

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

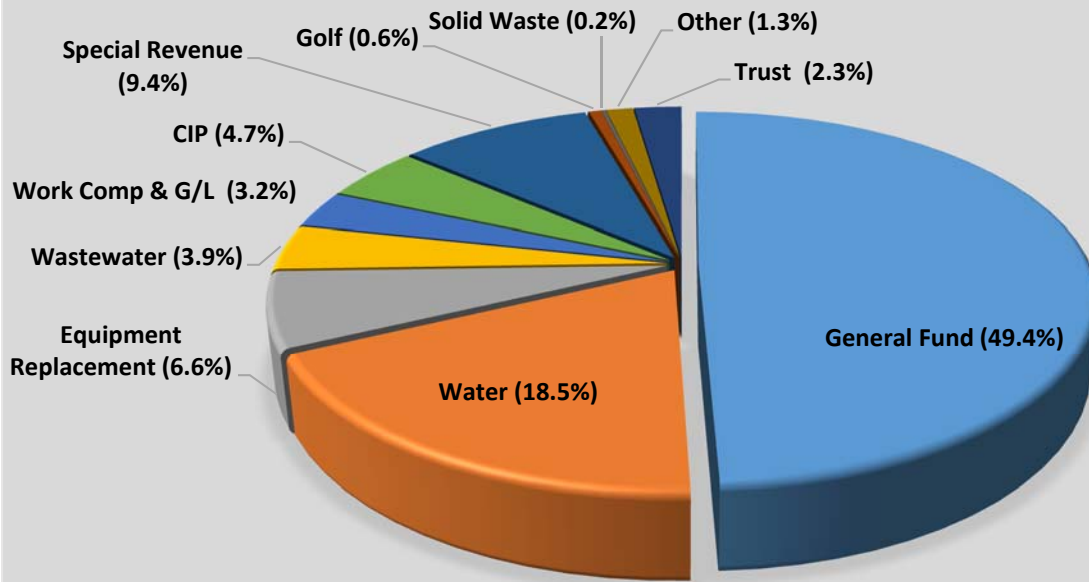
The Proposed FY 2020-2021 Budget that staff presented to City Council as part of both the August 5th Budget Study Session and September 15th Budget Public Hearing included the initial phase of a reorganization of several operating departments which will achieve greater operational and financial efficiencies. 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:

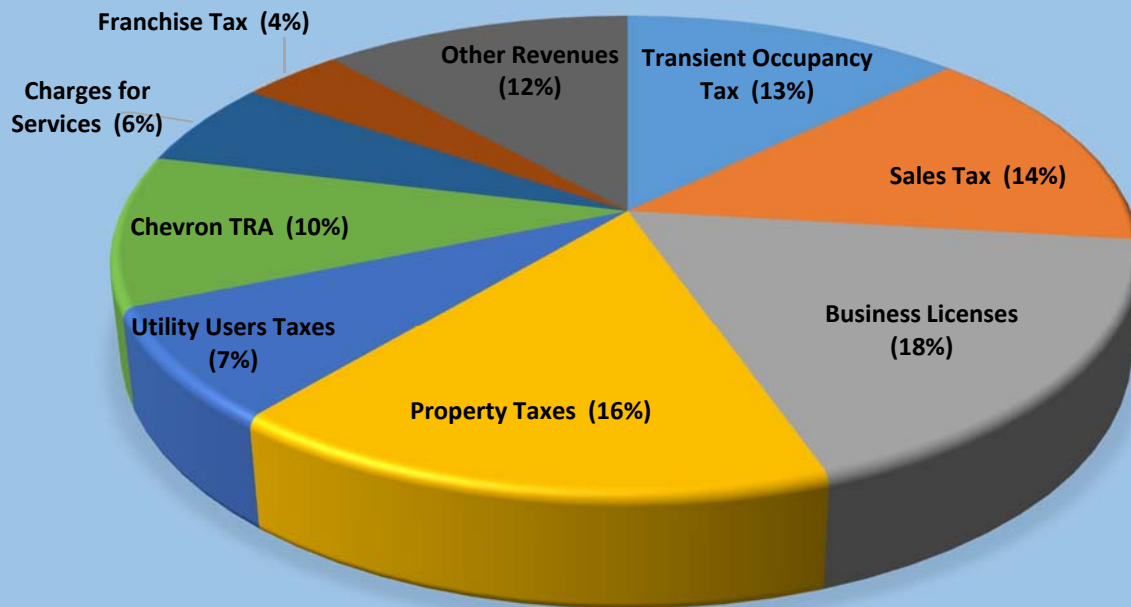
- Public Safety (Police & Fire)
- Public Works (Streets/Engineering/Facilities/Landscaping)
- Community Services (Library/Senior/Teen/Recreation/Cultural Arts)
- Development Services (Planning/Building/Housing)
- Internal Support (City Clerk/City Treasurer/Finance/Human Resources/Information Technology)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

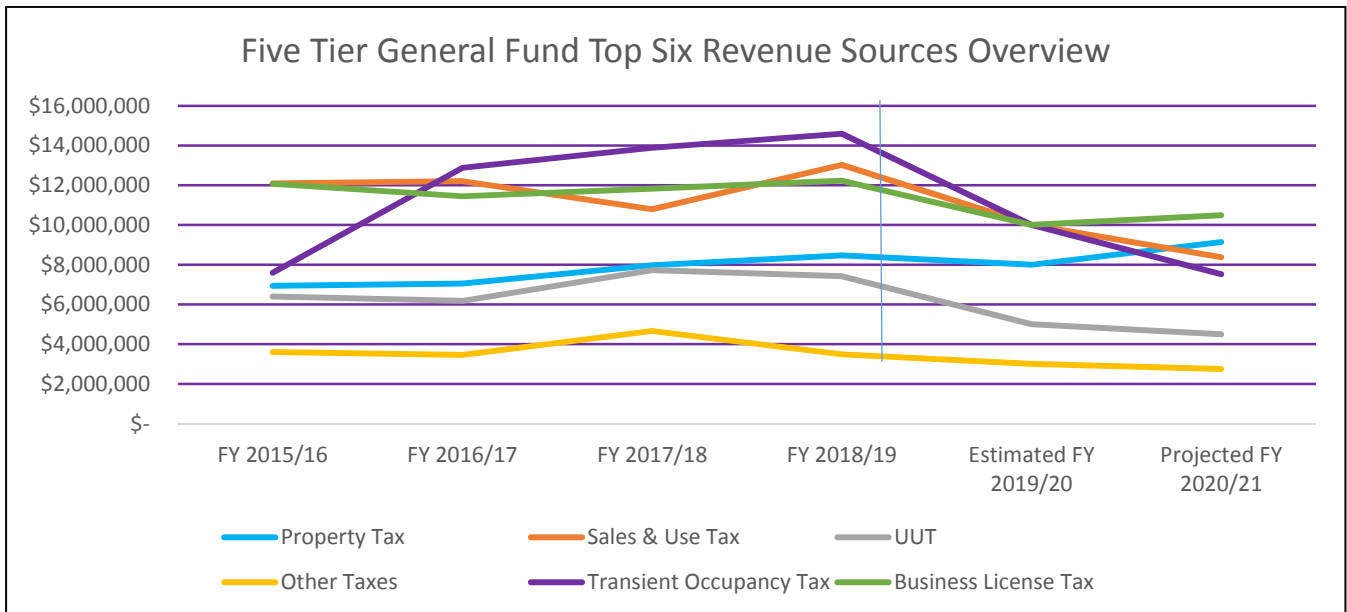
5. Chevron Tax Resolution Agreement (TRA) -- \$6,000,000

