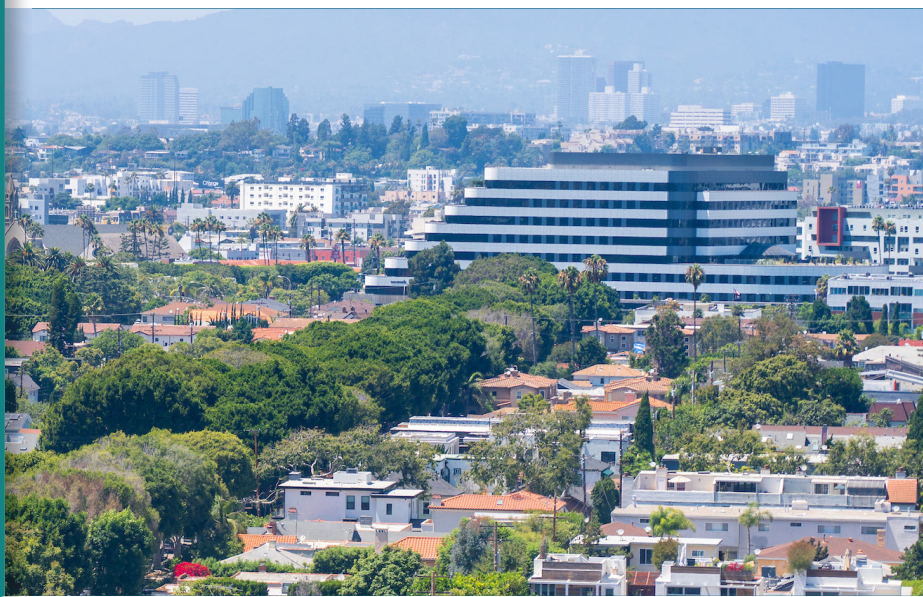


# ADOPTED BUDGET FISCAL YEAR 2023-2024

CITY OF  
CULVER CITY



*Culver* CITY





# **CITY OF CULVER CITY**

## **ADOPTED BUDGET**

### **FISCAL YEAR 2023-2024**

#### **CITY COUNCIL**

**Albert Vera, Mayor**  
**Yasmine-Imani McMorrin, Vice Mayor**  
**Göran Eriksson, Council Member**  
**Freddy Puza, Council Member**  
**Dan O'Brien, Council Member**

#### **CITY MANAGER**

**John Nachbar**

#### **DEPARTMENT HEADS**

**Lisa Soghor, Chief Financial Officer**  
**Onyx Jones, Assistant City Manager**  
**Jesse Mays, Assistant City Manager**  
**Heather Baker, City Attorney**  
**Dana Anderson, Human Resources Director**  
**Michele Williams, Chief Information Officer**  
**Armando Abrego, Parks, Recreation & Community Services Director**  
**Tevis Barnes, Housing & Human Services Director**  
**Jason Sims, Police Chief**  
**Kenneth Powell, Fire Chief**  
**Mark Muenzer, Planning & Development Director**  
**Yanni Demitri, Public Works Director**  
**Diana Chang, Chief Transportation Officer**

#### **BUDGET TEAM**

**Mary V. Noller, Assistant Chief Financial Officer**  
**Michael Towler, Finance Manager**  
**Elizabeth Shavelson, Financial Systems & Purchasing Manager**  
**Michael L. Allen, Senior Management Analyst**  
**Shane Warmington, Associate Analyst**  
**Melissa Zak, Associate Analyst**  
**Christine Kumar, Management Analyst**







GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

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**City of Culver City  
California**

For the Fiscal Year Beginning

**July 01, 2022**

*Christopher P. Morill*

Executive Director

Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Culver City, California**, for its Annual Budget for the fiscal year beginning **July 01, 2022**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.





# California Society of Municipal Finance Officers

*Certificate of Award*

## ***Operating Budget Excellence Award Fiscal Year 2022-2023***

*Presented to the*

***City of Culver City***

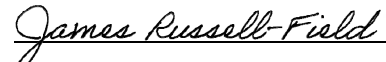
For meeting the criteria established to achieve the CSMFO Excellence Award in Budgeting.

***February 10, 2023***





***Scott Catlett  
2022 CSMFO President***



***James Russell-Field, Chair  
Recognition Committee***

***Dedicated Excellence in Municipal Financial Reporting***





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# Introduction

# City Manager's Budget Message

Honorable Mayor, City Council Members, and Citizens of Culver City:

## INTRODUCTION

Culver City emerged from the COVID-19 pandemic in a relatively strong financial position due to its prudent financial policies and expenditure reductions in response to the public health emergency as well as its stronger than anticipated revenues and new voter approved taxes. As the economic stresses of the pandemic waned and the economy recovered more quickly than anticipated, Culver City was able to adjust its budget to support the City's mission to provide high-quality services and programs to meet the needs of the community in a financially prudent manner.

Despite the ability of the City's revenues to recover from the pandemic, economic indicators suggest we are entering a period of economic slowdown. Inflation, rising interest rates, bank failures, decline in the commercial real estate sector, ongoing debt limit negotiations, changes in the labor markets, including the Writers Guild of America strike, and minimal GDP growth are projected to have a cooling effect on the economy and City revenues. On May 3, 2023, the Federal Reserve raised the interest rates to 5.25 percent, a level last reached in summer 2007. As the economy continues to react to the ongoing efforts of the Federal Reserve to combat inflation and stabilize the banking system, it is anticipated that economic growth on the national, state and local level will be impacted. As a result, many of the City's revenues sources are projected to show minimal growth, if not slight decreases, in Fiscal Year 2023-2024 including Sales Tax, the largest contributor to the City's General Fund.

While most of the City's existing revenue streams are projected to remain relatively flat, there are some exceptions most notably Real Property Transfer Tax and Business License Tax. The City's Real Property Transfer Tax revenues are projected to significantly decrease in Fiscal Year 2023-2024. These revenues have been bolstered in recent years by the passage of Measure RE, the City's progressive Real Property Transfer Tax that went into effect in the fourth quarter of Fiscal Year 2020-2021. The projected reduction in Real Property Transfer Tax revenue is anticipated to be offset by the additional revenue anticipated as a result of the City's new Business License Tax rates approved by voters in November 2022 and scheduled to go into effect for all existing businesses during Fiscal Year 2023-2024.

In response to the Locally Declared Emergency on Homelessness, the City has made significant commitments to fund supportive housing and other services for homeless individuals using federal and state grants along with sizable contributions from the General Fund. In Fiscal Year 2022-2023, the City purchased two motels to convert into an emergency shelter and temporary supportive housing for homeless individuals. The project is anticipated to be completed and operational starting July 2023. The acquisition and rehabilitation of the buildings is being funded through a combination of a \$26 million Project Homekey grant, a \$3.4 million State grant through Senator Sydney Kamlager, the City's Low and Moderate-Income Housing Asset Fund and the General Fund. While the City has secured some grants for operating costs from Los Angeles County, the City has committed up to \$4.9 million of General Fund dollars annually to support this effort. The City has committed another \$3.1 million for the operations of the Safe Sleep Pilot Program in the base budget of Fiscal Year 2023-2024. An additional \$3.2 million is included in Other Contractual Services – Unhoused in the Housing Services budget. Staff will continue to pursue funding opportunities for these operating expenses as they become available, but this



remains a significant General Fund operating expense that was not included in the budget for prior fiscal years.

While the City responds to the ever-evolving needs of the community, inflation continues to drive up the costs for goods and services that the City relies upon for business operations. Staff has closely examined ongoing operating costs and carefully considered one-time expenses to put forth a budget that seeks to minimize the addition of new on-going operational expenses without impacting the quality of services the community relies upon.

In recognition of the changing economic outlook, new ongoing, operational expenses have been kept to a minimum in the proposed budget. Despite this effort, the proposed General Fund expenditures exceed General Fund revenues. The General Fund operating budget is projected to have a shortfall of \$2.5 million. The adopted budget utilizes funds from the General Fund Unassigned Fund Balance to balance the budget. Additionally, all necessary capital enhancements are recommended to be funded from the General Fund Unassigned Fund Balance and Designated Reserves set aside for improvements of City infrastructure. Even after these transfers are taken into account, the City's General Fund Balance remains well above the City's Contingency Reserve requirement of 30%. These funds remain available to address future contingencies.

In accordance with the City's prudent financial policies and budget practices, the recommended budget lookout anticipates an economic slowdown and remains conservative.



## BUDGET MESSAGE

In compliance with the requirements of Article VIII Sec. 801 of the City’s Charter, I am pleased to present the City Council with the Fiscal Year 2023-2024 Adopted Budget for its consideration. I am proud of the tremendous efforts City staff has and continues to put forth to be responsible stewards of public funds. The development of this year’s budget process was a collaborative effort with input from City Departments, City Commissions, and the City’s Leadership Team. The Fiscal Year 2023-2024 Adopted Budget is effectively a one-year spending plan; however, this budget message also includes a Ten-Year Financial Forecast (Attachment A) that will assist Culver City in navigating through these financially uncertain times as the economy adjusts post-pandemic.

## CITYWIDE BUDGET HIGHLIGHTS

The City has a history of cautious budgeting, as such the City's Fiscal Year 2020-2021 Adopted Budget included budget reductions totaling \$25 million to mitigate the expected financial impacts of the pandemic. These budget reductions, along with unexpected increases in sales tax revenues and business license tax revenues, have allowed the City’s General Fund to maintain healthy reserves. The City’s Adopted Budget for Fiscal Year 2021-2022 remained conservative, but by midyear, it was clear that revenues were continuing to recover quickly. Based on those improved revenues, the Adopted Budget for Fiscal Year 2022-2023 restored staff positions and most programming to the pre-pandemic levels. The current economic slowdown is reflected in cautious budgeting for Fiscal Year 2023-2024.

The Fiscal Year 2023-2024 Adopted Budget has a total Citywide expenditure of \$332.9 million which includes five operating fund types shown in Table 1. In accordance with Generally Acceptable Accounting Principles (GAAP), the City uses several fund types where revenues are deposited, and expenditures are released. The “General Fund” is where general taxes like property and sales taxes are placed and where expenditures for many broad operations (like Police, Fire, Public Works and Parks) are released. While all funds are subject to economic forces, the General Fund is often the fund most subject to economic fluctuation. “Special Revenue Funds” are used to account for the proceeds of specific revenue sources that are restricted to expenditures for specified purposes. “Enterprise Funds” levy user charges for certain types of services where the government’s intent is to recover the full or partial cost of the service provided. “Capital Projects Funds” are used to account for significant capital acquisition and construction projects separately from other operations. “Internal Service Funds” receive their income from charges to other funds in the City.

