

20-21

CITY OF EL SEGUNDO / CALIFORNIA

ADOPTED OPERATING AND CAPITAL IMPROVEMENT BUDGET

FISCAL YEAR 2020-2021

CITY OF EL SEGUNDO, CALIFORNIA
ADOPTED OPERATING & CAPITAL IMPROVEMENT BUDGET
FISCAL YEAR 2020-2021

CITY COUNCIL

Drew Boyles
Mayor

Chris Pimentel
Mayor Pro Tem

Carol Pirsztuk
Councilmember

Scot Nicol
Councilmember

Lance Giroux
Councilmember

Tracy Weaver
City Clerk

Matthew Robinson
City Treasurer



Scott Mitnick
City Manager

Mark Hensley
City Attorney

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City Manager's Office
MEMORANDUM

350 Main Street El Segundo, CA 90245
Phone 310-524-2300 | www.elsegundo.org

To: Honorable Mayor and Members of City Council
From: Scott Mitnick, City Manager
Date: October 1, 2020
Subject: **Adopted FY 2020-2021 Operating & Capital Improvement Program Budget**

On behalf of all City employees, it is my pleasure to submit a balanced Adopted Operating Budget for Fiscal Year (FY) 2020-2021. With this budget, the City will begin the process to shift from using the October 1 to September 30 fiscal year cycle to a more traditional July 1 to June 30 cycle. As a result, FY 2020-21 will operate within an abbreviated nine-month budget cycle from October 1, 2020 to June 30, 2021. This will allow the following year to run for a full 12 months from July 1, 2021 to June 30, 2022.

COVID-19 & Civil Unrest Impacts

Due to the unanticipated effects of two simultaneous national and local "State of Emergency" situations (the global COVID-19 pandemic which started in February 2020 and the civil unrest in response to the tragic death of George Floyd in Minneapolis on May 25, 2020), the local El Segundo economy has experienced considerable impacts over the past seven months. This has translated into significant reductions to local City revenues and funding for budget appropriations. Until the number of Coronavirus cases drop significantly for a sustainable period, a viable vaccine is in place, and the civil unrest tensions subside, the financial impacts are likely to continue to impact the local El Segundo City Budget.

Extensive Budget Preparation & Discussion Process

The FY 2020-2021 budget preparation process with City Council started in earnest with the April 21, 2020 Closed Session discussion of the early financial impacts of the evolving COVID-19 pandemic crisis. The public discussion commenced with the May 5th FY 2019-2020 General Fund Mid-Year Budget Update presentation to City Council. At that meeting, staff presented "Economic Recovery Scenarios" which were based on the following three different "economic recovery" timeframes:

- **Scenario One -- COVID-19 peaks in May 2020 & Economic Recovery starts in July 2020**
With the General Fund projected to experience a \$9.6 million (12%) revenue decline.
- **Scenario Two -- COVID-19 peaks in August 2020 & Economic Recovery starts in Oct. 2020**
With the General Fund projected to experience a \$15.2 million (or 20%) revenue decline.
- **Scenario Three -- COVID-19 peaks in Dec. 2020 & Economic Recovery starts in Jan. 2021**
With the General Fund projected to experience a \$16.1 million (21%) revenue decline.

Based on the best information available at the time, adjustments were made to accommodate Economic Recovery Scenario One. Revenue estimates and budget appropriations were amended to ensure that FY 2019-2020 ended the year with a balanced budget. This included not filling 35 vacant positions.

Over the course of the following two months, it became evident that Economic Recovery Scenario Two was the more likely outcome. In response, staff made a series of additional internal adjustments to ensure that the upcoming FY 2020-2021 Budget would be balanced. On July 22nd, City Council held a study session to review the existing three-year 2020-2022 Citywide Strategic Plan. At that meeting, staff provided a budget overview and City Council requested revisions to the Strategic Plan's Top Priorities, Goals, and Activities. On August 5th, a Budget Study Session was held to incorporate these revisions and review the initial Proposed FY 2020-2021 Operating Budget and Capital Improvement Program (CIP) Budget. Economic Recovery Scenario Two was included in the proposed budget.

Adhering to Citywide Strategic Plan for 2020-2022

At the August 5th Study Session, City Council approved the revised 2020-2022 Strategic Plan which included the following Top Ten Priorities and Five Broad Goals:

Top Ten Priorities

1. Obtain an "Age Friendly City" designation
2. Determine future of the Teen Center
3. Continue to advocate for El Segundo's interests regarding LAX expansion
4. Consider guidelines for use of potential revenue from golf course lease
5. Identify further infrastructure and downtown improvements for Main Street
6. Attract senior living facilities to El Segundo
7. Identify areas within the community that are appropriate for housing
8. Conduct a study of repurposing City Hall
9. Develop a unique value proposition for attracting new businesses
10. Ensure that the City is positioned for post COVID-19 recovery

Five Broad Goals

1. Enhance customer service, engagement, & communication; Embrace diversity, equity & inclusion
2. Support community safety and preparedness
3. Develop the City organization to become a choice employer and workforce
4. Develop and maintain quality infrastructure and technology
5. Champion economic development and fiscal sustainability

Reorganization of City Departments

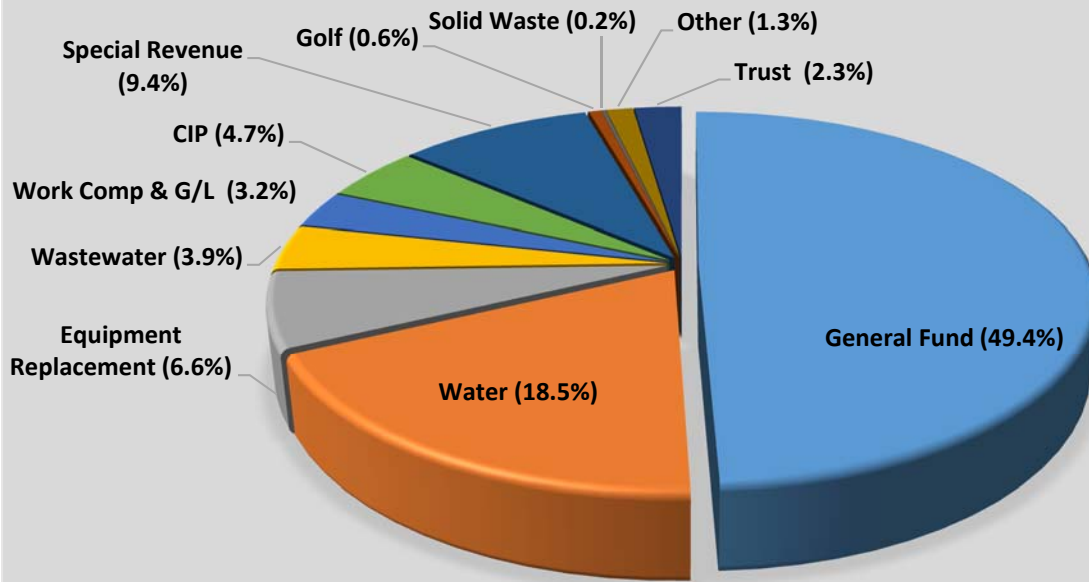
The Proposed FY 2020-2021 Budget that staff presented to City Council as part of both the August 5th Budget Study Session and September 15th Budget Public Hearing included the initial phase of a reorganization of several operating departments which will achieve greater operational and financial efficiencies. While City Council approved the budget to support this reorganization effort, City Council will formally act on the implementation actions needed to effectuate this effort at its October 20, 2020 meeting. The details of this reorganization are described on pages x and xi.

Overview of Adopted FY 2020-2021 Operating Citywide Budget

Total adopted appropriations (for all funds) for FY 2020-2021 is \$119,598,827, as follows:

| No. | Fund | FY 2019-2020 | | FY 2020-2021 | |
|--------------|----------------------------|-------------------------------|---------------|------------------------------|---------------|
| | | Adopted Budget (12 months) | % | Adopted Budget (9 months) | % |
| 1 | General Fund | \$80,782,540 | 58.6% | \$59,051,732 | 49.4% |
| 2 | Water | 29,622,670 | 21.5% | 22,083,273 | 18.5% |
| 3 | Equipment Replacement | 7,849,761 | 5.7% | 7,871,674 | 6.6% |
| 4 | Transportation Funds | 2,284,527 | 1.7% | 7,532,791 | 6.3% |
| 5 | General Fund CIP | 2,749,000 | 2.0% | 5,597,057 | 4.7% |
| 6 | Wastewater | 5,235,334 | 3.8% | 4,660,165 | 3.9% |
| 7 | Worker's Compensation | 2,934,272 | 2.1% | 2,564,421 | 2.1% |
| 8 | Public Safety Special Rev. | 1,661,565 | 1.2% | 1,887,407 | 1.6% |
| 9 | Other Special Rev. | 578,806 | 0.4% | 1,792,850 | 1.5% |
| 10 | Dev. Services Trust | 0 | 0.0% | 1,700,000 | 1.4% |
| 11 | General Liability | 1,783,333 | 1.3% | 1,269,399 | 1.1% |
| 12 | Economic Uncertainty | 0 | 0.0% | 923,708 | 0.8% |
| 13 | Golf | 1,417,800 | 1.0% | 727,000 | 0.6% |
| 14 | Rec & Econ Dev Trusts | 0 | 0.0% | 600,850 | 0.5% |
| 15 | Debt Service | 545,000 | 0.4% | 545,000 | 0.4% |
| 16 | Cultural Dev. Trust | 0 | 0.0% | 486,000 | 0.4% |
| 17 | Solid Waste | 230,000 | 0.2% | 230,000 | 0.2% |
| 18 | Senior Housing | 74,113 | 0.1% | 75,500 | 0.1% |
| Total | | \$137,748,721 | 100.0% | \$119,598,827 | 100.0% |

FY 2020-2021 Citywide Appropriations by Fund



The General Fund represents the largest portion of the total Adopted Citywide Budget at \$59,051,732 (49.4%). Enterprise Funds represent the second largest group at 23.2%, as follows: Water Fund at \$22,083,273 (18.5%); Wastewater Fund at \$4,660,165 (3.9%); Golf Fund at \$727,000 (0.6%); and Solid Waste Fund at \$230,000 (0.2%). Internal Service Funds total 9.8% as follows: Equipment Replacement Fund at \$7,871,674 (6.6%); Workers' Compensation Fund at \$2,564,421 (2.1%); and, General Liability Fund at \$1,269,399 (1.1%).

The General Fund Capital Improvement Program (CIP) Fund totals \$5,597,057 (or 4.7% of all funds). This consists of \$4,347,057 in carryover funding from prior fiscal years to support 22 ongoing projects and \$1,250,000 in "new" funding for two projects supported by City Council at the August 5, 2020 Budget Study Session to be put back into the CIP (after being deferred earlier in the year due to COVID-19).

The remainder of the funds consist of smaller funds dedicated to specific purposes. These include the Debt Service Fund, Development Services Trust Fund, Recreation and Parks Fund, Economic Development Fund, Cultural Development Trust Fund, and Park Vista Senior Housing Project Fund.

Adopted FY 2020-2021 General Fund Budget

The Adopted FY 2020-2021 General Fund Budget is balanced with recurring operating revenues sufficient to cover recurring operating expenditures. One-time use of reserves will take place for one-time capital improvement projects to partially maintain deteriorating facilities and aging public infrastructure. This approach fully complies with the City's Financial Policies. The General Fund pays for the majority of the City's basic operations and services, including the following:

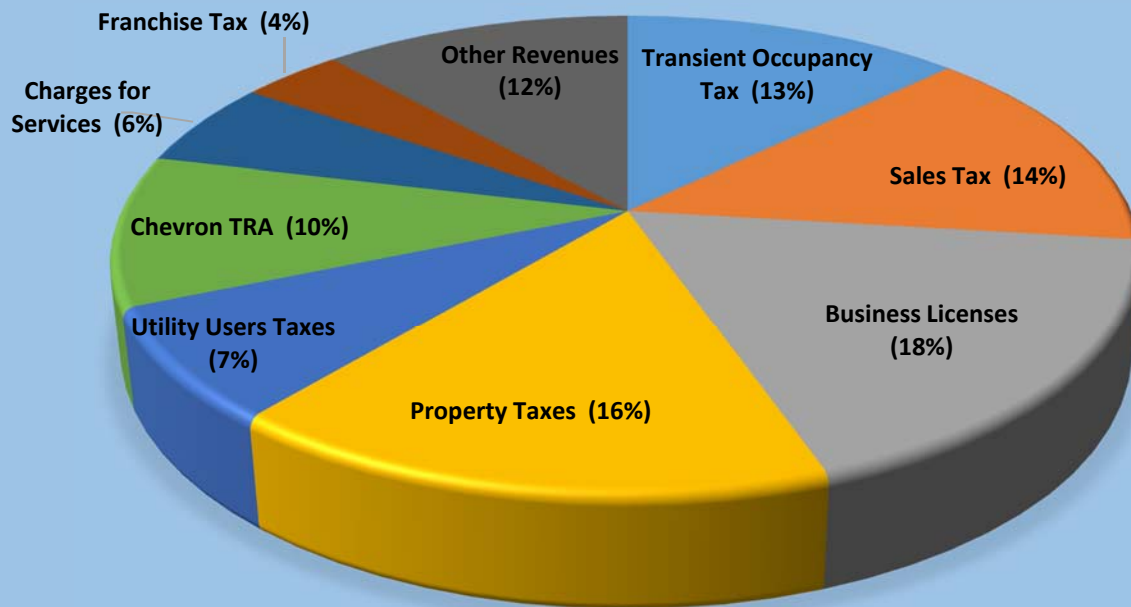
- Public Safety (Police & Fire)
- Public Works (Streets/Engineering/Facilities/Landscaping)
- Community Services (Library/Senior/Teen/Recreation/Cultural Arts)
- Development Services (Planning/Building/Housing)
- Internal Support (City Clerk/City Treasurer/Finance/Human Resources/Information Technology)
- General Governance (City Council/City Manager/City Attorney)

General Fund Revenues

Total General Fund revenues for the nine-month FY 2020-2021 are anticipated to be \$59,051,732, as illustrated in the following table and chart:

| | Revenue | FY 2019-2020 Adopted Budget (12 months) | FY 2020-2021 Adopted (9 months) | Change |
|----|----------------------------|---|---------------------------------------|-----------------------|
| 1 | Business License Tax | \$12,510,000 | \$10,489,360 | \$(2,020,640) |
| 2 | Property Tax | 8,816,500 | 9,645,025 | 828,525 |
| 3 | Sales Tax | 11,500,000 | 8,373,683 | (3,126,317) |
| 4 | Transient Occupancy Tax | 15,200,000 | 7,524,570 | (7,675,430) |
| 5 | Chevron Tax Agreement | 5,600,000 | 6,000,000 | 400,000 |
| 6 | Utility Users Tax | 6,450,000 | 4,494,047 | (1,955,953) |
| 7 | Charges for Service | 5,298,845 | 3,415,836 | (1,883,009) |
| 8 | Franchise Tax | 3,200,000 | 2,250,000 | (950,000) |
| 9 | Intergovernmental Revenues | 1,851,490 | 1,942,770 | 91,280 |
| 10 | Other Revenues | 3,218,995 | 1,916,964 | (1,302,031) |
| 11 | License & Permits | 1,688,358 | 1,153,769 | (534,589) |
| 12 | Transfers-In | 140,000 | 948,708 | 808,708 |
| 13 | Interest & Rentals | 824,000 | 603,000 | (221,000) |
| 14 | Fines & Forfeitures | 412,020 | 294,000 | (118,020) |
| | Total | \$76,710,208 | \$59,051,732 | \$(17,658,476) |

FY 2020-2021 General Fund Revenues



The Top Six General Fund revenue sources are as follows:

1. Business License Tax -- \$10,489,360

This represents a decrease of just over \$2 million (or -16%) from FY 2019-2020 which is based on the current challenging economic conditions brought on as a result of COVID-19 and the mandated social restrictions as determined by the State of California and Los Angeles County Health Department. This has created a significant temporary impact on the local economy that has resulted in some employers deciding to downsize in order to weather the COVID-19 virus. Also, decreased filming productions have impacted Business Film License permits. It is anticipated that this revenue source will increase after a Coronavirus vaccine is developed.

2. Property Tax -- \$9,645,025

This represents an Increase of approximately \$828,000 (or 9%) from FY 2019-2020 which is attributed to rising property values and increased property sales transactions. The City experienced a net taxable value increase of about 8% for the FY 2019-20 tax roll, which was more than the increase experienced Countywide at 6.5%. The assessed value increase between FY 2018-19 and FY 2019-20 was \$1.12 billion. The change attributed to the 2% Proposition 13 inflation adjustment was \$244 million, which accounted for 22% of all growth experienced in the City.

It is important to remember that the City of El Segundo is a “very low tax city” and receives a small portion of local Property Tax revenue (about 6 cents for every \$1 dollar of Property Tax paid). In total, Property Tax represents approximately 16% of the estimated total General Fund revenues. This is a smaller percentage than most California cities.

3. Sales Tax -- \$8,373,683

This represents a decrease of \$3.1 million (or -27%) from FY 2019-2020 which is due, in part, to the economic slow-down brought on by COVID-19, as well as the City shifting to a nine-month budget for FY 2020-2021. It is anticipated that this revenue source will increase after a Coronavirus vaccine is developed.

4. Transient Occupancy Tax (TOT) - \$7,524,570

This represents a decrease of \$7.7 million (or -51%) from the FY 2019-2020 estimate of \$15.2M largely due to the economic slow-down brought on by COVID-19, which has impacted the travel and tourism industry hard. The shift to a nine-month budget for FY 2020-2021 will result in three months less of TOT revenue. It is anticipated that this revenue source will increase after a Coronavirus vaccine is developed.

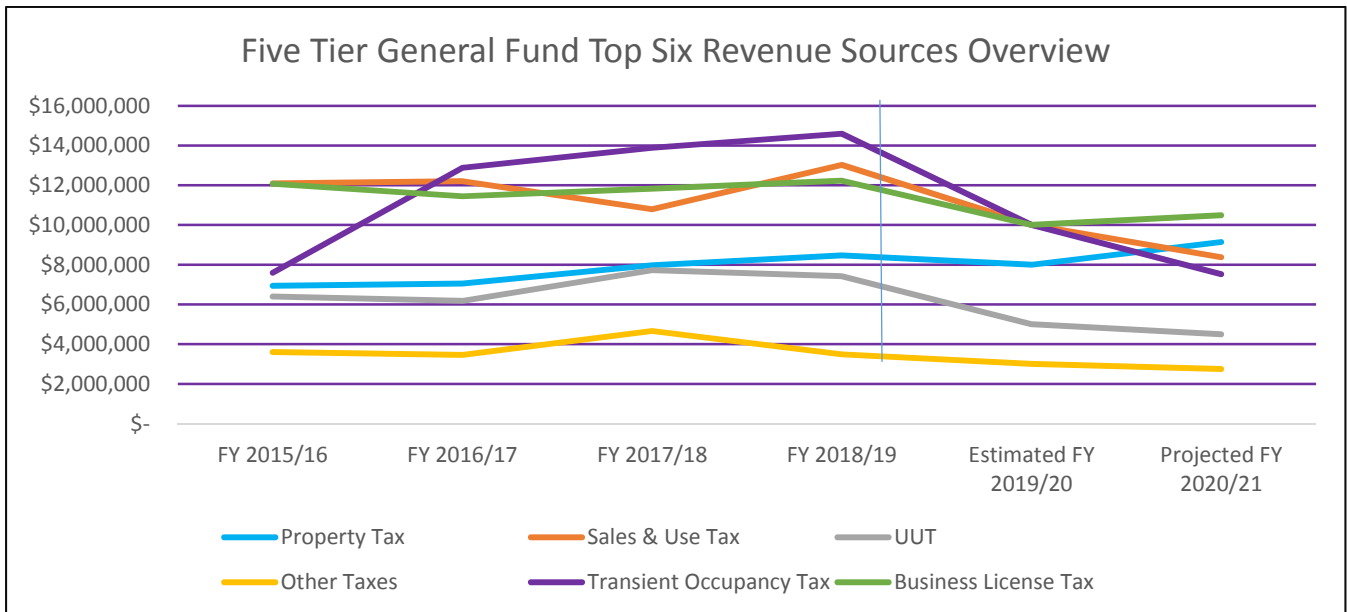
5. Chevron Tax Resolution Agreement (TRA) -- \$6,000,000

This amount reflects the annual payment from Chevron as an off-setting payment in lieu of the following revenue sources: 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.

6. Utility Users Tax (UUT) -- \$4,494,047

This revenue source is the total of all the Utility Users Taxes from gas, water, telecommunications, cogenerated electric, and electricity and is estimated to decrease \$1.9 million (or 30%) from FY 2019-2020. This is primarily due to the economic slow-down brought on by COVID-19 and the City shifting to a nine-month budget cycle. It is anticipated that this revenue source will increase after a Coronavirus vaccine is developed.

The following graph provides a five-year historical overview of the City's Top Six General Fund revenues:



General Fund Appropriations

Total Adopted General Fund Appropriations for the nine month FY 2020-2021 is \$59,051,732, as illustrated in the following tables:

| General Fund Appropriations | | | | | | |
|-----------------------------|------------------------|-------------------------------|------------------------------|------------------------|--|--------------|
| No. | Department | FY 2019-20 | | FY 2020-21 | | % |
| | | Adopted Budget (12 Months) | Adopted Budget (9 Months) | Amount | | |
| 1 | Police | \$ 23,175,793 | \$ 17,879,525 | \$ (5,296,268) | | -22.9% |
| 2 | Fire | 17,015,860 | 13,068,393 | (3,947,467) | | -23.2% |
| 3 | Public Works | 8,098,326 | 7,253,488 | (844,838) | | -10.4% |
| 4 | Community Services | 9,680,013 | 4,661,460 | (5,018,553) | | -51.8% |
| 5 | Non-Departmental | 5,743,964 | 3,780,218 | (1,963,747) | | -34.2% |
| 6 | Development Services | 3,192,691 | 2,609,024 | (583,667) | | -18.3% |
| 7 | Information Technology | 2,774,264 | 2,440,068 | (334,196) | | -12.0% |
| 8 | Finance | 2,767,940 | 2,038,556 | (729,384) | | -26.4% |
| 9 | City Manager | 2,526,032 | 1,909,586 | (616,446) | | -24.4% |
| 10 | Transfers Out | 2,749,000 | 1,250,000 | (1,499,000) | | -54.5% |
| 11 | Human Resources | 1,430,937 | 917,405 | (513,532) | | -35.9% |
| 12 | City Attorney | 585,450 | 561,950 | (23,500) | | -4.0% |
| 13 | City Clerk | 722,838 | 421,157 | (301,681) | | -41.7% |
| 14 | City Council | 319,432 | 260,903 | (58,529) | | -18.3% |
| 15 | Total | \$ 80,782,540 | \$ 59,051,732 | \$ (21,730,808) | | 26.9% |

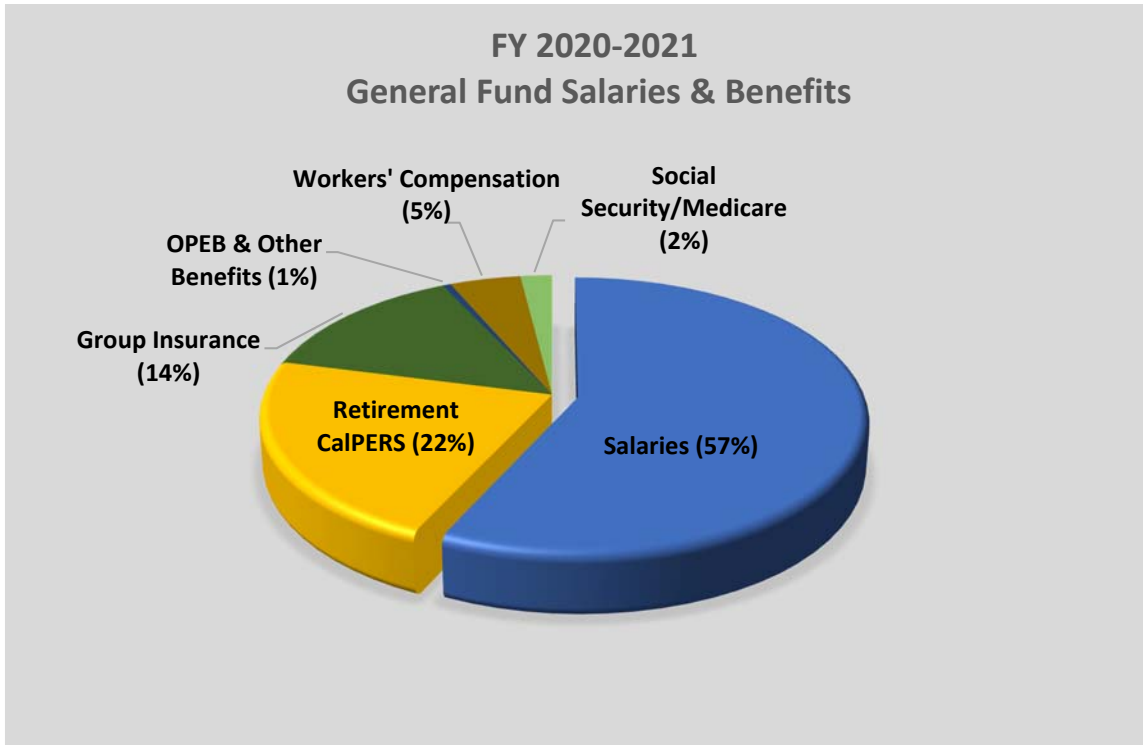
Summary of General Fund Appropriations (Excluding Transfers Out)

| Description | Adopted FY 19-20 (12 months) | Adopted FY 20-21 (9 months) | Increase (Decrease) | Percent Increase (Decrease) |
|--------------------------|------------------------------------|-----------------------------------|------------------------|-----------------------------------|
| All Salaries/O.T./Other | \$ 35,092,900 | \$ 26,111,502 | \$ (8,981,398) | -26% |
| All Benefits | 24,926,774 | 19,458,433 | (5,468,341) | -22% |
| Subtotal | 60,019,674 | 45,569,935 | (14,449,739) | -24% |
| Maintenance & Operations | 18,013,866 | 12,231,797 | (5,782,069) | -32% |
| Total | \$ 78,033,540 | \$ 57,801,732 | \$ (20,231,808) | -26% |

The decrease from the previous fiscal year reflect both the impact of COVID-19 and temporary use of the nine-month budget cycle for FY 2020-2021. At best, department budget appropriations were limited at the previous year's level for non-compensation items. Certain exceptions were made for costs over which the City has limited control. The two largest General Fund departments remain Police and Fire. These two departments consume 54% of the total General Fund Budget (not including Transfers Out), followed by the Public Works Department at 12%.

Salaries and Benefits

The General Fund continues to experience rising salary costs, CalPERS retirement costs (especially for public safety employees due to their enhanced retirement pension formulas), Worker's Compensation costs (mainly among public safety employees), and part-time staff costs due to increased State-mandated minimum wage requirements. For FY 2020-2021, budgeted General Fund Salaries and Benefits will total \$45.6 million and will equal approximately 79% of the General Fund operating budget. The following pie chart illustrates how General Fund salaries and benefits will be allocated:



As is the case with most California cities, El Segundo has historically budgeted to fill 100% of all budgeted positions. Historically, cities are seldom fully staffed at 100%. For example, the City currently has about 35 vacant General Fund positions. This represents about 12% of the 284 full-time budgeted General Fund positions. After careful analysis and discussion with City Council during the FY 2020-21 Strategic Plan Study Session, the Adopted FY 2020-21 Budget includes freezing 20 vacant positions. These frozen positions will result in budgetary savings of approximately \$2 million. It is anticipated that after a Coronavirus vaccine is developed and when the City's revenues improve, the City will be able to slowly unfreeze and start to fund some of these positions.

As part of the comprehensive long-term Strategic Financial Plan that will be developed during the year, each department will develop long-term staffing plans and reassess their organizational structure to provide essential services in the most cost-effective manner. Each department will be required to take a closer look at future year staffing levels. Balancing the budget by freezing positions should be viewed as a temporary measure and not a long-term measure. Going forward, it is anticipated that all City departments, including public safety, will be leaner and more efficient.

Maintenance & Operations

The Adopted General Fund Budget includes a 32% decrease in Maintenance & Operations costs. This decrease is primarily due to the impact of Covid-19 and the nine-month budget cycle. It is anticipated that after a Coronavirus vaccine is developed and when the City's revenues improve, Maintenance & Operations appropriations will be able to increase.

Charge Backs

Chargebacks consist of services provided by a General Fund department to another Governmental Fund or Enterprise Fund. During the course of the year, the applicable operations will be charged to reflect the cost of receiving these services and reimburse (or charge back) the General Fund. The methodology is based on the City's formal Cost Allocation Plan.

Organizational Changes – Restructuring of Departments

In response to the significant reduction in revenues and financial challenges, the Adopted Budget includes the following organizational changes to improve customer service delivery, customer experience, and operational efficiencies:

- Establishment of a Community Services Department

This department reflects the merger of the former Library Department and Recreation and Parks Department. The new department structure will start with two Divisions: 1) Library Division; and, 2) Recreation Division. It is possible that a third division dedicated to "Arts and Culture" will be established in the future. For now, arts and culture programming will be part of the Library Division. Parks maintenance (landscaping services) has moved to the Public Works Department. Oversight of Park Vista Senior Housing Project is now part of the Development Services Department.

- Development Services Department (name change)

The name of the former "Planning and Building Safety Department" was changed to "Development Services Department" to better reflect the broader focus of land-use related services provided. A new Housing Division has been established to manage the City's overall affordable housing effort. This will include managing the new "Affordable Housing Fund," production and management of new affordable housing units, and oversight of the Park Vista Senior Housing Project.

- Finance Department (consolidated functions)

The City Treasurer's Office is now part of the Finance Department to achieve greater internal efficiencies. The City's overall Risk Management function, which used to be divided among the Finance Department and Human Resources Department, has been consolidated into the Finance Department. A new Risk Manager position has been established to manage both the City's Workers Compensation and General Liability operations. This will produce both recurring financial savings and operational efficiencies to the broader City organization.

- Information Technology Services Department (name change)

In an effort to more accurately reflect the services provided, the name of the former "Information Services Department" was changed to "Information Technology Services Department."

- Public Works Department (consolidated functions)

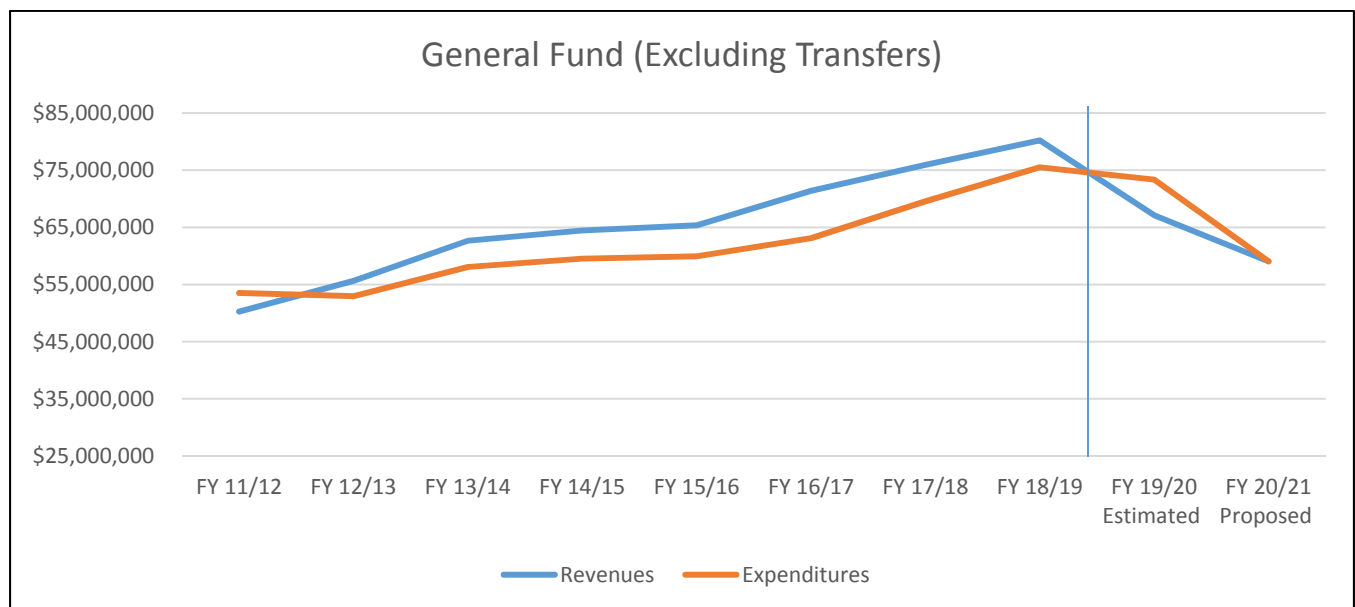
As a result of the merger of the Library Department with Recreation and Parks Department, Parks Maintenance (landscaping services) is now part of the Public Works Department. This makes sense since most of the City-wide facilities maintenance and landscaping functions and workers are based at the City Maintenance Services Center. By having all of the employees at this one location fall under the same department, this will enhance operational synergies and efficiencies.

- Other Organizational Changes

Given the financial realities facing the organization in FY 2020-2021 and beyond, there will likely be additional organizational changes going forward. Department Heads will continue working on internal restructuring scenarios which will likely be part of the FY 2021-2022 Budget preparation process which will commence in December 2020 and then be presented to City Council in Spring 2021.

Ten-Year Expenditures and Revenue History

The following graph illustrates a ten-year history of General Fund operating revenues and expenditures:



In instances when actual year-end expenditures exceeded revenues, some of the one-time shortfalls were (or will be) funded via inter-fund transfers and/or use of available fund balance.

Estimated Fund Balance

When City Council adopted the FY 2019-2020 General Fund Budget, the projected ending fund balance for September 30, 2020 was \$13.1 million. Based on staff’s recent analysis, this amount is now projected to be \$13.2 million, a net increase of approximately \$100,000.

Briefly, fund balance is defined as the difference between assets and liabilities and may be categorized into reserved, unreserved, designated, undesignated, etc. City policy is to set the General Fund reserve levels at 20% of appropriations. Based on the estimated revenues and adopted appropriations for FY 2020-2021, staff projects the ending General Fund balance at September 30, 2021 to remain at \$13.2 million.

Reserve Levels

Maintaining a General Fund reserve of at least 20% is considered a “Best Management Practice” (BMP) by municipal financial advisory firms and bond rating agencies, especially given the current COVID-19 pandemic and civil unrest situation (and not to mention the rise in natural disasters over the past decade, including: fires, floods, and earthquakes throughout California). In addition, the possibility of another economic recession, or a “double dip” economic decline during the COVID-19 recovery continues to raise its head. Further, the City has significant financial exposure associated with its aging and deteriorating public infrastructure which will require unexpected one-time infusions of capital investment. Moreover, the reduction in reserve balances also equates to a reduction in interest earnings revenue for the General Fund. The reserve level for FY 2020-21 (based on a nine months budget) at 20% of expenditures is \$11.8 million. In order to maintain a 20% reserve on a twelve-month budget, the City will need to maintain reserves around \$15 million, which will be the goal for the development of next year’s FY 2021-22 Budget.

In addition, it is recommended that the City maintain an Economic Uncertainty Reserve balance of \$1 million for FY 2020-21. The City’s policy for the Economic Uncertainty Reserve is to maintain a balance of \$2 million. However, about \$984,000 is being utilized from this reserve to fund the CIP Budget. Going forward, the goal will be to bring this reserve balance back to \$2 million with the FY 2021-22 Budget. The City also maintains a Section 115 Pension Trust balance of \$4.4 million for FY 2020-21. Staff recommends revisiting the City’s reserve policies, including adjusting the General Fund reserve above 20%, after a COVID-19 vaccine is developed and the economy begins to stabilize.

Special Revenue Funds

The Adopted FY 2020-2021 Budget for all Special Revenue Funds is \$11.1 million, including \$5.9 million for capital improvements such as street repairs, sidewalk repairs, Park Place Transportation Project, etc. These funds are dedicated for specific purposes governed by specific laws and regulations. For example, the Gas Tax Fund can be spent only on street-related expenditures. Prop A and Prop C Funds can be spent only on transportation projects. Asset Forfeiture and COPS Funds can be spent only on public safety related activities – as a supplement and not to supplant current appropriations. Federal, State, or County grants can be spent only for the specific grant purpose that it is awarded for. Some Special Revenue fund balances are projected to “decrease” as the City appropriated funds for specific purposes that they were intended to be used once enough funds were accumulated to pay for specific projects.

Cultural Development Fund

The Adopted Cultural FY 2020-2021 Development Fund Budget is \$486,000. The Cultural Development Program commenced in FY 2019-2020 and is funded via a 1% “Fee for the Arts” on new commercial and industrial development to promote public art, foster quality economic development, and enhance public space aesthetics. For the program’s first year, the following appropriations were approved:

1. City Gateway Entry Project (\$300,000) - Bringing the total budget for this project to \$450,000 (from all sources to date). Actual cost may be greater and additional funding would be needed.
2. Library Park Activation (\$100,000) - Bringing the total budget for this project to \$220,000 (from all sources to date). Actual cost may be greater and additional funding would be needed.
3. Holding Account (\$86,000) – To pay for cultural arts projects and programming proposed by the Arts and Culture Committee and approved by City Council.

Note that this is a brand new program with revenues anticipated to grow after a COVID-19 vaccine is developed and the economy begins to stabilize. As a result, there will be opportunities to fund even more exciting and impressive public art projects in the near future.

Debt Service Fund

The Debt Service Fund records the City’s facility lease activity for the Douglas Street Gap Closure Capital Improvement project. Included in the Adopted 2020-2021 Budget is an appropriation of \$545,000 for the annual payment of principal and interest on the Douglas Street Gap Closure project.

General Fund Capital Improvement Program (CIP) Fund

The Adopted General FY 2020-2021 CIP Fund Budget totals \$5,597,057 and provides funding for General Fund projects only. Of this amount, \$4,347,057 represents “carryover” unspent funds from prior fiscal years and the remaining \$1,250,000 represents funding from the FY 2020-2021 Budget. As delineated in attached “Adopted Capital Improvement Program for All Funds,” there is a total of 24 General Fund CIP projects that will either be active during the fiscal year or will continue to accumulate funding for future activation (such as The Plunge Rehabilitation project). Of these 24 projects, two are approved to receive “new” funding in response to being supported by City Council at the August 5, 2020 Budget Study Session and September 15, 2020 Budget Public Hearing: 1) \$800,000 for Recreation Park Capital Projects (Restrooms, Skate Park, Teen Center, etc.); and, 2) \$450,000 for City Hall Windows Replacement.

Capital improvement projects that are paid for via other funds are located within each of the respected fund budgets. Please refer to the attached “Adopted Capital Improvement Program for All Funds,” as well as to the CIP section of this budget document for more information about each capital improvement project.

Ideally, a local government will dedicate at least 2% to 5% of its total budget each year to the community’s public infrastructure, including public facilities. As the City ages and its infrastructure continues to deteriorate, the City will need to rely more heavily on long-term financial planning to better prepare, and re-invest, in this essential aspect of the budget. The longer the City procrastinates and delays properly managing its existing facilities, infrastructure, and assets, it will end up costing both current and subsequent generations significantly more to re-build and pay for rising future legal settlements and claims. In addition, this poor business practice continues to result in rising recurring operating costs (such as more expensive utilities and security measures) due to relying on inefficient and environmentally antiquated energy systems and safety risks.

Enterprise Funds

The Adopted FY 2020-2021 Budget includes funding for the following four Enterprise Funds:

| Fund | Estimated Revenues FY 20-21 (9 months) | Adopted Operating Budget FY 20-21 (9 months) | Adopted CIP Budget FY 20-21 (9 months) | Total Adopted Budget FY 20-21 (9 months) |
|--------------|---|--|--|--|
| Water | \$ 18,285,000 | \$ 20,183,273 | \$ 1,900,000 | \$22,083,273 |
| Wastewater | 3,110,000 | 3,865,165 | 795,000 | 4,660,165 |
| Golf | 802,000 | 727,000 | 0 | 727,000 |
| Solid Waste | 0 | 230,000 | 0 | 230,000 |
| Total | \$ 22,197,000 | \$ 25,005,438 | \$ 2,695,000 | \$27,700,438 |

Water Fund

The Adopted FY 2020-2021 Water Fund Budget is \$22.1 million, including \$1.2 million in new capital and \$.7 million in carryover from previous fiscal years for capital improvement projects related to Indiana Street water main and Citywide meter replacements. The Water Division operates, maintains, and repairs the City's water distribution system consisting of approximately 65 miles of pipeline, a six million gallon reservoir, a three million gallon reservoir, and a 200,000 gallon elevated water tank.

The largest budget line-item is the cost of purchasing water (\$17.3 million) and this is projected to steadily increase at an annual rate of 5% for the foreseeable future. There is no local source of potable water in the City, therefore, 100% of potable water is purchased from a water wholesaler, West Basin Municipal Water District. The Water Fund is structurally balanced for FY 2020-2021 with the cost of capital, maintenance improvements, and all on-going operations costs paid for with on-going revenue. Future years will need to account for increased potable water costs.

The Water Fund receives revenue primarily from metered water sales and base charges. FY 2020-21 Water Fund revenues are estimated at \$18.3 million. Since the water utility has to be self-sufficient, the City remains committed to maintaining critical infrastructure and complying with all applicable laws, rules and regulations to deliver safe, dependable and efficient recycled water and water services to all customers. The City strives to maintain affordable water rates while ensuring the long-term integrity of the water distribution system. As a result, the City has conducted a water rate study and staff recommendations will be presented to City Council within the next few months.

Wastewater Fund

The Adopted FY 2020-2021 Wastewater Fund Budget is \$4.7 million, including \$795,000 for capital improvement projects which include pump station, lifts, and sewer main repairs. While the Hyperion and Regional Sanitation District treatment plants are operated by the City of Los Angeles (Hyperion) and Los Angeles County (Los Angeles County Regional Sanitation District), the City of El Segundo operates and maintains the wastewater collection system which consists of nine stations, 18 pumps, and approximately 57 miles of sewer mains. The lift stations run in automatic mode 24 hours per day to convey over half-billion gallons of sewage per year to the Hyperion and Regional Sanitation District treatment plants. Customers located west of Pacific Coast Highway have their wastewater treated at the Hyperion plant. Customers east of Pacific Coast Highway have their wastewater treated at the Regional Sanitation District plant.

The Wastewater Fund receives revenue primarily from residential and commercial user and connection fees. FY 2020-21 revenues are estimated at \$3.9 million. The Wastewater Fund has been running an operational deficit over the last three years which has been covered by using retained earnings (available fund balance). This is not a good business practice, and does not comply with the industry's Best Management Practices.

Since the wastewater utility has to be self-sufficient, the City remains committed to maintaining critical infrastructure and complying with all applicable laws, rules and regulations to deliver safe, dependable and efficient wastewater services. The City strives to maintain affordable wastewater rates while ensuring the long-term integrity of the wastewater collection system. As a result, the City has conducted a wastewater rate study and staff recommendations will be presented to City Council within the next few months.

Golf Fund

The Adopted FY 2020-2021 Golf Fund Budget is \$727,000, which represents a reduction of about \$700,000 from the previous year. This reduction is primarily due to the impact of COVID-19 which resulted in the temporary closure of the course and driving range during the first few months of the pandemic. The use of a nine-month time frame for FY 2020-21 will also impact revenues. Same is due to the decision to no longer allocate a portion of the City's general liability insurance to this fund, and a reduction in operational costs associated with the closure of the pro shop and food & beverage operations in anticipation of conversion of the course and driving range to be part of a more dynamic Topgolf operation. The pro shop and food and beverage operations will continue to be closed during FY 2020-21 and until Topgolf starts operations.

Revenues for the Golf Fund are estimated to total \$802,000 for FY 2020-21. This represents a declining revenue trend from the last three fiscal years. The expenses are estimated at \$727,000 for FY 2020-21. As a result, the Golf Fund is anticipated to experience an actual positive retained earnings of approximately \$75,000 for FY 2020-21. Even with this minor one-year positive gain, the Golf Fund continues to carry a significant negative net position, also referred to as negative retained earnings, due to the outstanding loan balance of approximately \$5.6 million that is due to the Equipment Replacement Fund from the Golf Fund. With FY 2020-21 anticipated to end in a positive position, combined with Topgolf expected to commence operations in the future (by early 2022), the Golf Fund should finally be able to begin systematically paying down its loan to the Equipment Replacement Fund.

It is unclear when COVID-19 will end and when the Topgolf project will actually break ground. Based on the latest outlook, it is possible that a groundbreaking might commence in early 2021 with project completion by early to mid-2022. However, once developed, the new land use will reverse the past several years of recurring Golf Fund operating losses and General Fund subsidies. Once constructed and up and running, the approved Topgolf project is projected to generate over \$1,900,000 in new recurring General Fund and Golf Fund revenues/investment, including the following:

- Annual \$1,300,000 driving range ground lease payment (with a 10% adjustment every five years);
- Annual \$200,000 Community Benefit Contribution;
- Annual \$200,000 Golf Course and Driving Range Capital Contribution;
- Recurring 3% beverage fee payment at driving range and golf course (with a minimum guarantee of \$200,000 from the driving range); and
- Annual \$20,000 golf course ground lease payment (with a 10% adjustment every five years).

As previously discussed with City Council, staff will prepare a proposed dedicated multi-year spending plan for these revenues. The main goal is to ensure that such revenues are not just absorbed by the General Fund and that City Council is allowed to weigh in on how these proceeds are spent going forward.

Solid Waste Fund

The Solid Waste Fund was set up in June 2019 to account for the General Fund's subsidy of residential refuse collection services provided by the private hauler EDCO. The Adopted FY 2020-2021 Solid Waste Fund Budget is \$230,000 and reflects a recurring General Fund 25% subsidy of residential rates. The

General Fund will not be able to maintain this subsidy and a plan will be developed to transition to a refuse collection model in which those that consume the service pay for their share of the cost.

Internal Service Funds

The Adopted FY 2020-2021 Internal Service Funds Budget includes the following:

| <u>Fund</u> | <u>Estimated Beginning Balance Fund</u> | <u>Estimated Revenues FY 20-21 (9 months)</u> | <u>Adopted Operating Budget FY 20-21 (9 months)</u> | <u>Estimated Ending Balance 6/30/21</u> |
|-----------------------------|---|---|---|---|
| Equipment Replacement | \$15,477,836 | \$ 994,379 | \$7,871,674 | \$8,600,541 |
| General Liability Insurance | 499,049 | 1,395,900 | 1,269,399 | 625,550 |
| <u>Workers Compensation</u> | <u>(3,785,741)</u> | <u>2,910,924</u> | <u>2,564,421</u> | <u>(3,439,238)</u> |
| Total | <u>\$12,191,144</u> | <u>\$5,301,203</u> | <u>\$11,705,494</u> | <u>\$5,786,853</u> |

These funds are used to account for internal charges to user-departments. For example, the Equipment Replacement Fund is used only to accumulate funds to replace various equipment valued at \$5,000 or more (individual value of an item and not grouped items) and vehicles throughout the City. Based on the estimated life of the asset and estimated replacement value after the asset is fully depreciated, the Equipment Replacement Fund charges the departments a set amount each year until the asset is fully funded in order to be replaced.

The established charge for FY 2020-21 was funded at a 75%, rather the 100% that is typically used in order to fully fund the depreciation identified for the fiscal year. The 25% reduction in funding was used as budget savings tool for the General Fund. This savings equates to approximately \$300,000. The funding for FY 2021-22 will be brought back to 100%. Per the established replacement schedule, the Adopted FY 2020-2021 Equipment Replacement Fund Budget is \$7,871,674, even though not all of the equipment scheduled for replacement may actually be purchased or replaced during the fiscal year.

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 Finance Director. The City belongs to the Independent Cities Risk Management Authority (ICRMA), a joint-powers authority of 18 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 \$35,000,000 for general liability claims: The City is responsible for the first \$750,000 of claims (Self-Insured Retention). The ICRMA pool covers up to the first \$3,000,000 above the City's SIR and the excess coverage is everything from \$3,000,000 to \$35,000,000. The City also participates in the following insurance programs: crime program, cyber program, property and equipment program, auto physical damage program and terrorism coverage program.

For the Liability Insurance Fund and the Workers' Compensation Fund, the Adopted FY 2020-2021 Budget is \$1,269,399 and \$2,564,421, respectively. Both these amounts are intended to cover administration costs, premiums, and estimated claims payments within the City's self-insured retention levels (\$750,000 for General Liability and \$500,000 for Workers' Compensation).

Adopted FY 2020-2021 Citywide Capital Improvement Program (for all funds) Budget

The Adopted FY 2020-21 Capital Improvement Program (CIP) Budget (for all funds) totals \$8,760,000, along with another \$6,142,057 in carryover funds from prior fiscal years to support 33 separate projects for a total of \$14,902,057. Please refer to the attached “Proposed Capital Improvement Program for All Funds” attachment to this Budget Message, as well as to the CIP section of this budget document for more information about each capital improvement project.

Citywide Staffing

The Adopted FY 2020-2021 Budget includes staffing for 371.09 Full-Time Equivalent (FTE) authorized positions (including part-time positions) with the strategic freezing of 20 full-time positions. In addition, current estimates reflect about 20 percent of City staff retiring over the next one to three years. Although the loss of institutional knowledge will be challenging with the high number of employees eligible for retirement, it presents an opportunity to embrace the ongoing paradigm shift with respect to how the City’s finances are managed and to prepare for future needs by providing internal growth opportunities and the flexibility to reengineer the structure of the organization.

Performance Measures

The City will continue to transform current performance measures from static measures to more robust methods that rely on more meaningful tools. Regular measures, including private sector style recurring “customer surveys” of those who interact with City employees, will be used to highlight areas where the City performs well, as well as those areas in which further evaluation will be warranted. Such performance measures will continue to be posted on the City’s website. The process will continue to be timely and transparent.

Pensions and OPEB Obligations

Rising pension and “Other Post-Retirement Employee Benefits” (OPEB) costs are a common challenge for California local governments. To the City’s credit, two years ago a comprehensive study of the City’s retirement obligations was prepared by Bartel Associates, LLC to identify the challenge facing the organization and recommend a long-term funding plan. On October 16, 2018, City Council approved a 20 year funding plan to reduce City’s unfunded CalPERS pension liabilities to more “normalized” amounts. The City has been faithfully implementing this plan and will continue to with each budget cycle.

Continued Implementation of Long-Term Plan to Normalize Unfunded CalPERS Pension Liabilities

The largest pension cost falls within the Public Safety category of employees (sworn police and fire employees). The cost of “Miscellaneous” category of employees (everyone else) is considerably lower and manageable.

For FY 2019-2020, the Public Safety Unfunded Liability Rate was 71.4% and is expected to increase to 99.5% by 2029-30 and then drop after that year. As more “Classic” Public Safety employees retire and new “PEPRA” Public Safety employees are hired, and the City continues to pay down its unfunded pension liability over a 20 year period, it is anticipated that the unfunded rate for this category of employees will “normalize” at 18% by FY 2039-2040.

For FY 2019-2020, the Miscellaneous Unfunded Liability Rate was 26.7% and is expected to increase to 33.8% by 2029-30 and then drop after that year. As more “Classic” Miscellaneous employees retire and

new “PEPRA” Miscellaneous employees are hired, and the City continues to pay down its unfunded pension liability over a 20 year period, it is anticipated that the unfunded rate for this category of employees will “normalize” at 9% by FY 2039-2040.

In an effort to further reduce future costs, City Council Pension Sub-Committee met on September 21, 2020 to discuss additional options, including the possible use of Pension Obligation Bonds to take advantage of historically low interest rates. A number of other California cities have recently issued these type of bonds to achieve significant current and future year savings to their General Fund budgets. The Sub-Committee will continue to meet and then report back to City Council with recommendations.

Continued Implementation of Long-Term OPEB Funding Plan

The City provides “Other Post-Employment Benefits” (OPEB), also referred to as post-retirement medical insurance benefits, to employees who retire directly from the City under CalPERS, with age and service requirements that vary by bargaining unit. For eligible retirees, the City contributes a portion of the insurance premium for the medical plan selected by the retiree. Benefit provisions for CalPERS are established and amended through negotiations between the City and the respective unions.

The City performs an actuary study on its OPEB Plan every two years and continues to take steps to reduce this liability. With this goal in mind, in 2012, the City entered into an agreement with California Employers’ Retiree Benefit Trust (CERBT) to pre-fund the City’s net OPEB liability. As of June 30, 2019, the City’s OPEB liability is funded at 40%. In comparison to other California municipalities, this is a strong funding level. By sticking to the City’s existing funding plan, the City should reduce its OPEB liability to zero and have a fully funded CERBT in place by 2030.

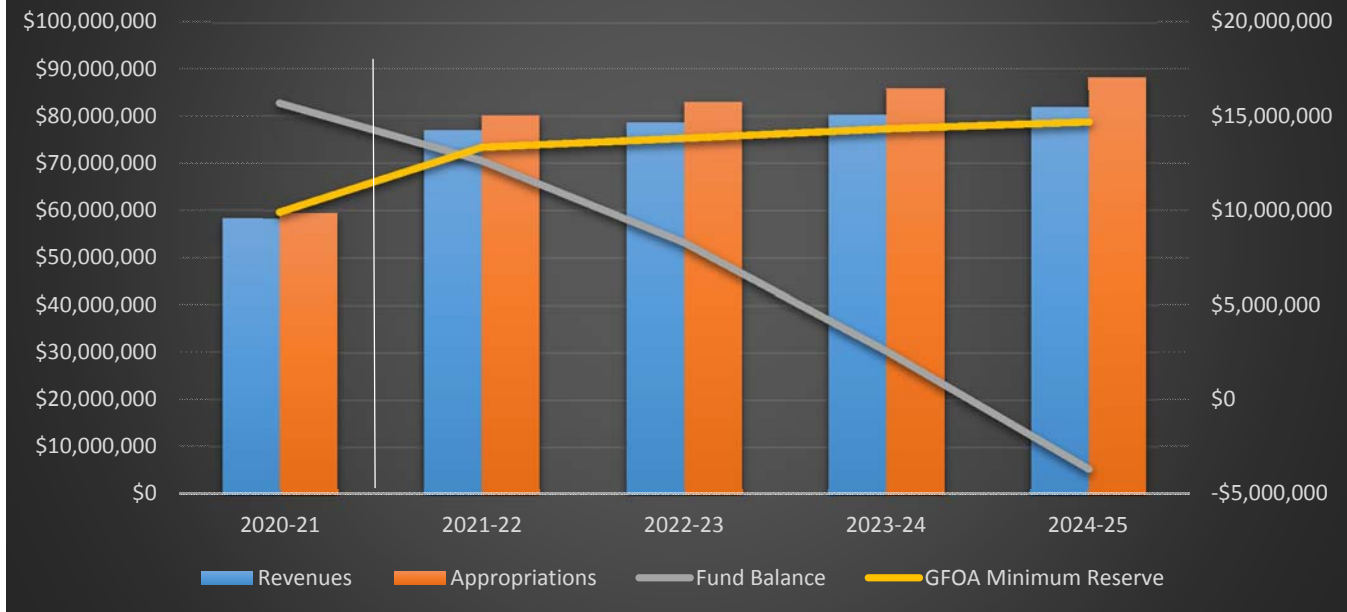
Future Challenges

While the City was able to achieve a balanced budget for the nine-month FY 2020-2021 cycle, financial challenges remain as the cost of providing services rise and the effects of COVID-19 and civil unrest continue to impact local economy. The City will continue to focus its efforts on keeping our local residents and businesses in a safe environment. Contributions for retirement benefits will continue to rise as CalPERS continues to phase-in increased City contributions over the next decade before rates start to decrease, Medical insurance premiums are also expected to rise, albeit at more modest rates. As the economy struggles to move forward, there will be continued financial pressure to reduce City service levels and staffing. As a built-out urban city, El Segundo will continue to be impacted by the current national and State of California recession.

The Adopted FY 2020-2021 Budget reflects a General Fund that continues to subsidize other funds, such as the Solid Waste Fund and the CIP Fund. With greater General Fund resources being used to support other funds, this will place a further strain on the General Fund’s ability to provide traditional local government services, including public safety (Police and Fire). Looking forward, additional funds, such as the Wastewater Fund and Solid Waste Fund, are projected to draw down additional General Fund reserves and fund balances beyond FY 2020-21. This is not a good business practice and, as a result, staff will develop both short-term and long-term strategies to more effectively address these challenges to ensure the City remains financially stable over the long-haul.

As a result of such pressures, staff remains cautious in projecting City revenues, while at the same time working hard to limit future expenditures. The following graph contains projected General Fund revenues and expenditures over the next five years, along with the theoretical impact on annual fund balance, starting with FY 2020-2021:

General Fund Projections for Revenue, Expenditures, & Fund Balance



As illustrated above, if corrective measures are not taken, the General Fund will face a structural budget challenge going forward. Note that this assumes that the General Fund will spend 100% of its appropriations and that revenue growth will be more conservative (lower) than in the recent past. While the City will likely experience revenue growth at greater levels (based on history), the cost of providing services to the community will likely continue to rise at a faster rate than revenue growth. For example, staff anticipates that over the next four years, revenues will grow an average of 1% to 2% per year while expenditures will grow by 2.5% per year, if not higher. The one potential uncertainty in all this is how long it would take for a vaccine for COVID-19 to be developed and implemented, and how long it will take for the local economy to fully rebound.

In the years ahead, the City will continue to grapple with the challenges of being a full-service City faced with rising costs and an aging local public infrastructure system that is in need of restoration. For example, the City's street and sidewalk infrastructure is estimated to require millions of dollars annually in capital and maintenance expenditures in order to maintain existing levels of service. The City's facilities are estimated to require at least \$2 million in annual contributions for capital and maintenance expenditures.

Historically, the City has not received sufficient transportation related taxes (Gas Tax, Measure R, Measure M, SB-1, etc.), Developer Fees, and grant revenue in order to maintain the City's streets and facilities at the required levels which has resulted in an increased reliance on the General Fund. However, with Gas Tax revenues declining, Developer Fees revenues remaining limited, and State/Federal grant opportunities diminishing, combined with the City's past practice of deferred maintenance and neglect, going forward the City will need to explore a different and more aggressive approach in obtaining capital improvement funding.

Potential FY 2021-2022 Budget Balancing Options

Due to the short nine-month cycle for FY 2020-2021, in December 2020, staff will begin working on the FY 2021-2022 Budget. If the challenges associated with COVID-19 and civil unrest drag on, staff will have to further explore other budget balancing options, including:

- Review of existing labor contracts and/or changes to future labor contracts
- Use of furloughs (including winter holidays furlough)
- Further position reductions
- Use of early retirement incentives
- Increased use of private contracts/privatization of services
- Regionalization of services
- Across-the-board appropriation cuts
- Continued deferred maintenance
- Sale of City property and assets
- End of General Fund subsidies
- Use of General Fund Reserves
- Revenue enhancements
- Additional service reductions
- Further reorganization of departments

Future Opportunities

Despite the numerous challenges facing the City, there are also incredible opportunities. Despite the negative impacts of COVID-19 and civil unrest, there is over \$1 billion in new construction taking place within El Segundo. This reflects the private sector's commitment to the future and an optimistic view of the local economy beyond COVID-19.

On August 18, 2020, City Council approved soliciting proposals from planning firms to update the 2000 Downtown Specific Plan and to request qualifications from developers to "Repurpose the Civic Center Site" to help revitalize and re-imagine the future of Downtown El Segundo. There has been considerable interest to simultaneously maintain the existing historic charm of downtown while introducing an exciting series of opportunities to allow local businesses to be ready to thrive in the post COVID-19 economy. This is just one sample of the local economy that is poised for future success.

On balance, the glass is more half full than half empty. A lot will depend on the duration of the Coronavirus and speed of the national economic recovery. There will be a strong local recovery. We just don't when it will start to take shape for certain.

Long-Term Financial Strategic Planning

Staff has begun work on the process to develop a comprehensive Ten-Year Long-Term Financial Strategic Plan during FY 2020-21. This plan will help the City remain fiscally prudent and be more prepared for economic downturns, rising pension costs, potential national recession, and other conditions which may result in unanticipated fiscal challenges. Once completed and approved by City Council, staff will rely on this Plan to prepare the FY 2021-2022 and subsequent Operating and CIP Budgets.

Biennial Budget Format

Along with the future use of a Long-Term Financial Strategic Plan, staff will study converting from an "Annual Budget" format to a two-year "Biennial Budget" format starting with FY 2023-2024 & FY 2024-2025 fiscal years cycle. The more progressive California cities have converted to this format in an effort to reduce internal costs and inefficiencies associated with preparing a budget every year. In addition to saving money associated with the budget preparation costs, this format forces cities to look further down the road and beyond just the next 12 months. Biennial budgeting has proven to be an effective forward-thinking financial planning tool in other cities and it will have the same benefits here in El Segundo.

Summary

City Council, management, and staff worked diligently to prepare an Adopted Budget for 2020-2021 that will provide service levels which local residents and businesses expect and are willing to pay for. While this is a conservative, bare bones budget, it does represent a spending plan that is fiscally responsible and responsive to the community's needs. Staff will continuously monitor the City's revenues and expenditures throughout the nine months of the fiscal year to ensure that any material changes to revenues and/or appropriations are communicated to City Council. This would include a shift from Economic Recovery Scenario Two to Scenario Three.

Staff will also take proactive steps to ensure strong financial health for the City during the uncertainties associated with COVID-19, civil unrest, and the national economy. With a united front among City Council, management, and our hard-working employees, the City will continue to maintain financial stability, while limiting impacts on core municipal services provided to local residents, businesses, and visitors seven days a week, 24 hours per day. Moving forward, the paradigm shift to focus more on long-term financial planning will continue to play an essential role in managing the organization's future.

The City is fortunate to have professional and dedicated employees performing at highly competent levels. My personal thanks need to be extended to the Executive Team, Finance Department (especially Finance Director Joseph Lillio), and staff in all the operating departments for the many hours of outstanding work, interdepartmental cooperation, and commitment to preparing a balanced Adopted Operating and CIP Budget. Special thanks and appreciation also needs to be extended to the various employee associations for the vital cooperative role they play. Maintaining positive labor relations remains a critical component to how the City organization is managed and operated. Finally, it is important to acknowledge City Council for its continued leadership and confidence in a new City Manager to manage a wide array of municipal services during such unprecedented and challenging times.

Respectfully Submitted,



Scott Mitnick
City Manager

RESOLUTION NO. 5228

A RESOLUTION ADOPTING THE 2020-2021 FINAL OPERATING AND CAPITAL IMPROVEMENT BUDGET AND THE 2020-2021 APPROPRIATIONS LIMIT FOR THE CITY OF EL SEGUNDO.

The City Council of the City of El Segundo does resolve as follows:

SECTION 1: The City Council finds and declares as follows:

- A. The City Council has reviewed the proposed final Operating Budget ("Budget") for fiscal year;
- B. The Budget is based upon appropriate estimates and financial planning for the City's operations, services, and capital improvements;
- C. The City Council conducted strategic planning sessions on July 22, 2020; budget study sessions on August 5, 2020; a public hearing on September 15, 2020;
- D. All procedural requirements for adopting the City's budget were fulfilled, and the City Council was fully informed regarding the City's current finances, projected revenue, and financial obligations; and
- E. It is in the public interest for the City Council to adopt the Budget as proposed by the City Manager.
- F. The FY 2020-2021 Operating and Capital Improvement Budget will be for a nine (9) month period: October 1, 2020 through June 30, 2021.

SECTION 2: **ADOPTION.** The Budget attached to this Resolution, and incorporated by reference, is approved and adopted subject only to the authorizations set forth below. Such approval and adoption includes, without limitation, the Schedule of Positions Full-Time & Full-Time Equivalents by Department, Authorized Positions and Budgeted Positions set forth in the Budget which recognizes Authorized Positions which are authorized but not necessarily budgeted and Budgeted Positions which are authorized and budgeted in the fiscal year.

SECTION 3: APPROPRIATIONS LIMIT.

- A. Article XIII B of the California Constitution requires the City to set its Appropriations Limit on an annual basis;
- B. The City's Appropriations Limit may be adjusted annually based upon inflation and population growth.
- C. The City Council may choose the method of calculating adjustments to the City's Appropriations Limit on an annual basis. For inflation, pursuant to Article XIII B, § 8(e)(2), adjustments to the Appropriations Limit may be calculated using either the percentage change in per capita personal income from the preceding year or the percentage change in the local assessment roll from the preceding year

because of local nonresidential new construction. For population growth, pursuant to Government Code § 7901(b), the City may either use the percentage growth either in its jurisdiction or from the surrounding county.

- D. Pursuant to Article XIII-B of the California Constitution, and those Government Code sections adopted pursuant to Article XIII-B, § 8(f), the City Council chooses to adjust the City's Appropriations Limit by calculating inflation using the percentage change in per capita personal income from the preceding year and calculating population growth by using the percentage change in population in Los Angeles County.
- E. As a result of the adjustments made to the City's Appropriations Limit, the City Council sets the Appropriations Limit for the fiscal year at \$336,789,541.

SECTION 4: BUDGET APPROPRIATIONS. Based upon the Budget, the total General Fund operating budget, including transfers-out, is \$59,051,732. The City Manager, or designee, is authorized to implement the following appropriations for City Departments:

| DEPARTMENT | AMOUNT |
|---------------------------------|---------------------|
| City Council | \$260,903 |
| City Clerk | 421,157 |
| City Manager | 1,909,586 |
| City Attorney | 561,950 |
| Non Department | 3,780,218 |
| Information Technology Services | 2,440,068 |
| Finance | 2,038,556 |
| Fire | 13,068,393 |
| Human Resources | 917,405 |
| Library | 1,783,414 |
| Development Services | 2,609,024 |
| Police | 17,879,525 |
| Public Works | 7,253,488 |
| Recreation and Parks | 2,878,046 |
| Transfers-Out | 1,250,000 |
| Total | \$59,051,732 |

SECTION 5: CIP APPROPRIATIONS. Based upon the CIP, a total of \$14,902,057 is appropriated for Capital Improvement Projects for Fiscal Year. The City Manager, or designee, is authorized to implement the CIP with the following funds and amounts:

| FUND | AMOUNT |
|-------------------------|-----------|
| Gas Tax (Fund 106) | \$450,000 |
| Measure R (Fund 110) | 5,000,000 |
| CDBG (Fund 111) | 100,000 |
| State Grants (Fund 125) | 200,000 |
| SB -1 (Fund 128) | 500,000 |

| | |
|--|---------------------|
| Capital Improvement (Fund 301) | 1,250,000 |
| Water Fund (Fund 501) | 1,900,000 |
| Wastewater Fund (Fund 502) | 795,000 |
| Senior Housing (Fund 504) | 60,000 |
| Continued Appropriations from CIP Fund 301 | 4,347,057 |
| Cultural Development Fund | 300,000 |
| Total | \$14,902,057 |

SECTION 6: MISCELLANEOUS APPROPRIATIONS. The City Manager, or designee, is authorized to implement the following miscellaneous appropriations in the total amount of \$45,645,037:

| FUND | AMOUNT |
|--|------------|
| TRAFFIC SAFETY (104) | \$25,000 |
| GAS TAX (106) | 903,221 |
| ASSET FORFEITURE (109) | 316,000 |
| PROP A TRANSPORTATION (112) | 244,068 |
| PROP C TRANSPORTATION (114) | 490,502 |
| AIR POLLUTION REDUCTION (115) | 90,000 |
| RESIDENTIAL SOUND INSULATION (116) | 800 |
| HYPERION MITIGATION (117) | 9,050 |
| TDA 3 (118) | 45,000 |
| COPS (120) | 275,000 |
| PSAF (123) | 125,000 |
| FEDERAL GRANTS (124) | 250,000 |
| STATE GRANTS (125) | 23,000 |
| CAL-RECYCLE | 5,000 |
| CUPA (126) | 521,407 |
| Measure M (127) | 550,000 |
| CASP (129) | 40,000 |
| AFFORDABLE HOUSING (130) | 200,000 |
| MEASURE W – L.A. COUNTY STORMWATER (131) | 850,000 |
| DEBT SERVICE FUND (202) | 545,000 |
| ECONOMIC UNCERTAINTY (401) | 923,708 |
| WATER FUND (501) | 20,183,273 |
| WASTEWATER FUND (502) | 3,865,165 |
| GOLF COURSE (503) | 727,000 |
| SENIOR HOUSING (504) | 15,500 |
| SOLID WASTE (505) | 230,000 |
| EQUIPMENT REPLACEMENT (601) | 7,871,674 |
| LIABILITY INSURANCE (602) | 1,269,399 |

| | |
|---|---------------------|
| WORKERS' COMP RESERVE/ INSURANCE (603) | 2,564,421 |
| TRUST FUND – DONATIONS (702) | 600,000 |
| CULTURAL DEVELOPMENT FUND (704) | 186,850 |
| TRUST FUND – NONREFUNDABLE DEPOSITS (708) | 1,700,000 |
| TOTAL | \$45,645,037 |

SECTION 7: FUND OPERATING RESERVES. The City Manager, or designee, may appropriate any remaining revenues at the close of Fiscal Year 2020-2021 into the applicable Fund operating reserve on September 30, 2021.

SECTION 8: APPROPRIATIONS LAPSE. All appropriations shall lapse at the end of the fiscal year to the extent that they have not been expended or lawfully encumbered unless approved by the City Council.

SECTION 9: BUDGET ADJUSTMENTS. The Budget may be subsequently adjusted as follows:

- A. By majority vote of the City Council;
- B. By the City Manager, or designee, for all appropriation transfers between programs and sections within a City department and between appropriation units (e.g., salaries and benefits, services and supplies, and capital outlay) within programs;
- C. By Department Directors for appropriation transfers between appropriation units within programs;
- D. Object code expenditures within appropriation units in a program are not restricted so long as funding is available in the appropriation unit as a whole.

SECTION 10: CONTRACTING AUTHORITY.

- A. The City Manager, or designee, is authorized to bid and award contracts for the equipment, supplies, and services approved in the Budget.
- B. In accordance with the El Segundo Municipal Code ("ESMC"), the City Manager is authorized to execute all contracts awarded for equipment, supplies, and services approved in the Budget.
- C. Notwithstanding any dollar limitation set forth in the ESMC, the City Manager is authorized to execute contracts for purchasing equipment and supplies that are individually identified in the Budget regardless of total cost. The City Manager may, but is not required to, seek additional City Council approval for transactions made pursuant to this Section.

- D. For all other services, equipment, and supplies, the City Manager is authorized to execute contracts in accordance with the ESMC.

SECTION 11: DELEGATION OF AUTHORITY. Pursuant to State of California Code Section 53607, the City Council hereby authorizes the City Treasurer to invest and reinvest the City's funds, to sell or exchange securities so purchased, and to deposit securities for safekeeping in accordance with the Code. The City Treasurer may delegate all, or a portion of the investment authority to subordinates pursuant to State of California Government Code Section 41006. Such delegation by the City Treasurer shall not remove or abridge the Treasurer's investment responsibility. This Delegation of Authority shall be valid for one year unless otherwise revoked; and will be renewed on an annual basis in conjunction with the Budget Adoption.

SECTION 12: The City Clerk is directed to certify the adoption of this Resolution; record this Resolution in the book of the City's original resolutions; and make a minute of the adoption of the Resolution in the City Council's records and the minutes of this meeting.

SECTION 13: This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED AND ADOPTED September 15, 2020.

[SIGNATURES ON NEXT PAGE]


PASSED AND ADOPTED RESOLUTION NO. 5228 this 15th day of September, 2020.


Drew Boyles, Mayor

ATTEST:


Tracy Weaver, City Clerk

APPROVED AS TO FORM:

 FOR
Mark D. Hensley, City Attorney

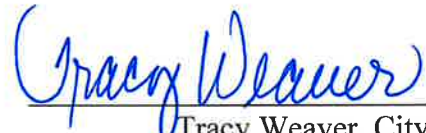
CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF EL SEGUNDO)

I, Tracy Weaver, City Clerk of the City of El Segundo, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution No. 5228 was duly passed, approved, and adopted by said City Council at a regular meeting held on the 15th day of September, 2020, approved and signed by the Mayor, and attested to by the City Clerk, by the following vote:

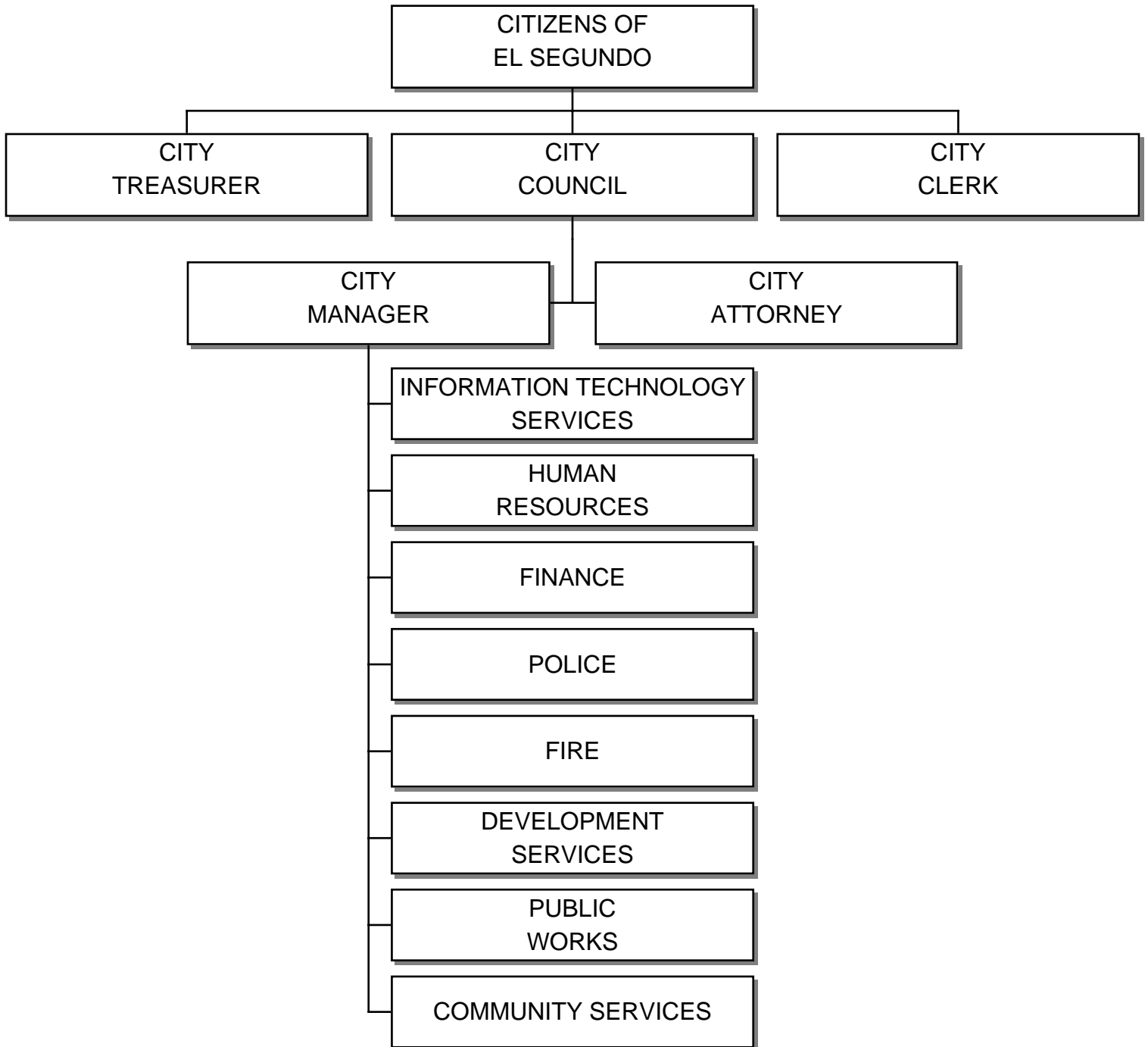
AYES: Mayor Boyles, Mayor Pro Tem Pimentel, Council Member Pirsztuk, Council Member Nicol and Council Member Giroux
NOES: None
ABSENT: None
ABSTAIN: None

WITNESS MY HAND THE OFFICIAL SEAL OF SAID CITY this 20th day of October, 2020.