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%

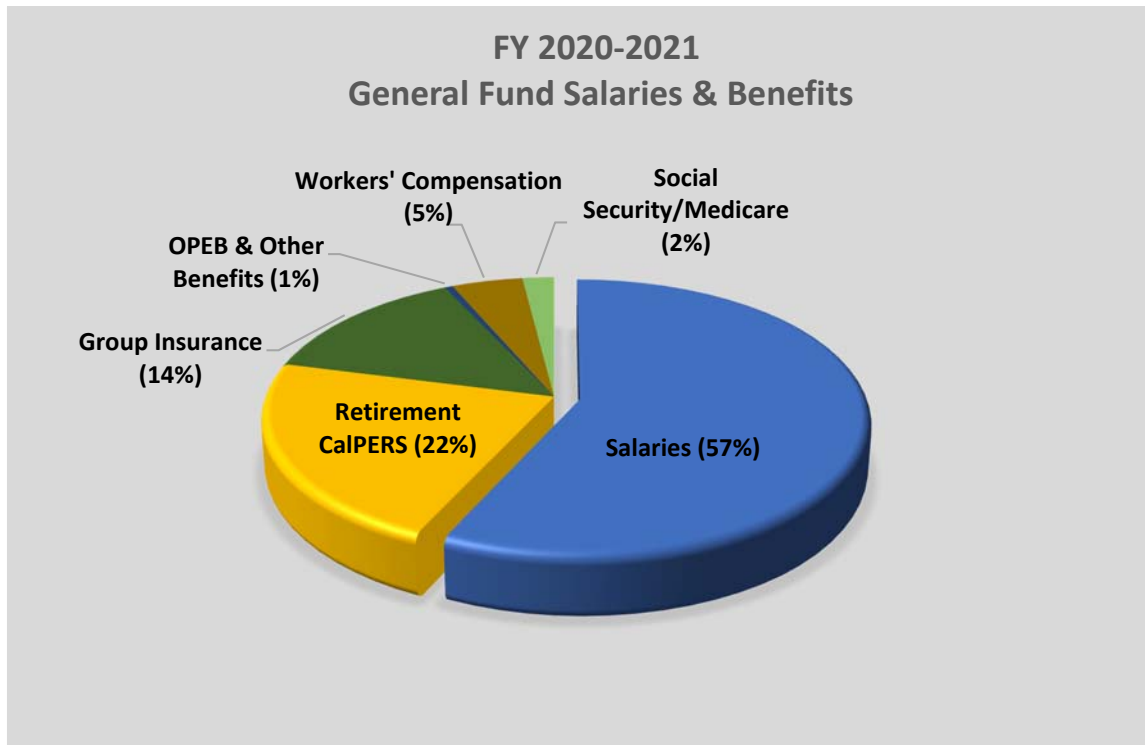
Summary of General Fund Appropriations (Excluding Transfers Out)

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)

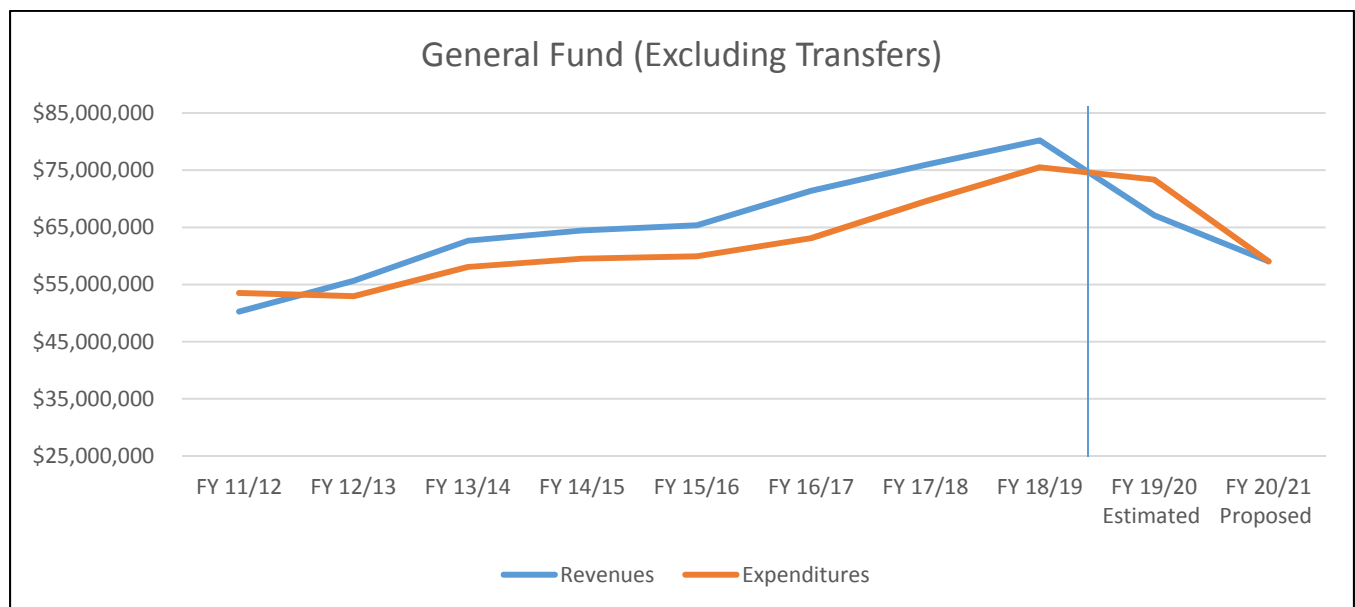
As a result of the merger of the Library Department with Recreation and Parks Department, Parks Maintenance (landscaping services) is now part of the Public Works Department. This makes sense since most of the City-wide facilities maintenance and landscaping functions and workers are based at the City 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.

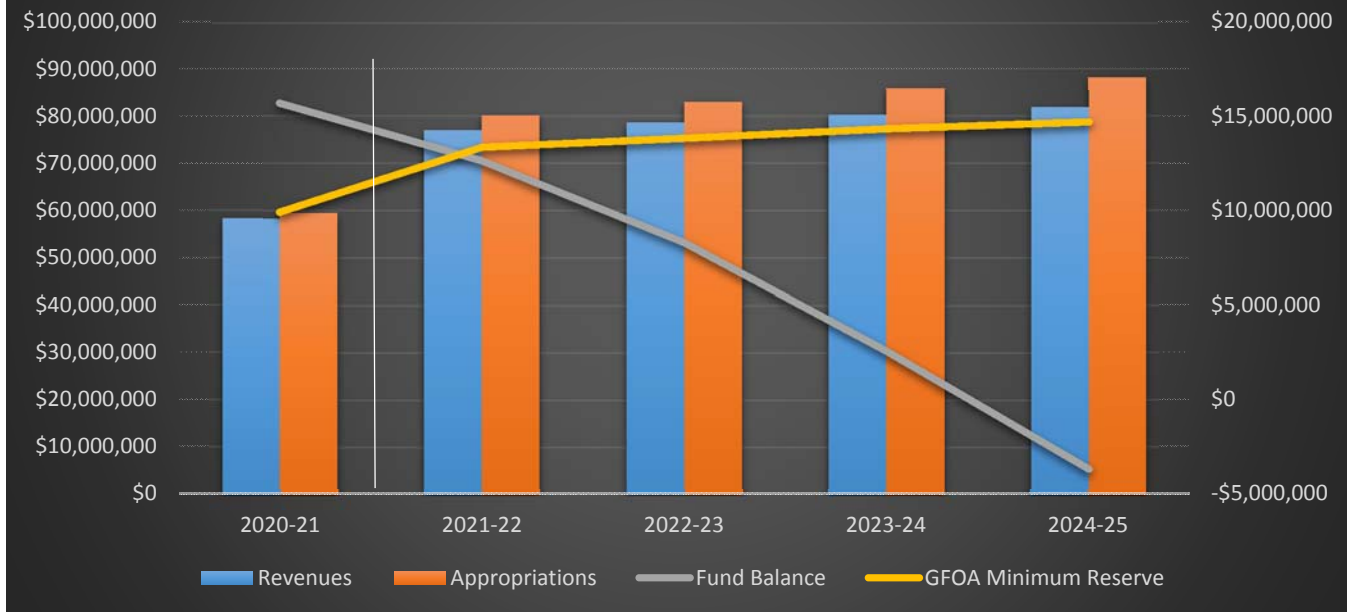
Future Challenges

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:

