5.50
Total Police Department	86.00	86.25	95.50	94.50

Note: The adopted budget for fiscal year 2016-2017 provides funding for an Information Systems Director and for an Information Systems Specialist. The funding is temporarily held in Non-Departmental pending further review and approval by Council. A budget transfer will be processed once Council approves the positions.

**CITY OF EL SEGUNDO
POLICE DEPARTMENT PROFILE**

MISSION STATEMENT: Provide a safe and secure community while treating all people with dignity and respect.

The Police Department has 89 full-time positions: 62 sworn and 27 non-sworn personnel. In addition, the department has part-time positions equivalent to 5.5 full-time. The department consists of two bureaus: the Administrative Services Bureau and the Field Operations Bureau. (Note: Council approved funding for a new Information Systems Director and a new Information Systems Specialist which are temporarily held in Non-Departmental pending input from the Technology Committee and further action by City Council.) The department consists of two bureaus: Administrative Services and Field Operations.

ADMINISTRATIVE SERVICES BUREAU: Has jurisdiction over the following:

Administrative Division: Coordinates the needs for and the maintenance of department vehicles and equipment; storage and distribution of supplies and equipment; development and preparation of the department budget; and custody of official police records.

Professional Standards Division: Includes investigation of all citizen complaints, management of Crime Scene Investigations (CSI) and personnel, and maintenance of the policy manual.

Information Systems Division (ISD): Provides the technical resources and support necessary to operate all of the Application Systems detailed in the Technology Master Plan relating to the City's information resources.

FIELD OPERATIONS BUREAU: Has jurisdiction over the following:

Uniform Division: Patrols the City; enforces penal statutes and ordinances; maintains public order; enforces traffic law; and offers assistance and information as circumstances require.

Special Operations Division: Ensures smooth and safe movement of traffic in the City; and enforces parking control.

Investigative Division: Investigates criminal matters.

ACCOMPLISHMENTS IN FISCAL YEAR 2015-2016:

- Maintained annual compliance with POST and STC training mandates.
- Used current technologies to identify and impact crime trends in patrol beat areas.
- Hired two full time Police Assistants for Traffic and Administration.
- Enhanced our utilization of social media to provide real time information to the public regarding police-related issues.
- Conducted department-wide training on multiple subjects to increase employees' proficiencies in their related job functions and procedures.

GOALS & OBJECTIVES FOR FISCAL YEAR 2016-2017:

The department will focus its efforts toward reaching the first three specific goals during the coming year:

- Improve the quality of life for the community.
- Enhance the professional image of the police department and its employees.
- Impact crime levels.
- Continue restoration of the department's staffing levels to authorized strength.
- Conduct Tactical Action Plans related to safety, enforcement, and/or education.
- Continue to cross-train staff members to provide back-up for unanticipated absences and preparation for upward mobility.
- Audit and update equipment replacement schedule to meet departmental needs.
- Continue to train staff members to gain more knowledge and expertise in their respective functions.

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>GENERAL FUND (001)</u>					
ADMINISTRATION (3101)					
Salaries & Benefits	\$ 3,678,048	\$ 3,709,970	\$ 3,220,100	\$ 2,891,198	\$ 3,531,477
Maintenance & Operations	1,102,062	1,227,474	1,315,400	970,253	1,313,559
Capital Outlay	3,040	94,747	-	7,188	-
Sub-total Administration	\$ 4,783,150	\$ 5,032,191	\$ 4,535,500	\$ 3,868,639	\$ 4,845,036
PATROL & SAFETY (3102)					
Salaries & Benefits	\$ 7,173,849	\$ 7,147,875	\$ 8,839,900	\$ 7,068,251	\$ 10,081,512
Sub-total Patrol & Safety	\$ 7,173,849	\$ 7,147,875	\$ 8,839,900	\$ 7,068,251	\$ 10,081,512
CRIME INVESTIGATION (3103)					
Salaries & Benefits	\$ 3,277,152	\$ 3,224,915	\$ 3,220,600	\$ 2,965,989	\$ 2,457,918
Sub-total Crime Investigation	\$ 3,277,152	\$ 3,224,915	\$ 3,220,600	\$ 2,965,989	\$ 2,457,918
TRAFFIC SAFETY (3104)					
Salaries & Benefits	\$ 1,751,897	\$ 2,070,550	\$ 2,149,500	\$ 1,754,776	\$ 1,657,499
Sub-total Traffic Safety	\$ 1,751,897	\$ 2,070,550	\$ 2,149,500	\$ 1,754,776	\$ 1,657,499
COMMUNITY RELATIONS (3106)					
Salaries & Benefits	\$ 137,390	\$ 136,622	\$ 120,500	\$ 123,435	\$ 132,247
Sub-total Traffic Safety	\$ 137,390	\$ 136,622	\$ 120,500	\$ 123,435	\$ 132,247
COMMUNICATIONS CENTER (3107)					
Maintenance & Operations	\$ 1,362,220	\$ 1,366,531	\$ 1,457,700	\$ 1,032,034	\$ 1,448,200
Sub-total Communications Center	\$ 1,362,220	\$ 1,366,531	\$ 1,457,700	\$ 1,032,034	\$ 1,448,200
ANIMAL CONTROL (3108)					
Salaries & Benefits	\$ 209,137	\$ 113,661	\$ 132,400	\$ 178,534	\$ 111,648
Maintenance & Operations	20,965	20,560	39,100	16,117	30,800
Sub-total Animal Control	\$ 230,102	\$ 134,221	\$ 171,500	\$ 194,651	\$ 142,448
INFORMATION SYSTEMS (2505)					
Salaries & Benefits	\$ 661,224	\$ 632,771	\$ 913,500	\$ 444,604	\$ 968,845
Maintenance & Operations	111,888	142,014	178,100	105,634	340,502
Capital Outlay	16,326	-	-	-	-
Sub-total Administration	\$ 789,438	\$ 774,785	\$ 1,091,600	\$ 550,238	\$ 1,309,347
<u>TOTAL POLICE - GENERAL FUND</u>	\$ 19,505,199	\$ 19,887,690	\$ 21,586,800	\$ 17,558,013	\$ 22,074,207

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
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ASSET FORFEITURE FUND (109)

POLICE ASSET FORFEITURE (3105)

Salaries & Benefits	\$ 582,766	\$ 466,355	\$ -	\$ 527	\$ -
Maintenance & Operations	52,307	33,752	386,400	5,766	377,200
Capital Outlay	42,277	-	40,800	12,713	280,000
<u>TOTAL ASSET FORFEITURE FUND</u>	<u>\$ 677,350</u>	<u>\$ 500,107</u>	<u>\$ 427,200</u>	<u>\$ 19,006</u>	<u>\$ 657,200</u>

COPS FUND (120)

ADMINISTRATION (3101)

Salaries & Benefits	\$ 62,463	\$ 92,345	\$ -	\$ 27,291	\$ -
Maintenance & Operations	53,381	31,507	-	21,976	-
Capital Outlay	23,243	54,559	100,000	36,481	185,000
<u>TOTAL COPS FUND</u>	<u>\$ 139,087</u>	<u>\$ 178,410</u>	<u>\$ 100,000</u>	<u>\$ 85,748</u>	<u>\$ 185,000</u>

GRAND TOTAL - POLICE - ALL FUNDS **\$ 20,321,636** **\$ 20,566,208** **\$ 22,114,000** **\$ 17,662,767** **\$ 22,916,407**

GENERAL FUND SUMMARY

Salaries & Benefits	\$ 16,888,698	\$ 17,036,364	\$ 18,596,500	\$ 15,426,787	\$ 18,941,146
Maintenance & Operations	2,597,135	2,756,579	2,990,300	2,124,038	3,133,061
Capital Outlay	19,366	94,747	-	7,188	-
<u>TOTAL GENERAL FUND</u>	<u>\$ 19,505,199</u>	<u>\$ 19,887,690</u>	<u>\$ 21,586,800</u>	<u>\$ 17,558,013</u>	<u>\$ 22,074,207</u>

Salaries & Benefits Increase	\$ 344,646	1.85%
Maint & Operation Increase	142,761	4.77%
Total Increase	\$ 487,407	2.26%

ALL FUNDS SUMMARY

Salaries & Benefits	\$ 17,533,926	\$ 17,595,064	\$ 18,596,500	\$ 15,454,605	\$ 18,941,146
Maintenance & Operations	2,702,823	2,821,838	3,376,700	2,151,780	3,510,261
Capital Outlay	84,886	149,306	140,800	56,382	465,000
<u>TOTAL ALL FUNDS</u>	<u>\$ 20,321,636</u>	<u>\$ 20,566,208</u>	<u>\$ 22,114,000</u>	<u>\$ 17,662,767</u>	<u>\$ 22,916,407</u>

Salaries & Benefits Increase	\$ 344,646	1.85%
Maint & Operation Increase	133,561	3.96%
Capital Outlay	324,200	230.26%
Total Increase	\$ 802,407	3.63%

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
4101 Salaries Full-Time	\$ 8,576,765	\$ 8,685,757	\$ 9,492,800	\$ 7,688,839	\$ 9,459,536
4102 Salaries Part-Time	269,656	258,259	330,100	181,772	291,513
4103 Overtime	538,774	667,777	744,100	680,890	744,100
4105 Holiday Pay	383,594	398,748	442,100	421,616	403,890
4112 Compensated Sick Time	126,526	-	-	-	-
4113 Reimbursable Overtime	17,036	(6,374)	-	(1,906)	-
4201 Retirement CalPERS	4,027,316	4,680,993	5,268,600	4,392,320	5,533,286
4202 FICA	269,703	274,617	272,900	237,936	302,519
4203 Workers' Compensation	1,216,034	575,249	517,300	512,960	847,446
4204 Group Insurance	864,906	902,769	1,049,000	836,047	1,108,540
4205 Uniform Allowance	7,966	41,630	3,100	33,294	42,877
4209 PARS Expense	-	-	-	-	18,880
4210 OPEB Liability	528,218	498,448	476,500	399,295	128,559
4211 401(a) Employer's Contribution	25,237	17,683	-	-	-
4215 Uniform Replacement	36,967	40,809	-	43,724	60,000
Total Salaries & Benefits	\$ 16,888,698	\$ 17,036,364	\$ 18,596,500	\$ 15,426,787	\$ 18,941,146
5204 Operating Supplies	\$ 53,917	\$ 65,027	\$ 61,400	\$ 44,780	\$ 66,859
5206 Computer Supplies	14,252	14,300	16,100	10,594	17,000
5211 Photo Supplies	1,503	1,128	5,000	276	5,000
5212 Prisoner Meals	4,537	4,739	6,200	2,961	6,200
5218 Police Training Materials and Suppl	57,030	40,990	5,900	22,654	60,000
5220 Computer Refresh Charges	30,400	30,400	30,400	27,866	30,400
6203 Copy Machine Charges	14,903	73	34,500	-	34,500
6205 Other Printing & Binding	3,300	4,098	7,400	2,210	15,300
6206 Contractual Services	1,438,777	1,461,708	1,575,000	1,110,464	1,563,700
6207 Equip Replacement Charges	658,300	689,196	780,000	585,000	655,800
6208 Dues & Subscriptions	6,175	8,321	11,800	6,680	11,800
6212 Laundry & Cleaning	7,409	7,333	6,800	6,650	6,800
6213 Meetings & Travel	16,859	22,577	51,500	22,543	54,500
6214 Professional/Technical	8,302	79,699	99,400	173,648	223,700
6215 Repair & Maintenance	5,506	11,326	20,200	4,617	20,200
6216 Rental Charges	15,300	15,000	15,000	13,750	15,000
6217 Software Maintenance	241,412	276,136	273,800	183,548	317,902
6218 Hardware Maintenance	7,825	8,638	12,000	-	12,000
6219 Network Operating Charge	(360,100)	(391,100)	(391,100)	(351,633)	(382,500)
6223 Training & Education	49,475	49,962	42,100	33,061	47,600
6224 Vehicle Operating Charge	-	380	-	-	-
6225 PD Admin/POST Training & Educ	(5,584)	15,145	-	11,352	-
6251 Communication/Mobile Radio	4,575	-	5,300	1,767	-
6253 Postage	3,674	3,475	5,500	3,090	5,500

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
6254 Telephone	205,255	242,491	175,200	127,112	187,100
6260 Equipment Leasing Costs	15,994	19,960	18,600	3,970	21,500
6272 Court Costs	750	315	1,500	429	1,500
6273 In-Custody Medical Charges	-	-	2,100	-	17,000
6274 Investigations Expense	7,594	6,941	14,100	4,122	14,100
6275 K-9 Dog Care Services	6,714	8,734	10,600	6,689	10,600
6278 Computer Charges	11,396	11,617	29,200	9,486	29,200
6288 S.W.A.T. Program	41,123	17,850	19,800	17,494	19,800
6289 Educational Reimbursement	30,562	30,121	45,000	38,858	45,000
Total Maintenance & Operations	\$ 2,597,135	\$ 2,756,579	\$ 2,990,300	\$ 2,124,038	\$ 3,133,061
8104 Capital/Equipment	\$ 3,040	\$ 94,747	\$ -	\$ 7,188	\$ -
8108 Computer Hardware	16,326	-	-	-	-
Total Capital Outlay	\$ 19,366	\$ 94,747	\$ -	\$ 7,188	\$ -
TOTAL POLICE - GENERAL FUND	\$ 19,505,199	\$ 19,887,690	\$ 21,586,800	\$ 17,558,013	\$ 22,074,207

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
GENERAL FUND					
POLICE ADMINISTRATION					
4101 Salaries Full-Time	\$ 1,998,842	\$ 2,034,305	\$ 1,804,100	\$ 1,577,927	\$ 1,876,113
4102 Salaries Part-Time	107,561	92,654	144,800	100,891	184,287
4103 Overtime	46,260	103,343	26,500	45,893	26,500
4105 Holiday Pay	46,209	48,898	59,300	47,894	55,346
4112 Compensated Sick Time	51,984	-	-	-	-
4113 Reimbursable Overtime	3,647	-	-	(5,271)	-
4201 Retirement CalPERS	780,615	882,240	726,400	666,546	843,653
4202 FICA	99,224	101,606	99,500	84,549	113,956
4203 Workers' Compensation	228,532	108,194	63,700	78,929	112,002
4204 Group Insurance	135,179	168,418	206,000	168,220	217,730
4205 Uniform Allowance	4,620	6,222	-	4,289	5,915
4209 PARS Expense	-	-	-	-	10,920
4210 OPEB liability	120,669	113,028	89,800	79,516	25,055
4211 401(a) Employer's Contribution	20,180	11,144	-	-	-
4215 Uniform Replacement	34,527	39,918	-	41,815	60,000
Total Salaries & Benefits	\$ 3,678,048	\$ 3,709,970	\$ 3,220,100	\$ 2,891,198	\$ 3,531,477
5204 Operating Supplies	\$ 49,041	\$ 61,127	\$ 58,500	\$ 43,801	\$ 63,959
5206 Computer Supplies	1,401	2,578	4,100	3,889	5,000
5211 Photo Supplies	1,503	1,128	5,000	276	5,000
5212 Prisoner Meals	4,537	4,739	6,200	2,961	6,200
5218 Police Training Materials and Supp	57,030	40,990	5,900	22,654	60,000
5220 Computer Refresh Charges	22,700	22,700	22,700	20,808	22,700
6203 Copy Machine Charges	13,196	55	30,700	-	30,700
6205 Other Printing & Binding	3,300	4,098	7,100	2,210	15,000
6206 Contractual Services	91,375	127,344	145,100	93,835	164,800
6207 Equipment Replacement Charges	411,500	456,996	526,300	394,722	369,400
6208 Dues & Subscriptions	4,426	7,982	10,300	6,680	10,300
6212 Laundry & Cleaning	7,409	7,333	6,800	6,650	6,800
6213 Meetings & Travel	13,999	18,363	46,500	21,036	46,500
6214 Professional/Technical	8,302	13,259	30,700	22,133	80,000
6215 Repair & Maintenance	5,506	11,326	8,900	4,617	8,900
6216 Rental Charges	300	-	-	-	-
6219 Network Operating Charge	119,000	129,300	129,300	118,525	129,300
6223 Training & Education	30,720	41,896	31,500	33,061	31,500
6224 Vehicle Operating Charge	-	380	-	-	-
6225 PD Admin/POST Training & Educal	(5,584)	15,145	-	11,352	-
6251 Communication/Mobile Radio	4,575	-	5,300	1,767	-
6253 Postage	3,674	3,475	5,500	3,090	5,500

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
6254 Telephone	151,587	178,554	122,300	85,482	130,000
6260 Equipment Leasing Costs	13,548	12,427	13,600	2,349	14,000
6272 Court Costs	750	315	1,500	429	1,500
6273 In-Custody Medical Charges	-	-	2,100	-	17,000
6274 Investigations Expense	7,594	6,941	14,100	4,122	14,100
6275 K-9 Dog Care Services	6,714	8,734	10,600	6,689	10,600
6278 Computer Charges	2,274	2,318	-	763	-
6288 S.W.A.T. Program	41,123	17,850	19,800	17,494	19,800
6289 Educational Reimbursement	30,562	30,121	45,000	38,858	45,000
Total Maintenance & Operations	\$ 1,102,062	\$ 1,227,474	\$ 1,315,400	\$ 970,253	\$ 1,313,559
8104 Capital/Equipment	\$ 3,040	\$ 94,747	\$ -	\$ 7,188	\$ -
Total Capital Outlay	\$ 3,040	\$ 94,747	\$ -	\$ 7,188	\$ -
SUB-TOTAL POLICE ADMINISTRATION	\$ 4,783,150	\$ 5,032,191	\$ 4,535,500	\$ 3,868,639	\$ 4,845,036
PATROL & SAFETY					
4101 Salaries Full-Time	\$ 3,518,621	\$ 3,544,794	\$ 4,317,900	\$ 3,411,425	\$ 4,837,047
4103 Overtime	291,791	294,412	465,100	342,591	465,100
4105 Holiday Pay	199,236	198,264	236,800	222,223	238,554
4112 Compensated Sick Time	13,256	-	-	-	-
4113 Reimbursable Overtime	(5,905)	(17,458)	-	(5,013)	-
4201 Retirement CalPERS	1,894,951	2,145,492	2,735,900	2,183,899	3,208,155
4202 FICA	61,407	63,957	64,800	65,951	80,726
4203 Workers' Compensation	556,122	261,886	277,200	252,956	512,750
4204 Group Insurance	422,006	426,764	520,900	394,367	646,230
4205 Uniform Allowance	647	21,450	-	17,710	26,621
4210 OPEB liability	219,277	207,422	221,300	180,233	66,329
4215 Uniform Replacement	2,440	891	-	1,909	-
Total Salaries & Benefits	\$ 7,173,849	\$ 7,147,875	\$ 8,839,900	\$ 7,068,251	\$ 10,081,512
SUB-TOTAL PATROL & SAFETY	\$ 7,173,849	\$ 7,147,875	\$ 8,839,900	\$ 7,068,251	\$ 10,081,512
CRIME INVESTIGATION					
4101 Salaries Full-Time	\$ 1,632,853	\$ 1,580,328	\$ 1,591,200	\$ 1,398,676	\$ 1,163,304
4103 Overtime	130,592	174,300	170,000	199,110	170,000
4105 Holiday Pay	91,006	85,975	87,000	90,676	64,110
4112 Compensated Sick Time	26,801	-	-	-	-
4113 Reimbursable Overtime	1,639	2,558	-	3,307	-
4201 Retirement CalPERS	803,097	942,073	990,800	892,855	777,474
4202 FICA	33,344	32,817	27,700	27,496	24,411

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
4203 Workers' Compensation	269,877	120,678	99,500	108,975	125,841
4204 Group Insurance	185,056	186,598	172,700	164,528	111,260
4205 Uniform Allowance	1,221	7,822	-	6,633	5,490
4210 OPEB liability	101,666	91,766	81,700	73,733	16,028
Total Salaries & Benefits	\$ 3,277,152	\$ 3,224,915	\$ 3,220,600	\$ 2,965,989	\$ 2,457,918

SUB-TOTAL CRIME INVESTIGATION **\$ 3,277,152 \$ 3,224,915 \$ 3,220,600 \$ 2,965,989 \$ 2,457,918**

TRAFFIC SAFETY

4101 Salaries Full-Time	\$ 813,247	\$ 967,710	\$ 1,008,700	\$ 837,893	\$ 761,243
4102 Salaries Part-Time	88,117	105,747	107,400	36,606	52,026
4103 Overtime	53,409	66,044	80,000	62,136	80,000
4105 Holiday Pay	41,519	62,637	56,000	55,965	42,566
4112 Compensated Sick Time	30,370	-	-	-	-
4113 Reimbursable Overtime	17,925	7,627	-	3,849	-
4201 Retirement CalPERS	417,049	600,057	645,900	546,625	525,454
4202 FICA	21,459	26,381	22,000	17,400	16,856
4203 Workers' Compensation	136,111	72,223	66,300	61,479	83,909
4204 Group Insurance	81,584	99,607	111,200	84,521	80,730
4205 Uniform Allowance	647	5,484	-	4,048	4,211
4210 OPEB liability	50,459	57,034	52,000	44,254	10,504
Total Salaries & Benefits	\$ 1,751,897	\$ 2,070,550	\$ 2,149,500	\$ 1,754,776	\$ 1,657,499

SUB-TOTAL TRAFFIC SAFETY **\$ 1,751,897 \$ 2,070,550 \$ 2,149,500 \$ 1,754,776 \$ 1,657,499**

COMMUNITY RELATIONS

4101 Salaries Full-Time	\$ 89,155	\$ 89,187	\$ 90,100	\$ 79,229	\$ 87,666
4103 Overtime	8,529	13,052	-	11,154	-
4112 Compensated Sick Time	4,115	-	-	-	-
4113 Reimbursable Overtime	95	824	-	1,222	-
4201 Retirement CalPERS	18,978	17,678	17,700	17,259	21,446
4202 FICA	7,649	7,907	5,800	6,960	6,737
4203 Workers' Compensation	1,641	1,434	1,000	1,246	3,593
4204 Group Insurance	1,539	1,549	2,100	2,317	3,300
4205 Uniform Allowance	407	407	-	314	400
4209 PARS Expense	-	-	-	-	7,960
4210 OPEB liability	5,282	4,583	3,800	3,734	1,145
Total Salaries & Benefits	\$ 137,390	\$ 136,622	\$ 120,500	\$ 123,435	\$ 132,247

SUB-TOTAL COMMUNITY RELATIONS **\$ 137,390 \$ 136,622 \$ 120,500 \$ 123,435 \$ 132,247**

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
POLICE COMM. CENTER					
6206 Contractual Services	\$ 1,306,904	\$ 1,309,827	\$ 1,388,500	\$ 996,388	\$ 1,365,000
6207 Equipment Replacement Charges	-	-	-	-	9,000
6216 Rental Charges	15,000	15,000	15,000	13,750	15,000
6254 Telephone	31,194	32,405	25,000	13,173	30,000
6278 Computer Charges	9,122	9,299	29,200	8,723	29,200
Total Maintenance & Operations	\$ 1,362,220	\$ 1,366,531	\$ 1,457,700	\$ 1,032,034	\$ 1,448,200
SUB-TOTAL POLICE COMM. CENTER	\$ 1,362,220	\$ 1,366,531	\$ 1,457,700	\$ 1,032,034	\$ 1,448,200
ANIMAL CONTROL					
4101 Salaries Full-Time	\$ 97,426	\$ 61,241	\$ 62,700	\$ 74,271	\$ 65,670
4102 Salaries Part-Time	34,589	12,185	22,700	36,653	-
4103 Overtime	7,939	7,049	2,500	13,156	2,500
4105 Holiday Pay	5,624	2,974	3,000	4,858	3,314
4113 Reimbursable Overtime	(387)	-	-	-	-
4201 Retirement CalPERS	23,528	15,091	19,700	26,880	18,561
4202 FICA	11,156	6,408	6,700	10,478	5,487
4203 Workers' Compensation	16,153	4,549	1,200	4,974	3,055
4204 Group Insurance	6,962	569	10,800	3,164	11,960
4205 Uniform Allowance	424	244	3,100	300	240
4210 OPEB liability	5,723	3,351	-	3,800	861
Total Salaries & Benefits	\$ 209,137	\$ 113,661	\$ 132,400	\$ 178,534	\$ 111,648
5204 Operating Supplies	\$ -	\$ 437	\$ 400	\$ -	\$ 400
6205 Other Printing & Binding	-	-	300	-	300
6206 Contractual Services	20,965	20,122	37,500	16,117	30,000
6223 Training & Education	-	-	100	-	100
6254 Telephone	-	-	800	-	-
Total Maintenance & Operations	\$ 20,965	\$ 20,560	\$ 39,100	\$ 16,117	\$ 30,800
SUB-TOTAL ANIMAL CONTROL	\$ 230,102	\$ 134,221	\$ 171,500	\$ 194,651	\$ 142,448

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
INFORMATION SYSTEMS					
4101 Salaries Full-Time	\$ 426,621	\$ 408,193	\$ 618,100	\$ 309,418	\$ 668,493
4102 Salaries Part-Time	39,389	47,672	55,200	7,622	55,200
4103 Overtime	254	9,577	-	6,850	-
4113 Reimbursable Overtime	22	75	-	-	-
4201 Retirement CalPERS	89,097	78,362	132,200	58,256	138,543
4202 FICA	35,464	35,540	46,400	25,102	54,346
4203 Workers' Compensation	7,598	6,284	8,400	4,401	6,296
4204 Group Insurance	32,579	19,265	25,300	18,930	37,330
4210 OPEB Liability	25,142	21,264	27,900	14,025	8,637
4211 401(a) Employer's Contribution	5,057	6,539	-	-	-
Total Salaries & Benefits	\$ 661,224	\$ 632,771	\$ 913,500	\$ 444,604	\$ 968,845
5204 Operating Supplies	\$ 4,876	\$ 3,463	\$ 2,500	\$ 979	\$ 2,500
5206 Computer Supplies	12,851	11,722	12,000	6,705	12,000
5220 Computer Refresh Charges	7,700	7,700	7,700	7,058	7,700
6203 Copy Machine Charges	1,707	18	3,800	-	3,800
6206 Contractual Services	19,533	4,414	3,900	4,124	3,900
6207 Equipment Replacement Charges	246,800	232,200	253,700	190,278	277,400
6208 Dues & Subscriptions	1,749	339	1,500	-	1,500
6213 Meetings & Travel	2,860	4,214	5,000	1,507	8,000
6214 Professional/Technical	-	66,440	68,700	151,515	143,700
6215 Repair & Maintenance	-	-	11,300	-	11,300
6217 Software Maintenance	241,412	276,136	273,800	183,548	317,902
6218 Hardware Maintenance	7,825	8,638	12,000	-	12,000
6219 Network Operating Charge	(479,100)	(520,400)	(520,400)	(470,158)	(511,800)
6223 Training & Education	18,755	8,067	10,500	-	16,000
6254 Telephone	22,474	31,532	27,100	28,457	27,100
6260 Equipment Leasing Costs	2,446	7,533	5,000	1,621	7,500
Total Maintenance & Operations	\$ 111,888	\$ 142,014	\$ 178,100	\$ 105,634	\$ 340,502
8108 Computer Hardware	\$ 16,326	-	\$ -	\$ -	\$ -
Total Capital Outlay	\$ 16,326	\$ -	\$ -	\$ -	\$ -
SUB-TOTAL INFORMATION SYSTEMS	\$ 789,438	\$ 774,785	\$ 1,091,600	\$ 550,238	\$ 1,309,347
TOTAL POLICE - GENERAL FUND	\$ 19,505,199	\$ 19,887,690	\$ 21,586,800	\$ 17,558,013	\$ 22,074,207

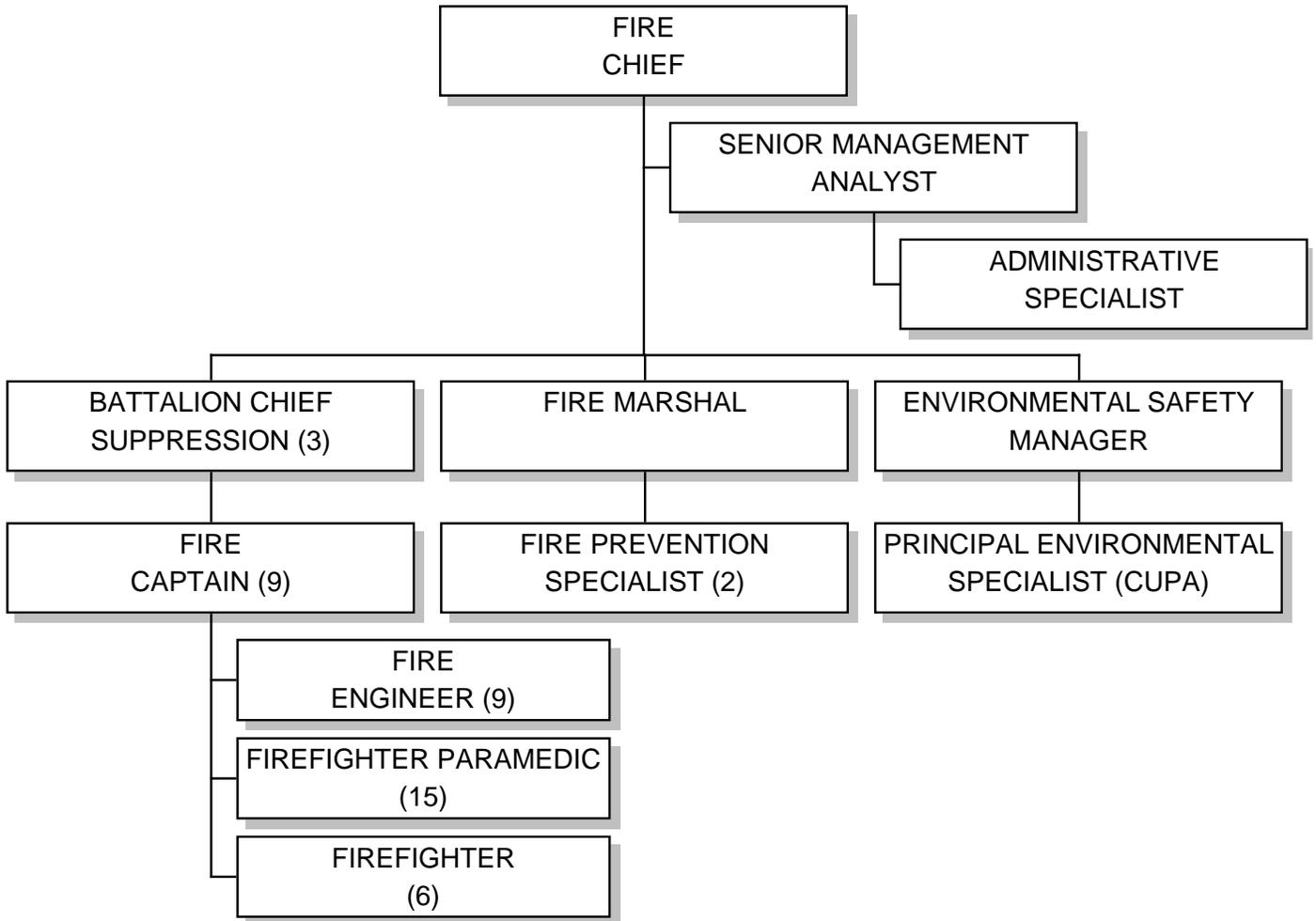
**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>ASSET FORFEITURE FUND</u>					
4101 Salaries Full-Time	\$ 302,154	\$ 248,770	\$ -	\$ -	\$ -
4103 Overtime	10,683	6,781	-	-	-
4105 Holiday Pay	17,550	13,025	-	-	-
4112 Compensated Sick Time	5,530	-	-	-	-
4113 Reimbursable Overtime	1,060	(1,931)	-	145	-
4201 Retirement CalPERS	151,413	148,088	-	-	-
4202 FICA	4,876	3,781	-	3	-
4203 Workers' Compensation	48,062	16,727	-	22	-
4204 Group Insurance	21,910	15,306	-	-	-
4205 Uniform Allowance	647	1,670	-	357	-
4210 OPEB liability	18,879	14,139	-	-	-
Total Salaries & Benefits	\$ 582,766	\$ 466,355	\$ -	\$ 527	\$ -
5204 Operating Supplies	\$ 157	\$ -	\$ 3,100	\$ 51	\$ -
5206 Computer Supplies	-	-	3,100	-	-
5209 Non-Capitalized Purchases	1,364	469	-	97	-
5211 Photo Supplies	-	-	2,600	-	-
5215 Vehicle Gasoline Charge	1,947	260	13,000	558	-
6205 Other Printing & Binding	-	-	1,100	-	-
6208 Dues & Subscriptions	400	400	1,100	190	1,500
6213 Meetings & Travel	8,942	4,833	49,200	-	50,000
6214 Professional/Technical	9,065	7,550	174,800	2,533	175,000
6216 Rental Charges	-	-	3,000	-	-
6223 Training & Education	6,250	11,645	39,400	-	50,000
6224 Vehicle Operating Charges	5,643	5,945	4,000	1,317	5,000
6241 Contingencies	-	-	60,000	-	60,000
6253 Postage	-	-	100	-	-
6254 Telephone	-	-	3,000	-	-
6272 Court Costs	-	-	500	-	-
6296 R.S.V.P. Program	3,539	1,179	3,400	1,020	5,700
6401 Community Promotion	15,000	1,471	25,000	-	30,000
Total Maintenance & Operations	\$ 52,307	\$ 33,752	\$ 386,400	\$ 5,766	\$ 377,200
8104 Capital/Equipment	\$ 42,277	\$ -	\$ 40,800	\$ 12,713	\$ 50,000
8105 Capital/Automotive	-	-	-	-	30,000
8106 Capital/Comminications	-	-	-	-	200,000
Total Capital Outlay	\$ 42,277	\$ -	\$ 40,800	\$ 12,713	\$ 280,000
<u>TOTAL ASSET FORFEITURE FUND</u>	\$ 677,350	\$ 500,107	\$ 427,200	\$ 19,006	\$ 657,200

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>COPS FUND</u>					
4103 Overtime	\$ 54,247	\$ 85,769	\$ -	\$ 25,353	\$ -
4202 FICA	767	1,258	-	366	-
4203 Workers' Compensation	7,449	5,318	-	1,572	-
Total Salaries & Benefits	\$ 62,463	\$ 92,345	\$ -	\$ 27,291	\$ -
5204 Operating Supplies	\$ -	\$ 3,442	\$ -	\$ -	\$ -
5209 Non-Capitalized Purchases <\$5000	52,797	16,206	-	1,082	-
6201 Advertising /Publishing	96	-	-	-	-
6206 Contractual Services	-	6,487	-	6,813	-
6214 Professional & Technical	-	-	-	14,081	-
6217 Software Maintenance	488	5,372	-	-	-
Total Maintenance & Operations	\$ 53,381	\$ 31,507	\$ -	\$ 21,976	\$ -
8104 Capital/Equipment	\$ 23,243	\$ 54,559	\$ 100,000	\$ 36,481	\$ 185,000
Total Capital Outlay	\$ 23,243	\$ 54,559	\$ 100,000	\$ 36,481	\$ 185,000
<u>TOTAL COPS FUND</u>	\$ 139,087	\$ 178,410	\$ 100,000	\$ 85,748	\$ 185,000
<u>GRAND TOTAL POLICE - ALL FUNDS</u>	\$ 20,321,636	\$ 20,566,208	\$ 22,114,000	\$ 17,662,767	\$ 22,916,407

**CITY OF EL SEGUNDO
FIRE DEPARTMENT ORGANIZATION CHART
FISCAL YEAR 2016-2017**



**CITY OF EL SEGUNDO
FIRE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2013-2014 TO 2016-2017**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>Fire Department</u>				
Fire Chief	1.00	1.00	1.00	1.00
Battalion Chief	3.00	3.00	3.00	3.00
Fire Captain	11.00	10.00	9.00	9.00
Fire Engineer	9.00	9.00	9.00	9.00
Firefighter/Paramedic	15.00	15.00	14.00	15.00
Firefighter	8.00	6.00	7.00	6.00
Fire Marshal	1.00	1.00	1.00	1.00
Environmental Safety Manager	1.00	1.00	1.00	1.00
Principal Environmental Specialist	-	-	-	1.00
Fire Prevention Specialist	1.00	2.00	2.00	2.00
Administrative Specialist	1.00	1.00	1.00	1.00
Management Analyst	-	1.00	-	-
Senior Management Analyst	1.00	-	1.00	1.00
Total Fire Department	52.00	50.00	49.00	50.00

Note: The adopted budget for fiscal year 2016-2017 includes a Principal Environmental Specialist position (CUPA) and reclassification of a Firefighter to a Firefighter Paramedic position.

CITY OF EL SEGUNDO FIRE DEPARTMENT PROFILE

MISSION STATEMENT: Serve the City of El Segundo by protecting lives, property, and the environment through quality and excellence in fire and life safety service.

The Fire Department has 50 full-time positions: 43 sworn and 7 non-sworn personnel, distributed among five divisions with distinct functions. The City Council approved funding to restore a Principal Environmental Specialist position and reclassified a Firefighter to a Firefighter Paramedic in the budget for fiscal year 2016-2017.

Administration: Is tasked with the overall effectiveness and efficiency of the Fire Department. Consisting of the Fire Chief, a Senior Management Analyst, and an Administrative Specialist, the Fire Administration Division is responsible for the administrative management and coordination of all activities within the department. Responsibilities include: budget coordination and management; personnel and payroll administration; grant administration; planning and organizational development; maintaining compliance under federal privacy laws and the Health Insurance Portability and Accountability Act (HIPAA); and providing support to each division within the department to provide the most effective service level within available resources.

Fire Suppression: Staffed with 42 sworn personnel, responds to fires, floods, medical aid calls, hazardous material incidents, specialized technical rescue calls, and non-emergency public assistance; responds and provides equipment to other communities (when requested), throughout the State through the California Master Mutual Aid System; develops fire prevention procedures/guidelines; inspects businesses on an annual basis; conducts pre-fire planning, training, apparatus maintenance; and, provides communications support.

Emergency Medical Services (EMS): Fifteen (15) sworn personnel cross-staff between the suppression and EMS divisions, provide pre-hospital emergency life support and patient stabilization, as well as ground ambulance transportation to medical facilities as necessary. Quickly becoming the most widely-utilized service within the Fire Department, the EMS Division is positioned to provide efficient, effective life support to the injured and ill, while meeting mandated continuing education requirements to ensure quality assurance for patient care by all EMS personnel.

Fire Prevention: Staffed with three non-sworn personnel, Fire Prevention is tasked with one of the most important aspects in the fire service – reducing the likelihood of fires and fire-related injuries while mitigating the potential severity of those events that do occur. Activities include inspecting buildings and premises for code compliance; reviewing fire suppression equipment plans; investigating fire incidents; preparing and revising laws and codes; providing public education on safety and fire prevention; and enforcing fire regulations. These tasks are accomplished through an annual fire prevention inspection program for all commercial and multi-residential buildings; investigation of all fires for origin and cause; technical plan reviews for all proposed construction; inspection activity of all new construction and tenant improvements; and developing and presenting public education programs.

Environmental Safety: Temporarily staffed by a consultant, is designed to comply with the mandates of the State Legislature for administering agencies of the hazardous materials disclosure program, and to be self-sufficient by generating revenues through the requirements of business compliance; oversees the Unified Program Agency (UPA) consisting of the following programs: Hazardous Materials Business Plan (HMBP), California Accidental Release Prevention (CalARP), Risk Management Plan (RMP), Hazardous Waste, Underground Storage Tank (UST), and Aboveground Petroleum Storage Act facilities (APSA); responds to hazardous materials incidents by assisting the Fire Suppression Division units in a hazardous material technical reference role; serves as the local health officer for hazardous materials incidents for incident clean-up; administers UPA; processes billings of the regulated facilities; issues annual operating permits; and provides environmental data for public inquiries.

**CITY OF EL SEGUNDO
FIRE DEPARTMENT PROFILE**

ACCOMPLISHMENTS IN FISCAL YEAR 2015-2016:

- Participated in the City's Disaster Council to ensure the City's emergency readiness and capability.
- Coordinated promotional exams and promoted two (2) Fire Engineers, three (3) Fire Captains and hired four (4) new entry-level Firefighters.
- Completed all Federal and State-mandated recertification and continuing education requirements, related to Hazardous Materials First Responder Operations (FRO) training and EMS.
- Upgraded all EKG heart monitors to include transmitting 12-lead EKG to hospitals.
- Completed 12 SWAT/TEMS training days with El Segundo Police Department.
- Deployed personnel and equipment in support of the California Master Mutual Aid System to the following incidents throughout the State of California: Humboldt Lightning Complex, San Gabriel Complex, Butte Fire, Valley Fire, Blue Cut Fire, Goose Fire, Chimney Fire, Sand Fire, and Old Fire.
- Completed 90% of assigned fire prevention inspections.
- Performed over 650 construction related inspections within four working days following the request.
- Completed over 1,100 annual fire inspections in commercial and multi-family occupancies and completed 21 high-rise building inspections.
- Identified and issued notices for over 600 fire code violations.
- Continued to implement electronic reporting and data management including working with the business community by assisting them to report to the California Environmental Reporting System (CERS) in compliance with State requirements for electronic reporting.
- Continued to enforce provisions of the Unified Program elements through inspections, site visits and plan reviews; and meeting with the regulated community on changes to regulatory requirements.
- Researched and developed specifications for a Pierce Aero XT fire engine pumper to replace outdated apparatus currently in service, expected to be delivered and placed into service in the spring of 2017.