Tracy Weaver, City Clerk
of the City of El Segundo,
California

CITY OF EL SEGUNDO



**CITY OF EL SEGUNDO
LIST OF PUBLIC OFFICIALS
FISCAL YEAR 2020-2021**

Scott Mitnick
City Manager

Mark Hensley
City Attorney (Contract)

Tracy Weaver
City Clerk (Elected)

Matthew Robinson
City Treasurer (Elected)

Bill Whalen
Police Chief

Chris Donovan
Fire Chief

Elias Sassoon
Director of Public Works

Sam Lee
Director of Development Services

Joseph Lillio
Director of Finance

Charles Mallory
Director of Information Technology Services

Melissa McCollum
Director of Community Services

Barbara Voss
Deputy City Manager

Vacant
Director of Human Resources

**CITY OF EL SEGUNDO
LIST OF COMMITTEES/COMMISSIONS/BOARDS
FISCAL YEAR 2020-2021**

Arts & Culture Committee

Capital Improvement Program Advisory Committee

Diversity, Equity, and Inclusion Committee

Economic Development Advisory Committee

Environmental Committee

Investment Advisory Committee

Library Board of Trustees

Planning Commission

Recreation & Parks Commission

Senior Citizen Housing Corporation Board

Technology Committee

**CITY OF EL SEGUNDO
BUDGET CALENDAR - BUDGET PROCESS
FISCAL YEAR 2020-2021**

| <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>Finance prepares preliminary revenue projections.</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 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); 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.

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 of 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) cent 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.

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

CITY OF EL SEGUNDO
DESCRIPTION OF FUNDS & FUND TYPES

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 Statues. 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.

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

Certified United Program Agencies (CUPA Fund 126) Accounts for revenues and expenditures for the Endorsement and Emergency Response Program (EERP), a consolidation of six environmental programs at the local level.

CITY OF EL SEGUNDO
DESCRIPTION OF FUNDS & FUND TYPES

Measure M Fund (Fund 127): Accounts for the one-half (1/2) cent Sales Tax approved by the voters in November 2016. These revenues must be spent to ease traffic congestion.

SB – 1 Fund (Fund 128) Accounts for the revenues and expenditures from the Road Repair and Accountability Act of 2017. These revenues must be spent for local streets and roads.

Certified Access Specialist Program (CASP Fund 129) Authorized by Senate bill (SB) 1186, the fee is to increase disability access and compliance with construction-related accessibility requirements. The first priority is to spend the funds on the training and retention in order to meet the needs of the public in the jurisdiction.

Affordable Housing Fund (Fund 130) Accounts for the revenues and expenditures related to the construction and purchase of affordable housing for the citizens of El Segundo.

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.

Sewer 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 are also used for the repayment of the Certificates of Participation issued to finance the construction of the golf course.

Solid Waste Fund (Fund 505) Accounts for revenues and expenses for the City's solid waste collection system.

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

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.

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 Association), 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 \$40,000,000.

Workers' Compensation 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 Association), a joint powers authority composed of 24 participating members. The Authority covers the excess of the City's \$500,000 self-insurance retention up to the current statutory amount.

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) | 0.5000% |
| Los Angeles County Measure M | <u>0.5000%</u> |
| Total | <u>9.5000%</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 for 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. \$ 107.70
- Employee** Per Employee over 10. \$ 133.45
- Square Footage** Per Square Foot over 5,000. \$ 0.26
- Home Occupations** Flat Fee \$ 25.70
- Contractors-General** \$156.70
- Contractors-Specialty** \$ 107.70

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 2020-2021**

| Fund/Classification | Estimated Beginning Fund Balance 10/1/2020 | Estimated Revenues FY 2020-2021 | Adopted Operating Budget FY 2020-2021 |
|--|---|---------------------------------------|--|
| <u>General Fund</u> | | | |
| General Fund (001) | \$ 14,332,063 | \$ 59,051,732 | \$ 57,801,732 |
| Hyperion Mitigation (117) | 107,887 | 100 | 9,050 |
| Economic Uncertainty (401) | 2,000,004 | - | - |
| Total General Fund | \$ 16,439,954 | \$ 59,051,832 | \$ 57,810,782 |
| <u>Special Revenue Funds</u> | | | |
| Traffic Safety 104) | \$ 45,976 | \$ 41,335 | \$ - |
| State Gas Tax (106) | 267,127 | 285,000 | 253,221 |
| Asset Forfeiture (109) | 744,300 | - | 316,000 |
| Measure "R" (110) | 805,664 | 157,000 | - |
| Community Development Block Grant (111) | 38,741 | - | - |
| Proposition "A" (112) | 871,091 | 227,000 | 244,068 |
| Proposition "C" (114) | 847,230 | 201,500 | 70,502 |
| Air Pollution Reduction (AQMD) (115) | 94,657 | 15,500 | 90,000 |
| Residential Sound Insulation (RSI) (116) | 450,454 | 1,500 | 800 |
| SB 821/Bikeway (118) | 58,155 | - | - |
| Citizens Option for Public Safety (COPS) (120) | 277,636 | 101,000 | - |
| Public Safety Augmentation (PSAF) (123) | 91,614 | 20,000 | 125,000 |
| Federal Grants (124) | (53,422) | 24,000 | 250,000 |
| State Grants (125) | 64,511 | 195,000 | 10,000 |
| CUPA (126) | 343,554 | 363,000 | 521,407 |
| Measure M (127) | 708,912 | 166,000 | - |
| SB - 1 (128) | 611,498 | 151,000 | 500,000 |
| Certified Access Specialist Program (129) | 54,320 | 18,150 | 40,000 |
| Affordable Housing Program (130) | 5,300,000 | - | 200,000 |
| County Storm Water Program (131) | - | 850,000 | - |
| Total Special Revenue Funds | \$ 11,622,018 | \$ 2,816,985 | \$ 2,620,998 |
| <u>Debt Service Funds</u> | | | |
| Debt Service (202) | \$ 808,441 | \$ 137,000 | \$ 545,000 |
| <u>Capital Improvement Fund</u> | | | |
| Capital Improvement Projects (301) | \$ 4,625,902 | \$ 1,250,000 | \$ 1,250,000 |
| Total Governmental Funds | \$ 33,496,315 | \$ 63,255,817 | \$ 62,226,779 |
| <u>Enterprise Funds</u> | | | |
| Water (501) | \$ 34,035,543 | \$ 18,285,000 | \$ 20,183,273 |
| Wastewater (502) | 14,596,713 | 3,110,000 | 3,865,165 |
| Golf Course (503) | (4,497,636) | 802,000 | 727,000 |
| Solid Waste (505) | (230,000) | - | 230,000 |
| Total Enterprise Funds | \$ 43,904,620 | \$ 22,197,000 | \$ 25,005,438 |
| <u>Internal Service Funds</u> | | | |
| Equipment Replacement (601) | \$ 15,477,836 | \$ 994,379 | \$ - |
| Liability Insurance (602) | 499,049 | 1,395,900 | 1,269,399 |
| Workers' Compensation (603) | (3,785,741) | 2,910,924 | 2,564,421 |
| Total Internal Service Funds | \$ 12,191,144 | \$ 5,301,203 | \$ 3,833,820 |
| Total Proprietary Funds | \$ 56,095,764 | \$ 27,498,203 | \$ 28,839,258 |
| <u>Component Unit</u> | | | |
| Senior Housing (504) | \$ 993,815 | \$ 10,000 | \$ 15,500 |
| Grand Total - All Funds | \$ 90,585,894 | \$ 90,764,020 | \$ 91,081,537 |

**CITY OF EL SEGUNDO
ESTIMATED FUND BALANCES - ALL FUNDS
FISCAL YEAR 2020-2021**

| Adopted Capital Budget FY 2020-2021 | Total Adopted Budget FY 2020-2021 | Estimated Revenues Over (Under) FY 2020-2021 | Transfers In FY 2020-2021 | Transfers Out FY 2020-2021 | Estimated Ending Fund Balance 6/30/2021 |
|--|--|---|--|---|--|
| \$ - | \$ 57,801,732 | \$ 1,250,000 | \$ 948,708 | \$ 1,250,000 | \$ 15,280,771 |
| - | 9,050 | (8,950) | - | - | 98,937 |
| - | - | - | - | 923,708 | 1,076,296 |
| \$ - | \$ 57,810,782 | \$ 1,241,050 | \$ 948,708 | \$ 2,173,708 | \$ 16,456,004 |
| \$ - | \$ - | \$ 41,335 | \$ - | \$ 25,000 | \$ 62,311 |
| 450,000 | 703,221 | (418,221) | - | - | (151,094) |
| 650,000 | 966,000 | (966,000) | - | - | (221,700) |
| 5,000,000 | 5,000,000 | (4,843,000) | - | - | (4,037,336) |
| 100,000 | 100,000 | (100,000) | - | - | (61,259) |
| - | 244,068 | (17,068) | - | - | 854,023 |
| 420,000 | 490,502 | (289,002) | - | - | 558,228 |
| - | 90,000 | (74,500) | - | - | 20,157 |
| - | 800 | 700 | - | - | 451,154 |
| 45,000 | 45,000 | (45,000) | - | - | 13,155 |
| 275,000 | 275,000 | (174,000) | - | - | 103,636 |
| - | 125,000 | (105,000) | - | - | (13,386) |
| - | 250,000 | (226,000) | - | - | (279,422) |
| - | 10,000 | 185,000 | - | - | 249,511 |
| - | 521,407 | (158,407) | - | - | 185,147 |
| 550,000 | 550,000 | (384,000) | - | - | 324,912 |
| - | 500,000 | (349,000) | - | - | 262,498 |
| - | 40,000 | (21,850) | - | - | 32,470 |
| - | 200,000 | (200,000) | - | - | 5,100,000 |
| 850,000 | 850,000 | - | - | - | - |
| \$ 8,340,000 | \$ 10,960,998 | \$ (8,144,013) | \$ - | \$ 25,000 | \$ 3,453,005 |
| \$ - | \$ 545,000 | \$ (408,000) | \$ - | \$ - | \$ 400,441 |
| \$ 1,250,000 | \$ 2,500,000 | \$ (1,250,000) | \$ 1,250,000 | \$ - | \$ 4,625,902 |
| \$ 9,590,000 | \$ 71,816,779 | \$ (8,560,962) | \$ 2,198,708 | \$ 2,198,708 | \$ 24,935,353 |
| \$ 1,900,000 | \$ 22,083,273 | \$ (3,798,273) | \$ - | \$ - | \$ 30,237,270 |
| 795,000 | 4,660,165 | (1,550,165) | - | - | 13,046,548 |
| - | 727,000 | 75,000 | - | - | (4,422,636) |
| - | 230,000 | (230,000) | - | - | (460,000) |
| \$ 2,695,000 | \$ 27,700,438 | \$ (5,503,438) | \$ - | \$ - | \$ 38,401,182 |
| \$ 7,871,674 | \$ 7,871,674 | \$ (6,877,295) | \$ - | \$ - | \$ 8,600,541 |
| - | 1,269,399 | 126,501 | - | - | 625,550 |
| - | 2,564,421 | 346,503 | - | - | (3,439,238) |
| \$ 7,871,674 | \$ 11,705,494 | \$ (6,404,291) | \$ - | \$ - | \$ 5,786,853 |
| \$ 10,566,674 | \$ 39,405,932 | \$ (11,907,729) | \$ - | \$ - | \$ 44,188,035 |
| \$ - | \$ 15,500 | \$ (5,500) | \$ - | \$ - | \$ 988,315 |
| \$ 20,156,674 | \$ 111,238,211 | \$ (20,474,191) | \$ 2,198,708 | \$ 2,198,708 | \$ 70,111,703 |

CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2020-2021

| FUND / ACCOUNT / DESCRIPTION | | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|-------------------------------------|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| <i>Fund 001- General Fund</i> | | | | | | |
| 3101 | Current Year Secured | \$ 7,636,306 | \$ 8,169,815 | \$ 8,600,000 | \$ 7,645,542 | \$ 8,738,676 |
| 3102 | Current Year Unsecured | 205,443 | 211,454 | 60,000 | 153,282 | 296,349 |
| 3103 | Prior Year Secured | 39,950 | (4,958) | 50,000 | 501,241 | 50,000 |
| 3104 | Prior Year Unsecured | 27,404 | 47,670 | 21,500 | 9,913 | 20,000 |
| 3105 | Penalties & Interest | 22,319 | 15,818 | 50,000 | 13,780 | 5,000 |
| 3106 | HOX Reimbursement | 45,143 | 29,030 | 35,000 | 22,452 | 35,000 |
| Sub-total Property Taxes | | \$ 7,976,565 | \$ 8,468,829 | \$ 8,816,500 | \$ 8,346,210 | \$ 9,145,025 |
| 3201 | Sales & Use Tax | \$ 10,794,018 | \$ 13,023,091 | \$ 11,500,000 | \$ 7,160,652 | \$ 8,373,683 |
| 3202 | Franchise Tax | 3,823,851 | 2,709,760 | 3,200,000 | 3,212,104 | 2,250,000 |
| 3203 | Transient Occupancy Tax | 13,885,312 | 14,598,200 | 15,200,000 | 6,126,758 | 7,524,570 |
| 3204 | Real Property Transfer Tax | 839,683 | 775,627 | 600,000 | 324,142 | 500,000 |
| 3212 | Gas Utility User Tax | 3,149,108 | 1,973,151 | 2,000,000 | 1,397,238 | 1,419,047 |
| 3213 | Water Utility User Tax | 358,254 | 383,541 | 350,000 | 253,055 | 225,000 |
| 3214 | Telecommunication UUT | 1,011,806 | 968,207 | 1,000,000 | 558,034 | 675,000 |
| 3215 | Cogenerated Electric UUT | 1,194,158 | 1,460,257 | 1,100,000 | 710,018 | 750,000 |
| 3216 | Electric Utility User Tax | 2,010,957 | 2,636,062 | 2,000,000 | 1,702,223 | 1,425,000 |
| 3218 | Tax Resolution Agreement | 6,330,422 | 6,171,627 | 5,600,000 | 5,902,063 | 6,000,000 |
| Sub-total Other Taxes | | \$ 43,397,569 | \$ 44,699,523 | \$ 42,550,000 | \$ 27,346,287 | \$ 29,142,300 |
| 3301 | Commercial Industrial | \$ 11,612,760 | \$ 12,082,451 | \$ 12,360,000 | \$ 12,154,304 | \$ 10,439,360 |
| 3307 | Filming Fees | 211,761 | 142,567 | 150,000 | 75,709 | 50,000 |
| Sub-total Business Lic Taxes | | \$ 11,824,521 | \$ 12,225,018 | \$ 12,510,000 | \$ 12,230,013 | \$ 10,489,360 |
| Total Taxes | | \$ 63,198,655 | \$ 65,393,370 | \$ 63,876,500 | \$ 47,922,510 | \$ 48,776,685 |
| 3401 | Animal Licenses | \$ 16,346 | \$ 15,646 | \$ 20,400 | \$ 13,578 | \$ 15,300 |
| 3403 | License Agreements Data Centers | - | 10,000 | 10,000 | - | 7,500 |
| 3404 | Building Permits | 1,182,045 | 1,358,301 | 1,000,000 | 956,426 | 675,000 |
| 3405 | Plumbing Permits | 88,917 | 104,312 | 82,000 | 60,291 | 61,500 |
| 3406 | Electrical Permits | 329,859 | 422,683 | 250,000 | 270,629 | 187,500 |
| 3407 | Street Permits | 58,760 | 174,493 | 155,958 | 63,379 | 98,219 |
| 3425 | Mechanical Permits | 183,008 | 236,587 | 170,000 | 140,440 | 108,750 |
| 3426 | Industrial Waste Permits/Inspection | - | 165 | - | 351 | - |
| 3427 | Newsrack Permits | - | - | - | 400 | - |
| Total Other Licenses & Permits | | \$ 1,858,935 | \$ 2,322,187 | \$ 1,688,358 | \$ 1,505,494 | \$ 1,153,769 |
| 3501 | City Code Fines | \$ 9,724 | \$ 7,374 | \$ 7,500 | \$ 3,847 | \$ 5,000 |
| 3502 | Library Fees & Fines | 30,425 | 25,643 | 25,000 | 8,254 | 5,000 |
| 3503 | Parking Fines | 379,694 | 499,705 | 350,000 | 154,173 | 262,500 |
| 3504 | Sur-Charge Parking Fines | 4,896 | 4,182 | - | 1,713 | - |
| 3505 | Handicap Parking Fines | 877 | 1,055 | 1,020 | 464 | 750 |
| 3506 | Towing Service Fines | 22,666 | 22,913 | 25,000 | 10,107 | 18,750 |
| 3513 | Internet Printing | 3,084 | 3,758 | 3,500 | 1,596 | 2,000 |
| 3515 | Library Book Fair | - | 1,920 | - | 346 | - |
| Total Fines & Forfeitures | | \$ 451,366 | \$ 566,550 | \$ 412,020 | \$ 180,500 | \$ 294,000 |

CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2020-2021

| FUND / ACCOUNT / DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 3601 Interest on Investments | \$ 1,154,609 | \$ 1,744,420 | \$ 600,000 | \$ 775,554 | \$ 435,000 |
| 3602 Property Rentals | 214,056 | 263,089 | 200,000 | 119,711 | 150,000 |
| 3603 Interest Allocation Contra | (211,223) | (1,358,227) | - | (44,340) | - |
| 3621 Securities GASB 31 Adjustment | (369,015) | 946,370 | - | (289,624) | - |
| 3622 CD's GASB 31 Adjustment | (254,361) | 546,457 | - | (277,310) | - |
| 3661 Parking -in-Lieu Fees | 20,802 | 25,135 | 24,000 | 48,868 | 18,000 |
| Total Use of Money & Property | \$ 554,868 | \$ 2,167,244 | \$ 824,000 | \$ 332,859 | \$ 603,000 |
| 3701 Motor Vehicle In Lieu Tax | \$ - | \$ - | \$ 8,323 | \$ - | \$ 8,323 |
| 3715 VLF Swap | 1,597,050 | 1,705,443 | 1,743,167 | 1,855,899 | 1,884,447 |
| 3735 Federal Grants | - | - | - | 24,258 | - |
| 3762 ESUSD Library Support Reimb | 99,649 | 95,891 | 100,000 | 43,691 | 50,000 |
| 3770 Miscellaneous Revenue | - | 5 | - | - | - |
| 3787 CDBG Donation for Meals | 9,248 | - | - | - | - |
| Total Intergovernmental | \$ 1,705,947 | \$ 1,801,339 | \$ 1,851,490 | \$ 1,923,848 | \$ 1,942,770 |
| 3801 Zoning & Planning Fees | \$ 101,197 | \$ 124,811 | \$ 70,000 | \$ 66,198 | \$ 52,500 |
| 3803 Special Police Services | 49,356 | 58,617 | 30,600 | 83,272 | 22,950 |
| 3804 Public Works Services | 3,563 | 2,359 | 2,550 | 890 | 1,500 |
| 3806 Library Services | - | (17) | - | - | - |
| 3808 Plan Check Fees | 2,487,272 | 2,078,988 | 1,850,000 | 1,174,042 | 1,387,500 |
| 3809 Plan Retention Fees | 19,712 | 23,267 | 20,000 | 13,909 | 15,000 |
| 3810 Building After-Hours Inspection Fees | - | - | 5,000 | 37 | 3,000 |
| 3812 Sales - Reports/Documents | 336 | 1,256 | 3,121 | 93 | 2,000 |
| 3813 Energy Plan Check Fees | 24,412 | 1,730 | - | - | - |
| 3815 Planning Service Fees | 2,990 | 610 | 800 | - | 600 |
| 3817 Local Record Check Fees | 12,740 | 5,780 | 7,000 | 756 | 5,250 |
| 3818 Cable DVD Sales | 510 | 330 | 500 | 75 | 350 |
| 3821 Env Safety/New Constr Reinspect | 2,100 | 972 | 21,848 | 162 | 16,386 |
| Charges for Services (cont'd) | | | | | |
| 3828 Env Safety Storm Water | \$ 2,433 | \$ - | \$ - | \$ - | \$ - |
| 3830 Booking Service Fees | 215 | 495 | - | 245 | - |
| 3837 Accelerated Plan Check Fees | 352,994 | 810,219 | 500,000 | 359,167 | 375,000 |
| 3840 Tobacco Retail License Fee | 4,550 | 3,925 | 6,126 | 4,301 | 3,000 |
| 3841 Special Fire Services | 4,924 | 5,800 | 3,000 | 557 | 2,500 |
| 3842 Hazardous Materials Inspection | (341) | - | - | - | - |
| 3843 Paramedic Transport | 1,154,894 | 582,984 | 740,000 | 485,522 | 525,000 |
| 3844 Fire Permit Inspection | 19,250 | 10,825 | 17,000 | 19,748 | 17,000 |
| 3845 High Rise Building Inspection | 49,637 | 33,870 | 62,000 | 85,692 | 62,000 |
| 3846 Haz Mat Response | 1,064 | 4,014 | - | 699 | - |
| 3847 Fire Protect Equipment Test | 32,535 | 29,250 | 25,000 | 10,074 | 25,000 |
| 3848 Annual Fire Inspection | 96,951 | 139,866 | 183,600 | 165,305 | 183,600 |
| 3849 Fire Prevention Overtime | 26,370 | 54,834 | 35,700 | 59,305 | 35,700 |
| 3858 Beach Shuttle Passenger Fares | - | 995 | - | - | - |
| 3864 Industrial Waste Permits | - | 1,020 | - | 351 | - |

CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2020-2021

| FUND / ACCOUNT / DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| 3874 Recreation & Parks Activities | 113,926 | 214,309 | 306,000 | 90,882 | 106,000 |
| 3875 Contract Class Fees | 251,068 | 283,760 | 280,000 | 71,586 | 130,000 |
| 3876 Special Events Fees | 26,624 | 26,365 | 22,000 | 7,127 | 22,000 |
| 3877 Drama | 16,800 | 15,382 | 16,000 | 3,010 | 16,000 |
| 3879 Reservation Fee | 303,342 | 413,055 | 675,000 | 325,782 | 200,000 |
| 3880 Farmers Market Vendors | 39,003 | 34,219 | 36,000 | 14,276 | 26,000 |
| 3881 Classes, Camps & Programs | 232,751 | 290,532 | 380,000 | 22,850 | 180,000 |
| 3882 Adult Contr/Cultural | - | 1,284 | - | 148 | - |
| Total Charges for Services | \$ 5,433,178 | \$ 5,255,706 | \$ 5,298,845 | \$ 3,066,061 | \$ 3,415,836 |
| 3901 Sale of Surplus Property | \$ 33,053 | \$ 45,006 | \$ 10,200 | \$ 15,501 | \$ 5,000 |
| 3903 Refunds | - | 2,513 | - | (2,109) | - |
| 3904 SB 90 Reimbursement | 1,201 | 50,661 | 10,200 | 18,360 | 10,200 |
| 3905 Administrative Charges | 912,804 | 889,404 | 1,179,675 | 824,154 | 852,614 |
| 3907 Traffic Control program | - | 4,740 | 4,420 | - | 3,000 |
| 3909 Miscellaneous Revenue | 58,540 | 158,692 | 66,300 | 35,915 | 45,000 |
| 3921 Electric Vehicle Charging | 6,752 | 6,902 | 6,000 | 3,097 | 2,000 |
| 3922 Strike Team Reimbursements | 14,960 | - | 112,200 | - | 84,150 |
| 3923 Special Event Reimbursements | 1,739 | - | - | - | - |
| 3924 Demage to City Property Reimbursement | - | 21,193 | 25,000 | 56 | 10,000 |
| 3926 Smoke Hollow Park in Lieu | - | 112,000 | 55,000 | - | 55,000 |
| 3927 City Staff Reimbursements | - | 206,248 | 150,000 | 299,309 | 100,000 |
| 3928 Computer Refresh Charge | 115,000 | 115,000 | - | - | - |
| 3972 Developers Contributions | 1,212,346 | 1,056,723 | 1,000,000 | 88,238 | 750,000 |
| 3974 Developer Deposit Revenue | 29,899 | 32,779 | - | - | - |
| Total Other Revenues | \$ 2,386,294 | \$ 2,701,861 | \$ 2,618,995 | \$ 1,282,521 | \$ 1,916,964 |
| <u>Interfund Transfers</u> | | | | | |
| 9104 Transfer from Traffic Safety Fund | \$ - | \$ - | \$ 140,000 | \$ 140,000 | \$ 25,000 |
| 9401 Transfer In | - | - | - | - | 923,708 |
| 9405 Transfer Facility Maintenance | 346,446 | - | - | - | - |
| Total Transfers In | \$ 346,446 | \$ - | \$ 140,000 | \$ 140,000 | \$ 948,708 |
| Total General Fund | \$ 75,935,689 | \$ 80,208,257 | \$ 76,710,208 | \$ 56,353,793 | \$ 59,051,732 |
| <u>Fund 104 - Traffic Safety Fund</u> | | | | | |
| 3511 Vehicle Code Fines | \$ 43,057 | \$ 72,542 | \$ 30,600 | \$ 21,996 | \$ 39,835 |
| 3601 Interest on Investments | 275 | 1,451 | 82 | - | 1,500 |
| Total Traffic Safety Fund | \$ 43,332 | \$ 73,993 | \$ 30,682 | \$ 21,996 | \$ 41,335 |

**CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2020-2021**

| FUND / ACCOUNT / DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| <u>Fund 106 - State Gas Tax Fund</u> | | | | | |
| 3601 Interest on Investments | \$ 5,362 | \$ 18,386 | \$ 6,120 | \$ 86 | \$ 10,000 |
| 3707 State Gas Tax - 2103 | 58,140 | 67,877 | 69,387 | 83,969 | 80,000 |
| 3712 State Gas Tax - 2107 | 99,307 | 117,533 | 123,596 | 84,606 | 80,000 |
| 3713 State Gas Tax - 2107.5 | 23,004 | 22,927 | 4,080 | 19,186 | 15,000 |
| 3714 State Gas Tax - 2106 | 53,106 | 59,937 | 62,624 | 39,101 | 40,000 |
| 3716 State Gas Tax - 2105 | 80,823 | 93,051 | 99,570 | 63,155 | 60,000 |
| 3721 Loan Repayment | - | - | 19,427 | - | - |
| Total State Gas Tax Fund | \$ 319,742 | \$ 379,711 | \$ 384,804 | \$ 290,103 | \$ 285,000 |
| <u>Fund 109 - Asset Forfeiture Fund</u> | | | | | |
| 3601 Interest on Investments | \$ 5,258 | \$ 45,167 | \$ - | \$ (1,712) | \$ - |
| 3717 Forfeiture DOJ Federal | 253,877 | 184,581 | - | 40,305 | - |
| 3719 Forfeiture Miscellaneous | 3,900 | - | - | - | - |
| 3720 U.S. Treasurer Forfeiture | 78,867 | 566,512 | - | 13,040 | - |
| Total Asset Forfeiture Fund | \$ 341,902 | \$ 796,260 | \$ - | \$ 51,633 | \$ - |
| <u>Fund 110 - Measure "R" Fund</u> | | | | | |
| 3601 Interest on Investments | \$ 5,544 | \$ 32,419 | \$ 5,100 | \$ 2,262 | \$ 2,000 |
| 3745 LACMTA Measure "R" | - | 20,246 | - | 7,995 | 5,000 |
| 3746 Measure "R" Sales Tax | 196,629 | 167,319 | 200,384 | 322,590 | 150,000 |
| Total Measure "R" | \$ 202,173 | \$ 219,984 | \$ 205,484 | \$ 332,847 | \$ 157,000 |
| <u>Fund 111 - CDBG Fund</u> | | | | | |
| 3795 ADA Sidewalk Ramps | \$ 65,204 | \$ - | \$ 51,000 | \$ 99,808 | \$ - |
| Total CDBG Fund | \$ 65,204 | \$ - | \$ 51,000 | \$ 99,808 | \$ - |
| <u>Fund 112 - Prop "A" Fund</u> | | | | | |
| 3601 Interest on Investments | \$ 4,892 | \$ 28,815 | \$ 5,100 | \$ 1,049 | \$ 1,000 |
| 3751 Proposition "A" Sales Tax | 351,697 | 301,566 | 322,101 | 240,170 | 225,000 |
| 3752 Bus Pass Sale Proceeds | 972 | - | 1,020 | - | - |
| 3858 Beach Shuttle Passenger Fares | 1,761 | 2,097 | 1,530 | 535 | 1,000 |
| 3909 Miscellaneous Revenue | - | - | 357 | - | - |
| 3930 Dial-a-Ride | 350 | - | - | - | - |
| Total Prop "A" Fund | \$ 359,672 | \$ 332,478 | \$ 330,108 | \$ 241,754 | \$ 227,000 |
| <u>Fund 114 - Prop "C" Fund</u> | | | | | |
| 3601 Interest on Investments | \$ 6,282 | \$ 27,344 | \$ 6,120 | \$ 1,876 | \$ 1,500 |
| 3754 Proposition "C" Sales Tax | 264,851 | 277,062 | 267,174 | 199,218 | 200,000 |
| Total Prop "C" Fund | \$ 271,133 | \$ 304,406 | \$ 273,294 | \$ 201,094 | \$ 201,500 |
| <u>Fund 115 - Air Pollution Red Fund (AQMD)</u> | | | | | |
| 3601 Interest on Investments | \$ 417 | \$ 3,550 | \$ 510 | \$ (81) | \$ 500 |
| 3708 LA CO. SCAQMD / Rideshare | 20,127 | 21,770 | 15,300 | 16,150 | 15,000 |
| Total AQMD Fund | \$ 20,544 | \$ 25,320 | \$ 15,810 | \$ 16,069 | \$ 15,500 |

**CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2020-2021**

| FUND / ACCOUNT / DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| <u>Fund 116 - Res Sound Ins Program (RSI)</u> | | | | | |
| 3601 Interest on Investments | \$ - | \$ - | \$ 510 | \$ 1,640 | \$ 1,500 |
| 3755 FAA 150 Grant | 27,226 | (27,226) | - | - | - |
| 3909 Miscellaneous Revenue | - | 7,575 | - | - | - |
| 9122 Transfer from LAWA Fund | - | 1,140,751 | - | - | - |
| Total RSI Fund | \$ 27,226 | \$ 1,121,100 | \$ 510 | \$ 1,640 | \$ 1,500 |
| <u>Fund 117 - Hyperion Mitigation Fund</u> | | | | | |
| 3601 Interest on Investments | \$ 867 | \$ 4,392 | \$ - | \$ 90 | \$ 100 |
| Total Hyperion Fund | \$ 867 | \$ 4,392 | \$ - | \$ 90 | \$ 100 |
| <u>Fund 118 - TDA Article 3 (SB 821) Fund</u> | | | | | |
| 3601 Interest on Investments | \$ 436 | \$ 1,713 | \$ 459 | \$ 39 | \$ - |
| 3725 TDA Article 3 - SB 821 | - | 44,256 | 11,071 | - | - |
| Total TDA Article 3 Fund | \$ 436 | \$ 45,969 | \$ 11,530 | \$ 39 | \$ - |
| <u>Fund 120 - COPS (SLESF) Fund</u> | | | | | |
| 3207 C.O.P.S. Funding | \$ 128,451 | \$ 155,948 | \$ 102,000 | \$ 100,000 | \$ 100,000 |
| 3601 Interest on Investments | 3,613 | 6,111 | 1,530 | 675 | 1,000 |
| Total COPS Fund | \$ 132,064 | \$ 162,059 | \$ 103,530 | \$ 100,675 | \$ 101,000 |
| <u>Fund 122 - LA World Airports (LAWA) Fund</u> | | | | | |
| 3601 Interest on Investments | \$ 187,497 | \$ 62,711 | \$ - | \$ - | \$ - |
| 3760 LAWA Grant | - | 597,599 | - | - | - |
| Total LAWA Fund | \$ 187,497 | \$ 660,310 | \$ - | \$ - | \$ - |
| <u>Fund 123 - Public Safety Aug Fund (PSAF)</u> | | | | | |
| 3206 Prop 172 (PSAF) | \$ 31,633 | \$ 32,777 | \$ 25,500 | \$ 19,512 | \$ 20,000 |
| 3601 Interest on Investments | - | 3,273 | - | 218 | - |
| Total PSAF Fund | \$ 31,633 | \$ 36,050 | \$ 25,500 | \$ 19,730 | \$ 20,000 |
| <u>Fund 124 - Federal Grants Fund</u> | | | | | |
| 3735 Def Loan Due to CDBG | \$ - | \$ 2,830 | \$ - | \$ - | \$ - |
| 3741 HMEP Grant | - | - | - | - | 24,000 |
| 3766 SHSGP Program | 90,000 | 28,135 | 91,800 | 170,095 | - |
| 3785 UASI 2012 | 103,504 | 234,640 | 141,948 | 19,858 | - |
| Total Federal Grants Fund | \$ 193,504 | \$ 265,605 | \$ 233,748 | \$ 189,953 | \$ 24,000 |
| <u>Fund 125 - State Grants Fund</u> | | | | | |
| 3613 AQMD Tree Partnership Program | \$ - | \$ 920 | \$ - | \$ - | \$ - |
| 3614 RPOSD | 297,713 | 85,140 | - | 94,167 | - |
| 3615 CUPA Grant | - | 1,000 | - | - | - |
| 3617 CalBev | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |

**CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2020-2021**

| FUND / ACCOUNT / DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| 3618 Library - CALIFA | 33,608 | 28,192 | 35,000 | - | - |
| 3620 CA Prop 68 Per Capital - Acacia Park | - | - | - | - | 190,000 |
| 3703 Library - PLF State Grants | - | 995 | - | 5,610 | - |
| 3724 Alcohol Beverage Control Grant | (76) | - | - | 2,970 | - |
| 3764 LA County Homeless Initiative | 30,000 | - | - | - | - |
| 3929 Prop 68 Per Capita program | - | - | 200,000 | - | - |
| Total State Grants Fund | \$ 366,245 | \$ 121,247 | \$ 240,000 | \$ 107,747 | \$ 195,000 |

Fund 126 - Certified United Program Agency (CUPA)

| | | | | | |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|
| 3210 CUPA Penalties | \$ - | \$ 22,480 | \$ - | \$ 61,650 | \$ 40,000 |
| 3408 CUPA UST Non-annual Permit | - | 11,830 | - | 2,395 | - |
| 3514 Tiered Permits | 1,675 | 9,105 | 9,105 | 2,570 | 2,000 |
| 3601 Interest on Investments | (1,240) | 9,852 | - | (820) | - |
| 3820 Above Ground Storage Tank | 21,312 | 34,360 | 34,830 | 20,389 | 20,000 |
| 3822 Underground Tanks | 37,030 | 27,105 | 27,135 | 17,405 | 17,000 |
| 3824 Hazardous Waste Generator Permit | 77,261 | 57,150 | 56,540 | 39,584 | 39,000 |
| 3825 Disclosure | 158,065 | 129,013 | 134,160 | 94,886 | 95,000 |
| 3826 Env Safety Risk Management Program | 7,990 | 317,555 | 173,100 | 166,132 | 150,000 |
| 3846 Hazardous Material Response | - | 1,222 | - | 12,672 | - |
| Total CUPA Fund | \$ 302,093 | \$ 619,672 | \$ 434,870 | \$ 416,863 | \$ 363,000 |

Fund 127 - Measure M

| | | | | | |
|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 3601 Interest on Investments | \$ - | \$ 14,828 | \$ - | \$ 1,553 | \$ 1,000 |
| 3742 Measure M Revenues | 268,712 | 210,372 | 246,330 | 168,292 | 165,000 |
| Total Measure M | \$ 268,712 | \$ 225,200 | \$ 246,330 | \$ 169,845 | \$ 166,000 |

Fund 128 - SB-1

| | | | | | |
|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 3601 Interest on Investments | \$ - | \$ 8,351 | \$ - | \$ 1,380 | \$ 1,000 |
| 3756 SB-1 Revenues | 124,477 | 338,163 | 127,704 | 193,546 | 150,000 |
| Total SB-1 | \$ 124,477 | \$ 346,514 | \$ 127,704 | \$ 194,926 | \$ 151,000 |

Fund 129 - Certified Access Specialist Program

| | | | | | |
|------------------------------|------------------|------------------|------------------|------------------|------------------|
| 3601 Interest on Investments | \$ 124 | \$ 1,594 | \$ 1,000 | \$ 201 | \$ 150 |
| 3857 CASP Training | 3,122 | 23,805 | 25,000 | 20,856 | 18,000 |
| 9001 Transfers In | 20,675 | - | - | - | - |
| Total CASP | \$ 23,921 | \$ 25,399 | \$ 26,000 | \$ 21,057 | \$ 18,150 |

Fund 131 - County Storm Water Program

| | | | | | |
|---|-------------|-------------|-------------|-------------|-------------------|
| Storm Water | \$ - | \$ - | \$ - | \$ - | \$ 850,000 |
| Total County Storm Water Program | \$ - | \$ - | \$ - | \$ - | \$ 850,000 |

Fund 202 - Debt Service Fund

| | | | | | |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|
| 3972 Developer Contribution Traffic Mitigation | \$ 423,504 | \$ 717,352 | \$ 183,600 | \$ 292,482 | \$ 137,000 |
| Total Debt Service Fund Revenues | \$ 423,504 | \$ 717,352 | \$ 183,600 | \$ 292,482 | \$ 137,000 |

CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2020-2021

| FUND / ACCOUNT / DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| <u>Fund 301 - Capital Improvement (CIP) Fund</u> | | | | | |
| 3732 CA DOT Park Place Extension | \$ 75,422 | \$ - | \$ - | \$ - | \$ - |
| 3909 Miscellaneous Revenue | - | - | - | 87,603 | - |
| 9001 Transfer from General Fund | 3,189,700 | 3,350,000 | 2,749,000 | 1,249,000 | 1,250,000 |
| Total CIP Fund | \$ 3,265,122 | \$ 3,350,000 | \$ 2,749,000 | \$ 1,336,603 | \$ 1,250,000 |
| <u>Fund 501 - Water Utility Fund</u> | | | | | |
| 3601 Interest on Investments | \$ 117,179 | \$ 914,924 | \$ 142,800 | \$ 30,020 | \$ 50,000 |
| 3851 Water Sales | 11,455,491 | 15,724,180 | 14,790,000 | 7,226,874 | 7,250,000 |
| 3852 Water Sales - Other | - | 142 | - | - | - |
| 3853 Meter Installations | 10,910 | 32,940 | 8,160 | 22,580 | 15,000 |
| 3856 Reclaimed Water Sales | 16,313,427 | 17,995,442 | 16,320,000 | 10,945,008 | 10,950,000 |
| 3859 Miscellaneous Revenue | 16,929 | 23,926 | 20,400 | 94,099 | 20,000 |
| Total Water Fund | \$ 27,913,936 | \$ 34,691,554 | \$ 31,281,360 | \$ 18,318,581 | \$ 18,285,000 |
| <u>Fund 502 - Sewer Fund</u> | | | | | |
| 3601 Interest on Investments | \$ 59,033 | \$ 224,391 | \$ 61,200 | \$ 6,238 | \$ 10,000 |
| 3861 WasteWater User Fees | 4,064,501 | 4,352,720 | 3,570,000 | 2,880,179 | 2,900,000 |
| 3862 WasteWater Connection Fee | 2,660 | 8,120 | - | 8,291 | - |
| 3865 Annual Quality Surcharge | 281,688 | 115,057 | 255,000 | - | 200,000 |
| 3972 Developer Contribution | - | 375,000 | - | - | - |
| Total Sewer Fund | \$ 4,407,882 | \$ 5,075,288 | \$ 3,886,200 | \$ 2,894,708 | \$ 3,110,000 |
| <u>Fund 503 - Golf Course Fund</u> | | | | | |
| 3832 Food & Beverage Revenues | \$ 266,367 | \$ 224,302 | \$ 250,000 | \$ 84,956 | \$ - |
| 3833 Leased Beer & Wine | 6,142 | 5,454 | 7,035 | 2,570 | - |
| 3834 Golf Course Pro Shop Revenues | 71,199 | 62,526 | 103,112 | 26,032 | - |
| 3835 Golf Course Revenues | 567,621 | 612,894 | 500,000 | 425,881 | 457,000 |
| 3836 Driving Range Revenues | 559,158 | 591,188 | 500,000 | 321,651 | 325,000 |
| 3838 Golf Lessons | 179,889 | 147,319 | 90,520 | 21,110 | 20,000 |
| Total Golf Course Fund Revenues | \$ 1,650,376 | \$ 1,643,683 | \$ 1,450,667 | \$ 882,200 | \$ 802,000 |
| <u>Fund 504 - Senior Housing Fund</u> | | | | | |
| 3601 Interest on Investments | \$ 7,205 | \$ 16,370 | \$ 2,714 | \$ 9,321 | \$ 10,000 |
| Total Park Vista Sr. Housing Fund | \$ 7,205 | \$ 16,370 | \$ 2,714 | \$ 9,321 | \$ 10,000 |
| <u>Fund 601- Equipment Replacement Fund</u> | | | | | |
| 3901 Sale of Surplus Property | \$ (15,487) | \$ (184,600) | \$ - | \$ - | \$ - |
| 3909 Miscellaneous Revenue | 398,802 | 1,135,210 | - | 161,833 | - |
| 3912 Replacement Charge to Other Dept. | 1,584,636 | 1,863,719 | 2,089,441 | 1,567,081 | 994,379 |
| 3914 City Clerk Reports | - | 30,882 | - | - | - |
| 3970 Wiseburn Aquatics | - | 40,000 | - | - | - |
| Total Equipment Replacement Fund | \$ 1,967,951 | \$ 2,885,211 | \$ 2,089,441 | \$ 1,728,914 | \$ 994,379 |

**CITY OF EL SEGUNDO
ESTIMATED REVENUES/OTHER FINANCING SOURCES
ALL FUNDS
FISCAL YEAR 2020-2021**

| FUND / ACCOUNT / DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| <u>Fund 602 - Liability Insurance Fund</u> | | | | | |
| 3911 Charges to Other Departments | \$ 1,985,688 | \$ 1,966,968 | \$ 1,893,779 | \$ 1,420,334 | \$ 1,395,900 |
| 3913 Recovery of Claims Paid | 44,063 | 4,944 | 20,400 | - | - |
| Total Liability Insurance Fund | \$ 2,029,751 | \$ 1,971,912 | \$ 1,914,179 | \$ 1,420,334 | \$ 1,395,900 |
| <u>Fund 603 - Workers' Comp Reserve/Ins Fund</u> | | | | | |
| 3911 Charges to Other Departments | \$ 2,559,980 | \$ 2,916,272 | \$ 2,883,235 | \$ 2,435,140 | \$ 2,810,924 |
| 3913 Recovery of Claims Paid | 283,971 | 469,556 | 91,800 | 479,275 | 100,000 |
| Total Workers' Comp Fund | \$ 2,843,951 | \$ 3,385,828 | \$ 2,975,035 | \$ 2,914,415 | \$ 2,910,924 |
| Total Revenues | \$ 120,538,044 | \$ 136,361,124 | \$ 123,234,308 | \$ 87,380,220 | \$ 89,514,020 |
| Total Interfund Transfers | 3,189,700 | 3,350,000 | 2,749,000 | 1,249,000 | 1,250,000 |
| GRAND TOTAL | \$ 123,727,744 | \$ 139,711,124 | \$ 125,983,308 | \$ 88,629,220 | \$ 90,764,020 |

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 2020-2021**

| <u>FUND</u> | <u>TRANSFER IN</u> | <u>TRANSFER OUT</u> |
|---------------------------------|-----------------------------------|-----------------------------------|
| General Fund (001) | \$ 948,708 | \$ 1,250,000 |
| Traffic Safety (104) | - | 25,000 |
| Capital Improvement Fund (301) | 1,250,000 | - |
| Economic Uncertainty Fund (401) | - | 923,708 |
| Total | <u><u>\$ 2,198,708</u></u> | <u><u>\$ 2,198,708</u></u> |

CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY FUND/BY DEPARTMENT
ALL FUNDS
FISCAL YEAR 2020-2021

| FUND/DEPARTMENT | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| <u>GENERAL FUND (001)</u> | | | | | |
| City Council | \$ 289,229 | \$ 252,434 | \$ 319,432 | \$ 207,428 | \$ 260,903 |
| City Clerk | 517,139 | 462,602 | 722,838 | 341,385 | 421,157 |
| City Manager | 1,729,903 | 2,117,199 | 2,526,032 | 1,269,227 | 1,909,586 |
| City Attorney | 802,137 | 704,081 | 585,450 | 372,515 | 561,950 |
| Information Technology Services | 1,584,633 | 2,122,863 | 2,774,264 | 1,894,201 | 2,440,068 |
| Human Resources | 768,062 | 919,582 | 1,430,937 | 685,045 | 917,405 |
| Finance | 2,355,035 | 2,287,280 | 2,767,940 | 1,776,955 | 2,038,556 |
| Police Department | 21,249,070 | 21,984,204 | 23,175,793 | 16,556,041 | 17,879,525 |
| Fire Department | 16,500,465 | 16,275,539 | 17,015,860 | 12,347,219 | 13,068,393 |
| Development Services | 3,040,577 | 2,723,270 | 3,286,639 | 2,084,719 | 2,609,024 |
| Public Works | 8,522,064 | 9,702,018 | 10,670,759 | 6,697,508 | 7,253,488 |
| Recreation & Parks | 2,790,892 | 3,308,364 | 4,524,387 | 2,000,140 | 2,878,046 |
| Library Services | 2,184,188 | 2,330,520 | 2,489,245 | 1,680,450 | 1,783,414 |
| Non-Departmental | 7,224,751 | 6,959,604 | 5,743,964 | 5,025,996 | 3,780,218 |
| Transfers Out | 2,824,675 | 3,350,000 | 2,749,000 | 1,249,000 | 1,250,000 |
| Total General Fund | \$ 72,382,820 | \$ 75,499,560 | \$ 80,782,540 | \$ 54,187,829 | \$ 59,051,732 |
| <u>TRAFFIC SAFETY FUND (104)</u> | | | | | |
| Transfer to General Fund | \$ - | \$ - | \$ 140,000 | \$ - | \$ 25,000 |
| <u>GAS TAX FUND (106)</u> | | | | | |
| Public Works | \$ 118,906 | \$ 165,012 | \$ 106,681 | \$ 101,139 | \$ 253,221 |
| Capital Improvement Projects | 946,176 | 750,168 | 300,000 | - | 450,000 |
| Total Gas Tax Fund | \$ 1,065,082 | \$ 915,180 | \$ 406,681 | \$ 101,139 | \$ 703,221 |
| <u>ASSET FORFEITURE FUND (109)</u> | | | | | |
| Police | \$ 77,513 | \$ 242,270 | \$ 375,500 | \$ 135,329 | \$ 316,000 |
| Capital Improvement Projects | 100,062 | 304,213 | 370,000 | 60,794 | 650,000 |
| Total Asset Forfeiture | \$ 177,575 | \$ 546,483 | \$ 745,500 | \$ 196,123 | \$ 966,000 |
| <u>MEASURE "R" FUND (110)</u> | | | | | |
| Capital Improvement Projects | \$ 116,376 | \$ 592,271 | \$ 563,866 | \$ - | \$ 5,000,000 |
| <u>CDBG FUND (111)</u> | | | | | |
| Recreation & Parks | \$ - | \$ - | \$ - | \$ - | - |
| Capital Improvement Projects | 65,150 | - | 152,556 | - | 100,000 |
| Total CDBG Fund | \$ 65,150 | \$ - | \$ 152,556 | \$ - | \$ 100,000 |
| <u>PROPOSITION "A" FUND (112)</u> | | | | | |
| Recreation & Parks | \$ 272,189 | \$ 251,322 | \$ 390,356 | \$ 192,074 | \$ 244,068 |
| <u>PROPOSITION "C" FUND (114)</u> | | | | | |
| Recreation & Parks | \$ 57,385 | \$ 59,860 | \$ 107,053 | \$ 22,346 | \$ 70,502 |
| Capital Improvement Projects | 199,067 | 73,748 | 240,000 | 107,721 | 420,000 |
| Total Prop "C" Fund | \$ 256,452 | \$ 133,608 | \$ 347,053 | \$ 130,067 | \$ 490,502 |
| <u>AQMD FUND (115)</u> | | | | | |
| Non-Departmental/Automotive | \$ - | \$ - | \$ 63,000 | \$ - | \$ 90,000 |

**CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY FUND/BY DEPARTMENT
ALL FUNDS
FISCAL YEAR 2020-2021**

| FUND/DEPARTMENT | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-----------------|-------------------------|
| <u>RSI FUND (116)</u> | | | | | |
| Planning & Building Safety | \$ 133,125 | \$ 607 | \$ - | \$ 233 | \$ 800 |
| Total RSI Fund | \$ 133,125 | \$ 607 | \$ - | \$ 233 | \$ 800 |
| <u>HYPERION MITIGATION FUND (117)</u> | | | | | |
| Planning & Building Safety | \$ 5,671 | \$ 5,789 | \$ 8,250 | \$ 4,531 | \$ 9,050 |
| <u>TDA 3 - SB 821 BIKEWAY FUND (118)</u> | | | | | |
| Capital Improvement Projects | \$ 18,595 | \$ 42,183 | \$ 50,000 | \$ - | \$ 45,000 |
| <u>COPS FUND (120)</u> | | | | | |
| Police | \$ 264,401 | \$ 34,149 | \$ 175,000 | \$ 43,472 | \$ 275,000 |
| <u>LAWA FUND (122)</u> | | | | | |
| Transfer to RSI | \$ - | \$ 1,140,751 | \$ - | \$ - | \$ - |
| <u>PSAF (PROP 172) FUND (123)</u> | | | | | |
| Fire | \$ - | \$ - | \$ 100,000 | \$ - | \$ 125,000 |
| Total PSAF (Prop 172) Fund | \$ - | \$ - | \$ 100,000 | \$ - | \$ 125,000 |
| <u>FEDERAL GRANTS FUND (124)*</u> | | | | | |
| Police and Fire | \$ 214,000 | \$ 237,920 | \$ 150,000 | \$ - | \$ 250,000 |
| <u>STATE/COUNTY GRANTS FUND (125)*</u> | | | | | |
| Recreation & Parks (RPOSD) | \$ 30,000 | \$ - | \$ - | \$ - | \$ - |
| Recreation & Parks (CalBev) | 5,000 | 4,738 | 5,000 | - | 5,000 |
| CA Prop 68 Per Capital - Acacia Park | - | - | - | - | 190,000 |
| West Basin | - | 1,000 | - | - | 1,000 |
| Police STC | - | 2,939 | - | - | 5,000 |
| Police Mental Health | - | - | - | - | 4,000 |
| Police Bullet Proof Vest | - | - | - | - | 5,000 |
| Police Alcohol Beverage Control Grant | - | 8,283 | - | - | - |
| LA County Homeless Initiative | - | 411 | - | - | - |
| Fire (CUPA) | - | 811 | - | - | 3,000 |
| Library (CALIFA Broadband Fiber) | 25,033 | 31,027 | 35,000 | - | - |
| Library (CLSA) | - | - | - | - | 5,000 |
| Library (Ca. State Library) | 18,841 | - | - | - | 10,000 |
| Total State/County Grants Fund | \$ 78,874 | \$ 49,209 | \$ 40,000 | \$ - | \$ 228,000 |
| <u>CUPA FUND (126)</u> | | | | | |
| Fire | \$ 331,777 | \$ 315,310 | \$ 641,065 | \$ 431,339 | \$ 521,407 |
| <u>MEASURE M (127)</u> | | | | | |
| Capital Improvement Projects | \$ - | \$ - | \$ 241,500 | \$ - | \$ 550,000 |
| <u>SB - 1 (128)</u> | | | | | |
| Capital Improvement Projects | \$ 94,000 | \$ 19,494 | \$ 285,071 | \$ - | \$ 500,000 |

CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY FUND/BY DEPARTMENT
ALL FUNDS
FISCAL YEAR 2020-2021

| FUND/DEPARTMENT | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| <u>CASP (129)</u> | | | | | |
| Planning | \$ - | \$ - | \$ 25,000 | \$ - | \$ 40,000 |
| <u>AFFORDABLE HOUSING (130)</u> | | | | | |
| Affordable Housing | \$ - | \$ - | \$ - | \$ - | \$ 200,000 |
| Total Affordable Housing Fund | \$ - | \$ - | \$ - | \$ - | \$ 200,000 |
| <u>COUNTY STORM WATER PROGRAM (131)</u> | | | | | |
| Public Works | \$ - | \$ - | \$ - | \$ - | \$ - |
| Capital Improvement Projects | - | - | - | - | 850,000 |
| Total County Storm Water Program | \$ - | \$ - | \$ - | \$ - | \$ 850,000 |
| <u>DEBT SERVICE FUND (202)</u> | | | | | |
| Debt Service | \$ 534,048 | \$ 533,124 | \$ 545,000 | \$ - | \$ 545,000 |
| <u>CAPITAL IMPROVEMENT FUND (301)</u> | | | | | |
| Capital Improvement Projects | \$ 2,059,140 | \$ 1,291,785 | \$ 2,749,000 | \$ - | \$ 1,250,000 |
| <u>ECONOMIC UNCERTAINTY FUND (401)</u> | | | | | |
| Transfer Out | \$ - | \$ - | \$ - | \$ - | \$ 923,708 |
| <u>WATER UTILITY FUND (501)</u> | | | | | |
| Public Works (Water Operations) | \$ 27,552,424 | \$ 26,161,929 | \$ 27,812,670 | \$ 15,760,307 | \$ 20,183,273 |
| Capital Improvement Projects | 40,316 | 79,348 | 1,810,000 | 116,702 | 1,900,000 |
| Total Water Utility Fund | \$ 27,592,740 | \$ 26,241,277 | \$ 29,622,670 | \$ 15,877,009 | \$ 22,083,273 |
| <u>WASTEWATER FUND (502)</u> | | | | | |
| Public Works (Wastewater Operations) | \$ 3,497,285 | \$ 2,655,023 | \$ 4,175,334 | \$ 2,594,721 | \$ 3,865,165 |
| Capital Improvement Projects | 24,679 | 2,184 | 1,060,000 | 124,567 | 795,000 |
| Total Wastewater Fund | \$ 3,521,964 | \$ 2,657,207 | \$ 5,235,334 | \$ 2,719,288 | \$ 4,660,165 |
| <u>GOLF COURSE FUND (503)</u> | | | | | |
| Recreation & Parks | \$ 1,755,313 | \$ 1,438,582 | \$ 1,417,800 | \$ 839,728 | \$ 727,000 |
| <u>SENIOR HOUSING (504)</u> | | | | | |
| Senior Housing | \$ 22,612 | \$ 21,272 | \$ 14,113 | \$ 10,039 | \$ 15,500 |
| Capital Improvement Projects | - | - | 60,000 | - | 60,000 |
| Total Senior Housing Fund | \$ 22,612 | \$ 21,272 | \$ 74,113 | \$ 10,039 | \$ 75,500 |
| <u>SOLIDWASTE FUND (505)</u> | | | | | |
| Public Works (Recycling Operations) | \$ - | \$ - | \$ 230,000 | \$ 184,960 | \$ 230,000 |
| Total Solid Waste Fund | \$ - | \$ - | \$ 230,000 | \$ 184,960 | \$ 230,000 |
| <u>EQUIP REPLACEMENT FUND (601)**</u> | | | | | |
| Various Equipment Citywide | \$ 1,303,303 | \$ 2,284,884 | \$ 7,849,761 | \$ 403,273 | \$ 7,871,674 |
| <u>LIABILITY INSURANCE FUND (602)</u> | | | | | |
| Non-Departmental | \$ 1,527,339 | \$ 1,479,889 | \$ 1,783,333 | \$ 1,344,854 | \$ 1,269,399 |

**CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY FUND/BY DEPARTMENT
ALL FUNDS
FISCAL YEAR 2020-2021**

| FUND/DEPARTMENT | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| <u>WORKERS' COMP FUND (603)</u> | | | | | |
| Non-Departmental | \$ 3,622,186 | \$ 2,719,184 | \$ 2,934,272 | \$ 2,729,714 | \$ 2,564,421 |
| <u>TRUST FUND SPECIAL REVENUE / DONATIONS FUND (702)</u> | | | | | |
| Non-Departmental | \$ - | \$ 1,315,824 | \$ - | \$ 252,821 | \$ 600,000 |
| <u>TRUST FUND CULTURAL DEVELOPMENT FUND (704)</u> | | | | | |
| Non-Departmental | \$ - | \$ - | \$ - | \$ - | \$ 486,850 |
| <u>TRUST FUND NONREFUNDABLE PROJECT DEPOSITS FUND (708)</u> | | | | | |
| Non-Departmental | \$ 488,110 | \$ - | \$ - | \$ - | \$ 1,700,000 |
| GRAND TOTAL ALL FUNDS | \$ 117,902,842 | \$ 119,766,864 | \$ 137,748,721 | \$ 79,648,493 | \$ 115,251,769 |

CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY FUNCTION
ALL FUNDS
FISCAL YEAR 2020-2021

| FUNCTION / FUND / DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|----------------------------------|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| <u>General Government</u> | | | | | |
| General Fund | | | | | |
| City Council | \$ 289,229 | \$ 252,434 | \$ 319,432 | \$ 207,428 | \$ 260,903 |
| City Clerk | 517,139 | 462,602 | 722,838 | 341,385 | 421,157 |
| City Manager | 1,187,785 | 1,322,857 | 1,984,194 | 993,614 | 1,332,631 |
| City Attorney | 802,137 | 704,081 | 585,450 | 372,515 | 561,950 |
| Human Resources | 768,062 | 919,582 | 1,430,937 | 685,045 | 917,405 |
| Finance | 2,355,035 | 2,287,280 | 2,767,940 | 1,776,955 | 2,038,556 |
| Information Systems | 1,584,633 | 2,122,863 | 2,774,264 | 1,894,201 | 2,440,068 |
| Equipment Maintenance | 1,084,955 | 1,273,792 | 1,583,499 | 821,137 | 879,498 |
| Government Buildings | 1,796,899 | 1,948,382 | 2,213,572 | 1,416,451 | 1,590,051 |
| Non-Departmental | 7,224,751 | 6,959,604 | 5,743,964 | 5,025,996 | 3,780,218 |
| Transfers Out | 2,824,675 | 3,350,000 | 2,749,000 | 1,249,000 | 1,250,000 |
| Sub-total General Fund | \$ 20,435,300 | \$ 21,603,477 | \$ 22,875,090 | \$ 14,783,727 | \$ 15,472,436 |
| Other Funds | | | | | |
| Debt Service Fund | \$ 534,048 | \$ 533,124 | \$ 545,000 | \$ - | \$ 545,000 |
| Capital Improvement Fund | 2,059,140 | 1,291,785 | 2,749,000 | - | 1,250,000 |
| Economic Uncertainty | - | - | - | - | 923,708 |
| Equipment Replacement Fund | 1,303,303 | 2,284,884 | 7,849,761 | 403,273 | 7,871,674 |
| Liability Insurance Fund | 1,527,339 | 1,479,889 | 1,783,333 | 1,344,854 | 1,269,399 |
| Workers' Compensation Fund | 3,622,186 | 2,719,184 | 2,934,272 | 2,729,714 | 2,564,421 |
| Sub-total Other Funds | \$ 9,046,016 | \$ 8,308,866 | \$ 15,861,366 | \$ 4,477,841 | \$ 14,424,202 |
| Total General Government | \$ 29,481,316 | \$ 29,912,343 | \$ 38,736,456 | \$ 19,261,568 | \$ 29,896,638 |
| <u>Public Safety</u> | | | | | |
| General Fund | | | | | |
| Police Protection | \$ 21,249,070 | \$ 21,984,204 | \$ 23,175,793 | \$ 16,556,041 | \$ 17,879,525 |
| Fire Protection | 16,117,146 | 15,856,854 | 16,577,834 | 12,115,146 | 12,742,273 |
| Building Safety | 1,463,472 | 1,332,822 | 1,635,631 | 1,015,692 | 1,354,019 |
| Emergency Management | 383,319 | 418,685 | 438,026 | 232,073 | 326,120 |
| Sub-total General Fund | \$ 39,213,007 | \$ 39,592,565 | \$ 41,827,284 | \$ 29,918,952 | \$ 32,301,937 |
| Other Funds | | | | | |
| Asset Forfeiture Fund | \$ 177,575 | \$ 546,483 | \$ 745,500 | \$ 196,123 | \$ 966,000 |
| COPS Fund | 264,401 | 34,149 | 175,000 | 43,472 | 275,000 |
| Federal Grants Fund | 214,000 | 237,920 | 150,000 | - | 250,000 |
| State Grants Fund | 43,874 | 40,532 | 35,000 | - | 27,000 |
| PSAF Fund | - | - | 100,000 | - | 125,000 |
| CUPA Fund | 331,777 | 315,310 | 641,065 | 431,339 | 521,407 |
| Sub-total Other Funds | \$ 1,031,627 | \$ 1,174,394 | \$ 1,846,565 | \$ 670,934 | \$ 2,164,407 |
| Total Public Safety | \$ 40,244,634 | \$ 40,766,959 | \$ 43,673,849 | \$ 30,589,886 | \$ 34,466,344 |

CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY FUNCTION
ALL FUNDS
FISCAL YEAR 2020-2021

| FUNCTION / FUND / DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|-------------------------------------|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| <u>Transportation</u> | | | | | |
| General Fund | | | | | |
| Public Works Administration | \$ 133,352 | \$ 141,695 | \$ 382,049 | \$ 97,241 | \$ 194,680 |
| Engineering | 821,825 | 934,504 | 756,477 | 648,791 | 518,410 |
| Street Services | 418,183 | 436,405 | 501,481 | 345,499 | 362,518 |
| Street Maintenance | 478,892 | 609,885 | 878,280 | 410,155 | 453,476 |
| Traffic Safety | 782,297 | 617,062 | 896,926 | 572,404 | 591,978 |
| Storm Drains | 297,055 | 374,411 | 522,105 | 275,293 | 246,978 |
| Sub-total General Fund | \$ 2,931,604 | \$ 3,113,962 | \$ 3,937,318 | \$ 2,349,383 | \$ 2,368,041 |
| Other Funds | | | | | |
| Gas Tax Fund | \$ 1,065,082 | \$ 915,180 | \$ 406,681 | \$ 101,139 | \$ 703,221 |
| Traffic Safety Fund | - | - | 140,000 | - | 25,000 |
| Proposition "A" Fund | 272,189 | 251,322 | 390,356 | 192,074 | 244,068 |
| Proposition "C" Fund | 256,452 | 133,608 | 347,053 | 130,067 | 490,502 |
| Measure "R" Fund | 116,376 | 592,271 | 563,866 | - | 5,000,000 |
| AQMD Fund | - | - | 63,000 | - | 90,000 |
| TDA 3 - SB 821 Bikeway | 18,595 | 42,183 | 50,000 | - | 45,000 |
| Measure M | - | - | 241,500 | - | 550,000 |
| SB - 1 | 94,000 | 19,494 | 285,071 | - | 500,000 |
| Sub-total Other Funds | \$ 1,822,694 | \$ 1,954,058 | \$ 2,487,527 | \$ 423,280 | \$ 7,647,791 |
| Total Transportation | \$ 4,754,298 | \$ 5,068,020 | \$ 6,424,845 | \$ 2,772,663 | \$ 10,015,831 |
| <u>Community Development</u> | | | | | |
| General Fund | | | | | |
| Development Services Admin | \$ 399,506 | \$ 326,408 | \$ 387,021 | \$ 247,092 | \$ 285,434 |
| Development Services | 1,102,247 | 989,626 | 1,170,039 | 762,241 | 894,415 |
| Economic Development | 542,118 | 794,342 | 541,838 | 275,613 | 576,955 |
| Senior In-Home Care | 19,479 | 18,838 | 23,983 | 12,842 | 22,458 |
| Juvenile Diversion | 5,555 | 10,922 | 19,000 | 9,804 | 9,000 |
| Delivered Meals | 39,405 | 32,354 | 36,965 | 29,473 | 29,698 |
| Community Outreach Admin | 10,913 | 12,300 | 14,000 | 7,575 | 14,000 |
| Sub-total General Fund | \$ 2,119,223 | \$ 2,184,790 | \$ 2,192,846 | \$ 1,344,640 | \$ 1,831,960 |
| Other Funds | | | | | |
| CDBG Fund | \$ 65,150 | \$ - | \$ 152,556 | \$ - | \$ 100,000 |
| RSI Fund | 133,125 | 607 | - | 233 | 800 |
| LAWA Fund | - | 1,140,751 | - | - | - |
| CASP Fund | - | - | 25,000 | - | 40,000 |
| Affordable Housing | - | - | - | - | 200,000 |
| Sub-total Other Funds | \$ 198,275 | \$ 1,141,358 | \$ 177,556 | \$ 233 | \$ 340,800 |
| Total Community Development | \$ 2,317,498 | \$ 3,326,148 | \$ 2,370,402 | \$ 1,344,873 | \$ 2,172,760 |

**CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY FUNCTION
ALL FUNDS
FISCAL YEAR 2020-2021**

| FUNCTION / FUND / DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--------------------------------------|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| <u>Health</u> | | | | | |
| General Fund | | | | | |
| Solid Waste Recycling | \$ 545,301 | \$ 824,343 | \$ 363,937 | \$ 322,190 | \$ 392,394 |
| Sub-total General Fund | \$ 545,301 | \$ 824,343 | \$ 363,937 | \$ 322,190 | \$ 392,394 |
| Other Funds | | | | | |
| Hyperion Mitigation Fund | \$ 5,671 | \$ 5,789 | \$ 8,250 | \$ 4,531 | \$ 9,050 |
| Solid Waste Recycling | - | - | 230,000 | 184,960 | 230,000 |
| County Stormwater Program | - | - | - | - | 850,000 |
| Sub-total Other Funds | \$ 5,671 | \$ 5,789 | \$ 238,250 | \$ 189,491 | \$ 1,089,050 |
| Total Health | \$ 550,972 | \$ 830,132 | \$ 602,187 | \$ 511,681 | \$ 1,481,444 |
| <u>Cultural & Leisure</u> | | | | | |
| General Fund | | | | | |
| Library Services | \$ 2,184,188 | \$ 2,330,520 | \$ 2,489,245 | \$ 1,680,450 | \$ 1,783,414 |
| Recreation & Parks | 4,954,197 | 5,849,903 | 7,096,820 | 3,788,487 | 4,901,549 |
| Sub-total General Fund | \$ 7,138,385 | \$ 8,180,423 | \$ 9,586,065 | \$ 5,468,937 | \$ 6,684,963 |
| Other Funds | | | | | |
| State/County Grants Fund | \$ 35,000 | \$ 8,677 | \$ 5,000 | - | \$ 201,000 |
| Golf Course Fund | 1,755,313 | 1,438,582 | 1,417,800 | 839,728 | 727,000 |
| Trust Funds | 488,110 | 1,315,824 | - | 252,821 | 2,786,850 |
| Senior Housing | 22,612 | 21,272 | 74,113 | 10,039 | 75,500 |
| Sub-total Other Funds | \$ 2,301,035 | \$ 2,784,355 | \$ 1,496,913 | \$ 1,102,588 | \$ 3,790,350 |
| Total Cultural & Leisure | \$ 9,439,420 | \$ 10,964,778 | \$ 11,082,978 | \$ 6,571,525 | \$ 10,475,313 |
| <u>Utilities</u> | | | | | |
| Water Fund | \$ 27,592,740 | \$ 26,241,277 | \$ 29,622,670 | \$ 15,877,009 | \$ 22,083,273 |
| Wastewater Fund | 3,521,964 | 2,657,207 | 5,235,334 | 2,719,288 | 4,660,165 |
| Total Utilities | \$ 31,114,704 | \$ 28,898,484 | \$ 34,858,004 | \$ 18,596,297 | \$ 26,743,438 |
| TOTAL GENERAL FUND | \$ 72,382,820 | \$ 75,499,560 | \$ 80,782,540 | \$ 54,187,829 | \$ 59,051,732 |
| TOTAL OTHER FUNDS | \$ 45,520,022 | \$ 44,267,304 | \$ 56,966,181 | \$ 25,460,664 | \$ 56,200,037 |
| GRAND TOTAL ALL FUNDS | \$ 117,902,842 | \$ 119,766,864 | \$ 137,748,721 | \$ 79,648,493 | \$ 115,251,769 |

**CITY OF EL SEGUNDO
ADOPTED REVENUES AND EXPENDITURES SUMMARY
GENERAL FUND
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| <u>Revenues & Other Sources</u> | | | | | |
| Taxes | \$ 63,198,655 | \$ 65,393,370 | \$ 63,876,500 | \$ 47,922,510 | \$ 48,776,685 |
| Other Licenses & Permits | 1,858,935 | 2,322,187 | 1,688,358 | 1,505,494 | 1,153,769 |
| Fines & Forfeitures | 451,366 | 566,550 | 412,020 | 180,500 | 294,000 |
| Use of Money & Property | 554,868 | 2,167,244 | 824,000 | 332,859 | 603,000 |
| Intergovernmental | 1,705,947 | 1,801,339 | 1,851,490 | 1,923,848 | 1,942,770 |
| Charges for Services | 5,433,178 | 5,255,706 | 5,298,845 | 3,066,061 | 3,415,836 |
| Other Revenues | 2,386,294 | 2,701,861 | 2,618,995 | 1,282,521 | 1,916,964 |
| Transfers In | 346,446 | - | 140,000 | 140,000 | 948,708 |
| Total Revenues & Other Sources | \$ 75,935,689 | \$ 80,208,257 | \$ 76,710,208 | \$ 56,353,793 | \$ 59,051,732 |
| <u>Expenditures & Other Uses</u> | | | | | |
| General Government* | \$ 17,610,625 | \$ 18,253,477 | \$ 20,126,090 | \$ 13,534,727 | \$ 14,222,436 |
| Public Safety | 39,213,007 | 39,592,565 | 41,827,284 | 29,918,952 | 32,301,937 |
| Transportation | 2,931,604 | 3,113,962 | 3,937,318 | 2,349,383 | 2,368,041 |
| Community Development | 2,119,223 | 2,184,790 | 2,192,846 | 1,344,640 | 1,831,960 |
| Health | 545,301 | 824,343 | 363,937 | 322,190 | 392,394 |
| Culture & Leisure | 7,138,385 | 8,180,423 | 9,586,065 | 5,468,937 | 6,684,963 |
| Transfers Out* | 2,824,675 | 3,350,000 | 2,749,000 | 1,249,000 | 1,250,000 |
| Total Expenditures & Other Uses | \$ 72,382,820 | \$ 75,499,560 | \$ 80,782,540 | \$ 54,187,829 | \$ 59,051,732 |
| Balance** | \$ 3,552,869 | \$ 4,708,697 | \$ (4,072,332) | \$ 2,165,964 | \$ 0 |

* 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 2020-2021**

| ACCOUNT / DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--------------------------------------|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| 4101 Salaries Full-Time | \$ 23,219,377 | \$ 24,505,372 | \$ 26,447,133 | \$ 18,785,713 | \$ 20,034,579 |
| 4102 Salaries Part-Time | 1,875,639 | 2,100,431 | 2,956,908 | 1,432,692 | 1,968,207 |
| 4103 Overtime | 1,877,440 | 1,654,151 | 1,645,418 | 1,060,554 | 1,173,216 |
| 4105 Holiday Pay | 684,474 | 678,437 | 821,941 | 739,187 | 804,819 |
| 4107 FLSA Overtime | 393,719 | 459,050 | 455,000 | 363,548 | 375,000 |
| 4108 Vacation Leave Payout | 401,294 | 318,808 | 400,000 | 285,297 | - |
| 4109 Vac/Sick Pay - Termination | 557,901 | 478,332 | 525,000 | 471,097 | 500,000 |
| 4110 Leave Replacement | 1,648,814 | 1,429,106 | 1,550,000 | 990,238 | 1,143,750 |
| 4112 Compensated Sick Time | 150,161 | 171,522 | 215,000 | 310,828 | - |
| 4113 Reimbursable Overtime | (25,363) | 25,711 | 50,000 | 168,072 | 60,750 |
| 4116 Standby Pay | 29,045 | 30,875 | 26,500 | 22,002 | 17,906 |
| 4117 Opt - Out Payments | - | 78,097 | - | 22,100 | 33,275 |
| 4201 Retirement CalPERS | 12,521,135 | 13,124,132 | 12,777,947 | 9,518,731 | 10,142,727 |
| 4202 FICA | 1,210,528 | 1,317,264 | 1,381,517 | 1,000,198 | 1,018,672 |
| 4203 Workers' Compensation | 2,508,120 | 2,752,403 | 3,001,061 | 2,305,631 | 2,072,711 |
| 4204 Group Insurance | 5,463,007 | 5,833,667 | 6,930,883 | 4,253,901 | 6,116,043 |
| 4205 Uniform Allowance | 11,870 | 10,218 | 26,526 | 7,661 | 18,330 |
| 4209 PARS Expense | 2,137,674 | 158,000 | 142,200 | 152,487 | - |
| 4210 OPEB Liability | 394,600 | 632,414 | 550,140 | 370,283 | - |
| 4211 401(a) Employer's Contribution | - | 5,457 | - | 18,525 | - |
| 4215 Uniform Replacement | 88,350 | 98,530 | 116,500 | 77,392 | 88,450 |
| 4221 Car Allowance | - | 1,605 | - | 4,395 | 1,500 |
| 4251 CalPERS Payments | - | 3,332 | - | 14,119 | - |
| Total Salaries & Benefits | \$ 55,147,785 | \$ 55,866,914 | \$ 60,019,674 | \$ 42,374,651 | \$ 45,569,935 |
| 4999 Cash Over / Short | \$ 141 | \$ 181 | \$ - | \$ 119 | \$ - |
| 5201 Office Supplies | 6,541 | 5,862 | 5,000 | 6,033 | 3,375 |
| 5203 Repair & Maintenance Supplies | 66,146 | 88,135 | 112,400 | 38,622 | 72,049 |
| 5204 Operating Supplies | 721,229 | 862,432 | 924,500 | 547,925 | 648,133 |
| 5206 Computer Supplies | 76,248 | 46,396 | 68,700 | 213,156 | 43,313 |
| 5207 Small Tools & Equipment | 12,219 | 18,642 | 30,000 | 24,737 | 19,438 |
| 5211 Photo Supplies | 2,137 | 1,775 | 5,000 | 4,691 | 8,017 |
| 5212 Prisoner Meals | 5,327 | 1,583 | 6,200 | 1,669 | 2,625 |
| 5214 Housing Supplies | 24,086 | 5,119 | 13,500 | 8,790 | 10,125 |
| 5215 Vehicle Gasoline Charge | 206,774 | 180,771 | 250,000 | 158,682 | 142,500 |
| 5218 Training Materials and Supplies | 41,234 | 35,823 | 76,252 | 31,540 | 35,250 |
| 5220 Computer Refresh Charges | 109,859 | 108,900 | - | - | - |
| 5255 CPR Class Operating Supplies | 75 | 2,338 | 2,500 | - | 1,875 |
| 5420 Reimbursable Expenditures | - | - | - | (189,548) | - |
| 5501 Books/Other Printed Materials | 77,367 | 81,473 | 74,650 | 37,409 | 40,930 |
| 5503 Book Fair | 1,708 | 189 | - | 492 | - |
| 5505 Young Peoples Books | 21,389 | 17,970 | 23,250 | 557 | 16,500 |
| 5507 School Library Materials | 3,259 | 1,821 | 3,200 | 428 | 2,400 |
| 6081 Miscellaneous Computer | 9,509 | 55,984 | 115,000 | 12,125 | 77,625 |
| 6082 Broadband Fiber | 9,963 | 13,297 | 15,000 | 10,835 | - |

**CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2020-2021**

| ACCOUNT / DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|-----------------------------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|
| 6101 Gas | 64,148 | 69,971 | 106,200 | 52,842 | 80,225 |
| 6102 Electricity | 802,214 | 569,962 | 742,700 | 491,622 | 480,475 |
| 6103 Water | 310,180 | 336,710 | 306,300 | 169,941 | 228,475 |
| 6104 Aquatics Electricity Charges | - | - | 50,000 | 26,495 | 37,500 |
| 6105 Aquatics Gas Charges | - | 84,168 | 70,000 | 49,672 | 63,750 |
| 6139 Bank Service Charges | 39,620 | 49,818 | 47,400 | 42,003 | 38,000 |
| 6201 Advertising/Publishing | 339,253 | 108,697 | 479,800 | 61,977 | 340,549 |
| 6203 Copy Machine Charges | - | 22,268 | 96,000 | 81,271 | 64,800 |
| 6205 Other Printing & Binding | 15,248 | 24,547 | 36,150 | 15,197 | 17,838 |
| 6206 Contractual Services | 3,747,005 | 4,623,880 | 4,123,739 | 2,749,347 | 3,284,084 |
| 6207 Equip Replacement Charges | 1,335,744 | 1,817,253 | 1,913,177 | 1,435,030 | 926,467 |
| 6208 Dues & Subscriptions | 89,303 | 79,079 | 135,601 | 56,237 | 86,754 |
| 6209 Dump Fees | - | - | 15,000 | 1,626 | - |
| 6210 Haz Materials Disposal Fees | - | 195 | 3,000 | - | 2,250 |
| 6211 Insurance & Bonds | 365,678 | 449,291 | 526,000 | 410,911 | 417,600 |
| 6212 Laundry & Cleaning | 23,832 | 22,874 | 35,500 | 21,598 | 20,525 |
| 6213 Meetings & Travel | 146,712 | 176,190 | 272,640 | 149,957 | 120,093 |
| 6214 Professional/Technical | 2,455,522 | 2,795,331 | 2,909,572 | 1,637,396 | 1,799,980 |
| 6215 Repair & Maintenance | 83,335 | 155,885 | 305,360 | 136,637 | 204,185 |
| 6216 Rental Charges | 15,000 | 15,360 | 17,200 | 11,250 | 16,000 |
| 6217 Software Maintenance | 476,687 | 514,351 | 888,591 | 643,312 | 691,635 |
| 6218 Hardware Maintenance | 4,608 | 10,848 | 12,000 | 11,652 | 8,100 |
| 6219 Network Operating Charge | (20,600) | (20,340) | (20,600) | (15,450) | (24,375) |
| 6221 Educational Incentive | 8,477 | 3,005 | - | - | - |
| 6222 Lease Payment Parking Garage | 292,816 | 295,111 | 309,711 | 245,179 | 236,250 |
| 6223 Training & Education | 156,645 | 197,764 | 455,218 | 106,864 | 302,896 |
| 6224 Vehicle Operating Charges | 91,542 | 243,833 | 300,000 | 57,492 | 198,750 |
| 6225 PD Admin/POST Training/Educ | (7,116) | (19,405) | - | 922 | - |
| 6244 Other Unclassified Expense | 3,486 | 3,916 | 5,000 | 15,881 | 5,000 |
| 6245 Employee Recognition | 7,319 | 8,168 | - | - | - |
| 6247 Unemployment Compensation | 27,382 | 22,069 | 45,000 | - | 25,000 |
| 6249 Fees & Licenses | 9,514 | 10,176 | 15,250 | 4,485 | 7,600 |
| 6250 Volunteer Recognition | 1,628 | 1,597 | - | - | - |
| 6251 Communication/Mobile Radio | 30,823 | 35,944 | 20,141 | 5,576 | 7,231 |
| 6253 Postage | 34,518 | 29,054 | 31,250 | 9,620 | 18,381 |
| 6254 Telephone | 326,372 | 327,179 | 420,128 | 233,913 | 277,620 |
| 6255 ESMC Recodification | 9,920 | 6,876 | 12,000 | 1,825 | 12,000 |
| 6257 Public Education | 15,459 | 17,890 | 29,000 | 230 | 25,275 |
| 6259 Breathing Apparatus | 1,974 | 4,382 | 20,000 | 400 | 5,625 |
| 6260 Equipment Leasing Costs | 90,097 | 56,484 | 101,000 | 11,337 | 62,554 |
| 6262 Testing/Recruitment | 13,702 | 17,297 | 18,300 | 8,785 | 10,980 |
| 6263 Commissioners Expense | 5,577 | 4,780 | 10,300 | 2,510 | 7,428 |
| 6272 Court Costs | 338 | - | - | - | - |
| 6273 In-Custody Medical Charges | 25,000 | 33,995 | 17,000 | 28,049 | 37,500 |
| 6274 Investigations Expense | 5,521 | 9,776 | 14,100 | 7,160 | 4,500 |

**CITY OF EL SEGUNDO
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2020-2021**

| ACCOUNT / DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| 6275 K-9 Dog Care Services | 28,808 | 10,236 | 10,600 | 6,887 | 7,950 |
| 6277 Resource Databases | 28,337 | 21,887 | 28,600 | 17,523 | 19,225 |
| 6278 Computer Charges | - | - | 29,200 | - | - |
| 6281 Emergency Facilities Maintenance | 171,566 | 119,994 | 250,000 | 38,592 | 112,500 |
| 6282 Emergency Repair | 12,380 | 14,215 | 25,000 | - | 15,938 |
| 6288 S.W.A.T. Program | 18,502 | 19,800 | 19,800 | 9,065 | 3,750 |
| 6289 Educational Reimbursement | 54,169 | 84,521 | 45,000 | 30,565 | 22,591 |
| 6297 Credit Card Fees | 85,706 | 16,437 | 20,000 | 12,143 | 15,000 |
| 6301 Legal Counsel | 551,735 | 446,489 | 370,000 | 251,645 | 378,000 |
| 6302 Plaintiff & Defense Litigation | 96,687 | 47,142 | 100,000 | 98,683 | 148,500 |
| 6304 Smoky Hollow Parking in Lieu | - | 73,838 | - | 16,750 | - |
| 6310 Labor Negotiation | 121,783 | 85,198 | 100,000 | 8,981 | 15,000 |
| 6311 Code Enforcement | 32,356 | 125,252 | 15,000 | 13,206 | 20,000 |
| 6401 Community Promotions | 1,364 | 54,976 | 17,000 | 15,000 | - |
| 6403 Sister City | - | 183 | 5,000 | - | 5,000 |
| 6405 ESUSD Funding Agreement | 96,489 | 111,043 | 114,696 | 59,896 | 70,000 |
| 6406 LAX Master Plan Intervention | 58,488 | 112,011 | 150,000 | 41,854 | 93,750 |
| 6407 Washington Lobbyist | 68,750 | 75,000 | 75,000 | 40,500 | - |
| 6409 Audiovisual Materials | - | - | 2,000 | 950 | 1,500 |
| 6410 E-Books | - | - | 5,600 | 12,925 | 15,938 |
| Total Maintenance & Operations | \$ 14,266,814 | \$ 16,163,142 | \$ 18,002,376 | \$ 10,564,178 | \$ 12,218,297 |
| 8104 Capital / Equipment | \$ 51,486 | \$ 88,990 | \$ - | \$ - | \$ - |
| 8105 Capital / Automotive | 17,605 | - | - | - | - |
| 8108 Computer / Hardware | 74,455 | 30,514 | 11,490 | - | 13,500 |
| Total Capital Outlay | \$ 143,546 | \$ 119,504 | \$ 11,490 | \$ - | \$ 13,500 |
| 9400 Transfers Out | \$ 2,824,675 | \$ 3,350,000 | \$ 2,749,000 | \$ 1,249,000 | \$ 1,250,000 |
| TOTAL GENERAL FUND | \$ 72,382,820 | \$ 75,499,560 | \$ 80,782,540 | \$ 54,187,829 | \$ 59,051,732 |

**CITY OF EL SEGUNDO
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT
FROM FY 2017-18 TO FY 2020-21**

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 |
|---------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <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 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 | 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 | 0.10 | 0.10 | - | - |
| Sub-total Part-Time | 0.10 | 0.10 | - | - |
| Total City Clerk | 4.10 | 4.10 | 4.00 | 4.00 |
| ** Elected part-time positions | | | | |
| <u>City Manager's Office</u> | | | | |
| City Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy City Manager | - | - | 1.00 | 1.00 |
| Economic Development Manager | 1.00 | 1.00 | - | - |
| Economic Development Coordinator | - | 1.00 | 1.00 | 1.00 |
| Emergency Management Coordinator | 1.00 | 1.00 | - | - |
| Executive Assistant | - | - | 1.00 | 1.00 |
| Senior Executive Assistant | 1.00 | 1.00 | - | - |
| Community Cable Program Specialist | - | - | 1.00 | 1.00 |
| Computer Graphics Designer | - | - | 1.00 | 1.00 |
| Management Analyst | - | - | 1.00 | 1.00 |
| Media Supervisor | - | - | - | 1.00 |
| PIO / Legislative Affairs Manager | - | - | 1.00 | - |
| Sub-total Full-Time | 4.00 | 5.00 | 8.00 | 8.00 |
| <u>Part-Time FTEs</u> | | | | |
| Administrative Intern | 0.50 | 0.50 | - | - |
| Video Technician | - | - | 2.85 | 2.85 |
| Sub-total Part-Time | 0.50 | 0.50 | 2.85 | 2.85 |
| Total City Manager's Office | 4.50 | 5.50 | 10.85 | 10.85 |

**CITY OF EL SEGUNDO
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT
FROM FY 2017-18 TO FY 2020-21**

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
| <u>Information Technology Services</u> | | | | |
| Information Systems Director | 1.00 | 1.00 | 1.00 | 1.00 |
| Information Systems Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Information Systems Developer | 1.00 | 1.00 | - | - |
| Information Systems Specialist | 3.00 | 3.00 | 1.00 | 1.00 |
| Administrative Specialist | - | - | 1.00 | 1.00 |
| GIS Analyst | 1.00 | 1.00 | 1.00 | 1.00 |
| Network Assistant | 1.00 | 1.00 | - | - |
| Senior Network Assistant | - | - | 1.00 | 1.00 |
| Technical Services Analyst | - | - | 3.00 | 3.00 |
| Sub-total Full-Time | 8.00 | 8.00 | 9.00 | 9.00 |
| <u>Part-Time FTEs</u> | | | | |
| Administrative Intern | 0.50 | 0.50 | 0.50 | 0.50 |
| Sub-total Part-Time | 0.50 | 0.50 | 0.50 | 0.50 |
| Total Information Systems | 8.50 | 8.50 | 9.50 | 9.50 |
| <u>Human Resources Department</u> | | | | |
| Director of Human Resources | 1.00 | 1.00 | 1.00 | 1.00 |
| Human Resources Manager | 1.00 | 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 |
| Senior Human Resources Analyst | - | 1.00 | 1.00 | 1.00 |
| Sub-total Full-Time | 4.00 | 5.00 | 5.00 | 5.00 |
| <u>Part-Time FTEs</u> | | | | |
| Administrative Intern | 0.50 | 0.50 | - | - |
| Office Specialist I | 0.75 | - | - | - |
| Sub-total Part-Time | 1.25 | 0.50 | - | - |
| Total Human Resources Department | 5.25 | 5.50 | 5.00 | 5.00 |
| <u>Finance Department</u> | | | | |
| Director of Finance | 1.00 | 1.00 | 1.00 | 1.00 |
| Finance Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Business Services Manager | - | - | - | 1.00 |
| Revenue Manager | 1.00 | 1.00 | 1.00 | - |
| Accounting Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Budget/Payroll Supervisor | 1.00 | 1.00 | - | - |
| Accountant | 2.00 | 2.00 | 2.00 | 2.00 |

**CITY OF EL SEGUNDO
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT
FROM FY 2017-18 TO FY 2020-21**

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
| Accounting Technician | 2.00 | 2.00 | 1.00 | 2.00 |
| Accounts Specialist II | 1.00 | 1.00 | 1.00 | - |
| Administrative Specialist | 1.00 | 1.00 | - | - |
| Administrative Technical Specialist | - | - | 1.00 | 1.00 |
| License Permit Specialist I/II | 2.00 | 2.00 | 2.00 | 2.00 |
| Management Analyst | - | - | 1.00 | 1.00 |
| Office Specialist II | - | - | 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 |
| Risk Manager | - | - | - | 1.00 |
| 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 |
| Sub-total Full-Time | 19.00 | 19.00 | 19.00 | 20.00 |
| <u>Part-Time FTEs</u> | | | | |
| Administrative Intern | - | - | - | 0.25 |
| Office Specialist | - | 1.00 | - | - |
| Sub-total Part-Time | - | 1.00 | - | 0.25 |
| Total Finance Department | 19.00 | 20.00 | 19.00 | 20.25 |
| <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 | 5.00 | 5.00 | 5.00 | 5.00 |
| Police Sergeant | 10.00 | 10.00 | 11.00 | 11.00 |
| Crime Prevention Analyst II | 1.00 | 1.00 | 2.00 | 2.00 |
| Crime Scene Investigator II | 1.00 | 1.00 | 1.00 | 1.00 |
| Crime Scene Investigator/Property Officer | - | - | 1.00 | 1.00 |
| Executive Assistant | 1.00 | 1.00 | 1.00 | 1.00 |
| Management Analyst | - | - | - | 1.00 |
| Police Assistant I/II | 8.00 | 8.00 | 8.00 | 7.00 |
| Police Officer | 43.00 | 43.00 | 42.00 | 42.00 |
| Police Records Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Police Services Officer I/II | 8.00 | 7.00 | 5.00 | 5.00 |
| Police Trainee | - | 2.00 | 2.00 | 2.00 |
| Technical Services Analyst | 1.00 | 1.00 | - | - |
| Sub-total Full-time | 82.00 | 83.00 | 82.00 | 82.00 |

**CITY OF EL SEGUNDO
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT
FROM FY 2017-18 TO FY 2020-21**

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
| <u>Part-Time FTEs</u> | | | | |
| Background Investigator | 1.50 | - | - | - |
| Police Cadet | 6.00 | 7.00 | 7.50 | 9.00 |
| Police Services Officer I/II | - | 2.00 | 1.00 | 1.00 |
| Sub-total Part-Time | 7.50 | 9.00 | 8.50 | 10.00 |
| Total Police Department | 89.50 | 92.00 | 90.50 | 92.00 |
| <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 | 9.00 | 9.00 | 9.00 | 9.00 |
| Fire Engineer | 9.00 | 9.00 | 9.00 | 9.00 |
| Firefighter/Paramedic | 15.00 | 15.00 | 15.00 | 15.00 |
| Firefighter | 6.00 | 6.00 | 6.00 | 6.00 |
| Fire Marshal | 1.00 | 1.00 | 1.00 | 1.00 |
| Emergency Management Coordinator | - | - | 1.00 | 1.00 |
| Environmental Safety Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Principal Environmental Specialist (CUPA) | 1.00 | 1.00 | 1.00 | 1.00 |
| Fire Prevention Specialist | 2.00 | 2.00 | 2.00 | 2.00 |
| Administrative Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| Management Analyst (CUPA) | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Management Analyst | 1.00 | 1.00 | 1.00 | 1.00 |
| Total Fire Department | 51.00 | 51.00 | 52.00 | 52.00 |
| <u>Development Services Department</u> | | | | |
| Director of Development Services | 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 | 1.00 |
| Administrative Specialist* | 0.50 | - | - | - |
| Assistant Planner | 2.00 | 2.00 | 2.00 | 2.00 |
| Building Inspector I/II | 1.00 | 1.00 | 1.00 | 1.00 |
| Code Compliance Inspector | 1.00 | 1.00 | 1.00 | 1.00 |
| License Permit Specialist I/II | 2.00 | 2.00 | 2.00 | 2.00 |
| Office Specialist II | 1.00 | 1.00 | - | - |
| Plan Check Engineer | 1.00 | 1.00 | 1.00 | 1.00 |
| Plan Examiner (MEP) | 1.00 | 1.00 | - | - |
| Planning Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Principal Planner | 2.00 | 2.00 | 2.00 | 2.00 |
| RSI Manager | 1.00 | - | - | - |
| Senior Administrative Specialist | - | - | 1.00 | 1.00 |
| Senior Building Inspector | 1.00 | 1.00 | 2.00 | 2.00 |

**CITY OF EL SEGUNDO
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT
FROM FY 2017-18 TO FY 2020-21**

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 |
|----------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Senior Plan Check Engineer | 1.00 | 1.00 | 1.00 | 1.00 |
| Sub-total Full-Time | 18.50 | 17.00 | 17.00 | 17.00 |

Development Services (continued)

| | | | | |
|--|--------------|--------------|--------------|--------------|
| Total Planning & Bldg Safety Department | 18.50 | 17.00 | 17.00 | 17.00 |
|--|--------------|--------------|--------------|--------------|

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 (Water Fund) | 0.50 | 0.50 | 1.00 | 1.00 |
| Administrative Technical Specialist | 1.00 | 1.00 | 1.00 | 1.50 |
| City Engineer | 1.00 | 1.00 | 1.00 | 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 | 2.00 | 2.00 | 2.00 | 2.00 |
| Facilities Maintenance Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Facilities Systems Mechanic | 2.00 | 2.00 | 2.00 | 3.00 |
| Fire Equipment Mechanic | 2.00 | 2.00 | 2.00 | 2.00 |
| Maintenance Craftworker | - | - | - | 1.00 |
| Management Analyst | 1.00 | - | - | - |
| Park Maintenance Superintendent | - | - | - | 1.00 |
| Park Maintenance Supervisor | - | - | - | 2.00 |
| Park Maintenance Worker II | - | - | - | 5.00 |
| Pool Maintenance Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Principal Civil Engineer | 1.00 | 1.00 | 1.00 | 1.00 |
| Public Works Inspector | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Administrative Specialist | 1.00 | - | - | - |
| Senior Civil Engineer | 2.00 | 2.00 | 2.00 | 2.00 |
| Senior Engineer Associate | 2.00 | 2.00 | 2.00 | 2.00 |
| Senior Management Analyst | - | 1.00 | 1.00 | 1.00 |
| 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 I/II | 6.00 | 6.00 | 6.00 | 6.00 |
| Tree Maintenance Worker | - | - | - | 2.00 |
| 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 | 4.00 | 4.00 | 4.00 | 4.00 |
| Water Maintenance Leadworker | 2.00 | 2.00 | 2.00 | 1.00 |
| Water Maintenance Worker I/II | 6.00 | 6.00 | 6.00 | 7.00 |

**CITY OF EL SEGUNDO
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT
FROM FY 2017-18 TO FY 2020-21**

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 |
|-----------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Water Meter Reader/Repairer | 1.00 | 1.00 | 1.00 | 1.00 |
| Water Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Sub-total Full-Time | 48.50 | 47.50 | 48.00 | 60.50 |

Public Works (continued)

Part-Time FTEs

| | | | | |
|-------------------------------|-------------|-------------|-------------|-------------|
| Administrative Specialist | 0.75 | 0.75 | 0.50 | 0.50 |
| Custodian | 1.50 | 1.00 | 1.00 | 1.00 |
| Facilities Maintenance Worker | - | 1.00 | - | - |
| Water Maintenance Worker I/II | 0.75 | - | - | - |
| Sub-total Part-Time | 3.00 | 2.75 | 1.50 | 1.50 |

| | | | | |
|--------------------------------------|--------------|--------------|--------------|--------------|
| Total Public Works Department | 51.50 | 50.25 | 49.50 | 62.00 |
|--------------------------------------|--------------|--------------|--------------|--------------|

Recreation & Parks Department

| | | | | |
|------------------------------------|--------------|--------------|--------------|-------------|
| Director of Recreation & Parks | 1.00 | 1.00 | 1.00 | 0.50 |
| Recreation Superintendent | 1.00 | 1.00 | 1.00 | 1.00 |
| Community Cable Program Manager | 1.00 | 1.00 | - | - |
| Community Cable Program Specialist | 1.00 | 1.00 | - | - |
| Computer Graphics Designer | 1.00 | 1.00 | - | - |
| Maintenance Craftworker | 1.00 | 1.00 | 1.00 | - |
| Park Maintenance Superintendent | 1.00 | 1.00 | 1.00 | - |
| Park Maintenance Supervisor | 2.00 | 2.00 | 2.00 | - |
| Park Maintenance Worker II | 5.00 | 5.00 | 5.00 | - |
| Recreation Coordinator | 2.00 | 2.00 | 2.00 | 2.00 |
| Recreation Supervisor | 4.00 | 4.00 | 4.00 | 4.00 |
| Senior Administrative Analyst | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Administrative Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| Tree Maintenance Worker | 2.00 | 2.00 | 2.00 | - |
| Sub-total Full-Time | 24.00 | 24.00 | 21.00 | 9.50 |

Part-Time FTEs

| | | | | |
|----------------------------|--------------|--------------|--------------|--------------|
| Park Maintenance Worker I | 3.00 | 3.00 | 3.00 | 3.00 |
| Lifeguards | 10.00 | 28.50 | 37.00 | 37.00 |
| Recreation Leader | 24.50 | 26.00 | 26.00 | 26.00 |
| Video Technician | 2.00 | 2.85 | - | - |
| Sub-total Part-Time | 39.50 | 60.35 | 66.00 | 66.00 |

| | | | | |
|--|--------------|--------------|--------------|--------------|
| Total Recreation & Parks Department | 63.50 | 84.35 | 87.00 | 75.50 |
|--|--------------|--------------|--------------|--------------|

**CITY OF EL SEGUNDO
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT
FROM FY 2017-18 TO FY 2020-21**

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
| <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 | 2.00 | 2.00 | 2.00 | 2.00 |
| Librarian II | 1.00 | 1.00 | 1.00 | - |
| Library Assistant | 3.00 | 3.00 | 3.00 | 3.00 |
| Senior Librarian | 2.00 | 2.00 | 2.00 | 3.00 |
| Senior Library Assistant | 2.00 | 2.00 | 2.00 | 2.00 |
| Sub-total Full-Time | 12.00 | 12.00 | 12.00 | 12.00 |
| <u>Part-Time FTEs</u> | | | | |
| Library Assistant | 3.10 | 3.91 | 3.91 | 2.49 |
| Library Clerk I | 2.75 | 3.50 | 3.50 | 3.50 |
| Sub-total Part-Time | 5.85 | 7.41 | 7.41 | 5.99 |
| Total Library Services Department | 17.85 | 19.41 | 19.41 | 17.99 |
| Total Full-Time Positions* | 281.00 | 281.50 | 283.00 | 285.00 |
| Total Part-Time (FTE's) | 58.20 | 82.11 | 86.76 | 87.09 |
| Grand Total | 339.20 | 363.61 | 369.76 | 372.09 |

* Includes 7 part-time elected officials.

**CITY OF EL SEGUNDO
RECONCILIATION OF POSITION CHANGES
ADOPTED BUDGET
FISCAL YEAR 2020-2021**

| | |
|--|--------|
| Full-Time Personnel Per Proposed Budget* | 283.00 |
| Part-Time FTE's (Full-Time Equivalent) | 86.76 |
| Total Proposed | 369.76 |

Summary of Changes:

City Manager:

| | |
|---|--------|
| Add: Media Supervisor | 1.00 |
| Delete: PIO / Legislative Affairs Manager | (1.00) |

Finance:

| | |
|--------------------------------|--------|
| Add: Business Services Manager | 1.00 |
| Add: Accounting Technician | 1.00 |
| Add: Risk Manager | 1.00 |
| Delete: Revenue Manager | (1.00) |
| Delete: Accounts Specialist II | (1.00) |
| Add: Intern | 0.25 |

Police:

| | |
|---------------------------------|--------|
| Add: Management Analyst | 1.00 |
| Add: Police Cadets | 1.50 |
| Delete: Police Assistant I / II | (1.00) |

Public Works:

| | |
|--|--------|
| Add: Facilities System Mechanic | 1.00 |
| Add: Maintenance Craftsworker | 1.00 |
| Add: Park Maintenance Superintendent | 1.00 |
| Add: Park Maintenance Supervisor | 2.00 |
| Add: Park Maintenance Worker II | 5.00 |
| Add: Tree Maintenance Worker | 2.00 |
| Add: Water Maintenance Worker I/II | 1.00 |
| Add: Administrative Technical Specialist | 0.50 |
| Delete: Water Maintenance Leadworker | (1.00) |

Recreation & Parks:

| | |
|---|--------|
| Delete: Maintenance Craftsworker | (1.00) |
| Delete: Park Maintenance Superintendent | (1.00) |
| Delete: Park Maintenance Supervisor | (2.00) |
| Delete: Park Maintenance Worker II | (5.00) |
| Delete: Tree Maintenance Worker | (2.00) |
| Delete: Director of Recreation & Parks | (0.50) |

Library:

| | |
|---------------------------|--------|
| Add: Senior Librarian | 1.00 |
| Delete: Librarian II | (1.00) |
| Delete: Library Assistant | (1.42) |

| | |
|------------------------------------|---------------|
| Total Full-Time & FTE's | 372.09 |
|------------------------------------|---------------|

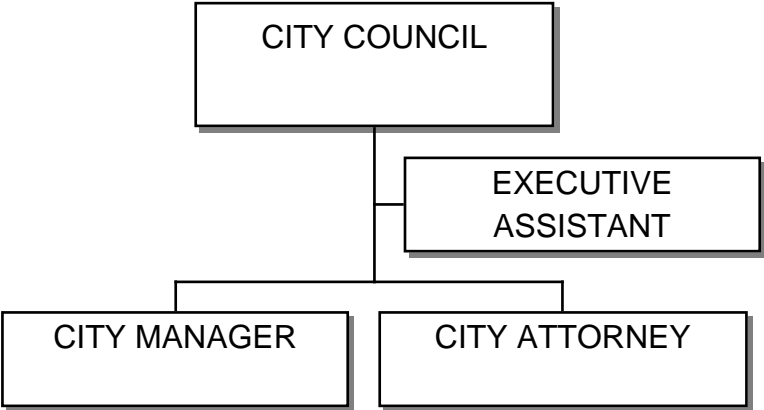
Recap:

| | |
|------------------------------------|---------------|
| Full-Time* | 285.00 |
| Part-Time (FTE) | 87.09 |
| Total Full-Time & FTE's | 372.09 |

*** Includes 7 Part-Time Elected Officials**

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**CITY OF EL SEGUNDO
CITY COUNCIL ORGANIZATION CHART
FISCAL YEAR 2020-2021**



**CITY OF EL SEGUNDO
CITY COUNCIL
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2017-2018 TO 2020-2021**

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 |
|----------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <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. Council Members are elected to serve four-year overlapping terms with no term limits; City Council votes on the Mayor to serve a two-year term. The last regular City Council election was held on March 3, 2020. The next regular City Council election will be held March 8, 2022, 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 ensuring financial stability; representing the City's interests with respect to the LAX master planning; maintaining public infrastructure; managing the City's response to the Coronavirus Pandemic; advocating for business retention/attraction; protecting the local revenue base; and approving land use decisions.

**CITY OF EL SEGUNDO
CITY COUNCIL
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|

GENERAL FUND (001)

CITY COUNCIL (1101)

| | | | | | |
|---------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Salaries & Benefits | \$ 233,300 | \$ 214,154 | \$ 244,532 | \$ 184,134 | \$ 193,503 |
| Maintenance & Operations | 55,929 | 38,280 | 74,900 | 23,294 | 67,400 |
| TOTAL CITY COUNCIL | \$ 289,229 | \$ 252,434 | \$ 319,432 | \$ 207,428 | \$ 260,903 |

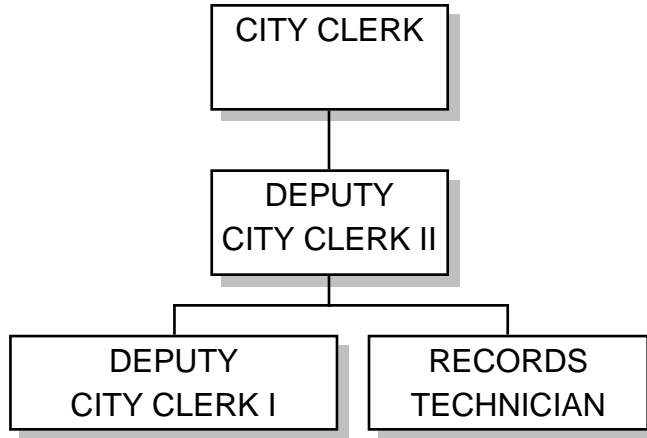
| | | |
|--------------------------|--------------------|----------------|
| Salaries & Benefits | \$ (51,029) | -20.87% |
| Maintenance & Operations | (7,500) | -10.01% |
| Total | \$ (58,529) | -18.32% |

**CITY OF EL SEGUNDO
CITY COUNCIL
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| <u>GENERAL FUND</u> | | | | | |
| CITY COUNCIL | | | | | |
| 4101 Salaries Full-Time | \$ 147,250 | \$ 146,548 | \$ 148,800 | \$ 111,344 | \$ 111,600 |
| 4201 Retirement CalPERS | 30,782 | 25,363 | 37,463 | 24,648 | 29,222 |
| 4202 FICA | 10,845 | 10,695 | 11,388 | 8,164 | 8,541 |
| 4203 Workers' Compensation | 1,414 | 1,683 | 1,309 | 1,233 | 783 |
| 4204 Group Insurance | 40,862 | 26,853 | 42,746 | 36,956 | 43,357 |
| 4210 OPEB liability | 2,147 | 3,012 | 2,826 | 1,789 | - |
| Total Salaries & Benefits | \$ 233,300 | \$ 214,154 | \$ 244,532 | \$ 184,134 | \$ 193,503 |
| 5204 Operating Supplies | \$ 2,794 | \$ 2,790 | \$ 2,600 | \$ 2,659 | \$ 2,600 |
| 5220 Computer Refresh Charges | 1,900 | 1,900 | - | - | - |
| 6201 Advertising/Publishing | 1,650 | 1,650 | 4,000 | - | 4,000 |
| 6208 Dues & Subscription | 30,081 | 8,242 | 34,200 | 7,105 | 30,000 |
| 6213 Meetings & Travel | 12,686 | 12,839 | 20,000 | 6,806 | 16,700 |
| 6219 Network Operating Charge | 1,700 | 1,700 | 1,700 | 1,275 | 1,700 |
| 6253 Postage | 65 | 25 | 400 | 21 | 400 |
| 6254 Telephone | 5,053 | 8,951 | 7,000 | 5,428 | 7,000 |
| 6403 Sister City | - | 183 | 5,000 | - | 5,000 |
| Total Maintenance & Operations | \$ 55,929 | \$ 38,280 | \$ 74,900 | \$ 23,294 | \$ 67,400 |
| TOTAL CITY COUNCIL - GENERAL FUND | \$ 289,229 | \$ 252,434 | \$ 319,432 | \$ 207,428 | \$ 260,903 |

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**CITY OF EL SEGUNDO
CITY CLERK ORGANIZATION CHART
FISCAL YEAR 2020-2021**



CITY OF EL SEGUNDO
 CITY CLERK
 FOUR-YEAR PERSONNEL SUMMARY
 FISCAL YEARS 2017-2018 TO 2020-2021

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 | BUDGETED FY 2020-21 |
|----------------------------|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|
| City Clerk | | | | | |
| City Clerk* | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy City Clerk I | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy City Clerk II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Records Technician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Sub-total Full-Time | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| Part-Time FTEs | | | | | |
| Office Specialist I | 0.10 | 0.10 | - | - | - |
| Sub-total Part-Time | 0.10 | 0.10 | - | - | - |
| Total City Clerk | 4.10 | 4.10 | 4.00 | 4.00 | 4.00 |

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

MISSION STATEMENT: Serve all residents 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 and a Records Technician. 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; administers all Fair Political Practices Commission (FPPC) filings as required by law for Conflict of Interest code for the Elected Officeholders, all Committees, Commissions and Boards and identified key City Staff; 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, assists and tracks Public Records Act requested from the General Public. Assists and tracks all Claims.

Elections Division: Coordinates the City's consolidated municipal elections with the County of Los Angeles and assists the County of Los Angeles during primary, general, and special elections. Administers all Fair Political Practices Commission (FPPC) filings as required by law, campaign statements for candidates, 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 2019-2020:

- 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 residents.
- Successfully processed 392 Public Records Act Requests (PRA) from the General Public.
- In the area of Technology, successfully participated in the launch of the new City's website and moved to online form submittals for Claims and Public Records Requests. Entered into an agreement with the County of Los Angeles to access their SECURE System to begin recording documents electronically verses an in person or postal service paper process.
- Successfully assisted the County of Los Angeles on our first General Municipal consolidated election and the launch of the County's new Voting System VSAP (Voting Solution for All People).

GOALS AND OBJECTIVES FOR FY 2020-2021:

- Assist County of Los Angeles with the November 3, 2020 General Election.
- Participate in the City's new Intranet Website design team.
- Implement an Agenda Management System for City Council and Committee, Commission and Board meetings.
- Develop a Citywide records retention and destruction schedule.
- Expand knowledge of Laserfiche, the City's document imaging system. Review existing processes, develop a document management process and expand automation using Laserfiche to support document management.
- Research/Implement software supported workflows for contract process, insurance review and updates and FPPC requirements.
- Provide a quicker response time to the Public and City staff.
- Training and education for the City Clerk, Deputy City Clerk II, Deputy City Clerk I and Records Technician.

**CITY OF EL SEGUNDO
CITY CLERK
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|------------------------------------|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| <u>GENERAL FUND (001)</u> | | | | | |
| ADMINISTRATION (1301) | | | | | |
| Salaries & Benefits | \$ 377,405 | \$ 396,907 | \$ 416,596 | \$ 305,857 | \$ 333,811 |
| Maintenance & Operations | 51,122 | 54,667 | 84,200 | 31,128 | 86,846 |
| Capital Outlay | - | 5,748 | - | - | - |
| Sub-total Administration | \$ 428,527 | \$ 457,322 | \$ 500,796 | \$ 336,985 | \$ 420,657 |
| ELECTIONS (1302) | | | | | |
| Salaries & Benefits | \$ 2,145 | \$ 389 | \$ 1,492 | \$ - | \$ - |
| Maintenance & Operations | 86,467 | 4,891 | 220,550 | 4,400 | 500 |
| Sub-total Elections | \$ 88,612 | \$ 5,280 | \$ 222,042 | \$ 4,400 | \$ 500 |
| TOTAL CITY CLERK | \$ 517,139 | \$ 462,602 | \$ 722,838 | \$ 341,385 | \$ 421,157 |
| <u>GENERAL FUND SUMMARY</u> | | | | | |
| Salaries & Benefits | \$ 379,550 | \$ 397,296 | \$ 418,088 | \$ 305,857 | \$ 333,811 |
| Maintenance & Operations | 137,589 | 59,558 | 304,750 | 35,528 | 87,346 |
| Capital Outlay | - | 5,748 | - | - | - |
| TOTAL GENERAL FUND | \$ 517,139 | \$ 462,602 | \$ 722,838 | \$ 341,385 | \$ 421,157 |

| | | |
|-------------------------------------|---------------------|----------------|
| Salaries & Benefits | \$ (84,277) | -20.16% |
| Maintenance & Operations | (217,404) | -71.34% |
| Capital Outlay | - | - |
| Total | \$ (301,681) | -41.74% |

**CITY OF EL SEGUNDO
CITY CLERK
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| CITY CLERK | | | | | |
| 4101 Salaries Full-Time | \$ 252,583 | \$ 258,212 | \$ 264,792 | \$ 209,054 | \$ 205,439 |
| 4102 Salaries Part-Time | 1,977 | 358 | - | - | - |
| 4103 Overtime | 920 | 746 | 1,992 | 60 | 500 |
| 4117 Opt-Out Payments | - | 2,000 | - | - | 1,500 |
| 4201 Retirement CalPERS | 61,483 | 69,074 | 68,280 | 49,987 | 54,750 |
| 4202 FICA | 18,428 | 18,730 | 20,256 | 15,243 | 15,716 |
| 4203 Workers' Compensation | 2,223 | 2,368 | 2,330 | 1,840 | 1,439 |
| 4204 Group Insurance | 38,350 | 40,366 | 55,407 | 26,327 | 54,467 |
| 4210 OPEB liability | 3,586 | 5,442 | 5,031 | 3,346 | - |
| Total Salaries & Benefits | \$ 379,550 | \$ 397,296 | \$ 418,088 | \$ 305,857 | \$ 333,811 |
| 5204 Operating Supplies | \$ 9,292 | \$ 5,554 | \$ 11,000 | \$ 3,561 | \$ 4,500 |
| 5220 Computer Refresh Charges | 1,900 | 1,900 | - | - | - |
| 6201 Advertising/Publishing | 3,328 | 2,856 | 11,500 | 4,428 | 6,975 |
| 6208 Dues & Subscriptions | 600 | 945 | 2,050 | 215 | 1,800 |
| 6211 General Liability/Bonds Insurance | - | 95 | 1,000 | - | 1,000 |
| 6213 Meetings & Travel | 3,117 | 2,483 | 9,600 | 1,429 | 6,000 |
| 6214 Professional/Technical | 71,815 | 4,806 | 217,700 | 7,188 | 33,200 |
| 6219 Network Operating Charge | 10,300 | 10,300 | 10,300 | 7,725 | 6,953 |
| 6223 Training & Education | 3,290 | 5,295 | 8,500 | (470) | 1,800 |
| 6224 Vehicle Operating Charges | 11 | - | - | - | - |
| 6253 Postage | 7,924 | 4,414 | 3,800 | 18 | 540 |
| 6254 Telephone | 3,812 | 3,817 | 5,300 | 3,091 | 3,578 |
| 6255 ESMC Recodification | 9,920 | 6,876 | 12,000 | 1,825 | 12,000 |
| 6260 Equipment Leasing Costs | 12,280 | 10,217 | 12,000 | 6,518 | 9,000 |
| Total Maintenance & Operations | \$ 137,589 | \$ 59,558 | \$ 304,750 | \$ 35,528 | \$ 87,346 |
| 8104 Capital Outlay / Equipment | \$ - | \$ 5,748 | \$ - | \$ - | \$ - |
| Total Capital Outlay | \$ - | \$ 5,748 | \$ - | \$ - | \$ - |
| TOTAL CITY CLERK - GENERAL FUND | \$ 517,139 | \$ 462,602 | \$ 722,838 | \$ 341,385 | \$ 421,157 |

**CITY OF EL SEGUNDO
CITY CLERK
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

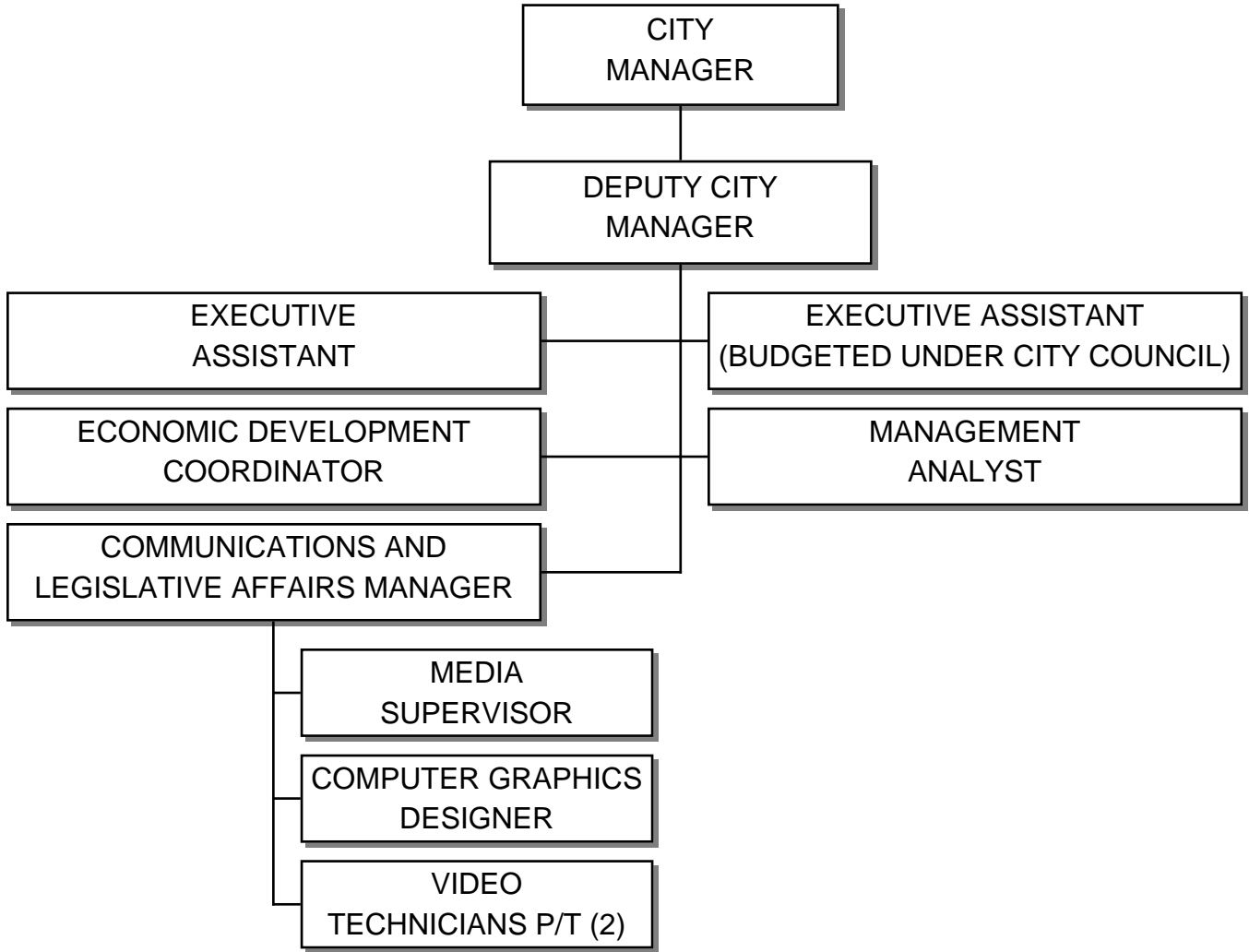
| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| <u>GENERAL FUND</u> | | | | | |
| CITY CLERK ADMINISTRATION | | | | | |
| 4101 Salaries Full-Time | \$ 252,583 | \$ 258,212 | \$ 264,792 | \$ 209,054 | \$ 205,439 |
| 4103 Overtime | 920 | 746 | 500 | 60 | 500 |
| 4117 Opt-Out Payments | - | 2,000 | - | - | 1,500 |
| 4201 Retirement CalPERS | 61,483 | 69,074 | 68,280 | 49,987 | 54,750 |
| 4202 FICA | 18,277 | 18,703 | 20,256 | 15,243 | 15,716 |
| 4203 Workers' Compensation | 2,206 | 2,364 | 2,330 | 1,840 | 1,439 |
| 4204 Group Insurance | 38,350 | 40,366 | 55,407 | 26,327 | 54,467 |
| 4210 OPEB liability | 3,586 | 5,442 | 5,031 | 3,346 | - |
| Total Salaries & Benefits | \$ 377,405 | \$ 396,907 | \$ 416,596 | \$ 305,857 | \$ 333,811 |
| 5204 Operating Supplies | \$ 4,968 | \$ 5,554 | \$ 6,000 | \$ 1,264 | \$ 4,500 |
| 5220 Computer Refresh Charges | 1,500 | 1,500 | - | - | - |
| 6201 Advertising/Publishing | 2,160 | 2,664 | 9,000 | 3,024 | 6,975 |
| 6208 Dues & Subscriptions | 600 | 945 | 1,800 | 215 | 1,800 |
| 6211 General Liability/Bonds Insurance | - | 95 | 1,000 | - | 1,000 |
| 6213 Meetings & Travel | 1,625 | 2,483 | 7,600 | 730 | 6,000 |
| 6214 Professional & Technical | 59 | 4,806 | 11,700 | 7,188 | 32,700 |
| 6219 Network Operating Charge | 10,300 | 10,300 | 10,300 | 7,725 | 6,953 |
| 6223 Training & Education | 3,140 | 5,220 | 6,700 | (470) | 1,800 |
| 6224 Vehicle Operating Charges | 11 | - | - | - | - |
| 6253 Postage | 747 | 190 | 800 | 18 | 540 |
| 6254 Telephone | 3,812 | 3,817 | 5,300 | 3,091 | 3,578 |
| 6255 ESMC Recodification | 9,920 | 6,876 | 12,000 | 1,825 | 12,000 |
| 6260 Equipment Leasing Costs | 12,280 | 10,217 | 12,000 | 6,518 | 9,000 |
| Total Maintenance & Operations | \$ 51,122 | \$ 54,667 | \$ 84,200 | \$ 31,128 | \$ 86,846 |
| 8104 Equipment | - | 5,748 | - | - | - |
| Total Capital Outlay | \$ - | \$ 5,748 | \$ - | \$ - | \$ - |
| Sub-total City Clerk/Administration | \$ 428,527 | \$ 457,322 | \$ 500,796 | \$ 336,985 | \$ 420,657 |
| CITY CLERK - ELECTIONS | | | | | |
| 4102 Salaries Part-Time | \$ 1,977 | \$ 358 | \$ - | \$ - | \$ - |
| 4103 Overtime | - | - | 1,492 | - | - |
| 4202 FICA | 151 | 27 | - | - | - |
| 4203 Workers' Compensation | 17 | 4 | - | - | - |
| Total Salaries & Benefits | \$ 2,145 | \$ 389 | \$ 1,492 | \$ - | \$ - |

**CITY OF EL SEGUNDO
CITY CLERK
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| 5204 Operating Supplies | \$ 4,324 | \$ - | \$ 5,000 | \$ 2,297 | \$ - |
| 5220 Computer Refresh Charges | 400 | 400 | - | - | - |
| 6201 Advertising/Publishing | 1,168 | 192 | 2,500 | 1,404 | - |
| 6208 Dues & Subscriptions | - | - | 250 | - | - |
| 6213 Meetings & Travel | 1,492 | - | 2,000 | 699 | - |
| 6214 Professional/Technical | 71,756 | - | 206,000 | - | 500 |
| 6223 Training & Education | 150 | 75 | 1,800 | - | - |
| 6253 Postage | 7,177 | 4,224 | 3,000 | - | - |
| Total Maintenance & Operations | \$ 86,467 | \$ 4,891 | \$ 220,550 | \$ 4,400 | \$ 500 |
| Sub-total City Clerk/Elections | \$ 88,612 | \$ 5,280 | \$ 222,042 | \$ 4,400 | \$ 500 |
| TOTAL CITY CLERK - GENERAL FUND | \$ 517,139 | \$ 462,602 | \$ 722,838 | \$ 341,385 | \$ 421,157 |

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**CITY OF EL SEGUNDO
CITY MANAGER ORGANIZATION CHART
FISCAL YEAR 2020 - 2021**



**CITY OF EL SEGUNDO
CITY MANAGER'S DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2017-2018 to 2020-2021**

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 | BUDGETED FY 2020-21 |
|-------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|
| <u>City Manager's Office</u> | | | | | |
| City Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy City Manager | - | - | 1.00 | 1.00 | 1.00 |
| Economic Development Manager | 1.00 | 1.00 | - | - | - |
| Economic Development Coordinator | - | - | 1.00 | 1.00 | 1.00 |
| Emergency Management Coordinator | 1.00 | 1.00 | - | - | - |
| Executive Assistant | - | - | 1.00 | 1.00 | 1.00 |
| Senior Executive Assistant | 1.00 | 1.00 | - | - | - |
| Community Cable Program Specialist | - | - | 1.00 | - | - |
| Computer Graphics Designer | - | - | 1.00 | 1.00 | 1.00 |
| Management Analyst | - | - | 1.00 | 1.00 | 1.00 |
| Media Supervisor | - | - | - | 1.00 | 1.00 |
| PIO / Legislative Affairs Manager | - | - | 1.00 | 1.00 | 1.00 |
| Sub-total Full-Time | 4.00 | 4.00 | 8.00 | 8.00 | 8.00 |
| <u>Part-Time FTEs</u> | | | | | |
| Video Technician | 2.00 | 2.85 | 2.85 | 2.85 | 2.85 |
| Administrative Intern | 0.50 | 0.50 | - | - | - |
| Sub-total Part-Time | 2.50 | 3.35 | 2.85 | 2.85 | 2.85 |
| Total City Manager's Office | 6.50 | 7.35 | 10.85 | 10.85 | 10.85 |

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

MISSION STATEMENT: The City Manager serves as the City's Chief Executive Officer; as such the City Manager's office provides leadership to the organization to implement City Council direction; implements City Council Strategic Plan; ensures operations are conducted within revenue limitations; provides employees with the necessary resources to accomplish the City's goal of delivering high-quality municipal services to its residents, businesses, and visitors; promotes economic growth and diversity to provide job opportunities for residents and sufficient business vitality to maintain and expand local municipal services.

Administration: The City Manager's Office enforces all laws of the City and carries out policies of City Council. The City Manager oversees the day-to-day operations of all City departments and acts as the: 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 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 high quality-of-life standards for the community; advises City Council on matters pertaining to City business and makes recommendations for City Council's action; oversees and sets City Council meeting agendas; and, directs projects that are especially sensitive to City Council and the community.

Communications and Legislation: The Communications & Legislative Affairs Program provides proactive communications informing stakeholders of what the City is doing to meet their needs and to strengthen and expand resident and business engagement through multiple channels. The program also provides important legislative information to the City staff and City Council and serves as the communications liaison between the City and legislators at multiple levels.

The Communications Plan (adopted by City Council 5/12/2019) identifies opportunities to share the City's messages utilizing multiple channels, to ensure transparency and inclusion with all constituents. The goal of the Communications Program is to improve interaction between all key stakeholders in the City and ensure that communications are consistent, proactive, and collaborative. Clear and timely messaging through multiple channels improves efficiency, trust, understanding, and engagement among residents, visitors, employees, and businesses. City Council identified the need for a centralized Communications Program to support and oversee communications standards, news/media needs, branding, content creation, social media, and marketing-related areas of opportunity. The Communications Team provides strategic marketing, public relations, and creative services to departments and, in the process, delivers City information to the public.

El Segundo Media provides original content programming and media services delivered through multiple broadcast and digital channels. El Segundo Media programming supports public engagement through creative content programming, developing promotional and informational videos, broadcasting open civic meetings, transmitting local emergency alerts, and promoting community and city events.

Economic Development: The Economic Development Program maximizes the resources of both public and private sectors to promote business, investment, and economic growth. The Program leads marketing efforts; facilitates relationships between the local business community and the City; and, efficiently dedicates City and community resources to increase economic vitality that will benefit the entire El Segundo community: residents, schools, visitors, the Downtown and Smoky Hollow districts, hotels, retailers, and businesses of all sizes. Economic Development staff works closely with the Economic Development Advisory Council; oversees marketing, public relations, communications, and branding; facilitates industry diversification, business attraction, retention and expansion; and promotes the City as a destination for tourism.

Special Projects: The newly formed Special Projects program will provide support and analytical assistance to the City Council and all City departments. Examples of such support will include constituency relations, City Council meeting follow-up, program efficiency and efficacy review, grants coordination, project tracking, inter-agency relations, and a variety of other services.

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

ACCOMPLISHMENTS IN FISCAL YEAR 2019-20:

Administration

- Built a strong foundation and platform to accomplish shared goals and future successes by implementing the Strategic Plan and successfully met Key Performance Indicators (KPI) and Work Program deliverables.
- Completed facility needs/condition assessment and recommended priority and funding options.
- Successfully balanced Citywide (all funds) Budget.
- Continued airport-related negotiations.

Communications

- Hired the City's first Communications and Legislative Affairs Manager.
- Managed content development for new City main website and four subsites, launched January 28, 2020.
- Average pageviews of the main City website for February-June is about 54,000/monthly.
- Established the Weekly City Manager Updates to City Council and all staff.
- *City News* was distributed monthly to an average of 6,700 subscribers with an engagement rate of 35%
- Distributed 992 communications bulletins to the community from January 1 – July 28 on a variety of city-related topics to keep the community informed and engaged.
- Managed the NetPromoter process and survey communications to residents and businesses.
- Prepared the Mayor's State of the City speech including highlights from all city departments and scripted the Mayor's State of the City video
- Created 230 "News" stories for the website and posted more than 1,000 events/calendar listings
- Created a proactive multi-approach strategic crisis communications response to the coronavirus pandemic, including: daily updates distributed to the community via GovDelivery, specific website information pages to serve as the official source of information for residents and businesses; scripted daily updates from the Mayor/City Council; produced relevant and timely public service announcements (PSAs).
- Created an "Employee Page" for timely and pertinent related to the coronavirus pandemic, including policies, procedures and guidelines for staff.
- Developed a comprehensive Crisis & Emergency Communications Plan and developed an Internal Crisis Communication Plan to be included in a revised Employee Handbook.
- Developed new City seal/logo treatments for the City, Fire, Police and Library departments.
- Established a Web Content Style Guide and Web Governance Policy
- Social Media - From July 1, 2019 – June 30, 2020, the City of El Segundo Facebook followers increased from 1,469 to 2,709, an increase of 84%; page likes increased from 1,257 – 1,700, an increase of 35%; and average post reach increased from 241 – 462, an increase of 91%.

El Segundo Media

- Evolving El Segundo TV to El Segundo Media with a new logo and updated programming.
- Increased YouTube engagement via viewership and subscriptions YOY (10/1/19—8/5/20): more than 11,408 hours (684,456 minutes) of programming watched; 1,691,720 Impressions; 262,425 Unique views; 2,296 Likes; 2,902 Shares; 764 New subscribers, bringing total to 2751; 297 New videos uploaded, bringing the total on the channel to 1618.
- Produced featured event videos screened for 500+ guests for Champions of Business 2019 and State of the City 2020. Handled live event video production and television and streaming broadcast.
- Executed immediate response to the coronavirus pandemic with content on Facebook Live, Channels 3 & 22, YouTube, Nixle, AlertSouthBay. Have produced and distributed 70 updates and 50 Public Service Announcements released to date (as of 8/4/20)

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

Economic Development

- Launched a comprehensive economic recovery program in response to the economic impact from the coronavirus pandemic – *El Segundo Back to Business* initiative. Under this new initiative, the following actions were implemented, including:
 - Hosted an Elected Officials & Business Leaders Roundtable to strengthen economic recovery efforts and address the economic impacts by providing a conduit for key employers to elected officials at various levels of government.
 - Produced video “Real Stories of Resilience” messages from the business community.
 - Hosted a Downtown Business Virtual Town Hall to foster discussion on the economic recovery of the Downtown Business Community.
 - Formed the Economic Recovery Task Force with community and industry leaders to advise and recommend a strategic plan for economic recovery.
 - Launched a series of PSAs to help local businesses navigate resources.
 - Worked with El Segundo Chamber of Commerce to support “Gundo-to-Go” initiative to encourage take-out orders from local restaurants.
 - Worked closely with the El Segundo Chamber to promote the “Safe in the South Bay Pledge” to assist businesses navigate and comply with the protocols to safely reopen.
 - Launched a webpage on ElSegundoBusiness.com dedicated to provide updates to protocols and industry-specific guidance documents to help businesses get back to business while taking the necessary precautions to maximize safety.
 - Sent out communications and updates via email to over 6,000 businesses to keep them informed, including stories of local businesses who are finding creative ways to continue operating during this time.
 - Business Liaison was assigned to the All Hazards Incident Management Team to respond to concerns and inquiries from businesses.
- Worked closely with inter-departmental teams to launch a street-closure pilot program to provide visitors outdoor dining options by sectioning off certain areas of Main Street and Richmond Street to allow for parklets and closed-street dining spaces.
- Enhanced and maintained the economic development website – ElSegundoBusiness.com and the hospitality/tourism website – DestinationElSegundo.com
- Led public relations efforts to help secure media interviews with commercial real estate reporters to highlight the city's economic development activity.
- Continued implementation city's economic development and hospitality/tourism marketing plan, public relations and communications effort.
- Attended the International Economic Development Council Conference.
- Conducted several media tours and interviews with local and regional commercial real estate reporters.
- Held a successful hotel-focused “Concierge Event” for the City's 15 local hotels. More than 25 hotel representatives from almost every property toured the city and learned about local restaurants and attractions.
- Executed a second “Yelp Elite Event” for more than 100 Yelpers that toured the City's downtown area restaurants and cultural offerings.

GOALS & OBJECTIVES FOR FISCAL YEAR 2020-2021:

Administration

- Ensure financial stability by recommending a balanced budget and enhanced reserve levels, and recommend opportunities for stronger and more diversified revenues.
- Continue to provide information to City Council to make a decision and implement City Council policy directives.
- Ensure timely delivery of quality community services and support efforts to streamline service delivery.
- Implement a strategy to address Fiscal / CalPERS challenges.

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

- Carry out the objectives of the 2019-2021 Strategic Plan.
- Technology and Capital Program Implementation
- Add constituent relations and special projects support function to address community concerns efficiently, support all city departments to identify funding opportunities and implement new initiatives.

Communications and Legislation

- Continue to build greater awareness of the City of El Segundo
- Continue to deliver enhanced Citywide communications to a variety of target audiences
- Provide timely, proactive and accurate information to the public
- Improve public access to local government
- Inform the public of policy issues and/or changes with ample lead time
- Foster a culture of transparency and partnership with the community
- Promote and communicate a clear understanding of the City's responsibilities, services, programs, and events
- Foster trust and responsiveness with media outlets to ensure our partnership in providing accurate and timely information
- Utilize feedback and data garnered from residents through various channels to set future communications goals
- Uncover new and innovative ways to increase engagement across the City
- Create and launch a comprehensive intranet for City employee use
- Continue to roll out branding efforts and guidelines for the City
- Collaborate closely across all departments for support communication needs
- Develop deeper stakeholder relations across local businesses and groups
- Create integrated dashboards for all City social channels; establish social and editorial listening tools to help support and develop key strategies
- Track Federal and State legislation
- Annual update to the City's legislative platform
- Write letters in support or opposition to proposed legislation

El Segundo Media

- Evolve community cable program content and streamline for more engaging and efficiently produced content
- Launch new segment featuring a post-City Council Meeting wrap-up (will air Wednesday mornings post-City Council Meeting)
- Relaunch news show, "El Segundo News," and business spotlight segments, "Business Matters"
- Complete Council Chamber AV Upgrade Project
- Complete redesign and construction of a new set
- Continue reporter training to support full news package production
- Increase public knowledge of the functions and responsibilities of City government, and the functions of the various Departments, Commissions, Committees, and Boards through project productions and integrated awareness campaign with Communications Manager
- Continue Facebook Live for breaking news events

Economic Development

- Enhance long-term economic stability and employment opportunities through business attraction and industry diversification.
 - Aggressively attract new businesses, and high-quality jobs targeting bioscience and technology-related businesses.

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

- Partner with a network of regional economic development and real estate development leaders to identify potential new businesses, provide site-selection assistance, and promote development.
- Plan an annual regional brokers' event to build awareness and showcase real estate opportunities in the City to real estate professionals in Southern California.
- Support business retention through pro-active, citywide economic development assistance.
 - Plan annual Mayor's Roundtable event with executives from the City's top employers.
 - Plan and facilitate quarterly meetings with downtown property owners.
 - Meet quarterly with hoteliers to inform and seek input on hospitality and tourism efforts.
 - Plan an annual Champions of Business Celebration to recognize economic development achievements, honor and acknowledge the local business community, provide a business to business networking opportunity.
 - Conduct meetings with existing El Segundo businesses to address challenges and introduce business assistance programs and resources.
 - Facilitate streamlined and efficient permit approval process by serving as a liaison between the business community and the City.
 - Work with regional entities to assist with permits external to the city.
- Implement a comprehensive destination and tourism marketing effort (hotel, retail, restaurants, arts/culture, and recreation).
- Continue and enhance existing marketing and branding efforts with focus on commercial and industrial business attraction.

Special Projects

- Provide timely responses to all constituent contacts (from residents, local businesses, special interest groups, etc.)
- Provide constituent follow-up to City Council direction from City Council meetings.
- Coordinate grant writing and submittal
- Develop Citywide Administrative Procedure Manual
- Develop a weekly City Council calendar
- Improve format of City Council agenda staff reports
- Enhance inter-department coordination
- Serve as an ombudsman role to address community concerns

**CITY OF EL SEGUNDO
CITY MANAGER
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---------------------------------------|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| <u>GENERAL FUND (001)</u> | | | | | |
| ADMINISTRATION (2101) | | | | | |
| Salaries & Benefits | \$ 461,858 | \$ 538,753 | \$ 898,067 | \$ 464,637 | \$ 526,166 |
| Maintenance & Operations | 181,269 | 270,436 | 341,500 | 146,483 | 160,500 |
| Sub-total Administration | \$ 643,127 | \$ 809,189 | \$ 1,239,567 | \$ 611,120 | \$ 686,666 |
| COMMUNICATION (2102) | | | | | |
| Salaries & Benefits | \$ 512,297 | \$ 474,812 | \$ 635,177 | \$ 346,668 | \$ 495,640 |
| Maintenance & Operations | 32,361 | 38,856 | 109,450 | 35,826 | 150,325 |
| Sub-total Communication | \$ 544,658 | \$ 513,668 | \$ 744,627 | \$ 382,494 | \$ 645,965 |
| ECONOMIC DEVELOPMENT (2401) | | | | | |
| Salaries & Benefits | \$ 216,452 | \$ 269,903 | \$ 119,838 | \$ 250,069 | \$ 292,030 |
| Maintenance & Operations | 295,948 | 504,627 | 422,000 | 25,544 | 284,925 |
| Capital Outlay | 29,718 | 19,812 | - | - | - |
| Sub-total Economic Development | \$ 542,118 | \$ 794,342 | \$ 541,838 | \$ 275,613 | \$ 576,955 |
| TOTAL CITY MANAGER | \$ 1,729,903 | \$ 2,117,199 | \$ 2,526,032 | \$ 1,269,227 | \$ 1,909,586 |
| <u>GENERAL FUND SUMMARY</u> | | | | | |
| Salaries & Benefits | \$ 1,190,607 | \$ 1,283,468 | \$ 1,653,082 | \$ 1,061,374 | \$ 1,313,836 |
| Maintenance & Operations | \$ 509,578 | \$ 813,919 | \$ 872,950 | \$ 207,853 | \$ 595,750 |
| Capital Outlay | 29,718 | 19,812 | - | - | - |
| TOTAL GENERAL FUND | \$ 1,729,903 | \$ 2,117,199 | \$ 2,526,032 | \$ 1,269,227 | \$ 1,909,586 |

| | | |
|-------------------------------------|---------------------|----------------|
| Salaries & Benefits | \$ (339,246) | -20.52% |
| Maintenance & Operations | (277,200) | -31.75% |
| Capital Outlay | - | 0.00% |
| Total | \$ (616,446) | -24.40% |

**CITY OF EL SEGUNDO
CITY MANAGER
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 4101 Salaries Full-Time | \$ 758,573 | \$ 769,526 | \$ 960,794 | \$ 624,607 | \$ 766,274 |
| 4102 Salaries Part-Time | 101,257 | 125,559 | 159,284 | 88,348 | 99,600 |
| 4103 Overtime | - | 8,297 | 6,500 | 13,192 | 16,500 |
| 4117 Opt-Out Payments | - | 5,750 | - | 1,000 | 5,500 |
| 4201 Retirement CalPERS | 193,292 | 202,568 | 252,149 | 189,488 | 208,154 |
| 4202 FICA | 56,603 | 69,915 | 76,259 | 49,934 | 59,866 |
| 4203 Workers' Compensation | 16,546 | 16,422 | 14,634 | 12,282 | 9,228 |
| 4204 Group Insurance | 51,919 | 59,879 | 165,207 | 47,709 | 147,214 |
| 4210 OPEB liability | 12,417 | 18,490 | 18,255 | 11,894 | - |
| 4211 401(a) Employer's Contribution | - | 5,457 | - | 18,525 | - |
| 4221 Car Allowance | - | 1,605 | - | 4,395 | 1,500 |
| Total Salaries & Benefits | \$ 1,190,607 | \$ 1,283,468 | \$ 1,653,082 | \$ 1,061,374 | \$ 1,313,836 |
| 5204 Operating Supplies | 21,400 | 29,277 | 27,000 | 16,995 | 20,175 |
| 5220 Computer Refresh Charges | 2,700 | 2,700 | - | - | - |
| 6201 Advertising/Publishing | 280,188 | 39,779 | 364,000 | 19,681 | 263,250 |
| 6205 Other Printing & Binding | - | - | 4,000 | - | 1,500 |
| 6206 Contractual Service | 6,540 | 406,316 | 29,000 | (13,599) | 14,250 |
| 6207 Equip Replacement Charges | 708 | 708 | 17,950 | 13,462 | 8,960 |
| 6208 Dues & Subscriptions | 8,514 | 22,270 | 16,300 | 19,573 | 12,225 |
| 6213 Meetings & Travel | 9,094 | 26,754 | 31,000 | 17,308 | 15,750 |
| 6214 Professional/Technical | 25,540 | 31,903 | 106,000 | 32,579 | 129,500 |
| 6215 Repair & Maintenance | 727 | 892 | 1,000 | - | 750 |
| 6217 Software Maintenance | 3,879 | 6,403 | 7,000 | 5,039 | 6,240 |
| 6219 Network Operating Charge | 13,800 | 13,800 | 13,800 | 10,350 | 10,350 |
| 6223 Training & Education | - | 1,020 | 13,500 | 1,027 | 7,500 |
| 6253 Postage | 73 | 156 | 200 | 88 | 150 |
| 6254 Telephone | 4,249 | 4,686 | 11,000 | 2,996 | 8,250 |
| 6260 Equipment Leasing Costs | 3,564 | 589 | 4,200 | - | 3,150 |
| 6401 Community Promotions | 1,364 | 39,655 | 2,000 | - | - |
| 6406 LAX Master Plan Intervention | 58,488 | 112,011 | 150,000 | 41,854 | 93,750 |
| 6407 Washington Lobbyist | 68,750 | 75,000 | 75,000 | 40,500 | - |
| Total Maintenance & Operations | \$ 509,578 | \$ 813,919 | \$ 872,950 | \$ 207,853 | \$ 595,750 |
| TOTAL CITY MANAGER - GENERAL FUND | \$ 1,700,185 | \$ 2,097,387 | \$ 2,526,032 | \$ 1,269,227 | \$ 1,909,586 |

**CITY OF EL SEGUNDO
CITY MANAGER
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| GENERAL FUND | | | | | |
| CITY MANAGER ADMINISTRATION | | | | | |
| 4101 Salaries Full-Time | \$ 328,147 | \$ 360,219 | \$ 573,734 | \$ 293,637 | \$ 322,299 |
| 4102 Salaries Part-Time | 1,909 | 11,281 | 9,284 | - | 5,850 |
| 4103 Overtime | - | 624 | - | 119 | - |
| 4201 Retirement CalPERS | 83,159 | 90,027 | 164,284 | 96,918 | 104,392 |
| 4202 FICA | 18,596 | 25,572 | 35,173 | 18,583 | 20,179 |
| 4203 Workers' Compensation | 2,872 | 3,372 | 5,048 | 2,624 | 2,256 |
| 4204 Group Insurance | 21,741 | 31,666 | 99,643 | 24,226 | 69,690 |
| 4210 OPEB liability | 5,434 | 8,930 | 10,901 | 5,610 | - |
| 4211 401(a) Employer's Contribution | - | 5,457 | - | 18,525 | - |
| 4221 Car Allowance | - | 1,605 | - | 4,395 | 1,500 |
| Total Salaries & Benefits | \$ 461,858 | \$ 538,753 | \$ 898,067 | \$ 464,637 | \$ 526,166 |
| 5204 Operating Supplies | \$ 3,454 | \$ 6,703 | \$ 4,500 | \$ 5,027 | \$ 3,375 |
| 5220 Computer Refresh Charges | 1,900 | 1,900 | - | - | - |
| 6201 Advertising/Publishing | 1,000 | 1,500 | 1,000 | - | 750 |
| 6208 Dues & Subscriptions | 1,864 | 17,571 | 5,000 | 12,218 | 3,750 |
| 6213 Meetings & Travel | 5,636 | 12,277 | 15,000 | 7,007 | 9,375 |
| 6214 Professional/Technical | 25,540 | 31,553 | 75,000 | 32,579 | 37,500 |
| 6219 Network Operating Charge | 8,600 | 8,600 | 8,600 | 6,450 | 6,450 |
| 6223 Training & Education | - | 725 | - | - | - |
| 6253 Postage | 73 | 156 | 200 | 88 | 150 |
| 6254 Telephone | 2,400 | 1,851 | 3,000 | 760 | 2,250 |
| 6260 Equipment Leasing Costs | 3,564 | 589 | 4,200 | - | 3,150 |
| 6406 LAX Master Plan Intervention | 58,488 | 112,011 | 150,000 | 41,854 | 93,750 |
| 6407 State and Local Lobbyist | 68,750 | 75,000 | 75,000 | 40,500 | - |
| Total Maintenance & Operations | \$ 181,269 | \$ 270,436 | \$ 341,500 | \$ 146,483 | \$ 160,500 |
| SUB-TOTAL CITY MANAGER/ADMIN | \$ 643,127 | \$ 809,189 | \$ 1,239,567 | \$ 611,120 | \$ 686,666 |

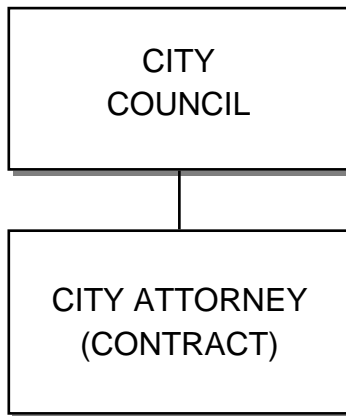
**CITY OF EL SEGUNDO
CITY MANAGER
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| COMMUNICATION | | | | | |
| 4101 Salaries Full-Time | \$ 285,288 | \$ 220,004 | \$ 305,880 | \$ 153,234 | \$ 251,087 |
| 4102 Salaries Part-Time | 78,541 | 105,877 | 150,000 | 88,348 | 93,750 |
| 4103 Overtime | - | 1,459 | 6,500 | 6,416 | 9,000 |
| 4117 Opt-Out Payments | - | 3,000 | - | 1,000 | 3,000 |
| 4201 Retirement CalPERS | 76,738 | 74,852 | 70,314 | 52,380 | 60,419 |
| 4202 FICA | 26,448 | 29,666 | 34,876 | 19,263 | 26,380 |
| 4203 Workers' Compensation | 12,230 | 11,178 | 8,872 | 8,035 | 5,621 |
| 4204 Group Insurance | 28,388 | 23,772 | 52,923 | 15,137 | 46,383 |
| 4210 OPEB liability | 4,664 | 5,004 | 5,812 | 2,855 | - |
| Total Salaries & Benefits | \$ 512,297 | \$ 474,812 | \$ 635,177 | \$ 346,668 | \$ 495,640 |
| 5204 Operating Supplies | 17,184 | 20,974 | \$ 21,500 | \$ 11,859 | \$ 16,125 |
| 5220 Computer Refresh | 800 | 800 | - | - | - |
| 6201 Advertising/Publishing | - | 5 | 10,000 | - | 7,500 |
| 6205 Other Printing & Binding | - | - | 4,000 | - | 1,500 |
| 6206 Contractual Service | - | - | 9,000 | - | 6,750 |
| 6207 Equip Replacement Charges | 708 | 708 | 17,950 | 13,462 | 8,960 |
| 6208 Dues & Subscriptions | 1,300 | 1,261 | 4,300 | 663 | 3,225 |
| 6213 Meetings & Travel | 310 | 707 | 6,000 | 121 | 2,625 |
| 6214 Professional/Technical | - | 350 | 8,000 | - | 83,750 |
| 6215 Repair & Maintenance | 727 | 892 | 1,000 | - | 750 |
| 6217 Software Maintenance | 3,879 | 6,403 | 7,000 | 5,039 | 6,240 |
| 6219 Network Operating Charge | 5,200 | 5,200 | 5,200 | 3,900 | 3,900 |
| 6223 Training & Education | - | - | 6,500 | 100 | 3,750 |
| 6254 Telephone | 889 | 901 | 7,000 | 682 | 5,250 |
| 6401 Community Promotions | 1,364 | 655 | 2,000 | - | - |
| Total Maintenance & Operations | \$ 32,361 | \$ 38,856 | \$ 109,450 | \$ 35,826 | \$ 150,325 |
| SUB-TOTAL COMMUNICATION | \$ 544,658 | \$ 513,668 | \$ 744,627 | \$ 382,494 | \$ 645,965 |
| ECONOMIC DEVELOPMENT | | | | | |
| 4101 Salaries Full-Time | \$ 145,138 | \$ 189,303 | \$ 81,180 | \$ 177,736 | \$ 192,888 |
| 4102 Salaries Part-Time | 20,807 | 8,401 | - | - | - |
| 4103 Overtime | - | 6,214 | - | 6,657 | 7,500 |
| 4117 Opt-Out Payments | - | 2,750 | - | - | 2,500 |
| 4201 Retirement CalPERS | 33,395 | 37,689 | 17,551 | 40,190 | 43,343 |
| 4202 FICA | 11,559 | 14,677 | 6,210 | 12,088 | 13,307 |
| 4203 Workers' Compensation | 1,444 | 1,872 | 714 | 1,623 | 1,351 |
| 4204 Group Insurance | 1,790 | 4,441 | 12,641 | 8,346 | 31,141 |
| 4210 OPEB liability | 2,319 | 4,556 | 1,542 | 3,429 | - |
| Total Salaries & Benefits | \$ 216,452 | \$ 269,903 | \$ 119,838 | \$ 250,069 | \$ 292,030 |

**CITY OF EL SEGUNDO
CITY MANAGER
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 5204 Operating Supplies | \$ 762 | \$ 1,600 | \$ 1,000 | \$ 109 | \$ 675 |
| 6201 Advertising/Publishing | 279,188 | 38,274 | 353,000 | 19,681 | 255,000 |
| 6206 Contractual Service | 6,540 | 406,316 | 20,000 | (13,599) | 7,500 |
| 6208 Dues & Subscriptions | 5,350 | 3,438 | 7,000 | 6,692 | 5,250 |
| 6213 Meetings & Travel | 3,148 | 13,770 | 10,000 | 10,180 | 3,750 |
| 6214 Professional/Technical | - | - | 23,000 | - | 8,250 |
| 6223 Training & Education | - | 295 | 7,000 | 927 | 3,750 |
| 6254 Telephone | 960 | 1,934 | 1,000 | 1,554 | 750 |
| 6401 Community Promotion | - | 39,000 | - | - | - |
| Total Maintenance & Operations | \$ 295,948 | \$ 504,627 | \$ 422,000 | \$ 25,544 | \$ 284,925 |
| 8108 Computer Hardware | 29,718 | 19,812 | - | - | - |
| Total Capital Outlay | \$ 29,718 | \$ 19,812 | \$ - | \$ - | \$ - |
| SUB-TOTAL ECON DEVELOPMENT | \$ 542,118 | \$ 794,342 | \$ 541,838 | \$ 275,613 | \$ 576,955 |
| TOTAL CITY MANAGER - GENERAL FUND | \$ 1,729,903 | \$ 2,117,199 | \$ 2,526,032 | \$ 1,269,227 | \$ 1,909,586 |

**CITY OF EL SEGUNDO
CITY ATTORNEY ORGANIZATION CHART
FISCAL YEAR 2020-2021**



**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 2020-2021

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|

GENERAL FUND (001)

CITY ATTORNEY (2201)

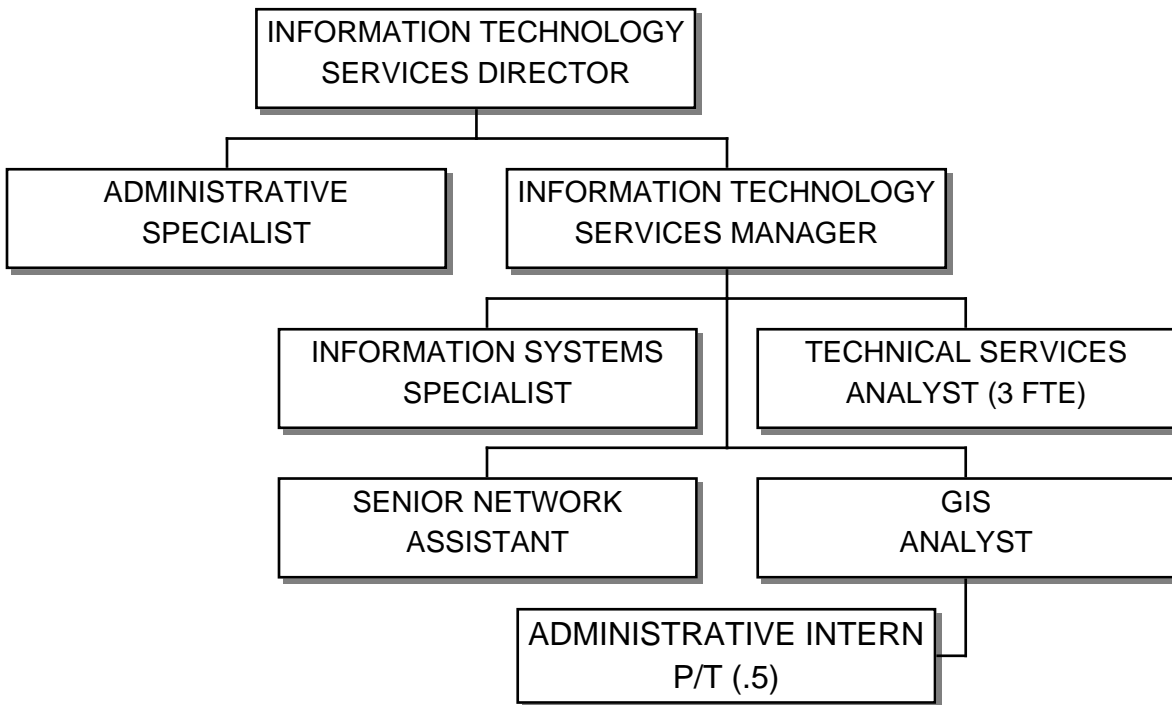
| | | | | | |
|----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Maintenance & Operations | \$ 802,137 | \$ 704,081 | \$ 585,450 | \$ 372,515 | \$ 561,950 |
| TOTAL CITY ATTORNEY | \$ 802,137 | \$ 704,081 | \$ 585,450 | \$ 372,515 | \$ 561,950 |

| | | |
|-------------------------------------|--------------------|---------------|
| Maintenance & Operations | \$ (23,500) | -4.01% |
|-------------------------------------|--------------------|---------------|

**CITY OF EL SEGUNDO
CITY ATTORNEY
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-----------------|-------------------------|
| <u>GENERAL FUND</u> | | | | | |
| CITY ATTORNEY | | | | | |
| 6253 Postage | \$ - | \$ - | \$ 150 | \$ - | \$ 150 |
| 6254 Telephone | (424) | - | 300 | - | 300 |
| 6301 Legal Counsel | 551,735 | 446,489 | 370,000 | 251,645 | 378,000 |
| 6302 Plaintiff & Defense Litigation | 96,687 | 47,142 | 100,000 | 98,683 | 148,500 |
| 6310 Labor Negotiation | 121,783 | 85,198 | 100,000 | 8,981 | 15,000 |
| 6311 Code Enforcement | 32,356 | 125,252 | 15,000 | 13,206 | 20,000 |
| Total Maintenance & Operations | 802,137 | 704,081 | 585,450 | 372,515 | 561,950 |
| TOTAL CITY ATTORNEY - GENERAL FD | 802,137 | 704,081 | 585,450 | 372,515 | 561,950 |

**CITY OF EL SEGUNDO
INFORMATION TECHNOLOGY SERVICES DEPARTMENT
ORGANIZATIONAL CHART FISCAL YEAR 2020-2021**



**CITY OF EL SEGUNDO
 INFORMATION TECHNOLOGY SERVICES
 FOUR-YEAR PERSONNEL SUMMARY
 FISCAL YEARS 2017-2018 TO 2020-2021**

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 | BUDGETED FY 2020-21 |
|---|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|
| <u>Information Technology Services</u> | | | | | |
| Information Systems Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Information Systems Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Information Systems Developer | 1.00 | 1.00 | - | - | - |
| Information Systems Specialist | 3.00 | 3.00 | 1.00 | 1.00 | 1.00 |
| Administrative Specialist | - | - | 1.00 | 1.00 | 1.00 |
| GIS Analyst | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Network Assistant | 1.00 | 1.00 | - | - | - |
| Senior Network Assistant | - | - | 1.00 | 1.00 | 1.00 |
| Technical Services Analyst | - | - | 3.00 | 3.00 | 3.00 |
| Sub-total Full-Time | 8.00 | 8.00 | 9.00 | 9.00 | 9.00 |
| <u>Part-Time FTEs</u> | | | | | |
| Administrative Intern | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |
| Sub-total Part-Time | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |
| Total Information Technology Services | 8.50 | 8.50 | 9.50 | 9.50 | 9.50 |

**CITY OF EL SEGUNDO
INFORMATION TECHNOLOGY SERVICES**

MISSION STATEMENT: To provide superior service to City staff, enabling them to meet or exceed citizen expectations, and reduce costs through the effective integration of technology and efficient business processes.