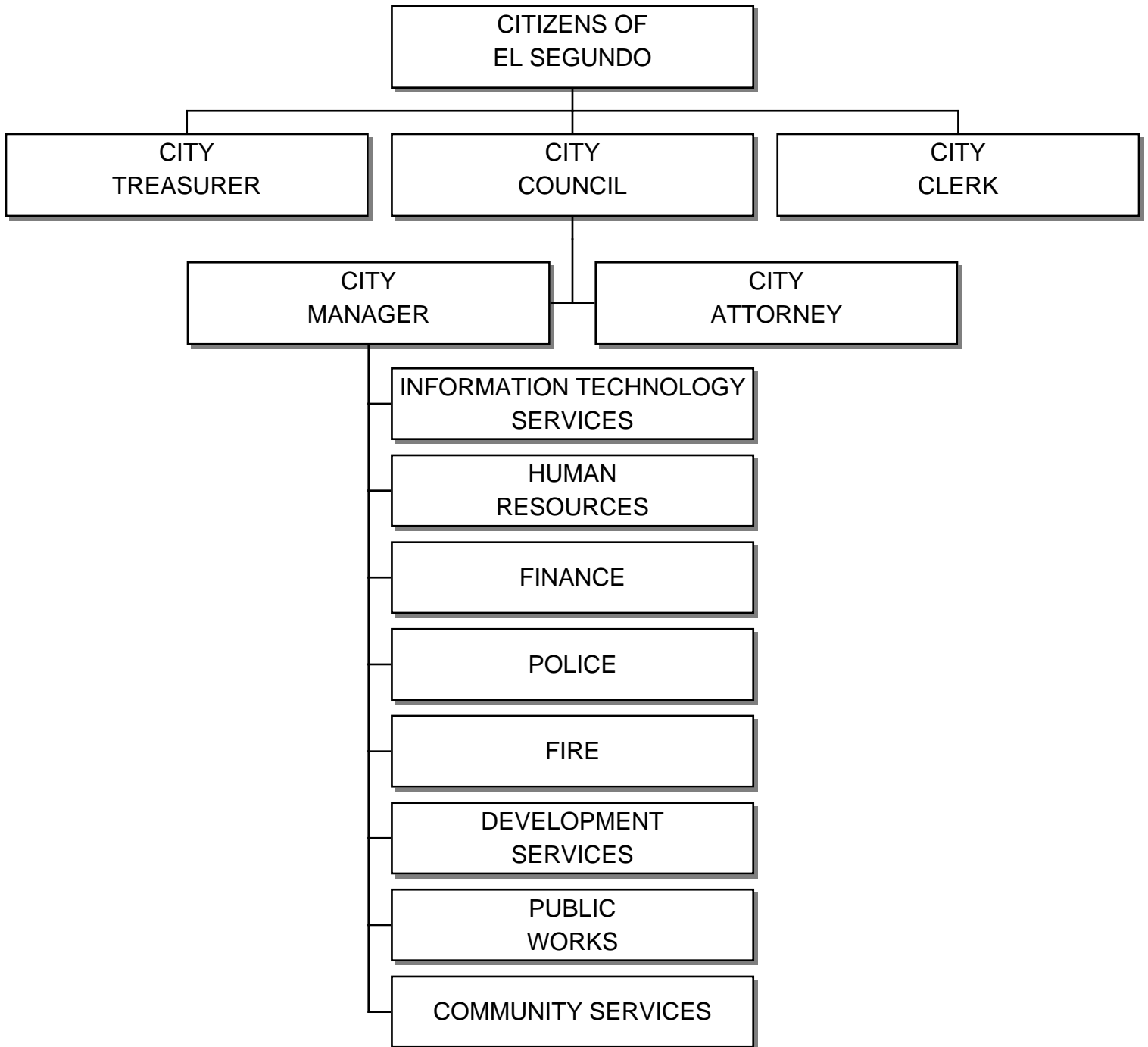
AYES: Mayor Boyles, Mayor Pro Tem Pimentel, Council Member Pirsztuk, Council Member Nicol and Council Member Giroux
NOES: None
ABSENT: None
ABSTAIN: None

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

**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

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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

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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	-

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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

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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

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<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

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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

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<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
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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
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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
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**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
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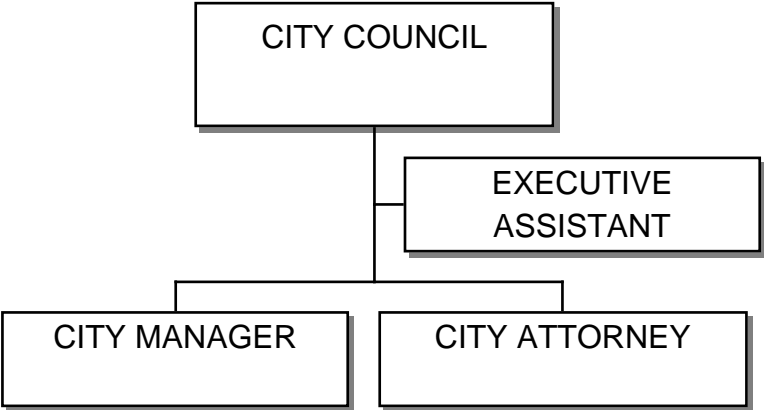
Recap:

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
City Council				
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
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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

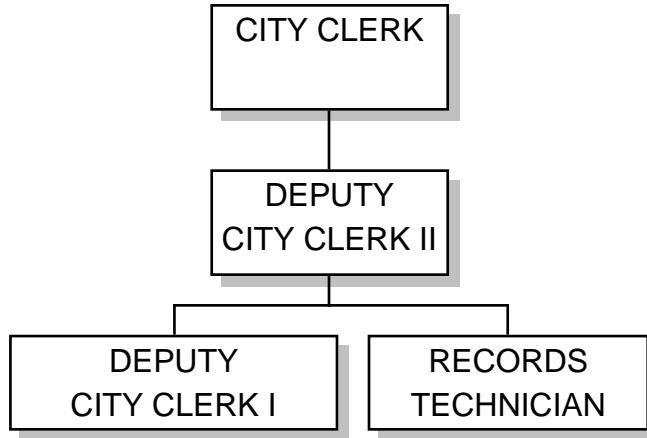
Salaries & Benefits	\$ (51,029)	-20.87%
Maintenance & Operations	(7,500)	-10.01%
Total	\$ (58,529)	-18.32%

**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**

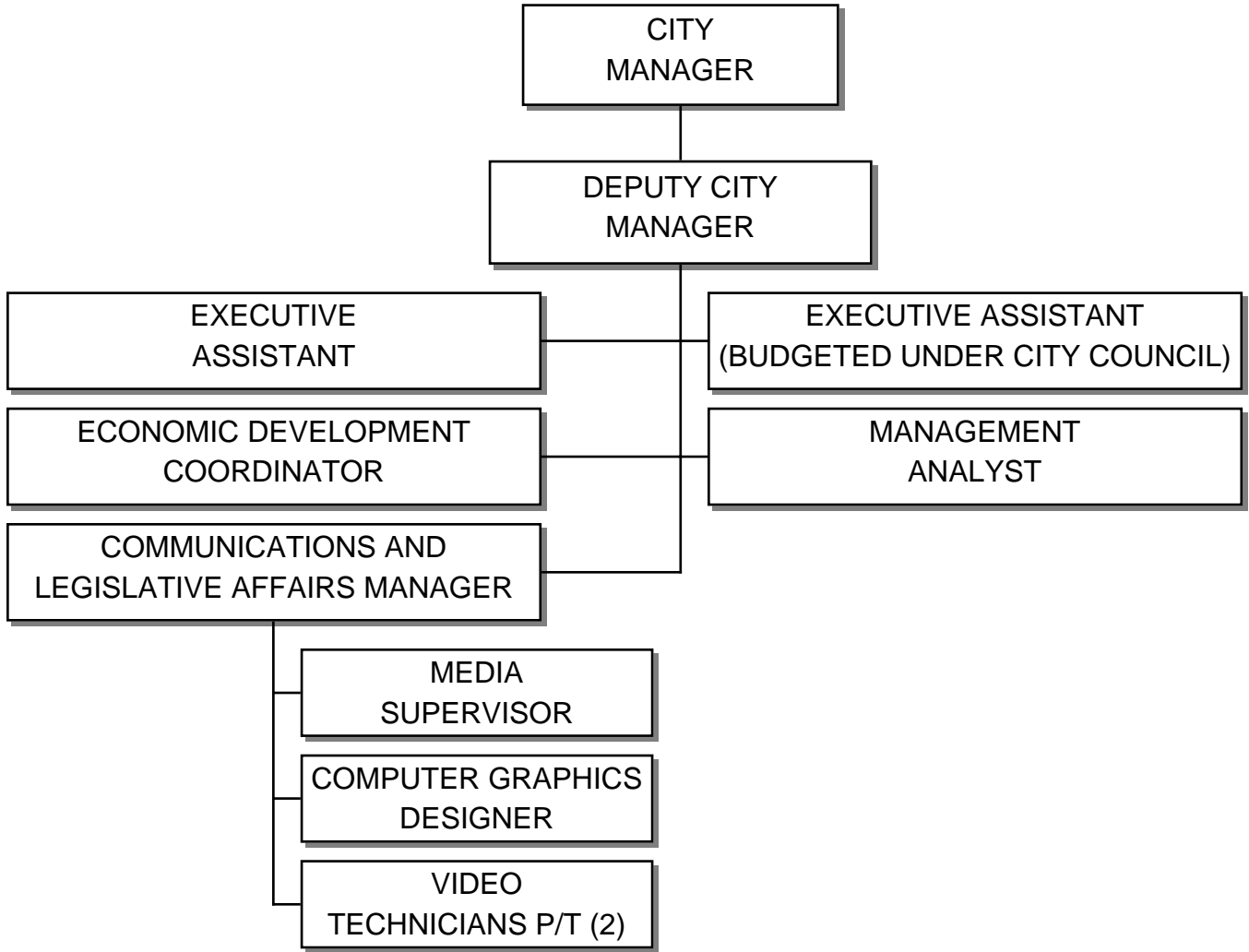
DESCRIPTION	ACTUAL FY 2017-2018	ACTUAL FY 2018-2019	ADOPTED FY 2019-2020	YTD 06/30/20	ADOPTED FY 2020-2021
GENERAL FUND					
CITY CLERK ADMINISTRATION					
4101 Salaries Full-Time	\$ 252,583	\$ 258,212	\$ 264,792	\$ 209,054	\$ 205,439
4103 Overtime	920	746	500	60	500
4117 Opt-Out Payments	-	2,000	-	-	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