GOALS & OBJECTIVES FOR FISCAL YEAR 2016-2017:

- Respond to structure fire calls within 8 minutes of dispatch notification with a 90% compliance, following The National Fire Protection Administration (NFPA) 1710 standard.
- Implement new technology to improve efficiency and effectiveness of daily operations.
- Develop a formal succession plan to prepare staff for promotion, given anticipated turnover due to retirements.
- Update automatic aid agreement with neighboring jurisdictions to enhance service delivery.
- Implement the Joint Apprentice Committee (JAC) program whereby State funding is provided to the fire department following approved in-service training and reporting.
- Provide a minimum of 240 hours of in-service training annually to each individual assigned to fire suppression, with a 90% compliance rate including three (3) night drills and Area G wild land training.
- Respond to Emergency Medical Services (EMS) calls within 6 minutes of dispatch notification with a 90% compliance following The National Fire Protection Administration (NFPA) 1710 standard.
- Comply with the Los Angeles County Emergency Medical Services Agency mandates for field performance by securing a medical director assigned to the El Segundo Fire Department.
- Conduct an annual fire prevention inspection in each assigned high-rise building, commercial building and multi-family occupancy with a 100% compliance rate.
- Update the Environmental Safety Division's policies and procedures and implement a new data management system to answer and correct deficiencies identified during the CalEPA Unified Program Evaluation.
- Fill the vacant Environmental Safety Manager position with a qualified, full-time employee.

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>GENERAL FUND (001)</u>					
ADMINISTRATION (3201)					
Salaries & Benefits	\$ 586,702	\$ 608,671	\$ 618,200	\$ 558,017	\$ 651,336
Maintenance & Operations	184,746	133,033	145,300	92,358	148,014
Sub-total Administration	\$ 771,448	\$ 741,704	\$ 763,500	\$ 650,375	\$ 799,350
FIRE SUPPRESSION (3202)					
Salaries & Benefits	\$ 8,286,354	\$ 8,120,120	\$ 8,441,970	\$ 7,249,072	\$ 8,462,694
Maintenance & Operations	371,223	348,848	526,200	366,188	633,643
Sub-total Fire Suppression	\$ 8,657,577	\$ 8,468,968	\$ 8,968,170	\$ 7,615,260	\$ 9,096,337
PARAMEDIC (3203)					
Salaries & Benefits	\$ 3,767,172	\$ 3,988,834	\$ 3,762,500	\$ 3,218,884	\$ 4,120,670
Maintenance & Operations	173,977	192,262	287,500	226,412	317,000
Sub-total Paramedic	\$ 3,941,149	\$ 4,181,097	\$ 4,050,000	\$ 3,445,296	\$ 4,437,670
FIRE PREVENTION (3204)					
Salaries & Benefits	\$ 443,872	\$ 481,690	\$ 469,800	\$ 427,522	\$ 485,130
Maintenance & Operations	21,736	21,232	29,100	18,768	29,100
Sub-total Fire Prevention	\$ 465,608	\$ 502,922	\$ 498,900	\$ 446,290	\$ 514,230
ENVIRONMENTAL SAFETY (3205)					
Salaries & Benefits	\$ 233,815	\$ 30,698	\$ 241,500	\$ 20,688	\$ 165,025
Maintenance & Operations	19,077	27,341	43,900	20,245	113,234
Sub-total Environmental Safety	\$ 252,892	\$ 58,040	\$ 285,400	\$ 40,933	\$ 278,259
TOTAL FIRE DEPARTMENT	\$ 14,088,674	\$ 13,952,730	\$ 14,565,970	\$ 12,198,154	\$ 15,125,846
<u>GENERAL FUND SUMMARY:</u>					
Salaries & Benefits	\$ 13,317,915	\$ 13,230,014	\$ 13,533,970	\$ 11,474,183	\$ 13,884,855
Maintenance & Operations	770,759	722,716	1,032,000	723,971	1,240,991
TOTAL GENERAL FUND	\$ 14,088,674	\$ 13,952,730	\$ 14,565,970	\$ 12,198,154	\$ 15,125,846

Salaries & Benefits Increase	\$ 350,885	2.59%
Maint & Operations Increase	208,991	20.25%
Total Increase	\$ 559,876	3.84%

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
4101 Salaries Full-Time	\$ 6,464,036	\$ 6,151,636	\$ 6,351,400	\$ 5,219,369	\$ 6,314,825
4102 Salaries Part-Time	3,460	12,398	-	26,688	-
4103 Overtime	80,445	166,219	156,500	142,761	201,500
4105 Holiday Pay	291,906	285,372	282,500	273,105	274,815
4107 FLSA Overtime	451,176	593,602	587,600	356,149	590,000
4110 Leave Replacement	886,390	1,197,733	1,072,300	1,287,987	1,080,000
4112 Compensated Sick Time	55,302	-	-	-	-
4113 Reimbursable Overtime	12,240	17,989	-	11,968	-
4201 Retirement CalPERS	2,573,341	2,896,901	3,151,200	2,529,107	3,307,450
4202 FICA	109,426	123,857	137,800	116,042	160,332
4203 Workers' Compensation	1,070,114	499,578	452,900	432,294	1,087,895
4204 Group Insurance	653,484	651,575	724,000	593,677	738,350
4205 Uniform Allowance	17,419	15,547	4,370	4,443	2,956
4209 PARS Expense	-	-	-	-	10,930
4210 OPEB liability	399,143	354,279	325,000	270,686	87,302
4211 401(a) Employer's Contribution	234,659	246,175	259,800	190,252	-
4215 Uniform Replacement	15,374	17,153	28,600	19,655	28,500
Total Salaries & Benefits	13,317,915	13,230,014	13,533,970	11,474,183	13,884,855
5201 Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ 4,000
5203 Repairs & Maintenance Supplies	-	-	-	-	8,000
5204 Operating Supplies	95,320	140,653	170,400	125,526	164,900
5206 Computer Supplies	529	-	1,000	-	-
5207 Small Tools & Equipment	-	-	1,500	1,147	1,500
5214 Housing Supplies	6,248	5,279	6,000	3,910	6,000
5218 Training Materials and Supplies	1,098	1,958	2,000	1,632	2,000
5220 Computer Refresh Charges	8,100	8,100	8,100	7,425	8,100
6101 Gas	6,869	3,015	3,700	3,034	3,700
6102 Electricity	22,527	21,835	23,000	18,541	23,000
6103 Water	8,143	8,275	9,000	7,656	9,000
6203 Copy Machine Charges	1,936	-	1,300	-	-
6205 Other Printing & Binding	2,298	1,460	3,400	1,536	3,660
6207 Equipment Replacement Charges	367,500	340,714	465,500	349,119	570,600
6208 Dues & Subscriptions	7,440	5,911	9,100	6,845	8,789
6213 Meetings & Travel	3,011	2,726	6,700	3,588	6,720
6214 Professional/Technical	35,775	45,428	105,000	70,734	176,950
6215 Repairs & Maintenance	64,302	16,439	36,000	23,399	33,950
6217 Software Maintenance	2,685	5,170	19,500	8,222	20,172
6219 Network Operating Charge	30,100	32,688	32,700	29,976	32,700

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
6221 Educational Incentive	25,324	7,465	21,700	10,674	21,700
6223 Training & Education	13,735	7,247	33,100	11,679	53,800
6251 Communication/Mobile Radio	4,732	5,881	10,300	15,240	17,650
6253 Postage	2,452	2,888	4,000	1,210	4,000
6254 Telephone	47,802	51,161	48,300	20,545	48,300
6257 Public Education	608	1,013	1,900	1,021	3,000
6259 Breathing Apparatus	7,100	2,439	3,500	422	3,500
6260 Equipment Leasing Costs	5,125	4,971	5,300	890	5,300
Total Maintenance & Operations	\$ 770,759	\$ 722,716	\$ 1,032,000	\$ 723,971	\$ 1,240,991
TOTAL FIRE DEPARTMENT	\$ 14,088,674	\$ 13,952,730	\$ 14,565,970	\$ 12,198,154	\$ 15,125,846

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
GENERAL FUND					
FIRE ADMINISTRATION					
4101 Salaries Full-Time	\$ 337,038	\$ 372,304	\$ 395,000	\$ 316,596	\$ 379,631
4102 Salaries Part-Time	3,460	12,398	-	8,607	-
4105 Holiday Pay	-	-	-	11,107	-
4110 Leave Replacement	-	-	-	2,274	-
4112 Compensated Sick Time	10,722	-	-	-	-
4201 Retirement CalPERS	135,912	141,791	153,100	152,940	186,234
4202 FICA	8,882	11,066	15,300	11,805	15,476
4203 Workers' Compensation	38,060	16,493	16,000	14,261	30,739
4204 Group Insurance	17,475	19,076	19,900	24,187	34,050
4205 Uniform Allowance	403	405	-	332	396
4210 OPEB liability	19,887	19,812	18,900	15,908	4,810
4211 401(a) Employer's Contribution	14,649	15,326	-	-	-
4215 Uniform Replacement	214	-	-	-	-
Total Salaries & Benefits	\$ 586,702	\$ 608,671	\$ 618,200	\$ 558,017	\$ 651,336
5201 Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ 4,000
5204 Operating Supplies	10,394	13,931	11,000	8,501	8,300
5220 Computer Refresh Charges	1,200	1,200	1,200	1,100	1,200
6101 Gas	6,869	3,015	3,700	3,034	3,700
6102 Electricity	22,527	21,835	23,000	18,541	23,000
6103 Water	8,143	8,275	9,000	7,656	9,000
6203 Copy Machine Charges	1,936	-	1,300	-	-
6205 Other Printing & Binding	2,298	1,460	3,400	1,536	3,660
6207 Equip Replacement Charges	7,700	7,404	10,800	8,100	10,800
6208 Dues & Subscriptions	2,472	2,529	2,700	2,524	2,704
6213 Meetings & Travel	2,255	2,017	4,900	2,574	4,900
6214 Professional/Technical	-	-	1,000	1,677	3,450
6215 Repair & Maintenance	53,314	374	1,800	880	1,800
6219 Network Operating Charge	9,500	10,296	10,300	9,442	10,300
6223 Training & Education	-	577	2,300	3,172	2,300
6251 Communication/Mobile Radio	759	1,100	1,300	976	1,300
6253 Postage	2,452	2,888	4,000	1,210	4,000
6254 Telephone	47,802	51,161	48,300	20,545	48,300
6260 Equipment Leasing Costs	5,125	4,971	5,300	890	5,300
Total Maintenance & Operations	\$ 184,746	\$ 133,033	\$ 145,300	\$ 92,358	\$ 148,014
SUB-TOTAL FIRE ADMINISTRATION	771,448	741,704	763,500	650,375	799,350

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
FIRE SUPPRESSION					
4101 Salaries Full-Time	\$ 3,885,454	\$ 3,701,620	\$ 3,813,500	\$ 3,129,114	\$ 3,654,237
4103 Overtime	55,272	95,018	100,000	67,341	120,000
4105 Holiday Pay	203,083	193,677	191,000	177,970	188,098
4107 FLSA Overtime	287,508	361,903	400,000	243,109	410,000
4110 Leave Replacement	640,331	786,396	800,000	1,065,241	820,000
4112 Compensated Sick Time	31,342	-	-	-	-
4201 Retirement CalPERS	1,604,309	1,819,965	1,971,400	1,556,510	1,994,315
4202 FICA	48,804	53,789	68,200	56,198	75,309
4203 Workers' Compensation	711,281	320,030	291,700	291,233	707,887
4204 Group Insurance	395,652	391,359	426,500	353,538	426,630
4205 Uniform Allowance	9,955	9,398	2,570	2,531	1,440
4210 OPEB liability	241,546	214,624	196,200	162,994	45,578
4211 401(a) Employer's Contribution	158,433	158,795	161,600	125,864	-
4215 Uniform Replacement	13,383	13,548	19,300	17,429	19,200
Total Salaries & Benefits	\$ 8,286,354	\$ 8,120,120	\$ 8,441,970	\$ 7,249,072	\$ 8,462,694
5203 Repairs & Maintenance Supplies	\$ -	\$ -	\$ -	\$ -	\$ 8,000
5204 Operating Supplies	37,511	54,529	57,600	28,029	50,600
5206 Computer Supplies	529	-	1,000	-	-
5207 Small Tools & Equipment	-	-	1,500	1,147	1,500
5214 Housing Supplies	6,248	5,279	6,000	3,910	6,000
5218 Training Materials and Supplies	1,098	1,958	2,000	1,632	2,000
5220 Computer Refresh Charges	3,800	3,800	3,800	3,483	3,800
6207 Equip Replacement Charges	264,300	242,602	372,100	279,072	455,200
6208 Dues & Subscriptions	190	67	200	-	210
6214 Professional/Technical	704	2,224	2,000	208	2,000
6215 Repairs & Maintenance	8,808	13,108	22,500	13,024	23,300
6217 Software Maintenance	2,685	3,857	6,000	6,133	6,583
6219 Network Operating Charge	9,500	10,296	10,300	9,442	10,300
6221 Educational Incentive	14,774	3,233	14,700	6,234	14,700
6223 Training & Education	11,244	2,556	20,000	5,887	40,000
6251 Communication/Mobile Radio	2,732	2,900	3,000	7,565	5,950
6259 Breathing Apparatus	7,100	2,439	3,500	422	3,500
Total Maintenance & Operations	\$ 371,223	\$ 348,848	\$ 526,200	\$ 366,188	\$ 633,643
SUB-TOTAL FIRE SUPPRESSION	\$ 8,657,577	\$ 8,468,968	\$ 8,968,170	\$ 7,615,260	\$ 9,096,337

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
FIRE PARAMEDIC					
4101 Salaries Full-Time	\$ 1,806,960	\$ 1,770,564	\$ 1,736,000	\$ 1,520,150	\$ 1,876,514
4103 Overtime	12,811	32,252	15,000	36,133	40,000
4105 Holiday Pay	88,823	91,695	85,800	84,028	86,717
4107 FLSA Overtime	163,668	231,700	180,000	113,040	180,000
4110 Leave Replacement	246,059	411,337	260,000	220,472	260,000
4112 Compensated Sick Time	3,242	-	-	-	-
4201 Retirement CalPERS	710,085	860,158	891,100	757,344	1,024,292
4202 FICA	27,877	33,043	31,000	26,313	35,427
4203 Workers' Compensation	313,430	158,127	132,700	122,432	331,513
4204 Group Insurance	213,884	216,333	232,300	192,312	246,900
4205 Uniform Allowance	4,960	4,779	900	889	-
4210 OPEB liability	112,018	103,187	90,200	79,451	30,007
4211 401(a) Employer's Contribution	61,576	72,054	98,200	64,388	-
4215 Uniform Replacement	1,777	3,605	9,300	1,932	9,300
Total Salaries & Benefits	\$ 3,767,172	\$ 3,988,834	\$ 3,762,500	\$ 3,218,884	\$ 4,120,670
5204 Operating Supplies	\$ 42,192	\$ 65,463	\$ 94,600	\$ 85,319	\$ 94,600
6207 Equip Replacement Charges	90,300	80,904	74,200	55,647	96,200
6208 Dues & Subscription	-	900	1,600	1,600	1,200
6214 Professional/Technical	25,914	34,552	87,000	68,849	90,000
6215 Repairs & Maintenance	2,180	2,957	7,100	3,378	7,600
6217 Software Maintenance	-	-	5,000	-	5,000
6221 Educational Incentive	10,550	4,232	7,000	4,440	7,000
6223 Training & Education	1,600	1,373	5,000	480	5,000
6251 Communication/Mobile Radio	1,241	1,881	6,000	6,699	10,400
Total Maintenance & Operations	\$ 173,977	\$ 192,262	\$ 287,500	\$ 226,412	\$ 317,000
SUB-TOTAL FIRE PARAMEDIC	\$ 3,941,149	\$ 4,181,097	\$ 4,050,000	\$ 3,445,296	\$ 4,437,670

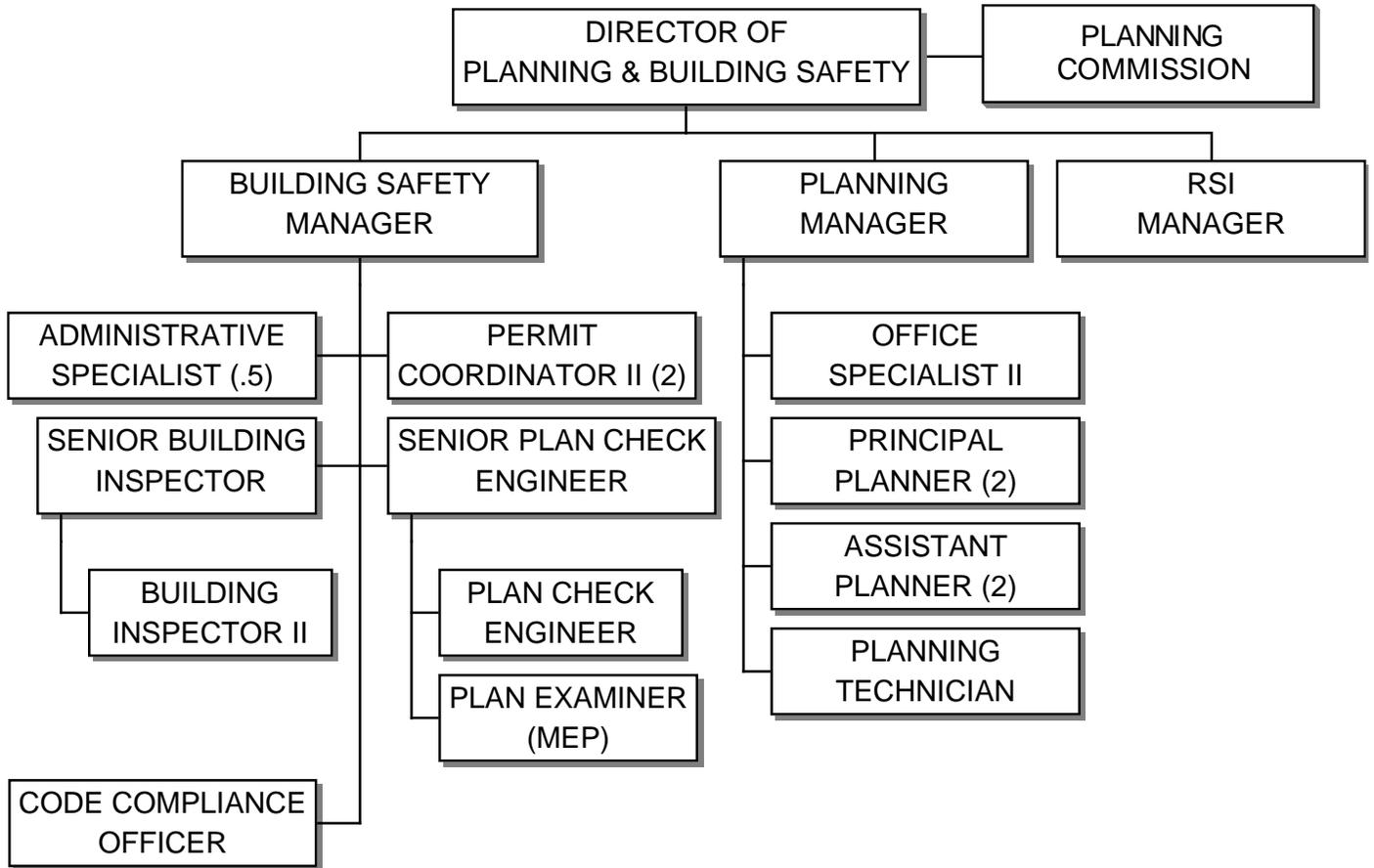
**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
FIRE PREVENTION					
4101 Salaries Full-Time	\$ 286,321	\$ 288,893	\$ 291,200	\$ 252,565	\$ 287,576
4103 Overtime	11,832	38,949	40,000	39,287	40,000
4112 Compensated Sick Time	3,655	-	-	-	-
4113 Reimbursable Overtime	12,106	16,936	-	11,968	-
4201 Retirement CalPERS	60,884	66,473	70,400	62,313	76,392
4202 FICA	21,838	24,703	21,200	20,320	25,061
4203 Workers' Compensation	4,883	4,666	3,700	4,111	13,401
4204 Group Insurance	23,730	24,531	28,700	23,640	27,140
4205 Uniform Allowance	1,694	895	900	691	880
4209 PARS Expense	-	-	-	-	10,930
4210 OPEB liability	16,930	15,643	13,700	12,333	3,750
4215 Uniform Replacement	-	-	-	294	-
Total Salaries & Benefits	\$ 443,872	\$ 481,690	\$ 469,800	\$ 427,522	\$ 485,130
5204 Operating Supplies	\$ 3,078	\$ 2,279	\$ 3,200	\$ 2,680	\$ 3,200
5220 Computer Refresh Charges	1,200	1,200	1,200	1,100	1,200
6207 Equip Replacement Charges	7,400	7,404	7,400	5,553	7,400
6208 Dues & Subscriptions	3,567	1,335	3,100	2,454	3,100
6213 Meetings & Travel	585	608	900	782	900
6214 Professional/Technical	(14)	130	3,000	-	3,000
6219 Network Operating Charge	4,800	5,196	5,200	4,767	5,200
6223 Training & Education	512	2,066	3,600	590	3,600
6257 Public Education	608	1,013	1,500	842	1,500
Total Maintenance & Operations	\$ 21,736	\$ 21,232	\$ 29,100	\$ 18,768	\$ 29,100
SUB-TOTAL FIRE PREVENTION	\$ 465,608	\$ 502,922	\$ 498,900	\$ 446,290	\$ 514,230
ENVIRONMENTAL SAFETY					
4101 Salaries Full-Time	\$ 148,263	\$ 18,256	\$ 115,700	\$ 944	\$ 116,867
4102 Salaries Part-Time	-	-	-	18,081	-
4103 Overtime	530	-	1,500	-	1,500
4105 Holiday Pay	-	-	5,700	-	-
4107 FLSA Overtime	-	-	7,600	-	-
4110 Leave Replacement	-	-	12,300	-	-
4112 Compensated Sick Time	6,341	-	-	-	-
4113 Reimbursable Overtime	134	1,053	-	-	-
4201 Retirement CalPERS	62,151	8,515	65,200	-	26,217
4202 FICA	2,024	1,256	2,100	1,406	9,059
4203 Workers' Compensation	2,460	262	8,800	257	4,356
4204 Group Insurance	2,743	276	16,600	-	3,630

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<i>Environmental continued</i>					
4205 Uniform Allowance	407	69	-	-	240
4210 OPEB liability	8,762	1,013	6,000	-	3,156
Total Salaries & Benefits	\$ 233,815	\$ 30,698	\$ 241,500	\$ 20,688	\$ 165,025
5204 Operating Supplies	\$ 2,145	\$ 4,451	\$ 4,000	\$ 997	\$ 8,200
5220 Computer Refresh Charges	1,900	1,900	1,900	1,742	1,900
6207 Equipment Replacement Charges	(2,200)	2,400	1,000	747	1,000
6208 Dues & Subscriptions	1,211	1,080	1,500	267	1,575
6213 Meetings & Travel	171	101	900	232	920
6214 Professional/Technical	9,171	8,522	12,000	-	78,500
6215 Repairs & Maintenance	-	-	4,600	6,117	1,250
6217 Software Maintenance	-	1,313	8,500	2,089	8,589
6219 Network Operating Charge	6,300	6,900	6,900	6,325	6,900
6223 Training & Education	379	675	2,200	1,550	2,900
6257 Public Education	-	-	400	179	1,500
Total Maintenance & Operations	\$ 19,077	\$ 27,341	\$ 43,900	\$ 20,245	\$ 113,234
SUB-TOTAL ENVIRONMENTAL SAFETY	\$ 252,892	\$ 58,040	\$ 285,400	\$ 40,933	\$ 278,259
TOTAL FIRE DEPT - GENERAL FUND	\$ 14,088,674	\$ 13,952,730	\$ 14,565,970	\$ 12,198,154	\$ 15,125,846

**CITY OF EL SEGUNDO
 PLANNING & BUILDING SAFETY DEPARTMENT
 ORGANIZATION CHART
 FISCAL YEAR 2016-2017**



**CITY OF EL SEGUNDO
 PLANNING AND BUILDING SAFETY DEPARTMENT
 FOUR-YEAR PERSONNEL SUMMARY
 FISCAL YEARS 2013-2014 TO 2016-2017**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>Planning & Building Safety Department</u>				
Director of Planning & Building Safety	1.00	1.00	1.00	1.00
Planning Manager	1.00	1.00	1.00	1.00
Building Safety Manager	-	1.00	1.00	1.00
Administrative Specialist*	1.00	1.00	1.00	-
Administrative Specialist**	0.50	0.50	0.50	0.50
Assistant Planner	2.00	2.00	2.00	2.00
Building Inspector II	1.00	1.00	1.00	1.00
Code Compliance Officer	-	-	1.00	1.00
Construction Coordinator*	5.00	5.00	4.00	-
RSI Construction Supervisor*	-	-	1.00	-
RSI Design Coordinator*	-	-	2.00	-
Economic Development Specialist	1.00	1.00	-	-
License Permit Specialist I/II	1.00	1.00	2.00	-
Office Specialist II	1.00	1.00	1.00	1.00
Permit Coordinator II	-	-	-	2.00
Plan Check Engineer	-	-	-	1.00
Plan Examiner	-	-	-	1.00
Planning Technician	-	-	-	1.00
Principal Planner	2.00	2.00	2.00	2.00
Property Owner Coordinator*	1.00	1.00	1.00	-
RSI Manager	1.00	1.00	1.00	1.00
Senior Building Inspector	1.00	1.00	1.00	1.00
Senior Plan Check Engineer	1.00	1.00	1.00	1.00
Sub-total Full-Time	20.50	21.50	24.50	18.50
<u>Part-Time FTEs</u>				
Senior Plan Check Engineer	0.25	0.25	0.50	-
License Permit Specialist I/II	-	0.50	-	-
Sub-total Part-Time	0.25	0.75	0.50	-
Total Planning & Bldg Safety Department	20.75	22.25	25.00	18.50

Note: The adopted budget for fiscal year 2016-2017 includes the reclassification of 2 License/Permit II positions to 2 Permit Coordinator II positions; reclassification of a part-time Senior Plan Check Engineer to a full-time Plan Check Engineer; a new Planning Technician; and a new Plan Examiner (MEP); funding for these reclassifications and new positions is offset by a decrease in Professional/Technical Services budget.

** These positions are not budgeted as the RSI Program was suspended effective fiscal year 2016-2017.*

*** Actually a full-time position but split 50/50 with the Public Works Department.*

**CITY OF EL SEGUNDO
PLANNING & BUILDING SAFETY DEPARTMENT PROFILE**

MISSION STATEMENT: Meet the needs of the community through responsible planning while maintaining a safely-built environment for the residents and the businesses of El Segundo.

The Planning & Building Safety Department has 18.5 full-time positions (the Administrative Specialist half-time position is split 50/50 with the Public Works Department) spread among four divisions. The adopted budget for fiscal year 2016-2017 includes Council's approval to: reclassify two (2) License/Permit Specialist II positions to Permit Coordinator II; reclassify a part-time Senior Plan Check Engineer to a full-time Plan Check Engineer; and add a Planning Technician and a Plan Examiner for mechanical, electrical, and plumbing. Funding for these positions will be offset by a reduction (\$291,100) in the department's budget for Professional & Technical Services.

Effective fiscal year 2016-2017, nine (9) positions assigned to the Residential Insulation Program (RSI) are no longer budgeted as the program was suspended. Only the RSI Manager position remains in the budget.

Administration: Provides the overall administrative direction for the department; provides management and technical oversight of the three divisions including the CDBG Program, Hyperion Mitigation, and Code Compliance Program.

Planning: Develops and implements the General Plan, land use regulations through zoning and subdivision codes, and environmental impact assessment; provides staff support to the Planning Commission.

Building & Safety: Provides development and building services by educating, administering, and enforcing State and local construction regulations to protect the health, life, and safety of all occupants; grants permits; conducts plan reviews; and provides inspection services in a professional, flexible, and equitable manner.

Residential Sound Insulation (RSI): RSI has historically, offered modifications to owners of qualifying residential property in the City, to increase the home's ability to shield portions of the home from noise generated by air traffic from neighboring Los Angeles International Airport (LAX). (This program was suspended on August 23, 2016.)

ACCOMPLISHMENTS IN FISCAL YEAR 2016-2017:

- Completed the South Campus Specific Plan Project for Raytheon Corporation for approximately 2 million square feet of commercial and industrial uses.
- Completed the 400 Duley Road Project for commercial condominiums.
- Completed the Specific Plan Amendment, Zone Text Amendment, and Development Agreement Amendment for the Lakers at Corporate Campus Project.
- Completed amendments to the 540 Imperial Specific Plan and the Development Agreement with El Segundo Unified School District (ESUSD) to allow for 24 single-family residential units and 34 multi-family residential units.
- Completed Downtown Specific Plan Amendment to update regulations relating to parking, parking in-lieu program, signs, window tinting, and design review process.
- Administered Community Development Block Grant (CDBG) Programs including 3 public service programs (Juvenile Diversion, Home Delivered Meals and Senior In-Home Care), and a public works project to install ADA compliant concrete ramps at intersections. (These three programs were transferred to the Recreation & Parks Department beginning 2016-2017.)
- Continued document-imaging improvements – scanning plans and other construction-related records to the City's document imaging system; started implementation of Laserfiche.
- Successfully recruited and hired a Code Compliance Inspector and promoted a Senior Plan Check Engineer to Building Safety Manager.
- Reviewed plans; granted permits; and inspected the following substantial projects: the Lakers Training Facility, the Hampton Inn, and the Cambria Hotel.
- Secured reimbursement of over \$9 million from the Federal Aviation Administration (FAA) and the Los Angeles Work Airports (LAWA).
- Continued discussions with the FAA and LAWA to reimburse the City fully for expenses incurred and to resolve concerns over new regulations.

**CITY OF EL SEGUNDO
PLANNING & BUILDING SAFETY DEPARTMENT PROFILE**

GOALS & OBJECTIVES FOR FISCAL YEAR 2016-2017:

- Complete the Boeing 86,500 square-foot office building addition.
- Complete the Mattel new office structure project.
- Complete the Top Golf project.
- Complete the Park Place Extension EIR/EIS.
- Complete the Smoky Hollow Specific Plan update.
- Complete document imaging and scanning of microfilms into Laserfiche to allow online public access.
- Obtain a successful Insurance Service Office (ISO) certification review of the Building Division.
- Develop policies and procedures to facilitate permitting through technology upgrades and improved processes.
- Perform code adoption for the 2016 Building Code cycle as required.
- Update and create new Building Safety handouts and improve our website and promote its use.
- Recruit to fill vacant Senior Plan Check Engineer and License Permit Specialist positions to improve customer service and reduce wait time; provide staff training to improve customer service and technical skills.
- Develop a code compliance program and policy with a new Code Compliance Inspector to promote and enforce clean neighborhood and housekeeping programs for both residential and commercial properties.
- Conclude discussions with FAA and LAWA to obtain full reimbursement for historical expenses incurred by the City.
- Conclude discussions with FAA and LAWA to allow untreated, eligible home to receive necessary improvements.

**CITY OF EL SEGUNDO
PLANNING AND BUILDING SAFETY DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>GENERAL FUND (001)</u>					
ADMINISTRATION (2404))					
Salaries & Benefits	\$ 262,284	\$ 277,031	\$ 228,100	\$ 228,531	\$ 237,866
Maintenance & Operations	76,617	83,691	96,600	63,335	102,100
Sub-total Administration	\$ 338,901	\$ 360,723	\$ 324,700	\$ 291,866	\$ 339,966
PLANNING (2402)					
Salaries & Benefits	\$ 842,571	\$ 830,259	\$ 900,900	\$ 586,972	\$ 1,025,346
Maintenance & Operations	111,513	239,473	194,700	262,118	67,500
Sub-total Planning	\$ 954,084	\$ 1,069,732	\$ 1,095,600	\$ 849,090	\$ 1,092,846
BUILDING & SAFETY (2403)					
Salaries & Benefits	\$ 657,181	\$ 508,859	\$ 1,045,100	\$ 518,304	\$ 1,103,599
Maintenance & Operations	314,727	545,003	291,200	429,529	126,900
Sub-total Building & Safety	\$ 971,908	\$ 1,053,862	\$ 1,336,300	\$ 947,833	\$ 1,230,499
<u>TOTAL P&BS - GENERAL FUND</u>	\$ 2,264,893	\$ 2,484,317	\$ 2,756,600	\$ 2,088,789	\$ 2,663,311
<u>RSI PROGRAM FUND SUMMARY (116)</u>					
Salaries & Benefits	\$ 1,221,190	\$ 1,229,918	\$ 1,372,000	\$ 952,989	\$ 191,348
Maintenance & Operations	86,133	105,139	214,100	14,210	7,000
Capital Outlay	2,949,473	10,605,314	10,500,000	-	-
TOTAL RSI PROGRAM FUND	\$ 4,256,796	\$ 11,940,371	\$ 12,086,100	\$ 967,199	\$ 198,348
<u>HYPERION FUND SUMMARY (117)</u>					
Maintenance & Operations	\$ 4,755	\$ 5,067	\$ 5,000	\$ 5,022	\$ 5,000
TOTAL HYPERION FUND	\$ 4,755	\$ 5,067	\$ 5,000	\$ 5,022	\$ 5,000
<u>GRAND TOTAL - P&BS - ALL FUNDS</u>	\$ 6,526,444	\$ 14,429,755	\$ 14,847,700	\$ 3,061,010	\$ 2,866,659
<u>GENERAL FUND SUMMARY</u>					
Salaries & Benefits	\$ 1,762,036	\$ 1,616,149	\$ 2,174,100	\$ 1,333,807	\$ 2,366,811
Maintenance & Operations	502,857	868,167	582,500	754,982	296,500
TOTAL GENERAL FUND	\$ 2,264,893	\$ 2,484,317	\$ 2,756,600	\$ 2,088,789	\$ 2,663,311

Salaries & Benefits Decrease	\$ 192,711	8.86%
Maint & Operation Increase	(286,000)	-49.10%
Net Decrease	\$ (93,289)	-3.38%

**CITY OF EL SEGUNDO
 PLANNING AND BUILDING SAFETY DEPARTMENT
 ADOPTED BUDGET SUMMARY
 FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
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ALL FUNDS SUMMARY

Salaries & Benefits	\$ 2,983,226	\$ 2,846,067	\$ 3,546,100	\$ 2,286,796	\$ 2,558,159
Maintenance & Operations	593,745	978,373	801,600	774,214	308,500
Capital Outlay	2,949,473	10,605,314	10,500,000	-	-
TOTAL ALL FUNDS	\$ 6,526,444	\$ 14,429,755	\$ 14,847,700	\$ 3,061,010	\$ 2,866,659

Salaries & Benefits Increase	\$ (987,941)	-27.86%
Maint & Operation Increase	(493,100)	-61.51%
Capital Outlay	(10,500,000)	-100.00%
Net Decrease	\$ (11,981,041)	-80.69%

**CITY OF EL SEGUNDO
 PLANNING AND BUILDING SAFETY DEPARTMENT
 ADOPTED BUDGET SUMMARY BY ACCOUNT
 GENERAL FUND
 FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
4101 Salaries Full-Time	\$ 1,095,864	\$ 1,035,456	\$ 1,432,700	\$ 870,339	\$ 1,643,040
4102 Salaries Part-Time	60,621	96,623	108,200	80,242	-
4103 Overtime	6,003	7,740	10,400	2,500	-
4113 Reimbursable Overtime	91,850	35,072	-	11,280	-
4201 Retirement CalPERS	239,014	210,745	317,900	182,096	358,170
4202 FICA	87,133	80,585	104,400	68,910	118,710
4203 Workers' Compensation	19,857	15,819	19,500	13,018	48,940
4204 Group Insurance	81,371	62,486	114,900	63,302	158,140
4205 Uniform Allowance	407	407	-	314	400
4209 PARS Expense	-	-	-	-	9,870
4210 OPEB Liability	66,466	54,673	66,100	41,806	29,541
4211 401(a) Employer's Contribution	13,450	16,543	-	-	-
Total Salaries & Benefits	\$ 1,762,036	\$ 1,616,149	\$ 2,174,100	\$ 1,333,807	\$ 2,366,811
5204 Operating Supplies	\$ 11,798	\$ 13,357	\$ 18,000	\$ 8,208	\$ 18,000
5206 Computer Supplies	3,300	3,300	9,500	-	9,500
5220 Computer Refresh Program Equipm	7,700	7,700	7,700	7,059	7,700
6201 Advertising/Publishing	10,031	8,808	16,800	8,590	16,800
6203 Copy Machine Charges	6,215	-	3,600	-	3,600
6205 Other Printing & Binding	397	671	3,100	202	3,100
6207 Equip Replacement Charges	15,500	15,192	15,100	10,064	14,700
6208 Dues & Subscriptions	2,934	2,823	4,900	1,328	4,900
6213 Meetings & Travel	1,907	1,554	9,500	2,809	9,500
6214 Professional & Technical	375,892	737,467	409,400	654,981	118,300
6215 Repairs & Maintenance	-	1,575	2,800	-	2,800
6219 Network Operating Charge	46,000	50,004	50,000	45,833	50,000
6223 Training & Education	5,607	4,898	12,700	1,972	12,700
6253 Postage	1,377	751	5,100	2,639	5,100
6254 Telephone	7,298	8,325	7,000	5,817	7,000
6260 Equipment Leasing Costs	3,246	7,840	-	1,120	5,500
6263 Commissioners Expense	3,656	3,903	7,300	4,360	7,300
Total Maintenance & Operations	\$ 502,857	\$ 868,167	\$ 582,500	\$ 754,982	\$ 296,500
TOTAL P&BS - GENERAL FUND	\$ 2,264,893	\$ 2,484,317	\$ 2,756,600	\$ 2,088,789	\$ 2,663,311

**CITY OF EL SEGUNDO
PLANNING AND BUILDING SAFETY DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
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GENERAL FUND

P&BS ADMINISTRATION

4101	Salaries Full-Time	\$ 185,462	\$ 202,420	\$ 176,100	\$ 171,892	\$ 179,744
4102	Salaries Part-Time	3,176	1,172	-	-	-
4201	Retirement CalPERS	32,743	34,073	29,400	31,560	33,629
4202	FICA	11,917	12,216	9,200	11,164	10,056
4203	Workers' Compensation	3,048	2,759	2,200	2,337	1,564
4204	Group Insurance	7,041	3,982	3,200	3,263	10,620
4210	OPEB Liability	10,911	10,703	8,000	8,315	2,253
4211	401(a) Employer's Contribution	7,985	9,708	-	-	-
	Total Salaries & Benefits	\$ 262,284	\$ 277,031	\$ 228,100	\$ 228,531	\$ 237,866

5204	Operating Supplies	\$ 9,005	\$ 11,239	\$ 18,000	\$ 8,208	\$ 18,000
5206	Computer Supplies	3,300	3,300	9,500	-	9,500
6203	Copy Machine Charges	5,134	-	-	-	-
6208	Dues & Subscriptions	806	798	1,000	381	1,000
6213	Meetings & Travel	390	206	3,500	1,483	3,500
6214	Professional & Technical	-	176	-	-	-
6215	Repair & Maintenance	-	-	2,800	-	2,800
6219	Network Operating Charge	46,000	50,004	50,000	45,833	50,000
6223	Training & Education	1,165	1,924	3,500	600	3,500
6253	Postage	90	-	1,300	219	1,300
6254	Telephone	7,481	8,205	7,000	5,491	7,000
6260	Equipment Leasing Costs	3,246	7,840	-	1,120	5,500
	Total Maintenance & Operations	\$ 76,617	\$ 83,691	\$ 96,600	\$ 63,335	\$ 102,100

SUB-TOTAL P&BS ADMINISTRATION		\$ 338,901	\$ 360,723	\$ 324,700	\$ 291,866	\$ 339,966
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PLANNING

4101	Salaries Full-Time	\$ 559,326	\$ 533,187	\$ 609,300	\$ 361,895	\$ 704,480
4102	Salaries Part-Time	3,781	47,698	16,600	44,152	-
4103	Overtime	1,993	2,090	10,400	1,671	-
4113	Reimbursable Overtime	13,872	13,133	-	3,588	-
4201	Retirement CalPERS	129,053	112,103	138,600	80,382	158,913
4202	FICA	41,478	42,250	43,100	30,587	52,243
4203	Workers' Compensation	9,047	7,989	7,900	5,531	21,203
4204	Group Insurance	43,729	36,924	46,900	41,879	75,070
4210	OPEB Liability	34,828	28,050	28,100	17,287	13,437
4211	401(a) Employer's Contribution	5,465	6,835	-	-	-
	Total Salaries & Benefits	\$ 842,571	\$ 830,259	\$ 900,900	\$ 586,972	\$ 1,025,346