**Total City Appropriations by Fund Type**

FUND TYPE	Adjusted Budget FY 2022-2023	Adopted Budget FY 2023-2024
General Fund	160,130,331	177,077,716
Special Revenue Funds	68,019,193	24,104,881
Enterprise Fee Funds	113,051,948	84,314,155
Capital Improvement Funds	67,913,012	19,541,052
Internal Service Funds	29,180,826	27,814,528
<b>TOTAL</b>	<b>\$438,295,310</b>	<b>\$332,852,332</b>

Table 1

*Note: The Successor Agency Fund is considered a Fiduciary Fund and is no longer considered an operating fund of the City and is therefore excluded from this table.*

The General Fund Budget for Fiscal Year 2023-2024 increased by \$16.9 million from the Fiscal Year 2022-2023 Adjusted Budget. The change in the proposed budget from last year is related to over \$11 million added for programs related to homelessness, \$5.45 million in budget enhancement requests, a transfer to CIP projects of \$8.8 million, increases in California Public Employees Retirement System (CalPERS) pension cost and other personnel related expenses.

Budget appropriations for the Special Revenue Funds decreased by \$44.0 million from the Fiscal Year 2022-2023 Adjusted Budget due to one-time capital projects that were carried over into Fiscal Year 2022-2023 from prior fiscal years for the Safe/Clean Water Protection Fund, the Community Improvement Fund (former RDA bond funds) and the Culver City Parking Authority.

Budget appropriations for the Enterprise Funds decreased by \$28.7 million from the Fiscal Year 2022-2023 Adjusted Budget due mostly to one-time capital projects that were carried over into Fiscal Year 2022-2023 from prior fiscal years, for the Sewer and Transportation Funds. The Sewer Fund also has \$2.25 million of new capital projects included in the Fiscal Year 2023-2024 Adopted Budget, and the Transportation Fund has \$6.37 million of new capital projects.

The Capital Improvement Fund is used to track multi-year capital improvement projects that are carried over annually until completed. Budget appropriations for the Capital Improvement Funds decreased by \$48.4 million from the Fiscal Year 2022-2023 Adjusted Budget due to those one-time capital projects that have been carried over into Fiscal Year 2023-2023 from prior fiscal years.

Budget appropriations for the Internal Service Funds decreased by \$1.4 million from the Fiscal Year 2022-2023 Adjusted Budget, due to a reduction of \$2.9 million budgeted in the Equipment Replacement Fund, an increase of \$800,000 in Equipment Maintenance/Fleet Services for increases in fuel costs, and an increase of \$930,000 in the Self Insurance Fund. The Fiscal Year



2023-2024 Adopted Budget includes appropriations for the purchase of safety vehicles in Police and Fire, equipment trucks in Public Works and additional funding for Refuse scout vehicles due to higher than estimated costs from the prior year.

### **BUDGET ENHANCEMENT REQUESTS**

This year, Department Heads submitted a total of \$11.6 million in Citywide budget enhancement requests and approximately \$9.5 million of that total was for departments within the General Fund. After careful review of each request and in consideration of the City's revenue projections, the City Manager recommended that Council approve \$6.3 million of enhancements in the General Fund and \$1.8 million in other funds.

The \$6.3 million recommended in the General Fund consists of \$5.25 million for one-time requests and \$1.0 million for on-going expenditures. Departments requested 23 new General Fund positions. Only three of these positions are approved as ongoing positions in the Adopted Budget. The approved positions include a Security Analyst for the Information Technology Department to focus on critical cybersecurity issues; an In-House Plan Check Engineer in Building Safety, who will focus on the implementation of the soft story retrofit program and will be partly offset by increased plan check revenues; and a Communications and Public Information Manager in the City Manager's Office to coordinate the comprehensive dissemination to the public regarding programs, initiatives and events. Nineteen positions are not recommended to limit ongoing costs at a time of strained revenues. Three positions were recommended as temporary or limited term. Departments requested five positions for reclassification, and these are recommended to improve retention and recruitment. Additionally, many other requests for ongoing enhancements are put forward only as one-time expenditures in the Adopted Budget. In general, many of the recommended requests listed are either for contracts for essential services, and/or the purchase of equipment that would likely cost the City more money in the long run if put off to another budget cycle. A detailed list of all enhancement requests is provided as an attachment to the budget message.

A few of the significant operational enhancements and/or reductions are detailed below. These adopted expenses are intended to support City operations. Capital enhancements are detailed in a separate section later in the report:

City Clerk: Funding in the amount of \$318,000 has been included to cover a potential March 2024 election including fees for LA County, polling, bond counsel, and education.

Economic Development: One-time funding for a potential City music/concert series, a consultant for City special event programming, and development of potential sites for external music/art promoters was recommended in the amount of \$105,000.

City Attorney: One-time funding enhancements include \$820,000 for outside legal counsel related to variety of topics including personnel issues, zoning and environmental matters, complex development projects, housing matters, and tax and revenue issues. While these adopted expenditures are labelled as enhancements in the budget process, this \$820,000 for legal services is comparable to expenditure amounts in previous years. One-time funding in the amount of \$49,000 was approved for a bridge Paralegal position for succession planning.

Finance: One-time funding totaling \$327,500 for outside consultants to assist with annual inventory and creating updated standard operating procedures for the City's warehouse, developing of modernized payroll and benefits policies and procedures, assist with an economic impact study, consultant and legal counsel for a minimum wage study, and producing the Popular Annual Financial Report and Budget in Brief documents has been included.

Human Resources: One-time funding enhancements total \$144,000 for outside consultants for labor-related issues and personnel investigations, increased training, and enhanced employee appreciation events to benefit morale.

Risk Management: Ongoing funding enhancements include \$30,000 for cybersecurity insurance and \$250,000 for increased workers compensation costs.



**Information Technology:** One of only three recommended new positions in the General Fund is a Security Analyst to assist in keeping the City's networks safe for an ongoing cost of \$138,270. One-time funding totaling \$170,000 for new contract management software was recommended to improve the creation and tracking of all City contracts and agreements. Additionally, \$130,500 is included for public safety network and hardware replacements and annual maintenance. In the Building Surcharge Fund, \$160,000 in one-time funding was approved for permitting software and hardware enhancements, and \$146,000 in ongoing funding is included for the Cloud-hosted platform necessary for the permitting software.

**Parks, Recreation and Community Services:** \$250,000 for additional security services for City facilities and \$15,000 for Fiesta La Ballona expenses were recommended.

**Housing and Human Services:** A one-time amount of \$500,000 has been included to fund a pilot program to provide street based medical care for unhoused residents in the City.



**Police:** Ongoing enhancements include \$50,000 for new Taser products. One-time enhancements include \$150,000 for Pursuit Mitigation Technology to mitigate the inherent dangers of vehicle pursuits and \$200,000 for the City's match to a grant for body-worn cameras.

**Fire:** One-time enhancements include \$200,000 for constant staffing necessary to send two firefighters to paramedic training and \$130,000 for temporary help to assist with administrative projects and programs.

**Planning & Development:** \$1.8 million in one-time enhancements consists mostly of \$153,535 for a limited term Senior Planner, \$800,000 for the Fox Hills Neighborhood Specific Plan and Environmental Analysis, \$500,000 for the Hayden Tract Specific Plan and Environmental Analysis, \$96,000 for the Inglewood Oil Field project manager, \$70,000 for development of a city sign ordinance, \$20,000 for development applications, \$30,000 for objective sign standards, \$25,000 for zoning updates based on new state laws, and \$60,000 for on-call contract Building Inspector staffing services. One ongoing position is being recommended for an in-house Plan Check Engineer to focus on the soft story retrofit program in the amount of \$148,300 that will be offset by a projected \$90,000 increase in Plan Check fees.

**Public Works:** Ongoing enhancements include \$36,889 for departmental special supplies such as paint, barricades, and signs for Maintenance Operations – Streets. One-time enhancements include contractual costs to support the Sustainability Certification program for Culver City businesses and other programs. The Refuse Fund ongoing enhancement request includes \$144,755 for the increased cost of refuse transportation and disposal and \$121,378 for a new position of Environmental Compliance Inspector to inspect restaurants for municipal and state law compliance, audit residential bins for cross contamination, and inspect stormwater projects.

The Sewer Fund includes \$110,845 for a new Sewer Lift Station Electro Mechanic position to help maintain and service the City’s increasing number of storm water treatment facilities.

Transportation: \$125,025 for a Management Analyst position to assist with the Transportation Demand Management program has been included in the Transportation Fund. Two positions, a Fleet Services Technician and a Fleet Services Assistant, totaling \$188,550 ongoing, are included in the Equipment Maintenance Fund to restore the workforce to pre-pandemic levels.

Table 2 illustrates the breakdown of one-time and ongoing total requests and recommendations per department.

Enhancement Request	Department Request			City Council Approved		
	One-Time	Ongoing	Total Dept. Request	One-Time	Ongoing	Total CC Recomm
City Attorney	910,010	222,525	1,132,535	856,750	-	856,750
City Manager	418,000	524,990	942,990	576,870	256,620	833,490
Finance	300,000	326,690	626,690	327,500	-	327,500
Housing & Human Services	-	837,956	837,956	500,000	12,570	512,570
Human Resources	120,000	131,565	251,565	144,000	17,565	161,565
Information Technology	250,500	188,270	438,770	250,500	188,270	438,770
Parks, Recreation & Community Services	141,453	698,301	839,754	26,500	286,580	313,080
Police Department	350,000	467,670	817,670	350,000	67,670	417,670
Fire Department	208,000	228,435	436,435	338,000	98,000	436,000
Planning & Development	2,068,870	211,835	2,280,705	1,769,535	58,300	1,827,835
Public Works	110,000	785,834	895,834	110,000	36,889	146,889
<b>General Fund</b>	<b>\$ 4,876,833</b>	<b>\$ 4,624,071</b>	<b>\$ 9,500,904</b>	<b>\$ 5,249,655</b>	<b>\$ 1,022,464</b>	<b>\$ 6,272,119</b>
AQMD	-	45,000	45,000	-	45,000	45,000
Art Fund	49,500	-	49,500	49,500	-	49,500
Building Surcharge	160,000	146,000	306,000	160,000	146,000	306,000
Central Stores	-	27,050	27,050	-	27,050	27,050
Equipment Maintenance	-	185,550	185,550	-	185,550	185,550
Municipal Fiber Network	50,000	-	50,000	50,000	-	50,000
Refuse	322,092	288,833	610,925	322,092	288,833	610,925
Self Insurance	-	507,515	507,515	-	300,250	300,250
Sewer	-	112,845	112,845	-	112,845	112,845
Transportation	-	250,050	250,050	-	125,025	125,025
<b>TOTAL ALL FUNDS</b>	<b>\$ 5,458,425</b>	<b>\$ 6,186,914</b>	<b>\$ 11,645,339</b>	<b>\$ 5,831,247</b>	<b>\$ 2,253,017</b>	<b>\$ 8,084,264</b>

TABLE 2

## RETIREMENT COSTS

Like most California cities and other public agencies, Culver City provides retirement programs to its employees through the California Public Employees Retirement System (CalPERS). The City has a CalPERS account for its Safety Employees (sworn police and fire employees) and its Miscellaneous Employees (all other non-safety employees). Employees are required to pay a percentage of their pay towards retirement costs (8% for the majority of Miscellaneous and 9% for the majority of Safety), but the employer must pay the remaining required amount, as determined by CalPERS actuaries.