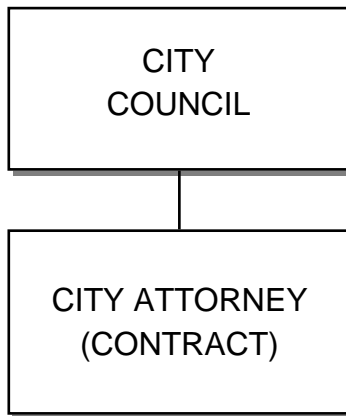
**CITY OF EL SEGUNDO
CITY MANAGER
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

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
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GENERAL FUND (001)

CITY ATTORNEY (2201)

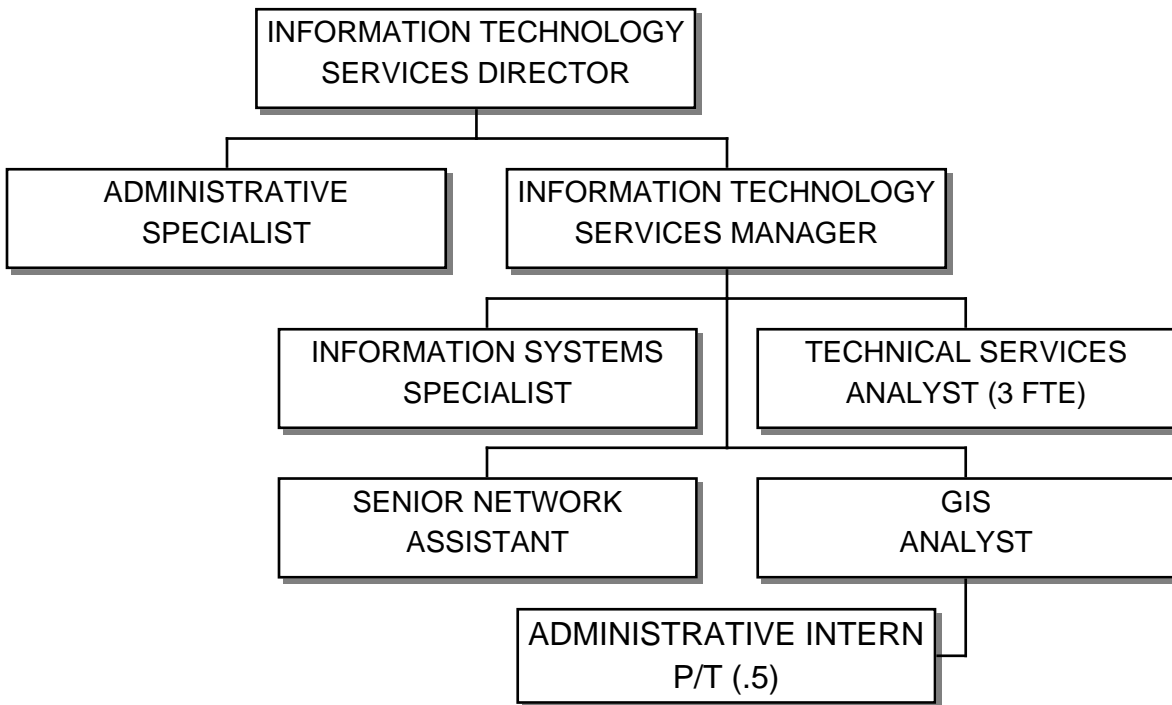
Maintenance & Operations	\$ 802,137	\$ 704,081	\$ 585,450	\$ 372,515	\$ 561,950
TOTAL CITY ATTORNEY	\$ 802,137	\$ 704,081	\$ 585,450	\$ 372,515	\$ 561,950

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

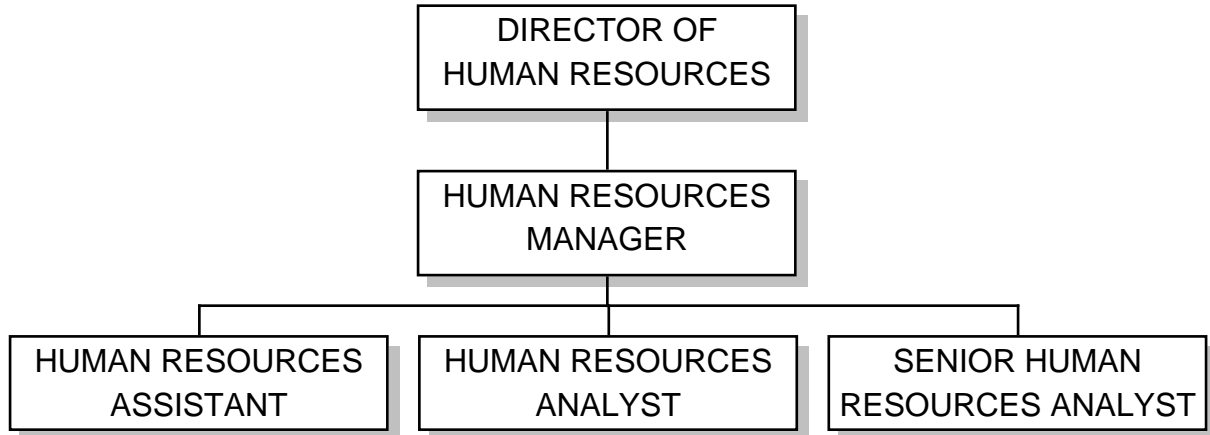
Salaries & Benefits	\$ (181,222)	-13.00%
Maintenance & Operations	(154,984)	-11.33%
Capital Outlay	2,010	17.49%
Total	\$ (336,206)	-12.12%