**CITY OF EL SEGUNDO
 PLANNING AND BUILDING SAFETY DEPARTMENT
 ADOPTED BUDGET DETAILS
 FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<i>Planning Continued</i>					
5204 Operating Supplies	\$ -	\$ 1,228	\$ -	\$ -	\$ -
5220 Computer Refresh	3,100	3,100	3,100	2,842	3,100
6201 Advertising/Publishing	8,735	8,808	15,000	8,590	15,000
6203 Copy Machine Charges	-	-	2,100	-	2,100
6205 Other Printing & Binding	-	671	3,100	202	3,100
6207 Equip Replacement Charges	2,500	2,496	2,500	1,664	2,500
6208 Dues & Subscriptions	1,563	1,450	2,400	265	2,400
6213 Meetings & Travel	1,396	810	4,000	1,000	4,000
6214 Professional/Technical	88,345	215,094	147,200	241,060	20,000
6223 Training & Education	990	1,191	4,200	325	4,200
6253 Postage	1,212	722	3,800	1,734	3,800
6254 Telephone	17	-	-	76	-
6263 Commissioners Expense	3,656	3,903	7,300	4,360	7,300
Total Maintenance & Operations	\$ 111,513	\$ 239,473	\$ 194,700	\$ 262,118	\$ 67,500

SUB-TOTAL PLANNING **\$ 954,084 \$ 1,069,732 \$ 1,095,600 \$ 849,090 \$ 1,092,846**

BUILDING SAFETY

4101 Salaries Full-Time	\$ 351,076	\$ 299,849	\$ 647,300	\$ 336,552	\$ 758,816
4102 Salaries Part-Time	53,664	47,754	91,600	36,090	-
4103 Overtime	4,010	5,650	-	829	-
4113 Reimbursable Overtime	77,978	21,939	-	7,692	-
4201 Retirement CalPERS	77,218	64,569	149,900	70,154	165,628
4202 FICA	33,738	26,119	52,100	27,159	56,411
4203 Workers' Compensation	7,762	5,071	9,400	5,150	26,173
4204 Group Insurance	30,601	21,581	64,800	18,160	72,450
4205 Uniform Allowance	407	407	-	314	400
4209 PARS Expense	-	-	-	-	9,870
4210 OPEB Liability	20,727	15,920	30,000	16,204	13,851
Total Salaries & Benefits	\$ 657,181	\$ 508,859	\$ 1,045,100	\$ 518,304	\$ 1,103,599

5204 Operating Supplies	\$ 2,793	\$ 890	\$ -	\$ -	\$ -
5220 Computer Refresh Program Equipn	4,600	4,600	4,600	4,217	4,600
6201 Advertising/Publishing	1,296	-	1,800	-	1,800
6203 Copy Machine Charges	1,081	-	1,500	-	1,500
6205 Other Printing & Binding	397	-	-	-	-
6207 Equip Replacement Charges	13,000	12,696	12,600	8,400	12,200
6208 Dues & Subscriptions	565	575	1,500	682	1,500
6213 Meetings & Travel	121	538	2,000	326	2,000
6214 Professional/Technical	287,547	522,197	262,200	413,921	98,300

**CITY OF EL SEGUNDO
PLANNING AND BUILDING SAFETY DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
6215 Repairs & Maintenance	-	1,575	-	-	-
6223 Training & Education	3,452	1,783	5,000	1,047	5,000
6253 Postage	75	29	-	686	-
6254 Telephone	(200)	120	-	250	-
Total Maintenance & Operations	\$ 314,727	\$ 545,003	\$ 291,200	\$ 429,529	\$ 126,900
SUB-TOTAL BUILDING SAFETY	\$ 971,908	\$ 1,053,862	\$ 1,336,300	\$ 947,833	\$ 1,230,499
TOTAL P & BS - GENERAL FUND	\$ 2,264,893	\$ 2,484,317	\$ 2,756,600	\$ 2,088,789	\$ 2,663,311

RSI PROGRAM FUND (116)

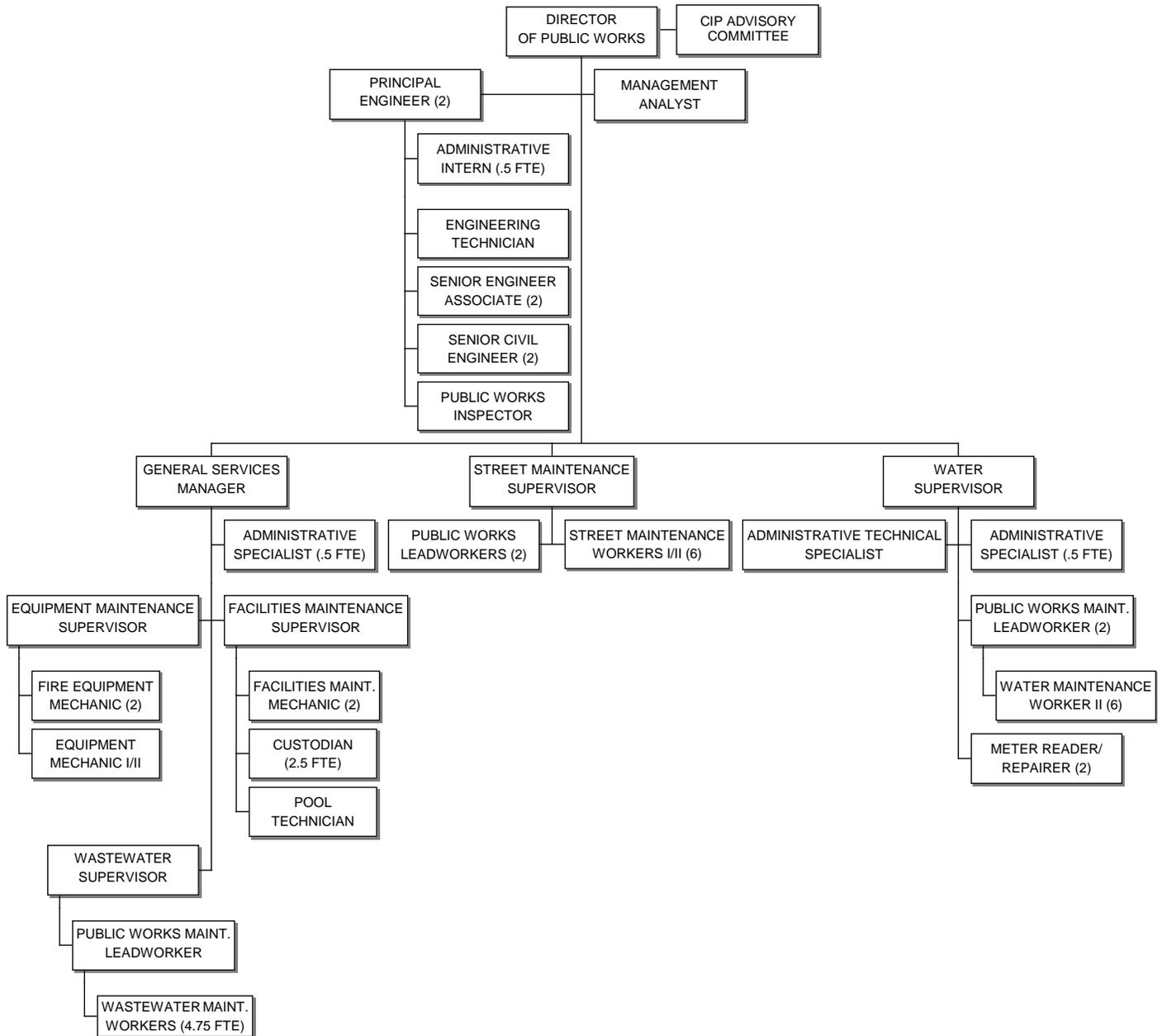
4101 Salaries Full-Time	\$ 834,455	\$ 883,616	\$ 1,009,400	\$ 689,445	\$ 143,022
4103 Overtime	48,803	17,893	-	31	-
4113 Reimbursable Overtime	-	308	-	17	-
4201 Retirement CalPERS	174,702	167,380	202,100	140,570	26,849
4202 FICA	62,202	63,949	67,800	47,197	9,524
4203 Workers' Compensation	13,712	12,175	12,100	9,309	1,244
4204 Group Insurance	32,788	32,283	36,100	34,017	8,910
4210 OPEB liability	49,174	45,740	44,500	32,403	1,799
4211 401(a) Employer's Contribution	5,354	6,574	-	-	-
Total Salaries & Benefits	\$ 1,221,190	\$ 1,229,918	\$ 1,372,000	\$ 952,989	\$ 191,348
5204 Operating Supplies	\$ 7,938	\$ 4,666	\$ 10,000	\$ 981	\$ 1,200
5215 Vehicle Gasoline Charge	916	1,088	1,500	368	-
6102 Electricity	14	-	100	-	25
6103 Water	327	313	400	305	75
6201 Advertising/Publishing	5,290	3,674	10,000	-	-
6203 Copy Machine Charges	3,241	(187)	5,000	-	1,000
6205 Other Printing & Binding	87	294	1,000	-	-
6208 Dues & Subscriptions	48	92	500	92	-
6213 Meetings & Travel	136	13	4,000	53	-
6214 Professional/Technical	48,983	75,388	150,000	1,735	-
6219 Network Operating Charges	6,300	6,900	6,900	6,325	-
6223 Training & Education	2,861	-	5,000	-	-
6224 Vehicle Operating Charges	276	1,003	1,000	393	-
6244 Other Unclassified Expense	-	-	6,000	-	-
6253 Postage	1,118	1,059	1,500	173	-
6254 Telephone	4,131	6,884	6,500	3,220	-
6260 Equipment Leasing Costs	4,467	3,952	4,700	565	4,700
Total Maintenance & Operations	\$ 86,133	\$ 105,139	\$ 214,100	\$ 14,210	\$ 7,000

**CITY OF EL SEGUNDO
 PLANNING AND BUILDING SAFETY DEPARTMENT
 ADOPTED BUDGET DETAILS
 FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
8960 Res Sound Insulation Program	\$ 2,949,473	\$ 10,605,314	\$ 10,500,000	\$ -	
Total Capital Outlay	\$ 2,949,473	\$ 10,605,314	\$ 10,500,000	\$ -	\$ -
TOTAL RSI PROGRAM FUND	\$ 4,256,796	\$ 11,940,371	\$ 12,086,100	\$ 967,199	\$ 198,348
<u>HYPERION MITIGATION FUND (117)</u>					
6206 Contractual Services	\$ 4,367	\$ 4,530	\$ 5,000	\$ 4,380	\$ 5,000
6254 Telephone	388	537	-	642	-
Total Maintenance & Operations	\$ 4,755	\$ 5,067	\$ 5,000	\$ 5,022	\$ 5,000
TOTAL HYPERION MITIGATION FUND	\$ 4,755	\$ 5,067	\$ 5,000	\$ 5,022	\$ 5,000
<u>GRAND TOTAL P & BS - ALL FUNDS</u>	\$ 6,526,444	\$ 14,429,755	\$ 14,847,700	\$ 3,061,010	\$ 2,866,659

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**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT ORGANIZATION CHART
FISCAL YEAR 2016-2017**



**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2013-2014 TO 2016-2017**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>Public Works Department</u>				
Director of Public Works	1.00	1.00	1.00	1.00
General Services Manager	1.00	1.00	1.00	1.00
Administrative Specialist	1.00	1.00	2.00	-
Administrative Technical Specialist	-	-	-	1.00
Administrative Specialist*	0.50	0.50	0.50	0.50
Custodian	1.00	1.00	1.00	1.00
Engineering Technician	1.00	1.00	1.00	1.00
Equipment Maintenance Supervisor	1.00	1.00	1.00	1.00
Equipment Mechanic I/II	1.00	1.00	1.00	1.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00
Facilities Systems Mechanic	2.00	2.00	2.00	2.00
Fire Equipment Mechanic	2.00	2.00	2.00	2.00
Management Analyst	1.00	1.00	1.00	1.00
Meter Reader/Repairer	1.00	1.00	1.00	1.00
Pool Maintenance Technician	1.00	1.00	1.00	1.00
Principal Civil Engineer	2.00	1.00	2.00	2.00
Public Works Inspector	-	-	1.00	1.00
Senior Civil Engineer	-	2.00	2.00	2.00
Senior Engineer Associate	1.00	1.00	2.00	2.00
Street Maintenance Supervisor	1.00	1.00	1.00	1.00
Street Maintenance Leadworker	2.00	2.00	2.00	2.00
Street Maintenance Worker II	3.00	3.00	6.00	6.00
Wastewater Supervisor	1.00	1.00	1.00	1.00
Wastewater Maintenance Leadworker	1.00	1.00	1.00	1.00
Wastewater Maintenance Worker I/II	3.00	4.00	4.00	4.00
Water Supervisor	1.00	1.00	1.00	1.00
Water Maintenance Leadworker	2.00	2.00	2.00	2.00
Water Maintenance Worker I/II	3.00	4.00	4.00	6.00
Sub-total Full-Time	35.50	38.50	45.50	46.50
<u>Part-Time FTEs</u>				
Administrative Intern	0.50	0.50	0.50	-
Custodian	1.00	1.00	1.00	1.50
Water Maintenance Worker I/II	0.50	0.50	0.50	0.75
Sub-total Part-Time	2.00	2.00	2.00	2.25
Total Public Works Department	37.50	40.50	47.50	48.75

Note: The adopted budget for fiscal year 2016-2017 provides funding to reclassify a Principal Civil Engineer to a City Engineer position and for an additional Equipment Mechanic I/II. The funding is temporarily held in Non-Departmental pending further review and approval by Council. However, subsequent to the budget adoption, the Council approved the positions at a Council meeting on October 4, 2016. A budget transfer will be processed from Non-Departmental to Public Works.

** Actually a full-time position but split 50/50 with Planning & Building Safety Department.*

CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT PROFILE

MISSION STATEMENT: To maintain the highest quality public works services and facilities to residents and businesses in the City of El Segundo by providing outstanding public service; maintain excellent City facilities and public infrastructure; and, implement the City's Capital Improvement Program (CIP) in a safe, respectful, and cost-effective manner.

The Public Works Department has 46 full-time employees and part-time employees spread among four distinct divisions. While most of the department's operating costs are funded by the General Fund, the department also manages and operates the City's Water Enterprise Fund, Wastewater Fund, and Equipment Replacement Fund. In addition, the department recommends how the City uses the funds received from the South Coast Air Quality District to reduce air pollution in the community.

The adopted budget for fiscal year 2016-2017 includes funding for two additional Water Maintenance Worker II and reclassification of an Administrative Specialist to Administrative Technical Specialist – both are funded by the Water Enterprise Fund. (Note: Funds for the department's request to reclassify a Principal Civil Engineer to City Engineer and to add an Equipment Mechanic I position are held in Non-Departmental until Council's further review. Subsequent to the budget adoption, Council approved the two positions at a Council meeting on October 4, 2016.)

PUBLIC WORKS ADMINISTRATION: Provides overall administrative direction for the department; ensures the department provide the best service to the residents and the businesses in the City; represents the City in dealing with other agencies and organizations and in overseeing high profile projects; provides technical support to other City departments, management, and the City Council.

GENERAL SERVICES DIVISION:

Government Buildings: Maintains, repairs, and provides custodial services for 20 City buildings including: City Hall; two fire stations; police station; library; maintenance facility; water plant; and park buildings.

Wastewater: Operates and maintains the City's wastewater system, which consists of nine lift stations, 18 pumps, and over 50 miles of sewer mains. The lift stations run in an automatic mode 24 hours per day, 365 days a year. The division also conducts routine preventative maintenance; annual (or more frequent) cleaning of sewer mains using high-pressure water; and, clears specific sewer laterals that experience root problems caused by City trees.

Storm Drains: Operates and maintains the Storm Water Collection System, including: catch basins; drainage basins; pumping stations; and force mains. In addition, staff of this division responds to emergency service and rain detail calls 24 hours per day.

Equipment Maintenance: Maintains both motorized and portable equipment for 21 separate divisions within the Fire, Police, Parks, Planning, Public Works and Library departments; readies for service new Police and Fire departments' equipment; administers the equipment replacement and vehicle operating budgets; evaluates equipment for replacement; prepares specifications necessary for the acquisition of the equipment; and, determines the disposal of vehicles and equipment to be sold at auction.

Equipment Maintenance also coordinates the annual Department of Transportation Smog Program audits, the annual California Highway Patrol inspections, the annual CAL-OSHA crane inspection, and the operation of fuel storage, monitoring systems, and the carwash bay.

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT PROFILE**

ENGINEERING DIVISION:

Engineering: The Director of Public Works, who also serves as the City Engineer, is the head of this division which oversees and participates in public and private improvements in the public right-of-way; develops and implements the Capital Improvement Program; reviews and inspects private work in the public right of way; and supports the Environmental Committee, the Traffic Committee, the Hyperion Committee, and the Capital Improvement Program Advisory Committee.

Engineering also provides grant oversight and administration; keeps and maintains record drawings of City-owned infrastructure; conducts Traffic Committee meetings with the Police Department; and provides engineering support to other City departments and other divisions within the Public Works Department.

STREETS DIVISION:

Street Services: Administers the street sweeping contract and provides personnel and equipment to transport debris generated by City departments to a transfer station.

Street Maintenance: Repairs City streets and alleyways and performs weed abatement in the street right-of-way; repairs and/or replaces curb and concrete sidewalks as well as asphalt road surfaces; cleans spills of various materials, except hazardous waste, in the public right-of-way; and responds to emergencies with lighted barricades and signs.

Traffic Safety: Manages the street lighting contract with Southern California Edison Company and the traffic signal maintenance contract with the County of Los Angeles; does painting of traffic lines and legends, crosswalks, parking stalls, curbs and curb signs; maintains and installs street signs; posts temporary signs for community events; installs community banners; and performs graffiti abatement on public property.

Solid Waste Recycling: Administering the City's refuse collection contract for single-and multi-family residential customers and City-owned facilities; administers the City's Source Reduction and Recycling (SRRE) Program; and provides technical assistance and outreach to increase awareness of waste reduction and recycling.

WATER DIVISION:

Water: Plans, operates, maintains, and repairs the City's 57.5-mile water distribution system; reads meters; and tests water quality. The City's water system consists of two ground level concrete reservoirs of 3- MG and 6- MG capacity; one elevated tank of 200,000-gallon capacity; one booster pump station; and miles of water mains and lateral connections.

ACCOMPLISHMENTS IN FISCAL YEAR 2015-2016:

- Maintained and repaired sewer mains, water mains, pump stations, lift stations, generators, water valves, streets, sidewalks, signage, vehicles and other motorized equipment.
- Administered the storm water program; cleaned catch basins; and initiated storm water capital projects.
- Participated in a variety of internal and external meetings and committees.
- Responded to emergencies in an expeditious manner.
- Provided support to other departments for City-related events, including traffic control; signage; holiday events, etc.
- Carried out the CIP program, initiating and/or completing more than 30 capital projects.
- Reduced the turn-around time for development plan check and issuance of right-of-way and encroachment permits.
- Administered more than 200 contracts, including large contracts for street sweeping; trash collection; signal maintenance; and custodial services.

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT PROFILE**

- Complied with all external agencies requirements and regulations, including those imposed by the State Water Resources Control Board; Air Quality Management District; Department of Toxic Substance Control; Office of Emergency Services; etc.
- Initiated water conservation efforts and reduced overall residential water consumption by more than 20%.

GOALS & OBJECTIVES FOR FISCAL YEAR 2016-2017:

- Maintain and repair the City's equipment and infrastructure as needed, including sewer mains; water mains; streets; sidewalks; curbs; gutters; pump stations; potable water reservoirs; vehicles other motorized equipment; and buildings.
- Carry out the annual CIP program as approved by City Council.
- Provide staff support as needed for City events and emergencies, including: traffic accidents; sewer overflows; main breaks; and abandoned items in the right-of-way.
- Provide outstanding customer service for all public works-related activities; continue to represent the department with both internal and external customers; coordinate with and outreach to the general public, residents, developers, contractors, utility companies and other public agencies.
- Effectively administer and oversee City contracts for services and support.
- Broaden the City's efforts for trash and green waste recycling; implement energy efficiencies wherever possible at government facilities.
- Continue to comply with external agency requirements and regulations.
- Improve training and educational opportunities for all Public Works staff.
- Continue to seek and secure grants for a variety of Public Works activities and projects; and to investigate more cost-effective ways to maintain and improve the City's infrastructure.
- Continue the City's Water Conservation Program, and seek to achieve even greater water savings.

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>GENERAL FUND (001)</u>					
ADMINISTRATION (4801)					
Salaries & Benefits	\$ 181,210	\$ 143,300	\$ 136,400	\$ 128,003	\$ 148,165
Maintenance & Operations	8,468	5,850	14,900	8,427	17,600
Sub-total Administration	\$ 189,677	\$ 149,150	\$ 151,300	\$ 136,430	\$ 165,765
GOVERNMENT BUILDINGS (2601)					
Salaries & Benefits	\$ 747,476	\$ 697,546	\$ 747,500	\$ 624,588	\$ 830,149
Maintenance & Operations	713,106	804,270	900,700	602,525	1,030,125
Capital Outlay	6,284	-	-	-	-
Sub-total Government Buildings	\$ 1,466,866	\$ 1,501,816	\$ 1,648,200	\$ 1,227,113	\$ 1,860,274
ENGINEERING (4101)					
Salaries & Benefits	\$ 246,188	\$ 270,862	\$ 652,300	\$ 397,491	\$ 651,299
Maintenance & Operations	85,297	43,439	159,800	54,315	185,500
Sub-total Engineering	\$ 331,485	\$ 314,302	\$ 812,100	\$ 451,806	\$ 836,799
STREET SERVICES (4201)					
Salaries & Benefits	\$ 186,742	\$ 207,429	\$ 198,000	\$ 197,942	\$ 247,754
Maintenance & Operations	164,729	164,936	200,500	172,475	205,522
Sub-total Street Services	\$ 351,471	\$ 372,364	\$ 398,500	\$ 370,417	\$ 453,276
STREET MAINTENANCE (4202)					
Salaries & Benefits	\$ 360,317	\$ 370,909	\$ 672,900	\$ 482,234	\$ 572,266
Maintenance & Operations	130,629	134,404	162,800	107,037	182,186
Sub-total Street Maintenance	\$ 490,946	\$ 505,313	\$ 835,700	\$ 589,271	\$ 754,452
TRAFFIC SAFETY (4205)					
Salaries & Benefits	\$ 243,562	\$ 195,178	\$ 236,400	\$ 152,912	\$ 226,082
Maintenance & Operations	546,737	533,989	599,300	507,894	599,300
Sub-total Traffic Safety	\$ 790,299	\$ 729,166	\$ 835,700	\$ 660,806	\$ 825,382
SOLID WASTE RECYCLING (4206)					
Salaries & Benefits	\$ 50,275	\$ 67,984	\$ 67,900	\$ 60,273	\$ 69,927
Maintenance & Operations	532,528	505,308	522,000	377,846	522,000
Sub-total Solid Waste Recycling	\$ 582,802	\$ 573,293	\$ 589,900	\$ 438,119	\$ 591,927
STORM DRAINS (4302)					
Salaries & Benefits	\$ 138,410	\$ 131,933	\$ 180,600	\$ 84,960	\$ 143,610
Maintenance & Operations	132,365	88,635	334,100	168,643	363,762
Sub-total Storm Drains	\$ 270,775	\$ 220,568	\$ 514,700	\$ 253,603	\$ 507,372

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
EQUIPMENT MAINTENANCE (4601)					
Salaries & Benefits	\$ 542,361	\$ 587,145	\$ 554,300	\$ 486,924	\$ 596,693
Maintenance & Operations	536,095	466,969	570,900	342,418	614,300
Sub-total Equipment Maintenance	\$ 1,078,456	\$ 1,054,115	\$ 1,125,200	\$ 829,342	\$ 1,210,993
<u>TOTAL PUB WORKS - GEN FUND</u>	\$ 5,552,778	\$ 5,420,087	\$ 6,911,300	\$ 4,956,907	\$ 7,206,240
 <u>WATER UTILITY FUND (501)</u>					
WATER UTILITY (7102)					
Salaries & Benefits	\$ 1,265,460	\$ 1,366,811	\$ 1,431,600	\$ 1,412,617	\$ 1,663,683
Maintenance & Operations	22,459,911	23,078,449	24,015,400	15,176,272	25,058,800
<u>TOTAL WATER UTILITY FUND</u>	\$ 23,725,371	\$ 24,445,260	\$ 25,447,000	\$ 16,588,889	\$ 26,722,483
 <u>WASTEWATER FUND (502)</u>					
WASTEWATER (4301)					
Salaries & Benefits	\$ 772,998	\$ 878,293	\$ 840,000	\$ 706,980	\$ 904,718
Maintenance & Operations	1,729,761	1,873,002	2,356,800	1,937,491	2,377,700
Capital Outlay	6,711	-	275,000	238,394	275,000
<u>TOTAL WASTERWATER FUND</u>	\$ 2,509,470	\$ 2,751,295	\$ 3,471,800	\$ 2,882,865	\$ 3,557,418
 <u>FACILITIES MAINTENANCE FUND (405)</u>					
FACILITIES MAINTENANCE (0000)					
Maintenance & Operations	\$ 117,509	\$ 147,947	\$ 350,000	\$ 263,588	\$ 350,000
<u>TOTAL FACILITIES MAINT FUND</u>	\$ 117,509	\$ 147,947	\$ 350,000	\$ 263,588	\$ 350,000
 <u>GRAND TOTAL - PW - ALL FUNDS</u>	 \$ 31,905,128	 \$ 32,764,589	 \$ 36,180,100	 \$ 24,692,249	 \$ 37,836,141

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
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GENERAL FUND SUMMARY

Salaries & Benefits	\$ 2,696,541	\$ 2,672,287	\$ 3,446,300	\$ 2,615,327	\$ 3,485,945
Maintenance & Operations	2,849,953	2,747,800	3,465,000	2,341,580	3,720,295
Capital Outlay	6,284	-	-	-	-
TOTAL GENERAL FUND	\$ 5,552,778	\$ 5,420,087	\$ 6,911,300	\$ 4,956,907	\$ 7,206,240

Salaries & Benefits Increase	\$ 39,645	1.15%
Maint & Operations Increase	255,295	7.37%
Total Increase	\$ 294,940	4.27%

ALL FUNDS SUMMARY

Salaries & Benefits	\$ 4,734,999	\$ 4,917,391	\$ 5,717,900	\$ 4,734,924	\$ 6,054,346
Maintenance & Operations	27,157,134	27,847,198	30,187,200	19,718,931	31,506,795
Capital Outlay	12,995	-	275,000	238,394	275,000
TOTAL ALL FUNDS	\$ 31,905,128	\$ 32,764,589	\$ 36,180,100	\$ 24,692,249	\$ 37,836,141

Salaries & Benefits Increase	\$ 336,446	5.88%
Maint & Operations Increase	1,319,595	4.37%
Total Increase	\$ 1,656,041	4.58%

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
4101 Salaries Full-Time	\$ 1,640,150	\$ 1,657,793	\$ 2,185,300	\$ 1,679,500	\$ 2,115,181
4102 Salaries Part-Time	68,192	52,963	69,600	43,157	83,706
4103 Overtime	83,514	103,095	61,400	40,459	54,300
4112 Compensated Sick Time	20,383	8,348	-	492	-
4113 Reimbursable Overtime	4,192	224	-	(42)	-
4116 Standby Pay	28,782	20,163	28,500	24,112	28,500
4201 Retirement CalPERS	380,039	369,445	516,100	377,854	498,618
4202 FICA	136,950	139,171	159,300	131,686	167,680
4203 Workers' Compensation	29,289	24,905	28,700	24,283	205,779
4204 Group Insurance	192,689	191,598	295,300	210,521	287,372
4209 PARS Expense	-	-	-	-	16,840
4210 OPEB Liability	98,864	91,054	102,100	83,196	27,969
4211 401(a) Employer's Contribution	13,280	13,528	-	-	-
4215 Uniform Replacement	218	-	-	109	-
Total Salaries & Benefits	\$ 2,696,541	\$ 2,672,287	\$ 3,446,300	\$ 2,615,327	\$ 3,485,945
5203 Repairs and Maintenance	50,155	76,281	38,000	43,890	38,000
5204 Operating Supplies	141,765	136,123	189,200	124,377	193,800
5206 Computer Supplies	-	145	-	69	-
5207 Small Tools & Equipment	9,079	4,633	19,700	3,704	22,700
5215 Vehicle Gasoline Charge	244,509	190,338	250,000	112,800	250,000
5220 Computer Refresh Charges	6,600	6,600	6,600	6,049	6,600
6101 Gas	51,879	46,342	78,700	41,061	78,700
6102 Electricity	655,039	700,402	700,800	587,698	700,800
6103 Water	35,555	38,940	28,300	38,167	28,300
6201 Advertising/Publishing	3,698	2,667	9,500	2,664	9,500
6203 Copy Machine Charges	241	-	200	-	200
6204 Fleet Operating Charges	36,058	44,209	-	9,545	-
6205 Other Printing & Binding	2,526	3,777	5,600	94	5,600
6206 Contractual Services	1,151,751	1,068,848	1,544,700	999,533	1,701,389
6207 Equip Replacement Charges	121,700	125,508	123,200	92,394	127,300
6208 Dues & Subscriptions	1,009	232	6,200	1,516	7,200
6209 Dump Fees	1,207	-	15,000	-	15,000
6210 Hazardous Materials Disposal Fees	1,489	120	3,000	2,109	3,000
6212 Laundry & Cleaning	9,621	5,731	17,000	8,056	21,000
6213 Meetings & Travel	1,475	957	6,200	715	8,200
6214 Professional/Technical	47,647	16,188	400	34,613	13,486
6215 Repair & Maintenance	34,314	36,034	99,800	36,329	125,420
6217 Software Maintenance	3,000	3,000	3,000	3,000	3,000
6219 Network Operating Charge	36,600	39,696	32,200	29,517	32,200

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
6223 Training & Education	10,148	6,393	33,400	5,150	40,500
6224 Vehicle Operating Charges	147,593	138,179	200,000	131,832	220,000
6253 Postage	1,374	2,297	1,500	2,330	1,500
6254 Telephone	38,681	40,004	38,400	22,080	39,400
6260 Equipment Leasing Costs	2,036	2,842	4,400	505	2,500
6282 Emergency Repair	3,204	11,313	10,000	1,783	25,000
Total Maintenance & Operations	\$ 2,849,953	\$ 2,747,800	\$ 3,465,000	\$ 2,341,580	\$ 3,720,295
Capital Outlay	\$ 6,284	\$ -	\$ -	\$ -	\$ -
TOTAL PUBLIC WORKS - GENERAL FUND	\$ 5,552,778	\$ 5,420,087	\$ 6,911,300	\$ 4,956,907	\$ 7,206,240

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
GENERAL FUND					
PW ADMINISTRATION					
4101 Salaries Full-Time	\$ 113,743	\$ 96,279	\$ 94,500	\$ 90,305	\$ 105,770
4102 Salaries Part-Time	19,151	9,901	10,500	4,929	-
4103 Overtime	116	242	-	17	-
4113 Reimbursable Overtime	16	-	-	-	-
4201 Retirement CalPERS	21,224	16,831	17,400	16,938	21,320
4202 FICA	9,093	6,746	5,500	6,314	8,091
4203 Workers' Compensation	2,114	1,437	1,200	1,286	4,315
4204 Group Insurance	5,534	2,241	3,000	3,858	7,302
4210 OPEB Liability	6,661	5,080	4,300	4,356	1,367
4211 401(a) Employer's Contribution	3,559	4,545	-	-	-
Total Salaries & Benefits	\$ 181,210	\$ 143,300	\$ 136,400	\$ 128,003	\$ 148,165
5204 Operating Supplies	\$ 3,185	\$ 998	\$ 3,400	\$ 997	\$ 4,000
6203 Copy Machine Charges	-	-	100	-	100
6208 Dues & Subscriptions	218	-	2,000	1,516	3,000
6213 Meetings & Travel	425	519	3,200	326	3,200
6217 Software Maintenance	1,000	1,000	1,000	1,000	1,000
6223 Training & Education	1,044	-	400	149	1,000
6253 Postage	18	46	500	-	500
6254 Telephone	2,578	3,287	2,800	4,439	4,800
6260 Equipment Leasing Costs	-	-	1,500	-	-
Total Maintenance & Operations	\$ 8,468	\$ 5,850	\$ 14,900	\$ 8,427	\$ 17,600
SUB-TOTAL PW ADMINISTRATION	\$ 189,677	\$ 149,150	\$ 151,300	\$ 136,430	\$ 165,765
GOVERNMENT BUILDINGS					
4101 Salaries Full-Time	\$ 413,937	\$ 416,258	\$ 437,300	\$ 374,486	\$ 443,639
4102 Salaries Part-Time	43,653	42,594	43,600	38,228	65,426
4103 Overtime	32,331	10,091	16,800	5,390	16,800
4112 Compensated Sick Time	4,516	8,348	-	-	-
4113 Reimbursable Overtime	-	-	-	(488)	-
4116 Standby Pay	10,157	-	10,000	7,465	10,000
4201 Retirement CalPERS	118,020	100,836	107,500	94,041	119,443
4202 FICA	37,148	34,154	34,600	32,135	40,994
4203 Workers' Compensation	8,098	6,444	6,200	5,860	59,235
4204 Group Insurance	50,368	52,704	71,000	47,571	68,089
4210 OPEB Liability	26,702	24,490	20,500	19,900	6,523
4211 401(a) Employer's Contribution	2,545	1,628	-	-	-
Total Salaries & Benefits	\$ 747,476	\$ 697,546	\$ 747,500	\$ 624,588	\$ 830,149

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
5203 Repair & Maintenance	\$ 50,155	\$ 76,233	\$ 38,000	\$ 43,890	\$ 38,000
5204 Operating Supplies	43,867	55,551	66,600	46,878	66,600
5207 Small Tools & Equipment	-	10	11,000	465	11,000
5220 Computer Refresh Charges	800	800	800	733	800
6101 Gas	49,056	43,858	69,300	38,203	69,300
6102 Electricity	214,639	245,891	249,000	194,845	249,000
6103 Water	28,656	33,560	23,000	32,670	23,000
6206 Contractual Services	253,726	293,135	358,100	204,667	486,225
6207 Equip Replacement Charges	35,700	38,400	37,600	28,197	35,900
6212 Laundry & Cleaning	2,084	2,380	5,000	1,687	4,000
6213 Meetings & Travel	-	-	-	-	2,000
6215 Repair & Maintenance	22,996	1,626	28,300	449	28,300
6219 Network Operating Charge	4,800	5,196	5,200	4,767	5,200
6223 Training & Education	81	65	3,000	-	5,000
6254 Telephone	6,443	7,566	5,800	5,074	5,800
6260 Equipment Leasing Costs	102	-	-	-	-
Total Maintenance & Operations	\$ 713,106	\$ 804,270	\$ 900,700	\$ 602,525	\$ 1,030,125
8104 Capital Outlay	\$ 6,284	\$ -	-	-	-
Total Capital Outlay	\$ 6,284	\$ -	\$ -	\$ -	\$ -
SUB-TOTAL GOVERNMENT BUILDINGS	\$ 1,466,866	\$ 1,501,816	\$ 1,648,200	\$ 1,227,113	\$ 1,860,274
ENGINEERING					
4101 Salaries Full-Time	\$ 165,124	\$ 189,807	\$ 462,100	\$ 286,359	\$ 445,138
4102 Salaries Part-Time	5,363	469	-	-	18,280
4103 Overtime	866	1,916	-	145	-
4113 Reimbursable Overtime	111	-	-	-	-
4201 Retirement CalPERS	37,395	38,807	99,900	57,295	90,677
4202 FICA	12,360	13,541	31,600	20,350	29,779
4203 Workers' Compensation	2,703	2,616	5,700	3,870	18,907
4204 Group Insurance	9,690	9,976	32,100	15,665	42,939
4210 OPEB Liability	9,705	10,033	20,900	13,807	5,579
4211 401(a) Employer's Contribution	2,872	3,696	-	-	-
Total Salaries & Benefits	\$ 246,188	\$ 270,862	\$ 652,300	\$ 397,491	\$ 651,299
5204 Operating Supplies	\$ (8,171)	\$ 4,646	\$ 5,000	\$ 5,754	\$ 8,000
5206 Computer Supplies	-	145	-	69	-
5207 Small Tools & Equipment	224	320	700	21	700
5220 Computer Refresh	2,700	2,700	2,700	2,475	2,700
6201 Advertising/Publishing	450	1,317	1,500	864	1,500
6203 Copy Machine Charges	241	-	100	-	100

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
6205 Other Printing & Binding	1,526	3,331	600	94	600
6206 Contractual Services	61,198	527	120,000	19,131	135,000
6207 Equip Replacement Charges	3,800	3,504	4,200	3,150	7,900
6208 Dues & Subscriptions	653	232	100	-	100
6213 Meetings & Travel	260	438	3,000	389	3,000
6214 Professional/Technical	-	1,726	400	385	400
6219 Network Operating Charge	12,700	13,800	13,800	12,650	13,800
6223 Training & Education	3,119	1,648	2,000	1,991	4,000
6253 Postage	1,356	2,252	1,000	2,330	1,000
6254 Telephone	3,307	4,011	3,200	4,507	4,200
6260 Equipment Leasing Costs	1,934	2,842	1,500	505	2,500
Total Maintenance & Operations	\$ 85,297	\$ 43,439	\$ 159,800	\$ 54,315	\$ 185,500
SUB-TOTAL ENGINEERING	\$ 331,485	\$ 314,302	\$ 812,100	\$ 451,806	\$ 836,799
STREET SERVICES					
4101 Salaries Full-Time	\$ 130,747	\$ 149,171	\$ 146,000	\$ 142,827	\$ 168,191
4103 Overtime	2,323	3,620	-	980	2,600
4112 Compensated Sick Time	1,093	-	-	-	-
4113 Reimbursable Overtime	1,159	-	-	223	-
4201 Retirement CalPERS	27,444	29,417	29,900	29,641	37,328
4202 FICA	9,943	10,879	9,600	10,161	13,065
4203 Workers' Compensation	2,157	2,063	1,700	1,945	6,365
4204 Group Insurance	2,585	2,833	4,400	5,373	9,620
4209 PARS Expense	-	-	-	-	8,420
4210 OPEB Liability	7,707	7,740	6,400	6,792	2,165
4211 401(a) Employer's Contribution	1,584	1,705	-	-	-
Total Salaries & Benefits	\$ 186,742	\$ 207,429	\$ 198,000	\$ 197,942	\$ 247,754
5204 Operating Supplies	\$ -	\$ -	\$ 12,200	\$ -	\$ 12,200
6206 Contractual Services	164,729	162,536	184,300	170,675	189,322
6207 Equip Replacement Charges	-	2,400	2,400	1,800	2,400
6254 Telephone	-	-	1,600	-	1,600
Total Maintenance & Operations	\$ 164,729	\$ 164,936	\$ 200,500	\$ 172,475	\$ 205,522
SUB-TOTAL STREET SERVICES	\$ 351,471	\$ 372,364	\$ 398,500	\$ 370,417	\$ 453,276

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
STREET MAINTENANCE					
4101 Salaries Full-Time	\$ 215,322	\$ 217,051	\$ 402,000	\$ 291,817	\$ 339,527
4103 Overtime	9,709	21,220	11,500	9,935	4,300
4112 Compensated Sick Time	4,836	-	-	446	-
4113 Reimbursable Overtime	1,937	224	-	-	-
4116 Standby Pay	5,432	5,275	5,500	4,375	5,500
4201 Retirement CalPERS	46,183	49,322	104,200	61,044	74,518
4202 FICA	18,056	18,408	30,400	22,726	26,724
4203 Workers' Compensation	3,700	3,295	5,400	4,149	44,113
4204 Group Insurance	42,234	44,180	94,200	73,338	73,170
4210 OPEB Liability	12,690	11,935	19,700	14,295	4,414
4215 Uniform Replacement	218	-	-	109	-
Total Salaries & Benefits	\$ 360,317	\$ 370,909	\$ 672,900	\$ 482,234	\$ 572,266
5204 Operating Supplies	\$ 43,072	\$ 41,850	\$ 60,000	\$ 40,591	\$ 60,000
5207 Small Tools & Equipment	-	54	500	-	500
5220 Computer Refresh Charges	800	800	800	733	800
6101 Gas	1,363	1,010	2,400	1,288	2,400
6102 Electricity	10,810	11,275	11,000	8,908	11,000
6207 Equip Replacement Charges	59,100	58,104	55,900	41,922	58,200
6208 Dues & Subscriptions	218	-	-	-	-
6209 Dump Fees	1,207	-	15,000	-	15,000
6212 Laundry & Cleaning	5,259	978	7,500	3,679	12,500
6214 Professional & Technical	-	10,414	-	2,070	9,586
6217 Software Maintenance	2,000	2,000	2,000	2,000	2,000
6219 Network Operating Charge	4,800	5,196	5,200	4,767	5,200
6223 Training & Education	787	1,288	2,500	-	5,000
6254 Telephone	1,213	1,436	-	1,079	-
Total Maintenance & Operations	\$ 130,629	\$ 134,404	\$ 162,800	\$ 107,037	\$ 182,186
STREET MAINTENANCE	\$ 490,946	\$ 505,313	\$ 835,700	\$ 589,271	\$ 754,452