There are two components to the employer contributions. The “normal cost” is the calculated cost of the current year of service for active employees (10.77% for Miscellaneous and 21.31%

for Safety in Fiscal Year 2023-2024). Additionally, there is the Unfunded Accrued Liability (UAL) payment. The City previously negotiated for employees to pick up a portion of the employer contribution (3.5% for Miscellaneous and 5.0% for Safety). For Fiscal Year 2023-2024, the employee cost sharing is 3.5% for Miscellaneous and 5.0% for Safety. This cost sharing is in addition to the Employee contribution already paid for directly by employees.<sup>1</sup>

CalPERS sustained huge investment losses during the Great Recession that greatly reduced the funded status of the plans. Specifically, for Culver City, there was \$76.6 million UAL as of June 30, 2021 for the Miscellaneous Plan and \$144.1 million UAL as of June 30, 2021 for the Safety Plan. Unfortunately, any future investment losses that CALPERS experiences because of the decline in global markets will continue to be absorbed by cities, counties and schools in the years to come.

## GENERAL FUND OVERVIEW

### Revenues

The following table summarizes the adopted revenue budget for the General Fund for Fiscal Year 2023-2024, with comparisons to actuals received in Fiscal Year 2021-2022, and Adopted Budget and Adjusted Budget amounts for Fiscal Year 2022-2023:

	Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	CHANGE FROM PRIOR YEAR ADJUSTED	% VARIANCE
<b>GENERAL FUND</b>						
Property Tax	12,896,922	11,543,711	13,243,711	13,795,388	551,677	4.2%
Property Transfer Tax	32,575,269	14,300,000	11,000,000	8,000,000	(3,000,000)	(27.3%)
Sales Tax	43,415,099	42,630,257	43,464,000	42,852,467	(611,533)	(1.4%)
Business License Tax	16,186,447	16,025,000	16,000,000	22,200,000	6,200,000	38.8%
Utility Taxes	14,858,827	13,414,320	15,413,360	15,347,292	(66,068)	(0.4%)
Other Tax (including TOT)	9,187,456	8,287,000	11,197,775	14,200,000	3,002,225	26.8%
Franchise Fees	1,456,175	1,500,000	1,475,000	1,475,000	0	0.0%
Licenses and Permits	5,741,465	5,345,500	4,528,400	4,645,000	116,600	2.6%
Intergovernmental	11,254,174	6,869,184	7,486,600	7,614,733	128,133	1.7%
Charges for Services	11,921,128	9,552,007	12,267,271	10,905,707	(1,361,564)	(11.1%)
Fines and Forfeits	3,580,843	3,065,500	3,417,000	3,735,500	318,500	9.3%
Other Revenues	9,402,797	13,357,920	12,990,984	15,681,451	2,690,467	20.7%
<b>TOTAL GENERAL FUND</b>	<b>172,476,602</b>	<b>145,890,399</b>	<b>152,484,101</b>	<b>160,452,538</b>	<b>7,968,437</b>	<b>5.2%</b>

Table 3

Overall, operating revenues are anticipated to increase by approximately \$7.9 million compared to Fiscal Year 2022-2023 adjusted budget amounts. This increase is mostly a result of the projected increase in Business License Tax due to the updated rates approved by voters in

<sup>1</sup> Miscellaneous employees designated as CalPERS 'Classic' pay 8% or 7% (if hired after 12/19/2011), and CalPERS 'PEPRA' (hired after 1/1/2013) pay 7.75% (beginning 7/1/2023). Safety employees designated as CalPERS 'Classic' pay 9%, and CalPERS 'PEPRA' (hired after 1/1/2013) pay 11.75% (beginning 7/1/2020).

November 2022. This helped offset the significant projected decrease in Real Property Transfer Tax due to a slowing of property sales. Explanations for significant increases/decreases include:

- Property Tax – Property Tax rates and the way in which property tax revenue is allocated to the City was established by Proposition 13 and cannot be changed or modified by the City. The City receives approximately 10.5 cents of each property tax dollar paid. The property tax revenues for Fiscal Year 2023-2024 are anticipated to increase by \$550,000 based on projections provided by the City's consultant, HdL.
- Real Property Transfer Tax – In November 2020, Culver City residents voted to approve Measure RE establishing a progressive tax rate for the transfer of real property based on sales price or value. It went into effect April 1, 2021. The tax applies only when real property is transferred or sold and, as a result, this revenue source is highly elastic and unpredictable. In Fiscal Year 2021-2022, this revenue far exceeded expectations largely driven by the sale of one commercial property. The additional \$15 million in revenue was treated as a one-time occurrence and deposited into the City's Section 115 Pension Trust which is a restricted reserve fund. It can be drawn upon in future years to cover payments on the City's pension liabilities.

As interest rates increase and banks' lending policies shift in response to bank failures, the real estate market has cooled. The City's Real Property Transfer Tax revenues have declined in Fiscal Year 2022-2023 and are anticipated to be further reduced in Fiscal Year 2023-2024 as the real estate market continues to contract. Projected revenues are \$8 million and reflect a \$3 million decrease from the Adjusted Budget for Fiscal Year 2022-2023.

- Sales Tax – Sales Tax revenues were more resilient than expected during the pandemic due to various factors including shifts in consumer spending and federal stimulus money. However, consumer behavior has changed post-pandemic. For the upcoming fiscal year, the City's Sales Tax Consultant, HdL Companies, projects that Sales Tax Revenues will decrease slightly by approximately \$600,000. Staff will continue to work with HdL to monitor the sales tax trends in the City on a quarterly basis.
- Business License Tax (includes Cannabis Tax) – This revenue source is projected to increase by \$6.2 million over the Fiscal Year 2022-2023 Adjusted Budget due to the adoption of Measure BL. In November 2022, Culver City voters approved Measure BL updating the City's business license tax rates and business classifications. The updated rates and classifications are scheduled to go into effect for all existing businesses during the 2024 renewal period.

Cannabis Tax revenue projections were decreased \$400,000 in the Adopted Budget for Fiscal Year 2023-2024. The high revenues from this source in its first two years have gone into decline.

In Fiscal Year 2021-2022, the City Council approved a resolution increasing the maximum number of home-delivery, manufacturing, distribution, and cultivation commercial cannabis business permits to allow a total of 15 home-delivery, 10 manufacturing, 15 distribution, two indoor cultivation, and four testing laboratory permits in Culver City.



(Many businesses hold multiple permits for the same location, based on their business activities, so this does not reflect the expected maximum number of cannabis businesses or business locations in Culver City.) Staff plans to re-open the business permit application process during Fiscal Year 2023-2024 to allow additional cannabis companies to apply for the remaining permits.

- Utility Users' Tax (UUT) – Fiscal Year 2023-2024 UUT revenue estimates are projected to decrease by \$66,000 over the Fiscal Year 2022-2023 Adjusted Budget. This decrease is based on projections provided by the City's consultants, Avenu, and actual fiscal year-to-date receipts through April 2023. This revenue source is an 11% tax levied on utilities such as electricity, water, gas, cable TV and telephone.
- Transient Occupancy Tax (TOT) – TOT is estimated to increase by \$1.2 million over the Fiscal Year 2022-2023 Adjusted Budget. Travel demand, stifled during the pandemic, is anticipated to increase hotel occupancy rates and drive up these revenues.
- Charges for Services – This revenue source is estimated to decrease by \$1.2 million. Charges for Services category is comprised of revenues generated by Community Development/Planning, Recreation, ambulance fees, and other miscellaneous charges. As the economy slows, the number of plan check and permit requests the City receives is anticipated to go down resulting in the decline in estimated revenue.
- Fines & Forfeitures - Fines and forfeitures are estimated to increase by \$318,500 because of more vehicle code fines and court fines.
- Intergovernmental – This revenue is projected to increase by \$128,000 over the Fiscal Year 2022-2023 Adjusted Budget. The motor vehicle license fees from the State Department of Motor Vehicles, which are received in January and May, make up the bulk of the increase. These revenues were higher in Fiscal Year 2021-2022 when the City received the second and final tranche of its federal American Rescue Plan allocation of \$4.7 million.

### Revenue Strategies

The City's financial forecast prior to COVID-19 projected the emergence of an approximate \$7-\$8 million structural deficit. Since that time, the City's residents voted to adopt several tax measures to generate revenue. These include Measure RE in November 2020 and Measure BL in November 2022.

The Fiscal Year 2022-2023 Adjusted Budget included staff positions that were frozen during the pandemic, annual increases for contract services, and some annual funding for large capital improvement projects that are needed in the city's parks and buildings. Those ongoing enhancements continue to be reflected in the Adopted Budget for Fiscal Year 2023-2024 along with over \$11 million in new operating costs associated with services for the City's unhoused residents. Any ongoing General Fund enhancements were kept to a minimum and avoided the addition of staff positions. The structural deficit, the difference between General Fund revenue and annual operating expenditures, is projected to be \$2.5 million in the upcoming year and grow to \$6.2 million in ten years. With this growing deficit, it remains prudent to minimize

additional ongoing operating costs while maintaining the City's capital infrastructure and facilities. The Adopted Budget includes \$14.1 million in funding for one-time enhancements and capital projects that are funded from General Fund reserves. Investment in the existing facilities now should reduce more expensive repairs in the future. If the City is going to maintain the levels of service expected by its residents, spending will need to remain conservative.

Finding new sources of General Fund revenues will be difficult as Culver City voters have approved most tax increases available to them. Approximately 70% of the General Fund revenues in the Adopted Budget are comprised of various taxes; however, tax rate increases must be approved by voters. The remainder of the General Fund revenues are primarily items where there is little, if any, flexibility to increase them. Charge for Service revenues are typically restricted from exceeding the cost of providing the service. Charges or transfers to other funds are also limited to reimbursing actual administrative costs. Intergovernmental revenues are based on a formula allocation that the City does not control.

The City is currently in the process of updating the City's Master Fee Schedule to reflect the current cost of City services and generate cost-recovery. Staff will present the draft of the Updated Master Fee Schedule for Council consideration and adoption in Fiscal Year 2023-2024. Adjusting the fees to reflect actual costs will help raise revenues.

Expenditures

The following table summarizes the adopted expenditure budget for the General Fund for Fiscal Year 2023-2024, with comparisons to the Fiscal Year 2022-2023 Adopted Budget and Adjusted Budget.