**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**

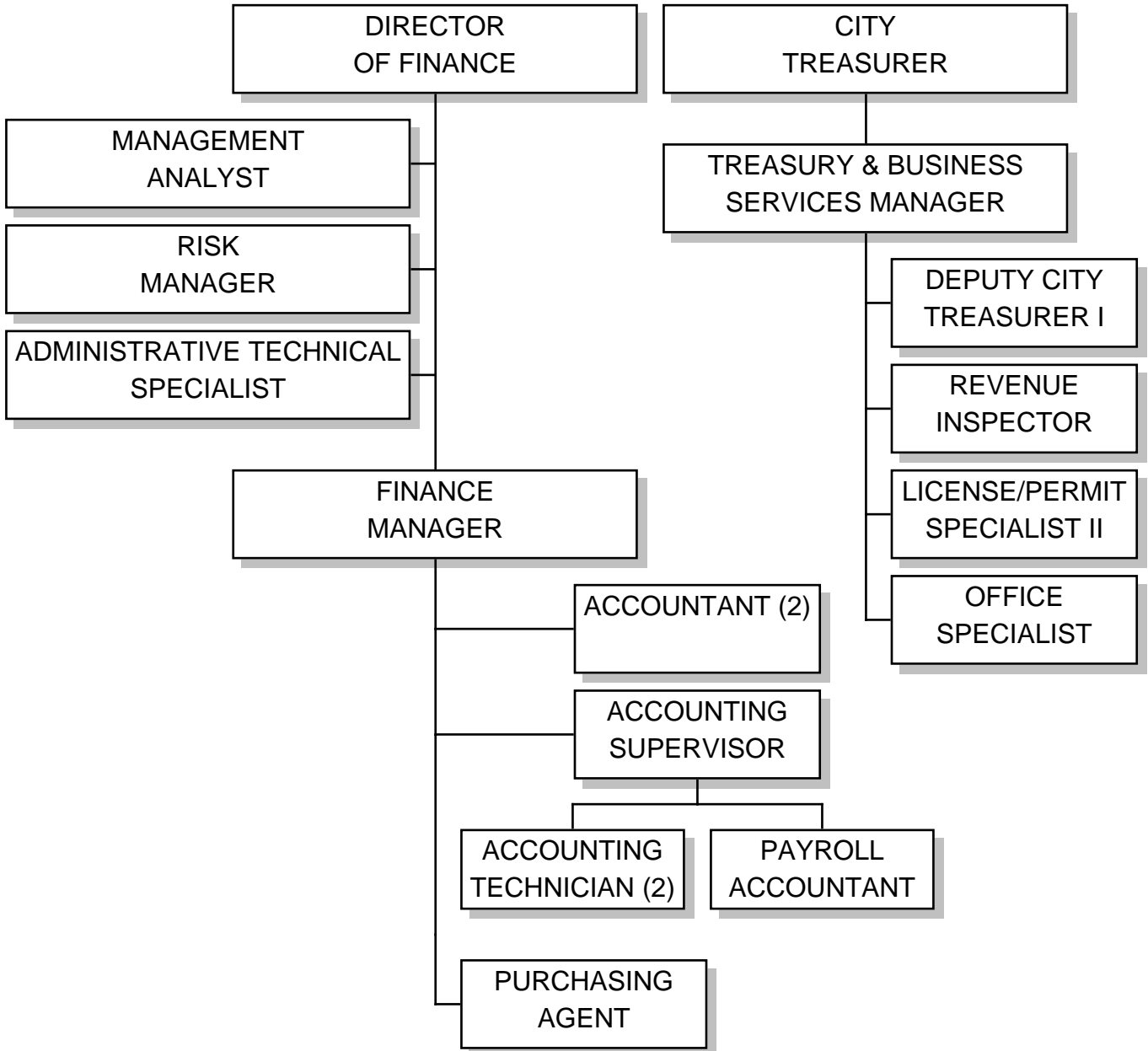
DESCRIPTION	ACTUAL FY 2017-2018	ACTUAL FY 2018-2019	ADOPTED FY 2019-2020	YTD 06/30/20	ADOPTED FY 2020-2021
<u>GENERAL FUND (001)</u>					
HUMAN RESOURCES (2506)					
Salaries & Benefits	\$ 445,918	\$ 652,668	\$ 807,537	\$ 553,250	\$ 513,139
Maintenance & Operations	322,144	266,914	623,400	131,795	404,266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

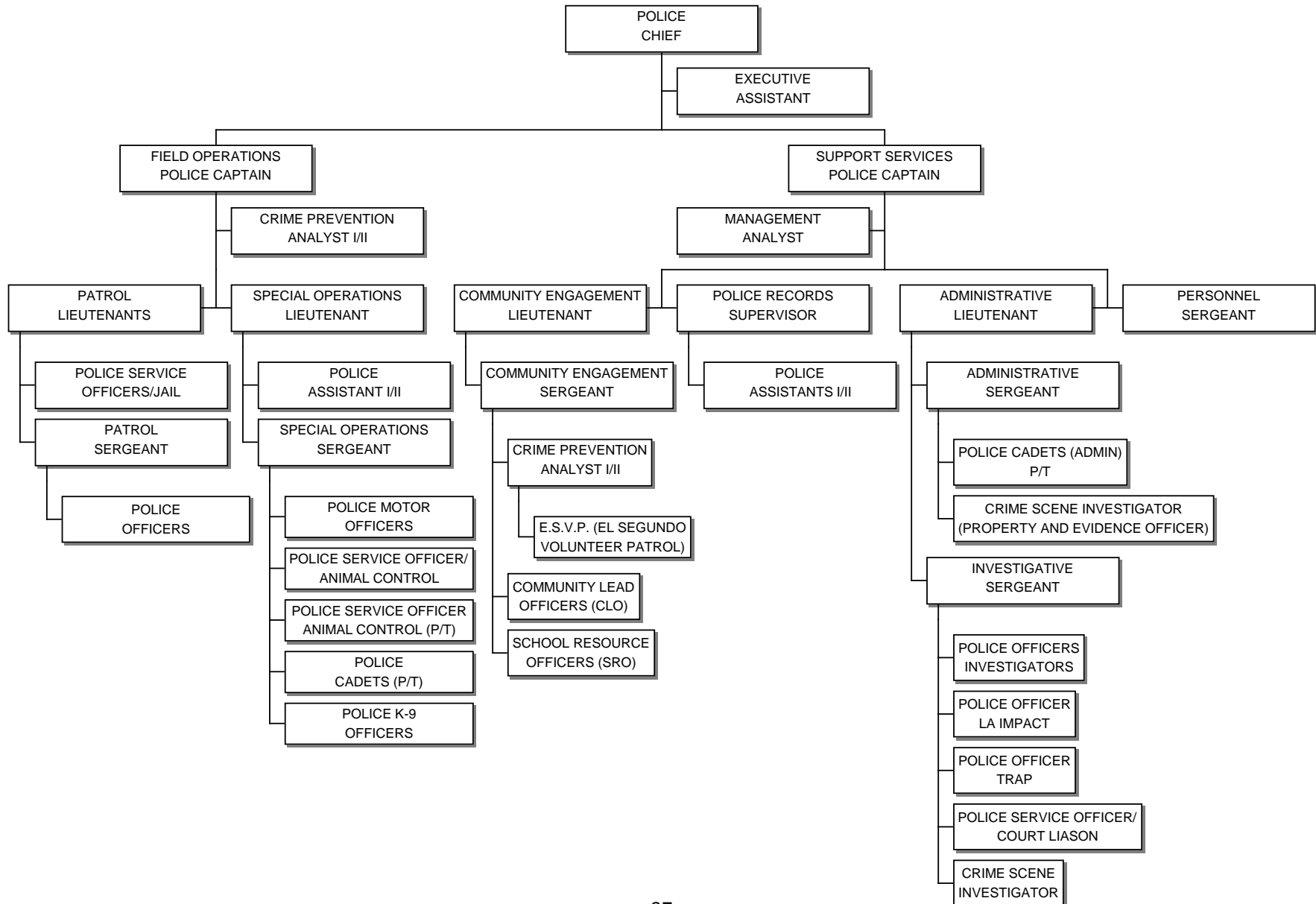
**CITY OF EL SEGUNDO
FINANCE DEPARTMENT
ADOPTED BUDGET DETAILS
FISCAL YEAR 2020-2021**

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
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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
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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**