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
TRAFFIC SAFETY					
4101 Salaries Full-Time	\$ 150,922	\$ 120,259	\$ 150,300	\$ 95,020	\$ 134,354
4103 Overtime	2,246	2,432	-	2,288	1,100
4112 Compensated Sick Time	4,439	-	-	-	-
4113 Reimbursable Overtime	969	-	-	223	-
4116 Standby Pay	-	-	-	1,834	-
4201 Retirement CalPERS	31,961	28,860	38,500	24,366	36,835
4202 FICA	12,095	12,184	11,200	7,538	10,362
4203 Workers' Compensation	2,471	1,659	2,000	1,349	17,019
4204 Group Insurance	29,564	23,165	27,100	15,611	24,665
4210 OPEB Liability	8,895	6,618	7,300	4,683	1,747
Total Salaries & Benefits	\$ 243,562	\$ 195,178	\$ 236,400	\$ 152,912	\$ 226,082
5204 Operating Supplies	\$ 35,677	\$ 15,955	\$ 25,000	\$ 16,562	\$ 25,000
5207 Small Tools & Equipment	-	-	500	-	500
6102 Electricity	407,439	422,500	410,000	365,063	410,000
6206 Contractual Services	89,821	81,733	150,000	115,919	150,000
6207 Equip Replacement Charges	13,800	13,800	13,800	10,350	13,800
Total Maintenance & Operations	\$ 546,737	\$ 533,989	\$ 599,300	\$ 507,894	\$ 599,300
SUB-TOTAL TRAFFIC SAFETY	\$ 790,299	\$ 729,166	\$ 835,700	\$ 660,806	\$ 825,382
SOLID WASTE RECYCLING					
4101 Salaries Full-Time	\$ 34,811	\$ 49,791	\$ 50,500	\$ 44,145	\$ 51,422
4201 Retirement CalPERS	8,419	9,316	9,900	8,387	9,723
4202 FICA	2,547	3,392	3,200	2,994	2,737
4203 Workers' Compensation	535	672	600	596	670
4204 Group Insurance	513	721	1,600	2,051	4,732
4210 OPEB Liability	2,052	2,554	2,100	2,100	643
4211 401(a) Employer's Contribution	1,398	1,538	-	-	-
Total Salaries & Benefits	\$ 50,275	\$ 67,984	\$ 67,900	\$ 60,273	\$ 69,927
5204 Operating Supplies	\$ -	\$ 2,730	\$ 3,000	\$ 613	\$ 3,000
6201 Advertising/Publishing	2,198	900	3,000	900	3,000
6205 Other Printing & Binding	1,000	446	-	-	-
6206 Contractual Services	481,715	499,288	516,000	376,333	516,000
6213 Meetings & Travel	719	-	-	-	-
6214 Professional & Technical	46,896	1,944	-	-	-
Total Maintenance & Operations	\$ 532,528	\$ 505,308	\$ 522,000	\$ 377,846	\$ 522,000
SUB-TOTAL SOLID WASTE RECYCLING	\$ 582,802	\$ 573,293	\$ 589,900	\$ 438,119	\$ 591,927

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
STORM DRAINS					
4101 Salaries Full-Time	\$ 78,977	\$ 69,029	\$ 90,000	\$ 43,802	\$ 77,029
4102 Salaries Part-Time	25	-	15,500	-	-
4103 Overtime	14,793	20,623	17,800	15,721	14,200
4112 Compensated Sick Time	2,657	-	-	46	-
4116 Standby Pay	4,186	3,286	3,500	2,762	3,500
4201 Retirement CalPERS	16,575	15,954	23,400	10,627	18,045
4202 FICA	7,628	8,285	7,900	4,750	7,247
4203 Workers' Compensation	1,591	1,255	1,400	848	9,829
4204 Group Insurance	7,358	9,722	16,800	4,247	12,759
4210 OPEB Liability	4,619	3,779	4,300	2,157	1,001
Total Salaries & Benefits	\$ 138,410	\$ 131,933	\$ 180,600	\$ 84,960	\$ 143,610
5204 Operating Supplies	\$ 1,257	\$ 2,577	\$ 5,000	\$ 3,962	\$ 5,000
6101 Gas	486	752	5,000	650	5,000
6102 Electricity	16,143	14,777	24,500	13,697	24,500
6103 Water	1,695	1,808	2,000	1,904	2,000
6201 Advertising/Publishing	1,050	450	5,000	900	5,000
6205 Other Printing & Binding	-	-	5,000	-	5,000
6206 Contractual Services	98,909	30,542	206,600	108,335	215,142
6215 Repair & Maintenance	7,867	31,827	68,000	35,831	89,120
6223 Training & Education	2,325	3,217	10,000	824	10,000
6254 Telephone	2,633	2,685	3,000	2,540	3,000
Total Maintenance & Operations	\$ 132,365	\$ 88,635	\$ 334,100	\$ 168,643	\$ 363,762
SUB-TOTAL STORM DRAINS	\$ 270,775	\$ 220,568	\$ 514,700	\$ 253,603	\$ 507,372
EQUIPMENT MAINTENANCE					
4101 Salaries Full-Time	\$ 336,567	\$ 350,148	\$ 352,600	\$ 310,739	\$ 350,111
4103 Overtime	21,130	42,950	15,300	5,983	15,300
4112 Compensated Sick Time	2,842	-	-	-	-
4116 Standby Pay	9,007	11,602	9,500	7,676	9,500
4201 Retirement CalPERS	72,817	80,102	85,400	75,515	90,729
4202 FICA	28,081	31,582	25,300	24,718	28,681
4203 Workers' Compensation	5,918	5,464	4,500	4,380	45,326
4204 Group Insurance	44,843	46,057	45,100	42,807	44,096
4209 PARS Expense	-	-	-	-	8,420
4210 OPEB Liability	19,835	18,825	16,600	15,106	4,530
4211 401(a) Employer's Contribution	1,322	415	-	-	-
Total Salaries & Benefits	\$ 542,361	\$ 587,145	\$ 554,300	\$ 486,924	\$ 596,693

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
5203 Repairs and Maintenance	\$ -	\$ 48	\$ -	\$ -	\$ -
5204 Operating Supplies	22,878	11,816	9,000	9,020	10,000
5207 Small Tools & Equipment	8,855	4,249	7,000	3,218	10,000
5215 Vehicle Gasoline Charge	244,509	190,338	250,000	112,800	250,000
5220 Computer Refresh Charges	2,300	2,300	2,300	2,108	2,300
6101 Gas	973	722	2,000	920	2,000
6102 Electricity	6,008	5,959	6,300	5,185	6,300
6103 Water	5,204	3,573	3,300	3,593	3,300
6204 Fleet Operating Charges	36,058	44,209	-	9,545	-
6206 Contractual Services	1,653	1,087	9,700	4,473	9,700
6207 Equip Replacement Charges	9,300	9,300	9,300	6,975	9,100
6208 Dues & Subscriptions	(80)	-	4,100	-	4,100
6210 Haz Materials Disposal Fees	1,489	120	3,000	2,109	3,000
6212 Laundry & Cleaning	2,278	2,373	4,500	2,690	4,500
6213 Meetings & Travel	71	-	-	-	-
6214 Professional/Technical	751	2,104	-	32,158	3,500
6215 Repair & Maintenance	3,451	2,582	3,500	49	8,000
6219 Network Operating Charge	14,300	15,504	8,000	7,333	8,000
6223 Training & Education	2,792	175	15,500	2,186	15,500
6224 Vehicle Operating Charges	147,593	138,179	200,000	131,832	220,000
6254 Telephone	22,508	21,020	22,000	4,441	20,000
6260 Equipment Leasing Costs	-	-	1,400	-	-
6282 Emergency Repair	3,204	11,313	10,000	1,783	25,000
Total Maintenance & Operations	\$ 536,095	\$ 466,969	\$ 570,900	\$ 342,418	\$ 614,300
SUB-TOTAL EQUIPMENT MAINTENANCE	1,078,456	1,054,115	1,125,200	829,342	1,210,993
TOTAL PUBLIC WORKS - GENERAL FUND	\$ 5,552,778	\$ 5,420,087	\$ 6,911,300	\$ 4,956,907	\$ 7,206,240

WATER UTILITY FUND - FUND 501

4101 Salaries Full-Time	\$ 737,844	\$ 801,862	\$ 889,500	\$ 812,507	\$ 1,002,718
4102 Salaries Part-Time	8,225	41,016	24,300	20,871	45,312
4103 Overtime	15,467	16,807	16,800	29,672	16,800
4112 Compensated Sick Time	7,588	-	-	-	-
4113 Reimbursable Overtime	193	(624)	-	1,110	-
4116 Standby Pay	23,159	24,182	-	23,371	-
4201 Retirement CalPERS	161,536	180,465	235,200	192,529	254,008
4202 FICA	58,908	65,800	73,200	65,781	81,461
4203 Workers' Compensation	12,511	11,906	13,200	11,998	81,683
4204 Group Insurance	189,706	174,585	133,700	214,937	153,761

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
4209 PARS Expense	-	-	-	-	8,420
4210 OPEB Liability	43,490	42,702	45,700	39,718	17,520
4211 401(a) Employer's Contribution	6,070	6,808	-	-	-
4215 Uniform Replacement	763	1,302	-	123	2,000
Total Salaries & Benefits	\$ 1,265,460	\$ 1,366,811	\$ 1,431,600	\$ 1,412,617	\$ 1,663,683
5203 Repairs & Maintenance Supplies	\$ -	\$ 5,501	\$ -	\$ -	\$ -
5204 Operating Supplies	24,859	13,060	42,800	21,361	42,800
5207 Small Tools & Equipment	121,336	161,722	150,000	111,963	150,000
5215 Vehicle Gasoline Charge	12,712	8,983	13,000	5,443	14,000
5220 Computer Refresh Charges	1,900	1,900	1,900	1,742	1,900
6101 Gas	747	489	1,200	581	1,200
6102 Electricity	23,026	23,549	30,600	17,194	30,600
6201 Advertising/Publishing	2,529	5,946	8,000	9,233	8,000
6203 Copy Machine Charges	378	-	-	-	-
6205 Other Printing & Binding	2,407	3,738	-	530	2,500
6206 Contractual Services	182,268	88,775	136,000	107,545	136,000
6207 Equip Replacement Charges	37,700	41,700	50,300	37,728	48,500
6208 Dues & Subscriptions	11,636	944	13,900	(3,171)	13,900
6211 General Liability/Bonds Insurance	744,600	744,600	989,400	742,050	926,900
6212 Laundry & Cleaning	3,859	3,941	7,000	4,143	10,000
6213 Meetings & Travel	482	280	1,600	61	1,600
6214 Professional/Technical	98,551	23,812	48,000	30,877	48,000
6215 Repair & Maintenance	5,954	1,821	33,000	6,476	33,000
6217 Software Maintenance	6,000	2,848	4,000	4,000	4,000
6219 Network Operating Charge	9,500	10,296	10,300	9,442	10,300
6223 Training & Education	6,368	3,463	3,800	606	5,000
6224 Vehicle Operating Charges	8,544	5,626	10,000	8,968	10,000
6244 Misc. Expenses	67	-	-	-	-
6253 Postage	14,508	16,312	22,000	11,781	22,000
6254 Telephone	42,361	40,534	32,000	21,894	32,000
6256 Pavement Rehabilitation	-	-	20,000	-	20,000
6260 Equipment Leasing Costs	2,128	2,644	4,600	550	4,600
6283 Water Purchases - Potable	9,608,367	9,892,193	10,000,000	6,197,857	10,500,000
6285 Water Purchases - Reclaimed Wate	11,111,124	11,597,776	12,000,000	7,545,421	12,600,000
6286 General Administrative Charges	376,000	375,996	376,000	281,997	376,000
6354 Lifeline Expense	-	-	6,000	-	6,000
Total Maintenance & Operations	\$ 22,459,911	\$ 23,078,449	\$ 24,015,400	\$ 15,176,272	\$ 25,058,800
SUB-TOTAL WATER OPERATION*	\$ 23,725,371	\$ 24,445,260	\$ 25,447,000	\$ 16,588,889	\$ 26,722,483

* Excludes Depreciation Expense, approximately \$557k/yr; and accrual of leave/pension benefits/non-cash items.

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

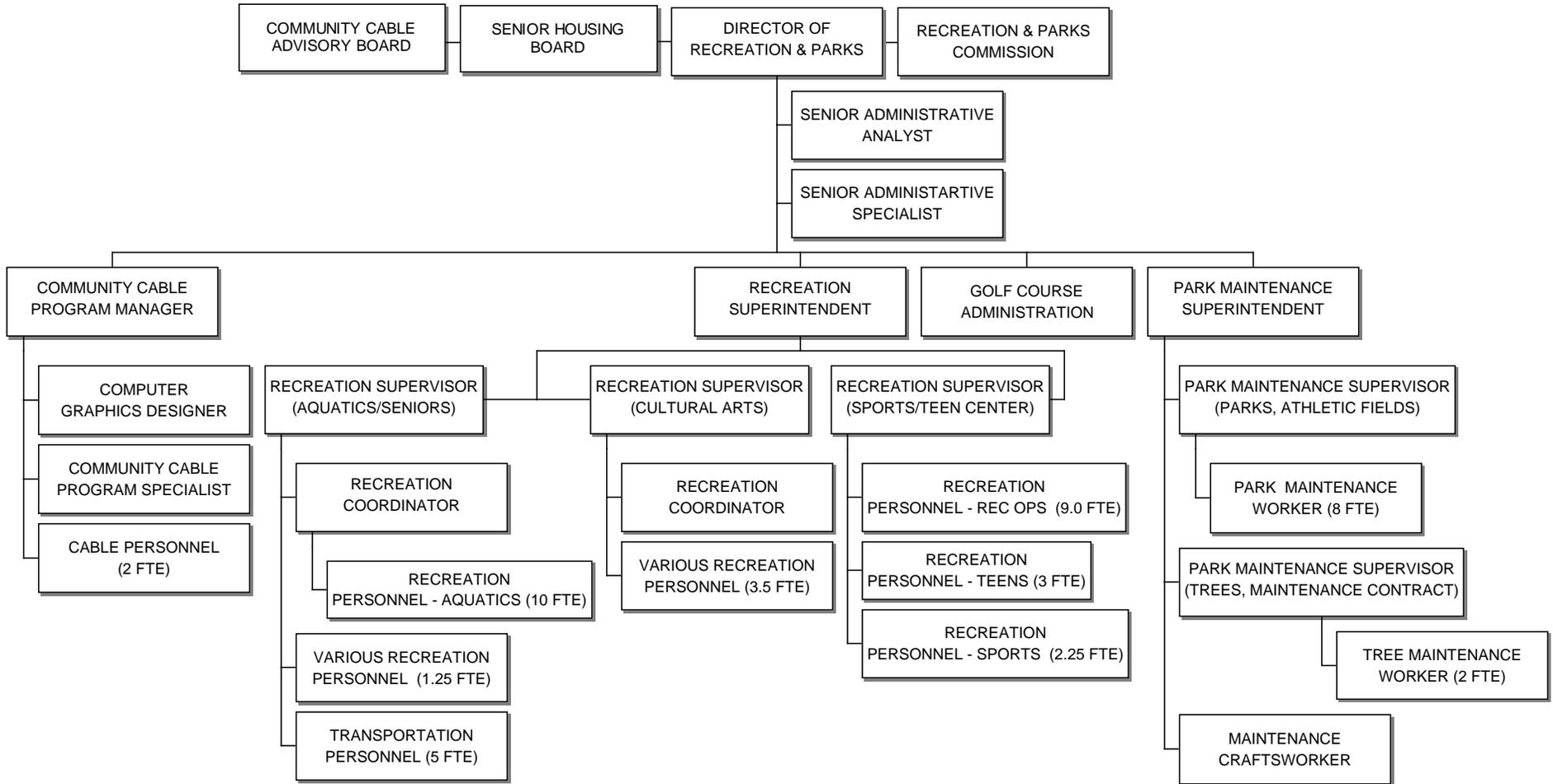
DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>WASTEWATER FUND - FUND 502</u>					
4101 Salaries Full-Time	\$ 429,302	\$ 511,425	\$ 491,900	\$ 401,898	\$ 536,432
4102 Salaries Part-Time	44,898	31,932	37,100	36,054	39,368
4103 Overtime	16,693	29,075	14,700	21,807	12,000
4109 Vac/Sick Pay Termination	-	(640)	-	-	-
4112 Compensated Sick Time	10,629	-	-	-	-
4113 Reimbursable Overtime	628	-	-	452	-
4116 Standby Pay	18,335	17,599	20,000	13,291	20,000
4201 Retirement CalPERS	101,146	112,509	132,400	87,872	121,065
4202 FICA	38,867	49,208	39,800	34,688	46,497
4203 Workers' Compensation	8,105	7,974	7,100	6,419	54,602
4204 Group Insurance	74,125	87,560	72,300	85,025	67,893
4210 OPEB Liability	25,163	27,487	24,700	19,474	6,861
4211 401(a) Employer's Contribution	5,107	4,164	-	-	-
Total Salaries & Benefits	\$ 772,998	\$ 878,293	\$ 840,000	\$ 706,980	\$ 904,718
5203 Repairs & Maintenance	37,351	19,413	50,000	8,091	50,000
5204 Operating Supplies	22,272	14,175	37,800	26,852	37,800
5207 Small Tools & Equipment	-	-	1,000	-	1,000
5215 Vehicle Gasoline Charge	10,645	10,147	9,000	4,294	9,000
6101 Gas	584	380	1,000	606	1,000
6102 Electricity	52,615	52,348	61,100	38,324	61,100
6103 Water	1,525	889	2,900	869	2,900
6201 Advertising/Publishing	-	-	-	-	-
6203 Copy Machine Charges	-	-	300	-	300
6205 Other Printing & Binding	-	1,497	-	367	-
6206 Contractual Services	1,117,805	1,305,663	1,500,000	1,456,638	1,500,000
6207 Equip Replacement Charges	36,600	40,500	54,000	40,500	88,700
6208 Dues & Subscriptions	986	708	1,000	-	1,000
6211 General Liability/Bonds Insurance	230,100	230,100	265,900	199,422	249,100
6212 Laundry & Cleaning	2,256	3,472	3,000	3,003	6,000
6213 Meetings & Travel	81	-	-	-	-
6214 Professional/Technical	3,172	2,085	20,000	5,948	20,000
6215 Repair & Maintenance	17,197	-	150,000	-	150,000
6217 Software Maintenance	-	2,000	3,000	2,000	3,000
6219 Network Operating Charge	3,200	3,396	3,400	3,117	3,400
6223 Training & Education	1,130	1,800	2,800	2,041	2,800

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
6224 Vehicle Operating Charges	15,141	9,788	16,000	10,025	16,000
6244 Miscellaneous Expense	58	-	-	-	-
6253 Postage	9,067	11,760	8,000	7,993	8,000
6254 Telephone	13,380	13,476	12,000	11,454	12,000
6286 General Administrative Charges	154,596	149,405	154,600	115,947	154,600
Total Maintenance & Operations	\$ 1,729,761	\$ 1,873,002	\$ 2,356,800	\$ 1,937,491	\$ 2,377,700
8105 Automotive	\$ -	\$ -	\$ 275,000	\$ 238,394	\$ 275,000
8109 Computer Software	6,711	-	-	-	-
Total Capital Outlay	\$ 6,711	\$ -	\$ 275,000	\$ 238,394	\$ 275,000
SUB-TOTAL WASTEWATER FUND*	\$ 2,509,470	\$ 2,751,295	\$ 3,471,800	\$ 2,882,865	\$ 3,557,418
<i>* Excludes Depreciation Expense, approximately \$726k/yr and accrual of leave benefits, non cash items.</i>					
FACILITIES MAINTENANCE FUND					
5204 Operating Supplies	\$ -	\$ 58	\$ -	\$ 10,854	\$ -
6206 Contractual Services	2,285	-	-	-	-
6215 Repair & Maintenance	115,224	147,889	350,000	252,734	350,000
Total Maintenance & Operations	\$ 117,509	\$ 147,947	\$ 350,000	\$ 263,588	\$ 350,000
SUB-TOTAL FACILITY MAINT. FUND	\$ 117,509	\$ 147,947	\$ 350,000	\$ 263,588	\$ 350,000
GRAND TOTAL PW - ALL FUNDS	\$ 31,905,128	\$ 32,764,589	\$ 36,180,100	\$ 24,692,249	\$ 37,836,141

Note: Capital Improvement Projects (CIP) were previously presented as part of the department's budget. Effective Fiscal Year 2016-2017, all CIP are shown separately from the department's operating budget.

**CITY OF EL SEGUNDO
RECREATION & PARKS DEPARTMENT ORGANIZATION CHART
FISCAL YEAR 2016-2017**



**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2013-2014 TO 2016-2017**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>Recreation & Parks Department</u>				
Director of Recreation & Parks	1.00	1.00	1.00	1.00
Recreation Superintendent	1.00	1.00	1.00	1.00
Administrative Analyst	-	1.00	-	-
Administrative Specialist	1.00	-	-	-
Community Cable Program Manager	1.00	1.00	1.00	1.00
Computer Graphics Designer	1.00	1.00	1.00	1.00
Maintenance Craftworker	1.00	1.00	1.00	1.00
Park Maintenance Superintendent	1.00	1.00	1.00	1.00
Park Maintenance Supervisor	2.00	2.00	2.00	2.00
Park Maintenance Worker II	5.00	5.00	5.00	5.00
Community Cable Program Specialist	1.00	1.00	1.00	1.00
Recreation Coordinator	2.00	2.00	2.00	2.00
Recreation Supervisor	3.00	3.00	3.00	3.00
Senior Administrative Analyst	1.00	1.00	1.00	1.00
Senior Administrative Specialist	-	-	1.00	1.00
Tree Maintenance Worker	2.00	2.00	2.00	2.00
Sub-total Full-Time	23.00	23.00	23.00	23.00
<u>Part-Time FTEs</u>				
Park Maintenance Worker I	2.00	2.75	2.75	3.00
Lifeguards, Recreation Leader	10.50	10.00	10.00	10.00
Recreation Leader	21.25	22.75	26.50	24.50
Video Technician	4.50	4.00	0.50	2.00
Sub-total Part-Time	38.25	39.50	39.75	39.50
Total Recreation & Parks Department	61.25	62.50	62.75	62.50

Note: The adopted budget for fiscal year 2016-2017 provides funding to reclassify two part-time Parks Maintenance Worker I to full-time. However, the funding is temporarily held in Non-Departmental pending further review and approval by Council. A budget transfer will be processed from Non-Departmental to Parks & Recreation once the positions are approved.

**CITY OF EL SEGUNDO
RECREATION & PARKS DEPARTMENT PROFILE**

MISSION STATEMENT: Enhance the quality of life in El Segundo through parks, recreational facilities, programs, and community services.

The Recreation and Parks Department has 23 full-time employees and over 100 part-time/seasonal employees distributed among five divisions with distinct functions as described below. The adopted budget also provided the department \$10,000 for additional part-time hours to help with the upcoming Centennial Celebration. (Note: Council approved funding to reclassify two Parks Maintenance Workers from part-time to full-time; however, the funding is temporarily held in Non-Departmental pending Council's further review.)

Administration: Provides overall direction of the department's multi-operations and administrative functions including budget planning; contract management; and grants administration. Identifies public needs and implements community problem-solving activities. Facilitates cooperative efforts with the Recreation and Parks Commission, Golf Course Subcommittee, and the Arts and Culture Advisory Committee.

Parks: Oversees the maintenance of over 65 acres of green space encompassing 22 parks, athletic fields, medians, and streetscapes; manages the City's approximately 6,000 trees; and, supports services for community special events.

Recreation: Provides opportunities for people of all ages to participate in a multitude of classes, programs, events and transportation services throughout its parks, fields and facilities. Works in cooperation with residents, community groups and other City departments to be collaborative in its service delivery. Facilitates and liaisons with the Youth Sports Council, Youth Drama Boosters, and the Senior Housing Board Corporation.

Community Cable (Media Services): Provides residents and City departments with media services through a variety of broadcast and digital resources. Core services include City government information; open civic meetings; local emergency alerts; and community event coverage.

Golf Course: Is an Enterprise Fund operations which include a nine-hole executive golf course; 58 station night-lighted driving range; golf instruction programs; pro shop; restaurant; and Clubhouse. A contract management company manages "The Lakes at El Segundo".

ACCOMPLISHMENTS IN FISCAL YEAR 2015-2016:

- Received the Healthy Play Grant from California Parks and Recreation Society to replace and renovate the playground at Hilltop Park to include two play structures; a variety of play elements for all abilities; and pour-in-place rubber surfacing compliant with the Americans with Disabilities Act (ADA).
- Continued to comply with grant requirements to sustain funding from local and State agencies for park improvements.
- Developed professional skills of employees through reorganization as well as attendance at trainings and workshops in areas such as customer service, employee management, and computer skills.
- Rejuvenated the City Hall Plaza by installing picnic tables with umbrellas; removing deteriorating trees and plant material; and installing a new drought-tolerant landscape.
- Facilitated the creation of the Centennial Celebration Committee comprised of community members and began the planning stages for the upcoming celebration.
- Earned 10 State Television Access Recognition (STAR) Award Finalists including three first place awards. STAR awards recognizes local, public, and government TV stations in California and Nevada.

**CITY OF EL SEGUNDO
RECREATION & PARKS DEPARTMENT PROFILE**

GOALS & OBJECTIVES FOR FISCAL YEAR 2016-2017:

- Continue to coordinate parks and facilities improvement projects utilizing newly established procedures for managing public works projects, such as: automatic entry doors at the Clubhouse; the replacement of a picnic shelter in Recreation Park; and fence repairs at the Dog Park.
- Research synthetic turf replacement options and complete the renovation project at Campus El Segundo Athletic Fields.
- Continue the collaborative project with Public Works to identify damaged sidewalks and coordinate appropriate tree removals with sidewalk repairs.
- Develop a strategic plan to raise funds for future projects such as renovation of the Uhro Saari Swim Stadium; the design and construction of the new Wiseburn/El Segundo Aquatics Center; and the City of El Segundo Centennial Celebration.
- Administer grant funded projects such as the resurfacing of the playgrounds and lighting upgrades to the tennis courts, sports courts, and other general use areas in Recreation Park.
- Remain prepared to respond to changing community needs and priorities through program and event enhancements.
- Remain committed to professional services and ethical standards.
- Continue to find efficiencies to reduce costs and seek opportunities to increase revenues.
- Continue to develop staff by providing training, new assignments, responsibilities, and opportunities.
- Focus on the utilization of new technology opportunities such as social media, website updates, class registration software, and aerial imaging.
- Expand media services and community outreach distribution methods using visual and digital capabilities.
- Prepare a management and operations plan for the new El Segundo Aquatics Center.
- Successfully plan for and integrate a newly-designed nine-hole golf course and Clubhouse with the Topgolf development project.
- Select and install a new recreation registration software program with updated technological capabilities for improved customer interaction and internal functionality.

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>GENERAL FUND (001)</u>					
ADMINISTRATION (5101)					
Salaries & Benefits	\$ 407,280	\$ 360,624	\$ 397,100	\$ 372,328	\$ 457,054
Maintenance & Operations	104,274	114,389	106,300	57,385	126,400
Sub-total Administration	\$ 511,555	\$ 475,013	\$ 503,400	\$ 429,713	\$ 583,454
PARKS (5102)					
Salaries & Benefits	\$ 1,371,714	\$ 1,265,710	\$ 1,330,700	\$ 1,085,274	\$ 1,413,451
Maintenance & Operations	685,469	668,810	820,400	696,983	846,100
Sub-total Parks	\$ 2,057,183	\$ 1,934,520	\$ 2,151,100	\$ 1,782,257	\$ 2,259,551
RECREATION OPERATIONS (5201)					
Salaries & Benefits	\$ 472,383	\$ 491,168	\$ 455,200	\$ 470,402	\$ 545,159
Maintenance & Operations	55,267	54,166	68,300	50,024	68,700
Sub-total Recreation Operations	\$ 527,649	\$ 545,334	\$ 523,500	\$ 520,426	\$ 613,859
AQUATICS (5202)					
Salaries & Benefits	\$ 416,707	\$ 418,688	\$ 428,800	\$ 364,722	\$ 397,291
Maintenance & Operations	27,988	14,724	18,800	9,535	21,800
Sub-total Aquatics	\$ 444,696	\$ 433,412	\$ 447,600	\$ 374,257	\$ 419,091
CULTURAL ARTS (5203)					
Salaries & Benefits	\$ 152,836	\$ 172,367	\$ 203,300	\$ 223,763	\$ 314,286
Maintenance & Operations	125,080	130,067	134,200	124,584	134,200
Sub-total Cultural Arts	\$ 277,916	\$ 302,434	\$ 337,500	\$ 348,347	\$ 448,486
SPORTS (5204)					
Salaries & Benefits	\$ 111,259	\$ 77,663	\$ 163,000	\$ 143,901	\$ 198,180
Maintenance & Operations	88,620	88,013	76,300	63,220	87,450
Sub-total Sports	\$ 199,879	\$ 165,676	\$ 239,300	\$ 207,121	\$ 285,630
TEEN CENTER (5205)					
Salaries & Benefits	\$ 189,565	\$ 152,883	\$ 218,000	\$ 87,408	\$ 93,127
Maintenance & Operations	18,089	17,708	15,200	15,661	5,550
Sub-total Teen Center	\$ 207,654	\$ 170,592	\$ 233,200	\$ 103,069	\$ 98,677
JOSLYN SENIOR CENTER (5206)					
Salaries & Benefits	\$ 118,826	\$ 135,677	\$ 129,700	\$ 115,273	\$ 165,815
Maintenance & Operations	45,258	56,374	68,000	44,209	68,000
Sub-total Joslyn Senior Center	\$ 164,084	\$ 192,051	\$ 197,700	\$ 159,482	\$ 233,815

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
FARMERS MARKET (5208)					
Salaries & Benefits	\$ 18,755	\$ 14,287	\$ 13,500	\$ 14,984	\$ 13,575
Maintenance & Operations	9,910	8,368	14,300	6,535	13,800
Sub-total Farmers Market	\$ 28,665	\$ 22,655	\$ 27,800	\$ 21,519	\$ 27,375
SPECIAL EVENTS (5210)					
Salaries & Benefits	\$ 22,760	\$ 28,702	\$ 20,800	\$ 21,840	\$ 21,340
Maintenance & Operations	52,402	45,572	78,300	63,047	58,800
Sub-total Special Events	\$ 75,162	\$ 74,275	\$ 99,100	\$ 84,887	\$ 80,140
RECREATION TRIPS (5212)					
Salaries & Benefits	\$ 3,999	\$ 281	\$ -	\$ -	\$ -
Maintenance & Operations	9,045	-	-	-	-
Sub-total Recreation Trips	\$ 13,044	\$ 281	\$ -	\$ -	\$ -
CENTENNIAL CELEBRATION (5418)					
Maintenance & Operations	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Sub-total Centennial Celebration	\$ -	\$ -	\$ -	\$ -	\$ 75,000
COMMUNITY CABLE (6601)					
Salaries & Benefits	\$ 469,300	\$ 487,943	\$ 507,000	\$ 392,907	\$ 487,718
Maintenance & Operations	48,143	44,907	60,800	36,464	59,000
Sub-total Community Cable	\$ 517,443	\$ 532,851	\$ 567,800	\$ 429,371	\$ 546,718
SENIOR IN-HOME CARE*					
Salaries & Benefits	\$ -	\$ -	\$ 5,000	\$ 3,899	\$ 4,979
Maintenance & Operations	-	-	19,000	14,424	14,000
Sub-total Senior In-Home Care	\$ -	\$ -	\$ 24,000	\$ 18,323	\$ 18,979
JUVENILE DIVERSION*					
Maintenance & Operations	\$ -	\$ -	\$ 14,000	\$ 8,726	\$ 19,000
Sub-total Juvenile Diversion	\$ -	\$ -	\$ 14,000	\$ 8,726	\$ 19,000
DELIVERED MEALS*					
Salaries & Benefits	\$ -	\$ -	\$ 10,900	\$ 9,297	\$ 10,844
Maintenance & Operations	-	-	23,000	22,172	23,000
Sub-total Delivered Meals	\$ -	\$ -	\$ 33,900	\$ 31,469	\$ 33,844

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
COMMUNITY OUTREACH ADMINISTRATION					
Maintenance & Operations	\$ -	\$ -	\$ 14,000	\$ 11,375	\$ 14,000
Sub-total Comm. Outreach Admin.	\$ -	\$ -	\$ 14,000	\$ 11,375	\$ 14,000
<u>TOTAL REC & PARKS - GENERAL FD</u>	<u>\$ 5,024,930</u>	<u>\$ 4,849,093</u>	<u>\$ 5,413,900</u>	<u>\$ 4,530,342</u>	<u>\$ 5,757,619</u>
<u>PROPOSITION "A" FUND (112)</u>					
ADMINISTRATION (5295)					
Salaries & Benefits	\$ 24,727	\$ 9,753	\$ 35,200	\$ 14,867	\$ 28,379
Sub-total Administration	\$ 24,727	\$ 9,753	\$ 35,200	\$ 14,867	\$ 28,379
DIAL-A-RIDE (5292)					
Salaries & Benefits	\$ 102,875	\$ 86,370	\$ 111,700	\$ 73,123	\$ 111,172
Maintenance & Operations	86,042	89,635	103,300	63,452	100,300
Sub-total Dial-A-Ride	\$ 188,917	\$ 176,005	\$ 215,000	\$ 136,575	\$ 211,472
SHUTTLE (5293)					
Salaries & Benefits	\$ 28,290	\$ 24,785	\$ 18,800	\$ 14,593	\$ 18,100
Maintenance & Operations	3,932	3,632	4,700	3,473	4,700
Sub-total Shuttle	\$ 32,222	\$ 28,417	\$ 23,500	\$ 18,066	\$ 22,800
RECREATION TRIPS (5294)					
Salaries & Benefits	\$ 10,794	\$ 2,863	\$ 13,300	\$ 4,844	\$ 12,849
Maintenance & Operations	13,222	8,451	13,000	9,193	13,000
Sub-total Recreation Trips	\$ 24,016	\$ 11,314	\$ 26,300	\$ 14,037	\$ 25,849
MTA BUY-DOWN (5297)					
Maintenance & Operations	\$ 2,825	\$ 4,082	\$ 5,000	\$ 3,786	\$ 5,000
Sub-total MTA Buy-Down	\$ 2,825	\$ 4,082	\$ 5,000	\$ 3,786	\$ 5,000
<u>TOTAL PROPOSITION "A" FUND</u>	<u>\$ 272,707</u>	<u>\$ 229,571</u>	<u>\$ 305,000</u>	<u>\$ 187,331</u>	<u>\$ 293,500</u>
<u>PROPOSITION "C" (114)</u>					
ADMINISTRATION (5295)					
Salaries & Benefits	\$ 3,140	\$ 937	\$ 11,200	\$ 38	\$ -
Sub-total Administration	\$ 3,140	\$ 937	\$ 11,200	\$ 38	\$ -

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
SHUTTLE (5293)					
Salaries & Benefits	\$ 51,200	\$ 43,705	\$ 62,000	\$ 36,847	\$ 60,334
Maintenance & Operations	28,340	22,183	42,500	31,936	45,500
Sub-total Shuttle	\$ 79,540	\$ 65,888	\$ 104,500	\$ 68,783	\$ 105,834
<u>TOTAL PROPOSITION "C" FUND</u>	\$ 82,680	\$ 66,825	\$ 115,700	\$ 68,821	\$ 105,834
 <u>GOLF COURSE (503)</u>					
CITY ADMINISTRATION (5301)					
Maintenance & Operations	\$ 287,572	\$ 278,800	\$ 278,800	\$ 238,737	\$ 278,800
Capital Outlay	-	14,545	60,000	-	60,000
Sub-total City Administration	\$ 287,572	\$ 293,345	\$ 338,800	\$ 238,737	\$ 338,800
 FOOD AND BEVERAGE (5302)					
Salaries & Benefits	\$ 176,084	\$ 187,004	\$ 173,800	\$ 145,412	\$ 173,800
Maintenance & Operations	177,849	189,285	168,400	138,939	168,400
Sub-total Food and Beverage	\$ 353,933	\$ 376,289	\$ 342,200	\$ 284,351	\$ 342,200
 PRO SHOP (5304)					
Salaries & Benefits	\$ 44,087	\$ 31,680	\$ 35,800	\$ 22,635	\$ 35,800
Maintenance & Operations	141,134	114,226	153,400	97,884	153,400
Sub-total Pro Shop	\$ 185,221	\$ 145,906	\$ 189,200	\$ 120,519	\$ 189,200
 GOLF COURSE (5305)					
Salaries & Benefits	\$ 220,510	\$ 221,481	\$ 220,300	\$ 199,997	\$ 220,300
Maintenance & Operations	115,323	121,404	111,000	84,983	111,000
Sub-total Golf Course	\$ 335,832	\$ 342,885	\$ 331,300	\$ 284,980	\$ 331,300
 DRIVING RANGE (5306)					
Salaries & Benefits	\$ 41,633	\$ 39,734	\$ 53,000	\$ 26,442	\$ 53,000
Maintenance & Operations	76,612	80,806	90,000	47,397	90,000
Sub-total Driving Range	\$ 118,245	\$ 120,540	\$ 143,000	\$ 73,839	\$ 143,000
 GENERAL ADMINISTRATION (5307)					
Salaries & Benefits	\$ 143,135	\$ 145,420	\$ 153,200	\$ 135,142	\$ 153,200
Maintenance & Operations	436,557	454,554	380,300	338,845	374,075
Sub-total General Administration	\$ 579,692	\$ 599,974	\$ 533,500	\$ 473,987	\$ 527,275

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
GOLF COURSE LESSONS (5308)					
Maintenance & Operations	81,225	94,429	64,600	61,956	64,600
Sub-total Golf Course Lessons	\$ 81,225	\$ 94,429	\$ 64,600	\$ 61,956	\$ 64,600
<u>TOTAL GOLF COURSE FUND</u>	\$ 1,941,720	\$ 1,973,368	\$ 1,942,600	\$ 1,538,369	\$ 1,936,375
<u>GRAND TOTAL - R & P - ALL FUNDS</u>	\$ 7,322,037	\$ 7,118,857	\$ 7,777,200	\$ 6,324,863	\$ 8,093,328

GENERAL FUND SUMMARY

Salaries & Benefits	\$ 3,755,384	\$ 3,605,995	\$ 3,883,000	\$ 3,305,998	\$ 4,122,819
Maintenance & Operations	1,269,546	1,243,098	1,530,900	1,224,344	1,634,800
TOTAL GENERAL FUND	\$ 5,024,930	\$ 4,849,093	\$ 5,413,900	\$ 4,530,342	\$ 5,757,619

Salaries & Benefits Increase	\$ 239,819	6.18%
Maint & Operations Increase	103,900	6.79%
Total Increase	343,719	6.35%

ALL FUNDS SUMMARY

Salaries & Benefits	\$ 4,601,859	\$ 4,399,727	\$ 4,771,300	\$ 3,979,938	\$ 4,989,753
Maintenance & Operations	2,720,178	2,704,585	2,945,900	2,344,925	3,043,575
Capital Outlay	-	14,545	60,000	-	60,000
TOTAL ALL FUNDS	\$ 7,322,037	\$ 7,118,857	\$ 7,777,200	\$ 6,324,863	\$ 8,093,328

Salaries & Benefits Increase	\$ 218,453	4.58%
Maint & Operations Increase	97,675	3.32%
Capital Outlay	-	0.00%
Total Increase	\$ 316,128	4.06%

Note: Beginning in fiscal year 2016-2017, the budget for the Senior In-Home Care, Juvenile Diversion, Delivered Meals, and Community Outreach Administration was transferred from the Planning & Building Safety Department to the Parks & Recreation Department. These programs were previously funded by CDBG Funds but were moved to the General Fund in fiscal year 2015-2016.