	Actual Expend 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change From Prior Year Adjusted	% Change From Prior Year Adjusted
<b>General Fund</b>						
General Government	20,348,106	23,051,674	24,948,078	28,746,477	3,798,399	15.2%
Parks, Recreation & Community Services	9,906,687	11,008,221	12,048,628	11,700,688	(347,940)	(2.9%)
Housing & Human Services	2,296,614	3,101,113	3,210,130	15,941,021	12,730,891	396.6%
Police Department	45,511,553	50,954,116	51,379,044	53,962,653	2,583,609	5.0%
Fire Department	27,864,529	29,558,593	30,646,031	32,435,808	1,789,777	5.8%
Planning & Development	6,190,443	6,670,492	8,787,427	7,507,786	(1,279,641)	(14.6%)
Public Works	13,999,804	17,082,165	19,513,981	17,944,708	(1,569,273)	(8.0%)
Transfers	12,666,275	9,194,107	9,597,012	8,838,575	(758,437)	(7.9%)
<b>Total General Fund</b>	<b>138,784,011</b>	<b>150,620,481</b>	<b>160,130,331</b>	<b>177,077,716</b>	<b>16,947,385</b>	<b>10.3%</b>

Table 4

The Adopted Fiscal Year 2023-2024 General Fund expenditure budget is approximately \$16.9 million more than the Adjusted Budget for Fiscal Year 2022-2023. The expenditure budget reflects the restoration of staff positions and programs achieved in the prior fiscal year. This restoration was critical to enable the City to effectively serve the community. Additional positions are very limited in the Adopted Budget for Fiscal Year 2023-2024.

This budget includes the organizational restructuring that was approved in Fiscal Year 2022-2023. The former Community Development department was reconfigured to become the Planning and Development Department including Current Planning, Advanced Planning and

Building Safety. Housing and Human Services is a new stand-alone department. Economic Development was moved to the City Manager's Department in General Government.

Major variance explanations are as follows:

- The combined increase of \$4.2 million in Police and Fire includes projected salary increases due to the Salary Initiative Ordinance, step increases, and retiree costs.
- The increase of \$3.8 million in General Government includes the reorganization of the Economic Development Division to the City Manager's Office, which shifted approximately \$1.8 million from the former Community Development Department (now Planning and Development); \$318,000 for a special election in March 2024; enhancements for outside legal counsel, outside consultants for Finance and Human Resources
- The most significant increase is \$12.7 million in the new Housing and Human Services Department which includes \$4.9 million for Project Homekey, \$3.1 million for Safe Sleep, \$3.2 million for Motel Leasing and Nutrition Program, and \$500,000 for the Street Medicine pilot program. There was over \$1.0 million added to HHS in Fiscal Year 2022-2023 with the addition of 6.5 positions for the Mobile Crisis Unit. (That funding was moved from General Government.)
- The \$347,940 decrease in Parks, Recreation and Community Services reflects one-time enhancements and carryover in the prior fiscal year that do not continue in the Adopted Budget.
- The \$1.3 million net decrease in Planning and Development reflects the shifting of the Economic Development Department to General Government and one-time enhancements in the prior fiscal year that do not continue in the Adopted Budget combined with \$1.7 million in recommended enhancements.
- The \$1.6 million decrease in Public Works reflects carryover of prior year encumbrances and one-time enhancements in the Fiscal 2022-2023 Adjusted Budget.



### Fund Balance

The Adopted Budget for Fiscal Year 2023-2024 requires the use of \$9.8 million in unassigned fund balance, \$2.9 million from the Facilities Planning Reserve, and \$1.4 million from the Recreation Facilities Reserve. The projected ending fund balance will be \$118.6 million as

shown in Table 5. However, it should be noted that a portion of the fund balance is either non-spendable, restricted or assigned as shown in Table 6. The amount restricted in the Pension Trust can be used by the City to pay annual pension cost and the forecast projects the use of these funds annually from Fiscal Year 2023-2024 through Fiscal Year 2032-2033. The adopted budget projects the use of \$1,476,500 from the Section 115 trust to pay retirement costs.

The remaining portion of the Fund Balance \$76.4 million can be treated as contingency reserves and may be used with City Council approval to balance the budget. The projected ending reserves equal 43% of the Fiscal Year 2023-2024 operating expenditures. The City's Contingency Reserve requirement is 30% and it was established in Council Policy Statement, Policy #5002 and Resolution #2014-R058. The City would meet the minimum requirement.

<b>General Fund - Fund Balance</b>	
Est. Beginning Fund Balance	<b>135,268,982</b>
FY 2023/2024 Revenues	160,452,538
Less:	
FY 2023/2024 On-Going Expenditures	<u>(162,989,486)</u>
Structural Budget Surplus/(Shortfall)	<u>(2,536,948)</u>
Less:	
One-Time Transfers for Capital Projects	
Transfer from Unassigned Reserve Balance	(4,555,275)
Transfer from Facilities Reserve Balance	(2,915,000)
Transfer from Recreation Reserve Balance	(1,368,300)
One-Time Enhancement Request	<u>(5,249,655)</u>
Total One-Time Expenditures	<u>(14,088,230)</u>
Net Increase / (Decrease) to Fund Balance	<u>(16,625,178)</u>
<b>Est. Ending Fund Balance</b>	<b><u><u>118,643,804</u></u></b>

Table 5

<b>General Fund - Fund Balance cont.</b>	
<i>Breakdown of Ending Fund Balance</i>	
Non-Spendable	14,871,200
Restricted Pension Trust Funds	27,386,800
Contingency Reserves	48,942,033
Facility Planning Reserves	12,013,829
Recreation Facilities Reserves	420,801
Unassigned Fund Balance	<u>15,009,141</u>
<b>Est. Ending Fund Balance</b>	<b><u><u>118,643,804</u></u></b>
Less: Nonspendable / Restricted	(42,258,000)
<b>Amount Available for Reserves</b>	<b>76,385,804</b> <b>43%</b>

Table 6

## ENTERPRISE FUNDS

### Refuse Fund

Since Fiscal Year 2017-2018, several negative developments beyond the City's control caused a huge shift in the operations of the Refuse Fund. Some of the factors were due to changes in the recycling market including a new requirement that the City to pay \$75 per ton for recycling processing. Historically, recycling was a revenue source from which the City received \$30 per ton. In addition, SB 1383, California's Short-Lived Climate Pollutant Reduction Strategy, requires the City to implement a comprehensive organics collection program, which has substantially increased costs including implementation of additional routes, purchase of vehicles, and increased staffing. Other increases in expenditures include the expiration of the hauling contract that caused a dramatic increase in rates under the new term, growing retirement costs, and necessary repairs to the transfer station tipping floor and push wall.

In Fiscal Year 2023-2024, the Refuse Fund revenues are estimated to exceed expenditures by \$1.0 million. Although future rate increases are subject to Proposition 218 procedures, another rate study was conducted to find a solution that will enable the Refuse Fund to adequately cover ongoing operating cost and replacement of capital cost and to meet fund balance reserve requirements. On August 9, 2021, City Council approved rate increases of 15% in Fiscal Year 2021-2022, 10% in Fiscal Year 2022-2023, 10% in Fiscal Year 2023-2024 and 2.25% annually beginning in Fiscal Year 2024-2025. These rate increases will ensure that there is adequate funding in the Refuse Fund for operations and capital expenditures while gradually building up reserves to meet the 25% reserve requirement over the next several years.



### Transportation Fund

The Transportation Department continues to slowly rebound from the impacts of COVID-19. Ridership in Fiscal Year 2022-2023 is forecasted to end above Fiscal Year 2021-2022 by 10%. However, this is still only 58% of Fiscal Year 2018-2019 ridership. While ridership continues to gradually recover, the Department is currently operating only at approximately 90% of its budgeted service hours and has targeted a return to 100% of budgeted service by September 2023 pending the recruitment of sufficient operators to perform the service. Nationally, the transportation industry faces challenges with labor shortages, cost inflation, and diminishing returns on service investment. Considering those circumstances, Transportation has forecasted a long-term financial model which focuses on ensuring operational stability for existing service as well as measured capital investments to safeguard the long-term viability of transportation services for the residents of Culver City.

Transportation continues to lead efforts to establish strategic mobility programs citywide as outlined in the *Mobility Planning and Management* section of the Fiscal Year 2023-2024



Workplan. This work includes developing mobility programs with internal stakeholders which prioritize mobility initiatives in collaboration with the community as well as engaging with regional stakeholders like the City of Los Angeles and LA Metro. Key deliverables from this initiative in the next fiscal year are MOVE Culver City Downtown Corridor and Sepulveda Corridor Projects, a Comprehensive Service and Mobility Plan (CMSP), which will inform changes to current service offerings, and the Transportation Demand Management Program (TDM). The development of mobility programs as identified in Transportation's workplan are key to finding new financing for mobility services not covered by existing transit funds and further enable efficient allocation of existing resources.

The *Mobility Services* section of Transportation's Workplan defines the core of service delivery for the department in the next fiscal year. This includes CityBus (mass transit) and CityRide which incorporates multiple service offerings for paratransit and the downtown circulator. In Fiscal Year 2023-2024, CityRide includes funding to develop microtransit services as well as develop circulator service and secure funding on the Jefferson Boulevard Corridor. Key deliverables for next fiscal year are returning to 100% of scheduled service hours for CityBus, establishing a microtransit service pilot, and planning for the Jefferson Circulator pilot. Mobility services account for all existing revenue generating programs in the Transportation Fund. This includes system generated revenues like fares as well as federal, state, and local subsidies for transit operations.

Capital improvements can be found in *Improving Transportation Infrastructure* in the Workplan. Next year's efforts will focus on needs to replace aging fleet vehicles for CityRide Demand Response service, finding a financially manageable plan to move to zero-emissions, and target investments in the Transportation's infrastructure such as facility equipment replacements. Additionally, Transportation has budgeted capital funds for ongoing replacement work in alignment with the Citywide Bus Stop Improvement Program. Technology investments outlined in the workplan focus on improving the customer experience as well as increasing departmental efficiencies related to vehicle telemetry data (CAD/AVL). Transportation also intends to explore the implementation of video surveillance of bus lanes and stops as part of the Fiscal Year 2023-2024 capital budget. Capital projects are financed primarily from grants provided by the Federal Transit Administration (FTA) as well as state and local sources.

### Sewer Fund

The Sewer Fund's largest annual operating expense is the payment to the City of Los Angeles for the City's use of the Hyperion Treatment Plant and Los Angeles sewer transmission lines. The primary source of revenue for the Sewer Fund is Sewer User's Services charges, which are billed as part of the property tax bills issued by the Los Angeles County Assessor's Office.



In Fiscal Year 2021-2022, the \$14 million Sewer Diversion project was completed. As a result, the Mesmer and Overland Sewer Pump Stations have been decommissioned. The Mesmer Station will be repurposed as a Low-Flow Diversion Project, PR-005, where dry weather run-off from the Centinela Creek Channel flows into the Mesmer Pump Station and is pumped into the existing sewer main to Hyperion Treatment Plant. Measure CW and Prop 1 grant funds will be used to fund the construction of this project.

The Adopted Budget for Fiscal Year 2023-2024 has a projected \$9.8 million of revenue and \$13.4 million in expenditures which includes \$2.25 million

that is being budgeted for new capital improvement projects. The fund has sufficient reserves to cover these expenditures.

Per City Council direction, sewer charges were not increased in Fiscal Year 2020-2021 as a response to the COVID-19 pandemic. Sewer rates were not raised again in Fiscal Year 2021-2022 and Fiscal Year 2022-2023 as there were sufficient funds in reserve. Historically, the sewer charges would be raised each year based on the Consumer Price Index for the Los Angeles Area. A sewer rate study was recently completed and is under review. Any potential recommendation will be presented to the City Council at the public hearing to adopt sewer charges for Fiscal Year 2023-2024.