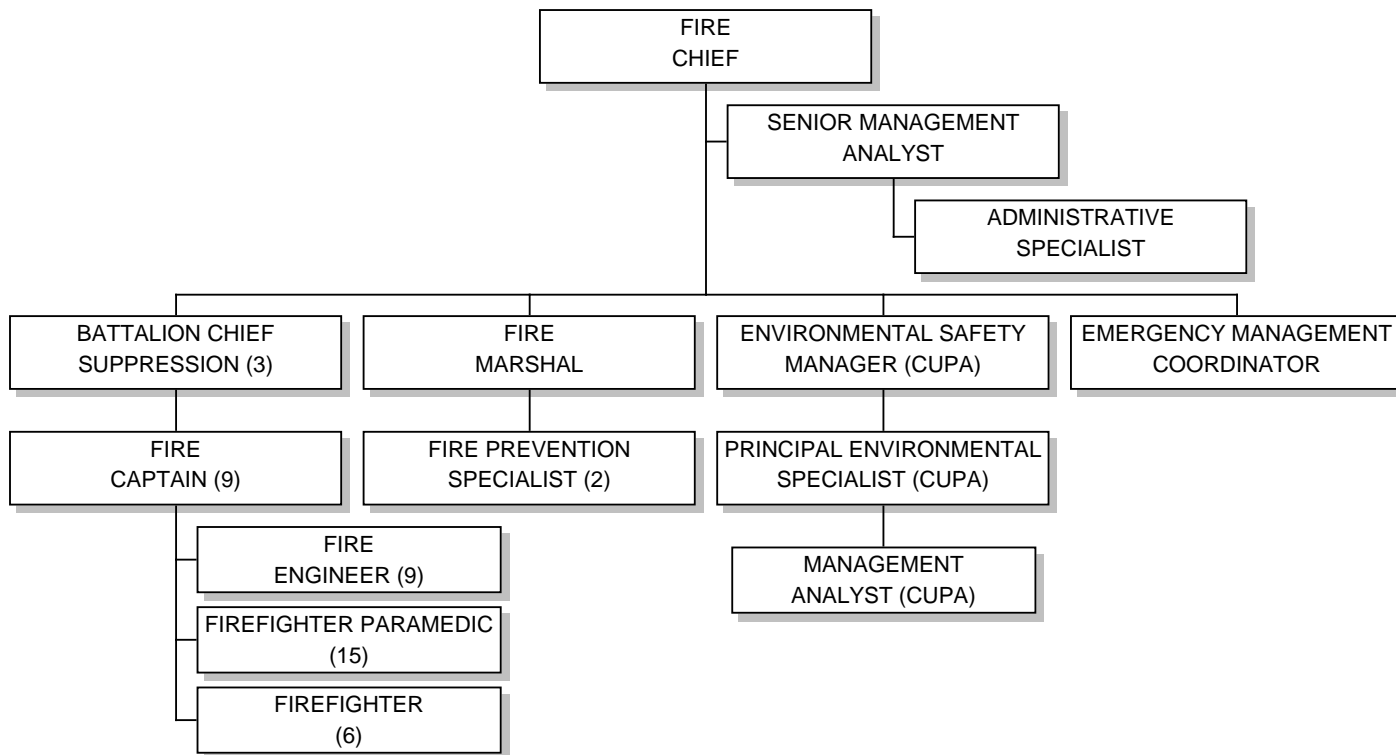
DESCRIPTION	ACTUAL FY 2017-2018	ACTUAL FY 2018-2019	ADOPTED FY 2019-2020	YTD 06/30/20	ADOPTED FY 2020-2021
ANIMAL CONTROL					
4101 Salaries Full-Time	\$ 77,337	\$ 77,972	\$ 77,783	\$ 122	\$ -
4102 Salaries Part-Time	45,455	41,294	49,500	-	37,125
4103 Overtime	19,218	20,021	20,000	-	15,450
4105 Holiday 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
Fire Department					
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**

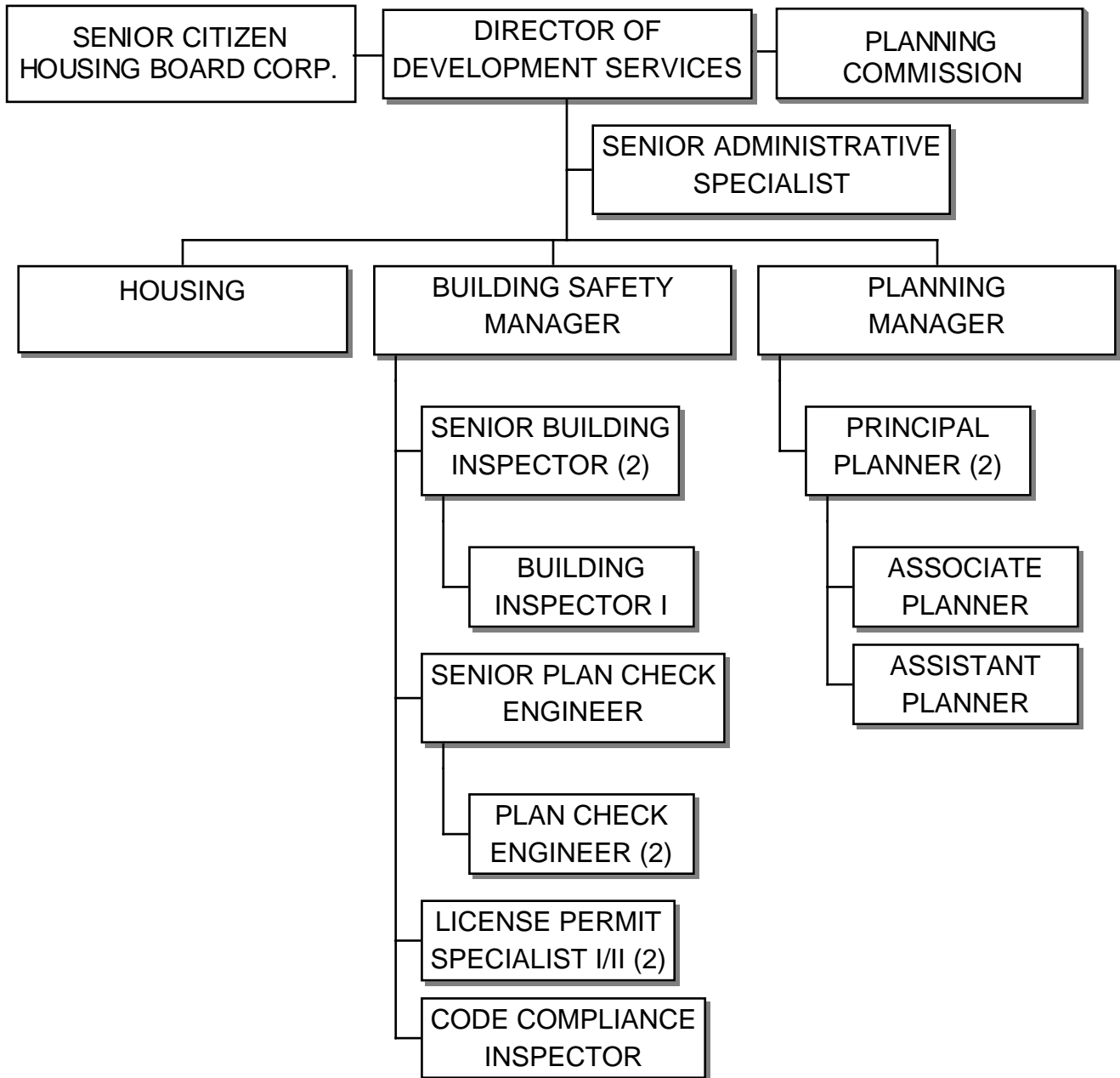
DESCRIPTION	ACTUAL FY 2017-2018	ACTUAL FY 2018-2019	ADOPTED FY 2019-2020	YTD 06/30/20	ADOPTED FY 2020-2021
6223 Training & Education	2,173	2,331	4,000	1,179	2,700
6254 Telephone	-	-	-	-	630
6257 Public Education	2,037	1,142	2,500	117	1,875
Total Maintenance & Operations	\$ 37,091	\$ 28,771	\$ 106,696	\$ 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
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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
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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
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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

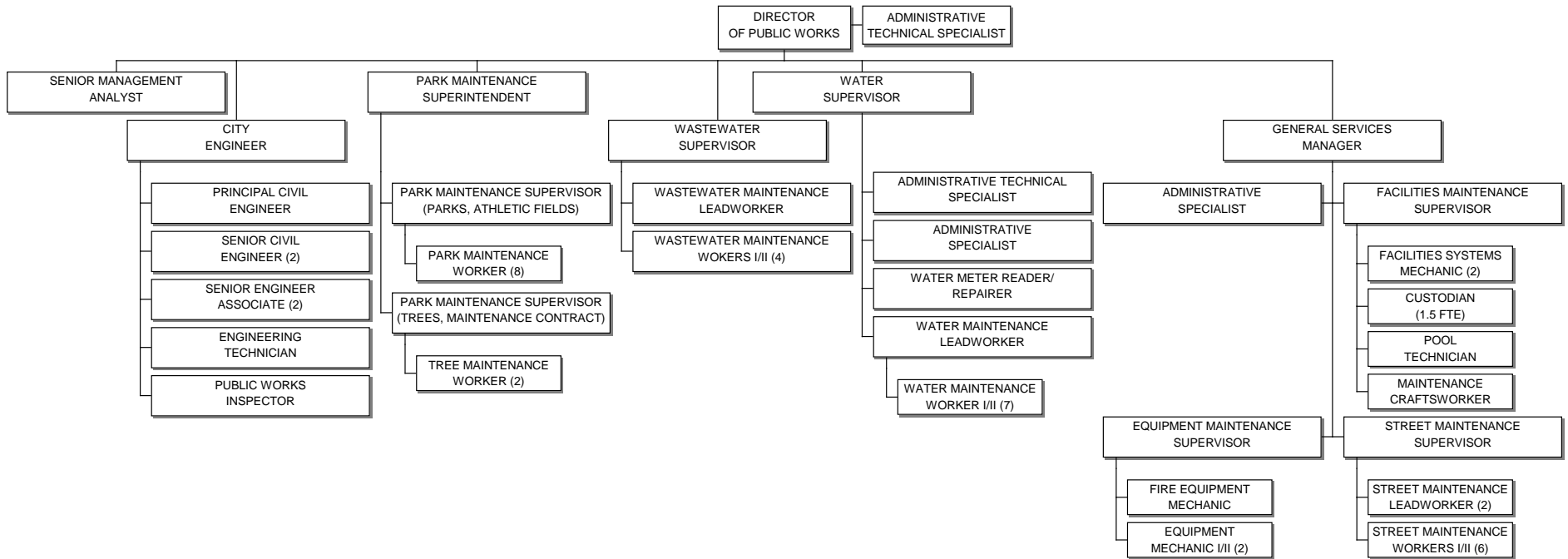
6301 Legal Counsel	4,612	1,268	7,000	4,704	8,000
6286 General Administrative Charges	18,000	20,004	7,113	5,335	7,500
Total Maintenance & Operations	22,612	21,272	14,113	10,039	15,500