Information Technology Services (ITS) is primarily an internal support organization that works with all departments in the City to help use technology to provide the most efficient and effective services possible to their customers and constituents. The ITS staff is currently comprised of highly trained and motivated individuals with a broad spectrum of technical skills that include network, database, geographic information systems (GIS), system engineering, and technical support.

IS SERVICES:

The City's ITS Department provides strategic planning, system architecture, technical project management, process improvement and support for a wide variety of business information, and communication technologies used throughout the City.

ITS oversees more than seventy networked (virtual) servers, supports over five hundred desktops, laptops, and maintains over fifty computer applications that manage the business systems.

The City's communication systems, network of printers, and copiers are also supported by ITS; as well as the public-facing website. ITS also provides support for more than three hundred devices in multiple facilities.

ACCOMPLISHMENTS IN FISCAL YEAR 2019-2020:

- Assisted the City with over 3747 Service Desk tickets to date
- Upgraded the City-wide server and storage infrastructure
- Completed the City-wide Wi-Fi infrastructure upgrade
- Expanded use of document imaging to move towards a full paperless environment
- Implemented cloud email citywide - (ex. Office 365, Exchange)
- Replaced the existing City website for better community engagement and needs
- Implemented a City-wide citizen request system ReportIt
- Created an Intranet for city staff internal communication and bulletins
- Implemented the Automated License Plate Reader (ALPR) camera system
- Installed a new timekeeping system for efficient login and record keeping for part-time staff
- Configured the new Integrated Library System for the city library
- Replace Utility billing system
- Mobile Data Computers (MDCs) with the Police Department

GOALS & OBJECTIVES FOR FISCAL YEAR 2020-2021:

- Replace Building Permitting System - In progress
- Perform an AudioVisual update for the Council Chambers and conference rooms
- Install City-wide security cameras
- Secure City-wide door systems
- Research and plan replacement Enterprise Resource Planning (ERP) system
- Optimize the use of existing Human Resource modules
- Implement an Agenda Management system
- Upgrade the City's Computer Aided Dispatch (CAD) with Mark 43
- Study Smoky Hollow area and Internet Service Provider potential
- Acquire additional IS staffing for better support coverage
- Construct a new strategic plan for the department
- Complete phone switch for Fire Station 2
- Transition the library to cloud software with EnvisionWare

**CITY OF EL SEGUNDO
INFORMATION TECHNOLOGY SERVICES
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|

GENERAL FUND (001)

INFORMATION TECHNOLOGY SERVICES (2505)

| | | | | | |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Salaries & Benefits | \$ 928,674 | \$ 907,321 | \$ 1,394,499 | \$ 832,781 | \$ 1,213,277 |
| Maintenance & Operations | 611,222 | 1,204,840 | 1,368,275 | 1,061,420 | 1,213,291 |
| Capital Outlay | 44,737 | 10,702 | 11,490 | - | 13,500 |
| TOTAL INFORMATION TECHNOLOGY | \$ 1,584,633 | \$ 2,122,863 | \$ 2,774,264 | \$ 1,894,201 | \$ 2,440,068 |

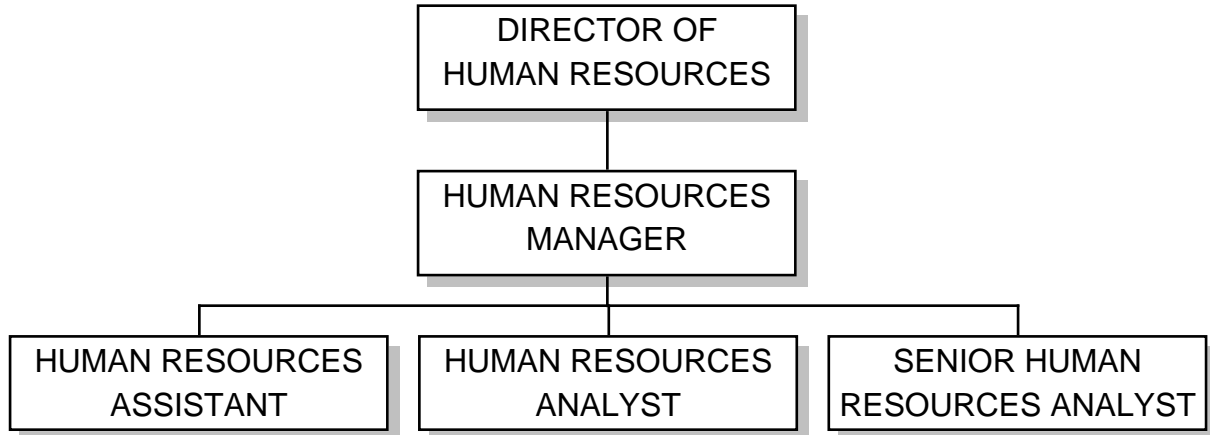
| | | |
|--------------------------|---------------------|----------------|
| Salaries & Benefits | \$ (181,222) | -13.00% |
| Maintenance & Operations | (154,984) | -11.33% |
| Capital Outlay | 2,010 | 17.49% |
| Total | \$ (336,206) | -12.12% |

**CITY OF EL SEGUNDO
INFORMATION TECHNOLOGY SERVICES
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| GENERAL FUND | | | | | |
| INFORMATION TECHNOLOGY SERVICES | | | | | |
| 4101 Salaries Full-Time | \$ 581,823 | \$ 577,848 | \$ 926,246 | \$ 562,821 | \$ 791,223 |
| 4103 Overtime | 12,354 | 8,123 | 18,787 | 5,207 | 12,681 |
| 4201 Retirement CalPERS | 221,612 | 205,136 | 234,934 | 154,560 | 209,063 |
| 4202 FICA | 46,699 | 41,443 | 66,314 | 41,589 | 57,280 |
| 4203 Workers' Compensation | 5,169 | 5,332 | 8,151 | 4,999 | 5,538 |
| 4204 Group Insurance | 51,513 | 54,774 | 122,470 | 52,167 | 137,492 |
| 4210 OPEB Liability | 9,504 | 14,665 | 17,597 | 11,438 | - |
| Total Salaries & Benefits | \$ 928,674 | \$ 907,321 | \$ 1,394,499 | \$ 832,781 | \$ 1,213,277 |
| 5204 Operating Supplies | \$ 2,622 | \$ 4,826 | \$ 3,500 | \$ 2,817 | \$ 2,363 |
| 5206 Computer Supplies | 47,727 | 41,565 | 47,000 | 15,359 | 31,725 |
| 5220 Computer Refresh Charges | 7,700 | 7,700 | - | - | - |
| 6081 Miscellaneous Computer | 9,509 | 55,984 | 115,000 | 12,125 | 77,625 |
| 6203 Copy Machine Charges | - | 22,268 | 96,000 | 81,271 | 64,800 |
| 6206 Contractual Services | - | 23,996 | 38,000 | 22,349 | 106,313 |
| 6207 Equipment Replacement Charges | 238,932 | 205,962 | 172,233 | 129,322 | 222,239 |
| 6208 Dues & Subscriptions | 362 | 279 | 1,500 | - | - |
| 6213 Meetings & Travel | 1,379 | 1,863 | 17,500 | 8,497 | 2,025 |
| 6214 Professional/Technical | 350,928 | 862,311 | 566,775 | 596,398 | 364,500 |
| 6215 Repair & Maintenance | - | 4,335 | 11,300 | - | 13,500 |
| 6217 Software Maintenance | 387,298 | 407,794 | 718,134 | 522,555 | 596,891 |
| 6218 Hardware Maintenance | 4,608 | 10,848 | 12,000 | 11,652 | 8,100 |
| 6219 Network Operating Charge | (506,000) | (506,000) | (506,000) | (379,500) | (320,891) |
| 6223 Training & Education | 840 | 2,164 | 16,000 | 3,601 | 4,050 |
| 6254 Telephone | 57,910 | 53,136 | 51,833 | 34,974 | 34,988 |
| 6260 Equipment Leasing Costs | 7,407 | 5,809 | 7,500 | - | 5,063 |
| Total Maintenance & Operations | \$ 611,222 | \$ 1,204,840 | \$ 1,368,275 | \$ 1,061,420 | \$ 1,213,291 |
| 8108 Computer Hardware | \$ 44,737 | 10,702 | 11,490 | \$ - | \$ 13,500 |
| Total Capital Outlay | \$ 44,737 | \$ 10,702 | \$ 11,490 | \$ - | \$ 13,500 |
| TOTAL INFO TECH - GENERAL FUND | \$ 1,584,633 | \$ 2,122,863 | \$ 2,774,264 | \$ 1,894,201 | \$ 2,440,068 |

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**CITY OF EL SEGUNDO
HUMAN RESOURCES ORGANIZATION CHART
FISCAL YEAR 2020-2021**



CITY OF EL SEGUNDO
HUMAN RESOURCES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2017-2018 TO 2020-2021

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 | BUDGETED FY 2020-21 |
|--|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|
| <u>Human Resources Department</u> | | | | | |
| Director of Human Resources | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Human Resources Manager | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Human Resources Analyst | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Human Resources Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Human Resources Analyst | - | - | 1.00 | 1.00 | 1.00 |
| Sub-total Full-Time | 4.00 | 4.00 | 5.00 | 5.00 | 4.00 |
| <u>Part-Time FTEs</u> | | | | | |
| Administrative Intern | - | 1.00 | - | - | - |
| Office Specialist I | 0.75 | - | - | - | - |
| Sub-total Part-Time | 0.75 | 1.00 | - | - | - |
| Total Human Resources Department | 4.75 | 5.00 | 5.00 | 5.00 | 4.00 |

CITY OF ELSEGUNDO HUMAN RESOURCES DEPARTMENT PROFILE

MISSION STATEMENT: El Segundo is a City employer of choice and consistently hiring for the future, with a workforce that is inspired, world-class and engaged, demonstrating increasing stability and innovation. The Human Resources Department provides customers with excellent personnel services consistent with modern organizational principles and industry standards; attracts and retains a qualified, diverse, and safe workforce while encouraging positive and harmonious working relationships.

The Human Resources Department is staffed with five 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 2019-20

- Re-engaged our Employee Development and Training, with a year-2 Leadership Academy from February to March 2020 with 20 candidates participating (approximately 9% of the City's full-time employees. Due to Covid-19 pandemic, class was suspended until further notice
- Completed Labor Agreements with all six (6) Labor Unions which measures at a 100% completion rate unions include the El Segundo Police Management Association (PMA), El Segundo Police Officer's Association (POA), Police Support Services Association (PSSEA), Supervisors and Professional Employees Association (SPEA), City's Employees Association (CEA) and Fire Fighters Association (FFA) and in addition, completed the Management Confidential Salary Resolution.
- Established Employment Eligibility Lists for approximately 18 merit system positions filling 29 full-time vacancies including Paramedic promotions, Engineer Promotions, Fire Captain promotions, and Battalion Chief Promotions; Police Sergeant promotional process was started, but placed on hold due to Covid-19 pandemic; Communications and Legislative Affairs Manager; an Associate Engineer position in Public Works; a Building Safety Manager in Planning, Building & Safety; a Plan Check Engineer in PBS; and two Recreation Supervisors; consistent with Personnel Rules and Merit Systems Ordinance.
- Hired, processed and on-boarded 50 part-time staff within various operating departments.
- Adopted and implemented Administrative Policies related to Covid-19 pandemic: Reopening of City Hall plan; Temporary Telecommuting Administrative Policy; and a temporary Administrative Policy implementing the Federal Families First Coronavirus Response Act (FFCRA) adopted by the federal government on March 18, 2020.
- Partnered with the Police Department to aggressively recruit and test for Police Officer Trainee and Police Officer Lateral (Academy Graduate); achieved 100% Police staffing in December 2019.
- Coordinated and executed annual benefit open enrollment process and Employee Health Fair.
- Provided technical assistance and guidance to departments in managing return-to-work, employee leaves, and disability issues.
- Implemented employee engagement committee meetings for Wellness, Recognition, and Training and Development, to improve employee's experience, however, all meetings follow-up have been temporarily suspended due to City's response to Covid-19
- Established a recruitment metric of 59-days for Recruitment-to-fill process: achieved an average of 62 days.

GOALS & OBJECTIVES FOR FISCAL YEAR 2020-21

- Continue to develop and implement employee engagement committee meetings for Wellness, Recognition and Training and Development Committees to improve employees' experience in our organization and enhance employee and management relations.
- Continue to improve recruitment procedures, by refocusing and streamlining activities to target a 59-day Recruitment-to-Fill process.

**CITY OF ELSEGUNDO
HUMAN RESOURCES DEPARTMENT PROFILE**

- Conduct a review of part-time classifications and wages to ensure the City can attract and retain critical staff.
- Continue to partner with departments to conduct professional recruitment and selection processes to hire the most qualified and best-fit candidates into the organization.
- Continue to identify opportunities to further enhance recruitment outreach and processes.
- Focus attention on employee development and engagement to develop leadership bench-strength professional development plans, meaningful employee evaluations and succession planning.

**CITY OF EL SEGUNDO
HUMAN RESOURCES DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

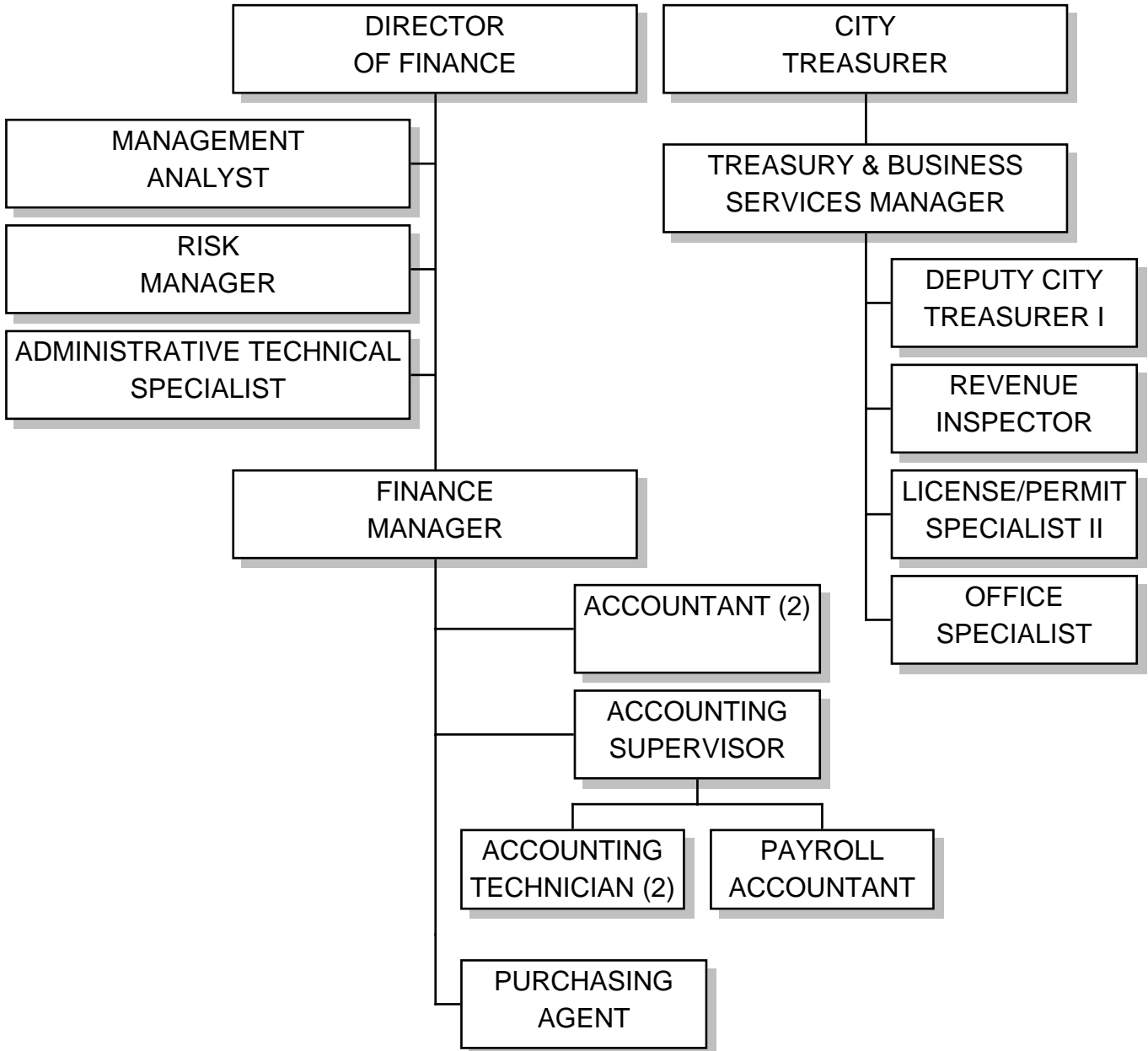
| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|----------------------------------|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| <u>GENERAL FUND (001)</u> | | | | | |
| HUMAN RESOURCES (2506) | | | | | |
| Salaries & Benefits | \$ 445,918 | \$ 652,668 | \$ 807,537 | \$ 553,250 | \$ 513,139 |
| Maintenance & Operations | 322,144 | 266,914 | 623,400 | 131,795 | 404,266 |
| TOTAL HUMAN RESOURCES | \$ 768,062 | \$ 919,582 | \$ 1,430,937 | \$ 685,045 | \$ 917,405 |

| | | |
|-------------------------------------|---------------------|----------------|
| Salaries & Benefits | \$ (294,398) | -36.46% |
| Maintenance & Operations | (219,134) | -35.15% |
| Total | \$ (513,532) | -35.89% |

**CITY OF EL SEGUNDO
HUMAN RESOURCES DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| GENERAL FUND | | | | | |
| HUMAN RESOURCES | | | | | |
| 4101 Salaries Full-Time | \$ 242,960 | \$ 450,445 | \$ 510,888 | \$ 381,485 | \$ 321,471 |
| 4102 Salaries Part-Time | 48,981 | (1,480) | - | - | - |
| 4117 Opt - Out Payments | - | 675 | - | 675 | 675 |
| 4201 Retirement CalPERS | 95,841 | 111,765 | 153,689 | 105,055 | 109,211 |
| 4202 FICA | 21,756 | 34,579 | 36,954 | 27,544 | 22,507 |
| 4203 Workers' Compensation | 2,540 | 4,109 | 4,495 | 3,367 | 2,250 |
| 4204 Group Insurance | 29,264 | 41,849 | 91,804 | 28,169 | 57,025 |
| 4210 OPEB liability | 4,576 | 10,726 | 9,707 | 6,955 | - |
| Total Salaries & Benefits | \$ 445,918 | \$ 652,668 | \$ 807,537 | \$ 553,250 | \$ 513,139 |
| 5201 Office Supplies | \$ - | \$ 22 | \$ - | \$ - | \$ - |
| 5204 Operating Supplies | 10,903 | 5,730 | 7,500 | 3,129 | 4,500 |
| 5206 Computer Supplies | 126 | 2,585 | 3,000 | 779 | 1,800 |
| 5220 Computer Refresh Charges | 1,900 | 1,900 | - | - | - |
| 6201 Advertising/Publishing | 629 | - | 4,000 | - | 2,400 |
| 6205 Other Printing & Binding | 31 | 185 | 500 | - | 300 |
| 6206 Contractual Services | - | - | 25,000 | 65 | 15,226 |
| 6207 Equip Replacement Charges | - | 846 | - | - | - |
| 6208 Dues & Subscriptions | 1,313 | 1,570 | 2,300 | 2,318 | 1,380 |
| 6213 Meetings & Travel | 218 | 1,417 | - | 370 | - |
| 6214 Professional/Technical | 271,169 | 194,282 | 326,400 | 57,729 | 195,840 |
| 6215 Repair & Maintenance | - | - | 200 | - | 120 |
| 6217 Software Maintenance | - | - | 23,000 | 22,970 | 13,800 |
| 6219 Network Operating Charge | 8,600 | 8,600 | 8,600 | 6,450 | 5,160 |
| 6223 Training & Education | 6,829 | 26,602 | 198,000 | 26,419 | 148,800 |
| 6253 Postage | 1,037 | 651 | 1,000 | 46 | 600 |
| 6254 Telephone | 1,336 | 2,659 | 1,600 | 2,735 | 960 |
| 6260 Equipment Leasing Costs | 4,351 | 2,568 | 4,000 | - | 2,400 |
| 6262 Testing/Recruitment | 13,702 | 17,297 | 18,300 | 8,785 | 10,980 |
| Total Maintenance & Operations | \$ 322,144 | \$ 266,914 | \$ 623,400 | \$ 131,795 | \$ 404,266 |
| TOTAL HUMAN RESOURCES - GENERAL FD | \$ 768,062 | \$ 919,582 | \$ 1,430,937 | \$ 685,045 | \$ 917,405 |

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT ORGANIZATION CHART
FISCAL YEAR 2020- 2021**



**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2017-2018 TO 2020-2021**

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 | BUDGETED FY 2020-21 |
|-------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|
| <u>Finance Department</u> | | | | | |
| Director of Finance | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Finance Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Business Services Manager | - | - | - | 1.00 | 1.00 |
| Revenue Manager | 1.00 | 1.00 | 1.00 | - | - |
| Accounting Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Budget/Payroll Supervisor | 1.00 | 1.00 | - | - | - |
| Accountant | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Accounting Technician | 2.00 | 2.00 | 1.00 | 2.00 | 2.00 |
| Accounts Specialist II | 1.00 | 1.00 | 1.00 | - | - |
| Administrative Specialist | 1.00 | 1.00 | - | - | - |
| Administrative Technical Specialist | - | - | 1.00 | 1.00 | 1.00 |
| License Permit Specialist I/II | 2.00 | 2.00 | 2.00 | 2.00 | 1.00 |
| Management Analyst | - | - | 1.00 | 1.00 | 1.00 |
| Office Specialist II | - | - | 1.00 | 1.00 | 1.00 |
| Payroll Accountant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Purchasing Agent | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Revenue Inspector | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Risk Manager | - | - | - | 1.00 | 1.00 |
| City Treasurer** | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy City Treasurer I | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy City Treasurer II | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Sub-total Full-Time | 19.00 | 19.00 | 19.00 | 20.00 | 18.00 |
| <u>Part-Time FTEs</u> | | | | | |
| Administrative Intern | - | - | 0.25 | 0.25 | 0.25 |
| Office Specialist | - | 1.00 | - | - | - |
| Sub-total Part-Time | - | 1.00 | 0.25 | 0.25 | 0.25 |
| Total Finance Department | 19.00 | 20.00 | 19.25 | 20.25 | 18.25 |

** Elected part-time position

For fiscal year 20-21, the Treasury Department was merged into the Finance Department.

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT PROFILE**

MISSION STATEMENT: To provide all City stakeholders with accurate and timely financial information, extraordinary customer service, and ensure long-term financial stability of the City,

The Finance Department has 16 full-time employees. Finance has three 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; develop strong internal controls through industry best practices; safeguard the City's assets; identify funding for City services; assist in labor negotiations process; and 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 Streets (Gas Tax) report; issue 1099 reports; issue periodic revenue and expenditure reports; process cash receipts. Coordinate the annual budget process including producing the preliminary and adopted budget documents; and manage all payroll activity including issuing the bi-weekly payroll and W-2's.

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; and all manage purchasing operations.

ACCOMPLISHMENTS IN FISCAL YEAR 2019-2020:

- Coordinated Strategic Planning Sessions held in 2020 to set long-term goals and objectives.
- Continued leading discussions with the Ad Hoc Pension Committee.
- The department was awarded the Distinguished Budget Presentation Award by the Government Finance Officers Association (GFOA) for the 2018-2019 budget book.
- The City was awarded the Operating Budget Excellence Award by the California Society of Municipal Finance Officers for the 2018-2019 budget book.
- Updated the City's master fee schedule with a cost of living factor (CPI).
- Hired a municipal adviser (MA).
- Initiated the process to create a long-term financial strategic plan.
- Hired a financial advisor to conduct a thorough analysis of the City employees' 457(b) plan fees and investment options, resulting in a 60% reduction in fees to employees and added value by improving the quality of the investment options.
- Successfully navigated through the financial challenges brought on by the COVID-19 Pandemic.
- Adopted a balanced budget for FY 2020-2021 with the ongoing financial and operational challenges of COVID-19.

GOALS & OBJECTIVES FOR FISCAL YEAR 2020-2021:

- Continue on a sustainable financial path, solve future structural deficits, and maintain reserves.
- Continue to pay down unfunded pension liabilities.
- Continue to provide for an annual adjustment of the master fee schedule to consider CPI.
- Conduct a water and sewer rate study to ensure the adequacy of rates to support the water and sewer system.
- Lead the Prop. 218 process for water and wastewater: set policy objectives, develop new rate structure, and conduct educational outreach with stakeholders.

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT PROFILE**

- Enhance existing revenues and look for new revenue sources (grants, economic development, tax measures).
- 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.
- 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.
- Begin the research for a new City-wide ERP system.

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|-------------------------------------|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| <u>GENERAL FUND (001)</u> | | | | | |
| ADMINISTRATION (2501) | | | | | |
| Salaries & Benefits | \$ 298,124 | \$ 289,973 | \$ 345,722 | \$ 289,904 | \$ 254,041 |
| Maintenance & Operations | 141,350 | 87,116 | 95,150 | 51,252 | 92,607 |
| Sub-total Administration | \$ 439,474 | \$ 377,089 | \$ 440,872 | \$ 341,156 | \$ 346,648 |
| ACCOUNTING (2502) | | | | | |
| Salaries & Benefits | \$ 893,206 | \$ 874,968 | \$ 984,774 | \$ 638,074 | \$ 871,134 |
| Maintenance & Operations | 163,969 | 205,216 | 107,600 | 140,865 | 74,400 |
| Sub-total Accounting | \$ 1,057,175 | \$ 1,080,184 | \$ 1,092,374 | \$ 778,939 | \$ 945,534 |
| BUSINESS SERVICES (2504) | | | | | |
| Salaries & Benefits | \$ 428,001 | \$ 382,285 | \$ 676,399 | \$ 316,243 | \$ 446,523 |
| Maintenance & Operations | 177,870 | 144,458 | 212,920 | 98,415 | 145,150 |
| Sub-total Business Services | \$ 605,871 | \$ 526,743 | \$ 889,319 | \$ 414,658 | \$ 591,673 |
| CITY TREASURER (1201) | | | | | |
| Salaries & Benefits | \$ 235,047 | \$ 283,251 | \$ 324,775 | \$ 231,279 | \$ 136,296 |
| Maintenance & Operations | 17,468 | 20,013 | 20,600 | 10,923 | 18,405 |
| TOTAL CITY TREASURER | \$ 252,515 | \$ 303,264 | \$ 345,375 | \$ 242,202 | \$ 154,701 |
| TOTAL FINANCE DEPARTMENT | \$ 2,355,035 | \$ 2,287,280 | \$ 2,767,940 | \$ 1,776,955 | \$ 2,038,556 |
| <u>GENERAL FUND SUMMARY:</u> | | | | | |
| Salaries & Benefits | \$ 1,854,378 | \$ 1,830,477 | \$ 2,331,670 | \$ 1,475,500 | \$ 1,707,994 |
| Maintenance & Operations | 500,657 | 456,803 | 436,270 | 301,455 | 330,562 |
| Total | \$ 2,355,035 | \$ 2,287,280 | \$ 2,767,940 | \$ 1,776,955 | \$ 2,038,556 |

| | | |
|-------------------------------------|---------------------|----------------|
| Salaries & Benefits | \$ (623,676) | -26.75% |
| Maintenance & Operations | (105,708) | -24.23% |
| Total | \$ (729,384) | -26.35% |

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 4101 Salaries Full-Time | \$ 1,221,621 | \$ 1,190,215 | \$ 1,481,817 | \$ 963,913 | \$ 1,068,101 |
| 4102 Salaries Part-Time | 25,291 | 2,249 | - | 6,378 | - |
| 4103 Overtime | 72 | 4,121 | 13,889 | 1,805 | 5,000 |
| 4117 Opt - Out Payments | - | 9,087 | - | - | 7,250 |
| 4201 Retirement CalPERS | 350,196 | 362,810 | 428,523 | 299,418 | 312,384 |
| 4202 FICA | 96,480 | 88,978 | 110,497 | 71,951 | 79,651 |
| 4203 Workers' Compensation | 10,847 | 10,911 | 13,039 | 8,570 | 7,477 |
| 4204 Group Insurance | 130,622 | 133,555 | 255,751 | 105,506 | 228,131 |
| 4210 OPEB liability | 19,249 | 28,551 | 28,154 | 17,959 | - |
| Total Salaries & Benefits | \$ 1,854,378 | \$ 1,830,477 | \$ 2,331,670 | \$ 1,475,500 | \$ 1,707,994 |
| 4999 Cash Over/Short | \$ 3 | \$ - | \$ - | \$ 75 | \$ - |
| 5201 Office Supplies | 387 | 168 | - | - | - |
| 5204 Operating Supplies | 16,688 | 12,503 | 19,000 | 7,407 | 11,550 |
| 5214 Housing Supplies | 9,696 | (9,696) | - | - | - |
| 5220 Computer Refresh Charges | 9,600 | 9,600 | - | - | - |
| 6201 Advertising/Publishing | - | 336 | - | 240 | - |
| 6205 Other Printing & Binding | 2,203 | 1,914 | 2,500 | 2,368 | 1,500 |
| 6206 Contractual Services | 11,650 | 4,333 | - | 4,937 | - |
| 6207 Equip Replacement Charges | - | - | 1,720 | 1,290 | - |
| 6208 Dues & Subscriptions | 4,247 | 3,980 | 5,310 | 1,935 | 4,510 |
| 6213 Meetings & Travel | 20,989 | 27,634 | 43,540 | 14,609 | 8,992 |
| 6214 Professional & Technical | 349,200 | 330,037 | 295,000 | 223,809 | 253,000 |
| 6217 Software Maintenance | - | - | - | - | 4,500 |
| 6219 Network Operating Charge | 37,900 | 37,900 | 37,900 | 28,425 | 23,775 |
| 6223 Training & Education | 15,774 | 16,974 | 6,200 | 4,509 | 4,585 |
| 6253 Postage | 6,181 | 7,226 | 6,800 | 3,467 | 4,425 |
| 6254 Telephone | 9,153 | 10,172 | 10,300 | 7,481 | 7,725 |
| 6260 Equipment Leasing Costs | 6,986 | 3,722 | 8,000 | 903 | 6,000 |
| Total Maintenance & Operations | \$ 500,657 | \$ 456,803 | \$ 436,270 | \$ 301,455 | \$ 330,562 |
| TOTAL FINANCE - GENERAL FUND | \$ 2,355,035 | \$ 2,287,280 | \$ 2,767,940 | \$ 1,776,955 | \$ 2,038,556 |

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| GENERAL FUND | | | | | |
| FINANCE ADMINISTRATION | | | | | |
| 4101 Salaries Full-Time | \$ 203,470 | \$ 193,495 | \$ 216,996 | \$ 191,146 | \$ 159,199 |
| 4103 Overtime | - | - | - | 45 | - |
| 4201 Retirement CalPERS | 50,555 | 53,244 | 75,871 | 53,739 | 56,783 |
| 4202 FICA | 12,940 | 12,334 | 14,269 | 12,429 | 10,418 |
| 4203 Workers' Compensation | 1,770 | 1,755 | 1,909 | 1,683 | 1,115 |
| 4204 Group Insurance | 26,086 | 24,290 | 32,554 | 27,013 | 26,526 |
| 4210 OPEB liability | 3,303 | 4,855 | 4,123 | 3,849 | - |
| Total Salaries & Benefits | \$ 298,124 | \$ 289,973 | \$ 345,722 | \$ 289,904 | \$ 254,041 |
| 5201 Office Supplies | \$ 387 | \$ 168 | \$ - | \$ - | \$ - |
| 5204 Operating Supplies | 15,895 | 11,859 | 18,000 | 7,017 | 10,800 |
| 5220 Computer Refresh Charges | 8,100 | 8,100 | - | - | - |
| 6201 Advertising/Publishing | - | 336 | - | 240 | - |
| 6205 Other Printing & Binding | 2,203 | 1,914 | 2,500 | 2,368 | 1,500 |
| 6207 Equip Replacement Charges | - | - | 1,720 | 1,290 | - |
| 6208 Dues & Subscriptions | 581 | 440 | 560 | 595 | 560 |
| 6213 Meetings & Travel | 6,675 | 4,885 | 6,370 | 1,545 | 3,822 |
| 6214 Professional/Technical | 55,452 | 10,436 | 15,000 | 7,635 | 43,000 |
| 6219 Network Operating Charge | 31,000 | 31,000 | 31,000 | 23,250 | 18,600 |
| 6223 Training & Education | 2,443 | 1,415 | - | - | - |
| 6253 Postage | 4,156 | 4,758 | 4,500 | 918 | 2,700 |
| 6254 Telephone | 7,472 | 8,083 | 7,500 | 5,491 | 5,625 |
| 6260 Equipment Leasing Costs | 6,986 | 3,722 | 8,000 | 903 | 6,000 |
| Total Maintenance & Operations | \$ 141,350 | \$ 87,116 | \$ 95,150 | \$ 51,252 | \$ 92,607 |
| SUB-TOTAL FINANCE ADMIN | \$ 439,474 | \$ 377,089 | \$ 440,872 | \$ 341,156 | \$ 346,648 |
| ACCOUNTING | | | | | |
| 4101 Salaries Full-Time | \$ 578,173 | \$ 567,322 | \$ 616,857 | \$ 418,611 | \$ 539,044 |
| 4102 Salaries Part-Time | 16,157 | 2,249 | - | - | - |
| 4103 Overtime | 72 | 4,121 | 13,889 | 1,477 | 5,000 |
| 4117 Opt - Out Payments | - | 4,537 | - | - | 4,500 |
| 4201 Retirement CalPERS | 171,803 | 166,752 | 178,437 | 130,405 | 162,172 |
| 4202 FICA | 48,230 | 44,024 | 46,659 | 32,019 | 40,939 |
| 4203 Workers' Compensation | 5,185 | 5,225 | 5,428 | 3,698 | 3,773 |
| 4204 Group Insurance | 64,201 | 66,923 | 111,784 | 43,936 | 115,706 |
| 4210 OPEB liability | 9,385 | 13,815 | 11,720 | 7,928 | - |
| Total Salaries & Benefits | \$ 893,206 | \$ 874,968 | \$ 984,774 | \$ 638,074 | \$ 871,134 |

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| 6208 Dues & Subscriptions | \$ 1,835 | \$ 1,580 | \$ 2,100 | \$ 465 | \$ 2,400 |
| 6213 Meetings & Travel | 6,956 | 15,460 | 20,500 | 5,540 | - |
| 6214 Professional/Technical | 144,471 | 186,591 | 83,000 | 132,721 | 70,000 |
| 6223 Training & Education | 10,707 | 1,585 | 2,000 | 2,139 | 2,000 |
| Total Maintenance & Operations | \$ 163,969 | \$ 205,216 | \$ 107,600 | \$ 140,865 | \$ 74,400 |
| SUB-TOTAL ACCOUNTING | \$ 1,057,175 | \$ 1,080,184 | \$ 1,092,374 | \$ 778,939 | \$ 945,534 |
| BUSINESS SERVICES | | | | | |
| 4101 Salaries Full-Time | \$ 287,221 | \$ 241,950 | \$ 431,772 | \$ 192,633 | \$ 283,755 |
| 4102 Salaries Part-Time | 7,957 | - | - | 6,378 | - |
| 4103 Overtime | - | - | - | 283 | - |
| 4117 Opt - Out Payments | - | 1,800 | - | - | - |
| 4201 Retirement CalPERS | 75,259 | 89,352 | 123,604 | 77,600 | 70,312 |
| 4202 FICA | 21,284 | 18,598 | 33,031 | 15,360 | 21,707 |
| 4203 Workers' Compensation | 2,547 | 2,221 | 3,799 | 1,768 | 1,986 |
| 4204 Group Insurance | 29,140 | 22,381 | 75,990 | 18,543 | 68,763 |
| 4210 OPEB liability | 4,593 | 5,983 | 8,203 | 3,678 | - |
| Total Salaries & Benefits | \$ 428,001 | \$ 382,285 | \$ 676,399 | \$ 316,243 | \$ 446,523 |
| 5204 Operating Supplies | \$ 24 | \$ 148 | \$ - | \$ - | \$ - |
| 5214 Housing Supplies | 9,696 | (9,696) | - | - | - |
| 6206 Contractual Services | 11,650 | 4,333 | - | 4,937 | - |
| 6208 Dues & Subscriptions | 856 | 755 | 1,150 | 380 | 1,150 |
| 6213 Meetings & Travel | 4,043 | 5,115 | 14,770 | 6,934 | 4,000 |
| 6214 Professional/Technical | 149,277 | 133,010 | 197,000 | 83,453 | 140,000 |
| 6223 Training & Education | 2,324 | 10,793 | - | 1,950 | - |
| 6253 Postage | - | - | - | 761 | - |
| Total Maintenance & Operations | \$ 177,870 | \$ 144,458 | \$ 212,920 | \$ 98,415 | \$ 145,150 |
| SUB-TOTAL BUSINESS SERVICES | \$ 605,871 | \$ 526,743 | \$ 889,319 | \$ 414,658 | \$ 591,673 |
| CITY TREASURER | | | | | |
| 4101 Salaries Full-Time | \$ 152,757 | \$ 187,448 | \$ 216,192 | \$ 161,523 | \$ 86,103 |
| 4102 Salaries Part-Time | 1,177 | - | - | - | - |
| 4117 Opt-Out Payments | - | 2,750 | - | - | 2,750 |
| 4201 Retirement CalPERS | 52,579 | 53,462 | 50,611 | 37,674 | 23,117 |
| 4202 FICA | 14,026 | 14,022 | 16,538 | 12,143 | 6,587 |
| 4203 Workers' Compensation | 1,345 | 1,710 | 1,903 | 1,421 | 603 |
| 4204 Group Insurance | 11,195 | 19,961 | 35,423 | 16,014 | 17,136 |
| 4210 OPEB liability | 1,968 | 3,898 | 4,108 | 2,504 | - |
| Total Salaries & Benefits | \$ 235,047 | \$ 283,251 | \$ 324,775 | \$ 231,279 | \$ 136,296 |

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 4999 Cash Over/Short | \$ 3 | \$ - | \$ - | \$ 75 | \$ - |
| 5204 Operating Supplies | 769 | 496 | 1,000 | 390 | 750 |
| 5220 Computer Refresh Charges | 1,500 | 1,500 | - | - | - |
| 6208 Dues & Subscriptions | 975 | 1,205 | 1,500 | 495 | 400 |
| 6213 Meetings & Travel | 3,315 | 2,174 | 1,900 | 590 | 1,170 |
| 6217 Software Maintenance | - | - | - | - | 4,500 |
| 6219 Network Operating Charge | 6,900 | 6,900 | 6,900 | 5,175 | 5,175 |
| 6223 Training & Education | 300 | 3,181 | 4,200 | 420 | 2,585 |
| 6253 Postage | 2,025 | 2,468 | 2,300 | 1,788 | 1,725 |
| 6254 Telephone | 1,681 | 2,089 | 2,800 | 1,990 | 2,100 |
| Total Maintenance & Operations | \$ 17,468 | \$ 20,013 | \$ 20,600 | \$ 10,923 | \$ 18,405 |
| SUBTOTAL CITY TREASURER | \$ 252,515 | \$ 303,264 | \$ 345,375 | \$ 242,202 | \$ 154,701 |
| TOTAL FINANCE - GENERAL FUND | \$ 2,355,035 | \$ 2,287,280 | \$ 2,767,940 | \$ 1,776,955 | \$ 2,038,556 |
| <u>GOLF COURSE FUND (503)</u> | | | | | |
| ADMINISTRATION | | | | | |
| 5220 Computer Refresh Program Equip | \$ 2,300 | \$ 2,300 | \$ - | \$ - | \$ - |
| 6207 Equipment Replacement Charges | 11,052 | (104,005) | - | - | - |
| 6214 Professional/Technical | 96,000 | 96,000 | 96,000 | 55,965 | 72,000 |
| 6286 General Administrative Charges | 86,004 | 60,600 | - | (15,151) | - |
| 6501 Right of Way Lease | 34,018 | 34,018 | 31,300 | 59,532 | 31,300 |
| Total Maintenance & Operations | \$ 229,374 | \$ 88,913 | \$ 127,300 | \$ 100,346 | \$ 103,300 |
| 8104 Equipment | \$ - | \$ - | \$ 5,000 | \$ - | \$ 3,750 |
| Total Capital Outlay | \$ - | \$ - | \$ 5,000 | \$ - | \$ 3,750 |
| SUB-TOTAL ADMINISTRATION | \$ 229,374 | \$ 88,913 | \$ 132,300 | \$ 100,346 | \$ 107,050 |
| FOOD & BEVERAGE | | | | | |
| 4104 Permanent Contract | \$ 148,035 | \$ 146,453 | \$ 150,000 | \$ 72,545 | \$ - |
| 4202 FICA | 13,644 | 13,189 | 13,000 | 6,749 | - |
| 4203 Workers' Compensation | 9,821 | 9,423 | 10,200 | 4,693 | - |
| 4204 Group Insurance | 12,620 | 10,699 | 9,600 | 10,441 | - |
| 4205 Uniform Allowance | 1,422 | 1,040 | 2,000 | 480 | - |
| Total Salaries & Benefits | \$ 185,542 | \$ 180,804 | \$ 184,800 | \$ 94,908 | \$ - |

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| 5203 Repair & Maintenance Supplies | \$ 62 | \$ 3,553 | \$ 3,000 | \$ 2,071 | \$ - |
| 5204 Operating Supplies | 18,012 | (10,825) | 18,200 | 5,254 | - |
| 5210 Paper Goods | 3,892 | 470 | 3,000 | - | - |
| 5213 Replacement Of Damaged Goods | 1,200 | 1,200 | 1,500 | 2,100 | - |
| 6201 Advertising/Publishing | 4,223 | 1,065 | 3,500 | 501 | - |
| 6215 Repair & Maintenance | 5,054 | 6,570 | 10,000 | 3,230 | - |
| 6242 Employee Meals | 6,300 | 6,300 | 6,200 | 2,768 | - |
| 6244 Other Unclassified Expenses | 555 | - | - | - | - |
| 6249 Fees & Licenses | 1,250 | 1,438 | - | - | - |
| 7550 Cost of Sales | 117,850 | 104,877 | 60,000 | 43,707 | - |
| Total Maintenance & Operations | \$ 158,398 | \$ 114,648 | \$ 105,400 | \$ 59,631 | \$ - |
| SUB-TOTAL FOOD & BEVERAGE | \$ 343,940 | \$ 295,452 | \$ 290,200 | \$ 154,539 | \$ - |
| PRO SHOP | | | | | |
| 4104 Permanent Contract | \$ 96,168 | \$ 113,875 | \$ 50,000 | \$ 66,567 | \$ - |
| 4202 FICA | 8,268 | 9,542 | 9,900 | 5,811 | - |
| 4203 Workers' Compensation | 6,210 | 7,359 | 2,100 | 4,097 | - |
| 4204 Group Insurance | 4,420 | 19 | 2,600 | 421 | - |
| 4205 Uniform Allowance | - | - | 500 | 72 | - |
| Total Salaries & Benefits | \$ 115,066 | \$ 130,795 | \$ 65,100 | \$ 76,968 | \$ - |
| 5203 Repair & Maintenance Supplies | \$ - | \$ 112 | \$ 1,500 | \$ - | \$ - |
| 5204 Operating Supplies | 4,057 | 3,430 | 7,100 | 1,104 | - |
| 6201 Advertising/Publishing | 4,932 | 5,585 | 5,000 | 3,256 | - |
| 6215 Repair & Maintenance | 339 | 148 | 500 | - | - |
| 6244 Other Unclassified Expenses | - | - | 900 | - | - |
| 6270 Commissions | - | 780 | 1,700 | - | - |
| 7600 Hard Goods | 33,128 | 28,157 | 35,000 | 11,245 | - |
| 7601 Purchase Discount | (853) | - | (1,300) | - | - |
| 7602 Soft Goods | 16,969 | 16,470 | 20,000 | 8,606 | - |
| 7604 Freight | 2,224 | 2,339 | 4,200 | 907 | - |
| Total Maintenance & Operations | \$ 60,796 | \$ 57,021 | \$ 74,600 | \$ 25,118 | \$ - |
| SUB-TOTAL PRO SHOP | \$ 175,862 | \$ 187,816 | \$ 139,700 | \$ 102,086 | \$ - |
| GOLF COURSE | | | | | |
| 4104 Permanent Contract | \$ 113,665 | \$ 108,907 | \$ 115,000 | \$ 63,807 | \$ 130,000 |
| 4202 FICA | 10,253 | 8,870 | 9,100 | 5,895 | 11,700 |
| 4203 Workers' Compensation | 7,789 | 6,915 | 13,000 | 4,324 | 7,800 |

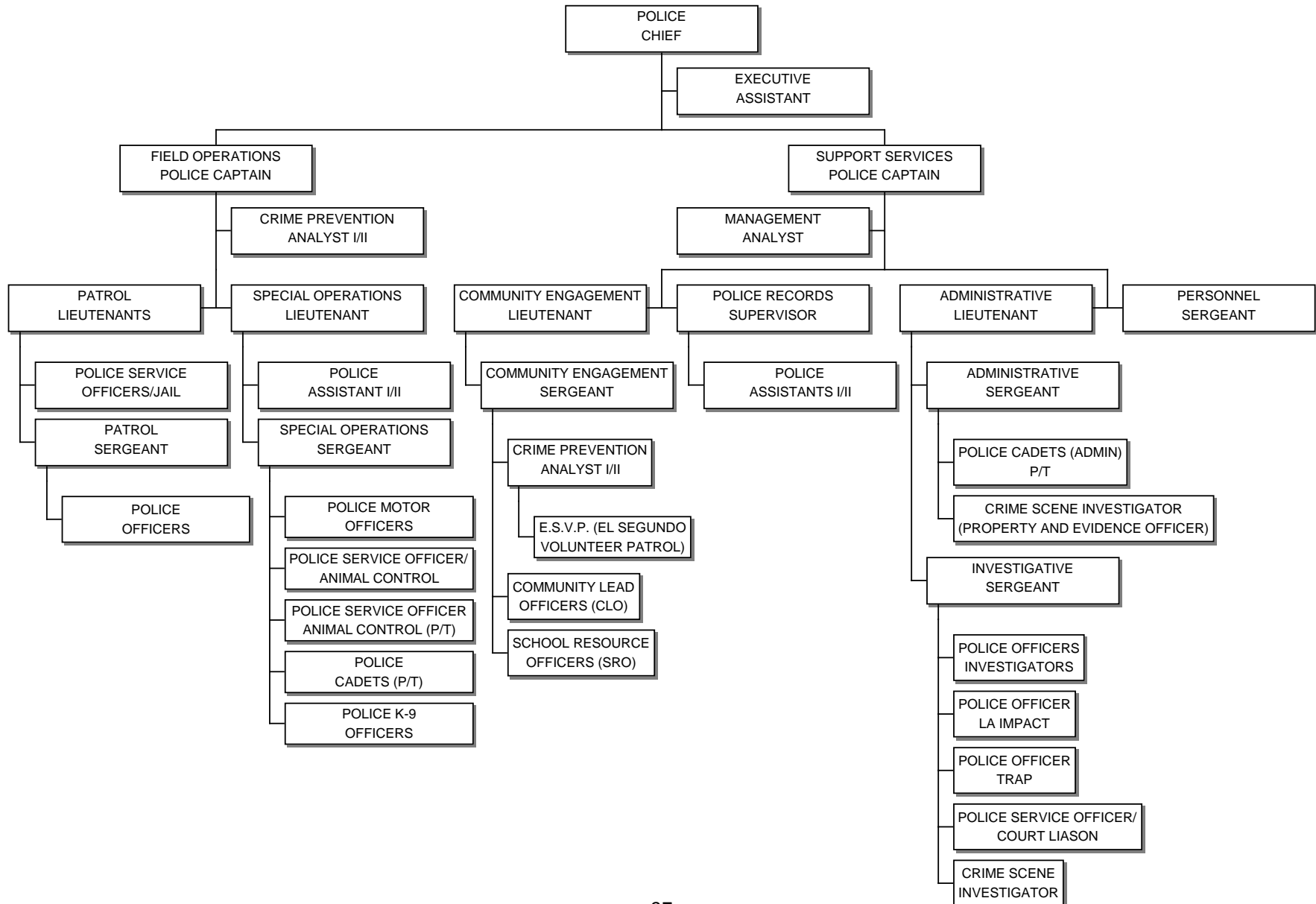
**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|-------------------------------|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| 4204 | Group Insurance | 6,292 | 16,343 | 7,500 | 11,110 | 5,625 |
| 4205 | Uniform Allowance | 24 | - | 800 | - | 600 |
| Total Salaries & Benefits | | \$ 138,023 | \$ 141,035 | \$ 145,400 | \$ 85,136 | \$ 155,725 |
| 5203 | Repair & Maintenance Supplies | \$ 44,188 | \$ 42,623 | \$ 30,000 | \$ 26,682 | \$ 22,500 |
| 5204 | Operating Supplies | 19,911 | 15,547 | 30,000 | 11,803 | 22,500 |
| 6201 | Advertising/Publishing | 4,212 | 5,635 | 5,000 | 3,256 | 3,750 |
| 6206 | Contractual Services | 13,336 | 11,000 | 15,000 | 4,000 | 11,250 |
| 6215 | Repair & Maintenance | 18,714 | 11,067 | 15,000 | 4,821 | 11,250 |
| 6244 | Other Unclassified Expense | - | 1,247 | 200 | - | 150 |
| 6260 | Equipment Leasing Costs | 812 | - | 800 | - | 600 |
| Total Maintenance & Operations | | \$ 101,173 | \$ 87,119 | \$ 96,000 | \$ 50,562 | \$ 72,000 |
| SUB-TOTAL GOLF COURSE | | \$ 239,196 | \$ 228,154 | \$ 241,400 | \$ 135,698 | \$ 227,725 |
| DRIVING RANGE | | | | | | |
| 4104 | Permanent Contract | \$ 33,481 | \$ 35,271 | \$ 38,000 | \$ 21,023 | \$ 45,000 |
| 4202 | FICA | 3,139 | 2,863 | 3,000 | 1,724 | 4,050 |
| 4203 | Workers' Compensation | 2,322 | 2,189 | 3,500 | 1,278 | 2,700 |
| 4205 | Uniform Allowance | - | - | 500 | - | 375 |
| Total Salaries & Benefits | | \$ 38,942 | \$ 40,323 | \$ 45,000 | \$ 24,025 | \$ 52,125 |
| 5204 | Operating Supplies | \$ 13,626 | \$ 5,309 | \$ 10,000 | \$ 1,787 | \$ 7,500 |
| 5216 | Range Balls and Mats | - | - | 50,000 | - | - |
| 6201 | Advertising/Publishing | 5,018 | 6,236 | 5,000 | 3,256 | 3,750 |
| 6215 | Repair & Maintenance | 16,234 | 28,136 | 15,000 | 10,833 | 11,250 |
| 6244 | Equipment Leasing Costs | - | - | - | 1,700 | - |
| Total Maintenance & Operations | | \$ 34,878 | \$ 39,681 | \$ 80,000 | \$ 17,576 | \$ 22,500 |
| SUB-TOTAL DRIVING RANGE | | \$ 73,820 | \$ 80,004 | \$ 125,000 | \$ 41,601 | \$ 74,625 |
| GENERAL & ADMINISTRATION | | | | | | |
| 4104 | Permanent Contract | \$ 126,686 | \$ 130,911 | \$ 130,000 | \$ 94,383 | \$ 105,000 |
| 4202 | FICA | 11,441 | 10,937 | 11,600 | 7,645 | 9,450 |
| 4203 | Workers' Compensation | 8,709 | 8,466 | 8,000 | 6,086 | 6,300 |
| 4204 | Group Insurance | 23,287 | 28,661 | 13,200 | 21,766 | 22,500 |
| Total Salaries & Benefits | | \$ 170,123 | \$ 178,975 | \$ 162,800 | \$ 129,880 | \$ 143,250 |
| 5203 | Repair & Maintenance Supplies | \$ 23,014 | \$ 19,508 | \$ 12,000 | \$ 8,093 | \$ 9,000 |
| 5204 | Operating Supplies | 9,811 | 5,677 | 10,000 | 3,033 | 7,500 |
| 6101 | Gas | 3,124 | 3,382 | 4,200 | 2,256 | 3,150 |

**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|----------------------------|----------------------------|----------------------------|--------------------------|--------------------------|
| 6102 Electricity | 25,376 | 21,578 | 31,000 | 20,823 | 23,250 |
| 6103 Water | 136,197 | 98,002 | 112,000 | 53,937 | 84,000 |
| 6135 Credit Card Expense | 35,944 | 40,861 | 33,500 | - | 7,625 |
| 6139 Bank Service Charges | 6,079 | 8,883 | 18,000 | 21,541 | 9,000 |
| 6153 Personal Property Damage | 5,650 | 8,813 | 4,000 | 4,177 | 3,000 |
| 6201 Advertising/Publishing | 7,773 | 5,672 | 5,000 | 3,288 | 3,750 |
| 6208 Dues & Subscriptions | - | - | 1,500 | - | 1,125 |
| 6211 General Liability/Bonds Insurance | 144,020 | 49,785 | - | 30,830 | - |
| 6213 Meetings & Travel | - | - | 500 | - | 375 |
| 6214 Professional/Technical | 3,313 | 2,817 | 2,600 | 1,673 | 1,950 |
| 6215 Repair & Maintenance | 10,714 | 16,275 | 8,000 | 8,430 | 6,000 |
| 6223 Training & Education | - | 45 | 1,000 | - | 750 |
| 6244 Other Unclassified Expense | (5,063) | (2,400) | (500) | 464 | (375) |
| 6249 Fees & Licenses | 188 | - | 2,300 | - | 1,725 |
| 6253 Postage | 306 | 974 | 1,000 | 110 | 750 |
| 6254 Telephone | 16,923 | 18,607 | 9,000 | 9,735 | 6,750 |
| 6284 Security Costs | 7,682 | 5,552 | 6,000 | 4,384 | 4,500 |
| 6301 Legal Counsel | - | - | 500 | - | 375 |
| 6502 Contribution Expense | - | - | 200 | - | 150 |
| Total Maintenance & Operations | \$ 431,051 | \$ 304,031 | \$ 261,800 | \$ 172,774 | \$ 174,350 |
| SUB-TOTAL GENERAL & ADMIN | \$ 601,174 | \$ 483,006 | \$ 424,600 | \$ 302,654 | \$ 317,600 |
| GOLF COURSE - LESSONS | | | | | |
| 6093 Junior Camp Expenses | \$ 10,512 | \$ 15,189 | \$ 11,500 | \$ 2,804 | \$ - |
| 6270 Commissions | 81,435 | 60,048 | 52,300 | - | - |
| 7606 Teaching Supplies | - | - | 800 | - | - |
| Total Maintenance & Operations | \$ 91,947 | \$ 75,237 | \$ 64,600 | \$ 2,804 | \$ - |
| SUB-TOTAL GOLF COURSE - LESSONS | \$ 91,947 | \$ 75,237 | \$ 64,600 | \$ 2,804 | \$ - |
| <u>TOTAL GOLF COURSE FUND *</u> | <u>\$ 1,755,313</u> | <u>\$ 1,438,582</u> | <u>\$ 1,417,800</u> | <u>\$ 839,728</u> | <u>\$ 727,000</u> |

**CITY OF EL SEGUNDO
POLICE DEPARTMENT ORGANIZATION CHART
FISCAL YEAR 2020-2021**



CITY OF EL SEGUNDO
POLICE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2017-2018 TO 2020-2021

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 | BUDGETED FY 2020-21 |
|---|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|
| <u>Police Department</u> | | | | | |
| Chief of Police | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Police Captain | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Police Lieutenant | 5.00 | 5.00 | 5.00 | 5.00 | 4.00 |
| Police Sergeant | 10.00 | 10.00 | 11.00 | 11.00 | 10.00 |
| Crime Prevention Analyst II | 1.00 | 1.00 | 2.00 | 2.00 | 2.00 |
| Crime Scene Investigator II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Crime Scene Investigator/Property Officer | - | - | 1.00 | 1.00 | 1.00 |
| Executive Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Management Analyst | - | - | - | 1.00 | 1.00 |
| Police Assistant I/II | 7.00 | 8.00 | 8.00 | 7.00 | 7.00 |
| Police Officer | 43.00 | 43.00 | 42.00 | 42.00 | 40.00 |
| Police Records Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Police Services Officer I/II | 8.00 | 7.00 | 5.00 | 5.00 | 4.00 |
| Police Trainee | - | 2.00 | 2.00 | 2.00 | 1.00 |
| Technical Services Analyst | 1.00 | 1.00 | - | - | - |
| Sub-total Full-Time | 81.00 | 83.00 | 82.00 | 82.00 | 76.00 |
| <u>Part-Time FTEs</u> | | | | | |
| Background Investigator | 1.50 | - | - | - | - |
| Police Cadet | 6.00 | 7.00 | 7.50 | 9.00 | 9.00 |
| Police Services Officer I/II | - | 2.00 | 1.00 | 1.00 | 1.00 |
| Sub-total Part-Time | 7.50 | 9.00 | 8.50 | 10.00 | 10.00 |
| Total Police Department | 88.50 | 92.00 | 90.50 | 92.00 | 86.00 |

**CITY OF EL SEGUNDO
POLICE DEPARTMENT PROFILE
FISCAL YEAR 2020-2021**

MISSION STATEMENT: Our Mission is to provide a safe and secure community while treating all people with dignity and respect.

The Police Department is authorized 82 full-time positions: 62 sworn and 20 non-sworn personnel. The Department consists of two bureaus: Support Services Bureau and Field Operations Bureau.

SUPPORT SERVICES BUREAU: Has jurisdiction over the following:

Investigative Division: Follow-up investigation of and assist in the prosecution of all crimes. Utilization of resources to identify and combat crime trends.

Administrative Division: Coordinates the maintenance of department vehicles and equipment; inventory and distribution of supplies and equipment; preparation of the department budget, and custody of official police records. Investigation of personnel complaints.

Community Engagement Division: Strengthens relationships with the community, disseminates relevant information, develops crime prevention and awareness programs, and coordinates volunteer programs as well as Community Lead Officers and School Resource Officers.

FIELD OPERATIONS BUREAU: Has jurisdiction over the following:

Patrol Division: Patrols the City; enforces penal codes and municipal codes; maintains public order; enforces traffic law; provides assistance as circumstances require.

Special Operations Division: Ensures safe and efficient movement of traffic in the City through high-visibility enforcement and public education; and enforces parking control. Coordinates special events.

ACCOMPLISHMENTS IN FISCAL YEAR 2019-2020:

- Achieved overall 10% reduction in Part 1 Crimes
- Implemented the ALPR program at strategic points throughout the City to enhance public safety
- Implemented weekly patrol goals based on crime trends and citizen concerns
- Implemented a Drone Program to deploy during critical incidents
- Conducted patrol training regarding force issues, defensive tactics and new technology
- Hired eight police officers through the efforts of our recruitment campaign
- Initiated community engagement programs to include: Meals with Shields and PT with the PD
- Obtained grant funding for Mental Health Training for Police Service Officers and secured a contract for Mental Health Counseling for the Police Department

GOALS & OBJECTIVES FOR FISCAL YEAR 2020-2021:

- Remain focused on reducing crime and maintaining the quality of life in our community
- Coordinate DUI/Driver License checkpoints to educate the public and enhance traffic safety
- Collaborate with the Diversity, Equity, and Inclusion Committee on reviewing police department policies/practices
- Continue to increase our community outreach programs through the use of social media, volunteer programs, Civilian Police Academy and participation in our Neighborhood Watch groups
- Enhance our community engagement by expanding Neighborhood Watch, and high school internship programs
- Full implementation of Lexipol operational policies
- Maintain police officer recruitment efforts to fill projected vacancies

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| <u>GENERAL FUND (001)</u> | | | | | |
| ADMINISTRATION (3101) | | | | | |
| Salaries & Benefits | \$ 3,386,245 | \$ 3,353,091 | \$ 3,684,508 | \$ 2,557,109 | \$ 2,761,456 |
| Maintenance & Operations | 1,359,510 | 1,838,588 | 1,628,278 | 1,161,753 | 829,061 |
| Capital Outlay | 41,711 | - | - | - | - |
| Sub-total Administration | \$ 4,787,466 | \$ 5,191,679 | \$ 5,312,786 | \$ 3,718,862 | \$ 3,590,517 |
| PATROL & SAFETY (3102) | | | | | |
| Salaries & Benefits | \$ 9,467,551 | \$ 9,885,723 | \$ 10,673,714 | \$ 7,739,491 | \$ 8,563,949 |
| Sub-total Patrol & Safety | \$ 9,467,551 | \$ 9,885,723 | \$ 10,673,714 | \$ 7,739,491 | \$ 8,563,949 |
| CRIME INVESTIGATION (3103) | | | | | |
| Salaries & Benefits | \$ 3,024,168 | \$ 2,855,798 | \$ 2,980,600 | \$ 2,325,002 | \$ 2,532,806 |
| Sub-total Crime Investigation | \$ 3,024,168 | \$ 2,855,798 | \$ 2,980,600 | \$ 2,325,002 | \$ 2,532,806 |
| TRAFFIC SAFETY (3104) | | | | | |
| Salaries & Benefits | \$ 2,142,313 | \$ 2,264,557 | \$ 2,390,203 | \$ 1,403,893 | \$ 1,101,111 |
| Sub-total Traffic Safety | \$ 2,142,313 | \$ 2,264,557 | \$ 2,390,203 | \$ 1,403,893 | \$ 1,101,111 |
| COMMUNITY RELATIONS (3106) | | | | | |
| Salaries & Benefits | \$ 156,442 | \$ 81,046 | \$ - | \$ 168,349 | \$ 444,231 |
| Sub-total Traffic Safety | \$ 156,442 | \$ 81,046 | \$ - | \$ 168,349 | \$ 444,231 |
| COMMUNICATIONS CENTER (3107) | | | | | |
| Maintenance & Operations | \$ 1,457,878 | \$ 1,490,144 | \$ 1,565,070 | \$ 1,166,082 | \$ 1,555,870 |
| Sub-total Communications Center | \$ 1,457,878 | \$ 1,490,144 | \$ 1,565,070 | \$ 1,166,082 | \$ 1,555,870 |
| ANIMAL CONTROL (3108) | | | | | |
| Salaries & Benefits | \$ 194,052 | \$ 196,002 | \$ 221,820 | \$ 10,934 | \$ 61,041 |
| Maintenance & Operations | 19,200 | 19,255 | 31,600 | 23,428 | 30,000 |
| Sub-total Animal Control | \$ 213,252 | \$ 215,257 | \$ 253,420 | \$ 34,362 | \$ 91,041 |
| TOTAL POLICE - GENERAL FUND | \$ 21,249,070 | \$ 21,984,204 | \$ 23,175,793 | \$ 16,556,041 | \$ 17,879,525 |

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|

ASSET FORFEITURE FUND (109)

POLICE ASSET FORFEITURE (3105)

| | | | | | |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Maintenance & Operations | \$ 77,513 | \$ 242,270 | \$ 375,500 | \$ 135,329 | \$ 316,000 |
| Capital Outlay | 100,062 | 304,213 | 370,000 | 60,794 | 650,000 |
| TOTAL ASSET FORFEITURE FUND | \$ 177,575 | \$ 546,483 | \$ 745,500 | \$ 196,123 | \$ 966,000 |

COPS FUND (120)

ADMINISTRATION (3101)

| | | | | | |
|--------------------------|-------------------|------------------|-------------------|------------------|-------------------|
| Salaries & Benefits | \$ 1,401 | \$ - | \$ - | \$ - | \$ - |
| Maintenance & Operations | - | - | - | - | 100,000 |
| Capital Outlay | 263,000 | 34,149 | 175,000 | 43,472 | 175,000 |
| TOTAL COPS FUND | \$ 264,401 | \$ 34,149 | \$ 175,000 | \$ 43,472 | \$ 275,000 |

| | | | | | |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|
| GRAND TOTAL - POLICE - ALL FUNDS | \$ 21,691,046 | \$ 22,564,836 | \$ 24,096,293 | \$ 16,795,636 | \$ 19,120,525 |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|

GENERAL FUND SUMMARY

| | | | | | |
|---------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Salaries & Benefits | \$ 18,370,771 | \$ 18,636,217 | \$ 19,950,845 | \$ 14,204,778 | \$ 15,464,594 |
| Maintenance & Operations | 2,836,588 | 3,347,987 | 3,224,948 | 2,351,263 | 2,414,931 |
| Capital Outlay | 41,711 | - | - | - | - |
| TOTAL GENERAL FUND | \$ 21,249,070 | \$ 21,984,204 | \$ 23,175,793 | \$ 16,556,041 | \$ 17,879,525 |

| | | |
|--------------------------|-----------------------|----------------|
| Salaries & Benefits | \$ (4,486,251) | -22.49% |
| Maintenance & Operations | (810,017) | -25.12% |
| Capital Outlay | - | 0.00% |
| Total | \$ (5,296,268) | -22.85% |

ALL FUNDS SUMMARY

| | | | | | |
|--------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Salaries & Benefits | \$ 18,372,172 | \$ 18,636,217 | \$ 19,950,845 | \$ 14,204,778 | \$ 15,464,594 |
| Maintenance & Operations | 2,914,101 | 3,590,257 | 3,600,448 | 2,486,592 | 2,830,931 |
| Capital Outlay | 404,773 | 338,362 | 545,000 | 104,266 | 825,000 |
| TOTAL ALL FUNDS | \$ 21,691,046 | \$ 22,564,836 | \$ 24,096,293 | \$ 16,795,636 | \$ 19,120,525 |

| | | |
|--------------------------|-----------------------|----------------|
| Salaries & Benefits | \$ (4,486,251) | -22.49% |
| Maintenance & Operations | (769,517) | -21.37% |
| Capital Outlay | 280,000 | 51.38% |
| Total | \$ (4,975,768) | -20.65% |

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| 4101 Salaries Full-Time | \$ 8,621,147 | \$ 8,940,832 | \$ 9,506,407 | \$ 6,588,758 | \$ 7,129,636 |
| 4102 Salaries Part-Time | 238,389 | 229,747 | 253,500 | 129,540 | 193,875 |
| 4103 Overtime | 1,302,020 | 1,329,757 | 1,123,000 | 675,227 | 867,518 |
| 4105 Holiday Pay | 430,492 | 419,624 | 563,745 | 469,944 | 547,538 |
| 4113 Reimbursable Overtime | (58,228) | (37,717) | - | 80,211 | - |
| 4117 Opt - Out Payments | - | 12,500 | - | 8,750 | - |
| 4201 Retirement CalPERS | 5,467,680 | 5,062,486 | 5,461,592 | 4,189,878 | 4,394,437 |
| 4202 FICA | 269,737 | 282,465 | 260,080 | 207,512 | 195,387 |
| 4203 Workers' Compensation | 912,372 | 1,045,517 | 1,308,687 | 938,476 | 881,445 |
| 4204 Group Insurance | 967,136 | 1,035,808 | 1,187,088 | 719,395 | 1,190,933 |
| 4205 Uniform Allowance | 9,433 | 6,969 | 22,950 | 4,944 | 15,075 |
| 4210 OPEB Liability | 148,753 | 243,161 | 203,796 | 141,262 | - |
| 4215 Uniform Replacement | 61,840 | 65,068 | 60,000 | 50,881 | 48,750 |
| Total Salaries & Benefits | \$ 18,370,771 | \$ 18,636,217 | \$ 19,950,845 | \$ 14,204,778 | \$ 15,464,594 |
| 5204 Operating Supplies | \$ 76,726 | \$ 76,692 | \$ 65,400 | \$ 39,743 | \$ 45,000 |
| 5206 Computer Supplies | 375 | 45 | 5,000 | 3,279 | 2,625 |
| 5211 Photo Supplies | 2,137 | 1,775 | 5,000 | 4,691 | 8,017 |
| 5212 Prisoner Meals | 5,327 | 1,583 | 6,200 | 1,669 | 2,625 |
| 5215 Vehicle Gasoline Charge | - | 55 | - | 821 | - |
| 5218 Police Training Materials and Supplies | 38,556 | 28,300 | 65,000 | 28,282 | 27,750 |
| 5220 Computer Refresh Charges | 22,700 | 22,700 | - | - | - |
| 6205 Other Printing & Binding | 8,066 | 15,364 | 15,300 | 9,777 | 9,000 |
| 6206 Contractual Services | 1,694,425 | 1,814,547 | 1,789,570 | 1,332,594 | 1,743,645 |
| 6207 Equip Replacement Charges | 429,120 | 653,304 | 674,578 | 505,933 | 230,844 |
| 6208 Dues & Subscriptions | 14,956 | 16,918 | 12,300 | 11,184 | 8,303 |
| 6212 Laundry & Cleaning | 7,352 | 7,589 | 7,000 | 6,809 | 4,725 |
| 6213 Meetings & Travel | 59,157 | 63,983 | 46,500 | 29,635 | 7,725 |
| 6214 Professional/Technical | 22,799 | 174,203 | 45,000 | 66,777 | 30,375 |
| 6215 Repair & Maintenance | 8,886 | 17,943 | 8,900 | 2,057 | 3,750 |
| 6216 Rental Charges | 15,000 | 15,000 | 15,000 | 11,250 | 15,000 |
| 6219 Network Operating Charge | 129,300 | 129,300 | 129,300 | 96,975 | 87,278 |
| 6223 Training & Education | 45,646 | 40,074 | 31,600 | 25,034 | 9,000 |
| 6224 Vehicle Operating Charge | (199) | - | - | - | - |
| 6225 PD Admin/POST Training & Educ | (7,116) | (19,405) | - | 922 | - |
| 6251 Communication/Mobile Radio | - | 375 | - | - | - |
| 6253 Postage | 4,871 | 5,313 | 5,500 | 2,415 | 2,625 |
| 6254 Telephone | 110,047 | 113,529 | 148,100 | 89,690 | 92,500 |
| 6260 Equipment Leasing Costs | 16,119 | 10,472 | 14,000 | - | 7,853 |
| 6272 Court Costs | 338 | - | - | - | - |
| 6273 In-Custody Medical Charges | 25,000 | 33,995 | 17,000 | 28,049 | 37,500 |
| 6274 Investigations Expense | 5,521 | 9,776 | 14,100 | 7,160 | 4,500 |

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| 6275 K-9 Dog Care Services | 28,808 | 10,236 | 10,600 | 6,887 | 7,950 |
| 6278 Computer Charges | - | - | 29,200 | - | - |
| 6288 S.W.A.T. Program | 18,502 | 19,800 | 19,800 | 9,065 | 3,750 |
| 6289 Educational Reimbursement | 54,169 | 84,521 | 45,000 | 30,565 | 22,591 |
| Total Maintenance & Operations | \$ 2,836,588 | \$ 3,347,987 | \$ 3,224,948 | \$ 2,351,263 | \$ 2,414,931 |
| 8104 Capital/Equipment | \$ 26,875 | \$ - | \$ - | \$ - | \$ - |
| 8105 Automotive | 14,836 | - | - | - | - |
| Total Capital Outlay | \$ 41,711 | \$ - | \$ - | \$ - | \$ - |
| TOTAL POLICE - GENERAL FUND | \$ 21,249,070 | \$ 21,984,204 | \$ 23,175,793 | \$ 16,556,041 | \$ 17,879,525 |

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| GENERAL FUND | | | | | |
| POLICE ADMINISTRATION | | | | | |
| 4101 Salaries Full-Time | \$ 1,670,475 | \$ 1,780,411 | \$ 1,859,640 | \$ 1,272,945 | \$ 1,361,416 |
| 4102 Salaries Part-Time | 94,093 | 72,754 | 75,000 | 69,364 | 60,000 |
| 4103 Overtime | 101,110 | 124,205 | 120,000 | 75,329 | 92,700 |
| 4105 Holiday Pay | 57,416 | 70,269 | 100,246 | 59,540 | 95,993 |
| 4113 Reimbursable Overtime | 477 | - | - | - | - |
| 4117 Opt - Out Payments | - | 7,000 | - | 7,750 | - |
| 4201 Retirement CalPERS | 938,350 | 675,150 | 822,474 | 624,794 | 602,252 |
| 4202 FICA | 105,878 | 113,606 | 106,404 | 89,105 | 81,237 |
| 4203 Workers' Compensation | 118,763 | 136,961 | 197,640 | 124,671 | 118,440 |
| 4204 Group Insurance | 204,037 | 241,728 | 297,031 | 152,720 | 295,168 |
| 4205 Uniform Allowance | 5,060 | 4,187 | 5,500 | 3,291 | 5,500 |
| 4210 OPEB liability | 28,746 | 61,752 | 40,573 | 26,719 | - |
| 4215 Uniform Replacement | 61,840 | 65,068 | 60,000 | 50,881 | 48,750 |
| Total Salaries & Benefits | \$ 3,386,245 | \$ 3,353,091 | \$ 3,684,508 | \$ 2,557,109 | \$ 2,761,456 |
| 5204 Operating Supplies | \$ 76,726 | \$ 76,637 | \$ 65,000 | \$ 39,565 | \$ 45,000 |
| 5206 Computer Supplies | 375 | 45 | 5,000 | 3,279 | 2,625 |
| 5211 Photo & Evidence Supplies | 2,137 | 1,775 | 5,000 | 4,691 | 8,017 |
| 5212 Prisoner Meals | 5,327 | 1,583 | 6,200 | 1,669 | 2,625 |
| 5215 Vehicle Gasoline Charge | - | 55 | - | 821 | - |
| 5218 Police Training Materials and Supp | 38,556 | 28,300 | 65,000 | 28,282 | 27,750 |
| 5220 Computer Refresh Charges | 22,700 | 22,700 | - | - | - |
| 6205 Other Printing & Binding | 8,066 | 15,364 | 15,000 | 9,777 | 9,000 |
| 6206 Contractual Services | 264,985 | 343,261 | 263,700 | 171,023 | 197,775 |
| 6207 Equipment Replacement Charges | 429,120 | 653,304 | 674,578 | 505,933 | 230,844 |
| 6208 Dues & Subscriptions | 14,956 | 16,918 | 12,300 | 11,184 | 8,303 |
| 6212 Laundry & Cleaning | 7,352 | 7,589 | 7,000 | 6,809 | 4,725 |
| 6213 Meetings & Travel | 59,157 | 63,983 | 46,500 | 29,635 | 7,725 |
| 6214 Professional/Technical | 22,799 | 174,203 | 45,000 | 66,777 | 30,375 |
| 6215 Repair & Maintenance | 8,886 | 17,943 | 8,900 | 2,057 | 3,750 |
| 6219 Network Operating Charge | 129,300 | 129,300 | 129,300 | 96,975 | 87,278 |
| 6223 Training & Education | 45,646 | 40,074 | 31,500 | 25,034 | 9,000 |
| 6224 Vehicle Operating Charge | (199) | - | - | - | - |
| 6225 PD Admin/POST Training & Educa | (7,116) | (19,405) | - | 922 | - |
| 6251 Communication/Mobile Radio | - | 375 | - | - | - |
| 6253 Postage | 4,871 | 5,313 | 5,500 | 2,415 | 2,625 |
| 6254 Telephone | 77,409 | 90,471 | 122,300 | 73,179 | 67,500 |
| 6260 Equipment Leasing Costs | 16,119 | 10,472 | 14,000 | - | 7,853 |
| 6272 Court Costs | 338 | - | - | - | - |
| 6273 In-Custody Medical Charges | 25,000 | 33,995 | 17,000 | 28,049 | 37,500 |