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 05/31/16	ADOPTED FY 2016-2017
4101 Salaries Full-Time	\$ 1,776,423	\$ 1,676,603	\$ 1,816,000	\$ 1,474,021	\$ 1,828,970
4102 Salaries Part-Time	921,730	978,370	1,038,300	961,210	1,099,065
4103 Overtime	16,560	5,793	14,000	11,742	12,000
4112 Compensated Sick Time	17,623	-	-	-	-
4201 Retirement CalPERS	441,909	427,838	491,400	395,648	504,265
4202 FICA	207,638	201,349	205,200	185,768	219,939
4203 Workers' Compensation	43,813	36,020	36,600	33,139	202,572
4204 Group Insurance	191,234	169,980	199,300	166,123	222,309
4210 OPEB Liability	104,693	88,777	82,200	71,337	23,499
4211 401(a) Employer's Contribution	19,409	12,551	-	-	-
4215 Uniform Replacement	14,352	8,714	-	7,010	10,200
Total Salaries & Benefits	\$ 3,755,384	\$ 3,605,995	\$ 3,883,000	\$ 3,305,998	\$ 4,122,819
5203 Repair & Maintenance Supplies	\$ 311	\$ 1,286	\$ -	\$ -	\$ -
5204 Operating Supplies	169,405	167,087	173,400	130,981	182,900
5206 Computer Supplies	-	287	-	-	-
5207 Small Tools & Equipment	1,138	609	1,500	1,125	1,500
5220 Computer Refresh	9,700	9,700	9,700	8,891	9,700
6101 Gas	6,159	4,024	4,500	5,224	4,500
6102 Electricity	89,871	86,815	82,400	68,389	82,400
6103 Water	181,742	187,897	206,000	151,248	206,000
6201 Advertising/Publishing	1,864	8,493	25,000	17,520	29,500
6203 Copy Machine Charges	9,770	-	6,200	-	6,200
6205 Other Printing & Binding	17,880	8,971	3,000	25	3,000
6206 Contractual Services	360,512	347,061	471,500	430,330	543,500
6207 Equip Replacement Charges	69,100	63,600	68,500	51,381	76,100
6208 Dues & Subscriptions	3,158	2,933	4,500	2,873	4,700
6211 Gen Liab Insurance & Bonds	13,725	8,569	15,900	15,120	11,000
6212 Laundry & Cleaning	4,987	4,433	6,500	4,324	6,500
6213 Meetings & Travel	1,610	4,206	4,100	1,631	5,700
6214 Professional & Technical	209,742	206,326	271,500	228,649	274,500
6215 Repair & Maintenance	13,533	6,933	52,800	37,658	48,800
6216 Rental Charges	2,020	1,157	2,200	392	2,200
6217 Software Maintenance	515	1,935	7,000	1,498	7,000
6219 Network Operating Charge	23,800	25,896	25,900	23,742	25,900
6223 Training & Education	3,940	4,316	5,500	3,806	10,800

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 05/31/16	ADOPTED FY 2016-2017
6249 Fees & Licenses	1,115	7,824	10,400	7,393	11,900
6253 Postage	831	1,550	2,000	476	2,000
6254 Telephone	60,247	65,868	47,500	27,608	57,500
6260 Equipment Leasing Costs	10,144	13,323	19,900	2,016	16,000
6263 Commissioners Expense	2,400	2,000	3,000	1,500	3,000
6401 Community Promotions	328	-	500	544	2,000
Total Maintenance & Operations	\$ 1,269,546	\$ 1,243,098	\$ 1,530,900	\$ 1,224,344	\$ 1,634,800
TOTAL REC & PARKS - GENERAL FUND	\$ 5,024,930	\$ 4,849,093	\$ 5,413,900	\$ 4,530,342	\$ 5,757,619

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
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GENERAL FUND

PARKS & RECREATION ADMINISTRATION

4101	Salaries Full-Time	\$ 283,830	\$ 262,764	\$ 286,400	\$ 272,482	\$ 325,348
4102	Salaries Part-Time	-	116	-	-	-
4112	Compensated Sick Time	9,652	-	-	-	-
4201	Retirement CalPERS	55,149	49,679	59,800	55,610	71,546
4202	FICA	23,171	20,177	18,400	19,059	22,046
4203	Workers' Compensation	5,444	3,601	3,500	3,678	8,160
4204	Group Insurance	6,922	5,152	16,200	8,485	25,840
4210	OPEB Liability	16,550	14,137	12,800	13,014	4,114
4211	401(a) Employer's Contribution	6,562	4,999	-	-	-
	Total Salaries & Benefits	\$ 407,280	\$ 360,624	\$ 397,100	\$ 372,328	\$ 457,054

5204	Operating Supplies	\$ 3,905	\$ 6,395	\$ 4,000	\$ 2,511	\$ 4,000
5220	Computer Refresh	7,700	7,700	7,700	7,058	7,700
6203	Copy Machine Charges	9,770	-	6,200	-	6,200
6206	Contractual Services	-	5,891	-	-	-
6207	Equip Replacement Charges	8,500	8,304	8,300	6,228	22,300
6208	Dues & Subscriptions	-	274	500	417	500
6213	Meetings & Travel	610	2,068	2,000	537	2,000
6219	Network Operating Charge	19,000	20,700	20,700	18,975	20,700
6223	Training & Education	344	1,891	2,000	470	2,000
6253	Postage	831	1,028	2,000	476	2,000
6254	Telephone	41,071	44,814	30,000	17,197	40,000
6260	Equipment Leasing Costs	10,144	13,323	19,900	2,016	16,000
6263	Commissioners Expense	2,400	2,000	3,000	1,500	3,000
	Total Maintenance & Operations	\$ 104,274	\$ 114,389	\$ 106,300	\$ 57,385	\$ 126,400

SUB-TOTAL REC & PARKS ADMIN	\$ 511,555	\$ 475,013	\$ 503,400	\$ 429,713	\$ 583,454
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PARKS OPERATION

4101	Salaries Full-Time	\$ 803,055	\$ 736,922	\$ 761,000	\$ 602,003	\$ 739,138
4102	Salaries Part-Time	91,182	118,994	120,600	120,602	135,065
4103	Overtime	14,757	3,359	14,000	8,305	12,000
4112	Compensated Sick Time	7,090	-	-	-	-
4201	Retirement CalPERS	189,948	182,504	203,800	160,050	200,944
4202	FICA	70,629	65,845	64,200	54,351	67,479
4203	Workers' Compensation	14,428	11,600	11,300	9,867	127,001
4204	Group Insurance	127,906	103,714	120,200	100,311	121,069
4210	OPEB Liability	47,517	38,804	35,600	29,240	9,555

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
4211 401(a) Employer's Contribution	4,589	3,335	-	-	-
4215 Uniform Replacement	613	632	-	545	1,200
Total Salaries & Benefits	\$ 1,371,714	\$ 1,265,710	\$ 1,330,700	\$ 1,085,274	\$ 1,413,451
5203 Repair & Maintenance Supplies	\$ 311	\$ 1,286	\$ -	\$ -	\$ -
5204 Operating Supplies	56,280	55,735	60,000	48,919	65,000
5206 Computer Supplies	-	287	-	-	-
5207 Small Tools & Equipment	1,138	609	1,500	1,125	1,500
5220 Computer Refresh	1,200	1,200	1,200	1,100	1,200
6101 Gas	6,159	4,024	4,500	5,224	4,500
6102 Electricity	89,871	86,815	82,400	68,389	82,400
6103 Water	181,742	187,897	206,000	151,248	206,000
6206 Contractual Services	293,621	284,460	373,000	347,475	395,000
6207 Equip Replacement Charges	36,400	33,696	36,600	27,450	35,300
6208 Dues & Subscriptions	813	635	1,000	590	1,000
6212 Laundry & Cleaning	4,987	4,433	6,500	4,324	6,500
6213 Meetings & Travel	15	20	-	-	-
6214 Professional/Technical	-	525	1,000	1,256	1,000
6215 Repair & Maintenance	8,004	1,878	40,000	35,255	40,000
6216 Rental Charges	574	-	700	392	700
6223 Training & Education	1,011	832	2,000	765	2,000
6254 Telephone	3,343	4,480	4,000	3,471	4,000
Total Maintenance & Operations	\$ 685,469	\$ 668,810	\$ 820,400	\$ 696,983	\$ 846,100
SUB-TOTAL PARKS OPERATION	\$ 2,057,183	\$ 1,934,520	\$ 2,151,100	\$ 1,782,257	\$ 2,259,551
RECREATION OPERATION					
4101 Salaries Full-Time	\$ 110,231	\$ 109,258	\$ 113,300	\$ 98,595	\$ 123,686
4102 Salaries Part-Time	230,041	254,881	261,200	252,606	276,200
4103 Overtime	515	-	-	-	-
4201 Retirement CalPERS	75,304	70,751	40,700	62,512	80,294
4202 FICA	25,560	27,435	27,500	26,370	29,608
4203 Workers' Compensation	5,373	4,916	4,900	4,741	15,907
4204 Group Insurance	1,770	9,816	2,700	14,313	8,910
4210 OPEB Liability	6,490	5,609	4,900	4,800	1,554
4211 401(a) Employer's Contribution	3,360	420	-	-	-
4215 Uniform Replacement	13,739	8,082	-	6,465	9,000
Total Salaries & Benefits	\$ 472,383	\$ 491,168	\$ 455,200	\$ 470,402	\$ 545,159

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
5204 Operating Supplies	\$ 21,596	\$ 23,796	\$ 21,700	\$ 19,959	\$ 23,200
6201 Advertising/Publishing	-	8,249	14,000	11,205	14,000
6205 Other Printing & Binding	16,386	8,971	3,000	25	3,000
6208 Dues & Subscriptions	364	70	200	165	200
6211 General Liability/Bonds Insurance	13,701	8,241	14,900	15,120	10,000
6213 Meetings & Travel	634	1,967	1,500	979	3,000
6214 Professional & Technical	-	340	10,000	-	10,000
6215 Repair & Maintenance	-	602	1,500	-	1,500
6223 Training & Education	2,585	1,594	1,500	2,571	3,800
6253 Postage	-	335	-	-	-
Total Maintenance & Operations	\$ 55,267	\$ 54,166	\$ 68,300	\$ 50,024	\$ 68,700
SUB-TOTAL RECREATION OPERATION	\$ 527,649	\$ 545,334	\$ 523,500	\$ 520,426	\$ 613,859
AQUATICS					
4101 Salaries Full-Time	\$ 46,418	\$ 63,572	\$ 81,400	\$ 60,272	\$ 53,674
4102 Salaries Part-Time	311,224	294,999	276,400	251,484	277,150
4103 Overtime	382	696	-	593	-
4201 Retirement CalPERS	9,794	14,732	34,600	16,308	15,043
4202 FICA	27,116	27,066	26,300	23,693	25,308
4203 Workers' Compensation	5,508	4,851	4,600	4,217	13,498
4204 Group Insurance	13,535	9,457	2,100	5,409	11,920
4210 OPEB Liability	2,731	3,316	3,400	2,746	698
Total Salaries & Benefits	\$ 416,707	\$ 418,688	\$ 428,800	\$ 364,722	\$ 397,291
5204 Operating Supplies	\$ 11,463	\$ 8,849	\$ 11,000	\$ 6,576	\$ 11,000
6208 Dues and Subscription	185	185	300	150	300
6214 Professional & Technical	8,800	788	1,500	952	1,500
6215 Repair & Maintenance	2,625	200	2,000	-	2,000
6223 Training & Education	-	-	-	-	3,000
6254 Telephone	4,915	4,703	4,000	1,857	4,000
Total Maintenance & Operations	\$ 27,988	\$ 14,724	\$ 18,800	\$ 9,535	\$ 21,800
SUB-TOTAL AQUATICS	\$ 444,696	\$ 433,412	\$ 447,600	\$ 374,257	\$ 419,091

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
CULTURAL ARTS					
4101 Salaries Full-Time	\$ 64,421	\$ 83,671	\$ 84,100	\$ 103,468	\$ 145,112
4102 Salaries Part-Time	58,246	53,062	78,600	68,236	90,950
4103 Overtime	-	564	-	1,940	-
4201 Retirement CalPERS	13,520	16,391	21,600	21,795	33,428
4202 FICA	8,942	10,366	11,400	12,874	18,059
4203 Workers' Compensation	1,894	1,854	2,000	2,344	9,631
4204 Group Insurance	2,017	2,207	2,100	8,198	15,220
4210 OPEB Liability	3,797	4,252	3,500	4,908	1,886
Total Salaries & Benefits	\$ 152,836	\$ 172,367	\$ 203,300	\$ 223,763	\$ 314,286
5204 Operating Supplies	\$ 19,369	\$ 11,604	\$ 13,000	\$ 15,052	\$ 13,000
6206 Contractual Services	29,199	23,250	24,000	22,888	24,000
6208 Dues & Subscriptions	185	185	200	255	200
6214 Professional & Technical	75,851	89,948	90,000	81,298	90,000
6215 Repair & Maintenance	476	682	1,000	-	1,000
6249 Fees & Licenses	-	4,399	6,000	5,091	6,000
Total Maintenance & Operations	\$ 125,080	\$ 130,067	\$ 134,200	\$ 124,584	\$ 134,200
SUB-TOTAL CULTURAL ARTS	\$ 277,916	\$ 302,434	\$ 337,500	\$ 348,347	\$ 448,486
SPORTS					
4101 Salaries Full-Time	\$ 62,180	\$ 30,399	\$ 80,800	\$ 76,214	\$ 83,703
4102 Salaries Part-Time	23,272	33,550	47,700	34,930	71,500
4103 Overtime	-	605	-	842	-
4201 Retirement CalPERS	13,231	5,569	18,700	16,655	20,384
4202 FICA	6,335	4,726	8,800	8,996	11,873
4203 Workers' Compensation	1,403	872	1,600	1,512	6,332
4204 Group Insurance	1,173	548	2,100	1,148	3,300
4210 OPEB Liability	3,664	1,394	3,300	3,604	1,088
Total Salaries & Benefits	\$ 111,259	\$ 77,663	\$ 163,000	\$ 143,901	\$ 198,180
5204 Operating Supplies	\$ 7,176	\$ 16,130	\$ 13,800	\$ 4,659	\$ 19,200
6208 Dues & Subscriptions	-	-	500	165	500
6211 Insurance & Bonds	24	328	1,000	-	1,000
6214 Professional & Technical	81,420	71,554	60,000	58,396	65,000
6215 Repair & Maintenance	-	-	1,000	-	1,000
6249 Fees & Licenses	-	-	-	-	750
Total Maintenance & Operations	\$ 88,620	\$ 88,013	\$ 76,300	\$ 63,220	\$ 87,450
SUB-TOTAL SPORTS	\$ 199,879	\$ 165,676	\$ 239,300	\$ 207,121	\$ 285,630

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
TEEN CENTER					
4101 Salaries Full-Time	\$ 61,787	\$ 40,702	\$ 56,300	\$ -	\$ -
4102 Salaries Part-Time	86,862	82,910	108,300	79,902	83,350
4103 Overtime	465	-	-	-	-
4201 Retirement CalPERS	13,093	9,949	22,500	-	-
4202 FICA	11,908	9,720	12,600	6,374	6,376
4203 Workers' Compensation	2,416	1,715	2,200	1,132	3,401
4204 Group Insurance	9,392	5,638	13,300	-	-
4210 OPEB Liability	3,642	2,250	2,800	-	-
Total Salaries & Benefits	\$ 189,565	\$ 152,883	\$ 218,000	\$ 87,408	\$ 93,127
5204 Operating Supplies	\$ 11,664	\$ 7,754	\$ 9,000	\$ 8,968	\$ 3,600
6206 Contractual Services	-	960	-	300	-
6208 Dues & Subscriptions	437	165	200	-	200
6214 Professional & Technical	4,905	4,880	5,000	4,800	-
6215 Repair & Maintenance	-	1,918	500	-	500
6249 Fees & Licenses	-	230	-	424	750
6254 Telephone	1,083	1,801	500	1,169	500
Total Maintenance & Operations	\$ 18,089	\$ 17,708	\$ 15,200	\$ 15,661	\$ 5,550
SUB-TOTAL TEEN CENTER	\$ 207,654	\$ 170,592	\$ 233,200	\$ 103,069	\$ 98,677
JOSLYN SENIOR CENTER					
4101 Salaries Full-Time	\$ 69,408	\$ 65,821	\$ 47,900	\$ 43,950	\$ 82,104
4102 Salaries Part-Time	24,168	37,374	44,100	41,884	44,500
4103 Overtime	442	570	-	62	-
4201 Retirement CalPERS	11,372	12,998	15,800	12,232	19,994
4202 FICA	6,601	7,429	7,000	6,670	9,685
4203 Workers' Compensation	1,444	1,401	1,200	1,218	5,165
4204 Group Insurance	1,302	6,316	11,300	6,770	3,300
4210 OPEB Liability	4,091	3,770	2,400	2,487	1,067
Total Salaries & Benefits	\$ 118,826	\$ 135,677	\$ 129,700	\$ 115,273	\$ 165,815
5204 Operating Supplies	\$ 3,810	\$ 12,165	\$ 15,500	\$ 7,169	\$ 15,500
6206 Contractual Services	500	-	-	-	-
6208 Dues & Subscriptions	264	509	500	381	500
6214 Professional & Technical	35,973	36,778	45,000	33,496	45,000
6215 Repair & Maintenance	524	867	1,500	-	1,500

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
6216 Rental Charges	-	1,157	1,500	-	1,500
6253 Postage	-	187	-	-	-
6254 Telephone	4,187	4,711	4,000	3,163	4,000
Total Maintenance & Operations	\$ 45,258	\$ 56,374	\$ 68,000	\$ 44,209	\$ 68,000
SUB-TOTAL JOSLYN SENIOR CENTER	\$ 164,084	\$ 192,051	\$ 197,700	\$ 159,482	\$ 233,815
FARMERS MARKET					
4102 Salaries Part-Time	\$ 16,660	\$ 13,115	\$ 12,100	\$ 13,759	\$ 12,150
4201 Retirement CalPERS	553	-	300	-	-
4202 FICA	1,275	995	900	1,039	929
4203 Workers' Compensation	266	177	200	186	496
Total Salaries & Benefits	\$ 18,755	\$ 14,287	\$ 13,500	\$ 14,984	\$ 13,575
5204 Operating Supplies	\$ 1,573	\$ 3,143	\$ 3,600	\$ 1,384	\$ 3,600
6201 Advertising/Publishing	1,864	244	3,000	144	2,500
6205 Other Printing & Binding	1,493	-	-	-	-
6214 Professional/Technical	2,722	1,513	3,000	3,129	3,000
6215 Repairs & Maintenance	1,143	273	300	-	300
6249 Fees & Licenses	1,115	3,196	4,400	1,878	4,400
Total Maintenance & Operations	\$ 9,910	\$ 8,368	\$ 14,300	\$ 6,535	\$ 13,800
SUB-TOTAL FARMERS MARKET	\$ 28,665	\$ 22,655	\$ 27,800	\$ 21,519	\$ 27,375
SPECIAL EVENTS					
4101 Salaries Full Time	\$ -	\$ -	\$ 18,500	\$ -	\$ -
4102 Salaries Part-Time	20,831	26,344	-	20,038	19,100
4201 Retirement CalPERS	-	-	600	-	-
4202 FICA	1,590	2,002	1,400	1,531	1,461
4203 Workers' Compensation	339	356	300	271	779
Total Salaries & Benefits	\$ 22,760	\$ 28,702	\$ 20,800	\$ 21,840	\$ 21,340
5204 Operating Supplies	\$ 15,208	\$ 13,073	\$ 9,800	\$ 8,584	\$ 10,300
6201 Advertising/Publishing	-	-	8,000	6,171	13,000
6206 Contractual Services	37,193	32,500	60,500	48,292	35,500
Total Maintenance & Operations	\$ 52,402	\$ 45,572	\$ 78,300	\$ 63,047	\$ 58,800
SUB-TOTAL SPECIAL EVENTS	\$ 75,162	\$ 74,275	\$ 99,100	\$ 84,887	\$ 80,140

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
RECREATION TRIPS					
4102 Salaries Part-Time	\$ 3,681	\$ 259	\$ -	\$ -	\$ -
4202 FICA	282	18	-	-	-
4203 Workers' Compensation	36	4	-	-	-
Total Salaries & Benefits	\$ 3,999	\$ 281	\$ -	\$ -	\$ -
5204 Operating Supplies	\$ 7,599	\$ -	\$ -	\$ -	\$ -
6216 Rental Charges	1,446	-	-	-	-
Total Maintenance & Operations	\$ 9,045	\$ -	\$ -	\$ -	\$ -
SUB-TOTAL RECREATION TRIPS	\$ 13,044	\$ 281	\$ -	\$ -	\$ -
CENTENNIAL CELEBRATION					
6206 Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Total Maintenance & Operations	\$ -	\$ -	\$ -	\$ -	\$ 75,000
SUB-TOTAL CENTENNIAL CELEB	\$ -	\$ -	\$ -	\$ -	\$ 75,000
COMMUNITY CABLE					
4101 Salaries Full-Time	\$ 275,093	\$ 283,493	\$ 286,300	\$ 217,037	\$ 276,205
4102 Salaries Part-Time	55,563	62,765	74,800	65,663	74,800
4112 Compensated Sick Time	881	-	-	-	-
4201 Retirement CalPERS	59,946	65,266	72,900	50,486	62,632
4202 FICA	24,230	25,568	25,600	23,877	26,021
4203 Workers' Compensation	5,261	4,675	4,600	3,817	11,773
4204 Group Insurance	27,216	27,133	29,300	21,489	32,750
4210 OPEB Liability	16,212	15,246	13,500	10,538	3,537
4211 401(a) Employer's Contribution	4,898	3,797	-	-	-
Total Salaries & Benefits	\$ 469,300	\$ 487,943	\$ 507,000	\$ 392,907	\$ 487,718
5204 Operating Supplies	\$ 9,761	\$ 8,444	\$ 12,000	\$ 7,200	\$ 14,500
5220 Computer Refresh	800	800	800	733	800
6207 Equip Replacement Charges	24,200	21,600	23,600	17,703	18,500
6208 Dues & Subscriptions	910	910	1,100	750	1,300
6213 Meetings & Travel	350	150	600	115	700
6214 Professional & Technical	70	-	-	-	3,000
6215 Repair & Maintenance	761	513	5,000	2,403	1,000
6217 Software Maintenance	515	1,935	7,000	1,498	7,000

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
6219 Network Operating Charge	4,800	5,196	5,200	4,767	5,200
6254 Telephone	5,648	5,360	5,000	751	5,000
6401 Community Promotions	328	-	500	544	2,000
Total Maintenance & Operations	\$ 48,143	\$ 44,907	\$ 60,800	\$ 36,464	\$ 59,000
SUB-TOTAL COMMUNITY CABLE	\$ 517,443	\$ 532,851	\$ 567,800	\$ 429,371	\$ 546,718
SENIOR IN-HOME CARE*					
4102 Salaries Part-Time	\$ -	\$ -	\$ 4,500	\$ 3,577	\$ 4,500
4201 Retirement CalPERS	-	-	100	-	-
4202 FICA	-	-	300	281	344
4203 Workers' Compensation	-	-	100	41	135
Total Salaries & Benefits	\$ -	\$ -	\$ 5,000	\$ 3,899	\$ 4,979
6214 Professional & Technical	\$ -	\$ -	\$ 19,000	\$ 14,424	\$ 14,000
Total Maintenance & Operations	\$ -	\$ -	\$ 19,000	\$ 14,424	\$ 14,000
SUB-TOTAL SENIOR IN-HOME CARE*	\$ -	\$ -	\$ 24,000	\$ 18,323	\$ 18,979
JUVENILE DIVERSION*					
6214 Professional & Technical	\$ -	\$ -	\$ 14,000	\$ 8,726	\$ 19,000
Total Maintenance & Operations	\$ -	\$ -	\$ 14,000	\$ 8,726	\$ 19,000
SUB-TOTAL JUVENILE DIVERSION	\$ -	\$ -	\$ 14,000	\$ 8,726	\$ 19,000
DELIVERED MEALS*					
4102 Salaries Part-Time	\$ -	\$ -	\$ 10,000	\$ 8,529	\$ 9,800
4202 FICA	-	-	800	653	750
4203 Workers' Compensation	-	-	100	115	294
Total Salaries & Benefits	\$ -	\$ -	\$ 10,900	\$ 9,297	\$ 10,844
6214 Professional & Technical	\$ -	\$ -	\$ 23,000	\$ 22,172	\$ 23,000
Total Maintenance & Operations	\$ -	\$ -	\$ 23,000	\$ 22,172	\$ 23,000
SUB-TOTAL DELIVERED MEALS*	\$ -	\$ -	\$ 33,900	\$ 31,469	\$ 33,844

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
COMMUNITY OUTREACH ADMINISTRATION					
6206 Contractual Services	\$ -	\$ -	\$ 14,000	\$ 11,375	\$ 14,000
Total Maintenance & Operations	\$ -	\$ -	\$ 14,000	\$ 11,375	\$ 14,000
SUB-TOTAL COMM. OUTREACH ADMIN.	\$ -	\$ -	\$ 14,000	\$ 11,375	\$ 14,000
<u>TOTAL REC & PARKS - GENERAL FUND</u>	<u>\$ 5,024,930</u>	<u>\$ 4,849,093</u>	<u>\$ 5,413,900</u>	<u>\$ 4,530,342</u>	<u>\$ 5,757,619</u>
<u>PROPOSITION "A" FUND (112)</u>					
PROPOSITION "A" - ADMINISTRATION					
4101 Salaries Full-time	\$ 17,825	\$ 8,363	\$ 25,400	\$ 9,853	\$ -
4102 Salaries Part-Time	-	750	-	4,092	25,400
4201 Retirement CalPERS	2,909	182	4,900	-	-
4202 FICA	1,400	661	1,600	780	1,943
4203 Workers' Compensation	372	123	300	142	1,036
4204 Group Insurance	374	(396)	1,800	-	-
4210 OPEB Liability	1,076	49	1,200	-	-
4211 401(a) Employer's Contribution	771	21	-	-	-
Total Salaries & Benefits	\$ 24,727	\$ 9,753	\$ 35,200	\$ 14,867	\$ 28,379
SUB-TOTAL PROP "A" - ADMIN	\$ 24,727	\$ 9,753	\$ 35,200	\$ 14,867	\$ 28,379
PROPOSITION "A" - DIAL-A-RIDE					
4102 Salaries Part-Time	\$ 94,448	\$ 79,405	\$ 96,400	\$ 67,221	\$ 99,500
4201 Retirement CalPERS	-	-	6,600	-	-
4202 FICA	6,956	5,893	7,400	5,007	7,612
4203 Workers' Compensation	1,471	1,072	1,300	895	4,060
Total Salaries & Benefits	\$ 102,875	\$ 86,370	\$ 111,700	\$ 73,123	\$ 111,172
5204 Operating Supplies	\$ -	\$ 141	\$ 500	\$ 564	\$ 500
5215 Vehicle Gasoline Charge	30,545	21,184	31,000	13,258	31,000
6201 Advertising/Publishing	-	350	-	-	-
6211 General Liability/Bonds Insurance	40,700	40,704	47,000	35,253	44,000
6214 Professional & Technical	4,603	5,592	7,800	4,050	7,800
6223 Training & Education	400	1,676	3,000	1,858	3,000
6224 Vehicle Operating Charges	9,355	19,531	13,500	8,125	13,500
6254 Telephone	439	457	500	344	500
Total Maintenance & Operations	\$ 86,042	\$ 89,635	\$ 103,300	\$ 63,452	\$ 100,300
SUB-TOTAL PROP "A" - DIAL-A-RIDE	\$ 188,917	\$ 176,005	\$ 215,000	\$ 136,575	\$ 211,472

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
PROPOSITION "A" - SHUTTLE					
4102 Salaries Part-Time	\$ 25,896	\$ 22,742	\$ 16,200	\$ 13,388	\$ 16,200
4201 Retirement CalPERS	-	-	1,200	-	-
4202 FICA	1,982	1,736	1,200	1,024	1,239
4203 Workers' Compensation	412	307	200	181	661
Total Salaries & Benefits	\$ 28,290	\$ 24,785	\$ 18,800	\$ 14,593	\$ 18,100
5204 Operating Supplies	\$ 237	\$ -	\$ 500	\$ 615	\$ 500
6201 Advertising/Publishing	-	200	-	-	-
6206 Beach City Transit	-	-	-	105	-
6214 Professional & Technical	3,695	2,519	4,200	2,753	4,200
6216 Rental Charges	-	913	-	-	-
Total Maintenance & Operations	\$ 3,932	\$ 3,632	\$ 4,700	\$ 3,473	\$ 4,700
SUB-TOTAL PROP "A" - SHUTTLE	\$ 32,222	\$ 28,417	\$ 23,500	\$ 18,066	\$ 22,800
PROPOSITION "A" - RECREATION TRIPS					
4102 Salaries Part-Time	\$ 9,888	\$ 2,627	\$ 11,500	\$ 4,448	\$ 11,500
4201 Retirement CalPERS	-	-	700	-	-
4202 FICA	754	201	900	336	880
4203 Workers' Compensation	152	35	200	60	469
Total Salaries & Benefits	\$ 10,794	\$ 2,863	\$ 13,300	\$ 4,844	\$ 12,849
6216 Rental Charges	\$ 13,222	\$ 8,451	\$ 13,000	\$ 9,193	\$ 13,000
Total Maintenance & Operations	\$ 13,222	\$ 8,451	\$ 13,000	\$ 9,193	\$ 13,000
SUB-TOTAL PROP "A"- REC. TRIPS	\$ 24,016	\$ 11,314	\$ 26,300	\$ 14,037	\$ 25,849
PROPOSITION "A" - MTA BUY-DOWN					
5204 Operating Supplies	\$ 2,825	\$ 4,082	\$ 5,000	\$ 3,786	\$ 5,000
Total Maintenance & Operations	\$ 2,825	\$ 4,082	\$ 5,000	\$ 3,786	\$ 5,000
SUB-TOTAL PROP "A" - MTA BUY-DOWN	\$ 2,825	\$ 4,082	\$ 5,000	\$ 3,786	\$ 5,000
<u>TOTAL PROPOSITION "A" FUND</u>	<u>\$ 272,707</u>	<u>\$ 229,571</u>	<u>\$ 305,000</u>	<u>\$ 187,331</u>	<u>\$ 293,500</u>

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
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PROPOSITION "C" FUND (114)

PROPOSITION "C" -ADMINISTRATION

4101 Salaries Full-time	\$ 2,157	\$ 842	\$ 7,700	\$ 35	\$ -
4201 Retirement CalPERS	458	169	1,800	-	-
4202 FICA	142	54	500	3	-
4203 Workers' Compensation	38	11	100	-	-
4204 Group Insurance	56	(201)	800	-	-
4210 OPEB Liability	247	45	300	-	-
4211 401(a) Employer's Contribution	42	17	-	-	-
Total Salaries & Benefits	\$ 3,140	\$ 937	\$ 11,200	\$ 38	\$ -

SUB-TOTAL PROP "C"-ADMINISTRATION	\$ 3,140	\$ 937	\$ 11,200	\$ 38	\$ -
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PROPOSITION "C" - SHUTTLE

4102 Salaries Part-Time	\$ 46,909	\$ 40,097	\$ 54,300	\$ 33,805	\$ 54,000
4201 Retirement CalPERS	-	-	2,800	-	-
4202 FICA	3,567	3,067	4,200	2,586	4,131
4203 Workers' Compensation	724	541	700	456	2,203
Total Salaries & Benefits	\$ 51,200	\$ 43,705	\$ 62,000	\$ 36,847	\$ 60,334

5204 Operating Supplies	\$ -	\$ 2	\$ 500	\$ 316	\$ 500
6201 Advertising/Publishing	-	350	-	-	-
6206 Contractual Services	24,237	16,591	39,000	28,342	39,000
6214 Professional & Technical	4,103	5,240	3,000	3,278	6,000
Total Maintenance & Operations	\$ 28,340	\$ 22,183	\$ 42,500	\$ 31,936	\$ 45,500

SUB-TOTAL PROP "C" - SHUTTLE	\$ 79,540	\$ 65,888	\$ 104,500	\$ 68,783	\$ 105,834
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<u>TOTAL PROPOSITION "C" FUND</u>	\$ 82,680	\$ 66,825	\$ 115,700	\$ 68,821	\$ 105,834
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GOLF COURSE FUND (503)

ADMINISTRATION

5220 Computer Refresh Program Equip	\$ 2,300	\$ 2,300	\$ 2,300	\$ 2,108	\$ 2,300
6207 Equipment Replacement Charges	17,300	18,996	19,000	14,247	19,000
6214 Professional/Technical	96,000	96,000	96,000	88,000	96,000
6286 General Administrative Charges	130,200	130,200	130,200	97,650	130,200
6501 Right of Way Lease	41,772	31,304	31,300	36,732	31,300
Total Maintenance & Operations	\$ 287,572	\$ 278,800	\$ 278,800	\$ 238,737	\$ 278,800

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
8104 Equipment	\$ -	\$ 14,545	\$ 60,000	\$ -	\$ 60,000
Total Capital Outlay	\$ -	\$ 14,545	\$ 60,000	\$ -	\$ 60,000
SUB-TOTAL ADMINISTRATION	\$ 287,572	\$ 293,345	\$ 338,800	\$ 238,737	\$ 338,800
FOOD & BEVERAGE					
4104 Permanent Contract	\$ 141,035	\$ 149,981	\$ 138,000	\$ 114,674	\$ 138,000
4202 FICA	14,613	15,100	14,000	10,494	14,000
4203 Workers' Compensation	9,759	10,149	10,200	8,824	10,200
4204 Group Insurance	9,781	10,413	9,600	10,556	9,600
4205 Uniform Allowance	896	1,361	2,000	864	2,000
Total Salaries & Benefits	\$ 176,084	\$ 187,004	\$ 173,800	\$ 145,412	\$ 173,800
5203 Repair & Maintenance Supplies	\$ 537	\$ 297	\$ 3,000	\$ 32	\$ 3,000
5204 Operating Supplies	18,465	23,161	18,200	19,752	18,200
5210 Paper Goods	3,099	3,958	3,000	4,062	3,000
5213 Replacement Of Damaged Goods	1,200	1,200	1,500	1,000	1,500
6201 Advertising/Publishing	2,531	4,201	3,500	3,534	3,500
6215 Repair & Maintenance	10,947	6,573	10,000	2,802	10,000
6242 Employee Meals	6,300	6,300	6,200	5,250	6,200
6244 Other Unclassified Expenses	104	-	-	20	-
6249 Fees & Licenses	-	1,250	-	-	-
7550 Cost of Sales	134,666	142,345	123,000	102,487	123,000
Total Maintenance & Operations	\$ 177,849	\$ 189,285	\$ 168,400	\$ 138,939	\$ 168,400
SUB-TOTAL FOOD & BEVERAGE	\$ 353,933	\$ 376,289	\$ 342,200	\$ 284,351	\$ 342,200
PRO SHOP					
4104 Permanent Contract	\$ 35,378	\$ 27,749	\$ 28,000	\$ 16,402	\$ 28,000
4202 FICA	3,256	2,435	2,600	1,651	2,600
4203 Workers' Compensation	2,482	1,765	2,100	1,454	2,100
4204 Group Insurance	2,470	(669)	2,600	3,128	2,600
4205 Uniform Allowance	500	400	500	-	500
Total Salaries & Benefits	\$ 44,087	\$ 31,680	\$ 35,800	\$ 22,635	\$ 35,800
5203 Repair & Maintenance Supplies	\$ 800	\$ -	\$ 1,500	\$ 427	\$ 1,500
5204 Operating Supplies	7,646	7,149	7,100	3,535	7,100
6201 Advertising/Publishing	4,531	6,004	5,000	4,998	5,000
6215 Repair & Maintenance	566	230	500	-	500
6244 Other Unclassified Expenses	-	415	900	-	900
6270 Commissions	1,122	832	1,700	698	1,700

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
7600 Hard Goods	66,793	59,276	74,000	56,721	74,000
7601 Purchase Discount	(1,142)	(829)	(1,300)	(1,173)	(1,300)
7602 Soft Goods	56,542	34,842	59,800	28,452	59,800
7604 Freight	4,275	6,307	4,200	4,226	4,200
Total Maintenance & Operations	\$ 141,134	\$ 114,226	\$ 153,400	\$ 97,884	\$ 153,400
SUB-TOTAL PRO SHOP	\$ 185,221	\$ 145,906	\$ 189,200	\$ 120,519	\$ 189,200
GOLF COURSE					
4104 Permanent Contract	\$ 183,672	\$ 184,570	\$ 182,000	\$ 166,992	\$ 182,000
4202 FICA	16,464	16,383	17,000	14,072	17,000
4203 Workers' Compensation	12,787	12,127	13,000	12,910	13,000
4204 Group Insurance	7,586	8,001	7,500	6,023	7,500
4205 Uniform Allowance	-	400	800	-	800
Total Salaries & Benefits	\$ 220,510	\$ 221,481	\$ 220,300	\$ 199,997	\$ 220,300
5203 Repair & Maintenance Supplies	\$ 54,283	\$ 54,583	\$ 45,000	\$ 37,423	\$ 45,000
5204 Operating Supplies	29,706	27,868	30,000	20,863	30,000
6201 Advertising/Publishing	2,681	6,148	5,000	3,462	5,000
6206 Contractual Services	13,393	13,679	15,000	10,634	15,000
6215 Repair & Maintenance	14,745	18,162	15,000	11,878	15,000
6244 Other Unclassified Expense	161	-	200	-	200
6260 Equipment Leasing Costs	354	964	800	723	800
Total Maintenance & Operations	\$ 115,323	\$ 121,404	\$ 111,000	\$ 84,983	\$ 111,000
SUB-TOTAL GOLF COURSE	\$ 335,832	\$ 342,885	\$ 331,300	\$ 284,980	\$ 331,300
DRIVING RANGE					
4104 Permanent Contract	\$ 35,831	\$ 33,869	\$ 45,000	\$ 22,023	\$ 45,000
4202 FICA	3,270	3,108	4,000	1,826	4,000
4203 Workers' Compensation	2,532	2,457	3,500	1,661	3,500
4204 Group Insurance	-	-	-	932	-
4205 Uniform Allowance	-	300	500	-	500
Total Salaries & Benefits	\$ 41,633	\$ 39,734	\$ 53,000	\$ 26,442	\$ 53,000

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
5204 Operating Supplies	18,055	20,422	10,000	6,105	10,000
6201 Advertising/Publishing	3,856	5,838	5,000	4,193	5,000
6202 Range Balls and Mats	46,174	48,378	60,000	25,659	60,000
6215 Repair & Maintenance	8,423	6,168	15,000	11,440	15,000
6244 Other Unclassified Expense	104	-	-	-	-
Total Maintenance & Operations	\$ 76,612	\$ 80,806	\$ 90,000	\$ 47,397	\$ 90,000
SUB-TOTAL DRIVING RANGE	\$ 118,245	\$ 120,540	\$ 143,000	\$ 73,839	\$ 143,000
GENERAL & ADMINISTRATION					
4102 Permanent Contract	\$ 111,009	\$ 112,392	\$ 120,000	\$ 104,437	\$ 120,000
4202 FICA	10,012	10,084	12,000	8,842	12,000
4203 Workers' Compensation	7,783	7,631	8,000	8,162	8,000
4204 Group Insurance	14,252	15,313	13,200	13,701	13,200
4205 Uniform Allowance	80	-	-	-	-
Total Salaries & Benefits	\$ 143,135	\$ 145,420	\$ 153,200	\$ 135,142	\$ 153,200
5203 Repair & Maintenance Supplies	\$ 11,392	\$ 16,877	\$ 12,000	\$ 13,777	\$ 12,000
5204 Operating Supplies	15,509	14,949	10,000	13,654	10,000
6101 Gas	3,234	3,976	4,200	2,980	4,200
6102 Electricity	37,633	31,876	31,000	29,129	31,000
6103 Water	151,159	133,084	112,000	99,820	112,000
6135 Credit Card Expense	35,760	36,027	33,500	28,216	33,500
6139 Bank Service Charges	18,422	9,955	18,000	11,242	18,000
6153 Personal Property Damage	3,102	3,838	4,000	6,451	4,000
6201 Advertising/Publishing	3,900	9,047	5,000	5,039	5,000
6208 Dues & Subscriptions	195	669	1,500	-	1,500
6211 General Liability/Bonds Insurance	119,558	122,106	107,700	91,691	101,475
6213 Meetings & Travel	-	-	500	-	500
6214 Professional/Technical	2,989	3,132	2,600	2,659	2,600
6215 Repair & Maintenance	11,703	43,258	18,800	12,571	18,800
6223 Training & Education	280	421	1,000	894	1,000
6244 Other Unclassified Expense	70	(1,207)	(500)	(499)	(500)
6249 Fees & Licenses	1,250	-	2,300	1,250	2,300
6253 Postage	315	232	1,000	659	1,000
6254 Telephone	12,325	18,297	9,000	13,341	9,000

**CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
6284 Security Costs	7,760	6,657	6,000	5,971	6,000
6301 Legal Counsel	-	1,360	500	-	500
6502 Contribution Expense	-	-	200	-	200
Total Maintenance & Operations	\$ 436,557	\$ 454,554	\$ 380,300	\$ 338,845	\$ 374,075
 SUB-TOTAL GENERAL & ADMIN	 \$ 579,692	 \$ 599,974	 \$ 533,500	 \$ 473,987	 \$ 527,275
 GOLF COURSE - LESSONS					
6093 Junior Camp Expenses	\$ 10,004	\$ 13,240	\$ 11,500	\$ 7,060	\$ 11,500
6270 Commissions	71,161	81,189	52,300	54,092	52,300
7606 Teaching Supplies	60	-	800	804	800
Total Maintenance & Operations	\$ 81,225	\$ 94,429	\$ 64,600	\$ 61,956	\$ 64,600
 SUB-TOTAL GOLF COURSE - LESSONS	 \$ 81,225	 \$ 94,429	 \$ 64,600	 \$ 61,956	 \$ 64,600
 <u>TOTAL GOLF COURSE FUND *</u>	 <u>\$ 1,941,720</u>	 <u>\$ 1,973,368</u>	 <u>\$ 1,942,600</u>	 <u>\$ 1,538,369</u>	 <u>\$ 1,936,375</u>
 GRAND TOTAL REC & PARKS - ALL FDS	 <u>\$ 7,322,037</u>	 <u>\$ 7,118,857</u>	 <u>\$ 7,777,200</u>	 <u>\$ 6,324,863</u>	 <u>\$ 8,093,328</u>

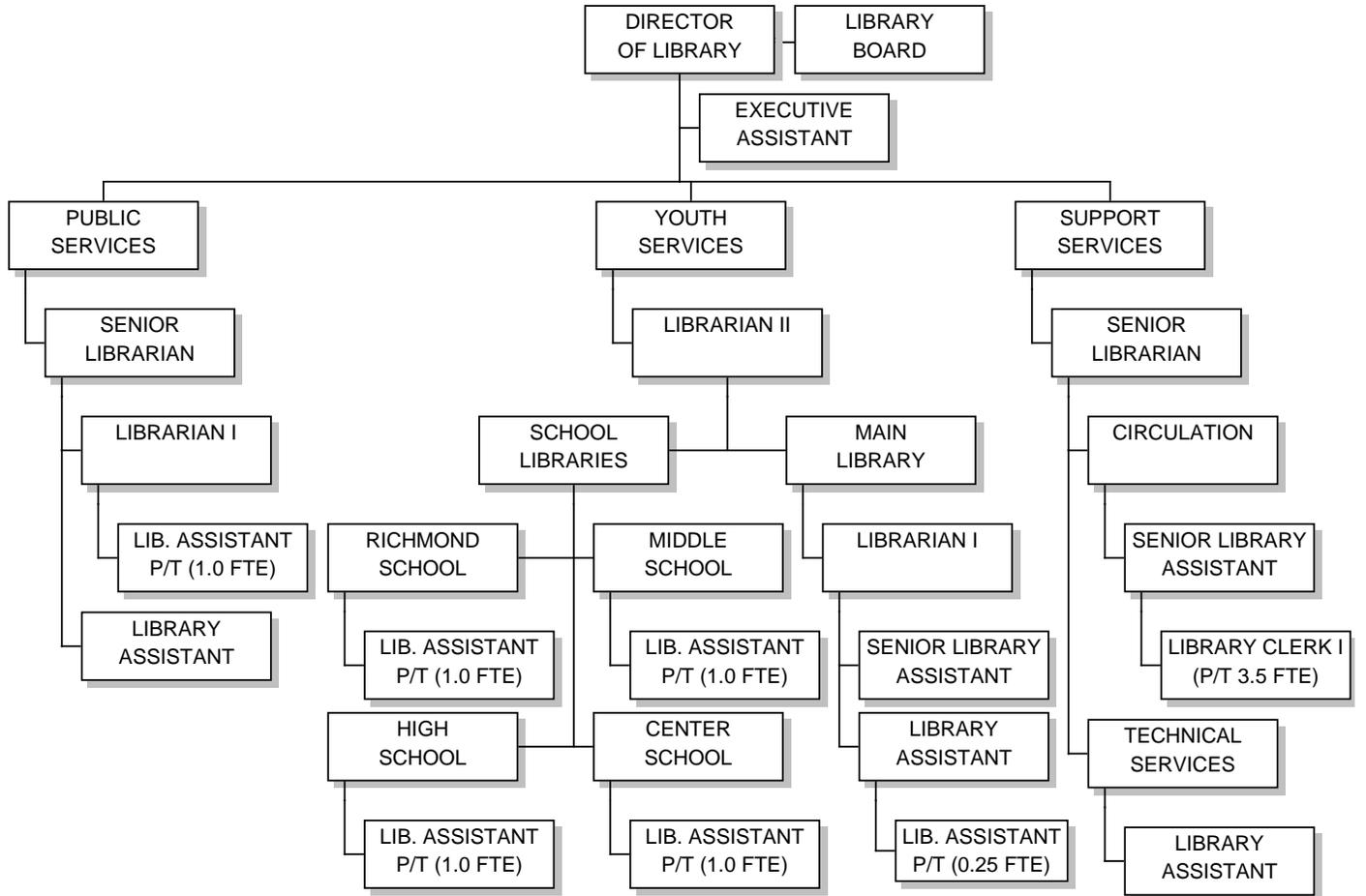
* Excludes Depreciation Expense, approximately \$205k/yr.