**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
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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
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* 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

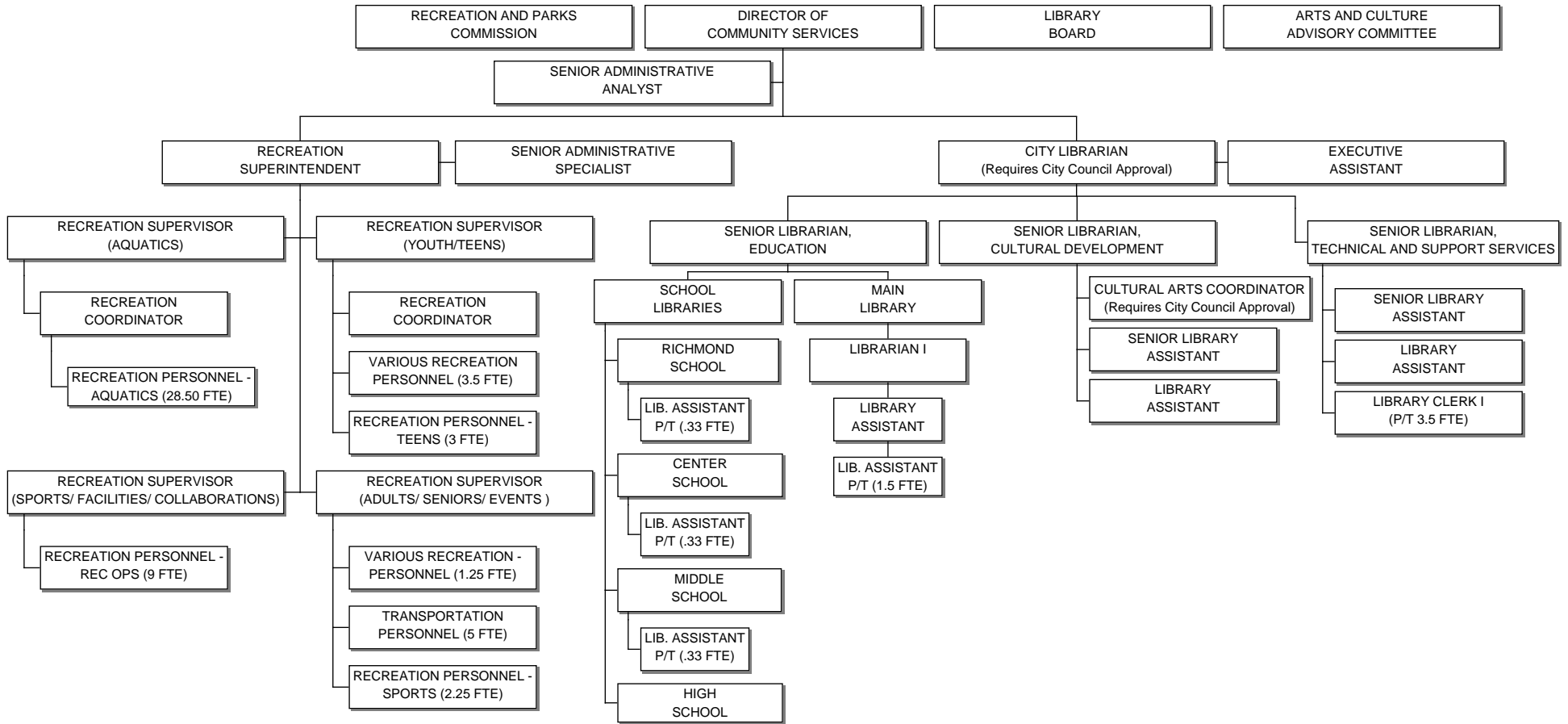
5201 Office Supplies	\$ -	\$ 26	\$ -	\$ -	\$ -
5203 Repairs & Maintenance	9,721	11,383	50,000	16,066	37,500
5204 Operating Supplies	16,678	9,335	37,800	9,620	28,350
5207 Small Tools & Equipment	-	-	1,000	-	750
5215 Vehicle Gasoline Charge	9,693	8,240	9,000	7,265	6,750
6101 Gas	1,195	1,877	1,000	1,536	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
Library Services Division					
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
Part-Time FTEs					
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
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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%
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* 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**

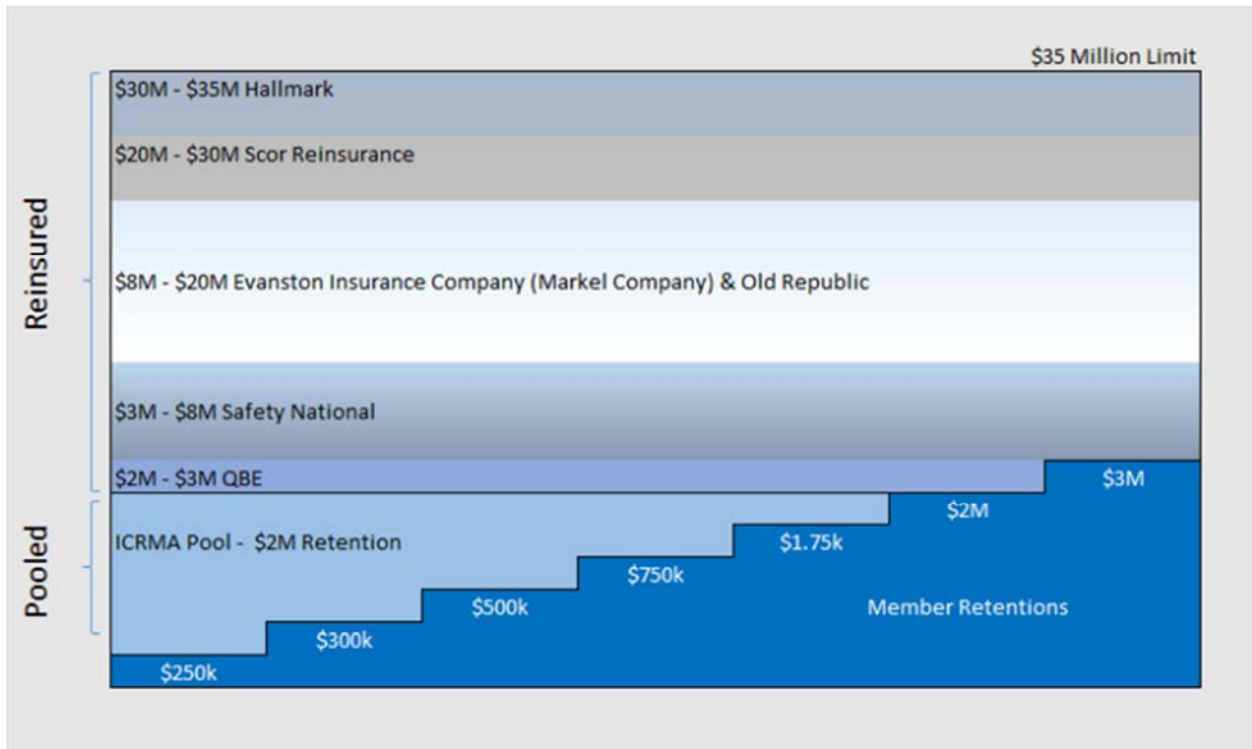
CLASSIFICATION	ANNUAL REPLACEMENT CHARGE FY 2020-2021	CAPITAL OUTLAY ELIGIBLE TO BE REPLACED CHARGE FY 2020-2021
TOTAL NON-DEPARTMENTAL	-	582,490
GRAND TOTAL - ALL FUNDS	\$ 994,379	\$ 14,871,674
<u>ALL FUNCTIONS</u>		
8104 Equipment	437,932	3,918,995
8105 Automotive	474,077	8,410,413
8106 Communications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