Staff successfully refinanced the existing Sewer bond in Fiscal Year 2019-2020. The new bond lowered the annual debt service payments by \$304,000 and provided additional funding for Capital Improvement Projects such as the Bristol Sewer Pump Station Diversion, Fox Hills Sewer Pump Station Sewer Diversion Pipelines to the new Bankfield Sewer Pump Station and Citywide Sewer Video and Sewer Lining project.

#### Municipal Fiber Network Fund

Culver Connect is Culver City's municipal fiber open access network. It provides high-speed, high-quality internet service to the City's business and residential community, municipal operations and potentially the school district. Open access networks lower the cost of market entry for service providers and give the community more options for high-speed internet service. The network backbone consists of 21.7 route miles of underground fiber infrastructure with a 576-strand count. The initial source of funding for Culver Connect came from the \$14.1 million sale of what was the Arlight Theatres, originally an asset of the City. Culver Connect is a long-term investment in a critical infrastructure asset that will serve the entire community and reap benefits for the City for many years to come.

Culver Connect's major ongoing revenue sources during Fiscal Year 2022-2023 were payments for dark fiber, data transmission, and colocation services. The City's network operator, Onward, provides internet services to customers in Culver City. As part of its operating agreement with the City, Onward shares its internet services revenue with the City. The City's share of revenue from Onward's internet services is not yet a significant source of revenue for Culver Connect.

The City continues to work with Onward on marketing to Culver City businesses to grow Onward's customer base. Onward now offers internet services to multi-family residential properties, which will expand residents' choices for internet service and Onward's revenue potential.

To meet the public demand for additional options for high-speed home internet service, in Fiscal Year 2020-2021 the City Council approved an agreement with another ISP, Ting, to build a citywide fiber network, including citywide fiber-to-the-home, which incorporates the Culver Connect fiber backbone. In Fiscal Year 2021-2022 Ting began providing service to its first Culver City customers. Ting completed construction of its citywide fiber-to-the-home network in Fiscal Year 2022-2023, except for the Hetzler Road and Blair Hills neighborhoods. Ting is still working to obtain necessary permits from the State of California to build its network to these neighborhoods. Ting expects to complete these last two neighborhoods by the end of 2023.

The Municipal Fiber Fund decreased its operating costs significantly over the last three years, while steadily growing its ongoing revenue base. Culver Connect has expected revenue in Fiscal Year 2023-2024 of \$2.1 million and expected expenditures of \$2.5 million. These amounts include approximately \$1 million in pass-through revenue from customers to offset an expected \$1 million in one-time construction costs for customer requested connections and additions to the network.

## **INTERNAL SERVICE FUNDS**

### Self-Insurance Fund

The Self-Insurance Fund (SIF), which includes General Liability, Workers' Compensation, and unemployment, allocates its expenditures to departments based on number of employees and experience history for claims. Since the nature of claims against the City are always subject to volatility, it is important to have a healthy cash balance to safeguard the General Fund from a severe financial impact. To lessen the effect, a reserve requirement policy has been established which requires the City to maintain 60% of the five-year average of total SIF costs, up to a maximum of 100%.

Based on staff's calculations, the estimated reserve requirement for Fiscal Year 2022-2023 is \$6.0 million, and it is projected that the Fund will be \$1.1 million below the reserve requirement at the end of Fiscal Year 2022-2023. In Fiscal Year 2021-2022, \$5 million was transferred to the Self-Insurance Fund to meet the reserve requirement, and staff plans to transfer additional funds for Fiscal Year 2022-2023 to cover the reserve requirements once the year-end financials are closer to being finalized. The budget for Fiscal Year 2023-2024 currently anticipates an operating deficit of \$471,981, and the additional funds added to the reserve for Fiscal Year 2022-2023 will cover this deficit.

### Equipment Replacement Fund

The purpose of the Equipment Replacement Fund (ERF) is to establish a means of accumulating funds for vehicle and equipment replacement costs, communication systems replacement costs, and technology related replacement costs. In Fiscal Year 2021-2022, contributions from all departments into the ERF were re-instated after being paused for one year during Fiscal Year

2020-2021. During this period, the City Fleet Division of the Transportation Department budgeted funds in its operational budget to complete a utilization study of the City's existing fleet and long-term forecasting of the ERF.

In Fiscal Year 2023-2024, a total of \$2.74 million is budgeted in the ERF for vehicle and equipment replacements based on a prioritized backlog established by the study conducted in the last fiscal year. The largest procurements include \$575,000 for the replacement of two dump trucks in the Public Works Tree Maintenance and Streets Divisions, \$770,000 for the replacement of nine service vehicles for Police Department, \$775,000 for seven service and specialty vehicles in the Public Works Department, and \$110,000 in additional funding for vehicles in Public Works and Equipment Maintenance/Fleet Services approved to be replaced during Fiscal Year 2022-2023, but did not have sufficient funding due to increased vehicle costs. The remaining dollars are for other vehicles and equipment that have passed their useful lives and met or exceeded condition and performance benchmarks for efficiency and reliability. Electric vehicles have been identified for procurement where technology is mature and vehicles have proven to be reliable. The City Fleet Division budgeted funds in its operational budget to evaluate the infrastructure improvements required at various City facilities where fleet vehicles are parked to support the installation of electric vehicle charging stations.

## **SPECIAL REVENUE FUNDS**

### Safe and Clean Water Protection Measure Fund

In November 2016, Culver City voters approved Measure CW, creating a dedicated source of funding to pay for water quality programs that will prevent pollution from reaching city waterways, beaches, and the Ballona Creek Estuary. This parcel tax is estimated to generate approximately \$2.1 million annually. These funds are essential in enhancing the stormwater quality and continuing capture projects in compliance with the City's Stormwater Quality Master Plan.

### Los Angeles County Measure W – Local Return and Competitive Fund

The City now receives an annual local return of just over half a million dollars annually from the County's Measure W Safe Clean Water program which was approved by voters in 2018. While there remains a gap between the needed capital costs to fully comply with the National Pollutant Discharge Elimination System (NPDES) requirements, the City plans to utilize this funding to annually complete as many projects as revenues will allow. Additionally, the City will leverage these funds to provide a source of matching funds for potential grants. The City has also received approximately \$4.5 million in competitive grant funds through this program. The projects receiving competitive funds benefit the Ballona Creek and Marina Del Rey watersheds.

### Proposition A, Proposition C and Measure R Local Return Funds

Proposition A, Proposition C and Measure R are ½-cent sales tax overrides that were approved by the voters of Los Angeles County at various times to fund transportation related activities. Activities funded in the proposed Fiscal Year 2023-2024 budget include funding for the City's Paratransit Services Program (which provides transportation to Culver City residents

who are disabled and unable to use local fixed route transportation), eligible street repair projects, and eligible operational expenses in the Transportation Department.

#### Measure M Local Return Fund

In November 2016, Los Angeles County voters approved a new ½-cent sales tax override for transportation purposes. Similar to Propositions A and C and Measure R, there is a local return portion of the funds that will be distributed to cities annually for eligible projects.

#### Section 8 Housing Fund

The City receives funding from the United States Department of Housing and Urban Development for the purposes of providing rental assistance to individuals that meet income and other qualifying guidelines.

#### Culver City Parking Authority Fund

The revenues and expenditures associated with the downtown parking structures and lots are accounted for in this fund, as well as the revenues and expenditures associated with the City's parking meters. The Parking Authority has a \$50,000 CIP for traffic sign replacement in Fiscal Year 2023-2024.

#### Successor Agency to the Culver City Redevelopment Agency

The elimination of the Redevelopment Agency (RDA) on January 31, 2012, pursuant to AB 26, brought about the creation of the Successor Agency. While the Successor Agency is a separate legal entity, it is still included in the City's consolidated budget document for administrative purposes. The Successor Agency receives property tax from the County twice per year to pay enforceable obligations of the former RDA. A small portion of the funding (\$493,000) called the Administrative Cost Allowance, will reimburse the General Fund for some staff time and other associated administrative costs. This amount has been included in the Fiscal Year 2023-2024 Proposed Budget.

#### Culver City Housing Authority

The Culver City Housing Authority is authorized to administer the Low/Moderate Income Housing Funds (LMIHF) which includes funds from the former Culver City Redevelopment Agency (RDA) and loan repayment proceeds from the State Department of Finance to repay a loan between the City and RDA under the Reinforceable Obligation Payment (ROPS) program established upon dissolution of the RDA. Some LMIHF funds have been allocated to the acquisition and rehabilitation of one of the Project Homekey motels for temporary supportive housing.

Housing Authority funds have been used primarily for the Rental Assistance Program (RAP), Mortgage Assistance Program (MAP) and homeless outreach and services, and to cover administrative costs of the Housing Division which supports the Housing Authority Programs that have expanded to address homeless outreach with St. Joseph's Center and several new affordable housing and homeless shelter projects. As these remaining funds are depleted, these housing programs will need other sources of funding.



## CAPITAL PROJECTS FUNDS

As part of the Fiscal Year 2023-2024 budget there is a total of \$33.3 million budgeted for new projects and this excludes any carryover of funds from the prior fiscal year. \$8.8 million is from General Fund Reserves and Unassigned General Fund Balance, and the remainder is from other funds. A detailed listing of major capital projects budgeted in Fiscal Year 2023-2024 is found in the CIP section of the proposed budget document. Table 7 shows the CIP funded from the General Fund.

In June 2023, then State Senator Sydney Kamlager was instrumental in securing a \$17 million appropriation in the State Budget for replacement of the City's aging and obsolete streetlight infrastructure. Public Works has identified the streetlights requiring replacement and has estimated the total cost to be approximately \$25 million. Staff will bring an item to Council seeking a policy determination for how to fund the difference. A budget amendment for the project will be presented at that time.

Staff performed an analysis of some of the non-General Fund funding sources to determine the balances available for future operating and capital use. Staff identified 12 CIP projects that were completed in prior fiscal years with a total of \$1.3 million in unspent funds. Staff recommended and Council approved the official closing out of the various projects and authorized staff to release the unspent balances to fund balance for future capital project considerations. As part of this analysis, staff recommended Fiscal Year 2022-2023 budget adjustments to various revenue accounts to align the revenue estimate with updated state and local funding allocations, as well as administrative clean up items for interfund transfer activity.