Note: Capital Improvement Projects (CIP) were previously presented as part of the department's budget.

Beginning FY16-17, all CIP are shown separately from the department's operating budget.

Grants received in the past are not reflected in the presentation above because the grants were recorded either under non-departmental or in some other forms describing the grants themselves. However, the various grants are presented under the Summary of All Funds.

**CITY OF EL SEGUNDO
LIBRARY DEPARTMENT ORGANIZATION CHART
FISCAL YEAR 2016-2017**



**CITY OF EL SEGUNDO
LIBRARY SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2013-2014 TO 2016-2017**

DEPARTMENT/POSITION TITLE	ADOPTED FY 2013-14	ADOPTED FY 2014-15	ADOPTED FY 2015-16	ADOPTED FY 2016-17
<u>Library Services Department</u>				
Director of Library Services	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
Librarian I	1.00	1.00	2.00	2.00
Librarian II	1.00	1.00	1.00	1.00
Library Assistant	3.00	2.00	2.00	3.00
Library Clerk I	1.00	-	-	-
Library Clerk II	1.00	-	-	-
Senior Librarian	2.00	2.00	2.00	2.00
Senior Library Assistant	3.00	3.00	2.00	2.00
Sub-total Full-Time	14.00	11.00	11.00	12.00
<u>Part-Time FTEs</u>				
Library Assistant	5.00	4.00	2.25	3.10
Library Clerk I	2.50	2.25	4.00	3.60
Library Pages	1.50	1.50	-	-
Sub-total Part-Time	9.00	7.75	6.25	6.70
Total Library Services Department	23.00	18.75	17.25	18.70

Note: The adopted budget for fiscal year 2016-2017 includes the reclassification of a part-time Library Assistant and a part-time Library Clerk 1 to a full-time Library Assistant. No additional appropriation for the \$13,000 needed for the reclassification was included in the budget as estimated salary savings will offset the cost in the first year.

**CITY OF EL SEGUNDO
LIBRARY SERVICES DEPARTMENT PROFILE**

MISSION STATEMENT: Meet the informational, educational, and recreational needs of the community in a welcoming environment.

The Library has 12 full-time staff and 20 part-time positions spread among four divisions. The department provides organized collections; professional research staff; educational programs; and, access to an extensive network of outside resources through current technology. The library encourages the enjoyment of literature in the formative years by offering interactive story times, exciting reading programs, and selecting quality materials that cultivate lifelong learners.

(Note: Council approved an additional Library Assistant, thus increasing the full-time positions from 11 to 12 when the 2016-2017 budget was adopted. As an offset, the hours for part-time Library Assistant and Library Clerk I positions were reduced.)

Administration: Directs the activities and operations of the Main Library, plus four (4) school branch libraries of the El Segundo Unified School District (ESUSD). Manages 12 full-time staff and 20 part-time employees, including those at the school libraries. A Library Board of Trustees appointed by the City Council makes service and program policy recommendations to staff.

Support Services: Overseas the ordering, cataloging, processing, and circulation of all print materials, books on CD, E-Books, music, and other audio/visual items. Issues library cards; checks out materials; collects fines for overdue and lost items; assists with Friends of the Library book sales; and, provides printing and copier services to the public.

Youth Services: Provides materials, Internet access, and programs for children ages pre-school through 8th grade; assists with homework assignments; conducts a popular **Summer Reading program**, storytimes and other children's events throughout the year; and, supervises the staff and operations of four school libraries through a MOU agreement with the El Segundo Unified School District.

Public Services: Provides effective delivery of materials and information to adults through established collections of reliable print sources and innovative Internet-based technologies. Professional staff conducts enriching literary and cultural programs; provides computer and Internet instruction; coordinates meeting room space for small groups; offers literacy tutoring; and, promotes library services by outreach to the community.

ACCOMPLISHMENTS IN FISCAL YEAR 2015-2016:

- Highlights of library use by the public includes: approximately 186,000 books and other materials were checked out; 20,600 users used the meeting rooms; 4,700 attended the adult and children's programs; 20,000 hours were logged on the library's public Internet computers stations; 4,480 patrons used a portable wireless device to access the library's Internet network; and, 6,333 E-Books were checked out.
- Completed and published in August 2016 the book: **Images of America: El Segundo** (written by the Library Director).
- Coordinated the exterior painting of the library building and window replacements with the Public Works Department; investigated water leaks and damages inside the building for cost estimates.
- Participated in an Employee of the Year Awards Luncheon sponsored by the Rotary Club to honor Library Assistant Eric Potulicki for his outstanding performance and service record.
- Hired a new Librarian for Youth Services, a new Senior Library Assistant in Support Services, and several part-time staff to cover public service desks.
- Planned and implemented two new programs for adults: A Drop-In Lobby program with various speakers and demonstrations; and, an Adult Summer Reading program with over 75 participants.

**CITY OF EL SEGUNDO
LIBRARY SERVICES DEPARTMENT PROFILE**

GOALS AND OBJECTIVES FOR FY 2016-2017:

- Promote, distribute, and participate in events for the fundraising sales for *Images of America: El Segundo*.
- Complete the Encore enhancement and upgrade to our Sierra library database for improved access of materials by users.
- Administer a variety of annual programs such as the Author Fair; Children's Summer Reading Program; Sunday Concert Series; National Library Week; Lobby Drop-In program; Adult Summer Reading Program; Art Walk and exhibits; various technology training activities; and, special holiday events.
- Upgrade and replace our audio/visual equipment in the Friends of the Library and Rose Garden Meeting Rooms for improved technology and service to community meetings.
- Participate in a Fines & Fees Study with other City departments to review existing charges for meeting rooms, copiers, overdue materials, and other library fees to recover costs for these services.

**CITY OF EL SEGUNDO
LIBRARY DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>GENERAL FUND (001)</u>					
ADMINISTRATION (6101)					
Salaries & Benefits	\$ 327,064	\$ 338,443	\$ 331,700	\$ 299,857	\$ 353,138
Maintenance & Operations	279,777	287,908	281,600	233,678	355,800
Sub-total Administration	\$ 606,841	\$ 626,352	\$ 613,300	\$ 533,535	\$ 708,938
SUPPORT SERVICES (6102)					
Salaries & Benefits	\$ 376,581	\$ 355,098	\$ 374,100	\$ 259,347	\$ 378,432
Maintenance & Operations	19,555	21,228	24,800	22,550	24,800
Sub-total Support Services	\$ 396,136	\$ 376,327	\$ 398,900	\$ 281,897	\$ 403,232
YOUTH SERVICES (6103)					
Salaries & Benefits	\$ 557,480	\$ 521,750	\$ 482,600	\$ 418,025	\$ 479,043
Maintenance & Operations	46,760	42,691	48,600	31,388	48,600
Sub-total Youth Services	\$ 604,239	\$ 564,441	\$ 531,200	\$ 449,413	\$ 527,643
PUBLIC/INFORMATION SERVICES (6104)					
Salaries & Benefits	\$ 399,445	\$ 302,411	\$ 405,400	\$ 341,037	\$ 431,707
Maintenance & Operations	155,808	175,913	146,200	129,207	112,700
Sub-total Public/Information Services	\$ 555,253	\$ 478,324	\$ 551,600	\$ 470,244	\$ 544,407
ESUSD SCHOOL SUPPORT (6105)					
Salaries & Benefits	\$ -	\$ 1,397	\$ -	\$ 2,165	\$ 131,241
Sub-total ESUSD School Support	\$ -	\$ 1,397	\$ -	\$ 2,165	\$ 131,241
<u>TOTAL LIBRARY - GENERAL FUND</u>	\$ 2,162,469	\$ 2,046,841	\$ 2,095,000	\$ 1,737,254	\$ 2,315,461
<u>GENERAL FUND SUMMARY</u>					
Salaries & Benefits	\$ 1,660,570	\$ 1,519,099	\$ 1,593,800	\$ 1,320,431	\$ 1,773,561
Maintenance & Operations	501,899	527,741	501,200	416,823	541,900
TOTAL GENERAL FUND	\$ 2,162,469	\$ 2,046,841	\$ 2,095,000	\$ 1,737,254	\$ 2,315,461

Salaries & Benefits Increase	\$ 179,761	11.28%
Maint & Operations Increase	40,700	8.12%
Total Increase	\$ 220,461	10.52%

Note: Beginning in fiscal year 2016-2017, the reimbursements from the El Segundo Unified School District (ESUSD) for the librarians assigned to the schools are now treated as revenues; in the past, the reimbursements were netted against the salaries and benefits costs, which consequently, did not reflect the actual costs of the service.

**CITY OF EL SEGUNDO
LIBRARY DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
4101 Salaries Full-Time	\$ 932,714	\$ 867,055	\$ 949,700	\$ 804,290	\$ 949,818
4102 Salaries Part-Time	261,004	254,005	232,800	172,890	357,975
4103 Overtime	370	250	1,900	-	1,850
4112 Compensated Sick Time	10,208	-	-	-	-
4201 Retirement CalPERS	197,904	174,775	200,700	163,343	200,082
4202 FICA	91,138	91,115	80,900	71,440	97,460
4203 Workers' Compensation	19,616	15,406	14,700	12,960	50,427
4204 Group Insurance	80,177	58,164	71,400	56,948	103,900
4210 OPEB Liability	55,295	45,081	41,700	38,560	12,049
4211 401(a) Employer's Contribution	12,145	13,248	-	-	-
Total Salaries & Benefits	\$ 1,660,570	\$ 1,519,099	\$ 1,593,800	\$ 1,320,431	\$ 1,773,561
5204 Operating Supplies	\$ 14,763	\$ 14,656	\$ 20,000	\$ 12,102	\$ 15,500
5206 Computer Supplies	2,583	3,067	3,500	1,862	3,200
5220 Computer Refresh Charges	23,000	23,000	23,000	21,083	23,000
5501 Books/Other Printed Materials	94,305	82,645	88,700	68,509	80,700
5505 Young Peoples Books	29,530	22,641	25,400	13,434	24,400
5507 School Library Materials	3,653	2,319	3,200	1,526	3,200
6101 Gas	9,618	6,025	8,000	5,364	8,000
6102 Electricity	58,040	56,177	50,000	45,811	56,000
6103 Water	4,221	4,730	6,000	4,729	6,000
6201 Advertising/Publishing	-	125	-	-	3,300
6203 Copy Machine Charges	420	-	100	-	100
6205 Other Printing & Binding	2,054	1,787	1,900	1,865	300
6206 Contractual Services	5,080	5,098	5,200	5,098	5,200
6207 Equip Replacement Charges	12,100	11,904	11,400	8,550	12,500
6208 Dues & Subscriptions	4,076	2,341	3,300	2,710	3,300
6213 Meetings & Travel	3,306	2,902	4,100	1,945	5,400
6214 Professional/Technical	18,934	53,627	23,100	26,023	24,900
6215 Repair & Maintenance	3,388	3,556	6,600	3,462	6,600
6217 Software Maintenance	29,496	31,243	33,500	28,458	51,100
6219 Network Operating Charge	107,900	117,204	117,200	107,433	117,200
6223 Training & Education	417	4,334	2,400	1,825	2,400
6253 Postage	3,081	2,667	3,600	2,348	3,600
6254 Telephone	36,476	41,623	32,000	22,419	48,000
6260 Equipment Leasing Costs	6,889	8,584	9,000	2,824	9,000
6277 Resource Databases	28,571	25,486	20,000	27,443	29,000
Total Maintenance & Operations	\$ 501,899	\$ 527,741	\$ 501,200	\$ 416,823	\$ 541,900
TOTAL LIBRARY - GENERAL FUND	\$ 2,162,469	\$ 2,046,841	\$ 2,095,000	\$ 1,737,254	\$ 2,315,461

**CITY OF EL SEGUNDO
LIBRARY DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>GENERAL FUND</u>					
LIBRARY - ADMINISTRATION					
4101 Salaries Full-Time	\$ 234,725	\$ 251,628	\$ 252,500	\$ 221,170	\$ 257,811
4201 Retirement CalPERS	48,799	42,379	44,300	39,972	48,069
4202 FICA	15,616	17,270	14,900	14,835	16,994
4203 Workers' Compensation	3,805	3,397	3,000	2,986	7,513
4204 Group Insurance	5,565	5,606	5,900	10,283	19,530
4210 OPEB Liability	13,833	13,043	11,100	10,611	3,221
4211 401(a) Employer's Contribution	4,720	5,121	-	-	-
Total Salaries & Benefits	\$ 327,064	\$ 338,443	\$ 331,700	\$ 299,857	\$ 353,138
5204 Operating Supplies	\$ 3,725	\$ 3,261	\$ 5,700	\$ 3,271	\$ 4,000
5206 Computer Supplies	916	490	600	82	600
5220 Computer Refresh Charges	23,000	23,000	23,000	21,083	23,000
6101 Gas	9,618	6,025	8,000	5,364	8,000
6102 Electricity	58,040	56,177	50,000	45,811	56,000
6103 Water	4,221	4,730	6,000	4,729	6,000
6201 Advertising/Publishing	-	-	-	-	800
6203 Copy Machine Charges	420	-	100	-	100
6205 Other Printing & Binding	335	84	100	-	-
6206 Contractual Services	5,080	5,098	5,200	5,098	5,200
6207 Equip Replacement Charges	12,100	11,904	11,400	8,550	12,500
6208 Dues & Subscriptions	4,076	2,341	3,300	2,710	3,300
6213 Meetings & Travel	2,545	2,208	2,300	765	3,300
6214 Professional/Technical	1,113	1,424	1,600	782	1,600
6215 Repair & Maintenance	-	189	1,600	-	1,600
6217 Software Maintenance	-	-	-	-	51,100
6219 Network Operating Charge	107,900	117,204	117,200	107,433	117,200
6223 Training & Education	243	900	900	409	900
6253 Postage	3,081	2,667	3,600	2,348	3,600
6254 Telephone	36,476	41,623	32,000	22,419	48,000
6260 Equipment Leasing Costs	6,889	8,584	9,000	2,824	9,000
Total Maintenance & Operations	\$ 279,777	\$ 287,908	\$ 281,600	\$ 233,678	\$ 355,800
SUB-TOTAL LIBRARY - ADMINISTRATION	\$ 606,841	\$ 626,352	\$ 613,300	\$ 533,535	\$ 708,938
TECHNICAL SUPPORT SERVICES					
4101 Salaries Full-Time	\$ 189,837	\$ 168,168	\$ 174,900	\$ 109,937	\$ 162,926
4102 Salaries Part-Time	80,786	96,234	112,800	95,023	122,595
4103 Overtime	-	-	500	-	500
4112 Compensated Sick Time	1,757	-	-	-	-
4201 Retirement CalPERS	40,320	39,141	37,500	23,998	32,612
4202 FICA	23,386	20,710	21,100	16,718	21,881

**CITY OF EL SEGUNDO
LIBRARY DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
4203 Workers' Compensation	4,749	3,570	3,700	2,767	11,670
4204 Group Insurance	24,558	18,246	16,000	5,674	24,190
4210 OPEB Liability	11,188	8,883	7,600	5,230	2,058
4211 401(a) Employer's Contribution	-	145	-	-	-
Total Salaries & Benefits	\$ 376,581	\$ 355,098	\$ 374,100	\$ 259,347	\$ 378,432
5204 Operating Supplies	\$ 6,652	\$ 5,550	\$ 7,800	\$ 2,924	\$ 6,000
5206 Computer Supplies	146	-	700	-	400
6205 Other Printing & Binding	-	131	300	-	300
6213 Meetings & Travel	104	449	500	139	800
6214 Professional/Technical	12,503	14,703	15,000	19,487	16,800
6223 Training & Education	149	395	500	-	500
Total Maintenance & Operations	\$ 19,555	\$ 21,228	\$ 24,800	\$ 22,550	\$ 24,800
SUB-TOTAL TECH SUPPORT SERVICES	\$ 396,136	\$ 376,327	\$ 398,900	\$ 281,897	\$ 403,232
YOUTH SERVICES					
4101 Salaries Full-Time	\$ 291,074	\$ 281,509	\$ 303,400	\$ 273,067	\$ 296,174
4102 Salaries Part-Time	116,854	102,175	32,700	20,695	35,938
4103 Overtime	370	-	800	-	800
4112 Compensated Sick Time	4,191	-	-	-	-
4201 Retirement CalPERS	62,809	59,145	72,900	59,015	67,234
4202 FICA	31,654	32,751	23,600	21,694	25,468
4203 Workers' Compensation	6,730	5,237	4,200	3,997	13,583
4204 Group Insurance	22,681	21,794	31,400	26,368	36,050
4210 OPEB Liability	17,480	14,605	13,600	13,189	3,796
4211 401(a) Employer's Contribution	3,635	4,534	-	-	-
Total Salaries & Benefits	\$ 557,480	\$ 521,750	\$ 482,600	\$ 418,025	\$ 479,043
5204 Operating Supplies	\$ 3,192	\$ 2,837	\$ 3,400	\$ 2,334	\$ 2,400
5206 Computer Supplies	400	194	1,200	663	1,200
5505 Young Peoples Books	29,530	22,641	25,400	13,434	24,400
5507 School Library Materials	3,653	2,319	3,200	1,526	3,200
6201 Advertising/Publishing	-	-	-	-	1,300
6205 Other Printing & Binding	583	300	300	294	-
6213 Meetings & Travel	412	155	600	521	600
6214 Professional/Technical	4,438	5,000	5,000	4,603	5,000
6215 Repair & Maintenance	2,793	3,368	5,000	3,462	5,000
6223 Training & Education	-	2,415	500	21	500
6277 Resource Databases	1,759	3,464	4,000	4,530	5,000
Total Maintenance & Operations	\$ 46,760	\$ 42,691	\$ 48,600	\$ 31,388	\$ 48,600
SUB-TOTAL YOUTH SERVICES	\$ 604,239	\$ 564,441	\$ 531,200	\$ 449,413	\$ 527,643

**CITY OF EL SEGUNDO
LIBRARY DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
PUBLIC/INFORMATION SERVICES					
4101 Salaries Full-Time	\$ 217,078	\$ 165,751	\$ 218,900	\$ 200,116	\$ 232,907
4102 Salaries Part-Time	63,364	55,596	87,300	53,561	84,686
4103 Overtime	-	250	600	-	550
4112 Compensated Sick Time	4,259	-	-	-	-
4201 Retirement CalPERS	45,975	34,110	46,000	40,358	49,142
4202 FICA	20,482	19,197	21,300	19,424	24,338
4203 Workers' Compensation	4,332	2,992	3,800	3,425	12,980
4204 Group Insurance	27,373	12,518	18,100	14,623	24,130
4210 OPEB Liability	12,793	8,550	9,400	9,530	2,974
4211 401(a) Employer's Contribution	3,790	3,448	-	-	-
Total Salaries & Benefits	\$ 399,445	\$ 302,411	\$ 405,400	\$ 341,037	\$ 431,707
5204 Operating Supplies	\$ 1,193	\$ 3,009	\$ 3,100	\$ 3,573	\$ 3,100
5206 Computer Supplies	1,121	2,383	1,000	1,117	1,000
5501 Books/Other Printed Materials	94,305	82,645	88,700	68,509	80,700
6201 Advertising/Publishing	-	125	-	-	1,200
6205 Other Printing & Binding	1,136	1,273	1,200	1,571	-
6213 Meetings & Travel	244	91	700	520	700
6214 Professional/Technical	880	32,500	1,500	1,151	1,500
6215 Repair & Maintenance	595	-	-	-	-
6217 Software Maintenance	29,496	31,243	33,500	28,458	-
6223 Training & Education	25	624	500	1,395	500
6277 Resource Databases	26,812	22,022	16,000	22,913	24,000
Total Maintenance & Operations	\$ 155,808	\$ 175,913	\$ 146,200	\$ 129,207	\$ 112,700
SUB-TOTAL PUBLIC/INFO SERVICES	\$ 555,253	\$ 478,324	\$ 551,600	\$ 470,244	\$ 544,407
ESUSD LIBRARY SUPPORT					
4102 Salaries Part-Time	-	-	-	3,611	114,756
4201 Retirement CalPERS	-	-	-	-	3,024
4202 FICA	-	1,187	-	(1,231)	8,779
4203 Workers' Compensation	-	210	-	(215)	4,682
Total Salaries & Benefits	\$ -	\$ 1,397	\$ -	\$ 2,165	\$ 131,241
SUB-TOTAL ESUSD LIBRARY SUPPORT	\$ -	\$ 1,397	\$ -	\$ 2,165	\$ 131,241
TOTAL LIBRARY - GENERAL FUND	\$ 2,162,469	\$ 2,046,841	\$ 2,095,000	\$ 1,737,254	\$ 2,315,461

Note: The total budget for the Library does not include any Federal or State grants. Grants are included in the Summary of All Funds.

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**CITY OF EL SEGUNDO
NON-DEPARTMENTAL PROFILE**

The Non-Departmental budget is used to “house” expenditures that are not specifically attributed or allocated to a particular department in the City. Non-Departmental merely serves as a cost-center. During the budget process for fiscal year 2016-2017, staff took out some of the expenditures that were previously reflected under this cost-center and put them in the exact department that actually used the appropriation. As years go on, most the accounts budgeted here will be reflected in the appropriate department, once historical data support that practice.

Examples of budgeted expenditures that are housed in the Non-Departmental cost-center are:

Vacation and Sick leave payouts – Since it is unknown which employees may leave the City during the fiscal year, the estimated amount for payouts is temporarily included in Non-Departmental. However, beginning in fiscal year 2016-2017, the actual payouts will be charged to the department where the employee is assigned and a corresponding budget transfer from Non-Departmental to the actual department will be processed. For future budgeting, based on the actual payouts charged to the departments, the budget appropriation will be housed in the user department.

Retirement/CalPERS – Applies to the Retirement Benefit Plan (RBP) which allows for replacement of the annual allowance that exceeds the Internal Revenue Code (IRC) Section 415 dollar limit. CalPERS retirees who became CalPERS members prior to January 1, 2013 and whose combined reportable compensation, benefit factor, retirement contributions, and service credit cause their annual retirement allowance to exceed the Section 415 dollar limits are eligible to participate in the RBP.

Group Insurance – Applies to the medical premium paid on behalf of retirees. The current amount approved by the City Council ranges from \$1,095 to \$1,425 per month per retiree, depending on the employee group that the employee retired from.

PARS (Public Agency Retirement Services) Expense – Applies to plan funding for certain active employees and retirees.

Building Lease Charge – Accounts for the payment of an off-site office for the RSI staff (the lease was terminated early in the new fiscal year as the RSI program was suspended in August 2016.)

Contractual Service – Accounts for the Pitney Bowes contract for postage meter used Citywide.

Equipment Replacement Charge – Accounts for replacement of other equipment not specifically assigned to a department and used Citywide.

General Liability Insurance – Accounts for the insurance premium paid to the Independent Cities Risk Management Authority (ICRMA) for coverage above the City’s self-insured retention (SIR).

Professional/Technical – Accounts for the administrative cost for PARS.

Networking Operating Charge – Under review for all departments for charges from the Information Systems Division.

Unemployment Compensation – Accounts for the reimbursements to the Employment Development Department (EDD) for unemployment benefits claims for employees who did not voluntarily leave the City.

Telephone – Accounts for the general telephone number for City Hall, Police, and Fire.

**CITY OF EL SEGUNDO
NON-DEPARTMENTAL PROFILE**

Credit Card Fees – Accounts for charges for use of credit cards as payments for City services; the City accepts credit card payments for any services provided by the departments.

Community Promotion – Accounts for the annual employee recognition program.

ESUSD Funding Agreement – Accounts for the agreement with El Segundo Unified School District for the City to pay for crossing guards.

Capital Outlay – Accounts for various technology equipment temporarily housed (as listed below) in Non-Departmental until the Technology Committee makes its’ recommendations.

NOTES: During the fiscal year 2016-2017 budget deliberations, the City Council funded additional departments’ requests which were also recommended by the City Manager. Most of the approved requests have been included in the affected departments’ budget but some have been “housed” in Non-Departmental pending further review and action by the City Council. These positions are not included in the affected departments’ personnel count.

Approved funding for the following from the General Fund are included in the Non-Departmental budget:

List of Approved Items Held in Non-Departmental		
Description	Funding in FY16-17	Estimated Annual Impact
(1) Information Systems Director	\$ 113,000	\$ 226,000
(1) Information Systems Specialist	95,667	128,000
(1) Equipment Mechanic I	65,500	87,000
Reclassify 1 Principal Civil Engineer to City Engineer	28,000	28,000
Reclassify 2 Part-Time Park Maintenance Worker II to Full-Time Park Maintenance Worker II	58,000	58,000
CAD/RMS Replacement	80,000	
Community Cameras & License Plate Readers*	125,000	125,000
Other Technology Equipment	256,100	-
Total	\$ 821,267	\$ 652,000
<i>*Requires funding for three years.</i>		

**CITY OF EL SEGUNDO
NON-DEPARTMENTAL
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>GENERAL FUND (001)</u>					
NON-DEPARTMENTAL (2901)					
Salaries & Benefits	\$ 2,179,260	\$ 4,697,817	\$ 3,603,400	\$ 3,787,809	\$ 4,773,259
Maintenance & Operations	1,511,955	1,144,450	1,334,260	1,041,451	1,149,200
Capital / Computer	-	-	-	-	461,100
TOTAL NON-DEPARTMENTAL	\$ 3,691,215	\$ 5,842,267	\$ 4,937,660	\$ 4,829,260	\$ 6,383,559

Salaries & Benefits Increase	\$ 1,169,859	32.47%
Maint & Operations Increase	(185,060)	-13.87%
Total Increase	\$ 984,799	19.94%

**CITY OF EL SEGUNDO
NON-DEPARTMENTAL
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	Actual 08/31/16	ADOPTED FY 2016-2017
GENERAL FUND					
NON-DEPARTMENT					
4101 Salaries Full-Time	\$ -	\$ -	\$ -	\$ -	\$ 360,167
4108 Vacation Leave Payout	-	1,729,420	1,100,000	368,511	1,250,632
4109 Vac/Sick Pay - Termination	-	7,286	-	398,270	-
4112 Sick Leave Payout	-	468,244	-	335,948	-
4201 Retirement CalPERS	1,125	11,402	-	5,156	5,300
4204 Group Insurance	2,143,134	2,516,465	2,503,400	2,679,924	3,104,100
4209 PARS Expense	-	-	-	-	53,060
4220 PERS Amortization	35,001	(35,000)	-	-	-
Total Salaries & Benefits	\$ 2,179,260	\$ 4,697,817	\$ 3,603,400	\$ 3,787,809	\$ 4,773,259
5203 Repair & Maintenance	\$ 3,791	\$ 164	\$ -	\$ -	\$ -
5204 Operating Supplies	3,301	5,443	-	39,106	-
5220 Computer Refresh	400	400	400	367	-
6116 Building Lease Charge	35,990	46,411	66,360	62,638	-
6201 Advertising/Publishing	744	192	-	(29,611)	-
6203 Copy Machine Charges	1,921	(3,763)	1,000	472	-
6205 Other Printing & Binding	-	388	-	-	-
6206 Contractual Services	41,193	59,705	-	58,501	20,000
6207 Equip Replacement Charges	168,200	170,700	168,800	126,603	168,300
6211 General Liability/Bonds Insurance	273,000	255,900	312,800	234,603	293,100
6213 Meetings & Travel	872	-	-	20	-
6214 Professional/Technical	93,120	41,390	148,000	26,010	30,000
6215 Repair & Maintenance	-	475	10,000	-	-
6219 Network Operating Charge	7,900	8,604	8,600	7,883	8,600
6222 Lease Payment Parking Garage	258,416	274,741	260,000	282,642	283,800
6223 Training & Education	543	-	2,000	-	-
6244 Other Unclassified Expense	53,247	2,633	10,000	9,537	-
6245 Employee Recognition	5,932	5,490	12,000	2,978	12,000
6247 Unemployment Compensation	23,813	5,896	30,000	1,665	30,000
6250 Volunteer Recognition	1,566	2,736	-	3,313	-
6253 Postage	133	(824)	-	9	-
6254 Telephone	94,203	116,638	103,600	46,961	100,000
6260 Equipment Leasing Cost	14,178	3,611	-	21,856	-
6297 Credit Card Fees	81,942	52,529	95,000	52,716	95,000
6401 Community Promotion	15,000	15,000	16,000	15,000	16,000
6405 ESUSD Funding Agreement	332,550	79,991	89,700	78,182	92,400
Total Maintenance & Operations	\$ 1,511,955	\$ 1,144,450	\$ 1,334,260	\$ 1,041,451	\$ 1,149,200
8108 Capital / Computer	\$ -	\$ -	\$ -	\$ -	\$ 461,100
Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ 461,100
TOTAL NON-DEPARTMENTAL	\$ 3,691,215	\$ 5,842,267	\$ 4,937,660	\$ 4,829,260	\$ 6,383,559

CITY OF EL SEGUNDO EQUIPMENT REPLACEMENT FUND PROFILE

As an internal service fund, the Equipment Replacement Fund accounts for in-house charges to City departments to accumulate funding for future replacement of equipment used by the departments. The Fund also accounts for the proceeds from sale of surplus equipment.

Public Works' Equipment Maintenance Division operates the Fund. The charges are based on the estimated replacement cost of the equipment using the projected life and some inflationary factors (percentages) depending on the type of equipment. Although the capitalization threshold is \$5,000, the Fund currently includes equipment that are below this threshold.

The adopted budget for fiscal year 2016-2017 includes appropriations for those equipment that are scheduled to be replaced based on the current methodology, regardless of whether the equipment will actually be replaced or not in the fiscal year. In addition, if the equipment is being replaced, but has not accumulated full funding, the department has to make a request for additional funding to make up the difference from the General Fund.

During the fiscal year 2016-2017 budget deliberations, the City Council approved an additional \$230,000 to replace the CAD/RMS equipment (the other \$800,000 that the Police Department had also requested was already part of the original proposed budget of \$5,297,300, bringing the total ERF budget to \$5,527,300.)

Note: The total budget to replace the CAD/RMS is \$1,110,000 - \$1,030,000 from ERF and \$80,000 from the General Fund.

For future budgeting, staff will be recommending some procedural changes to more efficiently manage the Fund. These changes include:

- Going forward, only those equipment with a value of \$5,000 or more should be included in the Fund; phase out those falling below this threshold; as they are phased out, requests should just be part of the department's operating budget needs for the year.
- In calculating the charges for any budget year, use the immediately preceding year's end data to determine which assets will be assessed for equipment replacement charge. (Past practice involved updating the list through purchases in June, which created a challenge in preparing the preliminary budget.)
- Only those equipment that are actually going to be replaced, regardless of whether they have achieved "full" funding or not, should be included in the proposed/adopted budget.
- Consider adjusting the estimated replacement cost every year, based on inflationary factors, e.g., CPI, as compared to what have been originally used; note actual cost when the equipment is replaced.

**CITY OF EL SEGUNDO
EQUIPMENT REPLACEMENT FUND
ADOPTED BUDGET SUMMARY BY ACCOUNT
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>EQUIPMENT REPLACEMENT FUND</u>					
8104 Capital/Equipment	\$ 5,264	\$ 36,953	\$ 1,152,000	\$ 70,488	\$ 1,543,700
8105 Capital/Automotive	-	5,858	2,202,100	699,058	2,287,100
8106 Capital / Communications	-	30,055	707,700	48,836	773,000
8108 Capital / Computer Hardware	81,751	66,834	695,000	34,160	923,500
Total Capital Outlay	\$ 87,015	\$ 139,700	\$ 4,756,800	\$ 852,542	\$ 5,527,300
TOTAL EQUIP REPLACEMENT FUND*	\$ 87,015	\$ 139,700	\$ 4,756,800	\$ 852,542	\$ 5,527,300

Capital Outlay increase	\$ 770,500	16.20%
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* Excludes Depreciation Expense (non-cash item) of approximately \$570k/yr.

**CITY OF EL SEGUNDO
SCHEDULE OF EQUIPMENT ELIGIBLE FOR REPLACEMENT
FISCAL YEAR 2016-2017**

CLASSIFICATION	ANNUAL REPLACEMENT CHARGE FY 2016-2017	CAPITAL OUTLAY ELIGIBLE TO BE REPLACED FY 2016-2017
<u>CITY COUNCIL</u>		
1101 8104 Equipment	\$ -	\$ 1,000
1101 8108 Computer Hardware	-	3,900
TOTAL CITY COUNCIL	\$ -	\$ 4,900
<u>CITY TREASURER</u>		
1201 8104 Equipment	\$ -	\$ 1,200
1201 8108 Computer Hardware	-	2,000
TOTAL CITY TREASURER	\$ -	\$ 3,200
<u>CITY CLERK</u>		
Administration		
1301 8104 Equipment	\$ 1,500	\$ -
1301 8108 Computer Hardware	-	3,000
Sub-total Administration	\$ 1,500	\$ 3,000
Elections		
1302 8104 Equipment	\$ 1,700	\$ -
TOTAL CITY CLERK	\$ 3,200	\$ 3,000
<u>CITY MANAGER</u>		
Administration		
2101 8108 Computer Hardware	\$ -	\$ 1,500
Emergency Management		
3255 8104 Equipment	\$ 10,300	\$ 35,900
3255 8106 Communications	2,000	31,300
3255 8108 Computer Hardware	-	13,100
Sub-total Emergency Management	\$ 12,300	\$ 80,300
TOTAL CITY MANAGER	\$ 12,300	\$ 81,800
<u>FINANCE</u>		
2501 8104 Equipment	\$ -	\$ 9,000
2501 8108 Computer Hardware	400	60,800
TOTAL FINANCE DEPARTMENT	\$ 400	\$ 69,800
<u>HUMAN RESOURCES</u>		
2506 8108 Computer Hardware	\$ 300	\$ 3,000
<u>POLICE</u>		
Police		
3101 8104 Equipment	\$ 143,700	\$ 487,900
3101 8105 Automotive	150,800	542,700
3101 8106 Communications	47,500	409,100
3101 8108 Computer Hardware	27,400	93,900
Sub-total Administration	\$ 369,400	\$ 1,533,600

**CITY OF EL SEGUNDO
SCHEDULE OF EQUIPMENT ELIGIBLE FOR REPLACEMENT
FISCAL YEAR 2016-2017**

CLASSIFICATION	ANNUAL REPLACEMENT CHARGE FY 2016-2017	CAPITAL OUTLAY ELIGIBLE TO BE REPLACED FY 2016-2017
Information Systems		
2505 8104 Equipment	\$ 32,400	\$ 97,100
2505 8105 Automotive	1,300	-
2505 8108 Computer Hardware	243,700	578,600
Sub-total Information Systems	\$ 277,400	\$ 675,700
Communication Center		
3107 8106 Communications	\$ 9,000	\$ 191,900
TOTAL POLICE	\$ 655,800	\$ 2,401,200
 <u>FIRE</u>		
Administration		
3201 8104 Equipment	\$ 3,500	\$ -
3201 8105 Automotive	3,500	27,000
3201 8108 Computer Hardware	3,800	7,500
Sub-total Administration	\$ 10,800	\$ 34,500
Suppression		
3202 8104 Equipment	\$ 64,200	\$ 300,200
3202 8105 Automotive	324,400	480,000
3202 8106 Communications	42,800	129,800
3202 8108 Computer Hardware	23,800	43,200
Sub-total Fire Suppression	\$ 455,200	\$ 953,200
Paramedic		
3203 8104 Equipment	\$ 26,200	\$ -
3203 8105 Automotive	70,000	239,200
3203 8106 Communications	-	11,000
Sub-total Paramedic	\$ 96,200	\$ 250,200
Prevention		
3204 8104 Equipment	\$ -	\$ 5,200
3204 8105 Automotive	7,400	50,800
Sub-total Fire Prevention	\$ 7,400	\$ 56,000
Environmental Safety		
3205 8104 Equipment	\$ 400	\$ 24,300
3205 8105 Automotive	-	32,200
3205 8108 Computer Hardware	600	-
Sub-total Environmental Safety	\$ 1,000	\$ 56,500
TOTAL FIRE	\$ 570,600	\$ 1,350,400
 <u>PLANNING & BUILDING SAFETY</u>		
Planning		
2402 8104 Equipment	\$ 2,500	\$ -
2402 8108 Computer Hardware	-	3,000
Sub-total Planning	\$ 2,500	\$ 3,000

CITY OF EL SEGUNDO
SCHEDULE OF EQUIPMENT ELIGIBLE FOR REPLACEMENT
FISCAL YEAR 2016-2017

CLASSIFICATION	ANNUAL REPLACEMENT CHARGE FY 2016-2017	CAPITAL OUTLAY ELIGIBLE TO BE REPLACED FY 2016-2017
Building Safety		
2403 8105 Automotive	\$ 12,200	\$ -
2403 8108 Computer Hardware	-	9,400
Sub-total Building & Safety	\$ 12,200	\$ 9,400
TOTAL PLANNING & BLDG SAFETY	\$ 14,700	\$ 12,400
<u>PUBLIC WORKS</u>		
Government Buildings		
2601 8104 Equipment	\$ 6,700	\$ 33,300
2601 8105 Automotive	29,200	146,800
2601 8108 Computer Hardware	-	-
Sub-total Government Buildings	\$ 35,900	\$ 180,100
Engineering		
4101 8104 Equipment	\$ 1,500	\$ 9,900
4101 8105 Automotive	3,700	-
4101 8108 Computer Hardware	2,700	1,800
Sub-total Engineering	\$ 7,900	\$ 11,700
Street Service		
4201 8108 Computer Hardware	\$ 2,400	\$ -
Street Maintenance		
4202 8104 Equipment	\$ 1,700	\$ -
4202 8105 Automotive	56,500	211,200
Sub-total Street Maintenance	\$ 58,200	\$ 211,200
Traffic Safety		
4205 8104 Equipment	\$ 1,000	\$ 3,500
4205 8105 Automotive	12,800	2,000
Sub-total Traffic Safety	\$ 13,800	\$ 5,500
Equipment Maintenance		
4601 8104 Equipment	\$ 200	\$ -
4601 8105 Automotive	6,300	88,300
4601 8106 Communications	2,600	-
4601 8108 Computer Hardware	-	9,600
Sub-total Equipment Maintenance	\$ 9,100	\$ 97,900
Wastewater		
4301 8104 Equipment	\$ 20,400	\$ 3,400
4301 8105 Automotive	64,300	95,600
4301 8108 Computer Hardware	4,000	-
Sub-total Wastewater	\$ 88,700	\$ 99,000
Water Operations		
7102 8104 Equipment	\$ 4,600	\$ 14,100
7102 8105 Automotive	37,900	66,000
7102 8108 Computer Hardware	6,000	44,300
Sub-total Water Utility	\$ 48,500	\$ 124,400
TOTAL PUBLIC WORKS	\$ 264,500	\$ 729,800

**CITY OF EL SEGUNDO
SCHEDULE OF EQUIPMENT ELIGIBLE FOR REPLACEMENT
FISCAL YEAR 2016-2017**

CLASSIFICATION	ANNUAL REPLACEMENT CHARGE FY 2016-2017	CAPITAL OUTLAY ELIGIBLE TO BE REPLACED FY 2016-2017
<u>RECREATIONAL & PARKS</u>		
Administration		
5101 8104 Equipment	\$ 2,100	\$ -
5101 8105 Automotive	20,200	-
Sub-total Administration	\$ 22,300	\$ -
Parks Operation		
5102 8104 Equipment	\$ 4,600	\$ 14,000
5102 8105 Automotive	30,700	165,500
Sub-total Parks Operation	\$ 35,300	\$ 179,500
Community Cable		
6601 8104 Equipment	\$ 18,500	\$ 242,500
6601 8105 Automotive	-	8,000
Sub-total Community Cable	\$ 18,500	\$ 250,500
Proposition "A" Dial-A-Ride		
5292 8105 Automotive	\$ -	\$ 131,900
Golf Course		
5301 8104 Equipment	\$ 17,300	\$ -
8108 Computer Hardware	1,700	
Sub-total Golf Course	\$ 19,000	\$ -
TOTAL RECREATION AND PARKS	\$ 95,100	\$ 561,900
<u>LIBRARY SERVICES</u>		
Administration		
6101 8104 Equipment	\$ 5,600	\$ 71,900
6101 8108 Computer Hardware	6,900	24,800
TOTAL LIBRARY SERVICES	\$ 12,500	\$ 96,700
<u>NONDEPARTMENT</u>		
2901 8104 Equipment	\$ 162,400	\$ 189,300
2901 8105 Automotive	1,900	-
2901 8108 Computer Hardware	4,000	19,900
TOTAL NONDEPARTMENT	\$ 168,300	\$ 209,200
GRAND TOTAL - ALL FUNDS	\$ 1,797,700	\$ 5,527,300
<u>ALL FUNCTIONS</u>		
8104 Equipment	\$ 533,000	\$ 1,543,700
8105 Automotive	833,100	2,287,200
8106 Communications	103,900	773,100
8108 Computer Hardware	327,700	923,300
TOTAL ALL FUNCTIONS	\$ 1,797,700	\$ 5,527,300

**CITY OF EL SEGUNDO
GENERAL LIABILITY INSURANCE FUND PROFILE**

As an internal service fund, the General Liability Insurance Fund accounts for charges to departments for their share of general liability claims and the administration cost of the self-insurance program. The City belongs to the Independent Cities Risk Management Authority (ICRMA), a joint-powers authority of 24 participating members for the purpose of pooling the City's risk for general liability claims and losses with those member cities. ICRMA covers up to \$19,250,000 for general liability claims while the City has a self-insured retention (SIR) of \$750,000. ICRMA provides actuarial assumptions for the City to use in assessing the departmental charges, typically, using a 10-year rolling claims experience including administrative costs and other factors, as applicable.