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 6274 Investigations Expense | 5,521 | 9,776 | 14,100 | 7,160 | 4,500 |
| 6275 K-9 Dog Care Services | 28,808 | 10,236 | 10,600 | 6,887 | 7,950 |
| 6288 S.W.A.T. Program | 18,502 | 19,800 | 19,800 | 9,065 | 3,750 |
| 6289 Educational Reimbursement | 54,169 | 84,521 | 45,000 | 30,565 | 22,591 |
| Total Maintenance & Operations | \$ 1,359,510 | \$ 1,838,588 | \$ 1,628,278 | \$ 1,161,753 | \$ 829,061 |
| 8104 Capital/Equipment | 26,875 | - | - | - | - |
| 8105 Automotive | \$ 14,836 | \$ - | \$ - | \$ - | \$ - |
| Total Capital Outlay | \$ 41,711 | \$ - | \$ - | \$ - | \$ - |
| SUB-TOTAL POLICE ADMINISTRATION | \$ 4,787,466 | \$ 5,191,679 | \$ 5,312,786 | \$ 3,718,862 | \$ 3,590,517 |
| PATROL & SAFETY | | | | | |
| 4101 Salaries Full-Time | \$ 4,359,417 | \$ 4,677,925 | \$ 5,089,338 | \$ 3,580,982 | \$ 3,973,681 |
| 4102 Salaries Part-Time | - | 2,326 | - | - | - |
| 4103 Overtime | 688,620 | 828,563 | 600,000 | 397,714 | 463,500 |
| 4105 Holiday Pay | 234,191 | 224,337 | 315,945 | 251,045 | 311,601 |
| 4113 Reimbursable Overtime | 16,769 | (26,431) | - | 65,369 | - |
| 4117 Opt - Out Payments | - | 2,500 | - | 1,000 | - |
| 4201 Retirement CalPERS | 3,045,087 | 2,851,826 | 3,111,797 | 2,378,415 | 2,607,356 |
| 4202 FICA | 85,421 | 93,892 | 85,658 | 71,248 | 67,837 |
| 4203 Workers' Compensation | 489,314 | 594,607 | 745,711 | 541,783 | 514,229 |
| 4204 Group Insurance | 471,410 | 516,712 | 598,438 | 374,875 | 618,245 |
| 4205 Uniform Allowance | 2,238 | 1,374 | 15,000 | 876 | 7,500 |
| 4210 OPEB liability | 75,084 | 118,092 | 111,827 | 76,184 | - |
| Total Salaries & Benefits | \$ 9,467,551 | \$ 9,885,723 | \$ 10,673,714 | \$ 7,739,491 | \$ 8,563,949 |
| SUB-TOTAL PATROL & SAFETY | \$ 9,467,551 | \$ 9,885,723 | \$ 10,673,714 | \$ 7,739,491 | \$ 8,563,949 |
| CRIME INVESTIGATION | | | | | |
| 4101 Salaries Full-Time | \$ 1,440,202 | \$ 1,348,940 | \$ 1,439,297 | \$ 1,074,192 | \$ 1,164,767 |
| 4103 Overtime | 284,268 | 197,904 | 203,000 | 132,920 | 156,818 |
| 4105 Holiday Pay | 81,333 | 67,328 | 83,532 | 96,733 | 91,729 |
| 4113 Reimbursable Overtime | (12,182) | (7,315) | - | 7,429 | - |
| 4201 Retirement CalPERS | 830,285 | 857,274 | 840,403 | 672,003 | 759,868 |
| 4202 FICA | 32,819 | 32,396 | 32,120 | 28,456 | 26,294 |
| 4203 Workers' Compensation | 169,851 | 165,900 | 192,942 | 168,310 | 150,496 |
| 4204 Group Insurance | 171,969 | 158,611 | 159,171 | 120,655 | 181,934 |
| 4205 Uniform Allowance | 540 | 618 | 1,200 | 498 | 900 |
| 4210 OPEB liability | 25,083 | 34,142 | 28,935 | 23,806 | - |
| Total Salaries & Benefits | \$ 3,024,168 | \$ 2,855,798 | \$ 2,980,600 | \$ 2,325,002 | \$ 2,532,806 |
| SUB-TOTAL CRIME INVESTIGATION | \$ 3,024,168 | \$ 2,855,798 | \$ 2,980,600 | \$ 2,325,002 | \$ 2,532,806 |

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| TRAFFIC SAFETY | | | | | |
| 4101 Salaries Full-Time | \$ 983,222 | \$ 1,011,384 | \$ 1,040,349 | \$ 556,059 | \$ 407,191 |
| 4102 Salaries Part-Time | 98,841 | 113,373 | 129,000 | 60,176 | 96,750 |
| 4103 Overtime | 189,811 | 151,435 | 180,000 | 58,627 | 139,050 |
| 4105 Holiday Pay | 53,758 | 53,769 | 59,534 | 62,626 | 31,053 |
| 4113 Reimbursable Overtime | (64,998) | (4,733) | - | 5,675 | - |
| 4201 Retirement CalPERS | 609,880 | 642,300 | 665,200 | 482,727 | 284,824 |
| 4202 FICA | 25,806 | 26,540 | 25,817 | 16,997 | 13,716 |
| 4203 Workers' Compensation | 116,423 | 130,668 | 155,698 | 88,628 | 64,128 |
| 4204 Group Insurance | 111,770 | 113,398 | 112,807 | 59,654 | 63,724 |
| 4205 Uniform Allowance | 795 | 438 | 900 | 279 | 675 |
| 4210 OPEB liability | 17,005 | 25,985 | 20,898 | 12,445 | - |
| Total Salaries & Benefits | \$ 2,142,313 | \$ 2,264,557 | \$ 2,390,203 | \$ 1,403,893 | \$ 1,101,111 |
| SUB-TOTAL TRAFFIC SAFETY | \$ 2,142,313 | \$ 2,264,557 | \$ 2,390,203 | \$ 1,403,893 | \$ 1,101,111 |
| COMMUNITY RELATIONS | | | | | |
| 4101 Salaries Full-Time | \$ 90,494 | \$ 44,200 | \$ - | \$ 104,458 | \$ 222,581 |
| 4103 Overtime | 18,993 | 7,629 | - | 10,637 | - |
| 4105 Holiday Pay | - | - | - | - | 17,162 |
| 4113 Reimbursable Overtime | 1,076 | 762 | - | 1,738 | - |
| 4201 Retirement CalPERS | 23,503 | 15,454 | - | 21,127 | 140,137 |
| 4202 FICA | 8,547 | 4,649 | - | 1,706 | 3,463 |
| 4203 Workers' Compensation | 4,531 | 2,376 | - | 15,084 | 28,776 |
| 4204 Group Insurance | 7,272 | 4,634 | - | 11,491 | 31,862 |
| 4205 Uniform Allowance | 500 | 172 | - | - | 250 |
| 4210 OPEB liability | 1,526 | 1,170 | - | 2,108 | - |
| Total Salaries & Benefits | \$ 156,442 | \$ 81,046 | \$ - | \$ 168,349 | \$ 444,231 |
| SUB-TOTAL COMMUNITY RELATIONS | \$ 156,442 | \$ 81,046 | \$ - | \$ 168,349 | \$ 444,231 |
| POLICE COMM. CENTER | | | | | |
| 6206 Contractual Services | \$ 1,410,240 | \$ 1,452,086 | \$ 1,495,870 | \$ 1,138,321 | \$ 1,515,870 |
| 6216 Rental Charges | 15,000 | 15,000 | 15,000 | 11,250 | 15,000 |
| 6254 Telephone | 32,638 | 23,058 | 25,000 | 16,511 | 25,000 |
| 6278 Computer Charges | - | - | 29,200 | - | - |
| Total Maintenance & Operations | \$ 1,457,878 | \$ 1,490,144 | \$ 1,565,070 | \$ 1,166,082 | \$ 1,555,870 |
| SUB-TOTAL POLICE COMM. CENTER | \$ 1,457,878 | \$ 1,490,144 | \$ 1,565,070 | \$ 1,166,082 | \$ 1,555,870 |

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

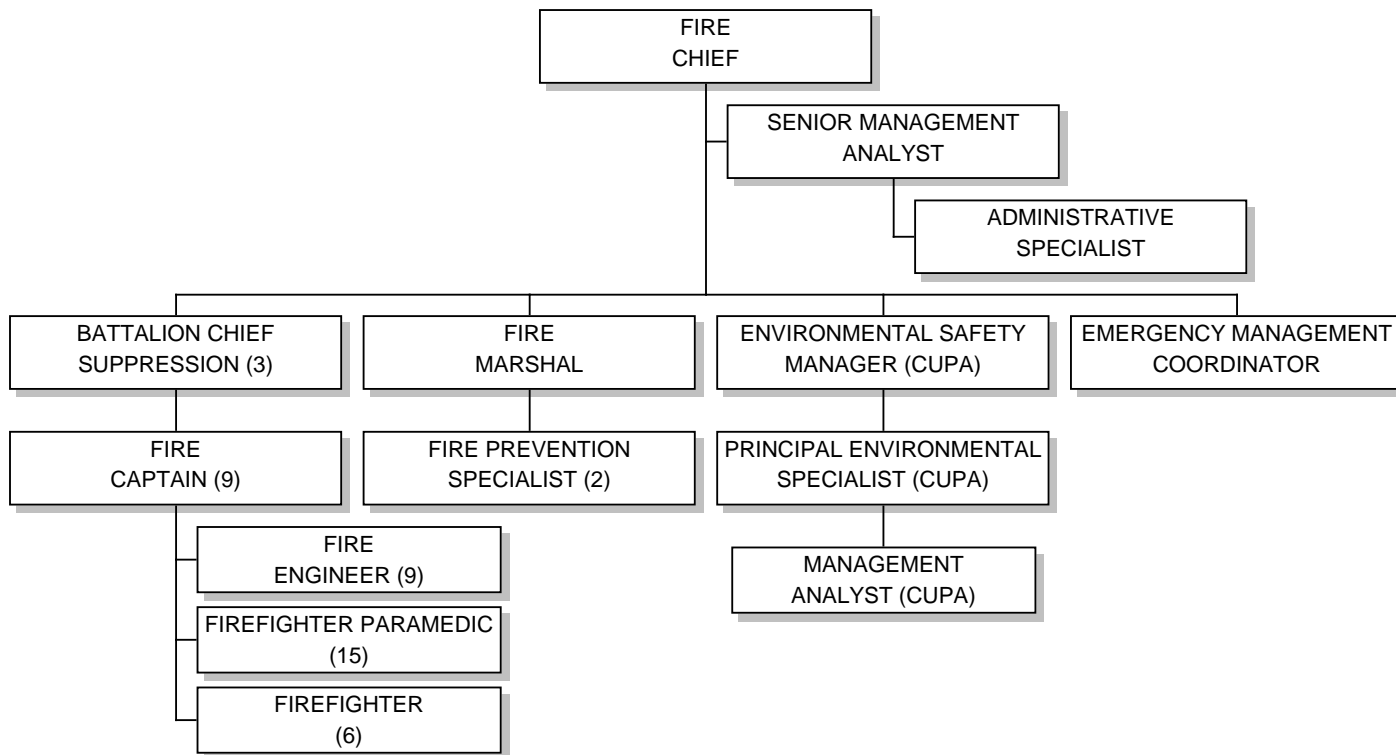
| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| ANIMAL CONTROL | | | | | |
| 4101 Salaries Full-Time | \$ 77,337 | \$ 77,972 | \$ 77,783 | \$ 122 | \$ - |
| 4102 Salaries Part-Time | 45,455 | 41,294 | 49,500 | - | 37,125 |
| 4103 Overtime | 19,218 | 20,021 | 20,000 | - | 15,450 |
| 4105 Holiday Pay | 3,794 | 3,921 | 4,488 | - | - |
| 4113 Reimbursable Overtime | 630 | - | - | - | - |
| 4117 Opt - Out Payments | - | 3,000 | - | - | - |
| 4201 Retirement CalPERS | 20,575 | 20,482 | 21,718 | 10,812 | - |
| 4202 FICA | 11,266 | 11,382 | 10,081 | - | 2,840 |
| 4203 Workers' Compensation | 13,490 | 15,005 | 16,696 | - | 5,376 |
| 4204 Group Insurance | 678 | 725 | 19,641 | - | - |
| 4205 Uniform Allowance | 300 | 180 | 350 | - | 250 |
| 4210 OPEB liability | 1,309 | 2,020 | 1,563 | - | - |
| Total Salaries & Benefits | \$ 194,052 | \$ 196,002 | \$ 221,820 | \$ 10,934 | \$ 61,041 |
| 5204 Operating Supplies | \$ - | \$ 55 | \$ 400 | \$ 178 | \$ - |
| 6205 Other Printing & Binding | - | - | 300 | - | - |
| 6206 Contractual Services | 19,200 | 19,200 | 30,000 | 23,250 | 30,000 |
| 6223 Training & Education | - | - | 100 | - | - |
| 6254 Telephone | - | - | 800 | - | - |
| Total Maintenance & Operations | \$ 19,200 | \$ 19,255 | \$ 31,600 | \$ 23,428 | \$ 30,000 |
| SUB-TOTAL ANIMAL CONTROL | \$ 213,252 | \$ 215,257 | \$ 253,420 | \$ 34,362 | \$ 91,041 |
| TOTAL POLICE - GENERAL FUND | \$ 21,249,070 | \$ 21,984,204 | \$ 23,175,793 | \$ 16,556,041 | \$ 17,879,525 |
| ASSET FORFEITURE FUND | | | | | |
| 5204 Operating Supplies | \$ - | \$ 11,728 | \$ - | \$ 30,618 | \$ 10,000 |
| 5215 Vehicle Gasoline Charge | - | 44 | - | - | - |
| 6205 Other Printing & Binding | - | - | - | 497 | - |
| 6208 Dues & Subscriptions | - | - | 1,500 | - | 1,500 |
| 6213 Meetings & Travel | 373 | 35,924 | 50,000 | 7,330 | 40,000 |
| 6214 Professional/Technical | 51,998 | 85,507 | 175,000 | 78,541 | 200,000 |
| 6223 Training & Education | - | 18,666 | 50,000 | 3,495 | - |
| 6224 Vehicle Operating Charges | 4,267 | 3,079 | 4,000 | 48 | 4,500 |
| 6241 Contingencies | 4,986 | 51,024 | 60,000 | - | - |
| 6296 R.S.V.P. Program | 1,043 | 1,775 | 5,000 | 2,202 | 10,000 |
| 6401 Community Promotion | 14,846 | 34,523 | 30,000 | 12,598 | 50,000 |
| Total Maintenance & Operations | \$ 77,513 | \$ 242,270 | \$ 375,500 | \$ 135,329 | \$ 316,000 |
| 8104 Capital/Equipment | \$ 100,062 | \$ 65,024 | \$ 50,000 | \$ 52,821 | \$ 300,000 |
| 8105 Capital/Automotive | - | 239,189 | 320,000 | 7,973 | 350,000 |
| Total Capital Outlay | \$ 100,062 | \$ 304,213 | \$ 370,000 | \$ 60,794 | \$ 650,000 |
| TOTAL ASSET FORFEITURE FUND | \$ 177,575 | \$ 546,483 | \$ 745,500 | \$ 196,123 | \$ 966,000 |

**CITY OF EL SEGUNDO
POLICE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| <u>COPS FUND</u> | | | | | |
| 4103 Overtime | \$ 1,266 | \$ - | \$ - | \$ - | \$ - |
| 4202 FICA | 18 | - | - | - | - |
| 4203 Workers' Compensation | 117 | - | - | - | - |
| Total Salaries & Benefits | \$ 1,401 | \$ - | \$ - | \$ - | \$ - |
| 6206 Contractual Services | \$ - | \$ - | \$ - | \$ - | \$ 100,000 |
| Total Maintenance & Operations | \$ - | \$ - | \$ - | \$ - | \$ 100,000 |
| 8104 Capital/Equipment | \$ 263,000 | \$ 34,149 | \$ 175,000 | \$ 43,472 | \$ 175,000 |
| Total Capital Outlay | \$ 263,000 | \$ 34,149 | \$ 175,000 | \$ 43,472 | \$ 175,000 |
| TOTAL COPS FUND | \$ 264,401 | \$ 34,149 | \$ 175,000 | \$ 43,472 | \$ 275,000 |
| GRAND TOTAL POLICE - ALL FUNDS | \$ 21,691,046 | \$ 22,564,836 | \$ 24,096,293 | \$ 16,795,636 | \$ 19,120,525 |

Grants received by the Police Department are not reflected in the above presentation. They are included in the Summary of All Funds section of the budget document.

**CITY OF EL SEGUNDO
FIRE DEPARTMENT ORGANIZATION CHART
FISCAL YEAR 2020 - 2021**



**CITY OF EL SEGUNDO
FIRE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2017-2018 TO 2020-2021**

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 | BUDGETED FY 2020-21 |
|------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|
| <u>Fire Department</u> | | | | | |
| Fire Chief | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Battalion Chief | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Fire Captain | 9.00 | 9.00 | 9.00 | 9.00 | 9.00 |
| Fire Engineer | 9.00 | 9.00 | 9.00 | 9.00 | 9.00 |
| Firefighter/Paramedic | 15.00 | 15.00 | 15.00 | 15.00 | 15.00 |
| Firefighter | 6.00 | 6.00 | 6.00 | 6.00 | 5.00 |
| Fire Marshal | 1.00 | 1.00 | 1.00 | 1.00 | 0.50 |
| Emergency Management Coordinator | - | - | 1.00 | 1.00 | 1.00 |
| Environmental Safety Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Principal Environmental Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Fire Prevention Specialist | 2.00 | 2.00 | 2.00 | 2.00 | 1.00 |
| Administrative Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Management Analyst (CUPA) | 1.00 | - | 1.00 | 1.00 | 1.00 |
| Senior Management Analyst | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Total Fire Department | 51.00 | 50.00 | 52.00 | 52.00 | 49.50 |

**FIRE DEPARTMENT NARRATIVE
FISCAL YEAR 2020-2021**

MISSION & PURPOSE STATEMENT

Through Courtesy & Service, the El Segundo Fire Department is Committed to Protecting Our Community From All Risks with Integrity, Compassion, Dedication, Teamwork and Professionalism.

The Fire Department has six divisions, each representing a critical fire and life safety service delivery component with distinct functions as follows:

Administration:

Fire Administration is tasked with the overall effectiveness and efficiency of the fire department. Consisting of the Fire Chief, a Senior Management Analyst and Administrative Specialist, the fire administration division is responsible for the leadership, management and coordination of all activities within the department. Responsibilities include budget coordination and management, personnel and payroll administration, grant administration, contract management, billing, cashiering, revenue recovery, procurement, planning and organizational development. Administration supports each division within the department to provide the most effective and efficient service level given available resources. **3 FTE's.**

Fire Suppression:

Fire Suppression personnel respond to all hazards the community may encounter including: fires, floods, medical aid calls, hazardous material incidents and specialized technical rescue calls, while also providing non-emergency public assistance. When requested, our personnel respond and provide fire and life safety service to other communities throughout the State of California, through the California Master Mutual Aid System. This division also conducts fire prevention inspections, pre-fire planning, training, apparatus maintenance and communication. **27 FTE's.**

Emergency Medical Services Division:

The Emergency Medical Services (EMS) Division provides pre-hospital basic and advanced life support and patient stabilization, including ground ambulance transportation to medical facilities as necessary. Quickly becoming the most 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. **15 FTE's.**

Fire Prevention:

The Fire Prevention Division 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 these events when they occur. Fire Prevention activities include: Inspections of buildings and premises for code compliance; Consultation with developers and businesses on fire protection requirements; Plan reviews for all proposed construction and tenant improvements including technical fire suppression equipment, above ground tanks and exiting systems; Fire investigation; Preparing and revising laws and codes; Safety and fire prevention public education; And enforcement of fire regulations. **3 FTE's.**

**FIRE DEPARTMENT NARRATIVE
FISCAL YEAR 2020-2021**

Environmental Safety Division:

The Environmental Safety Division is one of only 83 Certified Unified Program Agencies (CUPA) designated and approved by the State of California to protect public health and the environment, and to implement environmental programs. The Division operates by guidance of State legislation to be self-sufficient and derives revenues through the requirements of business compliance. The division, as a CUPA, regulates the following programs: Hazardous Materials Business Plan; California Accidental Release Prevention; Risk Management Plan; Hazardous Waste Generation; Treatment of Hazardous Waste; Underground Storage Tank; and Aboveground Petroleum Storage Act facilities. The division works in conjunction with the Fire Suppression Division, as a technical reference, on hazardous material release incidents. It also serves as the liaison to the local health officer for hazardous materials clean-up. The Division is also responsible for inspection and enforcement, public outreach, administration of the CUPA, annual billing of the regulated facilities, issuing annual operating permits and providing environmental data for public inquiries. **3 FTE's.**

Emergency Management Division:

The Emergency Management Division is tasked with making the city resilient. The division works with all city departments, city businesses, residents, neighboring jurisdictions and other stakeholders to mitigate hazards; prepare the city through planning, training, exercising, and equipping; coordinating and supporting response operations; and facilitating recovery to recoup costs and rebuild damage. The division maintains crisis communication systems including a mass notification system and an emergency radio system. The division focuses efforts in two programs - The All-Hazards Incident Management Team which is used to unify the efforts of the city in response to hazards when incidents occur and the Disaster Service Worker program which prepares city employees to serve the city during disasters. The division maintains all disaster and emergency related plans including the emergency operations plan. The division regularly works with residents and businesses to encourage best practices of personal, family, and business preparedness thereby improving overall city readiness. **1 FTE**

ACCOMPLISHMENTS IN FISCAL YEAR 2019-2020:

Fire Administration

- Completed a Community-Driven Strategic Plan (first phase of fire accreditation)
- Created working groups in response to the five key initiatives identified within the Community-Driven Strategic Plan (each working group is now taking action to complete recommended tasks for organizational improvement).
- Implemented a new online Firefighter Operational Procedure Manual
- Promoted two Battalion Chiefs, one Fire Captain, two Fire Engineer and three Paramedics
- Provided personnel (assigned to the All Hazard Incident Management Team) and support to the COVID-19 city response.

Fire Suppression/EMS Division

- Completed over 10,000 hours of in-service training
- Joined Task Force 2, an Urban Search And Rescue Regional Team
- Hosted large-scale Area G High Rise Fire Training Exercise
- Provided paramedic school training for one firefighter (a five month training process)
- Completed 2019 EMS Agency Audit with zero deficiencies

**FIRE DEPARTMENT NARRATIVE
FISCAL YEAR 2020-2021**

Fire Prevention Division

- Complied new State regulations related to performing and reporting on state mandated inspections surpassing the 90% compliance requirement with the following statistics:
 - High Rise - 21 of 21 high rise buildings inspected
 - Schools - 7 of 7 inspected
 - R-1 Hotels/Motels - 14 of 15 inspected
- Completed all High-Rise inspections with 100% Compliance
- Continued use and improvements to the paperless fire inspection program
- Collaborated with Planning & Building Safety on a new paperless permit and inspection system
- Assisted in the implementation of electronic plan submittals

Environmental Safety Division

- Provided, free of charge, Hazardous Waste and Business Plan training for local businesses
- Completed all mandatory environmental inspections in all the programs, exceeding the minimum required frequency by almost 50%, in total, with more than 300 different inspections performed.
- Responded to three emergency response incidents involving unauthorized release and illegal disposal of Hazardous Materials & Hazardous Waste; obtained cost recovery from each incident.
- Began cross-training with the Fire Prevention Division
- Received a grant from the Governor's Office of Emergency Services to develop a new Area Plan

Emergency Management Division

- Successfully participated in the development and launch of Alert South Bay - An integrated mass notification system (a partial requirement for AB1646 legislation)
- The All-Hazards Incident Management Team successfully supported the Information Services Department response operations to the October 2019 cyber-attack.
- The Emergency Radio Station on 1680AM was upgraded, the FCC license was renewed, and repairs were made giving the broadcast wider transmission range with clearer sound.
- The All-Hazards Incident Management Team activated in support of the COVID-19 Global Pandemic and has maintained activation since March 18, 2020 to the present. The team has provided coordination, planning, safety, logistics, finance, cost recovery, and leadership to all city departments, local businesses, and residents.
- The All-Hazards Incident Management Team supported the El Segundo Police Department in response to potential civil unrest in May and June of 2020. The team continues to monitor civil unrest throughout Los Angeles County.

**FIRE DEPARTMENT NARRATIVE
FISCAL YEAR 2020-2021**

GOALS & OBJECTIVES FOR FISCAL YEAR 2020-2021:

- Continue fire department accreditation (Community Risk and Standards of Cover next phase)
- Implement new scheduling and staffing software (continued from last year)
- Archive all fire prevention records in the City Laserfiche program.
- Review and revise the ESFD comprehensive recruit training program to improve the level of training of new employees
- Identify and implement external opportunities for specialized training to improve skills within the organization
- Implement and train staff on new Hazardous Materials incident mapping and data software
- Finalize and implement outreach to assist new businesses in familiarity with the Unified Program
- Complete and adopt through, State approval, a new Hazardous Materials Area Plan
- Begin the process of implementing an oversight program to monitor the cleanup of properties contaminated by hazardous materials not exclusively associated with petroleum USTs
- Preparation and participation in the triennial CUPA State of California Environmental Program Audit and Evaluation
- Maximize cost recovery for COVID-19 pandemic from FEMA and other grants.
- Author a COVID-19 Pandemic After Action Report.
- Make changes to city Emergency Operation Plan and All-Hazards Incident Management Team Standard Operating Procedures based on Pandemic After Action Report.
- Conduct ongoing training to support the All-Hazards Incident Management Team and Disaster Service Worker program.

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---------------------------------------|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| <u>GENERAL FUND (001)</u> | | | | | |
| ADMINISTRATION (3201) | | | | | |
| Salaries & Benefits | \$ 749,580 | \$ 766,010 | \$ 706,005 | \$ 527,719 | \$ 585,572 |
| Maintenance & Operations | 150,698 | 211,518 | 321,043 | 148,422 | 208,457 |
| Capital Outlay | 2,769 | - | - | - | - |
| Sub-total Administration | \$ 903,047 | \$ 977,528 | \$ 1,027,048 | \$ 676,141 | \$ 794,029 |
| FIRE SUPPRESSION (3202) | | | | | |
| Salaries & Benefits | \$ 9,162,992 | \$ 9,150,083 | \$ 9,521,267 | \$ 7,572,158 | \$ 7,844,400 |
| Maintenance & Operations | 571,454 | 666,807 | 793,324 | 487,132 | 383,204 |
| Capital Outlay | 7,445 | 64,980 | - | - | - |
| Sub-total Fire Suppression | \$ 9,741,891 | \$ 9,881,870 | \$ 10,314,591 | \$ 8,059,290 | \$ 8,227,604 |
| PARAMEDIC (3203) | | | | | |
| Salaries & Benefits | \$ 4,581,693 | \$ 4,100,633 | \$ 4,215,045 | \$ 2,740,659 | \$ 3,119,870 |
| Maintenance & Operations | 354,486 | 316,880 | 334,091 | 207,684 | 243,519 |
| Sub-total Paramedic | \$ 4,936,179 | \$ 4,417,513 | \$ 4,549,136 | \$ 2,948,343 | \$ 3,363,389 |
| FIRE PREVENTION (3204) | | | | | |
| Salaries & Benefits | \$ 498,938 | \$ 551,172 | \$ 580,363 | \$ 409,434 | \$ 285,863 |
| Maintenance & Operations | 37,091 | 28,771 | 106,696 | 21,938 | 71,388 |
| Sub-total Fire Prevention | \$ 536,029 | \$ 579,943 | \$ 687,059 | \$ 431,372 | \$ 357,251 |
| EMERGENCY MANAGEMENT (3255) | | | | | |
| Salaries & Benefits | \$ 151,996 | \$ 180,623 | \$ 187,270 | \$ 155,350 | \$ 156,212 |
| Maintenance & Operations | 231,323 | 238,062 | 250,756 | 76,723 | 169,908 |
| Sub-total Fire Prevention | \$ 383,319 | \$ 418,685 | \$ 438,026 | \$ 232,073 | \$ 326,120 |
| TOTAL FIRE - GENERAL FUND | \$ 16,500,465 | \$ 16,275,539 | \$ 17,015,860 | \$ 12,347,219 | \$ 13,068,393 |
| <u>CUPA FUND (126)</u> | | | | | |
| FIRE CUPA (3205) | | | | | |
| Salaries & Benefits | \$ 219,982 | \$ 251,233 | \$ 568,680 | \$ 412,301 | \$ 479,969 |
| Maintenance & Operations | 111,795 | 64,077 | 72,385 | 19,038 | 41,438 |
| TOTAL CUPA FUND | \$ 331,777 | \$ 315,310 | \$ 641,065 | \$ 431,339 | \$ 521,407 |
| GRAND TOTAL - FIRE - ALL FUNDS | \$ 16,832,242 | \$ 16,590,849 | \$ 17,656,925 | \$ 12,778,558 | \$ 13,589,800 |
| <u>GENERAL FUND SUMMARY:</u> | | | | | |
| Salaries & Benefits | \$ 15,145,199 | \$ 14,748,521 | \$ 15,209,950 | \$ 11,405,320 | \$ 11,991,917 |

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---------------------------|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| Maintenance & Operations | 1,345,052 | 1,462,038 | 1,805,910 | 941,899 | 1,076,476 |
| Capital Outlay | 10,214 | 64,980 | - | - | - |
| TOTAL GENERAL FUND | \$ 16,500,465 | \$ 16,275,539 | \$ 17,015,860 | \$ 12,347,219 | \$ 13,068,393 |

| | | |
|--------------------------|-----------------------|----------------|
| Salaries & Benefits | \$ (3,218,033) | -21.16% |
| Maintenance & Operations | (729,434) | -40.39% |
| Capital Outlay | - | 0.00% |
| Total | \$ (3,947,467) | -23.20% |

ALL FUNDS SUMMARY

| | | | | | |
|--------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Salaries & Benefits | \$ 15,365,181 | \$ 14,999,754 | \$ 15,778,630 | \$ 11,817,621 | \$ 12,471,886 |
| Maintenance & Operations | 1,456,847 | 1,526,115 | 1,878,295 | 960,937 | 1,117,914 |
| Capital Outlay | 10,214 | 64,980 | - | - | - |
| TOTAL ALL FUNDS | \$ 16,832,242 | \$ 16,590,849 | \$ 17,656,925 | \$ 12,778,558 | \$ 13,589,800 |

| | | |
|--------------------------|-----------------------|----------------|
| Salaries & Benefits | \$ (3,306,744) | -20.96% |
| Maintenance & Operations | (760,381) | -40.48% |
| Capital Outlay | - | 0.00% |
| Total | \$ (4,067,125) | -23.03% |

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--------------------------------------|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| 4101 Salaries Full-Time | \$ 5,926,683 | \$ 6,179,433 | \$ 6,169,163 | \$ 4,634,102 | \$ 4,825,292 |
| 4102 Salaries Part-Time | - | 9,977 | - | 23,805 | 24,000 |
| 4103 Overtime | 470,960 | 224,463 | 375,000 | 200,925 | 213,750 |
| 4105 Holiday Pay | 253,982 | 258,813 | 258,196 | 269,243 | 257,281 |
| 4107 FLSA Overtime | 393,719 | 459,050 | 455,000 | 363,548 | 375,000 |
| 4110 Leave Replacement | 1,648,814 | 1,429,106 | 1,550,000 | 990,238 | 1,143,750 |
| 4113 Reimbursable Overtime | 18,073 | 37,192 | 30,000 | 49,923 | 33,750 |
| 4117 Opt - Out Payments | - | 2,750 | - | - | - |
| 4201 Retirement CalPERS | 4,358,691 | 3,853,733 | 4,260,450 | 3,127,704 | 3,481,591 |
| 4202 FICA | 156,523 | 162,918 | 129,139 | 123,843 | 98,334 |
| 4203 Workers' Compensation | 1,102,954 | 1,148,419 | 1,017,763 | 960,013 | 758,756 |
| 4204 Group Insurance | 688,875 | 794,560 | 791,911 | 546,579 | 748,458 |
| 4205 Uniform Allowance | 2,237 | 3,152 | 3,176 | 1,917 | 2,855 |
| 4210 OPEB liability | 103,783 | 161,736 | 131,352 | 97,525 | - |
| 4215 Uniform Replacement | 19,905 | 23,219 | 38,800 | 15,955 | 29,100 |
| Total Salaries & Benefits | \$ 15,145,199 | \$ 14,748,521 | \$ 15,209,950 | \$ 11,405,320 | \$ 11,991,917 |
| 5201 Office Supplies | \$ 5,767 | \$ 5,471 | \$ 5,000 | \$ 5,923 | \$ 3,375 |
| 5203 Repairs & Maintenance Supplies | 3,917 | 8,290 | 10,500 | 1,862 | 7,088 |
| 5204 Operating Supplies | 191,384 | 221,454 | 207,100 | 104,959 | 155,251 |
| 5207 Small Tools & Equipment | 497 | 7,378 | 12,500 | 11,670 | 8,438 |
| 5214 Housing Supplies | 14,390 | 14,815 | 13,500 | 8,790 | 10,125 |
| 5218 Training Materials and Supplies | 2,678 | 7,523 | 11,252 | 3,258 | 7,500 |
| 5220 Computer Refresh Charges | 15,259 | 14,300 | - | - | - |
| 5255 CPR Class Operating Supplies | 75 | 2,338 | 2,500 | - | 1,875 |
| 6101 Gas | 4,061 | 4,848 | 5,000 | 5,825 | 3,750 |
| 6102 Electricity | 23,570 | 24,985 | 23,000 | 18,784 | 17,250 |
| 6103 Water | 10,443 | 10,032 | 10,500 | 7,221 | 7,875 |
| 6201 Advertising/Publishing | - | 3,687 | 7,500 | 1,705 | 5,060 |
| 6205 Other Printing & Binding | 3,207 | 3,339 | 3,850 | 2,809 | 2,363 |
| 6207 Equipment Replacement Charges | 475,992 | 525,244 | 561,185 | 420,890 | 212,201 |
| 6208 Dues & Subscriptions | 13,493 | 12,722 | 23,691 | 4,975 | 14,218 |
| 6213 Meetings & Travel | 25,549 | 24,226 | 61,000 | 36,093 | 39,863 |
| 6214 Professional/Technical | 264,267 | 251,557 | 427,011 | 126,040 | 309,450 |
| 6215 Repairs & Maintenance | 36,899 | 39,752 | 66,460 | 36,903 | 51,675 |
| 6217 Software Maintenance | 39,371 | 50,243 | 84,457 | 40,654 | 70,204 |
| 6219 Network Operating Charge | 55,100 | 55,360 | 55,100 | 41,325 | - |
| 6221 Educational Incentive | 8,477 | 3,005 | - | - | - |
| 6223 Training & Education | 63,763 | 69,062 | 101,468 | 25,040 | 74,250 |

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| 6251 Communication/Mobile Radio | 30,823 | 35,569 | 20,141 | 5,576 | 7,231 |
| 6253 Postage | 2,746 | 3,450 | 4,000 | 911 | 2,963 |
| 6254 Telephone | 30,549 | 39,638 | 34,895 | 30,056 | 29,596 |
| 6257 Public Education | 15,459 | 17,890 | 29,000 | 230 | 25,275 |
| 6259 Breathing Apparatus | 1,974 | 4,382 | 20,000 | 400 | 5,625 |
| 6260 Equipment Leasing Costs | 5,342 | 1,478 | 5,300 | - | 3,975 |
| Total Maintenance & Operations | \$ 1,345,052 | \$ 1,462,038 | \$ 1,805,910 | \$ 941,899 | \$ 1,076,476 |
| 8104 Capital - Equipment | \$ 7,445 | \$ 64,980 | \$ - | \$ - | \$ - |
| 8105 Capital - Automotive | 2,769 | - | - | - | - |
| Total Capital Outlay | \$ 10,214 | \$ 64,980 | \$ - | \$ - | \$ - |
| TOTAL FIRE DEPARTMENT | \$ 16,500,465 | \$ 16,275,539 | \$ 17,015,860 | \$ 12,347,219 | \$ 13,068,393 |

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| GENERAL FUND | | | | | |
| FIRE ADMINISTRATION | | | | | |
| 4101 Salaries Full-Time | \$ 397,583 | \$ 458,774 | \$ 368,667 | \$ 295,443 | \$ 309,492 |
| 4102 Salaries Part-Time | - | - | - | - | - |
| 4103 Overtime | - | 189 | - | - | - |
| 4105 Holiday Pay | - | - | - | - | - |
| 4110 Leave Replacement | - | - | - | - | - |
| 4113 Reimbursable Overtime | 221 | - | - | - | - |
| 4201 Retirement CalPERS | 256,752 | 191,054 | 223,637 | 161,250 | 186,239 |
| 4202 FICA | 17,558 | 20,833 | 14,805 | 12,573 | 12,434 |
| 4203 Workers' Compensation | 31,633 | 37,083 | 38,514 | 27,991 | 29,563 |
| 4204 Group Insurance | 38,855 | 45,974 | 52,388 | 24,512 | 47,044 |
| 4205 Uniform Allowance | 297 | 796 | 396 | 297 | 800 |
| 4210 OPEB liability | 6,681 | 11,307 | 7,598 | 5,653 | - |
| Total Salaries & Benefits | \$ 749,580 | \$ 766,010 | \$ 706,005 | \$ 527,719 | \$ 585,572 |
| 5201 Office Supplies | \$ 5,767 | \$ 5,471 | \$ 5,000 | \$ 5,923 | \$ 3,375 |
| 5204 Operating Supplies | 5,846 | 10,805 | 13,400 | 8,249 | 8,138 |
| 5220 Computer Refresh Charges | 1,200 | 1,200 | - | - | - |
| 6101 Gas | 4,061 | 4,848 | 5,000 | 5,825 | 3,750 |
| 6102 Electricity | 23,570 | 24,985 | 23,000 | 18,784 | 17,250 |
| 6103 Water | 10,443 | 10,032 | 10,500 | 7,221 | 7,875 |
| 6205 Other Printing & Binding | 3,207 | 3,339 | 3,850 | 2,809 | 2,363 |
| 6207 Equip Replacement Charges | 8,772 | 8,772 | 8,770 | 6,577 | - |
| 6208 Dues & Subscriptions | 3,659 | 2,281 | 11,280 | 893 | 8,123 |
| 6213 Meetings & Travel | 12,607 | 2,754 | 17,200 | 11,176 | 11,138 |
| 6214 Professional/Technical | 22,819 | 82,030 | 129,350 | 18,384 | 88,275 |
| 6215 Repair & Maintenance | 1,268 | 1,762 | 3,660 | 5,256 | 2,700 |
| 6217 Software Maintenance | - | - | 22,300 | 13,281 | 16,725 |
| 6219 Network Operating Charge | 10,300 | 10,300 | 10,300 | 7,725 | - |
| 6223 Training & Education | 850 | 5,571 | 14,348 | 7,767 | 6,225 |
| 6253 Postage | 2,746 | 3,450 | 4,000 | 911 | 2,963 |
| 6254 Telephone | 28,610 | 32,529 | 33,785 | 27,641 | 25,582 |
| 6260 Equipment Leasing Costs | 4,973 | 1,389 | 5,300 | - | 3,975 |
| Total Maintenance & Operations | \$ 150,698 | \$ 211,518 | \$ 321,043 | \$ 148,422 | \$ 208,457 |
| SUB-TOTAL FIRE ADMINISTRATION | \$ 900,278 | \$ 977,528 | \$ 1,027,048 | \$ 676,141 | \$ 794,029 |
| FIRE SUPPRESSION | | | | | |
| 4101 Salaries Full-Time | \$ 3,553,249 | \$ 3,731,900 | \$ 3,824,809 | \$ 3,070,339 | \$ 3,141,618 |
| 4103 Overtime | 344,232 | 139,830 | 220,000 | 122,815 | 131,250 |
| 4105 Holiday Pay | 175,123 | 181,539 | 175,387 | 197,704 | 179,739 |

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|---------------------------------|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 4107 | FLSA Overtime | 229,469 | 295,008 | 265,000 | 252,424 | 243,750 |
| 4110 | Leave Replacement | 942,302 | 987,942 | 950,000 | 690,514 | 731,250 |
| 4117 | Opt - Out Payments | - | 2,750 | - | - | - |
| 4201 | Retirement CalPERS | 2,663,771 | 2,391,278 | 2,777,942 | 2,064,708 | 2,356,994 |
| 4202 | FICA | 70,298 | 73,971 | 57,805 | 60,395 | 48,160 |
| 4203 | Workers' Compensation | 701,844 | 761,998 | 683,621 | 678,411 | 525,105 |
| 4204 | Group Insurance | 403,523 | 467,839 | 453,545 | 356,822 | 463,284 |
| 4205 | Uniform Allowance | 1,080 | 976 | 1,500 | 720 | 1,125 |
| 4210 | OPEB liability | 62,510 | 98,422 | 82,158 | 64,963 | - |
| 4215 | Uniform Replacement | 15,591 | 16,630 | 29,500 | 12,343 | 22,125 |
| Total Salaries & Benefits | | \$ 9,162,992 | \$ 9,150,083 | \$ 9,521,267 | \$ 7,572,158 | \$ 7,844,400 |
| 5203 | Repairs & Maintenance Supplies | \$ 3,917 | \$ 8,290 | \$ 10,500 | \$ 1,862 | \$ 7,088 |
| 5204 | Operating Supplies | 74,437 | 58,027 | 69,500 | 25,320 | 52,088 |
| 5207 | Small Tools & Equipment | 497 | 7,378 | 12,500 | 11,670 | 8,438 |
| 5214 | Housing Supplies | 14,390 | 14,815 | 13,500 | 8,790 | 10,125 |
| 5218 | Training Materials and Supplies | 2,678 | 7,523 | 11,252 | 3,258 | 7,500 |
| 5220 | Computer Refresh Charges | 3,800 | 3,800 | - | - | - |
| 5255 | CPR Class Operating Supplies | - | 2,338 | 2,500 | - | 1,875 |
| 6207 | Equip Replacement Charges | 354,744 | 416,460 | 465,381 | 349,036 | 161,532 |
| 6208 | Dues & Subscriptions | 206 | - | 300 | - | 225 |
| 6213 | Meetings & Travel | - | 4,382 | 13,000 | 10,786 | 8,625 |
| 6214 | Professional/Technical | 3,090 | 4,429 | 6,020 | 2,034 | 3,750 |
| 6215 | Repairs & Maintenance | 30,317 | 25,041 | 51,800 | 30,967 | 40,725 |
| 6217 | Software Maintenance | 15,455 | 29,957 | 39,580 | 18,363 | 28,965 |
| 6219 | Network Operating Charge | 10,300 | 10,300 | 10,300 | 7,725 | - |
| 6221 | Educational Incentive | 4,288 | 2,298 | - | - | - |
| 6223 | Training & Education | 39,468 | 51,182 | 60,000 | 13,223 | 41,250 |
| 6251 | Communication/Mobile Radio | 11,524 | 16,205 | 7,191 | 3,698 | 5,393 |
| 6259 | Breathing Apparatus | 1,974 | 4,382 | 20,000 | 400 | 5,625 |
| 6260 | Equipment Leasing Costs | 369 | - | - | - | - |
| Total Maintenance & Operations | | \$ 571,454 | \$ 666,807 | \$ 793,324 | \$ 487,132 | \$ 383,204 |
| 8104 | Capital/Equipment | \$ 7,445 | \$ 64,980 | \$ - | \$ - | \$ - |
| Total Capital Outlay | | \$ 7,445 | \$ 64,980 | \$ - | \$ - | \$ - |
| SUB-TOTAL FIRE SUPPRESSION | | \$ 9,741,891 | \$ 9,881,870 | \$ 10,314,591 | \$ 8,059,290 | \$ 8,227,604 |
| FIRE PARAMEDIC | | | | | | |
| 4101 | Salaries Full-Time | \$ 1,578,461 | \$ 1,572,056 | \$ 1,543,837 | \$ 999,962 | \$ 1,156,651 |
| 4103 | Overtime | 97,543 | 57,593 | 105,000 | 39,980 | 56,250 |
| 4105 | Holiday Pay | 78,859 | 77,274 | 82,809 | 71,539 | 77,542 |
| 4107 | FLSA Overtime | 164,250 | 164,042 | 190,000 | 111,124 | 131,250 |

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 4110 Leave Replacement | 706,512 | 441,164 | 600,000 | 299,724 | 412,500 |
| 4201 Retirement CalPERS | 1,335,625 | 1,157,569 | 1,121,165 | 801,461 | 874,509 |
| 4202 FICA | 35,798 | 33,384 | 23,493 | 21,768 | 17,896 |
| 4203 Workers' Compensation | 351,309 | 329,077 | 277,835 | 238,361 | 195,126 |
| 4204 Group Insurance | 201,125 | 220,390 | 228,214 | 131,698 | 191,171 |
| 4210 OPEB liability | 27,897 | 41,495 | 33,392 | 21,430 | - |
| 4215 Uniform Replacement | 4,314 | 6,589 | 9,300 | 3,612 | 6,975 |
| Total Salaries & Benefits | \$ 4,581,693 | \$ 4,100,633 | \$ 4,215,045 | \$ 2,740,659 | \$ 3,119,870 |
| 5204 Operating Supplies | \$ 90,472 | \$ 73,042 | \$ 98,000 | \$ 62,545 | \$ 77,250 |
| 6207 Equip Replacement Charges | 96,228 | 84,960 | 60,091 | 45,069 | 38,019 |
| 6208 Dues & Subscription | 2,400 | 1,800 | 2,200 | 1,800 | 2,550 |
| 6213 Meetings & Travel | - | - | 1,500 | - | - |
| 6214 Professional/Technical | 132,244 | 120,080 | 133,100 | 88,189 | 99,825 |
| 6215 Repairs & Maintenance | 5,314 | 12,949 | 11,000 | 680 | 8,250 |
| 6217 Software Maintenance | 8,166 | 8,181 | 12,700 | 9,010 | 9,750 |
| 6221 Educational Incentive | 4,189 | 707 | - | - | - |
| 6223 Training & Education | 3,389 | 3,001 | 5,000 | 391 | 7,875 |
| 6251 Communication/Mobile Radio | 12,084 | 12,160 | 10,500 | - | - |
| Total Maintenance & Operations | \$ 354,486 | \$ 316,880 | \$ 334,091 | \$ 207,684 | \$ 243,519 |
| SUB-TOTAL FIRE PARAMEDIC | \$ 4,936,179 | \$ 4,417,513 | \$ 4,549,136 | \$ 2,948,343 | \$ 3,363,389 |
| FIRE PREVENTION | | | | | |
| 4101 Salaries Full-Time | \$ 293,966 | \$ 308,288 | \$ 319,946 | \$ 188,385 | \$ 124,486 |
| 4102 Salaries Part-Time | - | - | - | 23,805 | 24,000 |
| 4103 Overtime | 29,185 | 26,407 | 30,000 | 9,794 | 11,250 |
| 4113 Reimbursable Overtime | 17,852 | 37,192 | 30,000 | 49,923 | 33,750 |
| 4201 Retirement CalPERS | 75,689 | 85,313 | 114,078 | 81,121 | 42,941 |
| 4202 FICA | 25,105 | 26,261 | 24,475 | 20,777 | 12,726 |
| 4203 Workers' Compensation | 13,940 | 15,530 | 13,183 | 10,680 | 5,129 |
| 4204 Group Insurance | 37,580 | 43,534 | 41,723 | 20,539 | 30,921 |
| 4205 Uniform Allowance | 660 | 880 | 880 | 600 | 660 |
| 4210 OPEB liability | 4,961 | 7,767 | 6,078 | 3,810 | - |
| Total Salaries & Benefits | \$ 498,938 | \$ 551,172 | \$ 580,363 | \$ 409,434 | \$ 285,863 |
| 5204 Operating Supplies | \$ 11,439 | \$ 5,718 | \$ 8,200 | \$ 2,747 | \$ 5,625 |
| 5220 Computer Refresh Charges | 1,200 | 1,200 | - | - | - |
| 6207 Equip Replacement Charges | 7,440 | 7,428 | 8,957 | 6,718 | 7,458 |
| 6208 Dues & Subscriptions | 1,904 | 2,775 | 3,400 | 1,391 | 2,250 |
| 6213 Meetings & Travel | 1,337 | 1,082 | 3,800 | 2,095 | 2,100 |
| 6214 Professional/Technical | 4,361 | 1,895 | 70,639 | 3,791 | 48,750 |
| 6219 Network Operating Charge | 5,200 | 5,200 | 5,200 | 3,900 | - |

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

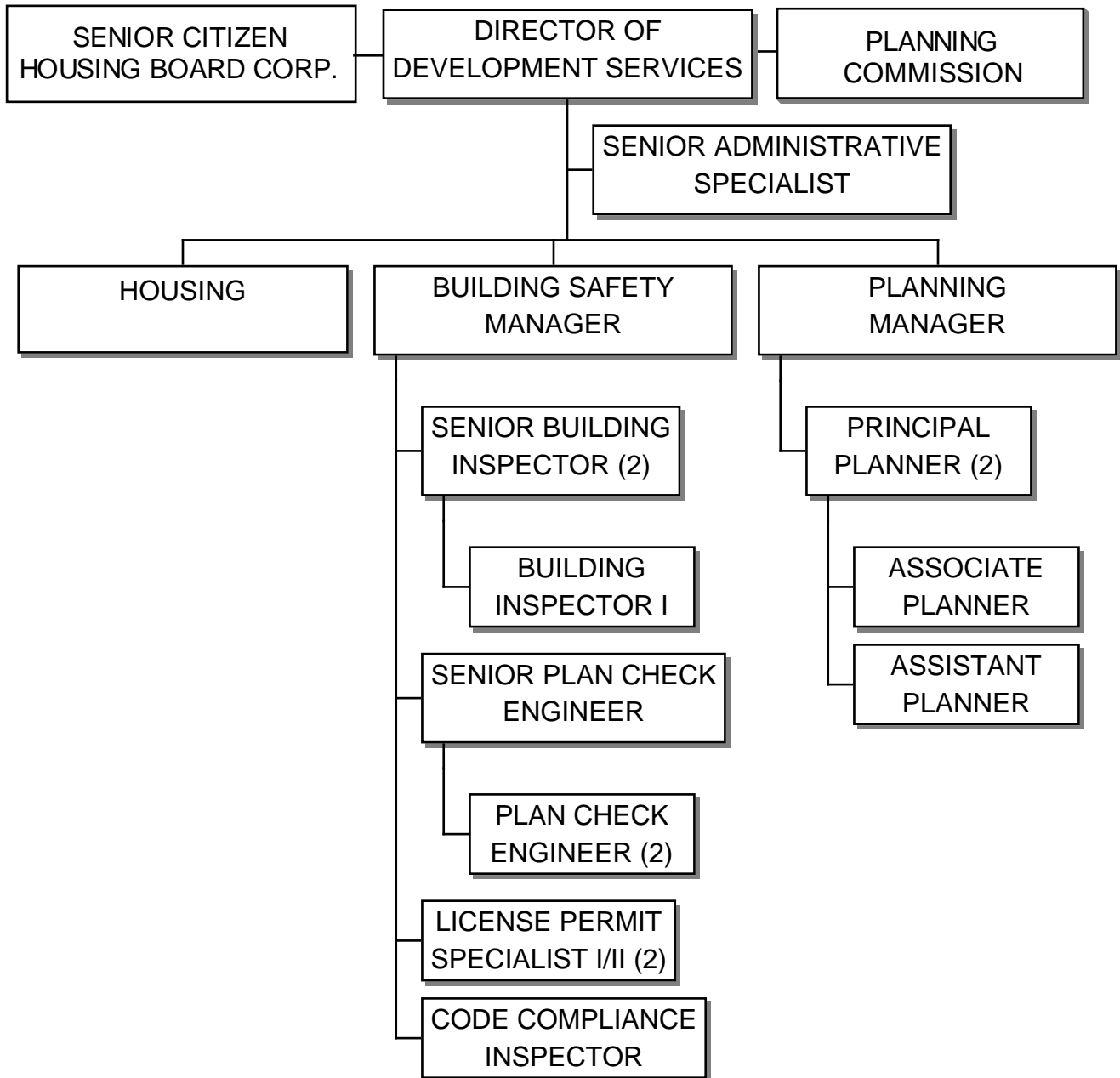
| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| 6223 Training & Education | 2,173 | 2,331 | 4,000 | 1,179 | 2,700 |
| 6254 Telephone | - | - | - | - | 630 |
| 6257 Public Education | 2,037 | 1,142 | 2,500 | 117 | 1,875 |
| Total Maintenance & Operations | \$ 37,091 | \$ 28,771 | \$ 106,696 | \$ 21,938 | \$ 71,388 |
| | | | | | |
| 8105 Automotive | 2,769 | - | - | - | - |
| Total Capital Outlay | \$ 2,769 | \$ - | \$ - | \$ - | \$ - |
| | | | | | |
| SUB-TOTAL FIRE PREVENTION | \$ 538,798 | \$ 579,943 | \$ 687,059 | \$ 431,372 | \$ 357,251 |
| | | | | | |
| EMERGENCY MANAGEMENT | | | | | |
| 4101 Salaries Full-Time | \$ 103,424 | \$ 108,415 | \$ 111,904 | \$ 79,973 | \$ 93,045 |
| 4102 Salaries Part-Time | - | 9,977 | - | - | - |
| 4103 Overtime | - | 444 | 20,000 | 28,336 | 15,000 |
| 4201 Retirement CalPERS | 26,854 | 28,519 | 23,628 | 19,164 | 20,908 |
| 4202 FICA | 7,764 | 8,469 | 8,561 | 8,330 | 7,118 |
| 4203 Workers' Compensation | 4,228 | 4,731 | 4,610 | 4,570 | 3,833 |
| 4204 Group Insurance | 7,792 | 16,823 | 16,041 | 13,008 | 16,038 |
| 4205 Uniform Allowance | 200 | 500 | 400 | 300 | 270 |
| 4210 OPEB liability | 1,734 | 2,745 | 2,126 | 1,669 | - |
| Total Salaries & Benefits | \$ 151,996 | \$ 180,623 | \$ 187,270 | \$ 155,350 | \$ 156,212 |
| | | | | | |
| 5204 Operating Supplies | \$ 9,190 | \$ 73,862 | \$ 18,000 | \$ 6,098 | \$ 12,150 |
| 5220 Computer Refresh Charges | 9,059 | 8,100 | - | - | - |
| 5255 CPR Class Operating Supplies | 75 | - | - | - | - |
| 6201 Advertising/Publishing | - | 3,687 | 7,500 | 1,705 | 5,060 |
| 6207 Equip Replacement Charges | 8,808 | 7,624 | 17,986 | 13,490 | 5,192 |
| 6208 Dues & Subscriptions | 5,324 | 5,866 | 6,511 | 891 | 1,070 |
| 6213 Meetings & Travel | 11,605 | 16,008 | 25,500 | 12,036 | 18,000 |
| 6214 Professional/Technical | 101,753 | 43,123 | 87,902 | 13,642 | 68,850 |
| 6217 Software Maintenance | 15,750 | 12,105 | 9,877 | - | 14,764 |
| 6219 Network Operating Charge | 29,300 | 29,560 | 29,300 | 21,975 | - |
| 6223 Training & Education | 17,883 | 6,977 | 18,120 | 2,480 | 16,200 |
| 6251 Communication/Mobile Radio | 7,215 | 7,204 | 2,450 | 1,878 | 1,838 |
| 6254 Telephone | 1,939 | 7,109 | 1,110 | 2,415 | 3,384 |
| 6257 Public Education | 13,422 | 16,748 | 26,500 | 113 | 23,400 |
| 6260 Equipment Leasing Costs | - | 89 | - | - | - |
| Total Maintenance & Operations | \$ 231,323 | \$ 238,062 | \$ 250,756 | \$ 76,723 | \$ 169,908 |
| | | | | | |
| SUB-TOTAL EMERGENCY MGMT | \$ 383,319 | \$ 418,685 | \$ 438,026 | \$ 232,073 | \$ 326,120 |
| | | | | | |
| TOTAL FIRE - GENERAL FUND | \$ 16,500,465 | \$ 16,275,539 | \$ 17,015,860 | \$ 12,347,219 | \$ 13,068,393 |

**CITY OF EL SEGUNDO
FIRE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| CUPA FUND | | | | | |
| 4101 Salaries Full-Time | \$ 127,679 | \$ 154,923 | \$ 341,100 | \$ 260,608 | \$ 283,959 |
| 4102 Salaries Part-Time | 19,927 | - | - | - | - |
| 4103 Overtime | 250 | 393 | - | 6,112 | - |
| 4113 Reimbursable Overtime | - | - | 7,000 | (281) | 5,250 |
| 4117 Opt - Out Payments | - | 2,750 | - | - | - |
| 4201 Retirement CalPERS | 51,385 | 61,229 | 124,559 | 92,552 | 101,077 |
| 4202 FICA | 11,330 | 14,148 | 25,960 | 20,516 | 21,271 |
| 4203 Workers' Compensation | 5,403 | 6,834 | 24,457 | 8,628 | 20,279 |
| 4204 Group Insurance | 1,656 | 6,008 | 38,323 | 18,506 | 47,333 |
| 4205 Uniform Allowance | 244 | 600 | 800 | 600 | 800 |
| 4210 OPEB liability | 2,108 | 4,348 | 6,481 | 5,060 | - |
| Total Salaries & Benefits | \$ 219,982 | \$ 251,233 | \$ 568,680 | \$ 412,301 | \$ 479,969 |
| 5204 Operating Supplies | \$ 7,064 | \$ 22,179 | \$ 10,000 | \$ 1,169 | \$ 5,625 |
| 5220 Computer Refresh Charges | 1,900 | 1,900 | - | - | - |
| 6207 Equipment Replacement Charges | - | 1,292 | 3,875 | 2,906 | 2,674 |
| 6208 Dues & Subscriptions | - | - | 775 | - | - |
| 6213 Meetings & Travel | (22) | 1,155 | 2,600 | 1,315 | 750 |
| 6214 Professional/Technical | 86,193 | 21,250 | 25,500 | - | 16,500 |
| 6215 Repairs & Maintenance | - | - | 2,250 | - | 1,688 |
| 6217 Software Maintenance | 6,500 | 6,825 | 13,025 | 7,166 | 7,856 |
| 6219 Network Operating Charge | 6,900 | 6,900 | 6,900 | 5,175 | - |
| 6223 Training & Education | 2,084 | 1,174 | 5,000 | 489 | 4,500 |
| 6254 Telephone | 480 | 960 | 960 | 720 | 720 |
| 6257 Public Education | 696 | 442 | 1,500 | 98 | 1,125 |
| Total Maintenance & Operations | \$ 111,795 | \$ 64,077 | \$ 72,385 | \$ 19,038 | \$ 41,438 |
| TOTAL CUPA FUND | \$ 331,777 | \$ 315,310 | \$ 641,065 | \$ 431,339 | \$ 521,407 |
| GRAND TOTAL FIRE - ALL FUNDS | \$ 16,832,242 | \$ 16,590,849 | \$ 17,656,925 | \$ 12,778,558 | \$ 13,589,800 |

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**CITY OF EL SEGUNDO
DEVELOPMENT SERVICES DEPARTMENT
ORGANIZATION CHART
FISCAL YEAR 2020 - 2021**



**CITY OF EL SEGUNDO
DEVELOPMENT SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2017-2018 TO 2020-2021**

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 | BUDGETED FY 2020-21 |
|--|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|
| <u>Development Services Department</u> | | | | | |
| Director of Development Services | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Planning Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Building Safety Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Specialist | 0.50 | - | - | - | - |
| Assistant Planner | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Building Inspector I / II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Code Compliance Inspector | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| License Permit Specialist I/II | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Office Specialist II | 1.00 | 1.00 | - | - | - |
| Plan Check Engineer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Plan Examiner (MEP) | 1.00 | 1.00 | - | - | - |
| Planning Technician | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Principal Planner | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| RSI Manager | 1.00 | - | - | - | - |
| Senior Administrative Specialist | - | - | 1.00 | 1.00 | 1.00 |
| Senior Building Inspector | 1.00 | 1.00 | 2.00 | 2.00 | 2.00 |
| Senior Plan Check Engineer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Sub-total Full-Time | 18.50 | 17.00 | 17.00 | 17.00 | 16.00 |
| Total Planning & Bldg Safety Department | 18.50 | 17.00 | 17.00 | 17.00 | 16.00 |

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

MISSION STATEMENT: Meet the needs of the community through responsible planning while maintaining a safe built environment for El Segundo's residents, businesses and visitors.

The Development Services Department has 17 full-time positions spread among two divisions.

Administration: Provides the overall administrative direction for the department; provides management and technical oversight of the divisions.

Planning: Develops and implements the General Plan; administers land uses through the zoning, subdivision and environmental codes; provides staff support to the Planning Commission; and administers the CDBG program.

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

ACCOMPLISHMENTS IN FISCAL YEAR 2019-2020:

Completed:

- Amend city zoning code – The Lakes at El Segundo Specific Plan
- Amend city zoning code – Short-Term Home Sharing Rental Permit Pilot Program
- Amend city zoning code – Wireless facilities in the Public Right-of-Way
- Amend city zoning code – MDR Overlay chapter re-write
- Developed process to subjectively evaluate Tier II community benefits in Smoky Hollow
- Successfully recruited and hired a Plan Check Engineer and 2 License Permit Specialists.
- Reviewed plans; issued permits; or inspected the following substantial projects:
 - Topgolf
 - Wayfare Residential Development
 - AC Hotel
 - EVA National Headquarters Office Buildings
 - Kite Pharma

GOALS & OBJECTIVES FOR FISCAL YEAR 2020-2021:

- Amend city zoning code – 4 to 6 code sections
- Continue document imaging and scanning of microfilms into Laserfiche
- Complete implementation of new Permitting System
- Recruit to fill vacant Senior Plan Check Engineer position
- Implement Online Payment for Plan Check, Permit & Impact Fees
- Implement 2-hour window inspection
- Implement Virtual Inspection pilot program
- Implement Electronic Plan Review
- Reduced dependency on the outside consultants for plan review
- Implement a new protocol to deal with the illegal dumping of trash

**CITY OF EL SEGUNDO
DEVELOPMENT SERVICES DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| <u>GENERAL FUND (001)</u> | | | | | |
| ADMINISTRATION (2404)) | | | | | |
| Salaries & Benefits | \$ 313,253 | \$ 247,953 | \$ 281,921 | \$ 189,936 | \$ 214,489 |
| Maintenance & Operations | 86,253 | 78,455 | 105,100 | 57,156 | 70,945 |
| Sub-total Administration | \$ 399,506 | \$ 326,408 | \$ 387,021 | \$ 247,092 | \$ 285,434 |
| PLANNING (2402) | | | | | |
| Salaries & Benefits | \$ 914,875 | \$ 965,401 | \$ 1,080,714 | \$ 748,392 | \$ 836,519 |
| Maintenance & Operations | 187,372 | 24,225 | 89,325 | 13,849 | 57,896 |
| Sub-total Planning | \$ 1,102,247 | \$ 989,626 | \$ 1,170,039 | \$ 762,241 | \$ 894,415 |
| BUILDING & SAFETY (2403) | | | | | |
| Salaries & Benefits | \$ 791,678 | \$ 856,368 | \$ 1,232,704 | \$ 807,608 | \$ 1,093,876 |
| Maintenance & Operations | 671,794 | 476,454 | 402,927 | 208,084 | 260,143 |
| Sub-total Building & Safety | \$ 1,463,472 | \$ 1,332,822 | \$ 1,635,631 | \$ 1,015,692 | \$ 1,354,019 |
| SENIOR IN-HOME CARE (2743) | | | | | |
| Salaries & Benefits | \$ 5,763 | \$ 5,158 | \$ 6,983 | \$ 2,361 | \$ 4,958 |
| Maintenance & Operations | 13,716 | 13,680 | 17,000 | 10,481 | 17,500 |
| Sub-total Senior In-Home Care | \$ 19,479 | \$ 18,838 | \$ 23,983 | \$ 12,842 | \$ 22,458 |
| JUVENILE DIVERSION (2747) | | | | | |
| Maintenance & Operations | \$ 5,555 | \$ 10,922 | \$ 19,000 | \$ 9,804 | \$ 9,000 |
| Sub-total Juvenile Diversion | \$ 5,555 | \$ 10,922 | \$ 19,000 | \$ 9,804 | \$ 9,000 |
| DELIVERED MEALS (2778) | | | | | |
| Salaries & Benefits | \$ 12,050 | \$ 10,920 | \$ 13,965 | \$ 11,425 | \$ 10,698 |
| Maintenance & Operations | 27,355 | 21,434 | 23,000 | 18,048 | 19,000 |
| Sub-total Delivered Meals | \$ 39,405 | \$ 32,354 | \$ 36,965 | \$ 29,473 | \$ 29,698 |
| COMMUNITY OUTREACH ADMINISTRATION (2779) | | | | | |
| Maintenance & Operations | \$ 10,913 | \$ 12,300 | \$ 14,000 | \$ 7,575 | \$ 14,000 |
| Sub-total Comm. Outreach Admin. | \$ 10,913 | \$ 12,300 | \$ 14,000 | \$ 7,575 | \$ 14,000 |
| TOTAL P&BS - GENERAL FUND | \$ 3,040,577 | \$ 2,723,270 | \$ 3,286,639 | \$ 2,084,719 | \$ 2,609,024 |
| <u>HYPERION FUND SUMMARY (117)</u> | | | | | |
| Maintenance & Operations | \$ 5,671 | \$ 5,789 | \$ 8,250 | \$ 4,531 | \$ 9,050 |
| TOTAL HYPERION FUND | \$ 5,671 | \$ 5,789 | \$ 8,250 | \$ 4,531 | \$ 9,050 |

**CITY OF EL SEGUNDO
DEVELOPMENT SERVICES DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|

EL SEGUNDO HOUSING DIVISION

RSI PROGRAM FUND SUMMARY (116)

| | | | | | |
|-------------------------------|-------------------|---------------|-------------|---------------|---------------|
| Salaries & Benefits | \$ 129,643 | \$ - | \$ - | \$ (50) | \$ - |
| Maintenance & Operations | 3,482 | 607 | - | 283 | 800 |
| TOTAL RSI PROGRAM FUND | \$ 133,125 | \$ 607 | \$ - | \$ 233 | \$ 800 |

AFFORDABLE HOUSING (130)

| | | | | | |
|--------------------------------------|-------------|-------------|-------------|-------------|-------------------|
| Maintenance & Operations | \$ - | \$ - | \$ - | \$ - | \$ 200,000 |
| TOTAL AFFORDABLE HOUSING FUND | \$ - | \$ - | \$ - | \$ - | \$ 200,000 |

SENIOR HOUSING FUND (504)

| | | | | | |
|----------------------------------|------------------|------------------|------------------|------------------|------------------|
| Maintenance & Operations | \$ 22,612 | \$ 21,272 | \$ 14,113 | \$ 10,039 | \$ 15,500 |
| Capital Improvements | - | - | 60,000 | - | 60,000 |
| TOTAL SENIOR HOUSING FUND | \$ 22,612 | \$ 21,272 | \$ 74,113 | \$ 10,039 | \$ 75,500 |

GRAND TOTAL - P&BS - ALL FUNDS

| | | | | |
|---------------------|---------------------|---------------------|---------------------|---------------------|
| \$ 3,201,985 | \$ 2,750,938 | \$ 3,369,002 | \$ 2,099,522 | \$ 2,894,374 |
|---------------------|---------------------|---------------------|---------------------|---------------------|

GENERAL FUND SUMMARY

| | | | | | |
|---------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Salaries & Benefits | \$ 2,037,619 | \$ 2,085,800 | \$ 2,616,287 | \$ 1,759,722 | \$ 2,160,540 |
| Maintenance & Operations | 1,002,958 | 637,470 | 670,352 | 324,997 | 448,484 |
| TOTAL GENERAL FUND | \$ 3,040,577 | \$ 2,723,270 | \$ 3,286,639 | \$ 2,084,719 | \$ 2,609,024 |

| | | |
|--------------------------|---------------------|----------------|
| Salaries & Benefits | \$ (455,747) | -17.42% |
| Maintenance & Operations | (221,868) | -33.10% |
| Total | \$ (677,615) | -20.62% |

ALL FUNDS SUMMARY

| | | | | | |
|--------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Salaries & Benefits | \$ 2,167,262 | \$ 2,085,800 | \$ 2,616,287 | \$ 1,759,672 | \$ 2,160,540 |
| Maintenance & Operations | 1,034,723 | 665,138 | 692,715 | 339,850 | 673,834 |
| Capital Outlay | - | - | 60,000 | - | 60,000 |
| TOTAL ALL FUNDS | \$ 3,201,985 | \$ 2,750,938 | \$ 3,369,002 | \$ 2,099,522 | \$ 2,894,374 |

| | | |
|--------------------------|---------------------|----------------|
| Salaries & Benefits | \$ (455,747) | -17.42% |
| Maintenance & Operations | (18,881) | -2.73% |
| Capital Outlay | \$ - | 0.00% |
| Total | \$ (474,628) | -14.09% |

**CITY OF EL SEGUNDO
DEVELOPMENT SERVICES DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 4101 Salaries Full-Time | \$ 1,317,615 | \$ 1,331,200 | \$ 1,665,140 | \$ 1,143,868 | \$ 1,345,470 |
| 4102 Salaries Part-Time | 35,350 | 14,363 | 17,400 | 12,334 | 13,000 |
| 4103 Overtime | 7,385 | 1,962 | 2,500 | 2,507 | 8,438 |
| 4113 Reimbursable Overtime | 14,792 | 25,572 | 20,000 | 37,938 | 27,000 |
| 4117 Opt - Out Payments | - | 14,500 | - | 2,500 | 8,750 |
| 4201 Retirement CalPERS | 402,957 | 413,445 | 453,085 | 321,178 | 364,104 |
| 4202 FICA | 99,911 | 102,562 | 122,036 | 87,081 | 98,858 |
| 4203 Workers' Compensation | 41,903 | 43,753 | 59,444 | 34,472 | 44,997 |
| 4204 Group Insurance | 96,331 | 105,395 | 243,040 | 94,549 | 249,523 |
| 4205 Uniform Allowance | 200 | 97 | 400 | 800 | 400 |
| 4209 PARS Expense | - | - | - | 10,287 | - |
| 4210 OPEB Liability | 21,175 | 32,951 | 33,242 | 12,208 | - |
| Total Salaries & Benefits | \$ 2,037,619 | \$ 2,085,800 | \$ 2,616,287 | \$ 1,759,722 | \$ 2,160,540 |
| 5204 Operating Supplies | \$ 17,633 | \$ 15,520 | \$ 18,000 | \$ 11,740 | \$ 12,150 |
| 5206 Computer Supplies | - | 581 | 9,500 | 314 | 6,413 |
| 5220 Computer Refresh Program Equipr | 7,700 | 7,700 | - | - | - |
| 6102 Electric Utility | 14 | 78 | - | 49 | - |
| 6201 Advertising/Publishing | 11,955 | 6,458 | 11,800 | 4,908 | 7,425 |
| 6205 Other Printing & Binding | 1,129 | - | 3,100 | - | - |
| 6206 Contractual Services | 10,913 | 12,300 | 14,000 | 7,575 | 14,000 |
| 6207 Equip Replacement Charges | 14,664 | 14,664 | 17,852 | 13,389 | 6,526 |
| 6208 Dues & Subscriptions | 4,459 | 2,170 | 6,000 | 2,390 | 4,725 |
| 6213 Meetings & Travel | 5,602 | 4,878 | 13,500 | 2,221 | 7,088 |
| 6214 Professional & Technical | 854,309 | 502,457 | 479,000 | 225,067 | 322,250 |
| 6215 Repairs & Maintenance | - | - | 2,800 | - | 1,890 |
| 6219 Network Operating Charge | 50,000 | 50,000 | 50,000 | 37,500 | 33,750 |
| 6223 Training & Education | 3,667 | 6,173 | 17,700 | 12,629 | 13,973 |
| 6253 Postage | 2,883 | 1,694 | 4,300 | 435 | 2,903 |
| 6254 Telephone | 7,760 | 7,249 | 7,000 | 5,420 | 4,725 |
| 6260 Equipment Leasing Costs | 6,920 | 2,493 | 8,500 | - | 5,738 |
| 6263 Commissioners Expense | 3,350 | 3,055 | 7,300 | 1,360 | 4,928 |
| Total Maintenance & Operations | \$ 1,002,958 | \$ 637,470 | \$ 670,352 | \$ 324,997 | \$ 448,484 |
| TOTAL P&BS - GENERAL FUND | \$ 3,040,577 | \$ 2,723,270 | \$ 3,286,639 | \$ 2,084,719 | \$ 2,609,024 |

**CITY OF EL SEGUNDO
DEVELOPMENT SERVICES DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|

GENERAL FUND

DEVELOPMENT SERVICES ADMINISTRATION

| | | | | | |
|--------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 4101 Salaries Full-Time | \$ 240,402 | \$ 177,037 | \$ 192,000 | \$ 137,800 | \$ 144,882 |
| 4117 Opt - Out Payments | - | 2,750 | - | - | 2,750 |
| 4201 Retirement CalPERS | 46,894 | 47,682 | 52,788 | 36,647 | 40,993 |
| 4202 FICA | 15,897 | 11,202 | 11,154 | 9,248 | 8,568 |
| 4203 Workers' Compensation | 2,092 | 1,636 | 1,690 | 1,213 | 1,014 |
| 4204 Group Insurance | 4,534 | 3,328 | 20,641 | 2,397 | 16,282 |
| 4210 OPEB Liability | 3,434 | 4,318 | 3,648 | 2,631 | - |
| Total Salaries & Benefits | \$ 313,253 | \$ 247,953 | \$ 281,921 | \$ 189,936 | \$ 214,489 |

| | | | | | |
|---|------------------|------------------|-------------------|------------------|------------------|
| 5204 Operating Supplies | \$ 15,272 | \$ 13,811 | \$ 18,000 | \$ 11,316 | \$ 12,150 |
| 5206 Computer Supplies | - | 581 | 9,500 | 314 | 6,413 |
| 6102 Electric Utility | 14 | 78 | - | 49 | - |
| 6208 Dues & Subscriptions | 2,331 | 870 | 1,000 | 139 | 675 |
| 6213 Meetings & Travel | 2,705 | 2,376 | 3,500 | 631 | 2,363 |
| 6214 Professional & Technical | - | - | - | 385 | - |
| 6215 Repair & Maintenance | - | - | 2,800 | - | 1,890 |
| 6219 Network Operating Charge | 50,000 | 50,000 | 50,000 | 37,500 | 33,750 |
| 6223 Training & Education | 1,251 | (191) | 3,500 | 1,499 | 2,363 |
| 6253 Postage | - | 1,188 | 1,300 | - | 878 |
| 6254 Telephone | 7,760 | 7,249 | 7,000 | 5,323 | 4,725 |
| 6260 Equipment Leasing Costs | 6,920 | 2,493 | 8,500 | - | 5,738 |
| Total Maintenance & Operations | \$ 86,253 | \$ 78,455 | \$ 105,100 | \$ 57,156 | \$ 70,945 |