PROJ	PROJECT TITLE	FY2023/2024 Adopted Budget
PF040	Police Station PA/Intercom/Police Radio System	\$ 300,000
PP021	Hirsch Pad installation at four Park Sites	\$ 70,000
PF038	City Hall Security Gates	\$ 200,000
PE002	Radio System Replacement	\$ 616,775
PF025	Bicycle and Pedestrian Action Plan Implementation	\$ 200,000
PF027	Rehab/Update Forensic Lab Counter & Cabinetry	\$ 50,000
PF029	Ivy Substation Building Improvements	\$ 228,500
PS005	Annual Street Pavement Rehabilitation Project	\$ 1,000,000
PS023	Main Street Bollards	\$ 155,000
PS024	Ince/Lucerne Intersection Redesign	\$ 25,000
PT001	Wireless Deployment Strategy	\$ 85,000
PT007	Citywide Electronic Doc. Mgt. Sys.	\$ 75,000
PZ388	Technology Replacement Fund	\$ 350,000
PZ428	Curb, Gutter, Sidewalk Replacement	\$ 550,000
PZ429	Traffic Signal Upgrade and ITS Improvements	\$ 250,000
PZ636	Finance System Replacement	\$ 350,000
PZ938	Citywide Bridge Repairs	\$ 50,000
	<b>420 - CAPITAL IMPROV AND ACQ FUND Total</b>	<b>\$ 4,555,275</b>
PF041	Public Works City Yard HVAC replacement	\$ 150,000
PF039	Police Station Bldg Imp - Painting & Window Replacement	\$ 300,000
PP017	Blanco Park Building/Trailer replacement	\$ 150,000
PP018	Culver City Plunge Backup pool heater	\$ 130,000
PF042	City Hall and Police Department Elevator upgrades	\$ 200,000
PP022	Assessment of Culver City Park Hillside Slope	\$ 200,000
PP020	Senior Center Outdoor Patio Remodel	\$ 160,000
PF013	Fire Station Renovations	\$ 175,000
PF028	Parks Building Renovations	\$ 100,000
PP011	Plunge Vessel Resurfacing/ pool deck replacement/repair	\$ 200,000
PZ132	Building Repairs	\$ 200,000
PZ830	Skateboard Park Office	\$ 200,000
	<b>420F - Facilities Planning Reserve Total</b>	<b>\$ 2,165,000</b>
PP019	Parks Feasibility Study	\$ 300,000
PP023	Parks Master Plan	\$ 750,000
PP009	Sports Field Renovations	\$ 26,300
PP010	Upgrade Vet's Ball Field Lighting	\$ 100,000
PP013	Culver City Park Fields	\$ 800,000
PZ594	Fencing Replacement at Parks	\$ 35,000
PZ612	Upgrade Park Irrigation Systems	\$ 75,000
PZ899	Park Facilities Improvements	\$ 32,000
	<b>420R - Recreation Facilities Reserve Total</b>	<b>\$ 2,118,300</b>
	<b>Grand Total</b>	<b>\$ 8,838,575</b>

Table 7

## CONCLUSION AND ACKNOWLEDGMENTS

Over the past two years, it was exciting to see that many of the City's General Fund revenues were able to recover so quickly after the onset of the pandemic. Staff successfully used those revenues to meet the immediate needs of the City; however, as we enter a period of economic slowdown, it is essential that the City budget its existing resources cautiously. There are many competing calls on the City's revenues to meet the growing needs of the community and to fund essential capital improvement projects for streets, parks, and other facilities.

Although the City successfully weathered a period of uncertainty from the pandemic, it appears that we are on the brink of new economic uncertainty. The City remains vigilant in its progression to come out livelier, to work smarter and to be safer. We have learned how to keep afloat during a time when the world seemed it would sink. We have remained hopeful as we continue to deepen our cultural diversity through businesses, restaurants, and the people that continue to enjoy Culver City as an amazing place to work, live and play.

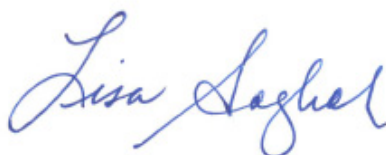
I would like to acknowledge that preparation of this budget could not have been accomplished without the combined efforts of City staff. I would also like to take this opportunity to thank the Culver City constituents and those that serve on the City's Commissions, Committees and Boards. These are the groups that guide and advise us as we work together to carry out the will of the community. Finally, I would like to thank the City Council for your continued support, insight, and perspectives in creating policies and programs which serve our diverse constituency.

Respectfully submitted,



John M. Nachbar  
City Manager

With Contributions from,



Lisa Soghor  
Chief Financial Officer

# Budget Forecast

CITY OF CULVER CITY- FINANCIAL FORECAST MODEL - SUMMARY OF SCENARIOS FORECAST (in \$ thousands)												
GENERAL FUND (101)												
SCENARIOS FORECAST - SUMMARY (in \$ thousands)	ACTUAL	ADJUSTED BUDGET	FORECAST FISCAL YEARS									
	-1	0	1	2	3	4	5	6	7	8	9	10
Category/Type	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033
<b>REVENUES</b>												
Property Taxes	\$ 12,897	\$ 13,244	\$ 13,795	\$ 14,442	\$ 15,069	\$ 15,743	\$ 16,458	\$ 17,186	\$ 17,928	\$ 18,683	\$ 19,454	\$ 20,240
Property Transfer Tax	32,575	11,000	8,000	8,253	8,541	9,823	10,805	11,183	11,574	12,037	12,411	12,795
Sales & Use Taxes	43,415	43,464	42,852	43,807	44,792	46,136	47,520	49,421	50,903	52,431	54,003	55,624
Utility User Tax (UUT)	14,859	15,413	15,347	15,500	15,542	15,698	15,855	16,013	16,173	16,335	16,498	16,663
Transient Occupancy Tax (TOT)	8,813	10,835	12,000	12,529	12,755	12,984	13,088	13,455	13,347	13,454	13,561	13,670
Business License/Cannabis Tax	16,186	16,000	23,900	24,617	25,356	26,116	26,900	27,707	28,538	29,394	30,134	30,877
Other Taxes / Intergovernmental	8,395	7,987	8,115	8,537	8,962	9,426	9,927	10,427	10,931	11,462	12,030	12,625
Franchise Fees	1,456	1,475	1,475	1,502	1,547	1,587	1,628	1,669	1,712	1,755	1,798	1,843
Licenses & Permits	5,647	4,528	4,645	5,161	5,498	5,883	6,257	6,532	6,804	7,179	7,575	7,969
Charges for Services	12,083	12,292	10,906	11,451	11,755	12,069	12,364	12,571	12,776	13,056	13,344	13,620
Cost Recovery, Fines, Earnings & Misc.	17,162	12,822	14,043	14,366	14,654	14,947	15,246	15,551	15,862	16,179	16,502	16,832
Transfers In, Prop & FMV Adj	(1,053)	3,424	5,374	4,100	3,300	3,550	3,700	6,150	6,400	6,400	6,400	5,287
<i>(Prior FY Adjustments - One-Time Revenues/Transfers)</i>	5,456	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL - SCENARIO REVENUES</b>	<b>\$ 177,891</b>	<b>\$ 152,484</b>	<b>\$ 160,453</b>	<b>\$ 164,265</b>	<b>\$ 167,771</b>	<b>\$ 173,961</b>	<b>\$ 179,747</b>	<b>\$ 187,865</b>	<b>\$ 192,949</b>	<b>\$ 198,365</b>	<b>\$ 203,712</b>	<b>\$ 208,046</b>
<b>EXPENSES</b>												
Salaries & Wages	\$ 60,529	\$ 66,193	\$ 71,710	\$ 73,947	\$ 76,166	\$ 78,070	\$ 80,021	\$ 82,022	\$ 84,072	\$ 86,174	\$ 88,329	\$ 90,537
Benefits	13,896	17,366	19,619	20,222	21,126	22,004	22,868	23,732	24,607	25,524	26,504	27,533
Pension & OPEB	25,824	28,369	30,552	33,674	34,276	34,969	37,110	38,502	39,804	41,385	41,785	42,115
Contractual Services	14,422	25,883	28,782	28,926	29,071	29,361	29,655	29,952	30,251	31,677	33,188	34,760
Supplies, Equipment and Other O&M	9,503	11,804	12,555	13,092	13,643	14,221	14,647	15,209	15,665	16,243	16,850	17,480
Insurance & Liability	1,887	3,317	1,935	1,999	2,060	2,121	2,179	2,235	2,290	2,347	2,407	2,470
Debt Service	21	-	-	-	-	-	-	-	-	-	-	-
Capital Asset Invest.	806	809	937	963	988	1,012	1,035	1,056	1,077	1,098	1,121	1,144
Cost Allocation/Internal Charges	3,131	4,094	4,598	4,721	4,844	4,968	5,090	5,213	5,278	5,402	5,531	5,662
Transfers Out, One-Time & Custom Exps.	8,311	(7,872)	(7,700)	(6,044)	(6,204)	(6,370)	(6,541)	(6,718)	(6,902)	(7,091)	(7,287)	(7,490)
<i>(Prior FY Adjustments - One-Time Expenses/Transfers)</i>	26	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL - SCENARIO EXPENSES</b>	<b>\$ 138,354</b>	<b>\$ 149,964</b>	<b>\$ 162,989</b>	<b>\$ 171,501</b>	<b>\$ 175,969</b>	<b>\$ 180,356</b>	<b>\$ 186,064</b>	<b>\$ 191,202</b>	<b>\$ 196,143</b>	<b>\$ 202,759</b>	<b>\$ 208,427</b>	<b>\$ 214,211</b>
<b>Net Prior FY Transfers &amp; One-Time Adjustments</b>	<b>(5,429)</b>	<b>(10,167)</b>	<b>(14,088)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ANNUAL OPERATING SURPLUS/(DEFICIT)</b>	<b>34,107</b>	<b>2,521</b>	<b>(2,537)</b>	<b>(7,236)</b>	<b>(8,197)</b>	<b>(6,394)</b>	<b>(6,317)</b>	<b>(3,338)</b>	<b>(3,194)</b>	<b>(4,394)</b>	<b>(4,715)</b>	<b>(6,165)</b>
<b>FUND(S) BALANCE - END OF FY</b>	<b>\$ 142,915</b>	<b>\$ 135,269</b>	<b>\$ 118,644</b>	<b>\$ 111,407</b>	<b>\$ 103,210</b>	<b>\$ 96,816</b>	<b>\$ 90,499</b>	<b>\$ 87,161</b>	<b>\$ 83,968</b>	<b>\$ 79,574</b>	<b>\$ 74,858</b>	<b>\$ 68,693</b>
Non-spendable	14,871	14,871	14,871	14,871	14,871	14,871	14,871	14,871	14,871	14,871	14,871	14,871
Pension Trust (Restricted)	27,051	28,863	27,387	25,987	24,587	22,937	21,137	16,887	12,387	7,887	3,387	-
Reserves (Committed)	69,501	65,396	61,682	60,879	58,964	57,856	54,491	55,403	56,710	56,816	56,600	53,822
Contingency	43,853	44,989	48,897	51,450	52,791	54,107	54,491	55,403	56,710	56,816	56,600	53,822
Facility planning	23,859	18,618	10,996	7,640	4,385	1,960	-	-	-	-	-	-
Recreation facilities	1,789	1,789	1,789	1,789	1,789	1,789	-	-	-	-	-	-
Encumbered Contracts (Assigned)	6,527	-	-	-	-	-	-	-	-	-	-	-
Undesignated	24,966	26,138	14,704	9,670	4,788	1,152	-	-	-	-	-	-