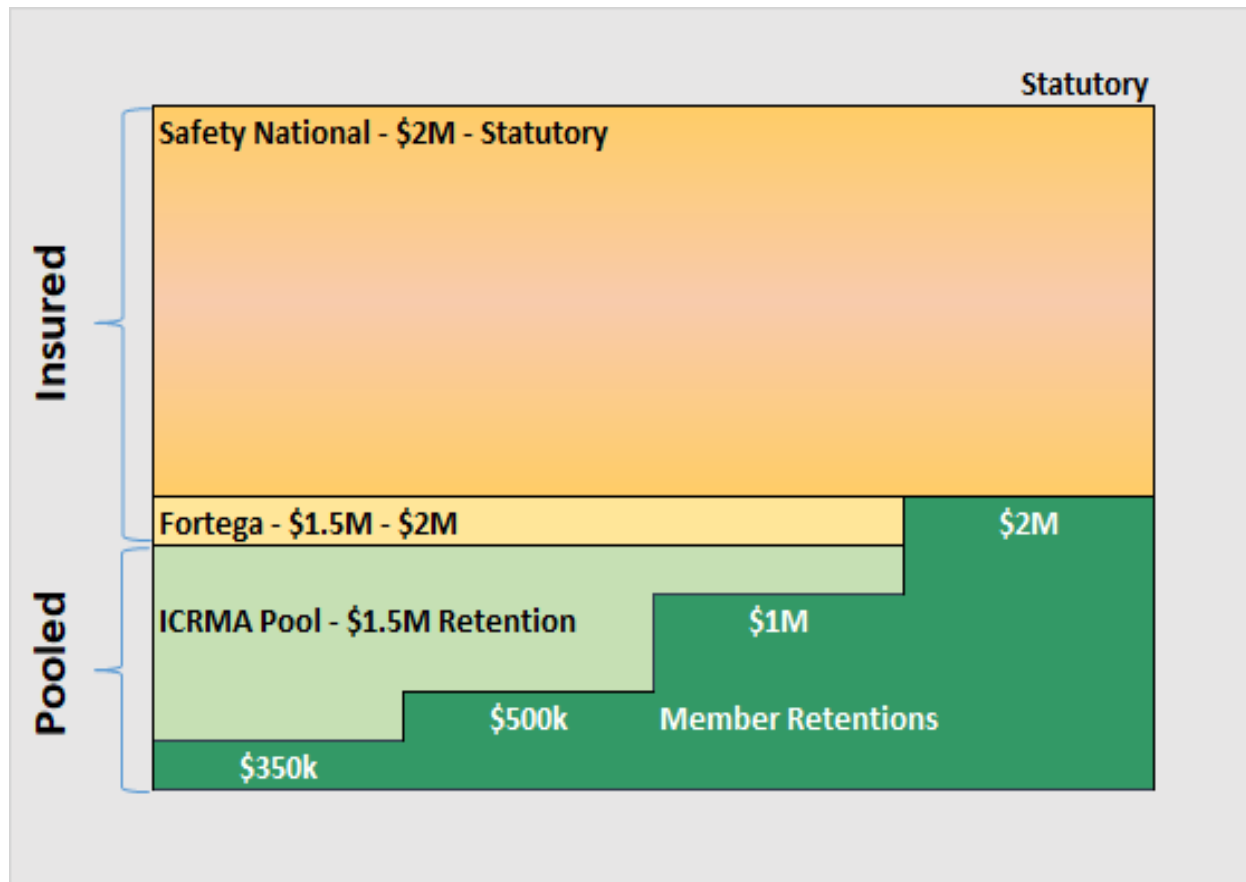
**CITY OF EL SEGUNDO
WORKERS' COMPENSATION INSURANCE FUND PROFILE**

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
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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
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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 Prject (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

General Fund	DESCRIPTION	ESTIMATED COST
	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

	HS	SC	RI	JL	CO	CI	TOT
Score							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	
Wastewater Fund	DESCRIPTION	ESTIMATED COST
	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

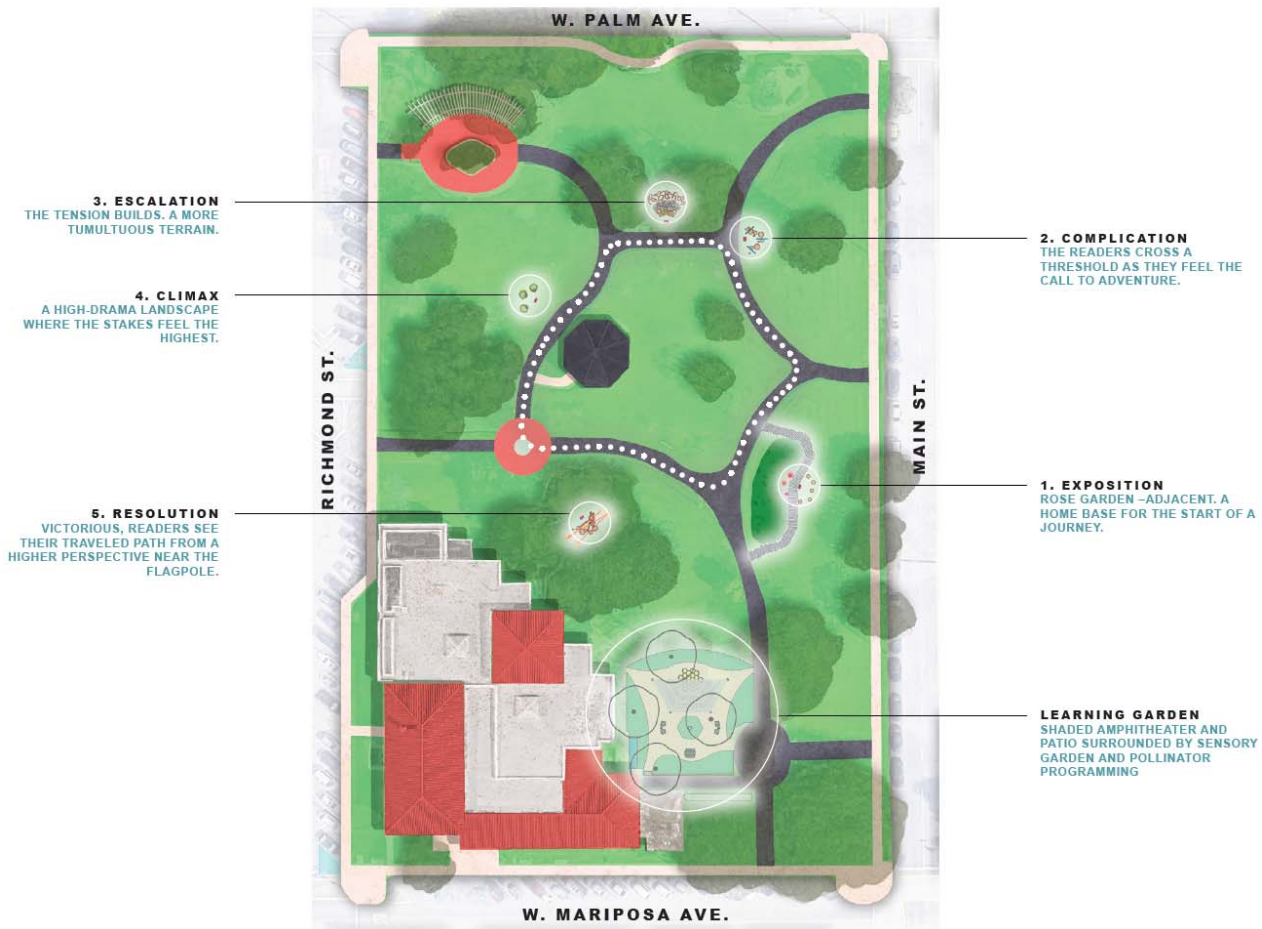
CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2020/21

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 Stadardization 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