SUB-TOTAL P&BS ADMINISTRATION **\$ 399,506** **\$ 326,408** **\$ 387,021** **\$ 247,092** **\$ 285,434**

PLANNING

| | | | | | |
|--------------------------------------|-------------------|-------------------|---------------------|-------------------|-------------------|
| 4101 Salaries Full-Time | \$ 615,701 | \$ 607,546 | \$ 676,658 | \$ 486,758 | \$ 520,687 |
| 4103 Overtime | 1,037 | 1,067 | 1,500 | 947 | 1,013 |
| 4113 Reimbursable Overtime | 14,792 | 24,414 | 15,000 | 24,741 | 13,500 |
| 4117 Opt - Out Payments | - | 8,500 | - | 2,000 | 2,750 |
| 4201 Retirement CalPERS | 163,943 | 204,170 | 197,315 | 138,877 | 151,475 |
| 4202 FICA | 47,117 | 46,547 | 50,192 | 36,610 | 38,338 |
| 4203 Workers' Compensation | 19,546 | 20,340 | 22,340 | 15,859 | 15,437 |
| 4204 Group Insurance | 42,659 | 37,755 | 104,115 | 33,023 | 93,319 |
| 4210 OPEB Liability | 10,080 | 15,062 | 13,594 | 9,577 | - |
| Total Salaries & Benefits | \$ 914,875 | \$ 965,401 | \$ 1,080,714 | \$ 748,392 | \$ 836,519 |

Planning Continued

| | | | | | |
|-------------------------|----------|----------|------|------|------|
| 5204 Operating Supplies | \$ 1,700 | \$ 1,110 | \$ - | \$ - | \$ - |
| 5220 Computer Refresh | 3,100 | 3,100 | - | - | - |

**CITY OF EL SEGUNDO
DEVELOPMENT SERVICES DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 6201 Advertising/Publishing | 11,955 | 6,458 | 10,000 | 4,848 | 6,750 |
| 6205 Other Printing & Binding | 75 | - | 3,100 | - | - |
| 6207 Equip Replacement Charges | 2,496 | 2,496 | 2,725 | 2,044 | 1,533 |
| 6208 Dues & Subscriptions | 495 | 1,040 | 3,000 | 1,724 | 2,025 |
| 6213 Meetings & Travel | 1,543 | 1,027 | 6,000 | 894 | 2,025 |
| 6214 Professional/Technical | 159,581 | 4,101 | 50,000 | 2,788 | 33,750 |
| 6223 Training & Education | 194 | 1,332 | 4,200 | (265) | 4,860 |
| 6253 Postage | 2,883 | 506 | 3,000 | 435 | 2,025 |
| 6254 Telephone | - | - | - | 21 | - |
| 6263 Commissioners Expense | 3,350 | 3,055 | 7,300 | 1,360 | 4,928 |
| Total Maintenance & Operations | \$ 187,372 | \$ 24,225 | \$ 89,325 | \$ 13,849 | \$ 57,896 |
| SUB-TOTAL PLANNING | \$ 1,102,247 | \$ 989,626 | \$ 1,170,039 | \$ 762,241 | \$ 894,415 |
| BUILDING SAFETY | | | | | |
| 4101 Salaries Full-Time | \$ 461,512 | \$ 546,617 | \$ 796,482 | \$ 519,310 | \$ 679,901 |
| 4102 Salaries Part-Time | 21,908 | - | - | - | - |
| 4103 Overtime | 6,348 | 895 | 1,000 | 1,560 | 7,425 |
| 4113 Reimbursable Overtime | - | 1,158 | 5,000 | 13,197 | 13,500 |
| 4117 Opt - Out Payments | - | 3,250 | - | 500 | 3,250 |
| 4201 Retirement CalPERS | 189,326 | 161,587 | 201,482 | 145,654 | 170,511 |
| 4202 FICA | 35,868 | 43,715 | 59,359 | 40,279 | 50,957 |
| 4203 Workers' Compensation | 19,717 | 21,166 | 34,697 | 16,892 | 28,010 |
| 4204 Group Insurance | 49,138 | 64,312 | 118,284 | 59,129 | 139,922 |
| 4205 Uniform Allowance | 200 | 97 | 400 | 800 | 400 |
| 4209 PARS Expense | - | - | - | 10,287 | - |
| 4210 OPEB Liability | 7,661 | 13,571 | 16,000 | - | - |
| Total Salaries & Benefits | \$ 791,678 | \$ 856,368 | \$ 1,232,704 | \$ 807,608 | \$ 1,093,876 |
| 5204 Operating Supplies | \$ 661 | \$ 599 | \$ - | \$ 424 | \$ - |
| 5220 Computer Refresh Program Equipmen | 4,600 | 4,600 | - | - | - |
| 6201 Advertising/Publishing | - | - | 1,800 | 60 | 675 |
| 6205 Other Printing & Binding | 1,054 | - | - | - | - |
| 6207 Equip Replacement Charges | 12,168 | 12,168 | 15,127 | 11,345 | 4,993 |
| 6208 Dues & Subscriptions | 1,633 | 260 | 2,000 | 527 | 2,025 |
| 6213 Meetings & Travel | 1,354 | 1,475 | 4,000 | 696 | 2,700 |
| 6214 Professional/Technical | 648,102 | 452,320 | 370,000 | 183,561 | 243,000 |
| 6223 Training & Education | 2,222 | 5,032 | 10,000 | 11,395 | 6,750 |
| 6254 Telephone | - | - | - | 76 | - |
| Total Maintenance & Operations | \$ 671,794 | \$ 476,454 | \$ 402,927 | \$ 208,084 | \$ 260,143 |
| SUB-TOTAL BUILDING SAFETY | \$ 1,463,472 | \$ 1,332,822 | \$ 1,635,631 | \$ 1,015,692 | \$ 1,354,019 |

**CITY OF EL SEGUNDO
DEVELOPMENT SERVICES DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| SENIOR IN-HOME CARE | | | | | |
| 4102 Salaries Part-Time | \$ 4,364 | \$ 4,608 | \$ 5,800 | \$ 2,112 | \$ 4,100 |
| 4201 Retirement CalPERS | 887 | 2 | 500 | - | 375 |
| 4202 FICA | 334 | 352 | 444 | 162 | 314 |
| 4203 Workers' Compensation | 178 | 196 | 239 | 87 | 169 |
| Total Salaries & Benefits | \$ 5,763 | \$ 5,158 | \$ 6,983 | \$ 2,361 | \$ 4,958 |
| 5204 Operating Supplies | \$ - | \$ - | \$ - | \$ - | \$ - |
| 6214 Professional & Technical | 13,716 | 13,680 | 17,000 | 10,481 | 17,500 |
| Total Maintenance & Operations | \$ 13,716 | \$ 13,680 | \$ 17,000 | \$ 10,481 | \$ 17,500 |
| SUB-TOTAL SENIOR IN-HOME CARE | \$ 19,479 | \$ 18,838 | \$ 23,983 | \$ 12,842 | \$ 22,458 |
| JUVENILE DIVERSION | | | | | |
| 6214 Professional & Technical | \$ 5,555 | \$ 10,922 | \$ 19,000 | \$ 9,804 | \$ 9,000 |
| Total Maintenance & Operations | \$ 5,555 | \$ 10,922 | \$ 19,000 | \$ 9,804 | \$ 9,000 |
| SUB-TOTAL JUVENILE DIVERSION | \$ 5,555 | \$ 10,922 | \$ 19,000 | \$ 9,804 | \$ 9,000 |
| DELIVERED MEALS | | | | | |
| 4102 Salaries Part-Time | \$ 9,078 | \$ 9,755 | \$ 11,600 | \$ 10,222 | \$ 8,900 |
| 4201 Retirement CalPERS | 1,907 | 4 | 1,000 | - | 750 |
| 4202 FICA | 695 | 746 | 887 | 782 | 681 |
| 4203 Workers' Compensation | 370 | 415 | 478 | 421 | 367 |
| Total Salaries & Benefits | \$ 12,050 | \$ 10,920 | \$ 13,965 | \$ 11,425 | \$ 10,698 |
| 6214 Professional & Technical | \$ 27,355 | \$ 21,434 | \$ 23,000 | \$ 18,048 | \$ 19,000 |
| Total Maintenance & Operations | \$ 27,355 | \$ 21,434 | \$ 23,000 | \$ 18,048 | \$ 19,000 |
| SUB-TOTAL DELIVERED MEALS | \$ 39,405 | \$ 32,354 | \$ 36,965 | \$ 29,473 | \$ 29,698 |
| COMMUNITY OUTREACH ADMIN | | | | | |
| 6206 Contractual Services | \$ 10,913 | \$ 12,300 | \$ 14,000 | \$ 7,575 | \$ 14,000 |
| Total Maintenance & Operations | \$ 10,913 | \$ 12,300 | \$ 14,000 | \$ 7,575 | \$ 14,000 |
| SUB-TOTAL COMM. OUTREACH ADMIN | \$ 10,913 | \$ 12,300 | \$ 14,000 | \$ 7,575 | \$ 14,000 |
| TOTAL P & BS - GENERAL FUND | \$ 3,040,577 | \$ 2,723,270 | \$ 3,286,639 | \$ 2,084,719 | \$ 2,609,024 |
| HYPERION MITIGATION FUND (117) | | | | | |

**CITY OF EL SEGUNDO
DEVELOPMENT SERVICES DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-----------------|-------------------------|
| 6206 Contractual Services | \$ 5,004 | \$ 5,122 | \$ 5,100 | \$ 4,031 | \$ 6,000 |
| 6254 Telephone | 667 | 667 | 1,100 | 500 | 1,000 |
| 6286 General Administrative Charge | - | - | 2,050 | - | 2,050 |
| Total Maintenance & Operations | \$ 5,671 | \$ 5,789 | \$ 8,250 | \$ 4,531 | \$ 9,050 |
| TOTAL HYPERION MITIGATION FUND | \$ 5,671 | \$ 5,789 | \$ 8,250 | \$ 4,531 | \$ 9,050 |

RSI PROGRAM FUND (116)

Percentage Increase (Decrease)

| | | | | | |
|---|-------------------|---------------|-------------|----------------|---------------|
| 4101 Salaries Full-Time | \$ 89,072 | \$ - | \$ - | \$ (46) | \$ - |
| 4201 Retirement CalPERS | 30,591 | - | - | - | - |
| 4202 FICA | 5,652 | - | - | (3) | - |
| 4203 Workers' Compensation | 775 | - | - | (1) | - |
| 4204 Group Insurance | 2,127 | - | - | - | - |
| 4210 OPEB liability | 1,426 | - | - | - | - |
| Total Salaries & Benefits | \$ 129,643 | \$ - | \$ - | \$ (50) | \$ - |
| 5204 Operating Supplies | \$ 48 | \$ - | \$ - | \$ - | \$ - |
| 6102 Electricity | 90 | 16 | - | - | 200 |
| 6103 Water | 419 | 428 | - | 283 | 600 |
| 6224 Vehicle Operating Charges | 13 | - | - | - | - |
| 6244 Other Unclassified Expense | 34 | - | - | - | - |
| 6253 Postage | 223 | - | - | - | - |
| 6254 Telephone | 720 | - | - | - | - |
| 6260 Equipment Leasing Costs | 1,935 | 163 | - | - | - |
| Total Maintenance & Operations | \$ 3,482 | \$ 607 | \$ - | \$ 283 | \$ 800 |
| TOTAL RSI PROGRAM FUND | \$ 133,125 | \$ 607 | \$ - | \$ 233 | \$ 800 |

AFFORDABLE HOUSING FUND (130)

| | | | | | |
|---|-------------|-------------|-------------|-------------|-------------------|
| 6214 Professional & Technical | \$ - | \$ - | \$ - | \$ - | \$ 200,000 |
| Total Maintenance & Operations | \$ - | \$ - | \$ - | \$ - | \$ 200,000 |
| Capital | - | - | - | - | - |
| Total Capital Outlay | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL AFFORDABLE HOUSING FUND | \$ - | \$ - | \$ - | \$ - | \$ 200,000 |

SENIOR HOUSING FUND

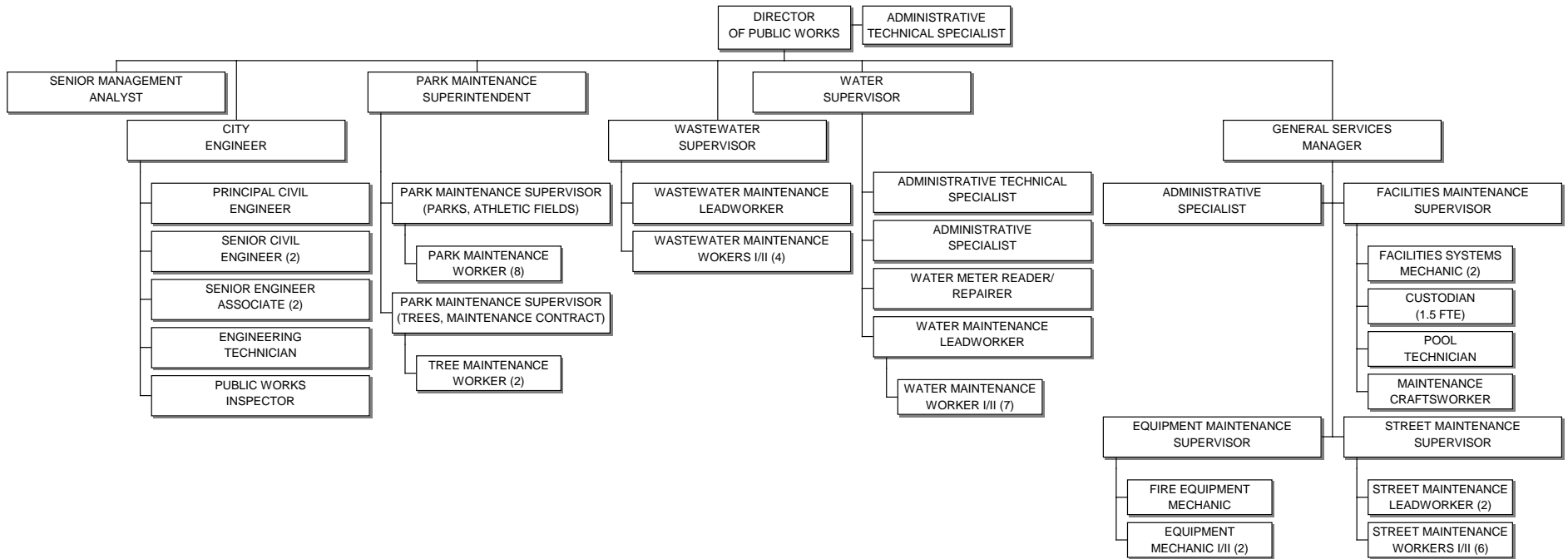
| | | | | | |
|---|---------------|---------------|---------------|---------------|---------------|
| 6301 Legal Counsel | 4,612 | 1,268 | 7,000 | 4,704 | 8,000 |
| 6286 General Administrative Charges | 18,000 | 20,004 | 7,113 | 5,335 | 7,500 |
| Total Maintenance & Operations | 22,612 | 21,272 | 14,113 | 10,039 | 15,500 |

**CITY OF EL SEGUNDO
DEVELOPMENT SERVICES DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 8103 Capital Improvements | - | - | 60,000 | - | 60,000 |
| Total Capital Improvements | \$ - | \$ - | \$ 60,000 | \$ - | \$ 60,000 |
| TOTAL SENIOR HOUSING FUND | 22,612 | 21,272 | 74,113 | 10,039 | 75,500 |
| GRAND TOTAL P & BS - ALL FUNDS | \$ 3,201,985 | \$ 2,750,938 | \$ 3,369,002 | \$ 2,099,522 | \$ 2,894,374 |

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**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT ORGANIZATION CHART
FISCAL YEAR 2020-2021**



**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2017-2018 TO 2020-2021**

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 | BUDGETED FY 2020-21 |
|--|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|
| <u>Public Works Department</u> | | | | | |
| Director of Public Works | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| General Services Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Specialist (Water Fund) | 0.50 | 0.50 | 1.00 | 1.00 | 1.00 |
| Administrative Technical Specialist | 1.00 | 1.00 | 1.00 | 1.50 | 1.50 |
| City Engineer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Custodian | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Engineering Technician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Equipment Maintenance Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | 0.50 |
| Equipment Mechanic I/II | 2.00 | 2.00 | 2.00 | 2.00 | 1.00 |
| Facilities Maintenance Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Facilities Systems Mechanic | 2.00 | 2.00 | 2.00 | 3.00 | 3.00 |
| Fire Equipment Mechanic | 2.00 | 2.00 | 2.00 | 2.00 | 1.00 |
| Maintenance Craftworker | - | - | - | 1.00 | 1.00 |
| Management Analyst | 1.00 | - | - | - | - |
| Park Maintenance Superintendent | - | - | - | 1.00 | 1.00 |
| Park Maintenance Supervisor | - | - | - | 2.00 | 2.00 |
| Park Maintenance Worker II | - | - | - | 5.00 | 4.00 |
| Pool Maintenance Technician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Principal Civil Engineer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Public Works Inspector | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Senior Administrative Specialist | 1.00 | - | - | - | - |
| Senior Civil Engineer | 2.00 | 2.00 | 2.00 | 2.00 | 1.50 |
| Senior Engineer Associate | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Senior Management Analyst | - | 1.00 | 1.00 | 1.00 | 1.00 |
| Street Maintenance Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Street Maintenance Leadworker | 2.00 | 2.00 | 2.00 | 2.00 | 1.00 |
| Street Maintenance Worker I/II | 6.00 | 5.00 | 6.00 | 6.00 | 6.00 |
| Tree Maintenance Worker | - | - | - | 2.00 | 2.00 |
| Wastewater Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Wastewater Maintenance Leadworker | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Wastewater Maintenance Worker I/II | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| Water Maintenance Leadworker | 2.00 | 1.00 | 2.00 | 1.00 | 1.00 |
| Water Maintenance Worker I/II | 6.00 | 6.00 | 6.00 | 7.00 | 7.00 |
| Water Meter Reader/Repairer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Water Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Sub-total Full-Time | 48.50 | 45.50 | 48.00 | 60.50 | 54.50 |
| <u>Part-Time FTEs</u> | | | | | |
| Administrative Specialist | 0.75 | 0.75 | 0.50 | 0.50 | 0.50 |
| Custodian | 1.50 | 1.00 | 1.00 | 1.00 | 1.00 |
| Facilities Maintenance Worker | - | 1.00 | - | - | - |
| Street Maintenance Worker | - | 1.00 | - | - | - |
| Water Maintenance Worker I/II | 0.75 | 1.00 | - | - | - |
| Sub-total Part-Time | 3.00 | 4.75 | 1.50 | 1.50 | 1.50 |
| Total Public Works Department | 51.50 | 50.25 | 49.50 | 62.00 | 56.00 |

For fiscal year 20-21, the park maintenance staff was transferred to the Public Works Department from the Recreation and Parks Department.

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

MISSION STATEMENT: To deliver the highest quality public works services to residents and businesses in the City of El Segundo by providing outstanding public service; diligently maintaining City facilities and public infrastructure; and delivering the projects in the City's Capital Improvement Program (CIP) in a safe, logical, expedient, and cost-effective manner.

The Public Works Department has 50 FTE's spread among four distinct divisions. While a portion of the Department's operating costs are funded by the General Fund, the majority of the Department's operating budget is comprised of the City's Water Enterprise Fund and Wastewater Enterprise Fund.

There are no changes to the Public Works table of organization included in the proposed 2020-21 budget.

PUBLIC WORKS ADMINISTRATION:

Provides overall administrative direction; ensures the Department provides the best service to the residents and the businesses in the City; represents the City with regard to regional, inter-agency and outside organization issues; manages the delivery of high profile projects; provides technical support to other City Departments, the City Manager, and City Council.

Solid Waste Recycling: Administers the City's refuse collection contract for single-family and duplex properties and City-owned facilities; administers the City's Source Reduction and Recycling (SRRE) Program; supports the Environmental Committee, and provides technical assistance and outreach to increase awareness of waste reduction and recycling.

GENERAL SERVICES DIVISION:

Government Buildings: Operates and maintains 46 distinct City facilities comprised of over 260,000 square feet of space, including: City Hall; Fire Stations 1 & 2; the Police Station; Library; Maintenance Facility (the "Yard"); Water Plant; Recreation & Parks buildings, the Aquatics Center, and the Plunge.

Wastewater: Operates and maintains the City's wastewater system, which consists of nine lift stations, 18 pumps, and approximately 57 miles of sewer mains. The lift stations run in an automatic mode 24 hours per day, 365 days a year to convey over a half-billion gallons of sewage to treatment plants operated by LA City and LA County.

Storm Drains: Operates and maintains the City's storm drain system that consists of approximately 18 miles of storm drain pipe, nearly 400 catch basins; several drainage basins; three lift stations; and force mains.

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 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 the fuel storage and monitoring systems.

ENGINEERING DIVISION:

The City Engineer leads the Engineering Division in the review, approval, and construction of public and private improvements in the public right-of-way; develops and implements the Capital Improvement Program; reviews and conditions land development applications in support of Planning & Building Safety; the Hyperion Citizen's Advisory Committee, and the Capital Improvement Program Advisory Committee; and ensures compliance with and participation in various regional programs such as the NPDES Permit and South Bay Cities COG initiatives and projects. Engineering also provides grant oversight and

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

administration; keeps and maintains record drawings of City-owned infrastructure; 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: Maintains approximately 57 miles of City streets and six (6) miles of alleyways; performs weed abatement; repairs and/or replaces concrete curb, gutter and sidewalk and roadway surfaces; cleans spills of various non-hazardous materials in the public right-of-way; and provides First Responder services to emergencies in coordination with Police and Fire.

Traffic Safety: Manages the street lighting contract with Southern California Edison and coordinates contractual traffic signal maintenance services with the LA County Department of Public Works; maintains all roadway striping, marking and signage, crosswalks, parking stalls, street name signs; posts temporary signs for community events; installs community banners; and performs graffiti abatement on public property.

WATER DIVISION: Operates, maintains, and repairs the City's water distribution system consisting of approximately 65 miles of pipe; 5,000 meters; 3 million gallon (MG) and 6 MG reservoirs; and the 200,000-gallon elevated tank. Reads all water meters and assists with the billing process with the Finance Department.

ACCOMPLISHMENTS IN FISCAL YEAR 2019-2020:

- Significant efforts in regards to City's response to Coronavirus pandemic. This included both the closing and partial re-opening of all City buildings to the public, additional custodial cleaning and wipe down of high touch areas, installation of plexiglass and protective barriers throughout City buildings, and implementation of monthly replacement of all HVAC air filters. Also included working with other departments in the use of the public right of way for dining and other uses.
- Selected a new vendor to provide custodial service for the City at a lower cost than what we are currently paying, to begin October 1, 2020
- Replaced and re-painted all hand railings at the beach Lifeguard Station.
- Installed two new security doors at City Hall to facilitate a single point of entry for the public and to provide additional security to the employees.
- Obtained a new striping machine in Streets and will focus on roadway striping maintenance
- Continuous delivery of an aggressive \$10M Capital Improvement Program including Citywide Roadway Resurfacing, Acacia Park Improvement, Indiana Street Water Main Replacement, El Segundo Blvd. Street Improvement, Hockey Rink Rehabilitation, Softball Bleachers Replacement, Library Park Project , completion of Washington Park Playground, Walnut Avenue Drainage Improvement, McCarthy Court Street Improvement, Fiber Vault Lids Replacement, El Segundo Blvd. Parking Pilot, City Facilities ADA-Compliant Parking Re-striping, Cedar Water Main Replacement, and others.
- Completed the transition process to Automated Collection for Residential Solid Waste and Recycling Services with a new vendor (EDCO) to provide residential and municipal solid waste hauling services; and assisted in the Proposition 218 process that will enable the City to establish a maximum \$20 monthly fee upon eligible residential dwellings for the solid waste collection services. Amended new ordinance to Title 5, Chapter 2 of the ESMC to establish comprehensive regulations regarding solid waste management and establishing a permit process for and regulations governing, providers of solid waste collection and transportation services to commercial premises and multi-family dwellings.

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

- Tracked tonnage and diversion rate for recyclables, green waste, bulky-items, and various roll-offs for City Facilities through Residential Solid Waste and Recycling Services provider (EDCO).
- Cooperatively improved the City's disposal and recycling programs with Cal Recycle to ensure compliance with State laws and maintain compliance with external agency requirements and regulations by enforcing the new commercial and multi-family permit regulations.
- Completed Citywide School District Traffic and Pedestrian Study.
- Maintained and repaired streets, sidewalks, sewer mains, water mains, valves and meters, pump stations, generators, signage, vehicles and other motorized equipment.
- Managed a compliant stormwater program; cleaned catch basins; and ensured public health and safety during storm events.
- Responded to emergencies in an expeditious manner without issue.
- Provided support to other departments for City events such as the Farmer's Market and Candy Cane Lane, including traffic control; signage; banners, holiday decorations, and clean-up.
- Administered more than 200 contracts, including large contracts for street sweeping, trash collection, signal maintenance, and custodial services.
- Conducted and continue to conduct extensive cross training within Water Division staff due to many new staff members
- Continued with the pain-staking but necessary process of converting the City's analog water meters to the AMR (automatic meter reading) / "Smart" water meter platform utilizing City staff

GOALS & OBJECTIVES FOR FISCAL YEAR 2020-2021:

- Continued response to Coronavirus pandemic, prepare for additional use of public right of way, transition to long term solutions
- We will continue to provide great level of service to the residents and business of El Segundo, maintain the roads and sidewalks in a safe condition for pedestrians, bicyclists, and motorists.
- Commence the recommended improvements from the Citywide Facilities Condition Assessment and develop a multi-year CIP Programs in cooperation with the Finance Department.
- 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.
- Deliver the annual Capital Improvement Program as approved by City Council.
- Ensure consistent, effective, efficient maintenance services are provided at the new Aquatics Center, in cooperation with Recreation & Parks staff.
- 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 customers – internal and external; continue to represent the City's interests in regional programs and issues; 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.
- Extend contract amendment for street sweeping services, which expires September 30, 2019.
- Cooperatively improve the City's disposal and recycling programs with CalRecycle to ensure compliance with State laws and maintain compliance with external agency requirements and regulations by enforcing the new commercial and multi-family permit 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.

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---------------------------------------|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| <u>GENERAL FUND (001)</u> | | | | | |
| ADMINISTRATION (4801) | | | | | |
| Salaries & Benefits | \$ 120,040 | \$ 126,409 | \$ 364,449 | \$ 90,104 | \$ 184,255 |
| Maintenance & Operations | 13,312 | 15,286 | 17,600 | 7,137 | 10,425 |
| Sub-total Administration | \$ 133,352 | \$ 141,695 | \$ 382,049 | \$ 97,241 | \$ 194,680 |
| GOVERNMENT BUILDINGS (2601) | | | | | |
| Salaries & Benefits | \$ 726,626 | \$ 779,693 | \$ 796,228 | \$ 626,737 | \$ 652,509 |
| Maintenance & Operations | 1,070,273 | 1,168,689 | 1,417,344 | 789,714 | 937,542 |
| Sub-total Government Buildings | \$ 1,796,899 | \$ 1,948,382 | \$ 2,213,572 | \$ 1,416,451 | \$ 1,590,051 |
| ENGINEERING (4101) | | | | | |
| Salaries & Benefits | \$ 577,923 | \$ 579,233 | \$ 423,217 | \$ 422,152 | \$ 370,801 |
| Maintenance & Operations | 243,902 | 355,271 | 333,260 | 226,639 | 147,609 |
| Sub-total Engineering | \$ 821,825 | \$ 934,504 | \$ 756,477 | \$ 648,791 | \$ 518,410 |
| STREET SERVICES (4201) | | | | | |
| Salaries & Benefits | \$ 222,085 | \$ 232,098 | \$ 270,668 | \$ 188,690 | \$ 189,786 |
| Maintenance & Operations | 196,098 | 204,307 | 230,813 | 156,809 | 172,732 |
| Sub-total Street Services | \$ 418,183 | \$ 436,405 | \$ 501,481 | \$ 345,499 | \$ 362,518 |
| STREET MAINTENANCE (4202) | | | | | |
| Salaries & Benefits | \$ 332,578 | \$ 445,445 | \$ 677,558 | \$ 310,395 | \$ 327,503 |
| Maintenance & Operations | 129,148 | 164,440 | 200,722 | 99,760 | 125,973 |
| Capital Outlay | 17,166 | - | - | - | - |
| Sub-total Street Maintenance | \$ 478,892 | \$ 609,885 | \$ 878,280 | \$ 410,155 | \$ 453,476 |
| PARKS MAINTENANCE (4203) | | | | | |
| Salaries & Benefits | \$ 1,281,427 | \$ 1,360,010 | \$ 1,340,006 | \$ 1,011,596 | \$ 1,175,770 |
| Maintenance & Operations | 881,878 | 1,181,529 | 1,232,427 | 776,751 | 847,734 |
| Sub-total Parks | \$ 2,163,305 | \$ 2,541,539 | \$ 2,572,433 | \$ 1,788,347 | \$ 2,023,504 |
| TRAFFIC SAFETY (4205) | | | | | |
| Salaries & Benefits | \$ 238,984 | \$ 259,274 | \$ 272,727 | \$ 203,688 | \$ 225,318 |
| Maintenance & Operations | 543,313 | 357,788 | 624,199 | 368,716 | 366,660 |
| Sub-total Traffic Safety | \$ 782,297 | \$ 617,062 | \$ 896,926 | \$ 572,404 | \$ 591,978 |

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| SOLID WASTE RECYCLING (4206) | | | | | |
| Salaries & Benefits | \$ 36,421 | \$ 156,325 | \$ 23,937 | \$ 133,894 | \$ 143,769 |
| Maintenance & Operations | 508,880 | 668,018 | 340,000 | 188,296 | 248,625 |
| Sub-total Solid Waste Recycling | \$ 545,301 | \$ 824,343 | \$ 363,937 | \$ 322,190 | \$ 392,394 |
| STORM DRAINS (4302) | | | | | |
| Salaries & Benefits | \$ 166,227 | \$ 158,019 | \$ 170,505 | \$ 110,491 | \$ 112,728 |
| Maintenance & Operations | 130,828 | 216,392 | 351,600 | 164,802 | 134,250 |
| Sub-total Storm Drains | \$ 297,055 | \$ 374,411 | \$ 522,105 | \$ 275,293 | \$ 246,978 |
| EQUIPMENT MAINTENANCE (4601) | | | | | |
| Salaries & Benefits | \$ 690,579 | \$ 748,511 | \$ 873,284 | \$ 538,928 | \$ 436,900 |
| Maintenance & Operations | 394,376 | 525,281 | 710,215 | 282,209 | 442,598 |
| Sub-total Equipment Maintenance | \$ 1,084,955 | \$ 1,273,792 | \$ 1,583,499 | \$ 821,137 | \$ 879,498 |
| TOTAL PUB WORKS - GEN FUND | \$ 8,522,064 | \$ 9,702,018 | \$ 10,670,759 | \$ 6,697,508 | \$ 7,253,488 |
| <u>WATER UTILITY FUND (501)</u> | | | | | |
| WATER UTILITY (7102) | | | | | |
| Salaries & Benefits | \$ 2,065,519 | \$ 8,648 | \$ 2,123,797 | \$ 1,099,088 | \$ 1,490,530 |
| Maintenance & Operations | 25,486,905 | 26,153,281 | 25,688,873 | 14,661,219 | 18,692,743 |
| Capital Outlay | 40,316 | 79,348 | 1,810,000 | 116,702 | 1,900,000 |
| TOTAL WATER UTILITY FUND | \$ 27,592,740 | \$ 26,241,277 | \$ 29,622,670 | \$ 15,877,009 | \$ 22,083,273 |
| <u>WASTEWATER FUND (502)</u> | | | | | |
| WASTEWATER (4301) | | | | | |
| Salaries & Benefits | \$ 1,089,064 | \$ 118,821 | \$ 912,129 | \$ 737,744 | \$ 855,088 |
| Maintenance & Operations | 2,408,221 | 2,536,202 | 3,263,205 | 1,856,977 | 3,010,077 |
| Capital Outlay | 24,679 | 2,184 | 1,060,000 | 124,567 | 795,000 |
| TOTAL WASTERWATER FUND | \$ 3,521,964 | \$ 2,657,207 | \$ 5,235,334 | \$ 2,719,288 | \$ 4,660,165 |
| <u>SOLID WASTE FUND (505)</u> | | | | | |
| SOLID WASTE | | | | | |
| Maintenance & Operations | \$ - | \$ - | \$ 230,000 | \$ 184,960 | \$ 230,000 |
| TOTAL SOLID WASTE FUND | \$ - | \$ - | \$ 230,000 | \$ 184,960 | \$ 230,000 |

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| <u>STATE GAS TAX FUND (106)</u> | | | | | |
| STATE GAS TAX (4202) | | | | | |
| Salaries & Benefits | \$ 118,906 | \$ 165,012 | \$ 106,681 | \$ 101,139 | \$ 153,221 |
| Maintenance & Operations | - | - | - | - | 100,000 |
| Capital Outlay | 946,176 | 750,168 | 300,000 | - | 450,000 |
| TOTAL STATE GAS TAX FUND | \$ 1,065,082 | \$ 915,180 | \$ 406,681 | \$ 101,139 | \$ 703,221 |

| | | | | | |
|-------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| GRAND TOTAL - PW - ALL FUNDS | \$ 40,701,850 | \$ 39,515,682 | \$ 46,165,444 | \$ 25,579,904 | \$ 34,930,147 |
|-------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|

GENERAL FUND SUMMARY

| | | | | | |
|---------------------------|---------------------|---------------------|----------------------|---------------------|---------------------|
| Salaries & Benefits | \$ 4,392,890 | \$ 4,845,017 | \$ 5,212,579 | \$ 3,636,675 | \$ 3,819,339 |
| Maintenance & Operations | 4,112,008 | 4,857,001 | 5,458,180 | 3,060,833 | 3,434,149 |
| Capital Outlay | 17,166 | - | - | - | - |
| TOTAL GENERAL FUND | \$ 8,522,064 | \$ 9,702,018 | \$ 10,670,759 | \$ 6,697,508 | \$ 7,253,488 |

| | | |
|-------------------------------------|-----------------------|----------------|
| Salaries & Benefits | \$ (1,393,240) | -26.73% |
| Maintenance & Operations | (2,024,031) | -37.08% |
| Capital Outlay | - | 0.00% |
| Total | \$ (3,417,271) | -32.02% |

ALL FUNDS SUMMARY

| | | | | | |
|--------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Salaries & Benefits | \$ 7,666,379 | \$ 5,137,498 | \$ 8,355,186 | \$ 5,574,646 | \$ 6,318,178 |
| Maintenance & Operations | 32,007,134 | 33,546,484 | 34,640,258 | 19,763,989 | 25,466,969 |
| Capital Outlay | 1,028,337 | 831,700 | 3,170,000 | 241,269 | 3,145,000 |
| TOTAL ALL FUNDS | \$ 40,701,850 | \$ 39,515,682 | \$ 46,165,444 | \$ 25,579,904 | \$ 34,930,147 |

| | | |
|-------------------------------------|------------------------|----------------|
| Salaries & Benefits | \$ (2,037,008) | -24.38% |
| Maintenance & Operations | (9,173,289) | -26.48% |
| Capital Outlay | (25,000) | -0.79% |
| Total | \$ (11,235,297) | -24.34% |

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 4101 Salaries Full-Time | \$ 2,377,364 | \$ 2,768,795 | \$ 2,842,574 | \$ 2,088,058 | \$ 2,114,959 |
| 4102 Salaries Part-Time | 282,359 | 196,956 | 294,520 | 172,166 | 192,713 |
| 4103 Overtime | 81,120 | 74,522 | 96,900 | 57,669 | 48,829 |
| 4113 Reimbursable Overtime | - | 664 | - | - | - |
| 4116 Standby Pay | 29,045 | 30,875 | 26,500 | 22,002 | 17,906 |
| 4117 Opt - Out Payments | - | 14,085 | - | 3,425 | 9,600 |
| 4201 Retirement CalPERS | 747,294 | 735,825 | 774,904 | 561,567 | 534,824 |
| 4202 FICA | 211,734 | 235,655 | 232,456 | 182,979 | 174,488 |
| 4203 Workers' Compensation | 299,558 | 335,394 | 370,768 | 247,474 | 232,760 |
| 4204 Group Insurance | 323,600 | 382,157 | 511,725 | 260,720 | 489,660 |
| 4210 OPEB Liability | 40,341 | 66,499 | 61,032 | 39,436 | - |
| 4215 Uniform Replacement | 475 | 3,590 | 1,200 | 1,179 | 3,600 |
| Total Salaries & Benefits | \$ 4,392,890 | \$ 4,845,017 | \$ 5,212,579 | \$ 3,636,675 | \$ 3,819,339 |
| 5201 Office Supplies | \$ - | \$ 201 | \$ - | \$ 110 | \$ - |
| 5203 Repair & Maintenance | 62,229 | 79,845 | 101,900 | 36,760 | 64,961 |
| 5204 Operating Supplies | 240,493 | 307,244 | 358,700 | 184,279 | 240,519 |
| 5206 Computer Supplies | - | - | 1,000 | - | 750 |
| 5207 Small Tools & Equipment | 11,722 | 11,264 | 17,500 | 13,067 | 11,000 |
| 5215 Vehicle Gasoline Charge | 206,774 | 180,716 | 250,000 | 157,861 | 142,500 |
| 5220 Computer Refresh Charges | 7,800 | 7,800 | - | - | - |
| 6101 Gas | 55,348 | 56,979 | 93,200 | 39,754 | 70,025 |
| 6102 Electricity | 734,033 | 497,642 | 668,700 | 439,689 | 426,475 |
| 6103 Water | 295,760 | 323,353 | 290,800 | 160,226 | 216,850 |
| 6104 Aquatics Electricity Charges | - | - | 50,000 | 26,495 | 37,500 |
| 6105 Aquatics Gas Charges | - | 84,168 | 70,000 | 49,672 | 63,750 |
| 6201 Advertising/Publishing | 4,360 | 4,536 | 20,000 | 7,292 | 11,250 |
| 6205 Other Printing & Binding | - | - | 600 | - | 450 |
| 6206 Contractual Services | 1,932,383 | 2,265,795 | 2,144,769 | 1,353,827 | 1,360,150 |
| 6207 Equip Replacement Charges | 154,560 | 403,061 | 441,325 | 330,993 | 236,755 |
| 6208 Dues & Subscriptions | 3,637 | 2,775 | 7,900 | 2,640 | 5,925 |
| 6209 Dump Fees | - | - | 15,000 | 1,626 | - |
| 6210 Hazardous Materials Disposal Fees | - | 195 | 3,000 | - | 2,250 |
| 6212 Laundry & Cleaning | 16,480 | 15,285 | 28,500 | 14,789 | 15,800 |
| 6213 Meetings & Travel | 4,002 | 5,496 | 10,000 | 1,496 | 5,625 |
| 6214 Professional/Technical | 638 | 899 | 15,186 | 1,006 | 6,140 |
| 6215 Repair & Maintenance | 22,602 | 75,835 | 173,000 | 78,744 | 102,000 |
| 6216 Rental Charges | - | - | 700 | - | 500 |
| 6217 Software Maintenance | - | - | 3,000 | - | - |
| 6219 Network Operating Charge | 32,200 | 32,200 | 32,200 | 24,150 | 24,150 |
| 6223 Training & Education | 10,289 | 17,590 | 38,000 | 5,310 | 24,938 |

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 6224 Vehicle Operating Charges | 91,730 | 243,833 | 300,000 | 57,492 | 198,750 |
| 6253 Postage | 3,060 | 1,835 | 1,500 | 394 | 1,125 |
| 6254 Telephone | 34,274 | 27,321 | 44,200 | 17,819 | 33,698 |
| 6260 Equipment Leasing Costs | 3,688 | 3,086 | 2,500 | - | 1,875 |
| 6281 Emergency Facilities Maintenance | 171,566 | 119,994 | 250,000 | 38,592 | 112,500 |
| 6282 Emergency Repair | 12,380 | 14,215 | 25,000 | - | 15,938 |
| 6304 Smoky Hollow Parking in Lieu | - | 73,838 | - | 16,750 | - |
| Total Maintenance & Operations | \$ 4,112,008 | \$ 4,857,001 | \$ 5,458,180 | \$ 3,060,833 | \$ 3,434,149 |
| Capital Outlay | \$ 17,166 | \$ - | \$ - | \$ - | \$ - |
| TOTAL PUBLIC WORKS - GENERAL FUND | \$ 8,522,064 | \$ 9,702,018 | \$ 10,670,759 | \$ 6,697,508 | \$ 7,253,488 |

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2019-2020**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| <u>GENERAL FUND</u> | | | | | |
| PW ADMINISTRATION | | | | | |
| 4101 Salaries Full-Time | \$ 83,340 | \$ 87,531 | \$ 246,180 | \$ 60,223 | \$ 126,729 |
| 4102 Salaries Part-Time | - | - | - | 2,779 | - |
| 4117 Opt - Out Payments | - | 125 | - | - | - |
| 4201 Retirement CalPERS | 20,283 | 21,210 | 51,983 | 16,293 | 28,478 |
| 4202 FICA | 6,064 | 5,607 | 18,331 | 4,607 | 8,917 |
| 4203 Workers' Compensation | 2,595 | 2,861 | 4,319 | 2,111 | 2,621 |
| 4204 Group Insurance | 6,414 | 6,947 | 38,958 | 3,154 | 17,510 |
| 4210 OPEB Liability | 1,344 | 2,128 | 4,678 | 937 | - |
| Total Salaries & Benefits | \$ 120,040 | \$ 126,409 | \$ 364,449 | \$ 90,104 | \$ 184,255 |
| 5204 Operating Supplies | \$ 1,884 | \$ 4,242 | \$ 4,000 | \$ 1,892 | \$ 1,875 |
| 6208 Dues & Subscriptions | 2,862 | - | 1,000 | - | 750 |
| 6213 Meetings & Travel | 3,578 | 5,072 | 5,000 | 1,328 | 2,850 |
| 6214 Professional and Technical | - | - | 300 | 116 | 225 |
| 6217 Software Maintenance | - | - | 1,000 | - | - |
| 6223 Training & Education | - | 25 | 1,000 | - | 750 |
| 6253 Postage | - | - | 500 | - | 375 |
| 6254 Telephone | 4,988 | 5,947 | 4,800 | 3,801 | 3,600 |
| Total Maintenance & Operations | \$ 13,312 | \$ 15,286 | \$ 17,600 | \$ 7,137 | \$ 10,425 |
| SUB-TOTAL PW ADMINISTRATION | \$ 133,352 | \$ 141,695 | \$ 382,049 | \$ 97,241 | \$ 194,680 |
| GOVERNMENT BUILDINGS | | | | | |
| 4101 Salaries Full-Time | \$ 362,006 | \$ 378,728 | \$ 348,121 | \$ 329,249 | \$ 318,417 |
| 4102 Salaries Part-Time | 56,010 | 81,055 | 136,020 | 52,008 | 86,713 |
| 4103 Overtime | 18,695 | 12,346 | 10,000 | 15,729 | 6,375 |
| 4113 Reimbursable Overtime | - | 10 | - | - | - |
| 4116 Standby Pay | 10,146 | 12,515 | 8,000 | 9,044 | 5,100 |
| 4117 Opt - Out Payments | - | 4,600 | - | 2,250 | 4,600 |
| 4201 Retirement CalPERS | 127,238 | 124,696 | 118,236 | 88,822 | 86,102 |
| 4202 FICA | 34,865 | 37,336 | 34,124 | 31,557 | 30,703 |
| 4203 Workers' Compensation | 62,149 | 67,349 | 65,277 | 53,183 | 42,200 |
| 4204 Group Insurance | 48,690 | 50,944 | 67,556 | 37,886 | 72,299 |
| 4210 OPEB Liability | 6,827 | 10,114 | 8,894 | 7,009 | - |
| Total Salaries & Benefits | \$ 726,626 | \$ 779,693 | \$ 796,228 | \$ 626,737 | \$ 652,509 |
| 5203 Repair & Maintenance | \$ 62,229 | \$ 79,845 | \$ 101,900 | \$ 36,760 | \$ 64,961 |
| 5204 Operating Supplies | 40,917 | 72,900 | 114,500 | 63,031 | 72,994 |
| 5207 Small Tools & Equipment | - | 55 | 1,500 | - | 1,125 |
| 5220 Computer Refresh Charges | 800 | 800 | - | - | - |
| 6101 Gas | 47,870 | 43,128 | 79,300 | 32,143 | 59,475 |

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2019-2020**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 6102 Electricity | 221,940 | 209,336 | 149,000 | 144,442 | 111,750 |
| 6103 Water | 54,642 | 112,862 | 70,000 | 25,940 | 52,500 |
| 6104 Aquatics Electricity Charges | - | - | 50,000 | 26,495 | 37,500 |
| 6105 Aquatics Gas Charges | - | 84,168 | 70,000 | 49,672 | 63,750 |
| 6206 Contractual Services | 411,630 | 403,983 | 475,469 | 339,910 | 333,000 |
| 6207 Equip Replacement Charges | 33,708 | 29,364 | 33,675 | 25,256 | 13,376 |
| 6212 Laundry & Cleaning | 2,526 | 1,982 | 4,000 | 1,617 | 2,550 |
| 6213 Meetings & Travel | - | - | 2,000 | - | 1,275 |
| 6215 Repair & Maintenance | 11,995 | - | - | - | - |
| 6219 Network Operating Charge | 5,200 | 5,200 | 5,200 | 3,900 | 3,900 |
| 6223 Training & Education | 435 | 1,772 | 5,000 | 212 | 3,188 |
| 6253 Postage | 118 | 1 | - | 5 | - |
| 6254 Telephone | 4,697 | 2,532 | 5,800 | 1,739 | 3,698 |
| 6260 Equipment Leasing Costs | - | 767 | - | - | - |
| 6281 Emergency Facilities Maintenance | 171,566 | 119,994 | 250,000 | 38,592 | 112,500 |
| Total Maintenance & Operations | \$ 1,070,273 | \$ 1,168,689 | \$ 1,417,344 | \$ 789,714 | \$ 937,542 |
| SUB-TOTAL GOVERNMENT BUILDINGS | \$ 1,796,899 | \$ 1,948,382 | \$ 2,213,572 | \$ 1,416,451 | \$ 1,590,051 |

ENGINEERING

| | | | | | |
|--------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 4101 Salaries Full-Time | \$ 380,571 | \$ 396,897 | \$ 258,879 | \$ 285,801 | \$ 241,959 |
| 4102 Salaries Part-Time | 14,119 | - | - | 1,429 | - |
| 4103 Overtime | 108 | - | - | - | - |
| 4117 Opt - Out Payments | - | 1,150 | - | - | - |
| 4201 Retirement CalPERS | 108,922 | 101,243 | 87,762 | 82,263 | 62,779 |
| 4202 FICA | 29,469 | 28,527 | 19,298 | 21,100 | 17,807 |
| 4203 Workers' Compensation | 7,602 | 8,176 | 7,979 | 6,105 | 6,038 |
| 4204 Group Insurance | 30,971 | 33,682 | 42,684 | 20,194 | 42,218 |
| 4210 OPEB Liability | 6,161 | 9,558 | 6,615 | 5,260 | - |
| Total Salaries & Benefits | \$ 577,923 | \$ 579,233 | \$ 423,217 | \$ 422,152 | \$ 370,801 |
| 5204 Operating Supplies | \$ 5,128 | \$ 5,891 | \$ 8,000 | \$ 2,243 | \$ 6,000 |
| 5206 Computer Supplies | - | - | 1,000 | - | 750 |
| 5207 Small Tools & Equipment | - | 477 | 2,500 | - | - |
| 5220 Computer Refresh | 2,700 | 2,700 | - | - | - |
| 6201 Advertising/Publishing | 1,896 | 2,448 | 5,000 | - | 3,750 |
| 6205 Other Printing & Binding | - | - | 600 | - | 450 |
| 6206 Contractual Services | 201,061 | 240,423 | 280,000 | 188,540 | 112,500 |
| 6207 Equip Replacement Charges | 5,220 | 5,220 | 5,060 | 3,795 | 2,334 |
| 6208 Dues & Subscriptions | 115 | 1,650 | 1,800 | 1,700 | 1,350 |
| 6213 Meetings & Travel | 424 | 289 | 3,000 | 88 | 1,500 |
| 6214 Professional/Technical | - | 116 | 800 | - | 600 |
| 6219 Network Operating Charge | 13,800 | 13,800 | 13,800 | 10,350 | 10,350 |

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2019-2020**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| 6223 Training & Education | 1,073 | 450 | 4,000 | 308 | 2,250 |
| 6253 Postage | 2,942 | 1,834 | 1,000 | 389 | 750 |
| 6254 Telephone | 5,855 | 3,816 | 4,200 | 2,476 | 3,150 |
| 6260 Equipment Leasing Costs | 3,688 | 2,319 | 2,500 | - | 1,875 |
| 6304 Smoky Hollow Parking in Lieu | - | 73,838 | - | 16,750 | - |
| Total Maintenance & Operations | \$ 243,902 | \$ 355,271 | \$ 333,260 | \$ 226,639 | \$ 147,609 |
| SUB-TOTAL ENGINEERING | \$ 821,825 | \$ 934,504 | \$ 756,477 | \$ 648,791 | \$ 518,410 |
| STREET SERVICES | | | | | |
| 4101 Salaries Full-Time | \$ 137,040 | \$ 152,662 | \$ 171,678 | \$ 123,228 | \$ 119,985 |
| 4102 Salaries Part Time | 10,590 | - | - | 318 | - |
| 4103 Overtime | 2,873 | 3,280 | 2,600 | 2,731 | 1,950 |
| 4113 Reimbursable Overtime | - | 163 | - | - | - |
| 4116 Standby Pay | 938 | 1,154 | - | 546 | - |
| 4117 Opt - Out Payments | - | 700 | - | 188 | - |
| 4201 Retirement CalPERS | 39,122 | 37,563 | 41,755 | 33,645 | 31,400 |
| 4202 FICA | 11,439 | 11,695 | 13,021 | 9,588 | 9,050 |
| 4203 Workers' Compensation | 6,209 | 6,978 | 7,409 | 5,518 | 5,550 |
| 4204 Group Insurance | 11,632 | 14,170 | 30,943 | 10,585 | 21,851 |
| 4210 OPEB Liability | 2,242 | 3,733 | 3,262 | 2,343 | - |
| Total Salaries & Benefits | \$ 222,085 | \$ 232,098 | \$ 270,668 | \$ 188,690 | \$ 189,786 |
| 5204 Operating Supplies | \$ - | \$ 3,493 | \$ 12,200 | \$ - | \$ 9,150 |
| 6206 Contractual Services | 194,226 | 198,942 | 215,000 | 155,300 | 161,250 |
| 6207 Equip Replacement Charges | 1,872 | 1,872 | 2,013 | 1,509 | 1,132 |
| 6254 Telephone | - | - | 1,600 | - | 1,200 |
| Total Maintenance & Operations | \$ 196,098 | \$ 204,307 | \$ 230,813 | \$ 156,809 | \$ 172,732 |
| SUB-TOTAL STREET SERVICES | \$ 418,183 | \$ 436,405 | \$ 501,481 | \$ 345,499 | \$ 362,518 |
| STREET MAINTENANCE | | | | | |
| 4101 Salaries Full-Time | \$ 176,799 | \$ 251,411 | \$ 380,491 | \$ 167,192 | \$ 169,556 |
| 4103 Overtime | 13,740 | 19,107 | 30,500 | 9,510 | 22,875 |
| 4113 Reimbursable Overtime | - | 311 | - | - | - |
| 4116 Standby Pay | 2,260 | 3,698 | 5,500 | 3,023 | 4,125 |
| 4201 Retirement CalPERS | 61,828 | 48,658 | 83,666 | 50,327 | 40,510 |
| 4202 FICA | 15,137 | 21,086 | 29,106 | 14,105 | 12,971 |
| 4203 Workers' Compensation | 26,534 | 40,252 | 56,198 | 26,430 | 24,551 |
| 4204 Group Insurance | 33,324 | 54,698 | 84,867 | 36,556 | 52,915 |
| 4210 OPEB Liability | 2,956 | 6,224 | 7,230 | 3,252 | - |
| Total Salaries & Benefits | \$ 332,578 | \$ 445,445 | \$ 677,558 | \$ 310,395 | \$ 327,503 |

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2019-2020**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| 5204 Operating Supplies | \$ 44,011 | \$ 76,297 | \$ 70,000 | \$ 29,042 | \$ 52,500 |
| 5207 Small Tools & Equipment | - | - | 500 | - | 375 |
| 5220 Computer Refresh Charges | 800 | 800 | - | - | - |
| 6101 Gas | 1,184 | 1,808 | 2,400 | 1,521 | 1,800 |
| 6102 Electricity | 10,200 | 9,503 | 11,000 | 6,485 | 8,250 |
| 6207 Equip Replacement Charges | 59,220 | 58,488 | 67,536 | 50,652 | 46,333 |
| 6209 Dump Fees | - | - | 15,000 | 1,626 | - |
| 6212 Laundry & Cleaning | 4,531 | 3,850 | 12,500 | 2,518 | 5,625 |
| 6214 Professional & Technical | - | - | 9,586 | - | 3,440 |
| 6217 Software Maintenance | - | - | 2,000 | - | - |
| 6219 Network Operating Charge | 5,200 | 5,200 | 5,200 | 3,900 | 3,900 |
| 6223 Training & Education | 2,516 | 7,612 | 5,000 | 3,630 | 3,750 |
| 6254 Telephone | 1,486 | 882 | - | 386 | - |
| Total Maintenance & Operations | \$ 129,148 | \$ 164,440 | \$ 200,722 | \$ 99,760 | \$ 125,973 |
| 8104 Equipment | \$ 17,166 | \$ - | \$ - | \$ - | \$ - |
| Total Capital Outlay | \$ 17,166 | \$ - | \$ - | \$ - | \$ - |
| STREET MAINTENANCE | \$ 478,892 | \$ 609,885 | \$ 878,280 | \$ 410,155 | \$ 453,476 |
| TRAFFIC SAFETY | | | | | |
| 4101 Salaries Full-Time | \$ 142,890 | \$ 156,865 | \$ 167,657 | \$ 123,039 | \$ 130,186 |
| 4103 Overtime | 5,872 | 6,535 | 2,500 | 4,503 | 1,875 |
| 4113 Reimbursable Overtime | - | 155 | - | - | - |
| 4116 Standby Pay | 2,899 | 2,623 | - | 1,982 | - |
| 4201 Retirement CalPERS | 37,394 | 40,845 | 46,095 | 33,870 | 36,833 |
| 4202 FICA | 11,637 | 13,018 | 12,825 | 10,333 | 9,959 |
| 4203 Workers' Compensation | 14,640 | 16,475 | 16,172 | 12,881 | 12,415 |
| 4204 Group Insurance | 21,252 | 18,836 | 24,292 | 14,619 | 34,050 |
| 4210 OPEB Liability | 2,400 | 3,922 | 3,186 | 2,461 | - |
| Total Salaries & Benefits | \$ 238,984 | \$ 259,274 | \$ 272,727 | \$ 203,688 | \$ 225,318 |
| 5204 Operating Supplies | \$ 24,606 | \$ 35,352 | \$ 43,000 | \$ 19,789 | \$ 28,500 |
| 6102 Electricity | 404,290 | 184,529 | 410,000 | 235,454 | 232,500 |
| 6206 Contractual Services | 100,989 | 124,479 | 150,000 | 97,573 | 97,500 |
| 6207 Equip Replacement Charges | 13,428 | 13,428 | 21,199 | 15,900 | 8,160 |
| Total Maintenance & Operations | \$ 543,313 | \$ 357,788 | \$ 624,199 | \$ 368,716 | \$ 366,660 |
| SUB-TOTAL TRAFFIC SAFETY | \$ 782,297 | \$ 617,062 | \$ 896,926 | \$ 572,404 | \$ 591,978 |
| SOLID WASTE RECYCLING | | | | | |
| 4101 Salaries Full-Time | \$ 8,565 | \$ 109,853 | \$ 15,948 | \$ 105,749 | \$ 94,202 |
| 4102 Salaries Part Time | 17,649 | - | - | 318 | - |

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2019-2020**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| 4103 Overtime | 135 | 65 | - | 116 | - |
| 4113 Reimbursable Overtime | - | 3 | - | - | - |
| 4117 Opt - Out Payments | - | 650 | - | 62 | - |
| 4201 Retirement CalPERS | 6,976 | 26,780 | 3,367 | 9,987 | 21,413 |
| 4202 FICA | 1,985 | 8,292 | 1,108 | 7,965 | 7,106 |
| 4203 Workers' Compensation | 443 | 1,212 | 657 | 1,117 | 3,737 |
| 4204 Group Insurance | 528 | 9,165 | 2,554 | 8,130 | 17,311 |
| 4210 OPEB Liability | 140 | 305 | 303 | 450 | - |
| Total Salaries & Benefits | \$ 36,421 | \$ 156,325 | \$ 23,937 | \$ 133,894 | \$ 143,769 |
| 5204 Operating Supplies | \$ 961 | \$ 962 | \$ 10,000 | \$ 2,891 | \$ 5,250 |
| 6201 Advertising/Publishing | 1,114 | 1,188 | 10,000 | 7,292 | 5,250 |
| 6206 Contractual Services | 506,805 | 665,753 | 320,000 | 178,033 | 238,125 |
| 6213 Meetings & Travel | - | 115 | - | 80 | - |
| Total Maintenance & Operations | \$ 508,880 | \$ 668,018 | \$ 340,000 | \$ 188,296 | \$ 248,625 |
| SUB-TOTAL SOLID WASTE RECYCLING | \$ 545,301 | \$ 824,343 | \$ 363,937 | \$ 322,190 | \$ 392,394 |
| STORM DRAINS | | | | | |
| 4101 Salaries Full-Time | \$ 88,788 | \$ 84,705 | \$ 89,141 | \$ 61,736 | \$ 60,747 |
| 4103 Overtime | 11,569 | 6,965 | 18,000 | 4,787 | 6,000 |
| 4116 Standby Pay | 4,964 | 4,485 | 3,500 | 3,075 | 2,625 |
| 4117 Opt - Out Payments | - | 600 | - | 400 | - |
| 4201 Retirement CalPERS | 22,947 | 24,710 | 22,039 | 16,451 | 15,976 |
| 4202 FICA | 7,985 | 7,480 | 6,819 | 5,461 | 4,647 |
| 4203 Workers' Compensation | 13,035 | 12,440 | 11,464 | 8,878 | 7,519 |
| 4204 Group Insurance | 15,440 | 14,520 | 17,848 | 8,469 | 15,214 |
| 4210 OPEB Liability | 1,499 | 2,114 | 1,694 | 1,234 | - |
| Total Salaries & Benefits | \$ 166,227 | \$ 158,019 | \$ 170,505 | \$ 110,491 | \$ 112,728 |
| 5204 Operating Supplies | \$ - | \$ 3,893 | \$ 7,000 | \$ 1,662 | \$ 3,000 |
| 6101 Gas | 482 | 5,388 | 5,000 | 955 | 3,750 |
| 6102 Electricity | 13,543 | 13,431 | 15,000 | 7,315 | 11,250 |
| 6103 Water | 2,768 | 2,767 | 2,500 | 1,928 | 1,875 |
| 6201 Advertising/Publishing | 1,350 | 900 | 5,000 | - | 2,250 |
| 6206 Contractual Services | 109,109 | 151,109 | 221,600 | 118,300 | 55,500 |
| 6215 Repair & Maintenance | - | 36,150 | 90,000 | 31,725 | 52,500 |
| 6223 Training & Education | 824 | - | 2,500 | 855 | 1,875 |
| 6254 Telephone | 2,752 | 2,754 | 3,000 | 2,062 | 2,250 |
| Total Maintenance & Operations | \$ 130,828 | \$ 216,392 | \$ 351,600 | \$ 164,802 | \$ 134,250 |
| SUB-TOTAL STORM DRAINS | \$ 297,055 | \$ 374,411 | \$ 522,105 | \$ 275,293 | \$ 246,978 |

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2019-2020**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| EQUIPMENT MAINTENANCE | | | | | |
| 4101 Salaries Full-Time | \$ 405,000 | \$ 439,118 | \$ 508,946 | \$ 288,660 | \$ 248,308 |
| 4102 Salaries Part Time | - | 1,736 | 7,500 | 25,353 | - |
| 4103 Overtime | 9,765 | 7,670 | 15,300 | 12,454 | 9,754 |
| 4113 Reimbursable Overtime | - | 21 | - | - | - |
| 4116 Standby Pay | 7,838 | 6,400 | 9,500 | 4,332 | 6,056 |
| 4117 Opt - Out Payments | - | 1,200 | - | 500 | - |
| 4201 Retirement CalPERS | 108,079 | 111,502 | 131,209 | 85,416 | 64,951 |
| 4202 FICA | 32,080 | 34,602 | 38,394 | 27,275 | 18,799 |
| 4203 Workers' Compensation | 52,011 | 54,107 | 58,508 | 37,159 | 25,194 |
| 4204 Group Insurance | 69,034 | 81,171 | 94,257 | 51,969 | 63,838 |
| 4210 OPEB Liability | 6,772 | 10,984 | 9,670 | 5,810 | - |
| Total Salaries & Benefits | \$ 690,579 | \$ 748,511 | \$ 873,284 | \$ 538,928 | \$ 436,900 |
| 5201 Office Supplies | \$ - | \$ 201 | \$ - | \$ 110 | \$ - |
| 5204 Operating Supplies | 27,287 | 32,761 | 15,000 | 9,931 | 11,250 |
| 5207 Small Tools & Equipment | 9,983 | 8,627 | 10,000 | 13,067 | 7,500 |
| 5215 Vehicle Gasoline Charge | 206,774 | 180,716 | 250,000 | 157,861 | 142,500 |
| 5220 Computer Refresh Charges | 2,300 | 2,300 | - | - | - |
| 6101 Gas | 846 | 1,292 | 2,000 | 1,086 | 1,500 |
| 6102 Electricity | 5,790 | 5,432 | 6,300 | 3,837 | 4,725 |
| 6103 Water | 7,571 | 4,741 | 3,300 | 4,128 | 2,475 |
| 6206 Contractual Services | - | - | 9,700 | - | 7,275 |
| 6207 Equip Replacement Charges | 8,280 | 7,368 | 21,315 | 15,986 | 5,985 |
| 6208 Dues & Subscriptions | - | 150 | 4,100 | - | 3,075 |
| 6210 Haz Materials Disposal Fees | - | 195 | 3,000 | - | 2,250 |
| 6212 Laundry & Cleaning | 3,252 | 3,219 | 5,500 | 5,936 | 2,625 |
| 6213 Meetings & Travel | - | 20 | - | - | - |
| 6214 Professional/Technical | 488 | 300 | 3,500 | - | 1,125 |
| 6215 Repair & Maintenance | 3,999 | 2,641 | 8,000 | 3,511 | 4,500 |
| 6219 Network Operating Charge | 8,000 | 8,000 | 8,000 | 6,000 | 6,000 |
| 6223 Training & Education | 210 | 4,296 | 15,500 | - | 10,125 |
| 6224 Vehicle Operating Charges | 91,730 | 243,833 | 300,000 | 57,492 | 198,750 |
| 6254 Telephone | 5,486 | 4,974 | 20,000 | 3,264 | 15,000 |
| 6282 Emergency Repair | 12,380 | 14,215 | 25,000 | - | 15,938 |
| Total Maintenance & Operations | \$ 394,376 | \$ 525,281 | \$ 710,215 | \$ 282,209 | \$ 442,598 |
| SUB-TOTAL EQUIPMENT MAINTENANCE | \$ 1,084,955 | \$ 1,273,792 | \$ 1,583,499 | \$ 821,137 | \$ 879,498 |
| PARKS MAINTENANCE | | | | | |
| 4101 Salaries Full-Time | \$ 592,365 | \$ 711,025 | \$ 655,533 | \$ 543,181 | \$ 604,870 |
| 4102 Salaries Part-Time | 183,991 | 114,165 | 151,000 | 89,961 | 106,000 |
| 4103 Overtime | 18,363 | 18,554 | 18,000 | 7,839 | - |

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2019-2020**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 4113 Reimbursable Overtime | - | 1 | - | - | - |
| 4117 Opt - Out Payments | - | 5,060 | - | 25 | 5,000 |
| 4201 Retirement CalPERS | 214,505 | 198,618 | 188,792 | 144,493 | 146,382 |
| 4202 FICA | 61,073 | 68,012 | 59,430 | 50,988 | 54,529 |
| 4203 Workers' Compensation | 114,340 | 125,544 | 142,785 | 94,092 | 102,935 |
| 4204 Group Insurance | 86,315 | 98,024 | 107,766 | 69,158 | 152,454 |
| 4210 OPEB Liability | 10,000 | 17,417 | 15,500 | 10,680 | - |
| 4215 Uniform Replacement | 475 | 3,590 | 1,200 | 1,179 | 3,600 |
| Total Salaries & Benefits | \$ 1,281,427 | \$ 1,360,010 | \$ 1,340,006 | \$ 1,011,596 | \$ 1,175,770 |
| 5204 Operating Supplies | \$ 95,699 | \$ 71,453 | \$ 75,000 | \$ 53,798 | \$ 50,000 |
| 5207 Small Tools & Equipment | 1,739 | 2,105 | 3,000 | - | 2,000 |
| 5220 Computer Refresh | 1,200 | 1,200 | - | - | - |
| 6101 Gas | 4,966 | 5,363 | 4,500 | 4,049 | 3,500 |
| 6102 Electricity | 78,270 | 75,411 | 77,400 | 42,156 | 58,000 |
| 6103 Water | 230,779 | 202,983 | 215,000 | 128,230 | 160,000 |
| 6206 Contractual Services | 408,563 | 481,106 | 473,000 | 276,171 | 355,000 |
| 6207 Equip Replacement Charges | 32,832 | 287,321 | 290,527 | 217,895 | 159,434 |
| 6208 Dues & Subscriptions | 660 | 975 | 1,000 | 940 | 750 |
| 6212 Laundry & Cleaning | 6,171 | 6,234 | 6,500 | 4,718 | 5,000 |
| 6214 Professional/Technical | 150 | 483 | 1,000 | 890 | 750 |
| 6215 Repair & Maintenance | 6,608 | 37,044 | 75,000 | 43,508 | 45,000 |
| 6216 Rental Charges | - | - | 700 | - | 500 |
| 6223 Training & Education | 5,231 | 3,435 | 5,000 | 305 | 3,000 |
| 6254 Telephone | 9,010 | 6,416 | 4,800 | 4,091 | 4,800 |
| Total Maintenance & Operations | \$ 881,878 | \$ 1,181,529 | \$ 1,232,427 | \$ 776,751 | \$ 847,734 |
| SUB-TOTAL PARKS OPERATION | \$ 2,163,305 | \$ 2,541,539 | \$ 2,572,433 | \$ 1,788,347 | \$ 2,023,504 |
| TOTAL PUBLIC WORKS - GENERAL FUND | \$ 8,522,064 | \$ 9,702,018 | \$ 10,670,759 | \$ 6,697,508 | \$ 7,253,488 |

WATER UTILITY FUND - FUND 501

| | | | | | |
|----------------------------|------------|------------|--------------|------------|------------|
| 4101 Salaries Full-Time | \$ 918,099 | \$ 746,214 | \$ 1,121,580 | \$ 569,462 | \$ 755,069 |
| 4102 Salaries Part-Time | 19,821 | 72,205 | 184,600 | 39,932 | 138,450 |
| 4103 Overtime | 24,282 | 21,964 | 20,000 | 12,597 | 15,000 |
| 4113 Reimbursable Overtime | 60 | 791 | - | 137 | - |
| 4116 Standby Pay | 25,271 | 29,265 | 22,000 | 17,372 | 16,500 |
| 4117 Opt - Out Payments | - | 9,678 | - | 2,038 | 10,000 |
| 4201 Retirement CalPERS | 570,944 | (724,822) | 288,586 | 192,202 | 207,949 |
| 4202 FICA | 76,387 | 69,290 | 98,673 | 48,551 | 66,994 |
| 4203 Workers' Compensation | 82,334 | 84,817 | 108,589 | 62,089 | 70,559 |
| 4204 Group Insurance | 206,455 | 182,189 | 246,461 | 135,718 | 193,509 |

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2019-2020**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| 4209 PARS Expense | 8,563 | (79,205) | 10,000 | 7,900 | 15,000 |
| 4210 OPEB Liability | 131,361 | (405,314) | 21,308 | 11,090 | - |
| 4215 Uniform Allowance | 1,942 | 1,576 | 2,000 | - | 1,500 |
| Total Salaries & Benefits | \$ 2,065,519 | \$ 8,648 | \$ 2,123,797 | \$ 1,099,088 | \$ 1,490,530 |
| 5204 Operating Supplies | \$ 39,226 | \$ 38,480 | \$ 42,800 | \$ 9,177 | \$ 32,100 |
| 5207 Small Tools & Equipment | 9,833 | 36,476 | 192,000 | 84,328 | 144,000 |
| 5215 Vehicle Gasoline Charge | 7,810 | 8,156 | 14,000 | 8,301 | 10,500 |
| 5220 Computer Refresh Charges | 1,900 | 1,900 | - | - | - |
| 6101 Gas | 827 | 1,138 | 1,200 | 1,010 | 900 |
| 6102 Electricity | 22,362 | 20,571 | 30,600 | 12,333 | 22,950 |
| 6201 Advertising/Publishing | 3,045 | 4,906 | 8,000 | 1,581 | 6,000 |
| 6205 Other Printing & Binding | - | 1,416 | 2,500 | - | 1,875 |
| 6206 Contractual Services | 91,494 | 113,051 | 284,795 | 89,077 | 266,096 |
| 6207 Equip Replacement Charges | 75,552 | 34,188 | 40,593 | 30,444 | 21,533 |
| 6208 Dues & Subscriptions | 6,550 | 3,811 | 14,560 | 4,677 | 10,920 |
| 6211 General Liability/Bonds Insurance | 1,146,300 | 1,146,300 | 996,300 | 747,225 | 747,225 |
| 6212 Laundry & Cleaning | 4,685 | 4,308 | 10,000 | 3,103 | 7,500 |
| 6213 Meetings & Travel | - | - | 1,600 | - | 1,200 |
| 6214 Professional/Technical | 22,349 | 46,921 | 68,440 | 17,367 | 51,330 |
| 6215 Repair & Maintenance | 4,899 | 3,370 | 43,000 | 2,387 | 32,250 |
| 6217 Software Maintenance | 2,000 | 2,000 | 4,000 | 2,000 | 3,000 |
| 6219 Network Operating Charge | 10,300 | 10,300 | 10,300 | 7,725 | 7,725 |
| 6223 Training & Education | 770 | 5,400 | 7,500 | 230 | 5,625 |
| 6224 Vehicle Operating Charges | 19,241 | 16,379 | 10,000 | 90,412 | 7,500 |
| 6235 Accrued Vac/Sick Pay | (23,420) | 2,680 | - | - | - |
| 6253 Postage | 11,542 | 8,244 | 32,000 | 5,371 | 24,000 |
| 6254 Telephone | 21,034 | 21,841 | 32,000 | 16,244 | 24,000 |
| 6256 Pavement Rehabilitation | - | - | 18,000 | - | 13,500 |
| 6260 Equipment Leasing Costs | 2,311 | 589 | 4,600 | - | 3,450 |
| 6283 Water Purchases - Potable | 10,343,622 | 10,117,280 | 10,500,000 | 5,838,390 | 7,566,250 |
| 6285 Water Purchases - Reclaimed Water | 13,056,073 | 13,896,976 | 12,600,000 | 7,154,273 | 9,141,250 |
| 6286 General Administrative Charges | 606,600 | 606,600 | 714,085 | 535,564 | 535,564 |
| 6354 Lifeline Expense | - | - | 6,000 | - | 4,500 |
| Total Maintenance & Operations | \$ 25,486,905 | \$ 26,153,281 | \$ 25,688,873 | \$ 14,661,219 | \$ 18,692,743 |
| 8108 Computer Hardware | \$ - | \$ - | \$ 5,000 | \$ - | \$ 3,750 |
| 8109 Computer Software | - | 1,166 | 5,000 | 5,833 | 3,750 |
| 8206 Water Infrastructure Replacement | 40,316 | 78,182 | 1,500,000 | - | 1,125,000 |
| 8207 Water Main Replacement | - | - | - | - | 617,500 |
| 8655 Water Meter Conversion | - | - | 300,000 | 110,869 | 150,000 |
| Total Capital Outlay | \$ 40,316 | \$ 79,348 | \$ 1,810,000 | \$ 116,702 | \$ 1,900,000 |
| SUB-TOTAL WATER OPERATION* | \$ 27,592,740 | \$ 26,241,277 | \$ 29,622,670 | \$ 15,877,009 | \$ 22,083,273 |

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2019-2020**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|

* Excludes Depreciation Expense, approximately \$284k/yr; and accrual of leave/pension benefits/non-cash items.