# List of Adopted Reductions and Enhancements

**CITY OF CULVER CITY  
ADOPTED ENHANCEMENTS/REDUCTIONS - ALL REQUESTS  
FISCAL YEAR 2023-2024**

DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	DEPT REQUESTS			CITY COUNCIL ADOPTED		
			ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL
<b>CITY COUNCIL/CITY MANAGER</b>								
<b>General Fund</b>								
10110100	619800	New General City Contract for Communications Consulting Services	-	17,100	17,100	-	17,100	17,100
10110100	411100	Add 1.0 FTE Communications & Public Information Manager	-	215,245	215,245	-	215,245	215,245
10110100	516500	Assistant City Manager - attendance at conferences and conventions	-	1,980	1,980	-	-	-
10110100	516100	Assistant City Manager - attendance at trainings	-	520	520	-	-	-
10110400	411100	Add 1.0 FTE Management Analyst to address increased workload, assist with the management of the Art in Public Places Program and special projects	-	146,645	146,645	-	146,645	146,645
10110200	619800	City-wide Internal Audit Services	100,000	-	100,000	-	-	-
10111100	516100	Increased Training for Succession Planning Purposes	-	7,000	7,000	-	-	-
10111100	610600	Estimated expenses for potential March 2024 election needs, assuming one measure. Includes \$188,000 for LA County, \$20,000 for bond consultant, \$40,000 for education/communication, \$50,000 for Polling, \$20,000 mailings.	318,000	-	318,000	318,000	-	318,000
10110500	517100	Subscription for software program with location analytics including retail recruitment data, tourism, local business trends and other local information	-	24,000	24,000	-	24,000	24,000
10110500	619800	Music/concert series (5 performances, estimate) produced by City to drive visitation and tourism to Downtown Culver City.	-	60,000	60,000	60,000	-	60,000
10110500	619800	Consultant support for City special event programming	-	30,000	30,000	30,000	-	30,000
10110500	514100	Event Supplies/Technology for new Special Event Manager position	-	3,000	3,000	-	3,000	3,000
10110500	619800	Develop Event Opportunity Sites for future external music/art promoters.	-	15,000	15,000	15,000	-	15,000
10110500	516500	Travel/Meetings for Special Event Manager and new Economic Development Manager	-	4,500	4,500	-	4,500	4,500
<b>TOTAL CITY COUNCIL/CITY MANAGER</b>			<b>418,000</b>	<b>524,990</b>	<b>942,990</b>	<b>423,000</b>	<b>410,490</b>	<b>833,490</b>
<b>Arts Fund</b>								
41310400 PZ614	619800	Grant Contracts, Adjust to Actuals (per CCMC, maximum of 25% CTF payments allocated to performing arts)	49,500	-	49,500	49,500	-	49,500
<b>TOTAL CITY COUNCIL/CITY MANAGER</b>			<b>49,500</b>	<b>-</b>	<b>49,500</b>	<b>49,500</b>	<b>-</b>	<b>49,500</b>
<b>CITY ATTORNEY</b>								
<b>General Fund</b>								
10113100	611200	Personnel Issues; Civil Service Hearings; Neutral Commission Coverage (Conflicts)	150,000	-	150,000	150,000	-	150,000
10113100	611300	Zoning & Environmental Issues, incl. Inglewood Oil Field matters; Housing-related matters; LAX Expansion/Overflights; Complex Development Projects; Cannabis Ordinance Implementation	385,000	-	385,000	385,000	-	385,000
10113100	611600	Telecom Issues; First Amendment Issues; Complex Enforcement; Tax/Revenue Issues; Ballot Measure Issues	285,000	-	285,000	285,000	-	285,000



**CITY OF CULVER CITY  
ADOPTED ENHANCEMENTS/REDUCTIONS - ALL REQUESTS  
FISCAL YEAR 2023-2024**

DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	DEPT REQUESTS			CITY COUNCIL ADOPTED		
			ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL
10113100	411100	Add 1.0 FTE Deputy City Attorney II position to address increased workload, including legal review of agreements, legal advice on enforcement matters, Commissions Boards and Committees (CBC) counsel, as well as reduce the reliance on supplemental outside legal services utilized by the City over time.	-	219,265	219,265	-	-	-
10113100	411100	Add bridge pay for Paralegal position to facilitate effective succession planning.	36,750	-	36,750	36,750	-	36,750
10113100	516100	Training/Education, including conferences, for requested Deputy City Attorney II position and newly created Paralegal position (which replaced the Legal Secretary), who will also be subject to continuing education requirements.	-	2,700	2,700	-	-	-
10113100	516700	Membership & Dues (State Bar License) for requested Deputy City Attorney II position.	-	560	560	-	-	-
10113100	732150	Desktop with Monitor (2); laptop; Cisco phone (with video display); webcam and speakers, for Deputy City Attorney II position.	3,260	-	3,260	-	-	-
<b>General Fund (101) Proposed Changes Subtotal</b>			<b>860,010</b>	<b>222,525</b>	<b>1,082,535</b>	<b>856,750</b>	<b>-</b>	<b>856,750</b>
<b>Municipal Fiber Network</b>								
20513400	619800	Municipal Fiber Network matters; Ting Internet's Citywide Fiber Network Project	50,000	-	50,000	50,000	-	50,000
<b>Municipal Fiber Network Fund (205) Proposed Changes Subtotal</b>			<b>50,000</b>	<b>-</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>50,000</b>
<b>TOTAL CITY ATTORNEY</b>			<b>910,010</b>	<b>222,525</b>	<b>1,132,535</b>	<b>906,750</b>	<b>-</b>	<b>906,750</b>
<b>FINANCE DEPARTMENT</b>								
<b>General Fund</b>								
10114400	411100	Unfreeze 1.0 FTE Revenue and Budget Supervisor to coordinate the daily operations of the revenue and budget functions within the Finance Department including administration of local taxes, billing, fee studies, cost allocation plans, revenue collections and budgetary processes.	-	149,595	149,595	-	-	-
10114500	619800	Warehouse Annual Inventory Count	-	7,500	7,500	7,500	-	7,500
10114500	619800	Warehouse Management Consultant	50,000	-	50,000	50,000	-	50,000
10114300	619800	One-time funds to hire a payroll, tax and benefits management consultant to assist staff with establishing auditing systems and procedures, developing payroll and benefits policies and procedures, as well as application of tax law changes and bargaining group MOU changes implications.	100,000	-	100,000	100,000	-	100,000
10114100	619800	Consultant support for the creation of the Popular Annual Financial Report (PAFR) and the annual Budget in Brief documents.	-	20,000	20,000	20,000	-	20,000
10114100	619800	One-time funds for economic impact study, consultat and legal counsel for Minimum Wage Study.	150,000	-	150,000	150,000	-	150,000
10114100	411100	Add 1.0 FTE Contract Manager to ensure that contract administration is in compliance with citywide polices and regulations, as well as assist departments with contract preparation, amendments, and change orders.	-	149,595	149,595	-	-	-
<b>TOTAL FINANCE DEPARTMENT</b>			<b>300,000</b>	<b>326,690</b>	<b>626,690</b>	<b>327,500</b>	<b>-</b>	<b>327,500</b>

**CITY OF CULVER CITY  
ADOPTED ENHANCEMENTS/REDUCTIONS - ALL REQUESTS  
FISCAL YEAR 2023-2024**

DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	DEPT REQUESTS			CITY COUNCIL ADOPTED		
			ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL
<b>HUMAN RESOURCES</b>								
<b>General Fund</b>								
<b>Human Resources</b>								
10122100	411100	Reclass one (1) vacant Human Resources Technician to a Management Analyst to support contract management, invoice reconciliation and payment for Citywide services and special projects.	-	17,565	17,565	-	17,565	17,565
10122100	516600	Restoration of Special Events & Meetings funding for citywide employee related events (wellness programs, employee appreciation events and annual holiday event). Funding was eliminated in 2019 for savings.	-	30,000	30,000	30,000	-	30,000
10122100	516600	Funding for employee recognition program (i.e. service recognition, years of service, pins)	-	4,000	4,000	4,000	-	4,000
10122100	512100	Purchase of supplies, monitors, hard drives, furniture and office materials for additional staff added last year for Human Resources.	25,000	-	25,000	-	-	-
10122100	516500	Increase training and development for added staffing to the Human Resources Development.	-	15,000	15,000	15,000	-	15,000
10122100	611200	Additional funds for labor related items and external personnel investigations.	75,000	-	75,000	75,000	-	75,000
10122100	614100	Overall review and update of City medical profiles for hiring and promoting selected candidates and evaluation in accordance with legislation.	20,000	-	20,000	20,000	-	20,000
10122100	514160	Request for funding for Citywide wellness initiatives to include wellness app and various fitness options.	-	65,000	65,000	-	-	-
<b>General Fund: Human Resources (101) Proposed Changes Subtotal</b>			<b>120,000</b>	<b>131,565</b>	<b>251,565</b>	<b>144,000</b>	<b>17,565</b>	<b>161,565</b>
<b>Risk Management Fund</b>								
30922200	411100	Add 1.0 FTE City Safety Manager to provide professional support and management Citywide in compliance with local, state and federal rules.	-	207,265	207,265	-	-	-
30922200	411100	Add bridge pay for Paralegal position to facilitate effective succession planning.	-	12,250	12,250	-	12,250	12,250
30922200	619800	Funding for Cybersecurity Insurance Services for IT	-	30,000	30,000	-	30,000	30,000
30922200	516500	Increase training and development for added staffing to Risk Management.	-	8,000	8,000	-	8,000	8,000
30922200	619800	Increase for new TPA for Workers Compensation	-	250,000	250,000	-	250,000	250,000
<b>Risk Management Fund (309) Proposed Changes Subtotal</b>			<b>-</b>	<b>507,515</b>	<b>507,515</b>	<b>-</b>	<b>300,250</b>	<b>300,250</b>
<b>TOTAL HUMAN RESOURCES</b>			<b>120,000</b>	<b>639,080</b>	<b>759,080</b>	<b>144,000</b>	<b>317,815</b>	<b>461,815</b>
<b>INFORMATION TECHNOLOGY</b>								
<b>General Fund</b>								
10124100	411100	New Position - Add 1.0 FTE Security Analyst to implement, monitor, and perform proactive cybersecurity risk analysis of the City's various systems with the goal of protecting the city's digital infrastructure from potential cyber intrusions.	-	138,270	138,270	-	138,270	138,270
10124100	600200	Contract Management Software	170,000	-	170,000	170,000	-	170,000
10124300	732150	Public Safety Network and Hardware End of Life Replacements	80,500	-	80,500	80,500	-	80,500
10124300	600200	Public Safety Network and Hardware Annual Maintenance	-	50,000	50,000	-	50,000	50,000
<b>General Fund (101) Proposed Changes Subtotal</b>			<b>250,500</b>	<b>188,270</b>	<b>438,770</b>	<b>250,500</b>	<b>188,270</b>	<b>438,770</b>