A third-party administrator manages the program by using a revolving bank account. The third-party administrator issues the payments to the claimants and submits the list of payments to the City Treasurer's Office, who in turn, replenishes the bank account.

Included in the Fund's adopted budget is personnel cost which covers a portion of the salaries and benefits of the following positions: Director of Finance; Finance Manager; and Deputy City Clerk. Absent a cost-allocation plan, it is appropriate to do so; however, the above positions are actually assigned to the Finance Department and the City Clerk's Office, respectively. The City has, essentially, been using the Non-Departmental (department #0000) as the cost-center for the General Liability Insurance Fund.

**CITY OF EL SEGUNDO
GENERAL LIABILITY INSURANCE FUND
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>GENERAL LIABILITY FUND (602)</u>					
GENERAL LIABILITY (0000)					
Salaries & Benefits	\$ 84,145	\$ 68,484	\$ 78,700	\$ 20,410	\$ 85,314
Maintenance & Operations	529,573	1,045,033	1,212,700	267,085	1,516,727
<u>TOTAL GENERAL LIABILITY FUND</u>	<u>\$ 613,718</u>	<u>\$ 1,113,517</u>	<u>\$ 1,291,400</u>	<u>\$ 287,495</u>	<u>\$ 1,602,041</u>

Salaries & Benefits Increase	\$ 6,614	8.40%
Maint & Operation Increase	<u>304,027</u>	25.07%
Total Increase	\$ 310,641	24.05%

**CITY OF EL SEGUNDO
GENERAL LIABILITY INSURANCE FUND
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
LIABILITY INSURANCE FUND					
4101 Salaries Full-Time	\$ 60,260	\$ 56,804	\$ 57,700	\$ 14,740	\$ 63,013
4201 Retirement CalPERS	11,823	10,386	12,400	2,719	11,817
4202 FICA	3,827	5,543	3,700	1,007	4,821
4203 Workers' Compensation	1,016	767	800	199	548
4204 Group Insurance	1,282	(9,874)	1,300	1,032	4,323
4210 OPEB liability	3,440	2,914	2,800	713	792
4211 401(a) Employer's Contribution	2,497	1,944	-	-	
Total Salaries & Benefits	\$ 84,145	\$ 68,484	\$ 78,700	\$ 20,410	\$ 85,314
6208 Dues & Subscriptions	\$ 371		\$ -	\$ -	\$ -
6211 Insurance & Bonds	646,670	748,740	880,800	1,742	1,184,827
6214 Professional & Technical	22,324	26,959	28,900	32,145	28,900
6246 Claims Expense (SIR)	(139,792)	269,334	303,000	233,198	303,000
Total Maintenance & Operations	\$ 529,573	\$ 1,045,033	\$ 1,212,700	\$ 267,085	\$ 1,516,727
TOTAL GENERAL LIABILITY FUND	\$ 613,718	\$ 1,113,517	\$ 1,291,400	\$ 287,495	\$ 1,602,041

* FY 2014-2015 actual expenses exclude non-cash GASB 63 Pension Expense \$19,613.

**CITY OF EL SEGUNDO
WORKERS' COMPENSATION INSURANCE FUND PROFILE**

As an internal service fund, the Workers' Compensation Insurance Fund accounts for charges to the departments for their share of workers' compensation claims and administrative costs of the self-insurance program. The City belongs to the Independent Cities Risk Management Authority (ICRMA), a joint-powers authority of 24 participating members, for the purpose of pooling the City's risk for workers' compensation claims and losses with those member cities. ICRMA covers up to \$94,650,000 in workers' compensation claims while the City covers up to \$350,000, its self-insured retention (SIR). ICRMA provides actuarial assumptions for the City to use in calculating the charges to the departments, using a rolling 10-year claims experience. Departments are charged through the payroll system in which employees are assigned a payroll code similar to what's used by the insurance industry in determining the employee's degree of risk. For example, clerical employees would have a lower rate than a safety – i.e., police or fire personnel - or those employees that work outside City Hall such as tree trimmers or street maintenance staff.

A third-party administrator administers the program by using a revolving bank account. The administrator processes and issues payments to claimants and periodically, submits the list of payments to the City Treasurer's Office, who in turn, replenishes the bank account.

Included in the Fund's adopted budget for fiscal year 2016-2017 is personnel cost which covers a portion of the following positions: Director of Finance; Finance Manager; and the staff in the Human Resources Department. The above positions are actually assigned to the Finance and the Human Resources departments, respectively. Absent a cost allocation plan, the City has, essentially, been using a Non-Departmental (department #0000) as the cost-center for these personnel costs.

**CITY OF EL SEGUNDO
WORKERS' COMPENSATION INSURANCE FUND
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
<u>WORKERS' COMPENSATION FUND (603)</u>					
ADMINISTRATION (2321)					
Salaries & Benefits	\$ 75,323	\$ 70,957	\$ 69,900	\$ 59,484	\$ 97,080
Maintenance & Operations	419,685	3,069,033	2,252,700	1,118,150	2,056,100
Sub-total W/Comp Reserve / Ins	\$ 495,008	\$ 3,139,990	\$ 2,322,600	\$ 1,177,634	\$ 2,153,180
EMPLOYEE SAFETY (2331)					
Maintenance & Operations	\$ 32,891	\$ 31,658	\$ 35,200	\$ 14,178	\$ 35,200
Sub-total Employee Safety	\$ 32,891	\$ 31,658	\$ 35,200	\$ 14,178	\$ 35,200
<u>TOTAL WORKERS' COMP FUND</u>	\$ 527,899	\$ 3,171,648	\$ 2,357,800	\$ 1,191,812	\$ 2,188,380

Salaries & Benefits Increase	\$ 27,180	77.22%
Maint & Operation Decrease	(196,600)	
Net Decrease	\$ (169,420)	-7.19%

**CITY OF EL SEGUNDO
WORKERS' COMPENSATION INSURANCE FUND
ADOPTED BUDGET DETAILS
FISCAL YEAR 2016-2017**

DESCRIPTION	ACTUAL FY 2013-2014	ACTUAL FY 2014-2015	ADOPTED FY 2015-2016	YTD 08/31/16	ADOPTED FY 2016-2017
WORKERS' COMP INSURANCE FUND					
ADMINISTRATION					
4101 Salaries Full-Time	\$ 51,773	\$ 50,586	\$ 49,100	\$ 43,994	\$ 71,533
4112 Compensated Sick Time	2,681	-	-	-	-
4201 Retirement CalPERS	9,707	9,283	11,200	7,838	13,318
4202 FICA	3,612	4,271	4,100	3,189	5,472
4203 Workers' Compensation	915	744	800	594	622
4204 Group Insurance	1,226	1,002	1,600	1,765	5,243
4210 OPEB liability	3,051	2,825	3,100	2,104	892
4211 401(a) Employer's Contribution	2,358	2,246	-	-	-
Total Salaries & Benefits	\$ 75,323	\$ 70,957	\$ 69,900	\$ 59,484	\$ 97,080
6208 Dues & Subscriptions	\$ 100	\$ -	\$ -	\$ 200	\$ -
6211 Insurance & Bonds	365,544	466,343	478,600	-	638,000
6213 Meetings & Travel	-	75	-	1,028	-
6214 Professional & Technical	95,365	98,911	133,100	103,172	133,100
6246 Claims Expense (SIR)	(41,324)	2,503,704	1,641,000	1,013,750	1,285,000
Total Maintenance & Operations	\$ 419,685	\$ 3,069,033	\$ 2,252,700	\$ 1,118,150	\$ 2,056,100
SUB-TOTAL ADMINISTRATION	\$ 495,008	\$ 3,139,990	\$ 2,322,600	\$ 1,177,634	\$ 2,153,180
EMPLOYEE SAFETY PROGRAM					
5204 Operating Supplies	\$ 12,955	\$ 9,302	\$ 8,000	\$ 2,878	\$ 8,000
6214 Professional/Technical	19,936	22,356	27,200	11,300	27,200
Total Maintenance & Operations	\$ 32,891	\$ 31,658	\$ 35,200	\$ 14,178	\$ 35,200
SUB-TOTAL EMP SAFETY PROGRAM	\$ 32,891	\$ 31,658	\$ 35,200	\$ 14,178	\$ 35,200
TOTAL WORKERS' COMPENSATION FD	\$ 527,899	\$ 3,171,648	\$ 2,357,800	\$ 1,191,812	\$ 2,188,380

**CITY OF EL SEGUNDO
ADOPTED CAPITAL IMPROVEMENT PROJECTS SUMMARY
FISCAL YEAR 2016-2017**

Capital Project Description	Gas Tax Fund	State/County Grants Fund	Water Fund	Wastewater Fund	CIP Fund*	Total
Annual Slurry Seal	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000
Recreation Parks Lighting	-	384,000	-	-	-	384,000
Playground Surface Replacement	-	100,000	-	-	-	100,000
Water Infrastructure Replacement	-	-	3,000,000	-	-	3,000,000
AMR Meters	-	-	300,000	-	-	300,000
Sewer Main Repair	-	-	-	1,500,000	-	1,500,000
AMR Meters	-	-	-	300,000	-	300,000
Sewer Pump Consolidation	-	-	-	500,000	-	500,000
Pump Station Rehabilitation	-	-	-	100,000	-	100,000
Pump Station Maintenance	-	-	-	80,000	-	80,000
Lifeguard Forcemain & Pump Station	-	-	-	450,000	-	450,000
CES Turf Replacement	-	-	-	-	580,000	580,000
Police Station Roof	-	-	-	-	400,000	400,000
Annual Sidewalk/Curb & Gutter	-	-	-	-	250,000	250,000
City Fiber Project/East of Sepulveda	-	-	-	-	350,000	350,000
Arterial & Local Street Rehab	-	-	-	-	400,000	400,000
Main Street Crosswalk Lighting	-	-	-	-	80,000	80,000
Total Included in the Adopted Budget	\$ 600,000	\$ 484,000	\$ 3,300,000	\$ 2,930,000	\$ 2,060,000	\$ 9,374,000

* *Transfer from the General Fund*

Capital Program Recommendations for FY 2016-17

= eligible fund source

Project		Requested Amount	General Fund	Sewer Fund	Water Fund	Measure R	Gas Tax	Other	Funds Allocated to Date	Amount Recommended	Shortfall
Annual Capital Improvement Projects (6)											
1	Annual Water Infrastructure Replacement	\$ 3,300,000			\$ 3,300,000				\$ -	\$ 3,300,000	\$ -
		Staff recommends this project for full funding in line with the proposed 10-Year Infrastructure Replacement and Maintenance Program to address the replacement of cast and/or ductile iron pipes, and upgrading the lines and other infrastructure where necessary.									
2 and 3	Annual Sewer Infrastructure Replacement	\$ 2,930,000		\$ 2,930,000					\$ -	\$ 2,930,000	\$ -
		Staff recommends continuation of repairs and rehabilitation on the City's most serious sewer main problems, priorities which are based on the 2011 results of the video inspection and condition assessment of 56 miles of the City's sewer lines. Staff also recommends full funding for sewer lift and pump station rehabilitation in line with the proposed 10-Year Infrastructure Replacement and Maintenance Program to address the replacement and/or refurbishment of these facilities.									
4	Annual Slurry Seal Program	\$ 600,000.00					\$600,000		\$ -	\$ 600,000	\$ -
		Staff recommends fully funding this project in order to administer the City's Annual Slurry Seal program, which is implemented according to a 5-year cycle. Slurry sealing helps protect and extend the useful life of El Segundo's roadways. This year, the eastern side Sepulveda Blvd. area will be addressed.									
5	Annual Curb and Sidewalk Replacement Citywide	\$ 250,000	\$ 250,000						\$ -	\$ 250,000	\$ -
		This project is in line with the proposed 10-Year Infrastructure Replacement and Maintenance Program. Staff recommends continuation of the \$500,000 allocation to address the displacement of curbs and sidewalks caused by the roots of City and private trees according to the highest priority liabilities.									
6	Local and Arterial Street Rehabilitation	\$ 500,000	\$ 500,000.00						\$ -	\$ 500,000	\$ -
		CIPAC recommends fully funding this project with General Funds. In order to match the recommended funding for our local and arterial streets as outlined in the 10-year Infrastructure Replacement and Maintenance Plan, a minimum of \$500,000 would need to be appropriated to this effort every year. CIPAC recommends that in future years, more emphasis be placed on addressing the rehabilitation of our local and arterial streets.									
Requested Capital Improvement Projects (11)											
7	Softball Field Bleacher Replacement	\$ 30,000	\$ 30,000						\$ -	\$ 30,000	\$ -
		This project proposes to replace the 60 year old bleachers at the Recreation Park softball field. They are original to the field and have been repaired many times. They are now in need of full replacement. CIPAC recommends fully funding this project with General Funds.									
8	Racquetball Court Refurbishment	\$ 75,000	\$ 5,000	\$ -					\$ -	\$ 5,000	\$ 70,000
		The City's racquetball courts have significantly deteriorated since their last refurbishment approximately 6 years ago. This project proposes to conduct a larger renovation, including installation of new wall materials and flooring. CIPAC recommends funding only a portion of this project with General Funds to conduct an assessment of the moisture impact on the facility and then using that information to determine the best type of renovation possible before conducting any work.									
9	El Segundo Blvd. Median Landscaping Improvements	\$ 60,000	\$ 60,000						\$ -	\$ 60,000	\$ -
		This project proposes to update the landscaping palette along El Segundo Blvd. between Aviation and Douglas St. with more aesthetic and drought tolerant plants and materials. The upgrade would enhance the look and feel of one of El Segundo's primary gateway entrances. CIPAC recommends fully funding this project with General Funds.									
10	Teen Center Upgrades	\$100,000	\$100,000						\$ -	\$ 100,000	\$ -
		The Teen Center is a popular and widely used facility by El Segundo's teen residents. The facility needs to be updated with ADA, more durable furniture and must use space more innovatively to accommodate today's teen's needs. The goal of the facility is to be inviting to all types of youth and for parents to feel comfortable leaving their kids at the facility. CIPAC recommends fully funding this project with General Funds									

Project		Requested Amount	General Fund	Sewer Fund	Water Fund	Measure R	Gas Tax	Other	Funds Allocated to Date	Amount Recommended	Shortfall
11	Richmond St. Ball Field Upgrades	\$ 150,000	\$ 150,000						\$ -	\$ 150,000	\$ -
		The Richmond Street ball field lacks accommodations commonly found at other facilities, such as bathrooms, snack stands and storage. CIPAC recommends fully funding this project with General Funds, but raised concerns that this amount of funding will only accommodate construction of restroom and possibly storage facilities.									
12	Police Department Stairwell Refurbishment	\$ 75,000	\$ 75,000						\$ -	\$ 75,000	\$ -
		The Police Department stair well rails and walls are excessively worn due its frequent use and the amount of equipment officers wear that rubs against the rails. CIPAC recommends fully funding this project with General Funds this time, and recommends that in future years it be added to an infrastructure replacement list for routine maintenance.									
13	Electric Vehicle Charging Stations	\$ 75,000	\$ 75,000						\$ -	\$ 75,000	\$ -
		This project proposes to install up to 10 electric vehicle charging stations at various locations in the city to accommodate the growing popularity of electrical vehicles. CIPAC recommends fully funding this project with General Funds and also recommends that a full assessment be conducted on the type of charging stations available (slow, medium and rapid chargers) before the final selection is made.									
14	Facility Needs Assessment	\$ 350,000	\$ 350,000						\$ -	\$ 350,000	\$ -
		The City of El Segundo has multiple facilities that are highly used but very outdated. As such, they do not meet the full needs of their user groups. This project proposes to fully assess the use and functionality of each facility and determine the best course of action for repair, refurbishment and/or replacement through a large civic engagement process. CIPAC recommends fully funding this project with General Funds.									
15	Solar Lighting on Main Street	\$ 48,000	\$ -						\$ -	\$ -	\$ 48,000
		This project proposes to install solar lighting along Main Street, similar to what is being installed on Richmond Street. CIPAC recommends that funding consideration be delayed until the Richmond Street lights are installed and pilot tested for functionality and reliability.									
16	Crosswalk Lighting on Main St.	\$ 80,000	\$ 80,000						\$ -	\$ 80,000	\$ -
		This project will replace the crosswalk lighting at four locations along Main Street between the 100-400 blocks with wireless lights similar to the type found successfully used at other city locations. CIPAC recommends fully funding this project with General Funds and the addition of additional crosswalk locations as funds become available.									
17	Retractable Bollards on Main Street	\$ 90,000	\$ 90,000						\$ -	\$ 90,000	\$ -
		This project proposes to install retractable bollards at key locations on Main Street that will provide additional pedestrian safety for Farmers Market, Halloween Frolic, tree lighting and other community events. CIPAC recommends fully funding this project with General Funds and also recommends that staff assess other locations for possible deployment.									
Total Project Requests		\$ 8,713,000	\$ 1,765,000	\$ 2,930,000	\$ 3,300,000	\$ -	\$ 600,000	\$ -	\$ -	\$ 8,595,000	\$ 118,000
										Sewer Enterprise Fund	\$ 2,930,000.00
										Water Enterprise Fund	\$ 3,300,000.00
										Gas Tax Fund Recommendation	\$ 600,000.00
										General Fund Recommendation	\$ 1,765,000.00

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	Water Main Replacements
REQUESTING DEPARTMENT	Public Works
DESCRIPTION	Repair or replacement of potable water mains according to the greatest need.
GENERAL PLAN REFERENCE	LU7

JUSTIFICATION

The water system is composed of water mains, booster pumps and reservoirs. The City Maintains approximately 57 miles of primarily cast or ductile iron pipes, many of which date back to the 1930s and later. Potable water pipes typically have a 50-year life, requiring that roughly 1 mile of main should be replaced annually. The plan consists of water main replacements annually and varying investments for pump station, reservoir and high tower maintenance. Staff has laid out a plan for replacing the highest priority mains as well as maintaining and/or upgrading the facilities that support the water system infrastructure.



ESTIMATED COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
\$3,300,000	0	Water Fund				\$3,300,000

FUNDING SOURCES	COST - BREAKDOWN	
	DESCRIPTION	ESTIMATED COST
Water Enterprise Fund	1. DESIGN	\$150,000
	2. CONSTRUCTION	\$2,950,000
	3. MANAGEMENT/INSPECTION	\$100,000
	4. CONTINGENCIES	\$100,000
	5. OTHER (LIST)	
	Survey	
	TOTAL	\$3,300,000

All costs shown in current dollars

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	Sewer Infrastructure Maintenance and Repair
REQUESTING DEPARTMENT	Public Works
DESCRIPTION	Repair or replacement of sewer mains according to the greatest need.
GENERAL PLAN REFERENCE	LU7

JUSTIFICATION

The City's wastewater system consists of approximately 50 miles of pipe and 1,050 manholes. The majority of these pipes are constructed of vitrified clay and range in size from 6-inch to 24-inch in diameter. The system was constructed over the years based on the development needs of the City and approximately 60% of the lines are now over 50 years old.

The City CCTV inspected its entire collection system and this work was completed in 2011. Staff selects sewer line segments to be repairs based on the actual, documented condition of the pipe using the CCTV results and ratings. Pipes scoring 5 (worst) and 4 (significantly impacted) are prioritized for repair or replacement. This \$request will provide for the repair of sewer line based on the highest priority repairs needed as well for maintenance and replacement of the sewer main support system (e.g., pumps, lift stations, meters)



ESTIMATE D COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16
\$2,930,000		Sewer Enterprise				\$2,930,000

CIPAC SCORE

FUNDING SOURCES	COST - BREAKDOWN	
	DESCRIPTION	ESTIMATED COST
Sewer Enterprise Fund	1. DESIGN & PLANS	
	2. CONSTRUCTION	
	3. MANAGEMENT/INSPECTION	
	4. CONTINGENCIES	
	5. OTHER (LIST)	
	TOTAL	\$2,930,000

All costs shown in current

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	Local Street Rehabilitation Project – Slurry Seal
REQUESTING DEPARTMENT	Public Works
DESCRIPTION	Slurry of local streets according to the 7-year rotation schedule
GENERAL PLAN REFERENCE	LU7

JUSTIFICATION: In El Segundo, local streets are maintained through spot repair and slurry seal. As pavement ages, it get less flexible and eventually cracks. Slurry sealing helps keep water from getting into the cracks and damaging the subgrade. As environmental cracks enlarge, slurry sealing is less effective. A fresh wearing surface of conventional or rubberized asphalt is then required from time to time. Throughout the industry it is generally accepted that streets can go about 30 years between overlays as long as slurry applications are done every 5-7 years to help weatherproof and protect the pavement. The streets will continue to receive slurry applications for pavement preservation.

This year, the slurry schedule calls for application in eastern section of the City, in the areas bound by Rosecrans Ave., Sepulveda Blvd., Imperial Hwy and Aviation Blvd.

ESTIMATED COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
\$600,000			\$	\$	\$	\$600,000

FUNDING SOURCES

COST - BREAKDOWN

	DESCRIPTION	ESTIMATED COST
Gas Tax	1. DESIGN	\$25,000
	2. CONSTRUCTION	\$550,000
	3. MANAGEMENT/INSPECTION	
	4. CONTINGENCIES	\$25,000
	5. OTHER (LIST) Soils Engineer Rep. Survey	
	TOTAL	\$600,000

Community Impact Statement:

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	Annual Curb, Gutter and Sidewalk Repair Citywide
REQUESTING DEPARTMENT	Public Works
DESCRIPTION	Repair of City sidewalks and curbs according to the greatest need.
GENERAL PLAN REFERENCE	LU7

JUSTIFICATION: Curb and sidewalk are displaced by tree roots and other causes creating potential trip hazards. Locations for curb and sidewalk requiring repair are generated throughout the year by field surveys from the Street Maintenance Division and requests from residents. Each year the amount of work identified for repair exceeds the funding allocated. Additional funding would enable the Street Maintenance Division to reduce the backlog of resident's requests and City surveys. It is estimated that every 20 years 10% of a street's concrete curbs and sidewalk must be replaced. This is in addition to clearing the backlog of the city's most dangerous areas.



ESTIMATED COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
\$250,000			\$	\$	\$	\$250,000

CIPAC SCORE

Score	HS	SC	RI	JL	CO	CI	TOT
	5	5	5	0	1	7	23

FUNDING SOURCES

COST - BREAKDOWN

	DESCRIPTION	ESTIMATED COST
	1. DESIGN	
	2. CONSTRUCTION	\$250,000
	3. MANAGEMENT/INSPECTION	
	4. CONTINGENCIES	
	5. OTHER (LIST) Soils Engineer Rep.	
	Survey	
	TOTAL	\$250,000

Community Impact Statement:

Throughout El Segundo, our sidewalks, curbs and gutters have been negatively impacted by trees. Repairing those locations where the greatest tripping hazards exist will help ensure a clear and safe path of travel for all members of the community, and in particular those with poor vision and physical disabilities.

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	Arterial and Local Street Rehabilitation
REQUESTING DEPARTMENT	Public Works
DESCRIPTION	Resurfacing Local and Arterial Streets
GENERAL PLAN REFERENCE	LU7

JUSTIFICATION: Arterial and local streets area evaluated on a triennial basis and rated using a Pavement Index Rating system ranging from 0-100, with 100 being best. Those streets ranking below 60 require some form of rehab, ranging from grind/cap to full depth reclamation. According to the Pavement Index report, a minimum of \$700,000 is needed in addition to existing grant funds in order to bring the City's streets overall average rating up to a minimum of 74, which is considered "good."

ESTIMATED COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
\$500,000			\$	\$	\$	\$500,000

CIPAC SCORE

Score	HS	SC	RI	JL	CO	CI	TOT
	1	3	3	0	1	6	14

FUNDING SOURCES

COST - BREAKDOWN

	DESCRIPTION	ESTIMATED COST
	1. DESIGN	
	2. CONSTRUCTION	\$500,000
	3. MANAGEMENT/INSPECTION	
	4. CONTINGENCIES	
	5. OTHER (LIST) Soils Engineer Rep.	
	Survey	
	TOTAL	\$500,000

Community Impact Statement:

The community deserves to drive on streets that are of sufficient quality that their cars are not damaged, and such that the safety of those riding bikes is not compromised by pot holes and other roadway surface hazards. Furthermore, investing in appropriate maintenance (e.g., crack sealing, slurry, grind/cap) lessens the tax dollars that will need to be spent on full street reconstruction.

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	Recreation Park Softball Field Bleachers
REQUESTING DEPARTMENT	Recreation and Parks
DESCRIPTION	The softball field at Recreation Park is nearly 60 years old. The bleachers for spectators along the first and third baselines are original to the field. They are deteriorating and have been repaired many times.
GENERAL PLAN REFERENCE	

JUSTIFICATION

The softball field at Recreation Park is nearly 60 years old. The bleachers for spectators along the first and third baselines are original to the field. They are deteriorating and have been repaired many times.

ESTIMATED COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
\$30,000.	0	General Fund	\$	\$	\$	\$

CIPAC SCORE

Score	HS	SC	RI	JL	CO	CI	TOT
	1	3	1	0	1	7	13

FUNDING SOURCES

COST - BREAKDOWN

General Fund	DESCRIPTION	ESTIMATED COST
	1. DESIGN	\$0
	2. CONSTRUCTION	\$25,000
	3. MANAGEMENT/INSPECTION	\$
	4. CONTINGENCIES	\$5,000.
	5. OTHER (LIST) Soils Engineer Rep.	\$
	Survey	\$
	TOTAL	\$30,000.

Community Impact Statement: Upgraded bleachers would greatly enhance the look and comfort of the softball field facility. Heavily utilized by El Segundo High School and El Segundo Girls Softball, thousands of spectators of all ages use these bleachers.

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	Recreation Park Racquetball Courts Refurbishment
REQUESTING DEPARTMENT	Recreation and Parks
DESCRIPTION	Recreation Park has two racquetball courts available for general public use. Because they are subterranean, the floors and walls are subject to moisture which drastically exacerbates deterioration to the facility, requiring recurring short-term and costly maintenance efforts.
GENERAL PLAN REFERENCE	LU6; LU7



JUSTIFICATION

Recreation Park has two racquetball courts available for general public use. Because they are subterranean, the floors and walls are subject to moisture which drastically exacerbates deterioration to the facility, requiring recurring short-term and costly maintenance efforts, such as painting and plastering. The improvements would install wooden floors and add panels to the walls to form a moisture barrier from the outside elements.

ESTIMATED COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
\$75,000.	0	General Fund	\$	\$	\$	\$

CIPAC SCORE: Partially fund at \$5,000 to evaluate the moisture issue and determine best options. Bring back for future consideration.

Score	HS	SC	RI	JL	CO	CI	TOT
	3	5	1	0	1	4	14

FUNDING SOURCES

COST - BREAKDOWN

General Fund	DESCRIPTION	ESTIMATED COST
	1. DESIGN	\$5,000.
	2. CONSTRUCTION	\$60,000.
	3. MANAGEMENT/INSPECTION	\$
	4. CONTINGENCIES	\$10,000.
	5. OTHER (LIST) Soils Engineer Rep.	\$
	Survey	\$
	TOTAL	\$75,000.

Community Impact Statement: Racquetball is a sport with many potential benefits such as physical fitness, socialization, stress-relief, and mental agility. The courts at Rec Park are under-utilized, but have great potential. If the courts were of better playing quality more people would utilize them and City staff would have the opportunity to facilitate leagues, instructional programs, and tournaments.

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	El Segundo Boulevard Median Landscape Project
REQUESTING DEPARTMENT	Recreation and Parks
DESCRIPTION	El Segundo Blvd. is a main thoroughfare for the business sector of the City. This median has been narrowed as the street was widened, leaving the planting area unsightly and lacking continuity with the other medians within the City.
GENERAL PLAN REFERENCE	LU7

JUSTIFICATION

(see attached concept renderings)

El Segundo Blvd. is a main thoroughfare for the business sector of the City. This median has been narrowed as the street was widened, leaving the planting area unsightly and lacking continuity with the other medians within the City. This is a main entry point into the city and does not represent the city well. Aerospace Corporation has recently re-landscaped their facility as well as the Air Force Base. The City median could provide cohesion to the aesthetics of the business corridor. Improvements would include appropriate irrigation and water-friendly plant material.

ESTIMATED COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
\$60,000.	0	General Fund	\$	\$	\$	\$

CIPAC SCORE

Score	HS	SC	RI	JL	CO	CI	TOT
	1	1	1	0	1	6	10

FUNDING SOURCES

COST - BREAKDOWN

General Fund	DESCRIPTION	ESTIMATED COST
	1. DESIGN	\$5,000.
	2. CONSTRUCTION	\$50,000.
	3. MANAGEMENT/INSPECTION	\$
	4. CONTINGENCIES	\$5,000.
	5. OTHER (LIST) Soils Engineer Rep.	\$
	Survey	\$
	TOTAL	\$60,000.

Community Impact Statement: As a main thoroughfare in the City, upgraded landscaping in the median will enhance the look and feel of the area. Well-manicured and designed landscaping can have a positive impact on property values and business attraction. It will create continuity with the adjacent private properties and help create a sense of place for residents and visitors alike.

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	Teen Center Upgrades
REQUESTING DEPARTMENT	Recreation & Parks
DESCRIPTION	Renovate the El Segundo Teen Center by purchasing new furniture, game equipment, computers, exterior painting and miscellaneous building upgrades.
GENERAL PLAN REFERENCE	LU7; LU7

JUSTIFICATION: The interior of the Teen Center is furnished with donated furniture, workout equipment, TV's, and gaming equipment. The furnishings and fixtures are worn and unsightly. Updated furnishings will make the facility more inviting, clean, and comfortable for kids to hang out. Misc upgrades could also include a computer lab or other innovative spaces for teens.

ESTIMATED COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
\$100,000			\$0	\$0	\$0	\$100,000

CIPAC SCORE

Score	HS	SC	RI	JL	CO	CI	TOT
	3	3	1	0	1	8	16

FUNDING SOURCES

COST - BREAKDOWN

	DESCRIPTION	ESTIMATED COST
	1. DESIGN	\$0
	2. CONSTRUCTION	\$100,000
	3. MANAGEMENT/INSPECTION	
	4. CONTINGENCIES	\$0
	5. OTHER (LIST) Soils Engineer Rep.	
	Survey	
	TOTAL	\$100,000

Community Impact Statement: The interior of the Teen Center is full of donated furniture and equipment with tears and worn out cushions, etc. The teen center requires durable furnishings and also more innovative spaces for teens to utilize computers, complete homework assignments, and socialize. The goal of the Teen Center is to be inviting to all types of youth and for parents to feel comfortable leaving their kids at the facility.

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	Richmond Street Ball Field Upgrades
REQUESTING DEPARTMENT	Recreation & Parks
DESCRIPTION	Add concession stand, storage, and restroom facility.
GENERAL PLAN REFERENCE	LU6; LU7

JUSTIFICATION: The school-owned property, Richmond Street Field, is maintained by the City and used jointly by the school district, community sports groups, and the general public. The field is less desirable because of the lack of site amenities such as concessions, storage, and restroom facilities. The field is unable to host tournaments as a result.

ESTIMATED COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
\$150,000			\$0	\$0	\$0	\$100,000

CIPAC SCORE

Score	HS	SC	RI	JL	CO	CI	TOT
	3	5	1	0	1	7	17

FUNDING SOURCES

COST - BREAKDOWN

	DESCRIPTION	ESTIMATED COST
	1. DESIGN	\$20,000
	2. CONSTRUCTION	\$110,000
	3. MANAGEMENT/INSPECTION	
	4. CONTINGENCIES	\$20,000
	5. OTHER (LIST) Soils Engineer Rep.	
	Survey	
	TOTAL	\$150,000

Community Impact Statement: The additional site amenities of a concession stand, storage, and restrooms would allow local youth sports and high school sports fundraising opportunities by hosting tournaments and selling concessions at regular season games.

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	Police Department Stairwell Refurbishment
REQUESTING DEPARTMENT	Police
DESCRIPTION	Paint the Stairwell handrails or strip them to raw metal and refinish
GENERAL PLAN REFERENCE	LU7

JUSTIFICATION:

The Police department stairwell is in need of repainting. The constant exposure to body equipment and officers has taken its toll on the painting that was done approximately 8 years ago and now needs to be addressed. The Police Department is open to the idea of stripping the paint and placing a clear treatment on the existing railing to avoid this wear and tear moving forward. The bottom portion of the stair well would still be repainted.

ESTIMATED COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
\$75,000.00			\$	\$	\$	\$75,000

CIPAC SCORE

Score	HS	SC	RI	JL	CO	CI	TOT
	1	1	1	0	1	3	7

FUNDING SOURCES	COST - BREAKDOWN	
General Fund	DESCRIPTION	ESTIMATED COST
	1. DESIGN	
	2. CONSTRUCTION	\$75,000.00
	3. MANAGEMENT/INSPECTION	
	4. CONTINGENCIES	
	5. OTHER (LIST) Soils Engineer Rep.	
	Survey	
	TOTAL	\$75,000.00

Community Impact Statement:

The Downstairs area is in need of repainting to provide an appropriately maintained working environment for officers.

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	Installation of Charging Stations
REQUESTING DEPARTMENT	Public Works
DESCRIPTION	Installation of charging stations in public areas throughout the City
GENERAL PLAN REFERENCE	LU7

JUSTIFICATION: As more and more people buy electric cars, the City needs to consider providing charging stations to meet the demand, as well as to encourage people to visit the downtown area. The City should be a role model and leader in this clean air movement and partner with SCE and other energy leaders with a goal to roll out at least 10 charging stations citywide. Possible areas include City Hall, City Parking Lots, Library, Campus El Segundo soccer fields and Recreation Park.

ESTIMATED COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
\$75,000			\$	\$	\$	\$

CIPAC SCORE

Score	HS	SC	Ri	JL	CO	CI	TOT
	1	1	3	0	1	7	13

FUNDING SOURCES

COST - BREAKDOWN

	DESCRIPTION	ESTIMATED COST
Expected Grant and General Fund combination	1. DESIGN	\$20,000
	2. CONSTRUCTION	\$50,000
	3. MANAGEMENT/INSPECTION	
	4. CONTINGENCIES	\$5,000
	5. OTHER (LIST) Soils Engineer Rep.	
	Survey	
	TOTAL	\$75,000

Community Impact Statement: There is a significant community benefit to residents and visitors being able to charge their vehicles when visiting the downtown area and community facilities. It invites people to choose our city over other locations knowing they have plug in options available to them.

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	Facility Needs Assessment
REQUESTING DEPARTMENT	Public Works
DESCRIPTION	Need for a comprehensive evaluation of all facilities to prioritize wholesale renovations
GENERAL PLAN REFERENCE	LU1; LU7

JUSTIFICATION: The Public Works Department maintains over 30+ large and small buildings, of which most of them are more than 30 years old. Due to city budget constraints, many of these buildings have not been adequately maintained. Additional several key buildings no longer meet the needs of their user groups, specifically in terms of layout, technology and change in use. Public Works recommends that a comprehensive assessment be conducted to help evaluate and prioritize how these buildings can be renovated or replace to bring them into alignment with today's user-group needs. The results of that assessment can guide the facilities component of a five- and ten-year infrastructures plan.

ESTIMATED COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
\$350,000	0		\$	\$	\$	\$

CIPAC SCORE

Score	HS	SC	Ri	JL	CO	CI	TOT
	1	4	3	3	3	6	20

FUNDING SOURCES

COST - BREAKDOWN

General Fund	DESCRIPTION	ESTIMATED COST
	1. DESIGN	
	2. CONSTRUCTION	
	3. MANAGEMENT/INSPECTION	
	4. CONTINGENCIES	
	5. OTHER (LIST) Facility Assessment:	\$350,000
	TOTAL	\$350,000

Community Impact Statement:

There is a significant community and employee benefit to evaluating and prioritizing the needs of the City's aging facilities, and determining whether they can be successfully renovated (and to what extent), or whether replacement makes more financial sense. Challenges include: 1) the Gordon clubhouse stage lighting does not adequately meet today's production needs, and the building has asbestos and lead, which significantly impact the cost of renovations; 2) the teen center is outdated and does not provide the type of engaging environment that today's teens are drawn to; 3) City Hall's disjointed layout impedes the ability department staff to be located together as a group; as an example Finance staff are located in three separate areas of City Hall; 4) there is no location for centralized cashiering; 5) Meeting rooms throughout the city are inadequate in both size and layout for the diversity of meetings held in the community professional world today (Joslyn, Clubhouse, City Hall, PD, Library).

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	Downtown-Main street and Grand Ave.
REQUESTING DEPARTMENT	
DESCRIPTION	To retro fit the existing poles that are no longer being used for the hanging baskets throughout the Downtown areas on Main Street and Grand Ave, with a solar powered light fixture. Also to include a fresh coat of black weather resistant paint to each of them.
GENERAL PLAN REFERENCE	

JUSTIFICATION: The 60 some pole standards that have been installed to hold hanging baskets have been unkempt and unused for many years and are blighted serving no purpose. To retro fit a solar powered light standard in the top of each of them would create added safety at night and enhanced ambiance throughout the Downtown area encouraging safer foot traffic and furthering a more cohesive Downtown District. The poles themselves have a nice design and solid foundation, and should be able to be converted to a light fixture that is solar powered fairly easily. There would be very little continued maintenance once implemented.