WASTEWATER FUND - FUND 502

| | | | | | |
|--------------------------------------|---------------------|-------------------|-------------------|-------------------|-------------------|
| 4101 Salaries Full-Time | \$ 516,031 | \$ 529,391 | \$ 529,150 | \$ 437,144 | \$ 485,637 |
| 4102 Salaries Part-Time | 10,590 | (24,001) | 12,480 | 8,371 | 9,360 |
| 4103 Overtime | 20,228 | 11,165 | 20,000 | 14,202 | 15,000 |
| 4113 Reimbursable Overtime | - | 8 | - | - | - |
| 4116 Standby Pay | 13,086 | 14,535 | 20,000 | 13,106 | 15,000 |
| 4117 Opt - Out Payments | - | 4,387 | - | 1,787 | 5,000 |
| 4201 Retirement CalPERS | 268,809 | (471,761) | 135,000 | 102,697 | 127,243 |
| 4202 FICA | 42,905 | 42,328 | 40,521 | 35,946 | 36,857 |
| 4203 Workers' Compensation | 49,500 | 52,526 | 50,016 | 44,591 | 46,126 |
| 4204 Group Insurance | 95,058 | 91,271 | 87,009 | 63,318 | 109,865 |
| 4209 PARS Expense | - | - | 7,900 | 7,900 | 5,000 |
| 4210 OPEB Liability | 72,857 | (131,028) | 10,053 | 8,682 | - |
| Total Salaries & Benefits | \$ 1,089,064 | \$ 118,821 | \$ 912,129 | \$ 737,744 | \$ 855,088 |

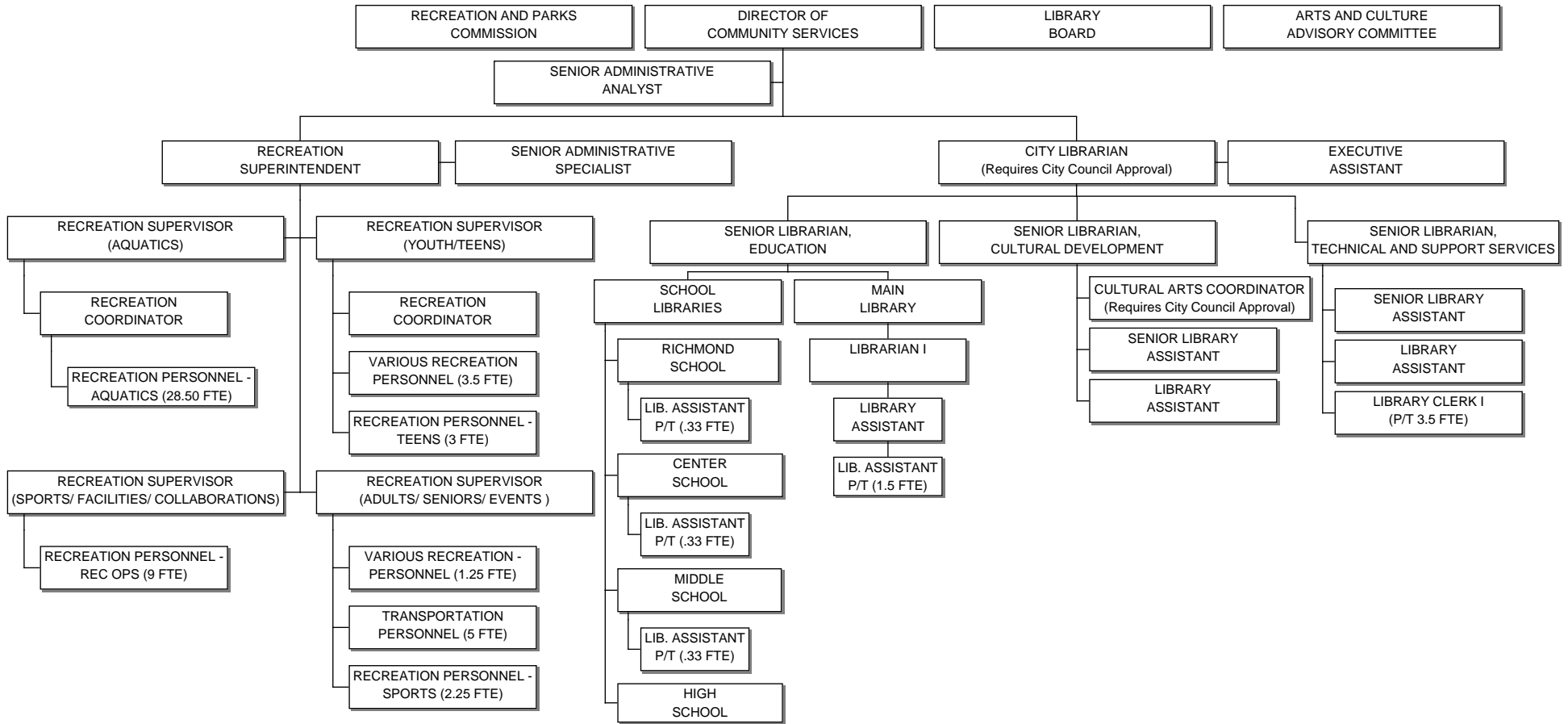
| | | | | | |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|
| 5201 Office Supplies | \$ - | \$ 26 | \$ - | \$ - | \$ - |
| 5203 Repairs & Maintenance | 9,721 | 11,383 | 50,000 | 16,066 | 37,500 |
| 5204 Operating Supplies | 16,678 | 9,335 | 37,800 | 9,620 | 28,350 |
| 5207 Small Tools & Equipment | - | - | 1,000 | - | 750 |
| 5215 Vehicle Gasoline Charge | 9,693 | 8,240 | 9,000 | 7,265 | 6,750 |
| 6101 Gas | 1,195 | 1,877 | 1,000 | 1,536 | 750 |
| 6102 Electricity | 44,427 | 42,618 | 61,100 | 26,308 | 45,825 |
| 6103 Water | 1,339 | 1,157 | 2,900 | 845 | 2,175 |
| 6201 Advertising/Publishing | 450 | 450 | - | - | - |
| 6206 Contractual Services | 1,626,974 | 1,767,567 | 1,999,993 | 1,164,039 | 2,089,495 |
| 6207 Equip Replacement Charges | 120,804 | 80,232 | 80,237 | 60,178 | 33,351 |
| 6208 Dues & Subscriptions | 180 | 188 | 1,000 | - | 750 |
| 6211 General Liability/Bonds Insurance | 308,100 | 308,100 | 308,100 | 231,075 | 231,075 |
| 6212 Laundry & Cleaning | 3,260 | 3,322 | 6,000 | 2,886 | 4,500 |
| 6213 Meetings & Travel | 100 | - | - | - | - |
| 6214 Professional/Technical | - | - | 20,000 | - | 15,000 |
| 6215 Repair & Maintenance | - | 53,184 | 230,000 | 9,245 | 172,500 |
| 6217 Software Maintenance | - | - | 3,000 | - | 2,250 |
| 6219 Network Operating Charge | 3,400 | 3,400 | 3,400 | 2,550 | 2,550 |
| 6223 Training & Education | 1,227 | 1,460 | 2,800 | 1,425 | 2,100 |
| 6224 Vehicle Operating Charges | 29,745 | 21,241 | 16,000 | 12,215 | 12,000 |
| 6235 Accrued Vac/Sick Pay | 9,470 | 2,565 | - | - | - |
| 6253 Postage | 6,746 | 6,202 | 20,000 | 4,809 | 15,000 |
| 6254 Telephone | 12,512 | 11,455 | 12,000 | 8,509 | 9,000 |
| 6286 General Administrative Charges | 202,200 | 202,200 | 397,875 | 298,406 | 298,406 |
| Total Maintenance & Operations | \$ 2,408,221 | \$ 2,536,202 | \$ 3,263,205 | \$ 1,856,977 | \$ 3,010,077 |

**CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2019-2020**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--|------------------------|------------------------|-------------------------|----------------------|-------------------------|
| 8108 Computer Hardware | \$ - | \$ - | \$ 5,000 | \$ - | \$ 3,750 |
| 8109 Computer Software | - | 1,167 | 5,000 | 5,833 | 3,750 |
| 8635 Sanitary Sewer | - | - | 650,000 | - | 487,500 |
| 8647 Annual Sewer Main Repair | 24,679 | 1,017 | 100,000 | 7,864 | 187,500 |
| 8655 Water Meter Conversion | - | - | 300,000 | 110,870 | 112,500 |
| Total Capital Outlay | \$ 24,679 | \$ 2,184 | \$ 1,060,000 | \$ 124,567 | \$ 795,000 |
| SUB-TOTAL WASTEWATER FUND* | \$ 3,521,964 | \$ 2,657,207 | \$ 5,235,334 | \$ 2,719,288 | \$ 4,660,165 |
| <i>* Excludes Depreciation Expense, approximately \$679k/yr and accrual of leave benefits, non cash items.</i> | | | | | |
| SOLID WASTE FUND - FUND 505 | | | | | |
| 6206 Contractual Services | \$ - | \$ - | \$ 230,000 | \$ 184,960 | \$ 230,000 |
| Total Maintenance & Operations | \$ - | \$ - | \$ 230,000 | \$ 184,960 | \$ 230,000 |
| SUB-TOTAL SOLID WASTE FUND | \$ - | \$ - | \$ 230,000 | \$ 184,960 | \$ 230,000 |
| STATE GAS TAX FUND | | | | | |
| 4101 Salaries Full-Time | \$ 71,080 | \$ 97,954 | \$ 63,456 | \$ 66,178 | \$ 83,529 |
| 4103 Overtime | 2,958 | 4,341 | - | 2,593 | - |
| 4116 Standby Pay | 302 | - | - | 334 | - |
| 4117 Opt - Out Payments | - | 2,550 | - | 2,000 | 2,000 |
| 4201 Retirement CalPERS | 9,770 | 32,673 | 13,400 | 12,465 | 18,768 |
| 4202 FICA | 5,466 | 6,399 | 4,855 | 5,436 | 6,390 |
| 4203 Workers' Compensation | 9,505 | 10,231 | 8,159 | 9,542 | 11,111 |
| 4204 Group Insurance | 18,649 | 9,131 | 15,605 | 1,283 | 31,423 |
| 4210 OPEB Liability | 1,176 | 1,733 | 1,206 | 1,308 | - |
| Total Salaries & Benefits | \$ 118,906 | \$ 165,012 | \$ 106,681 | \$ 101,139 | \$ 153,221 |
| 5202 Furniture & Equipment | \$ - | \$ - | \$ - | \$ - | \$ 100,000 |
| Total Maintenance & Operations | \$ - | \$ - | \$ - | \$ - | \$ 100,000 |
| 8357 Slurry Seal Streets | \$ 166,297 | \$ - | \$ - | \$ - | \$ - |
| 8606 New Sidewalk and Repair | - | - | - | - | 225,000 |
| 8943 Local Streets Rehab Program | 779,879 | 750,168 | 300,000 | - | 225,000 |
| Total Capital Outlay | \$ 946,176 | \$ 750,168 | \$ 300,000 | \$ - | \$ 450,000 |
| SUB-TOTAL STATE GAS TAX FUND | \$ 1,065,082 | \$ 915,180 | \$ 406,681 | \$ 101,139 | \$ 703,221 |
| GRAND TOTAL PW - ALL FUNDS | \$ 40,701,850 | \$ 39,515,682 | \$ 46,165,444 | \$ 25,579,904 | \$ 34,930,147 |

Note: Funding for emergency repairs was previously budgeted in the Facilities Maintenance Fund, which was supported by a transfer from the General Fund. Effective Fiscal Year 2017-2018, funding for emergency repairs will be budgeted in the General Fund Public Work's Government Buildings division.

CITY OF EL SEGUNDO
 COMMUNITY SERVICES DEPARTMENT ORGANIZATIONAL CHART
 FISCAL YEAR 2020 - 2021



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

LIBRARY AND CULTURAL ARTS

MISSION STATEMENT: The El Segundo Public Library is a civic and cultural hub for information and innovation where big (and small) ideas take off. We maintain comfortable, safe, and welcoming public and school libraries and connect people of all ages to information, experiences, art, and ideas to help them learn and be successful.

ADMINISTRATION: Oversees the operations of the Main Library, school libraries, and Cultural Development Program, and provides direction and resources for continual improvements in services, programs, and facilities based on community input and in collaboration with the Library Board of Trustees, Friends of the Library, Arts and Culture Advisory Committee, El Segundo Unified School District (ESUSD), developers, and other partners.

CULTURAL DEVELOPMENT: Cultivates the library and community as environments for learning, connections, and vitality by conducting enriching literary and cultural programs for all ages and supporting public art and experiences via the Cultural Development Program.

EDUCATION: Supports educational development by providing a wide-ranging collection of books and other materials to meet varying needs and interests as well as staff assistance in locating and using print and electronic resources. In coordination with the Friends of the Library, provides access to the History Room Archives and Photograph Collection.

TECHNICAL AND SUPPORT SERVICES: Facilitates the ordering, cataloging, processing and circulation of all print, audiovisual, and electronic resources for the Main Library and four school libraries. Coordinates the use of the library's meeting room and conference rooms for individuals and organizations. Helps maintain the library's facilities and technology.

ACCOMPLISHMENTS IN FISCAL YEAR 2019-2020:

- Helped with City response to the COVID-19 pandemic beginning in March 2020, including supporting the All Hazards-Incident Management Team and Joint Information Center in addition to offering additional electronic resources, virtual library programming, "Library to Go" curbside delivery and return of library materials, a new online Summer Reading Program, and more to provide reimagined library services to the El Segundo community
- Upgraded technology for better customer service, including website redesign, expansion of digital resources, installation of Early Literacy Stations and self-checkout in the Children's Library, and network enhancements
- Introduced a Fine Free Children's Library Card to help remove barriers to library access
- Provided high quality library programming for all ages, including baby, toddler, preschool, family, and bilingual storytimes, art activities and exhibits, book discussions, concerts, Author Fair, Living Library, Book to Action featuring What We Keep by Bill Shapiro and Naomi Wax, Genealogy Club, Teen Advisory Council, yoga and meditation classes, and more
- Issued the Library's second Limited Edition Artist Series Library Card featuring the art of Nanibah Chacon during National Library Week
- Increased library visits by 35% and online meeting room reservations by 50% prior to the closure of the library building in March 2020 due to the pandemic. eBook checkouts increased 42% during the past year.

- Utilized a grant from the California State Library for design services related to activating Library Park, including plans to add outdoor furniture, interactive spaces, and opportunities for expanded programming
- Developed and implemented a new Cultural Development Program that is estimated to raise approximately \$685,000 annually for public art and programming in El Segundo from a 1% art requirement on commercial and industrial development exceeding \$2,000,000

GOALS AND OBJECTIVES FOR FISCAL YEAR 2020-2021:

- Phased restoration of in-person library services and programs based on State of California and Los Angeles County Department of Public Health directives as well as best practices for public libraries
- Transition to Community Services Department and full implementation of the Cultural Development Program to collectively expand public art and programming in El Segundo
- Activate Library Park, including adding a Learning Garden, Storybook Loop, and other open-ended experiences to support exploration by people of all ages
- Contribute to the Gateway Project – new signage, landscaping, and placemaking at Imperial and Main
- Continue to upgrade library technology, including public computers, website, and online catalog
- Strategically expand electronic resources and virtual programming in response to patron needs
- Implement Age Friendly Library Action Plan
- Develop Racial Equity Library Action Plan
- Partner with the El Segundo Unified School District to provide reimagined school library services in virtual and/or hybrid learning environments during the pandemic

RECREATION

MISSION STATEMENT: El Segundo Recreation and Parks strives to be a heart of community wellness by offering people of all ages the opportunity to enjoy engaging experiences within our parks and facilities. We Engage...We Inspire...We Play!

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.

Recreation: Provides opportunities for people of all ages to participate in a multitude of classes, programs, events and transportation services throughout El Segundo's parks, fields and facilities. Works in cooperation with residents, community groups and other City departments to be collaborative in service delivery. Facilitates and liaisons with community stakeholders such as the Youth Sports Council, Youth Drama Boosters, and Co-Op Preschool to provide a well-balanced community resource distribution.

ACCOMPLISHMENTS IN FISCAL YEAR 2019-2020:

- Successfully operated Year 1 of the City of El Segundo Wiseburn Unified School District Aquatics Center by entering into facility use agreements with seven primary training groups
- Redesigned the Recreation Quarterly Activity Guide to be inclusive of city-wide community programs including the Library, Police and Fire Department programs, as well as educational and informative articles on capital improvement projects and urban forest management policies
- Implemented a successful new event, Tiny Tot Valentine's Day Tea, which sold out in advance

- Permanently converted one tennis court at Recreation Park to four regulation Pickleball Courts with spectator seating area
- Increased Social Media presence on Facebook, Twitter and Instagram
- Completed the playground renovation project at Washington Park with the first-ever synthetic turf playground surfacing installation in the City. Parks Division added new trees and updated landscaping throughout, as well as replaced benches and picnic tables
- Continued the summer ballfield rest and renovation schedule with renovation at Richmond Street Field and an accelerated renovation treatment at Brett Field
- Performed landscape plan checking services for development projects along with landscape inspection reviews
- Updated the Checkout Building restrooms with cosmetic repairs to walls, doors and fixtures
- Enhanced Halloween programming with the new addition of a haunted house (Twisted Tales) in partnership with local non-profit organizations
- Partnered with ESUSD for a new parking lot to service the field users at Richmond Street Field
- Launched the Department's new website and the service reporting feature in conjunction with the City website
- Configured and implemented the use of a time and attendance software system with time clocks for part-time employees to achieve efficiencies in payroll processes and streamlined management of work schedules and personnel administration
- Developed and implemented a new policy for the Memory Row Donation Program, including the establishment of fees to ensure cost recovery of the program
- Swiftly responded to changes in facility operations as a result of the Coronavirus pandemic, including closing and re-opening parks and recreation facilities and programs to ensure health and safety protocol are implemented

GOALS & OBJECTIVES FOR FISCAL YEAR 2020-2021

- Work with selected architecture and design consultant team to conduct community engagement and develop a final conceptual design for the future renovation of the Plunge
- Create and implement a part-time training program to develop new Recreation professionals
- Continue to research and discover alternate options for transportation services to best meet the needs of today's constituents
- Implement the annual Success Criteria and evaluation measurements for the aquatics center user groups to ensure the programs are achieving the objectives of the City and Department
- Review and add site amenities at Recreation Park, including direction signage and maps, rules and program notices, drinking fountains, trash cans, tables, and more
- Participate in the City's Diversity, Equity and Inclusion Committee and implement recommendations to improve recreation services and programming to the community
- Continue to be flexible, adaptable and creative in assessing programs and developing a new vision for recreation services post-COVID.
- Develop an RFP and select a consultant to conduct a Recreation Park Needs Assessment to better plan for future improvements to the Teen Center, Skate Park, Joslyn Center, Checkout Building and Clubhouse to best meet the needs of the evolving community

**CITY OF EL SEGUNDO
RECREATION DIVISION
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2017-2018 TO 2020-2021**

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 | BUDGETED FY 2020-21 |
|------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|
| Recreation Division | | | | | |
| Director of Recreation & Parks | 1.00 | 1.00 | 1.00 | 0.50 | - |
| Recreation Superintendent | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Community Cable Program Manager | 1.00 | 1.00 | - | - | - |
| Community Cable Program Specialist | 1.00 | 1.00 | - | - | - |
| Computer Graphics Designer | 1.00 | 1.00 | - | - | - |
| Park Facilities Technician | 1.00 | 1.00 | 1.00 | - | - |
| Park Maintenance Superintendent | 1.00 | 1.00 | 1.00 | - | - |
| Park Maintenance Supervisor | 2.00 | 2.00 | 2.00 | - | - |
| Park Maintenance Worker II | 5.00 | 5.00 | 5.00 | - | - |
| Recreation Coordinator | 2.00 | 2.00 | 2.00 | 2.00 | 1.00 |
| Recreation Supervisor | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| Senior Administrative Analyst | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Administrative Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Tree Maintenance Worker | 2.00 | 2.00 | 2.00 | - | - |
| Sub-total Full-Time | 24.00 | 24.00 | 21.00 | 9.50 | 8.00 |
| Part-Time FTEs | | | | | |
| Park Maintenance Worker I | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Lifeguards | 10.00 | 28.50 | 37.00 | 37.00 | 37.00 |
| Recreation Leader | 24.50 | 26.00 | 26.00 | 26.00 | 26.00 |
| Video Technician | 2.00 | 2.85 | - | - | - |
| Sub-total Part-Time | 39.50 | 60.35 | 66.00 | 66.00 | 66.00 |
| Total Recreation Division | 63.50 | 84.35 | 87.00 | 75.50 | 74.00 |

For fiscal year 19-20, the community cable staff was transferred to the City Managers Department.

For fiscal year 20-21, the park maintenance staff was transferred to the Public Works Department.

**CITY OF EL SEGUNDO
RECREATION DIVISION
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| <u>GENERAL FUND (001)</u> | | | | | |
| ADMINISTRATION (5101) | | | | | |
| Salaries & Benefits | \$ 487,506 | \$ 520,850 | \$ 760,524 | \$ 407,540 | \$ 388,446 |
| Maintenance & Operations | 74,653 | 81,014 | 150,107 | 58,669 | 99,368 |
| Sub-total Administration | \$ 562,159 | \$ 601,864 | \$ 910,631 | \$ 466,209 | \$ 487,814 |
| RECREATION OPERATIONS (5201) | | | | | |
| Salaries & Benefits | \$ 580,638 | \$ 544,586 | \$ 410,083 | \$ 316,586 | \$ 242,849 |
| Maintenance & Operations | 48,153 | 70,990 | 98,500 | 48,675 | 66,900 |
| Sub-total Recreation Operations | \$ 628,791 | \$ 615,576 | \$ 508,583 | \$ 365,261 | \$ 309,749 |
| AQUATICS (5202) | | | | | |
| Salaries & Benefits | \$ 396,459 | \$ 403,780 | \$ 729,682 | \$ 205,146 | \$ 346,487 |
| Maintenance & Operations | 22,371 | 28,476 | 31,300 | 7,375 | 24,550 |
| Sub-total Aquatics | \$ 418,830 | \$ 432,256 | \$ 760,982 | \$ 212,521 | \$ 371,037 |
| CULTURAL ARTS (5203) | | | | | |
| Salaries & Benefits | \$ 288,770 | \$ 309,037 | \$ 235,890 | \$ 158,498 | \$ 249,077 |
| Maintenance & Operations | 127,016 | 132,254 | 133,200 | 46,941 | 61,700 |
| Sub-total Cultural Arts | \$ 415,786 | \$ 441,291 | \$ 369,090 | \$ 205,439 | \$ 310,777 |
| SPORTS (5204) | | | | | |
| Salaries & Benefits | \$ 191,797 | \$ 184,608 | \$ 241,687 | \$ 144,026 | \$ 179,655 |
| Maintenance & Operations | 62,025 | 64,969 | 74,000 | 32,414 | 43,700 |
| Sub-total Sports | \$ 253,822 | \$ 249,577 | \$ 315,687 | \$ 176,440 | \$ 223,355 |
| TEEN CENTER (5205) | | | | | |
| Salaries & Benefits | \$ 75,761 | \$ 77,187 | \$ 238,371 | \$ 53,501 | \$ 89,749 |
| Maintenance & Operations | 6,807 | 12,404 | 20,100 | 8,249 | 11,600 |
| Sub-total Teen Center | \$ 82,568 | \$ 89,591 | \$ 258,471 | \$ 61,750 | \$ 101,349 |
| JOSLYN SENIOR CENTER (5206) | | | | | |
| Salaries & Benefits | \$ 161,076 | \$ 194,564 | \$ 189,689 | \$ 152,944 | \$ 156,369 |
| Maintenance & Operations | 51,687 | 57,688 | 66,500 | 25,704 | 63,000 |
| Sub-total Joslyn Senior Center | \$ 212,763 | \$ 252,252 | \$ 256,189 | \$ 178,648 | \$ 219,369 |
| FARMERS MARKET (5208) | | | | | |
| Salaries & Benefits | \$ 25,143 | \$ 22,564 | \$ 34,414 | \$ 10,447 | \$ 28,325 |
| Maintenance & Operations | 12,233 | 12,739 | 14,000 | 5,500 | 10,400 |
| Sub-total Farmers Market | \$ 37,376 | \$ 35,303 | \$ 48,414 | \$ 15,947 | \$ 38,725 |
| SPECIAL EVENTS (5210) | | | | | |
| Salaries & Benefits | \$ 23,618 | \$ 15,997 | \$ 29,383 | \$ 5,166 | \$ 17,148 |
| Maintenance & Operations | 60,155 | 70,298 | 75,500 | 17,050 | 38,500 |
| Sub-total Special Events | \$ 83,773 | \$ 86,295 | \$ 104,883 | \$ 22,216 | \$ 55,648 |

**CITY OF EL SEGUNDO
RECREATION DIVISION
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| WISEBURN AQUATIC CENTER (5213) | | | | | |
| Salaries & Benefits | \$ 68,499 | \$ 474,539 | \$ 903,457 | \$ 283,137 | \$ 699,523 |
| Maintenance & Operations | 15,104 | 27,312 | 88,000 | 12,250 | 60,700 |
| Sub-total Recreation Trips | \$ 83,603 | \$ 501,851 | \$ 991,457 | \$ 295,387 | \$ 760,223 |
| CENTENNIAL CELEBATION (5418) | | | | | |
| Salaries & Benefits | \$ 5,788 | \$ - | \$ - | \$ - | - |
| Maintenance & Operations | 5,633 | 2,508 | - | 322 | - |
| Sub-total Centennial Celebration | \$ 11,421 | \$ 2,508 | \$ - | \$ 322 | \$ - |
| TOTAL RECREATION DIVISION - GENERAL FUND | | | | | |
| | \$ 2,790,892 | \$ 3,308,364 | \$ 4,524,387 | \$ 2,000,140 | \$ 2,878,046 |
| <u>PROPOSITION "A" FUND (112)</u> | | | | | |
| ADMINISTRATION (5295) | | | | | |
| Salaries & Benefits | \$ 11,430 | \$ 16,313 | \$ 27,485 | \$ 9,075 | \$ 21,785 |
| Sub-total Administration | \$ 11,430 | \$ 16,313 | \$ 27,485 | \$ 9,075 | \$ 21,785 |
| DIAL-A-RIDE (5292) | | | | | |
| Salaries & Benefits | \$ 80,701 | \$ 75,970 | \$ 125,298 | \$ 38,455 | \$ 89,696 |
| Maintenance & Operations | 151,946 | 138,848 | 177,759 | 139,962 | 105,255 |
| Sub-total Dial-A-Ride | \$ 232,647 | \$ 214,818 | \$ 303,057 | \$ 178,417 | \$ 194,951 |
| SHUTTLE (5293) | | | | | |
| Salaries & Benefits | \$ 12,261 | \$ 2,580 | \$ 22,448 | \$ - | \$ 2,921 |
| Maintenance & Operations | 600 | - | 4,700 | - | 3,500 |
| Sub-total Shuttle | \$ 12,861 | \$ 2,580 | \$ 27,148 | \$ - | \$ 6,421 |
| RECREATION TRIPS (5294) | | | | | |
| Salaries & Benefits | \$ 7,064 | \$ 7,603 | \$ 14,666 | \$ 652 | \$ 10,611 |
| Maintenance & Operations | 3,105 | 6,225 | 13,000 | 2,778 | 6,500 |
| Sub-total Recreation Trips | \$ 10,169 | \$ 13,828 | \$ 27,666 | \$ 3,430 | \$ 17,111 |
| MTA BUY-DOWN (5297) | | | | | |
| Maintenance & Operations | \$ 5,082 | \$ 3,783 | \$ 5,000 | \$ 1,152 | \$ 3,800 |
| Sub-total MTA Buy-Down | \$ 5,082 | \$ 3,783 | \$ 5,000 | \$ 1,152 | \$ 3,800 |
| TOTAL PROPOSITION "A" FUND | \$ 272,189 | \$ 251,322 | \$ 390,356 | \$ 192,074 | \$ 244,068 |
| <u>PROPOSITION "C" (114)</u> | | | | | |
| PROPOSITION "C" - DIAL - A - RIDE (5292) | | | | | |
| Maintenance & Operations | \$ - | \$ 2,196 | \$ - | \$ - | - |
| Sub-total Dial-A-Ride | \$ - | \$ 2,196 | \$ - | \$ - | \$ - |
| SHUTTLE (5293) | | | | | |

**CITY OF EL SEGUNDO
RECREATION DIVISION
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| Salaries & Benefits | \$ 28,443 | \$ 39,242 | \$ 70,553 | \$ 16,537 | \$ 42,502 |
| Maintenance & Operations | 28,942 | 18,422 | 36,500 | 5,809 | 28,000 |
| Capital Outlay | 199,067 | 73,748 | 240,000 | 107,721 | 420,000 |
| Sub-total Shuttle | \$ 256,452 | \$ 131,412 | \$ 347,053 | \$ 130,067 | \$ 490,502 |
| TOTAL PROPOSITION "C" FUND | \$ 256,452 | \$ 133,608 | \$ 347,053 | \$ 130,067 | \$ 490,502 |
| GRAND TOTAL - R & P - ALL FUNDS | \$ 3,319,533 | \$ 3,693,294 | \$ 5,261,796 | \$ 2,322,281 | \$ 3,612,615 |

GENERAL FUND SUMMARY

| | | | | | |
|---------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Salaries & Benefits | \$ 2,305,055 | \$ 2,747,712 | \$ 3,773,180 | \$ 1,736,991 | \$ 2,397,628 |
| Maintenance & Operations | 485,837 | 560,652 | 751,207 | 263,149 | 480,418 |
| TOTAL GENERAL FUND | \$ 2,790,892 | \$ 3,308,364 | \$ 4,524,387 | \$ 2,000,140 | \$ 2,878,046 |

| | | |
|--------------------------|-----------------------|----------------|
| Salaries & Benefits | \$ (1,375,552) | -36.46% |
| Maintenance & Operations | (270,789) | -36.05% |
| Capital Outlay | - | 0.00% |
| Total | \$ (1,646,341) | -36.39% |

ALL FUNDS SUMMARY

| | | | | | |
|--------------------------|---------------------|-------------------|---------------------|-------------------|---------------------|
| Salaries & Benefits | \$ 139,899 | \$ 141,708 | \$ 260,450 | \$ 64,719 | \$ 167,515 |
| Maintenance & Operations | 675,512 | 727,930 | 988,166 | 412,850 | 627,472 |
| Capital Outlay | 199,067 | 73,748 | 245,000 | 107,721 | 423,750 |
| TOTAL ALL FUNDS | \$ 1,014,478 | \$ 943,386 | \$ 1,493,616 | \$ 585,290 | \$ 1,218,737 |

| | | |
|--------------------------|---------------------|----------------|
| Salaries & Benefits | \$ (92,935) | -35.68% |
| Maintenance & Operations | (360,694) | -36.50% |
| Capital Outlay | 178,750 | 72.96% |
| Total | \$ (274,879) | -18.40% |

**CITY OF EL SEGUNDO
RECREATION DIVISION
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 4101 Salaries Full-Time | \$ 836,482 | \$ 882,864 | \$ 958,232 | \$ 595,546 | \$ 577,919 |
| 4102 Salaries Part-Time | 873,736 | 1,237,823 | 1,909,270 | 674,871 | 1,231,000 |
| 4103 Overtime | 2,609 | 1,792 | 5,000 | 16,591 | - |
| 4117 Opt - Out Payments | - | 8,750 | - | 3,750 | - |
| 4201 Retirement CalPERS | 320,454 | 261,807 | 353,260 | 219,353 | 221,588 |
| 4202 FICA | 128,871 | 162,123 | 216,465 | 97,203 | 138,254 |
| 4203 Workers' Compensation | 66,701 | 86,471 | 150,886 | 50,624 | 96,468 |
| 4204 Group Insurance | 56,271 | 76,790 | 144,855 | 57,449 | 125,399 |
| 4210 OPEB Liability | 13,801 | 22,639 | 18,712 | 12,227 | - |
| 4215 Uniform Replacement | 6,130 | 6,653 | 16,500 | 9,377 | 7,000 |
| Total Salaries & Benefits | \$ 2,305,055 | \$ 2,747,712 | \$ 3,773,180 | \$ 1,736,991 | \$ 2,397,628 |
| 4999 Cash Over/Short | \$ 138 | \$ 56 | \$ - | \$ 15 | \$ - |
| 5201 Office Supplies | 387 | - | - | - | - |
| 5204 Operating Supplies | 113,149 | 154,058 | 189,600 | 76,345 | 135,800 |
| 5220 Computer Refresh | 7,700 | 7,700 | - | - | - |
| 6101 Gas | - | 450 | - | 124 | 450 |
| 6201 Advertising/Publishing | 35,100 | 47,999 | 55,000 | 22,830 | 38,500 |
| 6206 Contractual Services | 67,146 | 74,083 | 78,000 | 26,584 | 30,500 |
| 6205 Other Printing and Binding | 571 | 2,061 | 5,000 | - | 2,500 |
| 6207 Equip Replacement Charges | 7,368 | 7,368 | 11,857 | 8,893 | 5,725 |
| 6208 Dues & Subscriptions | 2,682 | 2,727 | 3,750 | 1,202 | 3,443 |
| 6211 Gen Liab Insurance & Bonds | 3,182 | - | 25,000 | 16,411 | 16,600 |
| 6213 Meetings & Travel | 3,592 | 3,852 | 14,700 | 3,445 | 9,500 |
| 6214 Professional & Technical | 162,514 | 178,478 | 200,500 | 50,379 | 128,500 |
| 6215 Repair & Maintenance | 6,348 | 12,737 | 35,500 | 16,863 | 26,300 |
| 6216 Rental Charges | - | 360 | 1,500 | - | 500 |
| 6217 Software Maintenance | 875 | - | 1,000 | - | - |
| 6219 Network Operating Charge | 20,700 | 20,700 | 20,700 | 15,525 | 15,500 |
| 6223 Training & Education | 5,733 | 10,313 | 20,650 | 3,765 | 14,000 |
| 6249 Fees & Licenses | 9,514 | 10,176 | 15,250 | 4,485 | 7,600 |
| 6253 Postage | 1,950 | 386 | 1,000 | 135 | 1,000 |
| 6254 Telephone | 22,538 | 21,143 | 53,200 | 14,998 | 25,500 |
| 6260 Equipment Leasing Costs | 12,423 | 4,280 | 16,000 | - | 16,000 |
| 6263 Commissioners Expense | 2,227 | 1,725 | 3,000 | 1,150 | 2,500 |
| Total Maintenance & Operations | \$ 485,837 | \$ 560,652 | \$ 751,207 | \$ 263,149 | \$ 480,418 |
| TOTAL REC DIVISION - GENERAL FUND | \$ 2,790,892 | \$ 3,308,364 | \$ 4,524,387 | \$ 2,000,140 | \$ 2,878,046 |

**CITY OF EL SEGUNDO
RECREATION DIVISION
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| GENERAL FUND | | | | | |
| RECREATION ADMINISTRATION | | | | | |
| 4101 Salaries Full-Time | \$ 336,381 | \$ 349,922 | \$ 362,960 | \$ 265,336 | \$ 139,670 |
| 4102 Salaries Part-Time | 166 | 143 | 162,000 | 8,361 | 126,000 |
| 4117 Opt - Out Payments | - | 500 | - | - | - |
| 4201 Retirement CalPERS | 87,876 | 91,363 | 111,924 | 77,508 | 50,872 |
| 4202 FICA | 23,468 | 24,354 | 37,370 | 18,673 | 20,324 |
| 4203 Workers' Compensation | 10,531 | 11,327 | 35,351 | 8,610 | 20,554 |
| 4204 Group Insurance | 23,566 | 34,606 | 44,023 | 23,868 | 31,026 |
| 4210 OPEB Liability | 5,518 | 8,635 | 6,896 | 5,184 | - |
| Total Salaries & Benefits | \$ 487,506 | \$ 520,850 | \$ 760,524 | \$ 407,540 | \$ 388,446 |
| 5204 Operating Supplies | \$ 2,920 | \$ 19,090 | \$ 26,300 | \$ 16,458 | \$ 20,000 |
| 5220 Computer Refresh | 7,700 | 7,700 | - | - | - |
| 6206 Contractual Services | 170 | - | - | - | - |
| 6207 Equip Replacement Charges | 7,368 | 7,368 | 11,857 | 8,893 | 5,725 |
| 6208 Dues & Subscriptions | 877 | 755 | 650 | 255 | 643 |
| 6213 Meetings & Travel | 1,986 | 1,642 | 3,300 | 601 | 2,500 |
| 6215 Repairs & Maintenance | - | 2,217 | 24,000 | 4,977 | 18,000 |
| 6219 Network Operating Charge | 20,700 | 20,700 | 20,700 | 15,525 | 15,500 |
| 6223 Training & Education | 895 | 795 | 3,300 | 615 | 2,500 |
| 6253 Postage | 1,950 | 386 | 1,000 | 135 | 1,000 |
| 6254 Telephone | 15,437 | 14,356 | 40,000 | 10,060 | 15,000 |
| 6260 Equipment Leasing Costs | 12,423 | 4,280 | 16,000 | - | 16,000 |
| 6263 Commissioners Expense | 2,227 | 1,725 | 3,000 | 1,150 | 2,500 |
| Total Maintenance & Operations | \$ 74,653 | \$ 81,014 | \$ 150,107 | \$ 58,669 | \$ 99,368 |
| SUB-TOTAL RECREATION ADMIN | \$ 562,159 | \$ 601,864 | \$ 910,631 | \$ 466,209 | \$ 487,814 |
| RECREATION OPERATION | | | | | |
| 4101 Salaries Full-Time | \$ 120,861 | \$ 127,790 | \$ 108,971 | \$ 97,928 | \$ 106,434 |
| 4102 Salaries Part-Time | 275,915 | 302,477 | 178,000 | 133,849 | 50,000 |
| 4103 Overtime | - | - | 5,000 | - | - |
| 4201 Retirement CalPERS | 117,690 | 36,648 | 56,180 | 35,257 | 45,434 |
| 4202 FICA | 30,153 | 33,738 | 19,249 | 17,348 | 11,836 |
| 4203 Workers' Compensation | 16,204 | 18,203 | 12,921 | 9,549 | 6,446 |
| 4204 Group Insurance | 11,699 | 15,914 | 16,186 | 11,430 | 15,699 |
| 4210 OPEB Liability | 1,986 | 3,163 | 2,576 | 1,848 | - |
| 4215 Uniform Replacement | 6,130 | 6,653 | 11,000 | 9,377 | 7,000 |
| Total Salaries & Benefits | \$ 580,638 | \$ 544,586 | \$ 410,083 | \$ 316,586 | \$ 242,849 |
| 4999 Cash Over/Short | \$ 138 | \$ 56 | \$ - | \$ 15 | \$ - |
| 5201 Office Supplies | 387 | - | - | - | - |
| 5204 Operating Supplies | 19,132 | 29,578 | 39,000 | 13,470 | 26,000 |
| 6201 Advertising/Publishing | 17,264 | 31,229 | 30,000 | 15,182 | 22,500 |
| 6205 Other Printing & Binding | 571 | 2,061 | 5,000 | - | 2,500 |
| 6208 Dues & Subscriptions | 274 | 385 | 600 | 29 | 400 |

**CITY OF EL SEGUNDO
RECREATION DIVISION
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|------------------|-------------------------|
| 6211 General Liability/Bonds Insurance | 3,182 | - | - | - | - |
| 6213 Meetings & Travel | 1,606 | 1,525 | 5,200 | 1,483 | 3,000 |
| 6214 Professional & Technical | 920 | 720 | 10,000 | 6,000 | 7,500 |
| 6215 Repair & Maintenance | 782 | 1,271 | 2,500 | 11,200 | 1,500 |
| 6217 Software Maintenance | 875 | - | 1,000 | - | - |
| 6223 Training & Education | 3,022 | 4,165 | 5,200 | 1,296 | 3,500 |
| Total Maintenance & Operations | \$ 48,153 | \$ 70,990 | \$ 98,500 | \$ 48,675 | \$ 66,900 |

SUB-TOTAL RECREATION OPERATION **\$ 628,791** **\$ 615,576** **\$ 508,583** **\$ 365,261** **\$ 309,749**

AQUATICS

| | | | | | |
|--------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 4101 Salaries Full-Time | \$ 34,271 | \$ (23,442) | \$ 63,468 | \$ 46,060 | \$ - |
| 4102 Salaries Part-Time | 304,139 | 373,143 | 555,600 | 120,025 | 310,000 |
| 4103 Overtime | 486 | 391 | - | 2,038 | - |
| 4117 Opt - Out Payments | - | 3,000 | - | 2,000 | - |
| 4201 Retirement CalPERS | 16,367 | 18,493 | 13,403 | 13,329 | - |
| 4202 FICA | 25,927 | 27,797 | 47,358 | 13,015 | 23,715 |
| 4203 Workers' Compensation | 13,827 | 15,145 | 25,506 | 7,015 | 12,772 |
| 4204 Group Insurance | 910 | (7,241) | 17,641 | 748 | - |
| 4210 OPEB Liability | 532 | (3,506) | 1,206 | 916 | - |
| 4215 Uniform Replacement | - | - | 5,500 | - | - |
| Total Salaries & Benefits | \$ 396,459 | \$ 403,780 | \$ 729,682 | \$ 205,146 | \$ 346,487 |

| | | | | | |
|---|------------------|------------------|------------------|-----------------|------------------|
| 5204 Operating Supplies | \$ 13,044 | \$ 11,510 | \$ 16,000 | \$ 4,278 | \$ 12,000 |
| 6101 Gas Utility | - | 450 | - | 124 | 450 |
| 6208 Dues and Subscription | 590 | 150 | 300 | 100 | 500 |
| 6214 Professional & Technical | 2,532 | 5,967 | 3,000 | 1,008 | 2,000 |
| 6215 Repair & Maintenance | 2,348 | 5,562 | 2,000 | 686 | 1,600 |
| 6223 Training & Education | 1,816 | 3,610 | 6,000 | 410 | 4,000 |
| 6254 Telephone | 2,041 | 1,227 | 4,000 | 769 | 4,000 |
| Total Maintenance & Operations | \$ 22,371 | \$ 28,476 | \$ 31,300 | \$ 7,375 | \$ 24,550 |

SUB-TOTAL AQUATICS **\$ 418,830** **\$ 432,256** **\$ 760,982** **\$ 212,521** **\$ 371,037**

CULTURAL ARTS

| | | | | | |
|--------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 4101 Salaries Full-Time | \$ 125,370 | \$ 132,500 | \$ 86,040 | \$ 47,662 | \$ 119,016 |
| 4102 Salaries Part-Time | 88,348 | 89,382 | 82,500 | 67,438 | 41,200 |
| 4103 Overtime | 330 | 985 | - | - | - |
| 4117 Opt - Out Payments | - | 2,500 | - | 1,750 | - |
| 4201 Retirement CalPERS | 40,106 | 42,139 | 33,237 | 24,668 | 26,744 |
| 4202 FICA | 16,437 | 17,372 | 12,893 | 9,280 | 12,257 |
| 4203 Workers' Compensation | 8,733 | 9,458 | 6,944 | 4,904 | 18,931 |
| 4204 Group Insurance | 7,278 | 11,351 | 12,641 | 1,907 | 30,929 |
| 4210 OPEB Liability | 2,168 | 3,350 | 1,635 | 889 | - |
| Total Salaries & Benefits | \$ 288,770 | \$ 309,037 | \$ 235,890 | \$ 158,498 | \$ 249,077 |

| | | | | | |
|---------------------------|-----------|-----------|-----------|----------|-----------|
| 5204 Operating Supplies | \$ 14,566 | \$ 13,842 | \$ 13,000 | \$ 4,222 | \$ 10,000 |
| 6206 Contractual Services | 29,943 | 31,063 | 34,000 | 18,660 | 12,500 |
| 6208 Dues & Subscriptions | 200 | 170 | 200 | 100 | 200 |

**CITY OF EL SEGUNDO
RECREATION DIVISION
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|--------------------------|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| 6214 | Professional & Technical | 76,628 | 80,132 | 80,000 | 22,454 | 36,000 |
| 6215 | Repair & Maintenance | 1,037 | - | - | - | - |
| 6249 | Fees & Licenses | 4,642 | 7,047 | 6,000 | 1,505 | 3,000 |
| Total Maintenance & Operations | | \$ 127,016 | \$ 132,254 | \$ 133,200 | \$ 46,941 | \$ 61,700 |
| SUB-TOTAL CULTURAL ARTS | | \$ 415,786 | \$ 441,291 | \$ 369,090 | \$ 205,439 | \$ 310,777 |
| SPORTS | | | | | | |
| 4101 | Salaries Full-Time | \$ 93,709 | \$ 91,350 | \$ 93,493 | \$ 70,197 | \$ 75,081 |
| 4102 | Salaries Part-Time | 49,226 | 43,627 | 84,700 | 21,463 | 52,400 |
| 4103 | Overtime | 368 | - | - | 8,853 | - |
| 4117 | Opt - Out Payments | - | 2,750 | - | - | - |
| 4201 | Retirement CalPERS | 28,375 | 26,495 | 25,703 | 19,838 | 21,242 |
| 4202 | FICA | 11,336 | 10,758 | 13,632 | 7,884 | 9,753 |
| 4203 | Workers' Compensation | 5,847 | 5,858 | 7,342 | 4,156 | 5,252 |
| 4204 | Group Insurance | 1,448 | 1,466 | 15,041 | 10,215 | 15,927 |
| 4210 | OPEB Liability | 1,488 | 2,304 | 1,776 | 1,420 | - |
| Total Salaries & Benefits | | \$ 191,797 | \$ 184,608 | \$ 241,687 | \$ 144,026 | \$ 179,655 |
| 5204 | Operating Supplies | \$ 17,703 | \$ 15,684 | \$ 21,700 | \$ 15,913 | \$ 14,000 |
| 6208 | Dues & Subscriptions | 132 | 827 | 800 | 90 | 600 |
| 6211 | Insurance & Bonds | - | - | 1,000 | 16,411 | 600 |
| 6214 | Professional & Technical | 44,190 | 48,458 | 50,000 | - | 28,000 |
| 6249 | Fees & Licenses | - | - | 500 | - | 500 |
| Total Maintenance & Operations | | \$ 62,025 | \$ 64,969 | \$ 74,000 | \$ 32,414 | \$ 43,700 |
| SUB-TOTAL SPORTS | | \$ 253,822 | \$ 249,577 | \$ 315,687 | \$ 176,440 | \$ 223,355 |
| TEEN CENTER | | | | | | |
| 4101 | Salaries Full-Time | \$ - | \$ - | \$ 70,560 | \$ 53 | \$ - |
| 4102 | Salaries Part-Time | 67,615 | 68,131 | 101,200 | 40,140 | 75,600 |
| 4201 | Retirement CalPERS | 209 | 880 | 21,899 | 8,577 | 5,250 |
| 4202 | FICA | 5,176 | 5,300 | 13,139 | 3,075 | 5,784 |
| 4203 | Workers' Compensation | 2,761 | 2,876 | 14,591 | 1,656 | 3,115 |
| 4204 | Group Insurance | - | - | 15,641 | - | - |
| 4210 | OPEB Liability | - | - | 1,341 | - | - |
| Total Salaries & Benefits | | \$ 75,761 | \$ 77,187 | \$ 238,371 | \$ 53,501 | \$ 89,749 |
| 5204 | Operating Supplies | \$ 4,037 | \$ 10,377 | \$ 14,000 | \$ 6,609 | \$ 10,000 |
| 6206 | Contractual Services | 750 | - | - | - | - |
| 6208 | Dues & Subscriptions | 170 | - | 200 | 165 | 200 |
| 6214 | Professional & Technical | - | - | 4,000 | - | - |
| 6215 | Repair & Maintenance | 29 | - | - | - | - |
| 6249 | Fees & Licenses | 441 | - | 700 | - | 500 |
| 6254 | Telephone | 1,380 | 2,027 | 1,200 | 1,475 | 900 |
| Total Maintenance & Operations | | \$ 6,807 | \$ 12,404 | \$ 20,100 | \$ 8,249 | \$ 11,600 |
| SUB-TOTAL TEEN CENTER | | \$ 82,568 | \$ 89,591 | \$ 258,471 | \$ 61,750 | \$ 101,349 |

**CITY OF EL SEGUNDO
RECREATION DIVISION
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| JOSLYN SENIOR CENTER | | | | | |
| 4101 Salaries Full-Time | \$ 78,169 | \$ 75,383 | \$ 88,128 | \$ 59,379 | \$ 72,216 |
| 4102 Salaries Part-Time | 39,826 | 68,370 | 47,100 | 48,270 | 31,800 |
| 4103 Overtime | 381 | - | - | 5,700 | - |
| 4201 Retirement CalPERS | 21,709 | 24,560 | 29,229 | 20,453 | 24,182 |
| 4202 FICA | 8,933 | 11,086 | 10,345 | 8,837 | 7,958 |
| 4203 Workers' Compensation | 4,829 | 6,103 | 5,572 | 4,670 | 4,286 |
| 4204 Group Insurance | 5,919 | 7,010 | 7,641 | 4,336 | 15,927 |
| 4210 OPEB Liability | 1,310 | 2,052 | 1,674 | 1,299 | - |
| Total Salaries & Benefits | \$ 161,076 | \$ 194,564 | \$ 189,689 | \$ 152,944 | \$ 156,369 |
| 5204 Operating Supplies | \$ 12,094 | \$ 14,387 | \$ 15,500 | \$ 5,598 | \$ 10,500 |
| 6208 Dues & Subscriptions | 439 | 440 | 500 | 363 | 400 |
| 6214 Professional & Technical | 35,474 | 39,038 | 45,000 | 17,248 | 49,000 |
| 6216 Rental Charges | - | 360 | 1,500 | - | 500 |
| 6254 Telephone | 3,680 | 3,463 | 4,000 | 2,495 | 2,600 |
| Total Maintenance & Operations | \$ 51,687 | \$ 57,688 | \$ 66,500 | \$ 25,704 | \$ 63,000 |
| SUB-TOTAL JOSLYN SENIOR CENTER | \$ 212,763 | \$ 252,252 | \$ 256,189 | \$ 178,648 | \$ 219,369 |
| FARMERS MARKET | | | | | |
| 4102 Salaries Part-Time | \$ 22,468 | \$ 19,937 | \$ 29,000 | \$ 9,112 | \$ 24,000 |
| 4201 Retirement CalPERS | 39 | 1,756 | 2,000 | 262 | 1,500 |
| 4202 FICA | 1,719 | - | 2,219 | 697 | 1,836 |
| 4203 Workers' Compensation | 917 | 871 | 1,195 | 376 | 989 |
| Total Salaries & Benefits | \$ 25,143 | \$ 22,564 | \$ 34,414 | \$ 10,447 | \$ 28,325 |
| 5204 Operating Supplies | \$ 3,409 | \$ 3,937 | \$ 3,600 | \$ 851 | \$ 3,800 |
| 6201 Advertising/Publishing | 1,623 | 2,888 | 2,500 | 1,669 | 2,000 |
| 6214 Professional/Technical | 2,770 | 2,785 | 3,500 | - | 1,000 |
| 6249 Fees & Licenses | 4,431 | 3,129 | 4,400 | 2,980 | 3,600 |
| Total Maintenance & Operations | \$ 12,233 | \$ 12,739 | \$ 14,000 | \$ 5,500 | \$ 10,400 |
| SUB-TOTAL FARMERS MARKET | \$ 37,376 | \$ 35,303 | \$ 48,414 | \$ 15,947 | \$ 38,725 |
| SPECIAL EVENTS | | | | | |
| 4102 Salaries Part-Time | \$ 21,003 | \$ 14,241 | \$ 24,500 | \$ 4,618 | \$ 14,000 |
| 4201 Retirement CalPERS | 151 | 81 | 2,000 | 4 | 1,500 |
| 4202 FICA | 1,607 | 1,090 | 1,874 | 354 | 1,071 |
| 4203 Workers' Compensation | 857 | 585 | 1,009 | 190 | 577 |
| Total Salaries & Benefits | \$ 23,618 | \$ 15,997 | \$ 29,383 | \$ 5,166 | \$ 17,148 |
| 5204 Operating Supplies | \$ 13,292 | \$ 16,565 | \$ 16,500 | \$ 4,717 | \$ 11,500 |
| 6201 Advertising/Publishing | 16,213 | 13,221 | 15,000 | 4,731 | 9,000 |
| 6206 Contractual Services | 30,650 | 40,512 | 44,000 | 7,602 | 18,000 |
| Total Maintenance & Operations | \$ 60,155 | \$ 70,298 | \$ 75,500 | \$ 17,050 | \$ 38,500 |
| SUB-TOTAL SPECIAL EVENTS | \$ 83,773 | \$ 86,295 | \$ 104,883 | \$ 22,216 | \$ 55,648 |

**CITY OF EL SEGUNDO
RECREATION DIVISION
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| WISEBURN AQUATICS CENTER | | | | | |
| 4101 Salaries Full-Time | \$ 47,721 | \$ 129,361 | \$ 84,612 | \$ 8,931 | \$ 65,502 |
| 4102 Salaries Part-Time | - | 258,372 | 644,670 | 221,595 | 506,000 |
| 4103 Overtime | 1,044 | 416 | - | - | - |
| 4201 Retirement CalPERS | 7,763 | 19,392 | 57,685 | 19,457 | 44,864 |
| 4202 FICA | 3,731 | 30,628 | 58,386 | 18,040 | 43,720 |
| 4203 Workers' Compensation | 1,990 | 16,045 | 40,455 | 9,498 | 23,546 |
| 4204 Group Insurance | 5,451 | 13,684 | 16,041 | 4,945 | 15,891 |
| 4210 OPEB Liability | 799 | 6,641 | 1,608 | 671 | - |
| Total Salaries & Benefits | \$ 68,499 | \$ 474,539 | \$ 903,457 | \$ 283,137 | \$ 699,523 |
| | | | | | |
| 5204 Operating Supplies | \$ 12,952 | \$ 19,088 | \$ 24,000 | \$ 4,229 | \$ 18,000 |
| 6201 Advertising/Publishing | - | 661 | 7,500 | 1,248 | 5,000 |
| 6208 Dues & Subscriptions | - | - | 500 | 100 | 500 |
| 6211 Insurance & Bonds | - | - | 24,000 | - | 16,000 |
| 6213 Meetings & Travel | - | 685 | 6,200 | 1,361 | 4,000 |
| 6214 Professional & Technical | - | 1,378 | 5,000 | 3,669 | 5,000 |
| 6215 Repair & Maintenance | 2,152 | 3,687 | 7,000 | - | 5,200 |
| 6223 Training & Education | - | 1,743 | 6,150 | 1,444 | 4,000 |
| 6249 Fees & License | - | - | 3,650 | - | - |
| 6254 Telephone | - | 70 | 4,000 | 199 | 3,000 |
| Total Maintenance & Operations | \$ 15,104 | \$ 27,312 | \$ 88,000 | \$ 12,250 | \$ 60,700 |
| | | | | | |
| SUB-TOTAL WISEBURN AQUATIC CTR | \$ 83,603 | \$ 501,851 | \$ 991,457 | \$ 295,387 | \$ 760,223 |
| | | | | | |
| CENTENNIAL CELEBRATION | | | | | |
| 4102 Salaries Part-Time | \$ 5,030 | \$ - | \$ - | \$ - | - |
| 4201 Retirement CalPERS | 169 | - | - | - | - |
| 4202 FICA | 384 | - | - | - | - |
| 4203 Workers' Compensation | 205 | - | - | - | - |
| Total Salaries & Benefits | \$ 5,788 | \$ - | \$ - | \$ - | \$ - |
| | | | | | |
| 6206 Contractual Services | \$ 5,633 | \$ 2,508 | \$ - | \$ 322 | - |
| Total Maintenance & Operations | \$ 5,633 | \$ 2,508 | \$ - | \$ 322 | \$ - |
| | | | | | |
| SUB-TOTAL CENTENNIAL CELEB | \$ 11,421 | \$ 2,508 | \$ - | \$ 322 | \$ - |
| | | | | | |
| TOTAL RECREATION - GENERAL FUND | \$ 2,790,892 | \$ 3,308,364 | \$ 4,524,387 | \$ 2,000,140 | \$ 2,878,046 |

PROPOSITION "A" FUND (112)

PROPOSITION "A" - ADMINISTRATION

| | | | | | |
|----------------------------|----------|-----------|-----------|----------|--------|
| 4101 Salaries Full-time | \$ 9,012 | \$ 14,604 | \$ 20,500 | \$ 8,125 | - |
| 4102 Salaries Part-Time | 330 | - | - | - | 16,500 |
| 4201 Retirement CalPERS | 1,009 | - | 2,557 | - | 2,035 |
| 4202 FICA | 714 | 1,115 | 1,568 | 613 | 1,262 |
| 4203 Workers' Compensation | 365 | 594 | 2,470 | 335 | 1,988 |

**CITY OF EL SEGUNDO
RECREATION DIVISION
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| 4204 Group Insurance | - | - | - | 2 | - |
| 4210 OPEB Liability | - | - | 390 | - | - |
| Total Salaries & Benefits | \$ 11,430 | \$ 16,313 | \$ 27,485 | \$ 9,075 | \$ 21,785 |
| SUB-TOTAL PROP "A" - ADMIN | \$ 11,430 | \$ 16,313 | \$ 27,485 | \$ 9,075 | \$ 21,785 |
| PROPOSITION "A" - DIAL-A-RIDE | | | | | |
| 4102 Salaries Part-Time | \$ 71,034 | \$ 67,915 | \$ 100,500 | \$ 34,242 | \$ 71,801 |
| 4201 Retirement CalPERS | 1,334 | 75 | 5,000 | 182 | 3,750 |
| 4202 FICA | 5,435 | 5,196 | 7,688 | 2,620 | 5,493 |
| 4203 Workers' Compensation | 2,898 | 2,784 | 12,110 | 1,411 | 8,652 |
| Total Salaries & Benefits | \$ 80,701 | \$ 75,970 | \$ 125,298 | \$ 38,455 | \$ 89,696 |
| 5204 Operating Supplies | \$ - | \$ - | \$ 500 | \$ - | \$ 500 |
| 5215 Vehicle Gasoline Charge | 23,447 | 10,744 | 31,000 | 23,258 | 24,000 |
| 6207 Equip Replacement Charges | 34,680 | 34,680 | 51,559 | 38,669 | 10,355 |
| 6211 General Liability/Bonds Insurance | 54,396 | 54,396 | 54,400 | 40,800 | 40,000 |
| 6214 Professional & Technical | 4,762 | 4,403 | 15,800 | 473 | 12,000 |
| 6223 Training & Education | - | - | 3,000 | - | 2,000 |
| 6224 Vehicle Operating Charges | 34,247 | 34,544 | 21,000 | 36,758 | 16,000 |
| 6254 Telephone | 414 | 81 | 500 | 4 | 400 |
| Total Maintenance & Operations | \$ 151,946 | \$ 138,848 | \$ 177,759 | \$ 139,962 | \$ 105,255 |
| SUB-TOTAL PROP "A" - DIAL-A-RIDE | \$ 232,647 | \$ 214,818 | \$ 303,057 | \$ 178,417 | \$ 194,951 |
| PROPOSITION "A" - SHUTTLE | | | | | |
| 4102 Salaries Part-Time | \$ 10,974 | \$ 2,309 | \$ 17,500 | \$ - | \$ 1,500 |
| 4201 Retirement CalPERS | - | - | 1,500 | - | 1,125 |
| 4202 FICA | 839 | 177 | 1,339 | - | 115 |
| 4203 Workers' Compensation | 448 | 94 | 2,109 | - | 181 |
| Total Salaries & Benefits | \$ 12,261 | \$ 2,580 | \$ 22,448 | \$ - | \$ 2,921 |
| 5204 Operating Supplies | \$ - | \$ - | \$ 500 | \$ - | \$ 500 |
| 6201 Advertising/Publishing | - | - | - | - | 500 |
| 6214 Professional & Technical | 600 | - | 4,200 | - | 2,500 |
| Total Maintenance & Operations | \$ 600 | \$ - | \$ 4,700 | \$ - | \$ 3,500 |
| SUB-TOTAL PROP "A" - SHUTTLE | \$ 12,861 | \$ 2,580 | \$ 27,148 | \$ - | \$ 6,421 |
| PROPOSITION "A" - RECREATION TRIPS | | | | | |
| 4102 Salaries Part-Time | \$ 6,322 | \$ 6,795 | \$ 11,500 | \$ 576 | \$ 8,300 |
| 4201 Retirement CalPERS | - | 9 | 900 | 8 | 675 |
| 4202 FICA | 484 | 520 | 880 | 44 | 635 |
| 4203 Workers' Compensation | 258 | 279 | 1,386 | 24 | 1,001 |
| Total Salaries & Benefits | \$ 7,064 | \$ 7,603 | \$ 14,666 | \$ 652 | \$ 10,611 |
| 5204 Operating Supplies | - | - | - | 80 | - |
| 6216 Rental Charges | \$ 3,105 | \$ 6,225 | \$ 13,000 | \$ 2,698 | \$ 6,500 |
| Total Maintenance & Operations | \$ 3,105 | \$ 6,225 | \$ 13,000 | \$ 2,778 | \$ 6,500 |

**CITY OF EL SEGUNDO
RECREATION DIVISION
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| SUB-TOTAL PROP "A"- REC. TRIPS | \$ 10,169 | \$ 13,828 | \$ 27,666 | \$ 3,430 | \$ 17,111 |
| PROPOSITION "A" - MTA BUY-DOWN | | | | | |
| 5204 Operating Supplies | \$ 5,082 | \$ 3,783 | \$ 5,000 | \$ 1,152 | \$ 3,800 |
| Total Maintenance & Operations | \$ 5,082 | \$ 3,783 | \$ 5,000 | \$ 1,152 | \$ 3,800 |
| SUB-TOTAL PROP "A" - MTA BUY-DOWN | \$ 5,082 | \$ 3,783 | \$ 5,000 | \$ 1,152 | \$ 3,800 |
| <u>TOTAL PROPOSITION "A" FUND</u> | <u>\$ 272,189</u> | <u>\$ 251,322</u> | <u>\$ 390,356</u> | <u>\$ 192,074</u> | <u>\$ 244,068</u> |
| <u>PROPOSITION "C" FUND (114)</u> | | | | | |
| PROPOSITION "C" - DIAL - A - RIDE | | | | | |
| 6207 Equipment Replacement Charge | \$ - | \$ 2,196 | \$ - | \$ - | \$ - |
| SUB-TOTAL PROP "C"- DIAL-A-RIDE | \$ - | \$ 2,196 | \$ - | \$ - | \$ - |
| PROPOSITION "C" - SHUTTLE | | | | | |
| 4102 Salaries Part-Time | \$ 25,463 | \$ 35,115 | \$ 55,600 | \$ 14,795 | \$ 33,000 |
| 4201 Retirement CalPERS | - | - | 4,000 | - | 3,000 |
| 4202 FICA | 1,948 | 2,687 | 4,253 | 1,132 | 2,525 |
| 4203 Workers' Compensation | 1,032 | 1,440 | 6,700 | 610 | 3,977 |
| Total Salaries & Benefits | \$ 28,443 | \$ 39,242 | \$ 70,553 | \$ 16,537 | \$ 42,502 |
| 5204 Operating Supplies | \$ - | \$ - | \$ 500 | \$ - | \$ - |
| 6206 Contractual Services | 22,138 | 18,422 | 30,000 | 5,809 | 24,000 |
| 6207 Equip Replacement Charges | 6,804 | - | - | - | - |
| 6214 Professional & Technical | - | - | 6,000 | - | 4,000 |
| Total Maintenance & Operations | \$ 28,942 | \$ 18,422 | \$ 36,500 | \$ 5,809 | \$ 28,000 |
| 8943 Capital Improvements | 199,067 | 73,748 | 240,000 | 107,721 | 420,000 |
| SUB-TOTAL PROP "C" - SHUTTLE | \$ 256,452 | \$ 131,412 | \$ 347,053 | \$ 130,067 | \$ 490,502 |
| <u>TOTAL PROPOSITION "C" FUND</u> | <u>\$ 256,452</u> | <u>\$ 133,608</u> | <u>\$ 347,053</u> | <u>\$ 130,067</u> | <u>\$ 490,502</u> |
| GRAND TOTAL REC DIVISION - ALL FDS | <u>\$ 3,319,533</u> | <u>\$ 3,693,294</u> | <u>\$ 5,261,796</u> | <u>\$ 2,322,281</u> | <u>\$ 3,612,615</u> |

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

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 SERVICES DIVISION
FOUR-YEAR PERSONNEL SUMMARY
FISCAL YEARS 2017-2018 TO 2020-2021

| DEPARTMENT/POSITION TITLE | ADOPTED FY 2017-18 | ADOPTED FY 2018-19 | ADOPTED FY 2019-20 | ADOPTED FY 2020-21 | BUDGETED FY 2020-21 |
|---|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|
| <u>Library Services Division</u> | | | | | |
| Director of Library Services | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Librarian I | 2.00 | 2.00 | 2.00 | 2.00 | 1.00 |
| Librarian II | 1.00 | 1.00 | 1.00 | - | - |
| Library Assistant | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Senior Librarian | 2.00 | 2.00 | 2.00 | 3.00 | 3.00 |
| Senior Library Assistant | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Sub-total Full-Time | 12.00 | 12.00 | 12.00 | 12.00 | 11.00 |
| <u>Part-Time FTEs</u> | | | | | |
| Library Assistant | 3.10 | 3.91 | 3.91 | 2.49 | 2.49 |
| Library Clerk I | 2.75 | 3.50 | 3.50 | 3.50 | 3.50 |
| Library Pages | - | - | - | - | - |
| Sub-total Part-Time | 5.85 | 7.41 | 7.41 | 5.99 | 5.99 |
| Total Library Services Division | 17.85 | 19.41 | 19.41 | 17.99 | 16.99 |

**CITY OF EL SEGUNDO
LIBRARY SERVICES DIVISION
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| <u>GENERAL FUND (001)</u> | | | | | |
| ADMINISTRATION (6101) | | | | | |
| Salaries & Benefits | \$ 267,276 | \$ 355,078 | \$ 399,673 | \$ 277,005 | \$ 316,355 |
| Maintenance & Operations | 320,325 | 307,747 | 312,020 | 223,664 | 159,263 |
| Capital Outlay | - | 18,262 | - | - | - |
| Sub-total Administration | \$ 587,601 | \$ 681,087 | \$ 711,693 | \$ 500,669 | \$ 475,618 |
| TECHNICAL AND SUPPORT SERVICES (6102) | | | | | |
| Salaries & Benefits | \$ 469,636 | \$ 487,045 | \$ 503,578 | \$ 367,762 | \$ 560,149 |
| Maintenance & Operations | 20,803 | 19,851 | 24,000 | 16,601 | 24,525 |
| Sub-total Support Services | \$ 490,439 | \$ 506,896 | \$ 527,578 | \$ 384,363 | \$ 584,674 |
| EDUCATION AND OUTREACH SERVICES (6103) | | | | | |
| Salaries & Benefits | \$ 450,627 | \$ 447,253 | \$ 459,390 | \$ 312,465 | \$ 337,143 |
| Maintenance & Operations | 40,549 | 36,019 | 48,250 | 12,528 | 103,356 |
| Sub-total Youth Services | \$ 491,176 | \$ 483,272 | \$ 507,640 | \$ 324,993 | \$ 440,499 |
| CULTURAL DEVELOPMENT AND COMMUNICATIONS (6104) | | | | | |
| Salaries & Benefits | \$ 388,124 | \$ 427,377 | \$ 493,217 | \$ 333,904 | \$ 211,710 |
| Maintenance & Operations | 110,135 | 107,337 | 119,750 | 74,857 | 10,913 |
| Sub-total Public/Information Services | \$ 498,259 | \$ 534,714 | \$ 612,967 | \$ 408,761 | \$ 222,623 |
| ESUSD SCHOOL SUPPORT (6105) | | | | | |
| Salaries & Benefits | \$ 116,713 | \$ 124,551 | \$ 129,367 | \$ 61,664 | \$ 60,000 |
| Sub-total ESUSD School Support | \$ 116,713 | \$ 124,551 | \$ 129,367 | \$ 61,664 | \$ 60,000 |
| <u>TOTAL LIBRARY - GENERAL FUND</u> | | | | | |
| | \$ 2,184,188 | \$ 2,330,520 | \$ 2,489,245 | \$ 1,680,450 | \$ 1,783,414 |
| ARTS & CULTURAL FUND (704) | | | | | |
| Maintenance & Operations | - | - | - | - | 486,000 |
| Sub-total Public/Information Services | \$ - | \$ - | \$ - | \$ - | \$ 486,000 |
| <u>GENERAL FUND SUMMARY</u> | | | | | |
| Salaries & Benefits | \$ 1,692,376 | \$ 1,841,304 | \$ 1,985,225 | \$ 1,352,800 | \$ 1,485,357 |
| Maintenance & Operations | 491,812 | 470,954 | 504,020 | 327,650 | 298,057 |

**CITY OF EL SEGUNDO
LIBRARY SERVICES DIVISION
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---------------------------|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| Capital Outlay | - | 18,262 | - | - | - |
| TOTAL GENERAL FUND | \$ 2,184,188 | \$ 2,330,520 | \$ 2,489,245 | \$ 1,680,450 | \$ 1,783,414 |

| | | |
|--------------------------|---------------------|----------------|
| Salaries & Benefits | \$ (499,868) | -25.18% |
| Maintenance & Operations | (205,963) | -40.86% |
| Capital Outlay | - | #DIV/0! |
| Total | \$ (705,831) | -28.36% |

ALL FUNDS SUMMARY

| | | | | | |
|---------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Salaries & Benefits | \$ 1,692,376 | \$ 1,841,304 | \$ 1,985,225 | \$ 1,352,800 | \$ 1,485,357 |
| Maintenance & Operations | 491,812 | 470,954 | 504,020 | 327,650 | 784,057 |
| Capital Outlay | - | 18,262 | - | - | - |
| TOTAL GENERAL FUND | \$ 2,184,188 | \$ 2,330,520 | \$ 2,489,245 | \$ 1,680,450 | \$ 2,269,414 |

| | | |
|--------------------------|---------------------|---------------|
| Salaries & Benefits | \$ (499,868) | -25.18% |
| Maintenance & Operations | 280,037 | 55.56% |
| Capital Outlay | - | 0.00% |
| Total | \$ (219,831) | -8.83% |

**CITY OF EL SEGUNDO
LIBRARY SERVICES DIVISION
ADOPTED BUDGET SUMMARY BY ACCOUNT
GENERAL FUND
FISCAL YEAR 2020-2021**

| DESCRIPTION | | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|-------------------------------|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 4101 | Salaries Full-Time | \$ 935,276 | \$ 1,009,454 | \$ 1,012,280 | \$ 750,228 | \$ 777,195 |
| 4102 | Salaries Part-Time | 268,299 | 284,879 | 322,934 | 198,238 | 214,019 |
| 4103 | Overtime | - | 368 | 1,850 | 640 | - |
| 4117 | Opt - Out Payments | - | 8,000 | - | 2,000 | - |
| 4201 | Retirement CalPERS | 247,679 | 264,973 | 299,618 | 209,015 | 223,399 |
| 4202 | FICA | 92,941 | 104,495 | 99,673 | 74,955 | 69,790 |
| 4203 | Workers' Compensation | 45,893 | 52,024 | 49,555 | 36,736 | 31,570 |
| 4204 | Group Insurance | 87,020 | 92,569 | 178,879 | 66,744 | 169,384 |
| 4210 | OPEB Liability | 15,268 | 24,542 | 20,436 | 14,244 | - |
| Total Salaries & Benefits | | \$ 1,692,376 | \$ 1,841,304 | \$ 1,985,225 | \$ 1,352,800 | \$ 1,485,357 |
| 4999 | Cash Over/Short | \$ - | \$ 14 | \$ - | \$ - | \$ - |
| 5204 | Operating Supplies | 18,145 | 25,047 | 15,100 | 8,230 | 13,725 |
| 5206 | Computer Supplies | 28,020 | 1,620 | 3,200 | 910 | - |
| 5220 | Computer Refresh Charges | 23,000 | 23,000 | - | - | - |
| 5501 | Books/Other Printed Materials | 77,367 | 81,473 | 74,650 | 37,409 | 40,930 |
| 5503 | Book Fair | 1,708 | 189 | - | 492 | - |
| 5505 | Young Peoples Books | 21,389 | 17,970 | 23,250 | 557 | 16,500 |
| 5507 | School Library Materials | 3,259 | 1,821 | 3,200 | 428 | 2,400 |
| 6082 | Broadband Fiber | 9,963 | 13,297 | 15,000 | 10,835 | - |
| 6101 | Gas | 4,739 | 7,694 | 8,000 | 7,139 | 6,000 |
| 6102 | Electricity | 44,597 | 47,257 | 51,000 | 33,100 | 36,750 |
| 6103 | Water | 3,977 | 3,325 | 5,000 | 2,494 | 3,750 |
| 6201 | Advertising/Publishing | 2,043 | 1,396 | 2,000 | 893 | 1,689 |
| 6205 | Other Printing & Binding | 41 | 437 | 1,300 | 243 | 225 |
| 6206 | Contractual Services | 4,604 | 4,194 | 5,400 | - | - |
| 6207 | Equip Replacement Charges | 1,824 | 1,668 | 12,120 | 9,090 | 2,250 |
| 6208 | Dues & Subscriptions | 4,959 | 2,640 | 3,300 | - | 225 |
| 6213 | Meetings & Travel | 1,327 | 466 | 5,300 | 18,038 | 825 |
| 6214 | Professional/Technical | 16,876 | 21,513 | 31,000 | 10,375 | 27,225 |
| 6215 | Repair & Maintenance | 7,873 | 4,391 | 6,200 | 2,070 | 4,200 |
| 6217 | Software Maintenance | 45,264 | 49,911 | 52,000 | 52,094 | - |
| 6219 | Network Operating Charge | 117,200 | 117,200 | 117,200 | 87,900 | 87,900 |
| 6223 | Training & Education | 814 | 2,497 | 3,600 | - | - |
| 6253 | Postage | 2,000 | 233 | 2,600 | 74 | 1,500 |
| 6254 | Telephone | 15,303 | 15,798 | 18,400 | 12,631 | 13,800 |
| 6260 | Equipment Leasing Costs | 7,183 | 4,016 | 9,000 | 1,250 | 1,500 |
| 6277 | Resource Databases | 28,337 | 21,887 | 28,600 | 17,523 | 19,225 |
| 6409 | Audiovisual Materials | - | - | 2,000 | 950 | 1,500 |
| 6410 | E-Books | - | - | 5,600 | 12,925 | 15,938 |
| Total Maintenance & Operations | | \$ 491,812 | \$ 470,954 | \$ 504,020 | \$ 327,650 | \$ 298,057 |
| 8108 | Computer Hardware | \$ - | \$ 18,262 | \$ - | \$ - | \$ - |
| Total Capital Outlay | | \$ - | \$ 18,262 | \$ - | \$ - | \$ - |
| TOTAL LIBRARY - GENERAL FUND | | \$ 2,184,188 | \$ 2,330,520 | \$ 2,489,245 | \$ 1,680,450 | \$ 1,783,414 |

**CITY OF EL SEGUNDO
LIBRARY SERVICES DIVISION
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| GENERAL FUND | | | | | |
| LIBRARY - ADMINISTRATION | | | | | |
| 4101 Salaries Full-Time | \$ 176,524 | \$ 244,167 | \$ 248,916 | \$ 187,215 | \$ 198,783 |
| 4201 Retirement CalPERS | 57,321 | 59,787 | 85,598 | 56,260 | 71,023 |
| 4202 FICA | 13,193 | 19,347 | 17,858 | 13,278 | 13,759 |
| 4203 Workers' Compensation | 2,940 | 7,093 | 2,190 | 5,255 | 1,392 |
| 4204 Group Insurance | 14,453 | 18,875 | 40,382 | 11,536 | 31,398 |
| 4210 OPEB Liability | 2,845 | 5,809 | 4,729 | 3,461 | - |
| Total Salaries & Benefits | \$ 267,276 | \$ 355,078 | \$ 399,673 | \$ 277,005 | \$ 316,355 |
| 4999 Cash Over/Short | \$ - | \$ 14 | \$ - | \$ - | \$ - |
| 5204 Operating Supplies | 4,714 | 13,506 | 5,000 | 2,935 | 4,200 |
| 5206 Computer Supplies | 26,703 | 528 | 600 | 130 | - |
| 5220 Computer Refresh Charges | 23,000 | 23,000 | - | - | - |
| 6082 Broadband Fiber | 9,963 | 13,297 | 15,000 | 10,835 | - |
| 6101 Gas | 4,739 | 7,694 | 8,000 | 7,139 | 6,000 |
| 6102 Electricity | 44,597 | 47,257 | 51,000 | 33,100 | 36,750 |
| 6103 Water | 3,977 | 3,325 | 5,000 | 2,494 | 3,750 |
| 6201 Advertising/Publishing | - | 432 | 1,000 | 893 | 563 |
| 6206 Contractual Services | 4,604 | 4,194 | 5,400 | - | - |
| 6207 Equip Replacement Charges | 1,824 | 1,668 | 12,120 | 9,090 | 2,250 |
| 6208 Dues & Subscriptions | 4,959 | 2,640 | 3,300 | - | 225 |
| 6213 Meetings & Travel | - | 881 | 2,300 | 2,210 | 375 |
| 6214 Professional/Technical | 1,103 | 1,528 | 1,600 | 889 | 1,200 |
| 6215 Repair & Maintenance | 3,664 | 90 | 1,600 | - | 750 |
| 6217 Software Maintenance | 45,264 | 49,911 | 52,000 | 52,094 | - |
| 6219 Network Operating Charge | 117,200 | 117,200 | 117,200 | 87,900 | 87,900 |
| 6223 Training & Education | - | 535 | 900 | - | - |
| 6253 Postage | 2,000 | 233 | 2,600 | 74 | - |
| 6254 Telephone | 15,303 | 15,798 | 18,400 | 12,631 | 13,800 |
| 6260 Equipment Leasing Costs | 6,711 | 4,016 | 9,000 | 1,250 | 1,500 |
| Total Maintenance & Operations | \$ 320,325 | \$ 307,747 | \$ 312,020 | \$ 223,664 | \$ 159,263 |
| 8104 Computer Hardware | \$ - | \$ 18,262 | \$ - | \$ - | \$ - |
| Total Capital Outlay | \$ - | \$ 18,262 | \$ - | \$ - | \$ - |
| SUB-TOTAL LIBRARY - ADMINISTRATION | \$ 587,601 | \$ 681,087 | \$ 711,693 | \$ 500,669 | \$ 475,618 |
| TECHNICAL SUPPORT SERVICES | | | | | |
| 4101 Salaries Full-Time | \$ 230,709 | \$ 232,946 | \$ 219,772 | \$ 181,292 | \$ 274,466 |
| 4102 Salaries Part-Time | 114,863 | 119,903 | 130,051 | 86,298 | 99,386 |
| 4103 Overtime | - | - | 500 | 397 | - |

**CITY OF EL SEGUNDO
LIBRARY SERVICES DIVISION
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| 4117 Opt - Out Payments | - | 2,750 | - | - | - |
| 4201 Retirement CalPERS | 57,532 | 61,261 | 72,405 | 51,567 | 81,263 |
| 4202 FICA | 26,913 | 28,606 | 25,629 | 20,493 | 28,600 |
| 4203 Workers' Compensation | 15,025 | 15,049 | 15,577 | 11,041 | 15,404 |
| 4204 Group Insurance | 20,841 | 20,865 | 34,931 | 13,209 | 61,030 |
| 4210 OPEB Liability | 3,753 | 5,665 | 4,713 | 3,465 | - |
| Total Salaries & Benefits | \$ 469,636 | \$ 487,045 | \$ 503,578 | \$ 367,762 | \$ 560,149 |
| 5204 Operating Supplies | \$ 7,985 | \$ 6,000 | \$ 4,600 | \$ 2,952 | \$ 3,750 |
| 5206 Computer Supplies | 9 | 154 | 400 | - | - |
| 6205 Other Printing & Binding | 41 | 41 | 300 | 36 | 225 |
| 6213 Meetings & Travel | 535 | 29 | 1,000 | 13,613 | 150 |
| 6214 Professional/Technical | 11,443 | 13,190 | 16,800 | - | 18,900 |
| 6223 Training & Education | 318 | 437 | 900 | - | - |
| 6253 Postage | - | - | - | - | 1,500 |
| 6260 Equipment Leasing Costs | 472 | - | - | - | - |
| Total Maintenance & Operations | \$ 20,803 | \$ 19,851 | \$ 24,000 | \$ 16,601 | \$ 24,525 |
| SUB-TOTAL TECH SUPPORT SERVICES | \$ 490,439 | \$ 506,896 | \$ 527,578 | \$ 384,363 | \$ 584,674 |
| EDUCATION AND OUTREACH SERVICES | | | | | |
| 4101 Salaries Full-Time | \$ 287,602 | \$ 277,540 | \$ 272,785 | \$ 179,823 | \$ 171,425 |
| 4102 Salaries Part-Time | 18,543 | 15,862 | 17,785 | 24,876 | 54,633 |
| 4103 Overtime | - | 346 | 800 | 243 | - |
| 4117 Opt - Out Payments | - | 3,000 | - | 2,000 | - |
| 4201 Retirement CalPERS | 72,694 | 78,042 | 71,686 | 51,046 | 38,519 |
| 4202 FICA | 23,719 | 23,686 | 22,075 | 19,005 | 17,293 |
| 4203 Workers' Compensation | 12,614 | 12,603 | 13,417 | 8,534 | 9,314 |
| 4204 Group Insurance | 30,752 | 29,348 | 54,993 | 23,424 | 45,959 |
| 4210 OPEB Liability | 4,703 | 6,826 | 5,849 | 3,514 | - |
| Total Salaries & Benefits | \$ 450,627 | \$ 447,253 | \$ 459,390 | \$ 312,465 | \$ 337,143 |
| 5204 Operating Supplies | \$ 2,409 | \$ 2,483 | \$ 2,400 | \$ 949 | \$ 2,700 |
| 5206 Computer Supplies | 579 | 443 | 1,200 | 381 | - |
| 5501 Books/Other Printed Materials | - | - | - | - | 40,930 |
| 5505 Young Peoples Books | 21,389 | 17,970 | 23,250 | 557 | 16,500 |
| 5507 School Library Materials | 3,259 | 1,821 | 3,200 | 428 | 2,400 |
| 6201 Advertising/Publishing | 703 | 964 | 1,000 | - | 563 |
| 6205 Other Printing & Binding | - | - | - | 41 | - |
| 6213 Meetings & Travel | 444 | - | 1,000 | 298 | 150 |
| 6214 Professional/Technical | 4,264 | 5,592 | 6,100 | 5,801 | - |
| 6215 Repair & Maintenance | 4,209 | 4,301 | 4,600 | 2,070 | 3,450 |

**CITY OF EL SEGUNDO
LIBRARY SERVICES DIVISION
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|------------------|-------------------------|
| 6223 Training & Education | 321 | 500 | 900 | - | - |
| 6277 Resource Databases | 2,972 | 1,945 | 4,600 | 2,003 | 19,225 |
| 6409 Audiovisual Materials | - | - | - | - | 1,500 |
| 6410 E-Books | - | - | - | - | 15,938 |
| Total Maintenance & Operations | \$ 40,549 | \$ 36,019 | \$ 48,250 | \$ 12,528 | \$ 103,356 |

SUB-TOTAL EDUCATION & OUTREACH **\$ 491,176** **\$ 483,272** **\$ 507,640** **\$ 324,993** **\$ 440,499**

CULTURAL DEVELOPMENT AND COMMUNICATIONS

| | | | | | |
|--------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 4101 Salaries Full-Time | \$ 240,441 | \$ 254,750 | \$ 270,807 | \$ 201,784 | \$ 132,521 |
| 4102 Salaries Part-Time | 31,264 | 38,230 | 60,786 | 32,008 | - |
| 4103 Overtime | - | 22 | 550 | - | - |
| 4117 Opt - Out Payments | - | 2,250 | - | - | - |
| 4201 Retirement CalPERS | 59,204 | 65,883 | 68,329 | 50,142 | 32,594 |
| 4202 FICA | 21,188 | 23,987 | 25,366 | 17,958 | 10,138 |
| 4203 Workers' Compensation | 11,086 | 12,532 | 13,661 | 9,633 | 5,460 |
| 4204 Group Insurance | 20,974 | 23,481 | 48,573 | 18,575 | 30,997 |
| 4210 OPEB Liability | 3,967 | 6,242 | 5,145 | 3,804 | - |
| Total Salaries & Benefits | \$ 388,124 | \$ 427,377 | \$ 493,217 | \$ 333,904 | \$ 211,710 |

| | | | | | |
|---|-------------------|-------------------|-------------------|------------------|------------------|
| 5204 Operating Supplies | \$ 3,037 | \$ 3,058 | \$ 3,100 | \$ 1,394 | \$ 3,075 |
| 5206 Computer Supplies | 729 | 495 | 1,000 | 399 | - |
| 5501 Books/Other Printed Materials | 77,367 | 81,473 | 74,650 | 37,409 | - |
| 5503 Book Fair | 1,708 | 189 | - | 492 | - |
| 6201 Advertising/Publishing | 1,340 | - | - | - | 563 |
| 6205 Other Printing & Binding | - | 396 | 1,000 | 166 | - |
| 6213 Meetings & Travel | 348 | (444) | 1,000 | 1,917 | 150 |
| 6214 Professional/Technical | 66 | 1,203 | 6,500 | 3,685 | 7,125 |
| 6223 Training & Education | 175 | 1,025 | 900 | - | - |
| 6277 Resource Databases | 25,365 | 19,942 | 24,000 | 15,520 | - |
| 6409 Audiovisual Materials | - | - | 2,000 | 950 | - |
| 6410 E-Books | - | - | 5,600 | 12,925 | - |
| Total Maintenance & Operations | \$ 110,135 | \$ 107,337 | \$ 119,750 | \$ 74,857 | \$ 10,913 |

SUB-TOTAL CULTURAL DEVELOPMENT **\$ 498,259** **\$ 534,714** **\$ 612,967** **\$ 408,761** **\$ 222,623**

ESUSD LIBRARY SUPPORT

| | | | | | |
|-------------------------|---------|---------|---------|--------|--------|
| 4101 Salaries Full-Time | \$ - | \$ 51 | \$ - | \$ 114 | \$ - |
| 4102 Salaries Part-Time | 103,629 | 110,884 | 114,312 | 55,056 | 60,000 |
| 4201 Retirement CalPERS | 928 | - | 1,600 | - | - |
| 4202 FICA | 7,928 | 8,869 | 8,745 | 4,221 | - |

**CITY OF EL SEGUNDO
LIBRARY SERVICES DIVISION
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| 4203 Workers' Compensation | 4,228 | 4,747 | 4,710 | 2,273 | - |
| Total Salaries & Benefits | \$ 116,713 | \$ 124,551 | \$ 129,367 | \$ 61,664 | \$ 60,000 |
| SUB-TOTAL ESUSD LIBRARY SUPPORT | \$ 116,713 | \$ 124,551 | \$ 129,367 | \$ 61,664 | \$ 60,000 |
| TOTAL LIBRARY - GENERAL FUND | \$ 2,184,188 | \$ 2,330,520 | \$ 2,489,245 | \$ 1,680,450 | \$ 1,783,414 |
| ARTS & CULTURAL FUND 704 | | | | | |
| 6214 Professional/Technical | - | - | - | - | 486,000 |
| Total Maintenance & Operations | \$ - | \$ - | \$ - | \$ - | \$ 486,000 |
| TOTAL ARTS & CULTURAL FUND | \$ - | \$ - | \$ - | \$ - | \$ 486,000 |

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.