ESTIMATED COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
\$48,000			\$	\$	\$	\$48,000

CIPAC SCORE

Score	HS	SC	Ri	JL	CO	CI	TOT

FUNDING SOURCES

COST - BREAKDOWN

	DESCRIPTION	ESTIMATED COST
	1. DESIGN	
	2. CONSTRUCTION	
	3. MANAGEMENT/INSPECTION	
	4. CONTINGENCIES	
	5. OTHER (LIST) Soils Engineer Rep.	
	Survey	
	TOTAL	\$48,000

Community Impact Statement:

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	Crosswalk Lighting on Main St.
REQUESTING DEPARTMENT	Public Works
DESCRIPTION	Installation of wireless, in-ground crosswalk lighting in the 100-400 block of Main
GENERAL PLAN REFERENCE	LU7

JUSTIFICATION: The crosswalk lighting installed years ago with the Main Street renovation project has never worked properly. Public Works proposes to remove these lights and replace them with newer in-ground lights that work wirelessly through Bluetooth technology. The lights selected have proven reliability and have been deployed in other areas of the city with great success.

ESTIMATED COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
\$80,000			\$	\$	\$	\$

CIPAC SCORE

Score	HS	SC	RI	JL	CO	CI	TOT
	5	5	1	0	1	8	20

FUNDING SOURCES

COST - BREAKDOWN

	DESCRIPTION	ESTIMATED COST
	1. DESIGN	0
	2. CONSTRUCTION	\$8,000
	3. MANAGEMENT/INSPECTION	
	4. CONTINGENCIES	
	5. OTHER (LIST) Product Purchase	\$72,000
	Survey	
	TOTAL	\$80,000

Community Impact Statement:

Any roadway enhancements that help call attention to pedestrians in the ROW is valuable and provides a safer environment when they cross the street. These lights are in dire need of replacement, in particular given the increased popularity and growth of the downtown area would help benefit the community as a whole

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2016/2017

PROJECT TITLE	Retractable Bollards on Main St.
REQUESTING DEPARTMENT	Public Works
DESCRIPTION	Installation of wireless, flush mounted, retractable bollards on Main
GENERAL PLAN REFERENCE	LU7

JUSTIFICATION: The city hosts many community events in the 300 and 400 blocks of Main Street, such as the Halloween Frolic, Tree Lighting ceremony, Farmer's Market, etc. Because pedestrian safety is paramount to the City, city vehicles are used to block the ends of the streets and provide a safe buffer between pedestrians and cars. However, it would be much more efficient and still maintain a high degree of safety to use retractable bollards for these recurring events. The bollards would be strategically placed in the roadways and yet still be rapidly accessible for use. This would also free up City vehicles for use during the events as needed.

ESTIMATED COST	FUNDS ALLOCATED TO DATE	Funding Source	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
\$80,000	\$0		\$	\$	\$	\$

CIPAC SCORE

Score	HS	SC	RI	JL	CO	CI	TOT
	10	5	1	0	1	10	27

FUNDING SOURCES

COST - BREAKDOWN

	DESCRIPTION	ESTIMATED COST
	1. DESIGN	0
	2. CONSTRUCTION	\$40,000
	3. MANAGEMENT/INSPECTION	
	4. CONTINGENCIES	
	5. OTHER (LIST) Product Purchase	\$50,000
	Survey	
	TOTAL	\$90,000

Community Impact Statement:

Huge benefit to the community for safety and reliability, especially given the growth in the downtown area over the past two years.

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CITY OF EL SEGUNDO HISTORY OF EL SEGUNDO

El Segundo, now home to a population of more than 16,000 people and a number of Fortune 500 Corporate offices, was mostly uninhabited land used for dry farming. The land was once part of the Sausal Redondo Rancho controlled by Daniel Freeman, the founder of Inglewood. In 1885, most of the rancho were sold in square mile sections to wealthy investors. While the beach areas of the south attracted some residents, the El Segundo and airport land in late 1910 was vacant. Standard Oil Company, recognizing the need for a refinery in Southern California, sent a large party of executives from the East, as well as California, to scout for a site in November 1910.

The El Segundo area was an easy choice, being mostly vacant, with ocean access providing a water source for cooling and close to oil fields. William Rheem, having constructed and managed Standard Oil's refinery at Point Richmond, was instrumental in bringing Richard Hanna, Superintendent of a Franklin, Pennsylvania refinery to build this second refinery at El Segundo. Richard Hanna's wife, Virginia, named this expanse El Segundo, Spanish for "the second", and with Rheem's approval, it was done. In late May 1911, construction begun on the refinery after a 2-mile long rail spur serving the site was completed. One of the first major tasks was dealing with the sand dunes. About 400 mules, mule-skinners, and Fresno scrapers were brought in to level sites for the refinery structures and storage tanks. In September 1911, Hanna invited Rheem down from San Francisco to "fire" the No. 1 battery of stills starting the production of end products. Raw crude had been accumulating in storage tanks having arrived by pipeline from the Whittier-Fullerton oil fields. By the end of the year, reportedly Standard Oil had spent over \$1 million of the \$3 million allotted to complete the refinery.

By the end of 1912, El Segundo had grown from a "tent city" to include 180 homes and 20 businesses, a school, a bank, churches, and five hotels. The El Segundo Land and Improvement Company offered Standard Oilers inducements to those wanting to build a home. This company managed the growth of El Segundo until the City was incorporated on January 18, 1917.

An early highlight in El Segundo occurred in 1914 when a Pacific Electric Rail line commenced operation into the heart of the town providing service without scaling the dunes to catch the service along the beach.

The City grew along with the growth of the refinery. There were other short-lived smaller ventures such as a tractor assembly plant that later became a tile manufacturing plant.

Next door to the north Mine's Field, a landing strip used by early aviators was chosen for the site for the Los Angeles Municipal Airport. Expansion with the official opening of the airport in 1930 ushered in numerous aviation companies. The likes of Douglas Aircraft, Hughes Aircraft, Northrup, Interstate, and North American Aviation (Northrup) all located in El Segundo.

After a high point of activity during WWII many of these companies eventually transitioned into the aerospace/defense industry. In the 1960's, the addition of the Aerospace Company Corporation and the Los Angeles Air Force Base gave El Segundo claim to the title of "The Aerospace Capital of the World". Today the City's population has leveled off around 16,600, which has enabled the community to preserve its small town intimacy and charm.

El Segundo is dubbed the "Most Business-Friendly City in the County" and the "home" of the Los Angeles Lakers and the L.A. Kings.

**CITY OF EL SEGUNDO
HISTORY OF EL SEGUNDO**

CITY OF EL SEGUNDO TIMELINE

- 1917 January 18, the City incorporates
- 1919 March 10, there is a major fire on Richmond Street. The Library moves to City Hall.
- 1920 General Chemical Company (followed by Allied, Honeywell, and now El Segundo Plaza) builds a plant on Sepulveda Blvd. in El Segundo.
- 1923 Standard Oil Company spends \$10-15 million on equipment program, making plant one of the largest of its kind in the world; Police and Water Departments established.
- 1928 January 3, Converse Drugstore opens. El Segundo High School opens with an enrollment of 124.
- 1929 August 28, Graf Zeppelin lands a Mines Field. Moreland Aircraft Plant opens. El Segundo High School graduates first class of 37 students.
- 1930 Pickwick Nitecoach opens. El Segundo Library opens with 1400 books.
- 1933 Earthquake damages plunge, City Hall, and school buildings; the Converse Building becomes second home for Library.
- 1935 General Tile Company begins operations.
- 1936 Elementary and High School Districts combine to form El Segundo Unified School District.
- 1938 City builds water treatment plant.
- 1939 Patmar's Drive-in opens Memorial Day.
- 1946 Nash-Kelvinator builds factory in El Segundo; West Basin Water District formed; Library construction resumes.
- 1947 Fire Department established November 24 with 6 members.
- 1948 West Basin Water District joins Metropolitan District; Library completed at a cost \$76,000; two-way radios installed in Fire and Police departments; City buys Maxim fire truck.
- 1949 State of California celebrates Centennial; Center Street Elementary School opens.
- 1956 City adopts Council-Manager form of government; Recreation Department formed; El Segundo becomes Aerospace Capital of the World.
- 1957 Contract awarded to Marion Varner & Associates for \$80,000 to build Fire Station No. 2 at El Segundo Boulevard & Nash Street.
- 1958 Recreation Park dedicated.
- 1963 Library is expanded for additional shelving and a children's room.
- 1966 Joslyn Center dedicated in Recreation Park.
- 1967 City joins in week-long 50th anniversary celebration; dedication of City Hall at 350 Main Street.
- 1969 Airplane crash at Holly and Eucalyptus.
- 1983 The Oakland Raiders (NFL) moves to Los Angeles and establish a training facility in town. El Segundo Education Foundation founded.

**CITY OF EL SEGUNDO
HISTORY OF EL SEGUNDO**

- 1986 Park Vista home for seniors opens its doors.
- 1991 Library expands again to accommodate more seatings, a large meeting room, and converts the card index to online catalog.
- 1996 City mural program begins with 5 murals completed; Heritage Walk begins on Main Street.
- 1999 Hometown baseball hero George Brett, ESHS Class of 1971, inducted into the Baseball Hall of Fame after a 20-year career with the Kansas City Royals. Brett returns to El Segundo to attend April 24 dedication of George Brett Field at Recreation Park.
- 2000 Dog Park opens. Balls and pucks fly as Lakers (NBA), Kings (NHL), and Sparks (WNBA) establish HealthSouth Sports facility; 911 center opens for 24-hour emergency assistance; Center Street, Richmond Street, Middle School, and the High School are renovated, including the libraries.
- 2003 The Downtown Improvement Project completed.
- 2005 Groundbreaking for Douglas Street Gap Closure Project and for Plaza El Segundo lifestyle retail center. Library converts storage space to new meeting rooms and renames the large meeting room the "Friends of the Library Room". Office spaces are refurbished and modernized.
- 2006 Shriever Space Complex dedicated at new Los Angeles Air Force Base Headquarters facility; Landmark Los Angeles International Airport Settlement Agreement ratified that scraps massive airport expansion plan and approves aggressive aircraft noise mitigation and residential sound insulation program. Plaza El Segundo opened in fall/winter of this year.
- 2007 July, Athletic Fields of Campus El Segundo (of which the soccer fields were part) opened.
- 2009 December 16, Fire Station No. 2's opening –day ceremony.
- 2010 The Edge, Plaza El Segundo is the second phase of the Plaza El Segundo development, invites outdoor strolling and shopping experience.
- 2013 El Segundo Lifeguard Tower dedication funded from the \$1.7 million set aside by the LA County Board of Supervisors for a lifeguard station and restrooms at El Segundo beach.
- 2014 Hyatt Place, one of the newest hotels catering to business clientele opens.
- 2015 The Point, the final phase of the Rosecrans Avenue and Sepulveda Boulevard development opens; Elevon at Campus El Segundo, a \$100 million, 210,000 square-foot complex is one of the largest commercial office projects to break ground in the last decade; Chevron Products Company celebrates its 100th year in the City.

History of El Segundo



El Segundo Hotel, c.1913

El Segundo's First School House, c. 1913



El Segundo Boulevard, c. 1913

History of El Segundo



Opening of Jensen's New Market
April 7, 1936

Richmond Street construction
March 10, 1917



Franklin Avenue and Richmond Street
intersection, c. 1920

**CITY OF EL SEGUNDO
MISCELLANEOUS STATISTICS
FISCAL YEAR 2016-2017**

General	Date of Incorporation	Thursday, January 18, 1917
	Form of Government	Council-Manager
	Classification	General Law City
	Area	5.46 square miles
Population	Total	16,646
	Median Age	39.2
	No. of Households	7,281
	Median Household Income	\$89,926 (in 2009)
	High School Graduate or Higher	96.2%
	Bachelor's Degree or Higher	49%
	No. of Full-Time Employees	268 (excludes elected PT officials)
Police Protection	No. of Police Station	1
	No. of Police Sworn Officers	62
Fire Protection	No. of Fire Stations	2
	No. of Sworn Firefighters	43
	Fire Insurance Rating	IS02
Streets, Parks & Sanitation	Miles of Streets	63.3
	No. of Street Trees	6,200
	No. of Park Sites	22
	9-Hole Golf Course	1
	Miles of Storm Drains	35.3
	Miles of Sewers	57.35
	Miles of Water Lines	65.1
Education Facilities	Elementary School	2
	Middle School	1
	High School	1
	Private School	3
	School Enrollment (ESUSD only)	3,492 (2015-16 academic year)
	Library	1 Main + 4 School
Housing	Multi-Family	57.2%
	Single-Family Detached	42.80%
	Owner-Occupied	40.90%
	Tenant-Occupied	54.70%
	Vacant	4.40%
	Median Value of Owner-Occupied	\$804,800
Race	African-American	300 or 1.9%
	Asian	936 or 5.8%
	Caucasian	11,282 or 69.9%
	Latin/Hispanic	2,891 or 17.9%
	Native American	116 or 0.7%
	Native Hawaiian	31 or 0.2%
	Other	71 or 0.4%
Lodging Facilities	Two or More Races	521 or 3.2%
	No. of Hotels	12

**CITY OF EL SEGUNDO
COMPARISON WITH NEIGHBORING CITIES
FISCAL YEAR 2016-2017**

	CITY					
	El Segundo	Gardena	Hawthorne	Hermosa Beach	Manhattan Beach	Redondo Beach
Area - square miles	5.46	5.9	6.0	1.43	3.88	6.35
Population	16,646	60,414	87,657	19,772	35,763	68,095
Full-time employees	268*	339	268	124	285	436
General Fund budget	\$ 69,810,355	\$ 54,590,861	\$ 61,933,046	\$ 35,746,328	\$ 67,406,040	\$ 83,875,745
Expenditure per capita**	\$ 4,194	\$ 904	\$ 707	\$ 1,808	\$ 1,885	\$ 1,232
Police sworn personnel	62	97	95	38	65	96
Police per capita	0.004	0.002	0.001	0.002	0.002	0.001
Police station	1	1	1	1	1	3
Fire sworn personnel	43	contract	contract	16	33	62
Fire station	2	2	3	1	2	3

*** Excludes positions with approved funding in FY16-17 but temporarily held in Non-Departmental pending further Council review and approval; also excludes part-time elected positions counted as full-time in the Personnel Summary Schedule presented in other parts of the budget document.**

**** While the expenditure per capita appears much higher in El Segundo compared with other larger cities, it should be noted that the "daytime" population of El Segundo averages between 65,000 - 70,000 due to many major corporations located in the City that employ thousands of people; in addition, the population also increases at night due to the occupancy rates at the City's 12 lodging facilities.**

**CITY OF EL SEGUNDO
FINANCIAL POLICIES/PROCEDURES**

General Fund Reserve: Set General Fund Reserve at 18% of the adopted expenditures with a target of 20% when funds are available.

Economic Uncertainty Fund Reserve: Maintain the Economic Uncertainty Fund at \$1.5 million up to a maximum of \$2 million to mitigate current and future risks due to fluctuations in the City's core tax revenues.

Capitalization of Fixed Assets: Capitalize fixed asset with a value of \$5,000 or more and with an estimated life of **over one year**.

Balanced Budget: Is defined as a budget in which estimated revenues equal or exceed expenditures; in some instances, the City considers the budget is balanced when using available reserves to make up the gap between revenues and expenditures. Council policy is to adopt a balanced budget each year.

Revenue Estimates: Maintain a conservative approach in projecting revenues.

Budgetary Control: The budgetary level of control is held at the department level.

Budget Transfers: Budget transfer requests between accounts or object codes shall be limited; meaning, departments may overspend on one account without processing a budget request transfer form as long as that overage is covered by savings from another account within the department. Budget transfers within a division required the Director of Finance's approval. Budget transfers between divisions require City Manager's approval. Budget transfers between funds require Council approval. Additional appropriations requests after the budget is adopted require Council approval.

Basis of Budgeting: The City uses the modified accrual basis in budgeting government funds. This means that obligations of the City, including outstanding purchase orders, are budgeted as expenses and revenues are recognized when they are both measurable and available to fund current expenditures. Included in the budget for governmental funds are estimated payouts during the budget year for compensation absences in excess of maximum accrued leave allowable. For the enterprise funds, the City uses the full accrual method. This means expenses are recognized when incurred and revenues are recognized when due the City.

Basis of Accounting: The basis of accounting is the same as the basis of budgeting.

Budgetary Data: Annual budgets are legally adopted for all funds on a basis consistent with generally accepted accounting principles, except for the following funds for which no budget was adopted for Fiscal Year 2016-2017: Traffic Safety Fund; Measure "R" Fund; Community Development Block Grant Fund; SB 821 Bikeway Fund; and Federal Grants Fund. Some of the revenues from these funds are held for future appropriations when enough is accumulated to fund a project.

Debt Limit: The City does not have general bonded debt. If the City were to issue debt, the debt limit would be at 3.75% of assessed valuations of \$10,887,340,357, so the City's debt limit is \$408,275,263.

Purchasing: Purchase orders ranging from \$10,000 - \$25,000 require City Manager's approval; above \$25,000 require formal bids to be approved by City Council.

Encumbrance Carryovers: Encumbered purchase orders with remaining balances at year-end may be carried over to the next fiscal year after review by the Purchasing Agent and approval by the Director of Finance. All carryover appropriations require Council approval.

Contracts Review: The Risk Manager should review contracts when procured through a negotiated/ award procedure at any given time during the fiscal year.

**CITY OF EL SEGUNDO
TOP 10 PROPERTY TAXPAYERS/TOP 10 EMPLOYERS**

TOP 10 PROPERTY TAXPAYERS

Aerospace Corporation
Boeing Company
Chevron USA Inc.
DFW IV 400 Continental BLVD LLC
Hughes Aircraft
Kilroy Realty Finance Partnership
Northrop Grumman Systems
Pacific Corporate Towers LLC
Pes Partners LLC
Raytheon

TOP 10 EMPLOYERS

Accenture
Big 5
Boeing Satellite Systems Inc.
Chevron Products Company/USA Inc.
Mattel
Northrup Grumman Corporation
Raytheon Company
Teledyne Controls
The Aerospace Corporation
The Direct TV Group Inc.

Top 10 Sales Taxpayers

Best Buy
Boeing Company
Chevron
Direct TV Customer Store
En Pointe Technologies Sales
Just Fab
Karl Storz Endoscopy
Murad
Raytheon Company
Trace 3

**CITY OF EL SEGUNDO
GLOSSARY OF BUDGET TERMS**

APPROPRIATION: A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is limited in amount and limited as to the time period in which it may be expended.

ASSESSED VALUATION: A dollar value placed upon real estate or other property, by Los Angeles County, as a basis for levying property taxes.

BOND: A security whereby an issuer borrows money from an investor and agrees or promises, by written contract, to pay a fixed principal sum on a specified date (maturity date) and at a specified rate of interest.

BUDGET MESSAGE: A written discussion of the budget presented by the City Manager to the City Council.

CAPITAL IMPROVEMENT PLAN (CIP): A financial plan of proposed capital improvement projects and the means of financing them, usually prepared for a five year period.

CAPITAL OUTLAY: An operating budget category which accounts for all furniture and equipment with a unit cost of more than \$1000 and an estimated useful life of more than one year.

DEBT SERVICE FUNDS: Account for the accumulation of resources set aside for the repayment of City issued debt.

DEPARTMENT: An organizational unit comprised of one or more divisions.

DIVISION: A program or activity, within a department, that furthers the objectives of the City Council by providing services or products.

ENCUMBRANCES: Financial commitments related to unperformed contracts for goods or services for which part of an appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.

ENTERPRISE FUND: A type of fund established to account for the total costs of those governmental facilities and services that are operated in a manner similar to private enterprise. These programs are entirely, or predominately, self-supporting.

FISCAL YEAR: The twelve-month period of time to which the operating budget applies. El Segundo's fiscal year is October 1 through September 30.

FUND: An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created. There are four major types of funds: General, Proprietary, Special Revenue, and Trust and Agency.

FUND BALANCE: The amount of financial resources immediately available for use. This generally represents the excess of current assets over current liabilities.

GANN APPROPRIATIONS LIMIT: Article XIII B of the California Constitution was amended by Proposition 4, "The Gann Initiative," in 1979. This Article limits the growth of governmental spending by multiplying the limit for the prior year tax proceeds by a growth factor. The growth factor is the percentage change in the cost of living (or per capital personal income, whichever is lower) multiplied by the percentage change in population. The 1979 base year limit amount consists of all tax proceeds appropriated in that year.

GENERAL FUND: The primary fund of the City which is used to account for those revenues and expenditures of the City that are not legally restricted as to use.

GRANT: Contributions of cash or other assets from another governmental entity to be used for a specific purpose.

INTERFUND TRANSFERS: Monies transferred from one fund to another in order to reimburse that fund for expenditures or to finance the operation of that fund.

**CITY OF EL SEGUNDO
GLOSSARY OF BUDGET TERMS**

INTERNAL SERVICE FUNDS: A fund type that accounts for revenues received and expenses incurred for services or commodities provided by that fund to user departments.

MUNICIPAL CODE: A book containing the City Council approved Ordinances currently in effect. The Code defines City policies related to building codes, planning and zoning regulations, sanitation and health standards, traffic violations, etc.

OBJECTIVES: Departmental statements describing significant activities to be accomplished during the fiscal year.

OPERATING BUDGET: A financial and organizational plan for furthering the goals of the City Council through the City departments. The operating budget does not include capital improvement projects.

ORDINANCE: A formal legislative enactment by the City Council. An Ordinance has the full force and effect of law within City boundaries, unless it is in conflict with a higher form of law, such as a State Statute or Constitutional provision. An Ordinance has a higher legal standing than a Resolution.

PROPOSITION 111 LIMIT: On June 5, 1990, California voters approved Proposition 111, to amend Article XIIB of the California Constitution, relating to the Gann Appropriations Limit Initiative.

REIMBURSEMENTS: Payments remitted by another agency, department, or fund to help defray the costs of a particular service or activity for which some benefit was obtained by the reimbursing party. These amounts are recorded as expenditures, or expenses, in the reimbursing fund and as a reduction of expenditures, or expenses, in the fund that is reimbursed.

RESERVE: An account used to earmark a portion of the fund balance as legally segregated for a specific use.

RESOLUTION: A special order of the City Council that requires less legal formality than an Ordinance in terms of public notice and the number of public readings prior to approval. A Resolution has lower legal standing than an Ordinance. The City's budget is approved by Resolution and requires a majority vote of the Council members present at the time of adoption.

SALARIES AND BENEFITS: An operating budget category which generally accounts for full-time, part-time and temporary salaries, overtime costs and fringe benefits.

SPECIAL REVENUE FUNDS: These are funds that separately account for monies that are restricted as to use by the City Council, the State of California or the Federal Government.

SUBVENTIONS: Revenue collected by the State (or other level of government) which is allocated to the City on a formula basis. The major subventions received from the State of California include Motor Vehicle License Fees and Gasoline Taxes.

SUPPLIES AND SERVICES: An operating budget category accounting for expenditures not related to personnel or capital outlay (e.g. buildings and grounds maintenance, contractual services, equipment maintenance, office and computer supplies, small tool purchases, utility costs, postage, copier costs, etc.).

TRUST AND AGENCY FUND: A type of fund which temporarily holds monies for other agencies or legal entities

**CITY OF EL SEGUNDO
ACCOUNT CODE DESCRIPTION**

- 4101 Salaries/Full-Time:** Compensation to full-time benefited employees
- 4102 Salaries/Part-Time:** Compensation for part-time non-benefited or partially-benefited employees
- 4103 Overtime:** Compensation to employees for hours worked in excess of regularly- scheduled worked week
- 4104 Permanent Contract:** Compensation to Golf Course employees under contract with the City of El Segundo
- 4105 Holiday Pay:** Compensation to safety employees in-lieu of holiday leave taken
- 4107 FLSA Overtime:** Overtime pay as defined under the Federal Labor Standards Act (FLSA)
- 4108 Vacation/Sick Leave Buyback:** Buyback of a portion of an employee's vacation and sick leave balance as allowed under each bargaining unit's memorandum of understanding (MOU)
- 4109 Vacation/Sick Leave-Termination:** Payout of an employee's vacation and sick leave balance at termination, as allowed under each bargaining unit's MOU
- 4110 Leave Replacement:** Compensation to Fire employees for hours worked to replace open positions due to leave time (vacation/sick)
- 4112 Compensated Sick Time:** Payouts for accrued sick leave which may be optional at end of the year or required if sick leave balance is over the prescribed maximum accumulation.
- 4113 Reimbursable Overtime:** Overtime compensation reimbursed by outside agencies/vendors for specific work performed on behalf of another agency or vendor.
- 4116 Standby Pay:** Compensation to employees who have been released from work but are specifically required by their supervisor to be available to return to work as needed by the City.
- 4201 PERS Retirement:** Employee and employer contributions to the Public Employees Retirement System (PERS)
- 4202 FICA:** Employee and employer contributions to the Federal social security system including Medicare
- 4203 Workers' Compensation:** Contributions to the City of El Segundo's Internal Service Workers' Compensation Fund
- 4204 Group Insurance:** Payment for insurance premiums for health, dental, and vision
- 4205 Uniform Allowance:** Quarterly payments, through payroll, to employees who are required to purchase and maintain prescribed uniform clothing and personal equipment.
- 4209 PARS (Public Agency Retirement Services):** Supplementary retirement system to the California Public Employees Retirement System
- 4210 OPEB (Other Post-Employment Benefits):** GASB 45 liability to fund annual required contribution
- 4215 Uniform Replacement:** Annual uniform maintenance allowance for employees required to wear a specific work attire including boots
- 5203 Repairs & Maintenance Supplies:** Supplies used for repairs and maintenance
- 5204 Operating Supplies:** Business cards, law library books, blueprint paper, pre-printed forms, book covers, and other supplies necessary to support the ongoing operations

**CITY OF EL SEGUNDO
ACCOUNT CODE DESCRIPTION**

- 5205 Cleaning & Sanitation:** Pool maintenance and custodial supplies
- 5206 Computer Supplies:** Computer paper, diskettes, magnetic tapes, printer ribbons, software, and other computer related items
- 5207 Small Tools & Equipment:** Hammers, wrenches, screwdrivers, small hand and power tools
- 5210 Paper Goods:** Napkins, paper towels, cups, and other paper goods used at the Golf Course restaurant
- 5211 Photo Supplies:** Film, flashbulbs, photo processing costs, and other miscellaneous photo supplies
- 5212 Prisoner Meals:** Meals for in-custody prisoners and court commitment program participants
- 5213 Replacement of Damaged Goods:** Replacement of damaged or broken dishes, glasses, utensils, and other items used at the Golf Course restaurant
- 5214 Housing Supplies:** General supplies for Fire Station.
- 5215 Vehicle Gasoline Charge:** Fuel charges for operating City vehicles
- 5216 Range Balls & Mats:** Range balls and mats for the Golf Course
- 5218 Police Training Materials & Supplies:** Training materials and supplies for Police Department
- 5501 Books & Other Printed Materials:** Books, pamphlets, periodicals, etc.
- 5502 Audio & Video:** Books on tape, cassettes, compact discs, and periodical microfiche
- 5505 Young People's Books:** Children's books, pamphlets, magazines, and kits.
- 5507 School Library Materials:** Books and other printed materials for the El Segundo Unified School District's libraries.
- 5220 Computer Refresh Charges:** Annual charge to departments for core workstation hardware and software
- 5255 CPR Class Operating Supplies:** Supplies used in CPR training courses
- 6093 Junior Camp Expenses:** Junior golf camp operating expenses
- 6101 Gas:** Cost of natural gas used at City buildings, parks, and other public facilities
- 6102 Electricity:** Cost of electricity for City buildings, parks, and other public facilities
- 6103 Water:** Cost of water used in City buildings, parks, and other public facilities
- 6116 Building Lease Charge:** RSI office lease charges
- 6135 Credit Card Expense:** Merchant's fees for accepting credit payments throughout the City, including the Golf Course
- 6139 Bank Service Charges:** Bank service charges exceeding earnings allowance on City's checking accounts.
- 6153 Personal Property Damage:** Golf Course personal property damage expenses
- 6172 NSF Charges:** The expense of NSF checks deemed uncollectible

**CITY OF EL SEGUNDO
ACCOUNT CODE DESCRIPTION**

6201 Advertising & Publishing: Public notices and job announcements, newsletters, flyers, and other informational or promotional materials distributed by the City

6203 Copy Machine Charges: Charges for copy machine usage, maintenance, and supplies

6205 Other Printing & Binding: Use of outside printers for forms, pamphlets, brochures, and other printing needs

6206 Contractual Services: Contracts with vendors for engineering services, traffic studies, signal maintenance, refuse collection, street sweeping, janitorial services, pump maintenance, and other miscellaneous services.

6207 Equipment Replacement Charges: Charges to departments to accumulate funds necessary to replace old, outdated, and unusable furniture, computers, office equipment, vehicles, and other capital items

6208 Dues & Subscriptions: Dues for memberships in various professional organizations and subscriptions to trade journals, magazines, newspapers, etc.

6209 Dump Fees: Costs to dump debris at local transfer stations

6210 Hazardous Materials Disposal Fees: Costs associated with the disposal of hazardous materials dropped on City streets.

6211 Insurance & Bonds: Property, liability, workers' compensation, and employee bond policies

6212 Laundry Cleaning: Cleaning of uniforms, floor mats, jail linens, beddings, and towels

6213 Meetings & Travel: Attendance at professional meetings and luncheons, and travel costs to attend training seminars and conferences

6214 Professional/Technical: Costs of professional services such as independent auditors, consultants, pre-employment physicals, and recreation class instructors

6215 Repairs & Maintenance: Repairs of buildings and facilities, and maintenance contracts for office equipment, computers, library circulation system, and print shop equipment

6216 Rental Charges: Rental of investigative equipment and miscellaneous equipment for emergency repairs

6217 Software Maintenance: Costs of maintaining the City's financial systems

6218 Hardware Maintenance: Costs associated with maintaining the City's computer network system

6219 Network Operating Charge: A "per computer charge" to each department for costs associated with computer systems network operations

6221 Educational Incentive: Compensation to firefighters who complete approved academic courses

6222 Lease Payment/Parking Garage: 612 Twin Holdings payments for parking garage

6223 Training & Education: Registration at educational seminars and conferences, and also for purchases of training materials

6224 Vehicle Operating Charge: Costs related to the operation, repair, and maintenance of the City's fleet of vehicles

6228 POST TRAINING EDUCATION: Reimbursement to Police Officers for approved training and educational programs under the Police Officers' Standards and Training (POST) program

**CITY OF EL SEGUNDO
ACCOUNT CODE DESCRIPTION**

- 6237 Water Conservation:** Water conservation bulletins and pamphlets, water-saving shower heads, etc.
- 6245 Employee Recognition:** Annual employee service awards luncheon.
- 6246 Claims Expense:** Liability and workers' compensation claims, settlements, and expenses
- 6247 Unemployment Compensation:** Quarterly payments to EDD for unemployment claims reimbursements
- 6249 Fees & Licenses:** Fees and licenses necessary for the operation of "The Lakes at El Segundo" golf course
- 6250 Volunteer Recognition:** Annual picnic for recognition of City volunteers
- 6251 Communications/Mobile Radios:** Maintenance and supplies for the Police and Fire Department mobile radios and pagers
- 6253 Postage:** Costs of mailing City correspondence, notices, water bills, etc.
- 6254 Telephone:** Telephone and cellular communications
- 6255 ESMC Reproduction:** Updating and reproduction of the City's Municipal Code
- 6256 Pavement Rehabilitation:** Expenditures related to pavement repairs
- 6257 Public Education:** Community service programs
- 6259 Breathing Apparatus:** Service, maintenance, and repair of the Fire Department's self-contained breathing apparatus (SCBA)
- 6260 Equipment Leasing:** Leases of copiers and fax machines.
- 6262 Testing/Recruitment:** Employment testing, oral board raters, brochures, and flyers
- 6263 Commissioners' Expense:** Compensation for attendance at Planning Commission meetings and reimbursement of commissioners' expenses
- 6266 Training Allowance:** Special training materials for the golf course pros
- 6267 Zoning Text Amendments:** Costs related to amendments to the zoning codes
- 6268 General Plan Update:** Costs of updating or amending the General Plan
- 6270 Commissions:** Commissions earned by the golf course pros
- 6271 Animal Regulation:** Contract with the SPCA and dog license tags
- 6272 Court Costs:** Meals and auto expenses for off-duty officers attending court proceedings
- 6273 In-Custody Medical Charges:** Medical care and treatment of prisoners
- 6274 Investigation Expenses:** Sheriff custodial charges, fingerprinting costs, blood alcohol and drug testing, and Municipal Code prosecutions
- 6275 K-9 Dog Care Services:** Dog food, veterinary care, and training

**CITY OF EL SEGUNDO
ACCOUNT CODE DESCRIPTION**

- 6276 Police Reserve Program:** Plaques, certificates, and training for Police Reserves
- 6278 Computer Charges:** County upgrades of in-house JDIC system and hardware and software maintenance
- 6279 Explorer Program:** Field trips and monthly meetings for Police Explorers
- 6280 CAL I.D.:** State/County computerized fingerprint system
- 6282 Emergency Repairs:** Charges for repairs to vehicles damaged in accidents
- 6283 Water Purchases - Potable:** Potable water purchases
- 6284 Security Costs:** Golf Course security expenses
- 6285 Water Purchases - Reclaimed:** Cost of purchasing water from the West Basin Municipal Water District
- 6286 General Administrative Charges:** Administrative charges to the Water Fund for services provided by City departments
- 6288 S.W.A.T. Program:** Training equipment, ammunition, and hostage negotiations costs
- 6289 Education Reimbursement:** Police educational reimbursements for eligible classes
- 6292 Hyperion Issues:** City's share of mitigation monitoring costs per contract with the City of Los Angeles
- 6294 Special Projects:** Funds set aside for special projects initiated by the City Council or City Manager
- 6296 R.S.V.P. PROGRAM:** Costs of the Retired Senior Volunteer Program
- 6301 Legal Counsel:** Monthly retainer of City Attorney.
- 6302 Special Plaintiff & Defense Litigation & Experts:** Costs associated with special plaintiff and defense litigation, and expert witnesses
- 6303 Commercial & Space Marketing:** Marketing of vacant commercial space
- 6310 Labor Negotiation:** Attorney fees related to labor negotiations
- 6311 Code Enforcement Litigation:** Attorney fees related to Municipal Code enforcement
- 6354 Lifeline Expense:** Operating expense for qualified customers for a subsidized water rate
- 6401 Community Promotion:** Miscellaneous expenditures to promote community activities
- 6402 Noise Abatement:** Agenda and minute preparation for the Noise Abatement Committee and membership dues in the national organization
- 6403 Sister City:** Program support and travel to Guaymas
- 6405 ESUSD Funding Agreement:** Costs funding agreement with the El Segundo Unified School District for crossing guards
- 6406 LAX Master Plan Intervention:** Attorney fees related to LAX Masterplan Intervention
- 6407 Washington Lobbyist:** Federal advocacy professional services related to LAX Masterplan

**CITY OF EL SEGUNDO
ACCOUNT CODE DESCRIPTION**

- 6502 Contribution Expense:** Golf Course contribution expense
- 7550 Cost of Sales:** Golf Course cost of food and beverages sales
- 7600 Hard goods:** Golf Course cost of hard goods sales, e.g., golf equipment
- 7601 Purchase Discount:** Golf Course discounts on inventory purchases
- 7602 Soft Goods:** Golf Course cost of soft goods sales, e.g., golf apparel
- 7604 Freight:** Golf Course freight charges on inventory purchases
- 7606 Teaching Supplies:** Golf Course lesson supplies
- 8103 Capital & Other Improvements:** Capital improvements to City buildings and facilities
- 8104 Capital/Equipment:** Capital equipment and furniture
- 8105 Capital/Automotive:** Vehicles and motorized equipment
- 8106 Capital/Communications:** Communications equipment
- 8108 Capital/Computer Hardware:** Computer hardware and related equipment
- 8109 Capital/Computer Software:** Computer software programs

**CITY OF ELSEGUNDO
ACRONYMS USED
ADOPTED BUDGET
FISCAL YEAR 2016-2017**

ACRONYM	TITLE
AB	Assembly Bill
ABC	Alcoholic Beverage Control
ADA	Americans with Disabilities Act
APSA	Aboveground Petroleum Storage Act
BOD	Board of Directors
CAD	Computer-Aided Dispatch
CaIARP	California Accidental Release Prevention
CaIPERS	California Public Employees' Retirement System
CASP	California Association of School Psychologists
CDBG	Community Development Block Grant
CDIAC	California Debt & Investment Advisory Commission
CD's	Certificate of Deposit
CERS	California Environmental Reporting System
CERS	California Environmental Reporting System
CERT	Community Emergency Response Team
CES	Campus El Segundo
CIEDB	Californian Infrastructure & Economic Development Bank
CIP	Capital Improvement Project
CMTA	California Municipal Treasurers' Association
COPS	Citizens' Option for Public Safety
CPI	Consumer Price Index
CPR	Cardio Pulmonary Resuscitation
CSI	Crime Scene Investigation
CTIP	Coordinated Technology Implementation Program
CUPA	California Unified Program Agencies
DOJ	Department of Justice
DVD	Digital Video Disc
EDAC	Economic Development Advisory Committee
EEO	Equal Employment Opportunity
EIR	Environmental Impact Report
EIS	Environmental Impact Statement
EKG	Electrocardiogram
EKPTO	Exceptional Kids Parent Teacher Organization
EMS	Emergency Medical Services
EOC	Emergency Operations Center
ERF	Equipment Replacement Fund
ES	El Segundo
ESMC	El Segundo Municipal Code
ESMoA	El Segundo Museum of Art
ESARG	El Segundo Amateur Radio Group
ESUSD	El Segundo Unified School District
FAA	Federal Aviation Administration

**CITY OF ELSEGUNDO
ACRONYMS USED
ADOPTED BUDGET
FISCAL YEAR 2016-2017**

ACRONYM	TITLE
FEMA	Federal Emergency Management Agency
FICA	Federal Insurance Contributions Act
FLSA	Federal Labor Standards Act
FPPC	Fair Political Practices Commission
FRO	First Responder Operations
FT	Full Time
FTE	Full Time Equivalent
GASB	Governmental Accounting Standards Board
GIOA	Government Investment Officers' Association
GIS	Geographic Information System
HIPAA	Health Insurance Portability & Accountability Act
HMBP	Hazardous Materials Business Plan
HOX	Home Owners Exemption
HSI	Homeland Security Investigation
HUD	Housing Urban Developmet
HVAC	Heating, Ventilation, Air Conditioning
ICE	Immigration & Customs Enforcement
ICRMA	Independent Cities Risk Management Authority
ICS	Incident Command Center
IRC	Internal Revenue Code
IRS	Internal Revenue Service
ISO	Insurance Services Office or International Standardization Organization
JAC	Joint Apprentice Committee
JDIC	Justice Data Interface Controller
LA	Los Angeles
LACMTA	Los Angeles County Metropolitan Transportation Commission
LADOA	Los Angeles Department of World Airports
LAEDC	Los Angeles Economic Development Corporation
LAWA	Los Angeles World Airport
LAX	Los Angeles Airport
MAX	Municipal Area Express
MEP	Mechanical, Electrical, Plumbing
MOU	Memorandum of Understanding
NFPA	National Fire Protection Administration
NIMS	National Incident Management System
NSF	No Sufficient Funds
OES	Office of Emergency Services
OPEB	Other Post Employment Benefits
P&BS	Planning & Building Safety
PAC	Political Action Committee
PARS	Public Agency Retirement Services
PD	Police Department
PEG	Public Education & Government

**CITY OF ELSEGUNDO
ACRONYMS USED
ADOPTED BUDGET
FISCAL YEAR 2016-2017**

ACRONYM	TITLE
PERS	Public Employees' Retirement System
POST	Peace Officers' Standard Training
PSAF	Public Safety Augmentation Fund
PSO	Public Services Officer
PT	Part Time
PW	Public Works
RBP	Retirement Benefit Plan
RFP	Request for Proposal
RMP	Risk Management Plan
RMS	Records Management System
RPOSD	Regional Park & Open Space District
RSI	Residential Sound Insulation
RSVP	Retired Senior Volunteer Program
SB	Senate Bill
SCAQMD	South Coast Air Quality Management District
SCE	Southern California Edison
SEMS	Standardized Emergency Management System
SIR	Self-Insured Retention
SLESF	Supplemental Law Enforcement Services Fund
SLOT	State Local Overtime
SMIP	Strong Motion Instrumentation Program
SPCA	Society for the Prevention of Cruelty to Animals
SPEA	Supervisory & Professional Employee Association
SRRE	Source Reduction & Recycling
STAR	State (of California & Nevada) Television Access Recognition
STC	Standard Training Corrections
SWAT	Special Weapons and Tactics
TDA	Transportation Development Act
TEMS	Tactical Emergency Medical Support
TOT	Transient Occupancy Tax
TRA	Tax Resolution Agreement
TRAP	Taskforce for Regional Autotheft Prevention
TV	Television
UASI	Urban Areas Security Initiative
UPA	Unified Program Agency
US	United States
UST	Underground Storage Tank
UUT	Utility Users' Tax
VIP	Very Important Person
VLF	Vehicle License Fee