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.

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 \$585 to \$1,675 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.

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.

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.

**CITY OF EL SEGUNDO
NON-DEPARTMENTAL
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|

GENERAL FUND (001)

NON-DEPARTMENTAL (2901)

| | | | | | |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Salaries & Benefits | \$ 6,171,448 | \$ 5,676,959 | \$ 4,422,200 | \$ 3,865,469 | \$ 2,975,000 |
| Maintenance & Operations | 1,053,303 | 1,282,645 | 1,321,764 | 1,160,527 | 805,218 |
| Capital / Computer | - | - | - | - | - |
| TOTAL NON-DEPARTMENTAL | \$ 7,224,751 | \$ 6,959,604 | \$ 5,743,964 | \$ 5,025,996 | \$ 3,780,218 |

| | | |
|--------------------------|-----------------------|----------------|
| Salaries & Benefits | \$ (1,447,200) | -32.73% |
| Maintenance & Operations | (516,547) | -39.08% |
| Capital Outlay | - | 0.00% |
| Total | \$ (1,963,747) | -34.19% |

**CITY OF EL SEGUNDO
NON-DEPARTMENTAL
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| GENERAL FUND | | | | | |
| NON-DEPARTMENT | | | | | |
| 4101 Salaries Full-Time | \$ - | \$ - | \$ - | \$ - | \$ - |
| 4108 Vacation Leave Payout | 401,294 | 318,808 | 400,000 | 285,297 | - |
| 4109 Vac/Sick Pay - Termination | 557,901 | 478,332 | 525,000 | 471,097 | 500,000 |
| 4112 Sick Leave Payout | 150,161 | 171,522 | 215,000 | 310,828 | - |
| 4201 Retirement CalPERS | 23,174 | 1,555,147 | - | 66,880 | - |
| 4202 FICA | - | 2,706 | - | - | - |
| 4204 Group Insurance | 2,901,244 | 2,989,112 | 3,140,000 | 2,211,631 | 2,475,000 |
| 4209 PARS Expense | 2,137,674 | 158,000 | 142,200 | 142,200 | - |
| 4251 CalPERS Payments | - | 3,332 | - | 14,119 | - |
| Total Salaries & Benefits | \$ 6,171,448 | \$ 5,676,959 | \$ 4,422,200 | \$ 3,502,052 | \$ 2,975,000 |
| 4999 Cash Over / Short | \$ - | \$ 111 | \$ - | \$ 29 | \$ - |
| 5204 Operating Supplies | - | 1,737 | - | - | - |
| 6139 Bank Service Charges | 39,620 | 49,818 | 47,400 | 42,003 | 38,000 |
| 6205 Other Printing & Binding | - | 1,247 | - | - | - |
| 6206 Contractual Services | 19,344 | 18,316 | - | 15,015 | - |
| 6207 Equip Replacement Charges | 12,576 | 4,428 | 2,357 | 1,768 | 968 |
| 6208 Dues & Subscriptions | - | 1,841 | 17,000 | 2,700 | - |
| 6211 General Liability/Bonds Insurance | 362,496 | 449,196 | 500,000 | 394,500 | 400,000 |
| 6213 Meetings & Travel | - | 299 | - | - | - |
| 6214 Professional/Technical | 65,467 | 242,885 | 200,000 | 58,881 | - |
| 6219 Network Operating Charge | 8,600 | 8,600 | 8,600 | 6,450 | - |
| 6222 Lease Payment Parking Garage | 292,816 | 295,111 | 309,711 | 245,179 | 236,250 |
| 6244 Other Unclassified Expense | 3,486 | 3,916 | 5,000 | 15,881 | 5,000 |
| 6245 Employee Recognition | 7,319 | 8,168 | - | - | - |
| 6247 Unemployment Compensation | 27,382 | 22,069 | 45,000 | - | 25,000 |
| 6250 Volunteer Recognition | 1,628 | 1,597 | - | - | - |
| 6253 Postage | 1,728 | 3,671 | - | 1,616 | - |
| 6254 Telephone | 24,812 | 19,080 | 27,000 | 6,594 | 15,000 |
| 6260 Equipment Leasing Cost | 3,834 | 7,754 | 10,000 | 1,466 | - |
| 6297 Credit Card Fees | 85,706 | 16,437 | 20,000 | 12,143 | 15,000 |
| 6401 Community Promotion | - | 15,321 | 15,000 | 15,000 | - |
| 6405 ESUSD Funding Agreement | 96,489 | 111,043 | 114,696 | 59,896 | 70,000 |
| Total Maintenance & Operations | \$ 1,053,303 | \$ 1,282,645 | \$ 1,321,764 | \$ 879,121 | \$ 805,218 |
| TOTAL NON-DEPARTMENTAL | \$ 7,224,751 | \$ 6,959,604 | \$ 5,743,964 | \$ 4,381,173 | \$ 3,780,218 |

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**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.

The Finance Department maintains the Equipment Replacement schedule and works closely with all impacted Departments to ensure accuracy of the schedule. The charges are based on the estimated replacement cost of the equipment using the projected life and an inflationary factors (percentages) depending on the type of equipment. During fiscal year 2017-2018, the threshold of equipment to be added to the schedule was raised to \$5,000, which is consistent to the City's capitalization policy. Also, a thorough review of the schedule was made to determine equipment eligible to remain on the schedule and remove equipment that fell below the threshold of \$5,000. The funding for the equipment removed from the schedule was allocated to equipment that remained on the schedule.

The adopted budget for fiscal year 2020-21 includes appropriations for those equipment that are scheduled to be replaced based on a modified amortization schedule due to COVID-19. FY 2020-21 will use a methodology of funding at 75% of the amortization schedule for FY 2020-21. This will save the General Fund about \$200,000 in FY 2020-21. 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.

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

- 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.

Also, there is an outstanding loan balance from the Equipment Replacement Fund to the enterprise Golf Fund that is approximately \$5.7 million. This outstanding inter-fund loan will need to be addressed during FY 2020-21 through a formal loan adoption and repayment scheduled approved by the City Council in compliance with the City's formal inter-fund loan policy.

**CITY OF EL SEGUNDO
EQUIPMENT REPLACEMENT FUND
ADOPTED BUDGET SUMMARY BY ACCOUNT
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--|------------------------|------------------------|-------------------------|-------------------|-------------------------|
| <u>EQUIPMENT REPLACEMENT FUND</u> | | | | | |
| 8104 Capital/Equipment | \$ 503,618 | \$ 249,173 | \$ 625,853 | \$ 50,430 | \$ 437,932 |
| 8105 Capital/Automotive | 161,035 | 356,622 | 1,170,396 | 248,212 | 474,077 |
| 8106 Capital / Communications | - | 22,945 | 154,047 | 63,463 | 14,303 |
| 8108 Capital / Computer Hardware | 7,069 | 798,067 | 139,143 | 41,168 | 68,067 |
| Total Capital Outlay | \$ 671,722 | \$ 1,426,807 | \$ 2,089,439 | \$ 403,273 | \$ 994,379 |
| TOTAL EQUIP REPLACEMENT FUND* | \$ 671,722 | \$ 1,426,807 | \$ 2,089,439 | \$ 403,273 | \$ 994,379 |

| | | |
|----------------|----------------|---------|
| Capital Outlay | \$ (1,095,060) | -52.41% |
|----------------|----------------|---------|

* Excludes Depreciation Expense (non-cash item) of approximately \$800k/yr.

**CITY OF EL SEGUNDO
SCHEDULE OF EQUIPMENT ELIGIBLE FOR REPLACEMENT
FISCAL YEAR 2020-2021**

| CLASSIFICATION | ANNUAL REPLACEMENT CHARGE FY 2020-2021 | CAPITAL OUTLAY ELIGIBLE TO BE REPLACED CHARGE FY 2020-2021 |
|-----------------------------------|--|---|
| <u>CITY CLERK</u> | | |
| Administration | | |
| 1301 8104 Equipment | - | 14,438 |
| 1301 8108 Computer Hardware | - | - |
| Sub-total Administration | - | 14,438 |
| Elections | | |
| 1302 8104 Equipment | - | - |
| TOTAL CITY CLERK | - | 14,438 |
| <u>CITY MANAGER</u> | | |
| Community Cable | | |
| 6601 8104 Equipment | 8,960 | 180,188 |
| 6601 8105 Automotive | - | 25,000 |
| Sub-total Community Cable | 8,960 | 205,188 |
| TOTAL CITY MANAGER | 8,960 | 205,188 |
| <u>INFORMATION SYSTEMS</u> | | |
| 2505 8104 Equipment | 159,051 | 531,441 |
| 2505 8105 Automotive | 1,065 | 13,492 |
| 2505 8106 Communications | 5,079 | 41,193 |
| 2505 8108 Computer Hardware | 57,044 | 995,521 |
| TOTAL INFORMATION SYSTEMS | 222,239 | 1,581,647 |
| <u>FINANCE</u> | | |
| 2501 8104 Equipment | 968 | 2,688 |
| 2501 8108 Computer Hardware | - | - |
| TOTAL FINANCE DEPARTMENT | 968 | 2,688 |
| <u>POLICE</u> | | |
| Police | | |
| 3101 8104 Equipment | 55,595 | 1,011,251 |
| 3101 8105 Automotive | 175,248 | 1,508,175 |
| 3101 8106 Communications | - | 755,600 |
| 3101 8108 Computer Hardware | - | - |
| Sub-total Administration | 230,844 | 3,275,026 |
| Communication Center | | |
| 3107 8106 Communications | - | 191,885 |
| TOTAL POLICE | 230,844 | 3,466,911 |

**CITY OF EL SEGUNDO
SCHEDULE OF EQUIPMENT ELIGIBLE FOR REPLACEMENT
FISCAL YEAR 2020-2021**

| CLASSIFICATION | ANNUAL REPLACEMENT CHARGE FY 2020-2021 | CAPITAL OUTLAY ELIGIBLE TO BE REPLACED CHARGE FY 2020-2021 |
|---------------------------------------|--|---|
| <i>FIRE</i> | | |
| Administration | | |
| 3201 8104 Equipment | - | 17,350 |
| 3201 8105 Automotive | - | 15,900 |
| 3201 8108 Computer Hardware | - | - |
| Sub-total Administration | - | 33,250 |
| Suppression | | |
| 3202 8104 Equipment | 30,392 | 580,904 |
| 3202 8105 Automotive | 103,196 | 2,752,101 |
| 3202 8106 Communications | 7,700 | 296,708 |
| 3202 8108 Computer Hardware | 6,003 | 137,450 |
| Sub-total Fire Suppression | 147,291 | 3,767,163 |
| Paramedic | | |
| 3203 8104 Equipment | 19,769 | 156,801 |
| 3203 8105 Automotive | 32,490 | 171,704 |
| 3203 8106 Communications | - | 11,000 |
| Sub-total Paramedic | 52,259 | 339,505 |
| Prevention | | |
| 3204 8104 Equipment | - | - |
| 3204 8105 Automotive | 7,458 | 42,458 |
| Sub-total Fire Prevention | 7,458 | 42,458 |
| Environmental Safety (CUPA) | | |
| 3205 8104 Equipment | - | 24,300 |
| 3205 8105 Automotive | 2,674 | 37,738 |
| 3205 8108 Computer Hardware | - | - |
| Sub-total Environmental Safety | 2,674 | 62,038 |
| Emergency Management | | |
| 3255 8104 Equipment | 3,668 | 113,061 |
| 3255 8106 Communications | 1,524 | 15,524 |
| 3255 8108 Computer Hardware | - | - |
| Sub-total Emergency Management | 5,192 | 128,585 |
| TOTAL FIRE | 214,875 | 4,372,999 |

**CITY OF EL SEGUNDO
SCHEDULE OF EQUIPMENT ELIGIBLE FOR REPLACEMENT
FISCAL YEAR 2020-2021**

| CLASSIFICATION | ANNUAL REPLACEMENT CHARGE FY 2020-2021 | CAPITAL OUTLAY ELIGIBLE TO BE REPLACED CHARGE FY 2020-2021 |
|--|--|---|
| <u>DEVELOPMENT SERVICES</u> | | |
| Planning | | |
| 2402 8104 Equipment | 1,533 | 27,008 |
| 2402 8108 Computer Hardware | - | - |
| Sub-total Planning | 1,533 | 27,008 |
| Building Safety | | |
| 2403 8105 Automotive | 4,993 | 121,516 |
| 2403 8108 Computer Hardware | - | - |
| Sub-total Building & Safety | 4,993 | 121,516 |
| TOTAL DEVELOPMENT SERVICES | 6,526 | 148,524 |
| <u>PUBLIC WORKS</u> | | |
| Government Buildings | | |
| 2601 8104 Equipment | 2,320 | 65,355 |
| 2601 8105 Automotive | 11,056 | 518,193 |
| 2601 8108 Computer Hardware | - | - |
| Sub-total Government Buildings | 13,376 | 583,548 |
| Engineering | | |
| 4101 8104 Equipment | 441 | 16,165 |
| 4101 8105 Automotive | 1,893 | 18,499 |
| 4101 8108 Computer Hardware | - | - |
| Sub-total Engineering | 2,334 | 34,664 |
| Street Service | | |
| 4201 8108 Computer Hardware | 1,132 | 14,119 |
| Street Maintenance | | |
| 4202 8104 Equipment | 2,462 | 14,714 |
| 4202 8105 Automotive | 43,872 | 578,769 |
| Sub-total Street Maintenance | 46,333 | 593,483 |
| Traffic Safety | | |
| 4205 8104 Equipment | - | 6,000 |
| 4205 8105 Automotive | 8,160 | 129,469 |
| Sub-total Traffic Safety | 8,160 | 135,469 |
| Equipment Maintenance | | |
| 4601 8104 Equipment | - | - |
| 4601 8105 Automotive | 5,985 | 71,333 |
| 4601 8106 Communications | - | 40,000 |
| 4601 8108 Computer Hardware | - | - |
| Sub-total Equipment Maintenance | 5,985 | 111,333 |

**CITY OF EL SEGUNDO
SCHEDULE OF EQUIPMENT ELIGIBLE FOR REPLACEMENT
FISCAL YEAR 2020-2021**

| CLASSIFICATION | ANNUAL REPLACEMENT CHARGE FY 2020-2021 | CAPITAL OUTLAY ELIGIBLE TO BE REPLACED CHARGE FY 2020-2021 |
|------------------------------------|--|---|
| Wastewater | | |
| 4301 8104 Equipment | 10,534 | 145,226 |
| 4301 8105 Automotive | 21,629 | 614,545 |
| 4301 8108 Computer Hardware | 1,188 | 15,965 |
| Sub-total Wastewater | 33,351 | 775,736 |
| Water Operations | | |
| 7102 8104 Equipment | 694 | 38,870 |
| 7102 8105 Automotive | 18,139 | 531,512 |
| 7102 8108 Computer Hardware | 2,700 | 23,500 |
| Sub-total Water Utility | 21,533 | 593,882 |
| TOTAL PUBLIC WORKS | 132,205 | 2,842,236 |
| <u>RECREATION DIVISION</u> | | |
| Administration | | |
| 5101 8104 Equipment | 404 | 14,468 |
| 5101 8105 Automotive | 5,321 | 106,943 |
| Sub-total Administration | 5,725 | 121,411 |
| Parks Operation | | |
| 5102 8104 Equipment | 138,891 | 807,449 |
| 5102 8105 Automotive | 20,543 | 398,897 |
| Sub-total Parks Operation | 159,434 | 1,206,346 |
| Proposition "A" Dial-A-Ride | | |
| 5292 8105 Automotive | 10,355 | 286,195 |
| Golf Course | | |
| 5301 8104 Equipment | - | - |
| 8108 Computer Hardware | - | - |
| Sub-total Golf Course | - | - |
| TOTAL RECREATION DIVISION | 175,513 | 1,613,953 |
| <u>LIBRARY SERVICES</u> | | |
| Administration | | |
| 6101 8104 Equipment | 2,250 | 36,801 |
| 6101 8108 Computer Hardware | - | 3,800 |
| TOTAL LIBRARY SERVICES | 2,250 | 40,601 |
| <u>NON-DEPARTMENTAL</u> | | |
| 2901 8104 Equipment | - | 114,517 |
| 2901 8105 Automotive | - | 467,973 |
| 2901 8108 Computer Hardware | - | - |

**CITY OF EL SEGUNDO
SCHEDULE OF EQUIPMENT ELIGIBLE FOR REPLACEMENT
FISCAL YEAR 2020-2021**

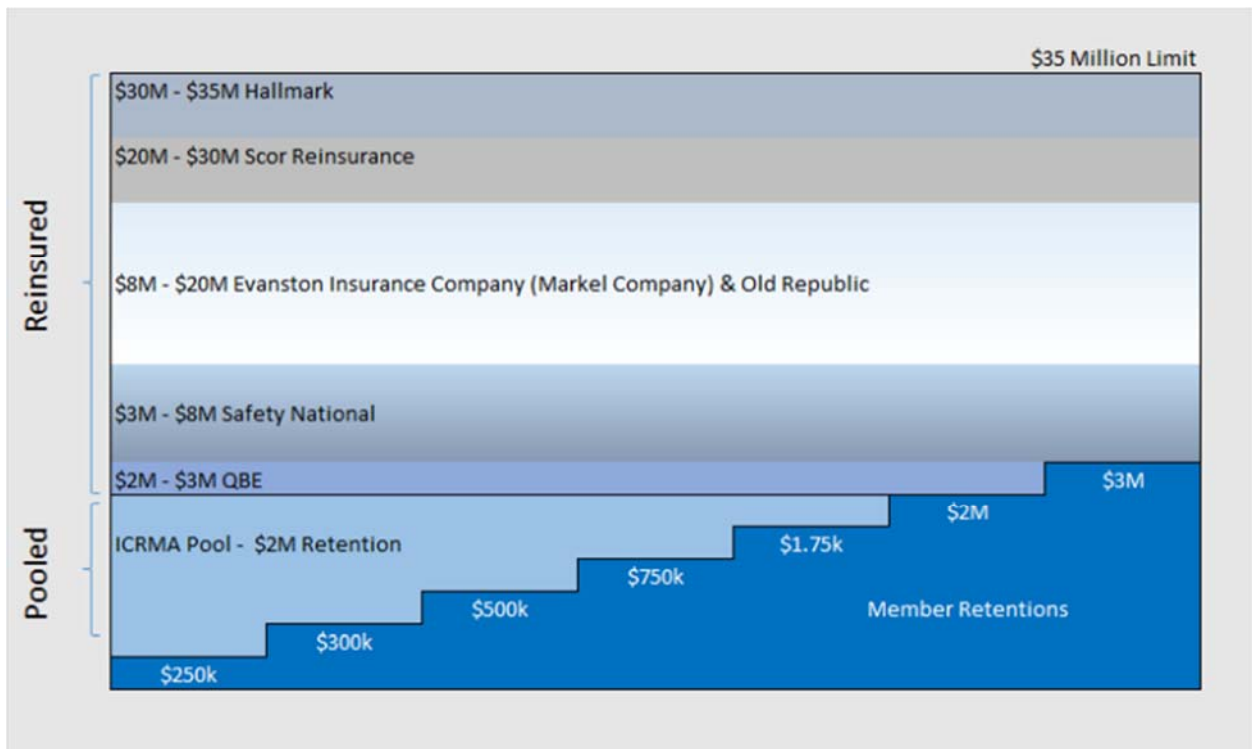
| CLASSIFICATION | ANNUAL REPLACEMENT CHARGE FY 2020-2021 | CAPITAL OUTLAY ELIGIBLE TO BE REPLACED CHARGE FY 2020-2021 |
|--------------------------------|--|---|
| TOTAL NON-DEPARTMENTAL | - | 582,490 |
| GRAND TOTAL - ALL FUNDS | \$ 994,379 | \$ 14,871,674 |
| <u>ALL FUNCTIONS</u> | | |
| 8104 Equipment | 437,932 | 3,918,995 |
| 8105 Automotive | 474,077 | 8,410,413 |
| 8106 Communications | 14,303 | 1,351,910 |
| 8108 Computer Hardware | 68,067 | 1,190,356 |
| TOTAL ALL FUNCTIONS | \$ 994,379 | \$ 14,871,674 |

**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 18 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 \$35,000,000 for general liability claims, of which the first \$2 million is covered by the pool with member cities responsible for their self-insured retention (SIR). The City of El Segundo has a SIR of \$750,000. The pooled layer is funded at a confidence level of 70%.

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 (TPA) 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.



**CITY OF EL SEGUNDO
GENERAL LIABILITY INSURANCE FUND
ADOPTED BUDGET SUMMARY
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|

GENERAL LIABILITY FUND (602)

GENERAL LIABILITY (0000)

| | | | | | |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Salaries & Benefits | \$ 109,045 | \$ 127,586 | \$ 109,875 | \$ 102,576 | \$ 122,276 |
| Maintenance & Operations | 1,418,294 | 1,352,303 | 1,673,458 | 1,242,278 | 1,147,123 |
| TOTAL GENERAL LIABILITY FUND | \$ 1,527,339 | \$ 1,479,889 | \$ 1,783,333 | \$ 1,344,854 | \$ 1,269,399 |

| | | |
|--------------------------|---------------------|----------------|
| Salaries & Benefits | \$ 12,401 | 11.29% |
| Maintenance & Operations | (526,335) | -31.45% |
| Total Increase | \$ (513,934) | -28.82% |

**CITY OF EL SEGUNDO
GENERAL LIABILITY INSURANCE FUND
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|---|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| <u>LIABILITY INSURANCE FUND</u> | | | | | |
| 4101 Salaries Full-Time | \$ 67,585 | \$ 96,071 | \$ 69,696 | \$ 68,714 | \$ 78,399 |
| 4103 Overtime | - | 6,465 | - | 6,712 | - |
| 4117 Opt - Out Payments | - | 825 | - | - | - |
| 4201 Retirement CalPERS | 23,462 | 17,284 | 24,393 | 16,128 | 24,971 |
| 4202 FICA | 4,753 | 8,034 | 4,835 | 4,784 | 5,639 |
| 4203 Workers' Compensation | 588 | 5,990 | 613 | 1,043 | 549 |
| 4204 Group Insurance | 3,416 | 4,036 | 9,013 | 4,206 | 12,718 |
| 4210 OPEB liability | 9,241 | (11,119) | 1,325 | 989 | - |
| Total Salaries & Benefits | \$ 109,045 | \$ 127,586 | \$ 109,875 | \$ 102,576 | \$ 122,276 |
| 6211 Insurance & Bonds | \$ 1,348,037 | \$ 1,301,125 | \$ 1,238,458 | \$ 930,607 | \$ 872,123 |
| 6214 Professional & Technical | 47,669 | 49,190 | 35,000 | 32,731 | 25,000 |
| 6246 Claims Expense (SIR) | 22,588 | 1,988 | 400,000 | 278,940 | 250,000 |
| Total Maintenance & Operations | \$ 1,418,294 | \$ 1,352,303 | \$ 1,673,458 | \$ 1,242,278 | \$ 1,147,123 |
| TOTAL GENERAL LIABILITY FUND | \$ 1,527,339 | \$ 1,479,889 | \$ 1,783,333 | \$ 1,344,854 | \$ 1,269,399 |

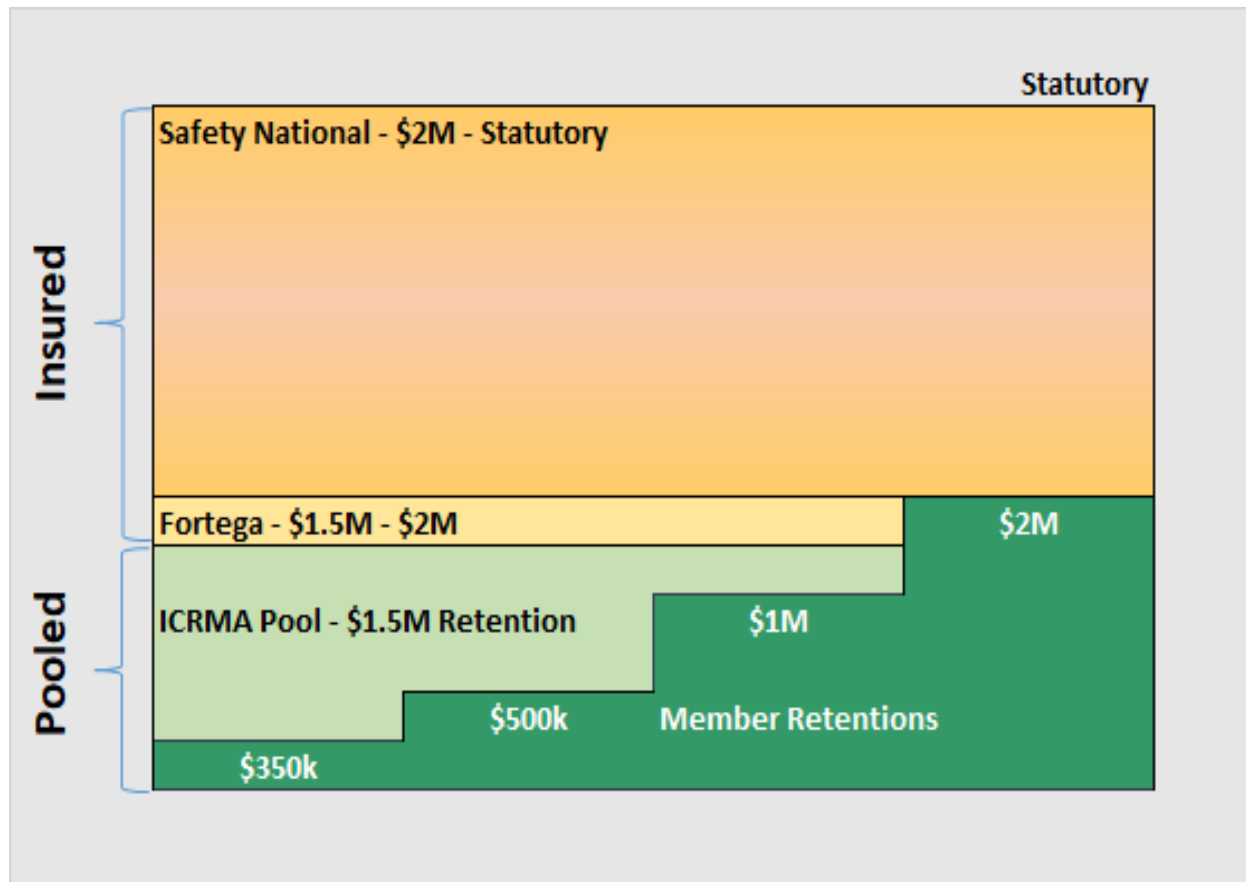
**CITY OF EL SEGUNDO
WORKERS' COMPENSATION INSURANCE FUND PROFILE**

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 16 participating members, for the purpose of pooling the City's risk for workers' compensation claims and losses with those member cities. ICRMA pool covers up to the first \$1.5 million in workers' compensation claims, of which the City is liable for its self-insured retention (SIR) of \$500,000 for FY 2020-21. The member cities fund the pooled layer at a 75% confidence level. Claims above \$1.5 million up to the statutory limit are covered by the insurance carriers: Fortega covers claims from \$1.5 million up to \$2 million; and Safety National covers claims above \$2 million and up to the statutory limit.

ICRMA provides actuarial assumptions for the City to use in calculating the charges to the operating 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 (TPA) administers the program by using a revolving bank account. The administrator processes and issues payments to claimants and routinely, 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 2020-2021 is personnel cost which covers a portion of the following positions: Director of Finance and the staff in the Human Resources Department. The above positions are actually assigned to the Finance and the Human Resources departments, respectively.



**CITY OF EL SEGUNDO
 WORKERS' COMPENSATION INSURANCE FUND
 ADOPTED BUDGET SUMMARY
 FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|
|-------------|------------------------|------------------------|-------------------------|-----------------|-------------------------|

WORKERS' COMPENSATION FUND (603)

ADMINISTRATION (2321)

| | | | | | |
|---------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Salaries & Benefits | \$ 92,138 | \$ 19,847 | \$ 130,271 | \$ 74,644 | \$ 198,175 |
| Maintenance & Operations | 3,530,048 | 2,699,337 | 2,804,001 | 2,655,070 | 2,366,246 |
| Sub-total W/Comp Reserve / Ins | \$ 3,622,186 | \$ 2,719,184 | \$ 2,934,272 | \$ 2,729,714 | \$ 2,564,421 |

| | | | | | |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| TOTAL WORKERS' COMP FUND | \$ 3,622,186 | \$ 2,719,184 | \$ 2,934,272 | \$ 2,729,714 | \$ 2,564,421 |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|

| | | |
|--------------------------|---------------------|----------------|
| Salaries & Benefits | \$ 67,904 | 52.13% |
| Maintenance & Operations | (437,755) | -15.61% |
| Total | \$ (369,851) | -12.60% |

**CITY OF EL SEGUNDO
WORKERS' COMPENSATION INSURANCE FUND
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

| DESCRIPTION | ACTUAL FY 2017-2018 | ACTUAL FY 2018-2019 | ADOPTED FY 2019-2020 | YTD 06/30/20 | ADOPTED FY 2020-2021 |
|--|------------------------|------------------------|-------------------------|---------------------|-------------------------|
| <u>WORKERS' COMP INSURANCE FUND</u> | | | | | |
| ADMINISTRATION | | | | | |
| 4101 Salaries Full-Time | \$ 50,458 | \$ 62,934 | \$ 82,380 | \$ 49,393 | \$ 130,554 |
| 4117 Opt - Out Payments | - | 213 | - | - | - |
| 4201 Retirement CalPERS | 26,922 | (56,285) | 26,970 | 17,145 | 36,933 |
| 4202 FICA | 3,542 | 4,554 | 5,734 | 3,262 | 9,483 |
| 4203 Workers' Compensation | 494 | 574 | 725 | 435 | 914 |
| 4204 Group Insurance | 3,872 | 5,062 | 12,896 | 3,479 | 20,291 |
| 4210 OPEB liability | 6,850 | 2,795 | 1,566 | 930 | - |
| Total Salaries & Benefits | \$ 92,138 | \$ 19,847 | \$ 130,271 | \$ 74,644 | \$ 198,175 |
| 5204 Operating Supplies | \$ 21 | \$ - | \$ - | \$ - | \$ - |
| 6211 Insurance & Bonds | 734,407 | 980,796 | 989,001 | 860,328 | 841,246 |
| 6214 Professional & Technical | 138,130 | 27,140 | 25,000 | 975 | 25,000 |
| 6246 Claims Expense (SIR) | 2,657,490 | 1,691,401 | 1,790,000 | 1,793,767 | 1,500,000 |
| Total Maintenance & Operations | \$ 3,530,048 | \$ 2,699,337 | \$ 2,804,001 | \$ 2,655,070 | \$ 2,366,246 |
| SUB-TOTAL ADMINISTRATION | \$ 3,622,186 | \$ 2,719,184 | \$ 2,934,272 | \$ 2,729,714 | \$ 2,564,421 |
| TOTAL WORKERS' COMPENSATION FD | \$ 3,622,186 | \$ 2,719,184 | \$ 2,934,272 | \$ 2,729,714 | \$ 2,564,421 |

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| Citywide Capital Improvement Program (for all funds) Budget (Prior Year Carryovers & FY 2020-2021 Budget Appropriations) | | | | |
|---|--|--------------------|--------------------|---------------------|
| | General Fund | Carryover | FY 2020/21 | Total |
| 1 | Plunge Rehabilitation Funding Reserve | \$1,000,000 | | \$1,000,000 |
| 2 | Recreation Park Projects (Restrooms, Skate Park, Teen Center) | | \$800,000 | 800,000 |
| 3 | Technology Related CIP (website, Intranet, Laserfische, Wi-Fi) | 605,000 | | 605,000 |
| 4 | City Hall Windows Replacement | | 450,000 | 450,000 |
| 5 | Acacia Park Construction | 400,000 | | 400,000 |
| 6 | Storm Drain Pump Project | 220,000 | | 220,000 |
| 7 | Police Firing Range Remodel - PD Develop. Impact Fees | 203,000 | | 203,000 |
| 8 | Rec Park Restroom Rehabilitation | 200,000 | | 200,000 |
| 9 | Access Control System-Facility Security for Police and Fire | 190,000 | | 190,000 |
| 10 | Richmond Field Renovation with ADA Accessibility | 160,000 | | 160,000 |
| 11 | California Street Storm Drain Improvement | 150,000 | | 150,000 |
| 12 | Main & Imperial Gateway Beautification Proj (see item #34) | 148,000 | | 148,000 |
| 13 | Citywide Facility Repair 2019 | 130,000 | | 130,000 |
| 14 | City Hall Security Improvements | 125,000 | | 125,000 |
| 15 | Library Park Project (see item #35 below for additional funding) | 120,000 | | 120,000 |
| 16 | Sidewalk Replacement - Citywide | 107,000 | | 107,000 |
| 17 | Citywide Facility Repair 2018 | 105,000 | | 105,000 |
| 18 | The Plunge Replacement Scope Assessment | 100,000 | | 100,000 |
| 19 | 2019 Street Improvement | 95,000 | | 95,000 |
| 20 | Hockey Rink Rehabilitation | 75,000 | | 75,000 |
| 21 | Business Center Design | 70,000 | | 70,000 |
| 22 | Rec Park Softball Field Bleacher Replacement | 68,944 | | 68,944 |
| 23 | Park Facility Upgrades 2018 | 46,994 | | 46,994 |
| 24 | Downtown Beautification | 28,119 | | 28,119 |
| | Total General Fund CIP | \$4,347,057 | \$1,250,000 | \$5,597,057 |
| | Water Enterprise Fund | | | |
| 25 | Grand Ave. Water Main Replacement | | 1,200,000 | 1,200,000 |
| 26 | Indiana Street Water Main Replacement | 700,000 | | 700,000 |
| | Total Water Fund | \$700,000 | \$1,200,000 | \$1,900,000 |
| | Wastewater (Sewer) Enterprise Fund | | | |
| 27 | Lifeguard Pump Station Construction | 445,000 | | 445,000 |
| 28 | Acacia Park Construction | 200,000 | | 200,000 |
| 29 | Wastewater Infrastructure Replacement (Annual Program) | | 150,000 | 150,000 |
| | Total Wastewater Fund | \$645,000 | \$150,000 | \$795,000 |
| | Transportation Funds - Gas Tax/ Prop C / SB 1/ Measure R/ Measure M | | | |
| 30 | Park Place Gap Closure and Grade Separation Project (Design) | | 5,000,000 | 5,000,000 |
| 31 | Roadway Rehabilitation (Annual Program) | | 500,000 | 500,000 |
| 32 | Sidewalk Improvement and Construction (Annual Program) | 200,000 | 250,000 | 450,000 |
| | Total Transportation Funds | \$200,000 | \$5,750,000 | \$5,950,000 |
| | Other Grant or Special Funds | | | |
| 33 | Acacia Park Construction - Prop 68 Grant | 200,000 | | 200,000 |
| 34 | CDF - Gateway Beautification Project (additional funding to item #12) | | 200,000 | |
| 35 | CDF - Library Park Prject (additional funding to item #15) | | 100,000 | |
| 36 | Park Vista Senior Housing Plumbing (Senior Housing Funds) | | 60,000 | 60,000 |
| 37 | ADA Improvements - CDBG Funds | 50,000 | 50,000 | 100,000 |
| | Total Grant & Special Funds | \$250,000 | \$410,000 | \$660,000 |
| | Total CIP (All Funding Sources) | \$6,142,057 | \$8,760,000 | \$14,902,057 |

Multi-Year Capital Improvement Program (CIP) (FY 2019-20 Carryovers, FY 2020-21 & FY 2021-22)

| | General Fund | Carryover | FY 2020/21 | FY 2021/22 |
|----|--|--------------------|--------------------|--------------------|
| 1 | Plunge Rehabilitation Funding Reserve | \$1,000,000 | | |
| 2 | Recreation Park Projects (Restrooms, Skate Park, Teen Center) | | \$800,000 | |
| 3 | Technology Related CIP (website, Intranet, Laserfische, Wi-Fi) | 605,000 | | |
| 4 | City Hall Windows Replacement | | 450,000 | |
| 5 | Acacia Park Construction | 400,000 | | |
| 6 | Storm Drain Pump Project | 220,000 | | |
| 7 | Police Firing Range Remodel - PD Develop. Impact Fees | 203,000 | | |
| 8 | Rec Park Restroom Rehabilitation | 200,000 | | |
| 9 | Access Control System-Facility Security for Police and Fire | 190,000 | | |
| 10 | Richmond Field Renovation with ADA Accessibility | 160,000 | | |
| 11 | California Street Storm Drain Improvement | 150,000 | | |
| 12 | Main & Imperial Gateway Beautification Proj (see item #34) | 148,000 | | |
| 13 | Citywide Facility Repair 2019 | 130,000 | | |
| 14 | City Hall Security Improvements | 125,000 | | |
| 15 | Library Park Project (see item #35 below for additional funding) | 120,000 | | |
| 16 | Sidewalk Replacement - Citywide | 107,000 | | |
| 17 | Citywide Facility Repair 2018 | 105,000 | | |
| 18 | The Plunge Replacement Scope Assessment | 100,000 | | |
| 19 | 2019 Street Improvement | 95,000 | | |
| 20 | Hockey Rink Rehabilitation | 75,000 | | |
| 21 | Business Center Design | 70,000 | | |
| 22 | Rec Park Softball Field Bleacher Replacement | 68,944 | | |
| 23 | Park Facility Upgrades 2018 | 46,994 | | |
| 24 | Downtown Beautification | 28,119 | | |
| 25 | Plunge Rehabilitation Funding Reserve (CIPAC Rank: #1) | | | 1,000,000 |
| 26 | Stevenson Field Fence Replacement (CIPAC Rank: #5) | | | 270,000 |
| 27 | FCA - Library Elevator Renovation | | | 125,000 |
| 28 | FCA - Water Plant Office Roof Replacement | | | 55,000 |
| 29 | FCA - City Hall Rooftop Duct and Interior Ductworks | | | 40,000 |
| 30 | FCA - FS #2 Flooring Replacement | | | 30,000 |
| 31 | FCA - PW Yard NE Storage Roof Replacement and Masonry Wall Repairs | | | 25,000 |
| 32 | FCA - Racquetball Court Flooring | | | 20,000 |
| 33 | FCA - Miscellaneous Improvement Projects (City staff) | | | 20,000 |
| 34 | FCA - FS #1 Gym Interior Paint and Exterior Door Replacement | | | 15,000 |
| 35 | FCA - Library Reseal Exterior Windows | | | 15,000 |
| 36 | FCA - Camp Eucalyptus Anti-Erosion Sod and Landscaping | | | 13,000 |
| 37 | FCA - FS #1 Water Heater Replacement | | | 12,000 |
| | Total General Fund CIP | \$4,347,057 | \$1,250,000 | \$1,640,000 |
| | Water Enterprise Fund | | | |
| 38 | Water Infrastructure & Valve Replacement Program (Annual) | | | 2,300,000 |
| 39 | Grand Ave. Water Main Replacement | | 1,200,000 | |
| 40 | Indiana Street Water Main Replacement | 700,000 | | |
| | Total Water Fund | \$700,000 | \$1,200,000 | \$2,300,000 |
| | Wastewater (Sewer) Enterprise Fund | | | |
| 41 | Lifeguard Pump Station Construction | 445,000 | | |
| 42 | Acacia Park Construction | 200,000 | | |
| 43 | Wastewater Infrastructure Replacement (Annual Program) | | 150,000 | 500,000 |
| | Total Wastewater Fund | \$645,000 | \$150,000 | \$500,000 |
| | Transportation Funds - Gas Tax/ Prop C / SB 1/ Measure R/ Measure M | | | |
| 44 | Park Place Gap Closure and Grade Separation Project (Design) | | 5,000,000 | |
| 45 | Roadway Rehabilitation (Annual Program) | | 500,000 | 500,000 |
| 46 | Sidewalk Improvement and Construction (Annual Program) | 200,000 | 250,000 | 250,000 |
| | Total Transportation Funds | \$200,000 | \$5,750,000 | \$750,000 |
| | Other Grant or Special Funds | | | |
| 47 | Acacia Park Construction - Prop 68 Grant | 200,000 | | |
| 48 | CDF - Gateway Beautification Project (additional funding to item #12) | | 200,000 | |
| 49 | CDF - Library Park Project (additional funding to item #15) | | 100,000 | |
| 50 | Park Vista Senior Housing Plumbing (Senior Housing Funds) | | 60,000 | 640,000 |
| 51 | ADA Improvements - CDBG Funds | 50,000 | 50,000 | 50,000 |
| | Total Grant & Special Funds | \$250,000 | \$410,000 | \$690,000 |
| | Total CIP (All Funding Sources) | \$6,142,057 | \$8,760,000 | \$5,880,000 |

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2020/21

| | |
|-------------------------------|--|
| PROJECT TITLE | Teen Center Upgrades Including Skate Park and Basketball Court |
| REQUESTING DEPARTMENT | Recreation & Parks |
| DESCRIPTION | <p>Renovate the El Segundo Teen Center by purchasing new and durable furniture, gaming equipment, computers, exterior painting and miscellaneous building upgrades such as flooring, floor plan changes, ceiling repairs and lighting.</p> <p>Additionally, the Skate Park is nearing its 20-year anniversary and is showing signs of wear and tear. The project would repair/replace fencing and concrete to enhance safety and make the facility more enjoyable.</p> |
| GENERAL PLAN REFERENCE | LU 6&7 |

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. Other upgrades would also include a computer lab or other innovative spaces for teens, updated exterior landscaping, aesthetic and artistic screening of the chain link fence perimeter and inviting interior and exterior painting. Some additional ideas are to construct a roll-up "garage" door and/or add windows to open up the space and add natural lighting.

The City has collaborated with El Segundo High School for the 2nd Annual Civics Day, culminated on May 22, 2019, in which high school students will be making recommendations for improvements at the Teen Center. We look forward to implementing their input and suggestions on what teens want to see at the facility.

Council directed to combine the Teen Center upgrade with Skate Park and Basketball Court.

The Skate Park is adjacent to the Teen Center but is open to the general public of all ages. Many teens have reported that the facility feels "like a prison" due to its chain link fence perimeter and concrete features. Improvements that would enhance the space include new fencing material and/or colorful elements to enhance the walls and perimeter, installation of landscaped planters and shade trees, and more seating and viewing areas.

The concrete areas of the skate park features, such as the ramps, rails, edges and bowls, have shifted and cracked over time, sometimes leaving areas that could be unsafe for skating due to chunks of concrete missing or overlapping slabs. In some areas the fencing material is protruding into the skating areas.

CIPAC COMMENTS

| ESTIMATED COST | FUNDS ALLOCATED TO DATE | EXPENSES TO 9/30/20 | FY 2019/20 | FY 2020/21 | FY 2021/22 | FY 2022/23 | FY 2023/24 |
|----------------|-------------------------|---------------------|------------|------------|------------|------------|------------|
| \$800,000 | | | | \$800,000 | | | |

CIPAC SCORE for TEEN CENTER UPGRADES FROM 2019/20 RATING YEAR

| | | | | | | | |
|-------|----|----|----|----|----|----|------------|
| Score | HS | SC | RI | JL | CO | CI | TOT |
| | 0 | 3 | 0 | 0 | 0 | 6 | 9 |

CIPAC SCORE FOR SKATE PARK REPAIRS FROM 2019/20 RATING YEAR

| | | | | | | | |
|-------|----|----|----|----|----|----|------------|
| Score | HS | SC | RI | JL | CO | CI | TOT |
| | 4 | 4 | 0 | 0 | 0 | 7 | 15 |

| FUNDING SOURCES | COST - BREAKDOWN | |
|------------------------------------|-------------------------------------|------------------------|
| General Fund | DESCRIPTION | ESTIMATED COST |
| | 1. DESIGN | |
| | 2. CONSTRUCTION | |
| | 3. MANAGEMENT/INSPECTION | |
| | 4. CONTINGENCIES | |
| | 5. OTHER (LIST) Soils Engineer Rep. | |
| | Survey | |
| TOTAL | \$800,000 | |
| All costs shown in current dollars | | CIPAC FORM 2020 – 2021 |

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2020/21

| | |
|-------------------------------|---|
| PROJECT TITLE | City Hall Window Replacement Project |
| REQUESTING DEPARTMENT | City Manager's office |
| DESCRIPTION | Many of the City Hall windows were installed with the original construction of the building, in 1955, with the exception of a few storefront doors. This project would include installation of new energy efficient and functional windows throughout all of City Hall. |
| GENERAL PLAN REFERENCE | LU 7 |

JUSTIFICATION

Based on the recently completed Facility Condition Assessment (FCA), the windows were found to be antiquated, energy-inefficient units with single-pane glazing. Some of the windows are difficult to open and close and most of the windows are not operable due to painting over the window frames. It was also found that some windows lack window seals causing interior damage due to exterior weather. On the south and west facing windows, the vertical shading device is aged and no longer electronically operable. The FCA recommended city hall window replacement in the FY year 2021/22. City Manager's office identified the project as a priority and recommended to move the project two years ahead of schedule. The construction cost is estimated to be approximately \$500,000.



CIPAC COMMENTS

| ESTIMATED COST | FUNDS ALLOCATED TO DATE | EXPENSES TO 9/30/20 | FY 2019/20 | FY 2020/21 | FY 2021/22 | FY 2022/23 | FY 2023/24 |
|----------------|-------------------------|---------------------|------------|------------|------------|------------|------------|
| Various | | \$50,000 | | \$450,000 | | | |

CIPAC SCORE

| | | | | | | | |
|-------|----|----|----|----|----|----|-------------------|
| Score | HS | SC | RI | JL | CO | CI | TOT N/A |
|-------|----|----|----|----|----|----|-------------------|

| FUNDING SOURCES | COST - BREAKDOWN | |
|-----------------|---|------------------|
| | DESCRIPTION | ESTIMATED COST |
| General Fund | 1. DESIGN | \$50,000 |
| | 2. CONSTRUCTION | \$450,000 |
| | 3. MANAGEMENT/INSPECTION | |
| | 4. CONTINGENCIES | |
| | 5. OTHER (LIST) Construction Document Preparation | |
| | Survey | |
| | TOTAL | \$500,000 |

All costs shown in current dollars

CIPAC FORM 2020 – 2021

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2020/21

| | |
|-------------------------------|---|
| PROJECT TITLE | Grand Ave. Water Main |
| REQUESTING DEPARTMENT | Public Works |
| DESCRIPTION | Water main replacement as part of the annual water improvement projects |
| GENERAL PLAN REFERENCE | LU7 |

JUSTIFICATION

Much of the City's water transmission and distribution system dates back to the 1920's. Many of these water mains have exceeded their useful life and are in need of replacement. Standard practices call for replacing lines every 50-70 years due to natural degradation from soil chemistry and chlorinated potable water sources. Staff regularly evaluates the conditions of the pipes to develop and prioritize a replacement schedule each year. The water main on Grand Avenue has experienced several problems over the past years; subsequently, staff evaluated its condition and determined that the segment between Pacific Coast Highway and Center St. is in need of replacement.

CIPAC COMMENTS

| ESTIMATED COST | FUNDS ALLOCATED TO DATE | EXPENSES TO 9/30/20 | FY 2019/20 | FY 2020/21 | FY 2021/22 | FY 2022/23 | FY 2023/24 |
|----------------|-------------------------|---------------------|------------|-------------|------------|------------|------------|
| \$1,200,000 | | | | \$1,200,000 | | | |

CIPAC SCORE

| | | | | | | | |
|-------|----|----|----|----|----|----|------------|
| Score | HS | SC | RI | JL | CO | CI | TOT |
| | | | | | | | N/A |

FUNDING SOURCES

COST - BREAKDOWN

| | DESCRIPTION | ESTIMATED COST |
|---------------|-------------------------------------|--------------------|
| W. Water Fund | 1. DESIGN | |
| | 2. CONSTRUCTION | \$1,100,000 |
| | 3. MANAGEMENT/INSPECTION | \$100,000 |
| | 4. CONTINGENCIES | |
| | 5. OTHER (LIST) Soils Engineer Rep. | |
| | Survey | |
| | TOTAL | \$1,200,000 |

All costs shown in current dollars

CIPAC FORM 2020 – 2021

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2020/21

| | |
|-------------------------------|--|
| PROJECT TITLE | Annual Wastewater Infrastructure Improvements |
| 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)

CIPAC COMMENTS

| ESTIMATED COST | FUNDS ALLOCATED TO DATE | EXPENSES TO 9/30/20 | FY 2019/20 | FY 2020/21 | FY 2021/22 | FY 2022/23 | FY 2023/24 |
|----------------|-------------------------|---------------------|------------|------------|------------|------------|------------|
| \$150,000 | | | | \$150,000 | | | |

CIPAC SCORE

| Score | HS | SC | RI | JL | CO | CI | TOT |
|-------|----|----|----|----|----|----|------------|
| | | | | | | | |

| FUNDING SOURCES | COST - BREAKDOWN | |
|------------------------|--|------------------|
| | DESCRIPTION | ESTIMATED COST |
| Wastewater Fund | 1. DESIGN | |
| | 2. CONSTRUCTION | |
| | 3. MANAGEMENT/INSPECTION | |
| | 4. CONTINGENCIES | |
| | 5. OTHER (LIST) Soils Engineer Rep. Survey | |
| | TOTAL | \$150,000 |

All costs shown in current dollars

CIPAC FORM 2020 – 2021

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2020/21

| | |
|-------------------------------|---|
| PROJECT TITLE | Park Place Extension |
| REQUESTING DEPARTMENT | Public Works |
| DESCRIPTION | The overall project consists of design, right-of-way acquisition, and construction of a new four-lane roadway via an underpass beneath two active railroad lines, the Union Pacific Railroad (UPRR) and Burlington Northern Santa Fe (BNSF), both of which serve the Chevron refinery. Adjacent to or in the rail road rights-of-ways are minimum of two crude oil pipelines, and a large diameter reclaimed waterline, relocation of which are required to accommodate the roadway extensions. Other elements of the project include bridge construction, retaining structures, installation of storm drains, petroleum pipeline relocation, traffic signals, curbs, gutters, sidewalk, landscaping, and possibly realignment of the existing BNSF switching yard to accommodate continuous rail operations during construction. |
| GENERAL PLAN REFERENCE | LU 7 |

JUSTIFICATION The purpose of the Park Place Extension and Railroad Grade Separation Project is to provide an alternate route to the Rosecrans Corridor, a heavily congested major arterial in the South Bay region of Los Angeles and to improve access to and from the I-105 freeway (Douglas and Nash on and off ramps, respectively). Specifically, the project will connect existing segments of Park Place between Allied Way and Nash St. to provide a continuous roadway from Douglas Street to Sepulveda Blvd. This connection will provide traffic relief to Rosecrans, as well as direct access from Sepulveda to Douglas and thereby to the 105 Freeway.



CIPAC COMMENTS

| ESTIMATED COST | FUNDS ALLOCATED TO DATE | EXPENSES TO 9/30/20 | FY 2019/20 | FY 2020/21 | FY 2021/22 | FY 2022/23 | FY 2023/24 | |
|---|-------------------------|---|------------|-------------|------------|------------|------------------------|------------|
| \$100,000,000 | | \$1,000,000 | | \$5,000,000 | | | | |
| CIPAC SCORE | | | | | | | | |
| | Score | HS | SC | RI | JL | CO | CI | TOT N/A |
| FUNDING SOURCES | | COST - BREAKDOWN | | | | | | |
| \$5,000,000 from Measure R grant; Others to be identified. | | DESCRIPTION | | | | | ESTIMATED COST | |
| | | 1. DESIGN | | | | | \$5,000,000 | |
| | | 2. CONSTRUCTION | | | | | \$80,000,000 | |
| | | 3. MANAGEMENT/INSPECTION | | | | | \$5,000,000 | |
| | | 4. CONTINGENCIES | | | | | \$10,000,000 | |
| | | 5. OTHER (LIST) Soils Engineer Rep. Survey | | | | | | |
| | | TOTAL | | | | | \$100,000,000 | |
| All costs shown in current dollars | | | | | | | CIPAC FORM 2020 – 2021 | |

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2020/21

| | |
|-------------------------------|--|
| PROJECT TITLE | Arterial and Local Street Rehabilitation Project |
| REQUESTING DEPARTMENT | Public Works |
| DESCRIPTION | Resurfacing Local and Arterial Streets |
| GENERAL PLAN REFERENCE | LU 7 |

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 rehabilitation, ranging from pavement grind/cap to full depth reclamation to bring the City's streets overall average rating up to a minimum of 74, which is considered "good". Virtually all the City's local streets are much older than 30 years and most have never been overlaid. Cracking and alligatoring are evident on most streets.

Staff has identified and selected Pine Avenue from the PMP as the next applicable roadways to rehabilitate as part of the Annual Pavement Rehabilitation Program. The following roadway segments will receive a removal and replacement treatment of the top 2" of asphalt concrete, along with more extensive localized repairs of the most deteriorated pavement areas:

- Pine Ave. between Arena St. and Hillcrest St. (PCI of 55)

CIPAC COMMENTS

| ESTIMATED COST | FUNDS ALLOCATED TO DATE | EXPENSES TO 9/30/20 | FY 2019/20 | FY 2020/21 | FY 2021/22 | FY 2022/23 | FY 2023/24 |
|----------------|-------------------------|---------------------|------------|------------|------------|------------|------------|
| \$500,000 | | | | \$500,000 | | | |

CIPAC SCORE

| | | | | | | | |
|-------|----|----|----|----|----|----|------------|
| Score | HS | SC | RI | JL | CO | CI | TOT |
| | | | | | | | |

| FUNDING SOURCES | COST - BREAKDOWN | |
|-------------------------------|-------------------------------------|----------------|
| | DESCRIPTION | ESTIMATED COST |
| Gas Tax, Prop C and Measure R | 1. DESIGN | |
| | 2. CONSTRUCTION | \$500,000 |
| | 3. MANAGEMENT/INSPECTION | |
| | 4. CONTINGENCIES | |
| | 5. OTHER (LIST) Soils Engineer Rep. | |
| | Survey | |
| | TOTAL | \$500,000 |

All costs shown in current dollars

CIPAC FORM 2020 – 2021

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2020/21

| | |
|-------------------------------|--|
| 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. 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.



CIPAC COMMENTS

| ESTIMATED COST | FUNDS ALLOCATED TO DATE | EXPENSES TO 9/30/20 | FY 2019/20 | FY 2020/21 | FY 2021/22 | FY 2022/23 | FY 2023/24 |
|----------------|-------------------------|---------------------|------------|------------|------------|------------|------------|
| \$250,000 | | | | \$250,000 | | | |

CIPAC SCORE

| | | | | | | | |
|-------|----|----|----|----|----|----|------------|
| Score | HS | SC | RI | JL | CO | CI | TOT |
| | | | | | | | |

| FUNDING SOURCES | COST - BREAKDOWN | |
|-----------------------|-------------------------------------|----------------|
| | DESCRIPTION | ESTIMATED COST |
| GT. Gasoline Tax Fund | 1. DESIGN | |
| | 2. CONSTRUCTION | \$250,000 |
| | 3. MANAGEMENT/INSPECTION | |
| | 4. CONTINGENCIES | |
| | 5. OTHER (LIST) Soils Engineer Rep. | |
| | Survey | |
| | TOTAL | \$250,000 |

All costs shown in current dollars

CIPAC FORM 2020 – 2021

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2020/21

| | |
|-------------------------------|--|
| PROJECT TITLE | Main and Imperial Site Entryway Beautification Project |
| REQUESTING DEPARTMENT | Community Service Department |
| DESCRIPTION | Remodel the main entry point into the city at Main Street and Imperial Avenue. |
| GENERAL PLAN REFERENCE | LU 7 |

JUSTIFICATION

The intersection of Main Street and Imperial Avenue should be a welcoming reflection of the community. The west side of Main Street currently houses a metal sign that reads Welcome to El Segundo as well as signs for assorted service organizations in the city. A remodel of the site with community outreach and input.



CIPAC COMMENTS

| ESTIMATED COST | FUNDS ALLOCATED TO DATE | EXPENSES TO 9/30/20 | FY 2019/20 | FY 2020/21 | FY 2021/22 | FY 2022/23 | FY 2023/24 |
|----------------|-------------------------|---------------------|------------|------------|------------|------------|------------|
| \$350,000 | | | \$150,000 | \$200,000 | | | |

CIPAC SCORE FROM 2018/19 RATING YEAR

| Score | HS | SC | RI | JL | CO | CI | TOT |
|-------|----|----|----|----|----|----|-----|
| | | | | | | | |

| FUNDING SOURCES | COST - BREAKDOWN | |
|--------------------------|---|------------------|
| General Fund Arts Fee | DESCRIPTION | ESTIMATED COST |
| | 1. DESIGN | |
| | 2. CONSTRUCTION | |
| | 3. MANAGEMENT/INSPECTION | |
| | 4. CONTINGENCIES | |
| | 5. OTHER (LIST) Soils Engineer Rep. Survey | |
| | TOTAL | \$350,000 |

All costs shown in current dollars

CIPAC FORM 2020 – 2021

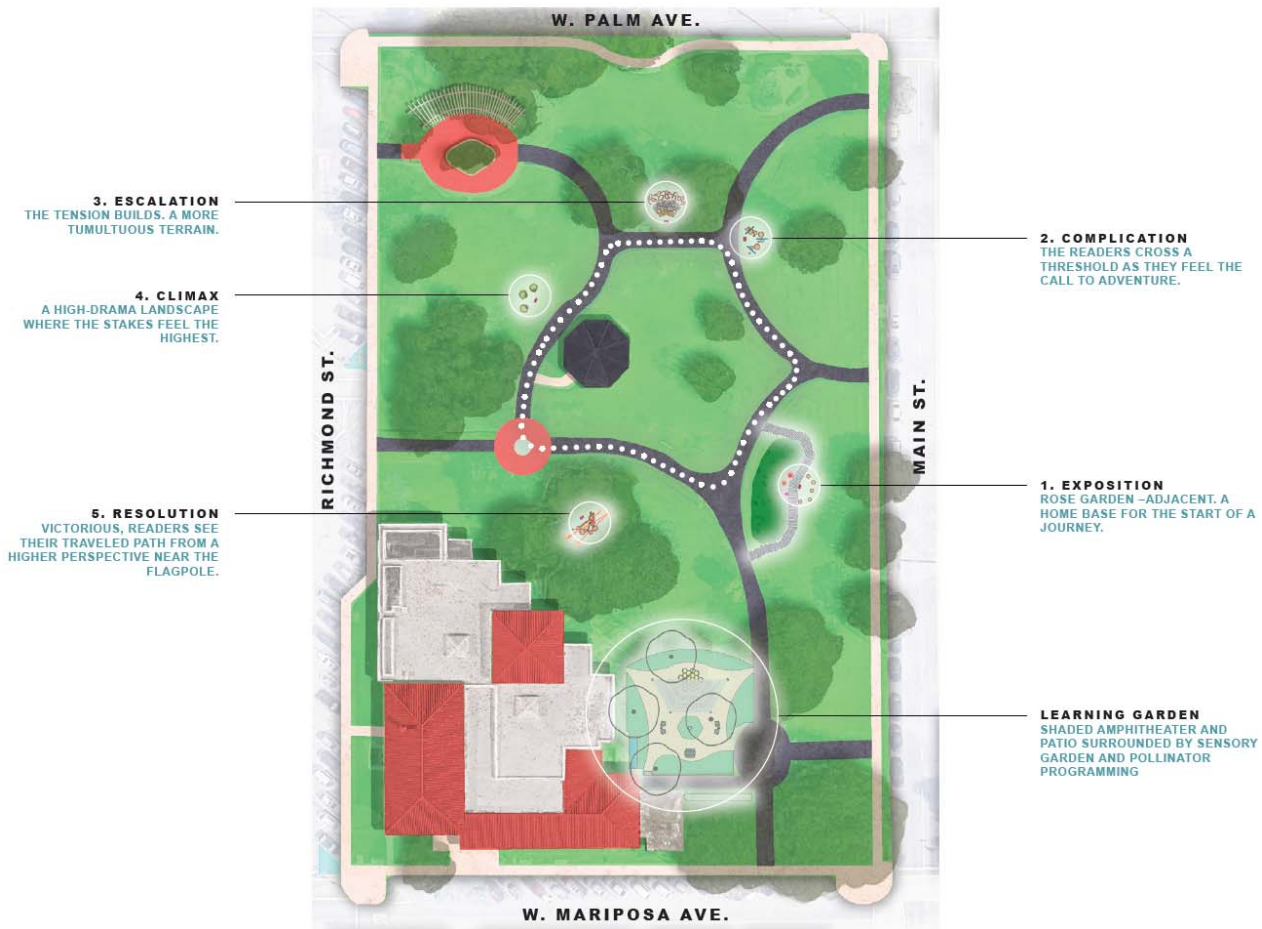
CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2020/21

| | |
|-------------------------------|---|
| PROJECT TITLE | Library Park Outdoor Area/Activation |
| REQUESTING DEPARTMENT | Library/Recreation & Parks |
| DESCRIPTION | A collaborative project between the Library and Rec & Parks Departments, improvements would add sensory learning garden and small stage immediately adjacent the children's area of the library and five station storybook loop throughout the library park which incorporates nature-themed interactive elements and public art. |
| GENERAL PLAN REFERENCE | LU 6 & 7 |

JUSTIFICATION

Members of the City Council, Library Board of Trustees, and Friends of the El Segundo Public Library have expressed a desire to expand options for community members interested in utilizing both interior and exterior public spaces in Library Park. In addition to re-opening the lower level entrance to the library that leads directly to the Sue Carter Friends of the El Segundo Public Library Community Room, Children's Section, and public restrooms, our plan creates outdoor spaces adjacent to the library to activate the park and extend library services to the outdoors.

Currently the library department offers select programs in the flat grassy area of the lower level of the library, such as children's storytime, STEM activities, and summer reading performances. This project creates a more welcoming environment for library programs and adds general play and exploration options for park visitors. The vision is to add a sensory Learning Garden and small stage adjacent to the library to activate the space and extend library services outdoors; adding nature-themed interactive elements and public art to promote play and exploration; and adding outdoor seating to encourage contemplation and connections. The new stage will stimulate an expansion of intimate community entertainment, including performing arts, music, storytelling, magic, poetry and more.





CIPAC COMMENTS

| ESTIMATED COST | FUNDS ALLOCATED TO DATE | EXPENSES TO 9/30/20 | FY 2019/20 | FY 2020/21 | FY 2021/22 | FY 2022/23 | FY 2023/24 |
|----------------|-------------------------|---------------------|------------|------------|------------|------------|------------|
| \$220,000 | | \$10,000 | \$120,000 | \$100,000 | | | |

CIPAC SCORE from FY 2019-20

| Score | HS | SC | RI | JL | CO | CI | TOT |
|-------|----|----|----|----|----|----|-----|
| 0 | 4 | 0 | 0 | 2 | 8 | 14 | |

FUNDING SOURCES

COST - BREAKDOWN

| General fund Arts Fee | DESCRIPTION | ESTIMATED COST |
|--------------------------|---|------------------|
| | 1. DESIGN | \$60,000 |
| | 2. CONSTRUCTION | \$160,000 |
| | 3. MANAGEMENT/INSPECTION | |
| | 4. CONTINGENCIES | |
| | 5. OTHER (LIST) Soils Engineer Rep. Survey | |
| | TOTAL | \$220,000 |

All costs shown in current dollars

CIPAC FORM 2020 – 2021

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2020/21

| | |
|-------------------------------|--|
| PROJECT TITLE | City Hall Restroom Upgrade |
| REQUESTING DEPARTMENT | Public Works |
| DESCRIPTION | Accessibility upgrades to City Hall public restrooms |
| GENERAL PLAN REFERENCE | LU 7 |

JUSTIFICATION

Each year, the City of El Segundo applies for Community Development Block Grant (CDBG) fund (federal fund) from the Community Development Commission of the County of Los Angeles (CDC). This funding is available for community development projects that meet national objectives that benefit low and moderate income persons, address slums or blight and/or meet a particular urgent community development need. The City's City Hall Restroom Upgrade Project which consists of removing accessibility barriers within the City Hall public restrooms meet this funding criteria.

CIPAC COMMENTS

| ESTIMATED COST | FUNDS ALLOCATED TO DATE | EXPENSES TO 9/30/20 | FY 2019/20 | FY 2020/21 | FY 2021/22 | FY 2022/23 | FY 2023/24 |
|----------------|-------------------------|---------------------|------------|------------|------------|------------|------------|
| \$100,000 | | | \$50,000 | \$50,000 | | | |

CIPAC SCORE

| | | | | | | | |
|-------|----|----|----|----|----|----|------------|
| Score | HS | SC | RI | JL | CO | CI | TOT |
| | | | | | | | N/A |

FUNDING SOURCES

COST - BREAKDOWN

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

All costs shown in current dollars

CIPAC FORM 2020 – 2021

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CITY OF EL SEGUNDO HISTORY OF EL SEGUNDO

El Segundo, now home to a population of more than 17,000 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 was 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 had begun on the refinery after a two-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 Mines 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, Northrop Corporation, Interstate, and North American Aviation (Northrop) 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 Corporation and 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 17,500, which has enabled the community to preserve its small town intimacy and charm.

El Segundo has twice been named the "Most Business-Friendly City in Los Angeles County" and is proud to be 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 seating, 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 Schriever 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) opens.
- 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 210,000 square foot office development complemented by 13,500 square feet of restaurants and retail is complete, and; Chevron Products Company celebrates its 100th year in the City.
- Cosmetics giant L'Oreal is the parent company of NYX which selects El Segundo as the location for their company headquarters.
- DaVita Healthcare Partners, a Fortune 500 company that provides a variety of health care services throughout the world, moved its headquarters to El Segundo.
- 2016 Two new hotels opened at the former site of the Hacienda Hotel. The 246-room Aloft and the 350-room Fairfield Inn and Suites are both conveniently located just minutes from LAX with free shuttle service and new, modern guest facilities.
- The state-of-the-art, 200,000 square foot Kite Pharma facility is complete. This bioscience company is innovating cancer treatment.
- 2017 El Segundo marks its centennial anniversary with a year-long celebration.
- The Lakers' new practice facility and headquarters – the UCLA Health Training Center opens.

CITY OF EL SEGUNDO HISTORY OF EL SEGUNDO

This two-story 122,000 square foot facility includes two basketball courts, state-of-the-art training rooms, cryogenic chambers, whirlpools and team lounge and locker room areas.

The Chan Soon-Shiong Institute for Medicine grand opening. This highly-anticipated new institute combines personalized care and next-generation research to deliver cancer treatments unique to each patient.

A beautiful new six-story Cambria hotel opens and has 152-rooms, a restaurant, bar, pool and a meeting room.

Hampton Inn & Suites opens and features an aviation themed lounge, indoor pool and 190 guest rooms.

Continental Development constructs "Apollo Landing," comprised of three new buildings to accommodate several restaurants with 3,700 square feet of outdoor dining.

2018 Changed the name of Sepulveda Blvd to Pacific Coast Highway

The Los Angeles Times moved its headquarters to El Segundo

Completed Frank Gehry designed office building at Utah and Douglas that will be the new headquarters of Radiology Partners.

Boeing expanded its footprint in El Segundo by constructing a new 3-story, 100,000 sq. ft. building.

2019 El Segundo hosted the inaugural LA Street Festival featuring e-sports competitions and FIBA 3x3 World Tour Masters basketball tournament.

LA Kings and the Toyota Sports Performance Center partnered with Keck Medicine of USC and Meyer Institute of Sport to open a world-class sports medicine and athletic rehabilitation facility for professional athletes and the public.

New 180-room AC Hotel opened including a rooftop garden, bar and restaurant.

Phase one of the 142-acre Raytheon project continued and includes the development of 92,000 square feet of office and restaurant. Phase two began with the announcement of nearly 30 acres listed for sale for commercial office use.

History of El Segundo



El Segundo's First School House, c. 1913

City Hall, c. 1950



Library Park gazebo dedication,
July 3, 1976

History of El Segundo

Main Street and Grand Avenue, 1959



El Segundo, c. 2015

Centennial Celebration, 2017





2018 – City of El Segundo-Wiseburn Unified School District Aquatics Center



2018 – Name Change from Sepulveda Blvd to Pacific Coast Highway

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

General Fund Reserve: Set General Fund Reserve at 17% of the adopted expenditures with a target of 20% when funds are available.

Economic Uncertainty Fund Reserve: Maintain the Economic Uncertainty Fund at \$2.0 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.

Debt Limit: The City does not have general bonded debt.

Purchasing: Purchase orders ranging from \$25,000 - \$50,000 require City Manager's approval; above \$50,000 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
FY 2020-2021**

TOP 10 PROPERTY TAXPAYERS

2121 Park Place Fee Owner Ca L
Aerospace Corp
Bre El Segundo Property Owner
Boeing Company
Chevron Usa Inc.
Gateway El Segundo Fee Owner
Gi Tc Imperial Highway LLC.
Northrop Grumman Systems Corp
Pes Partners LLC
Raytheon Co

TOP 10 EMPLOYERS

The Aerospace Corporation (Boeing)
Boeing Satellite Systems Inc.
Chevron Products Company/USA inc
Guthy-Renker Corporation
Infineon Technologies Americas Corp.
Internet Brands Inc
Karl Storz Endoscopy America Inc.
Mattel Inc.
Raytheon Space & Airborne Syst
Satco Inc. - Headquarters

Top 10 Sales Taxpayers

Best Buy
Chevron Usa Inc.
Home Goods
Kari Storz Endoscopy
Los Angeles Times
Patterson Dental Supply
PC Mall
Raytheon Co
Trace3
Whole Foods

**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

**CITY OF EL SEGUNDO
GLOSSARY OF BUDGET TERMS**

expenditures or to finance the operation of that fund.

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 XIII B 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 non-sufficient funds 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
- 6281 Emergency Facilities Maintenance:** Emergency repairs to city buildings
- 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

**CITY OF EL SEGUNDO
ACCOUNT CODE DESCRIPTION**

6407 Washington Lobbyist: Federal advocacy professional services related to LAX Masterplan

6409 Audiovisual Materials audiovisual materials purchase by the Library department

6410 E-Books Electronic books purchased by the Library

6501 Right of Way Lease: Right of Way lease agreement with Southern California Edison

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 2019-2020**

| 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 |
| CalARP | California Accidental Release Prevention |
| CalPERS | 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 2019-2020**

| 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 2019-2020**

| 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 |