**CITY OF CULVER CITY  
ADOPTED ENHANCEMENTS/REDUCTIONS - ALL REQUESTS  
FISCAL YEAR 2023-2024**

DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	DEPT REQUESTS			CITY COUNCIL ADOPTED		
			ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL
<b>Central Stores Fund</b>								
31016100	513140	Telecommunications - new Call Accounting System and increase to Spectrum data/video services	-	27,050	27,050	-	27,050	27,050
<b>Central Stores (310) Proposed Changes Subtotal</b>			-	<b>27,050</b>	<b>27,050</b>	-	<b>27,050</b>	<b>27,050</b>
<b>Building Surcharge Fund</b>								
41224100	732150	Permitting Hardware and Software Enhancements (depending on project timeline may request approval from CMO for City Council budget amendment before July 2023)	160,000	-	160,000	160,000	-	160,000
41224100	600200	Permitting Annual Maintenance Agreement increase for Cloud Hosted Platform	-	146,000	146,000	-	146,000	146,000
<b>Building Surcharge Fund (412) Proposed Changes Subtotal</b>			<b>160,000</b>	<b>146,000</b>	<b>306,000</b>	<b>160,000</b>	<b>146,000</b>	<b>306,000</b>
<b>TOTAL INFORMATION TECHNOLOGY</b>			<b>410,500</b>	<b>361,320</b>	<b>771,820</b>	<b>410,500</b>	<b>361,320</b>	<b>771,820</b>
<b>PARKS, RECREATION AND COMMUNITY SERVICES</b>								
<b>General Fund</b>								
10130110	619800	Additional cost to cover California Panther Security Contract for full fiscal year. Recommended funding for half of the fiscal year.	-	493,945	493,945	-	250,000	250,000
10130285	619800	Additional \$15,000 to cover the lost cost by not having Fiesta La Ballona Sponsors.	-	15,000	15,000	-	15,000	15,000
10130100	411100	Add 0.5 FTE executive management team member to facilitate improved succession planning and streamlined transition of executive leadership.	114,953	-	114,953	-	-	-
10130300	411100	Add 1.0 FTE Irrigation Maintenance Technician I to address increased workload related to repairs, installations, and replacements of citywide parks and recreational facilities irrigation systems	-	88,083	88,083	-	-	-
10130300	411100	Reclass 1.0 FTE Secretary position to an Associate Analyst position to address increased workload and respond to need for enhanced administrative and analytical support	-	21,580	21,580	-	21,580	21,580
10130300	411100	Add 1.0 FTE Maintenance Worker I position to address the back-log of deferred maintenance as well as to meet the demands of the current operations	-	79,693	79,693	-	-	-
10130211	740100	Replace broken and worn down tables at the park sites and Senior Center	26,500	-	26,500	26,500	-	26,500
<b>TOTAL PARKS, RECREATION &amp; COMMUNITY SERVICES</b>			<b>141,453</b>	<b>698,301</b>	<b>839,754</b>	<b>26,500</b>	<b>286,580</b>	<b>313,080</b>
<b>HOUSING &amp; HUMAN SERVICES</b>								
<b>General Fund</b>								
10135300	619830	Street medicine / Healthcare In Action - Pilot program for street based medical care for unhoused residents.	-	500,000	500,000	500,000	-	500,000
10135200	516100	Implementation of SB 296 / Code Enforcement Safety and Protection Program Safety Equipment, Training, Uniforms.	-	12,570	12,570	-	12,570	12,570

**CITY OF CULVER CITY  
ADOPTED ENHANCEMENTS/REDUCTIONS - ALL REQUESTS  
FISCAL YEAR 2023-2024**

DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	DEPT REQUESTS			CITY COUNCIL ADOPTED		
			ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL
10135200	411100	Add 2.0 FTE Code Enforcement Officers to address increased workload related to increasing complaints/inspections requests for cannabis, homeless cleanups, tenant protections/sub standard housing inspections, massage business inspections.	-	224,770	224,770	-	-	-
10135200	411100	Add 1.0 FTE Park Patrol Officer - to respond to increased complaints of undesirable activity in the city's parks and recreational spaces including the Veteran's Memorial Auditorium, Teen Center, and Senior Center.	-	100,616	100,616	-	-	-
<b>TOTAL HOUSING &amp; HUMAN SERVICES</b>			<b>-</b>	<b>837,956</b>	<b>837,956</b>	<b>500,000</b>	<b>12,570</b>	<b>512,570</b>
<b>POLICE DEPARTMENT</b>								
<b>General Fund</b>								
10140200	411100	Reclass 1.0 FTE Senior Management Analyst to one Administrative Services Manager	-	17,670	17,670	-	17,670	17,670
10140200	732120	The City's current inventory of TaserX26P's were purchased in September 2015 and has exceeded its lifespan. The TaserX26P were discontinued in 2021. Replacement parts are obsolete. The new Taser products include technology that can assist with de-escalation tactics.	-	50,000	50,000	-	50,000	50,000
10140200	619800	Technology to mitigate the safety risks of vehicle pursuits. Vehicle pursuits are extremely dangerous and often pose significant safety risks to the community, fleeing suspects, and officers. Since 2021, vehicle pursuits in Culver City have increased by approximately 61%. This technology would be used to mitigate the inherent dangers of vehicle pursuits.	150,000	-	150,000	150,000	-	150,000
10140200	732120	The City received a FY 2023 Body-Worn Camera Policy and Implementation Program grant from the U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA). The grant requires a cash match from the local agency.	200,000	-	200,000	200,000	-	200,000
10140200	411310	Overtime: The Department's overtime budget has minimally increased over 20 years (+21%), whereas the employees' hourly overtime rate has increased exponentially (90%) over the last 20 years.	-	400,000	400,000	-	-	-
<b>TOTAL POLICE DEPARTMENT</b>			<b>350,000</b>	<b>467,670</b>	<b>817,670</b>	<b>350,000</b>	<b>67,670</b>	<b>417,670</b>
<b>FIRE DEPARTMENT</b>								
<b>General Fund</b>								
10145100	411700	Add 1.0 FTE Management Analyst. Approved as one-time funding for temp to assist with administrative projects/programs	-	130,435	130,435	130,000	-	130,000
10145200	614100	Annual Firefighter Medical Evaluations	-	60,000	60,000	-	60,000	60,000
10145300	516250	Send two firefighters to paramedic training program annually	8,000	-	8,000	8,000	-	8,000
10145300	411350	Constant staffing required to send two firefighters to paramedic training program annually	200,000	-	200,000	200,000	-	200,000
10145300	619800	Increase to funding for emergency medical consulting services.	-	20,000	20,000	-	20,000	20,000
10145400	610400	Emergency Operations Center Drill Consultant	-	18,000	18,000	-	18,000	18,000
<b>TOTAL FIRE DEPARTMENT</b>			<b>208,000</b>	<b>228,435</b>	<b>436,435</b>	<b>338,000</b>	<b>98,000</b>	<b>436,000</b>

**CITY OF CULVER CITY  
ADOPTED ENHANCEMENTS/REDUCTIONS - ALL REQUESTS  
FISCAL YEAR 2023-2024**

DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	DEPT REQUESTS			CITY COUNCIL ADOPTED		
			ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL
<b>PLANNING &amp; DEVELOPMENT</b>								
<b>General Fund</b>								
10153400	411100	Add 1.0 FTE In-House Plan Check Engineer to maintain customer service levels due to an increase in demand from the implementation of the soft story retrofit program per council direction. (Offset by increased plan check revenue)	-	148,300	148,300	-	148,300	148,300
10153400	371300	Offsetting additional revenue in Plan Check fees	-	(90,000)	(90,000)	-	(90,000)	(90,000)
10153200	411100	Add 1.0 FTE Senior Planner to manage complex development projects and code amendments that require collaboration with other departments, to streamline processes for development and to transition Inglewood Oil Field (IOF) work to Current Planning Division. (Approved as limited term.)	-	153,535	153,535	153,535	-	153,535
10153300	610400	Fox Hills Neighborhood Specific Plan and Environmental Analysis (General Plan Implementation)	800,000	-	800,000	800,000	-	800,000
10153400	619800	As-needed on call contract Building Inspector, staffing services to meet high level service demands and also assist while 2 vacant positions are being filled. Enhancement is in addition to partial cost recovering of the 2 vacant FTE positions at step two for a salary savings of 2 x \$107,410 = \$214,820.	60,000	-	60,000	60,000	-	60,000
10153200	610400	Inglewood Oil Field (IOF) Project Manager that will be transition from City Attorney Office (CAO) to Planning & Development (For Current IOF Project Management)	96,000	-	96,000	96,000	-	96,000
10153300	610400	Hayden Tract Specific Plan and Environmental Analysis	500,000	-	500,000	500,000	-	500,000
10153200	610400	Scan and transfer Planning hard copy files into digital records.	75,000	-	75,000	-	-	-
10153400	619800	As-needed 3rd party pass through Plan Review Services, consultant services. (Offsetting Revenue)	10,000	-	10,000	10,000	-	10,000
10153400	371300	Revenue Offset				(10,000)		(10,000)
10153400	619800	As-needed 3rd party pass through Geotechnical Plan Check, consultant services. (Offsetting Revenue)	10,000	-	10,000	10,000	-	10,000
10153400	371300	Revenue Offset				(10,000)		(10,000)
10153400	619800	As-needed part time contract In-House Plan Check, staffing services. To assist with the high level of demand and maintain customer timelines and over the counter service.	95,000	-	95,000	-	-	-
10153200	411200	Add 0.75 FTE Planning Admin Intern (part-time) - to assist with department digitization of past and current planning projects, as well as general administrative work including research support to Planners.	26,870	-	26,870	-	-	-
10153200	610400	As needed contract planner(s) to perform plan checks, conduct zoning inspections for new construction, electrical, mechanical, fences and other development related planning activities	131,000	-	131,000	-	-	-



**CITY OF CULVER CITY  
ADOPTED ENHANCEMENTS/REDUCTIONS - ALL REQUESTS  
FISCAL YEAR 2023-2024**

DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	DEPT REQUESTS			CITY COUNCIL ADOPTED		
			ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL
10153200	610400	Planning contractual services related to City initiated special projects - zoning code updates related to newly enacted state laws (\$25), FCC wireless telecommunications regulations (25K), signage (70K), landscaping (30K), development standards (50K); review of applications and processes for compliance and efficiency with best practices (20K); phase II of objective design standards (30K)	250,000	-	250,000	145,000	-	145,000
10153400	512200	Public Notification and outreach for Soft Story Program and Reach Codes	15,000	-	15,000	15,000	-	15,000
<b>TOTAL PLANNING &amp; DEVELOPMENT</b>			<b>2,068,870</b>	<b>211,835</b>	<b>2,280,705</b>	<b>1,769,535</b>	<b>58,300</b>	<b>1,827,835</b>
<b>PUBLIC WORKS</b>								
<b>General Fund</b>								
10160210	411100	Add 1.0 FTE Administrative Secretary to address current demands and improve response times related to City Claims, Public Records Request, and processing Utilities.	-	104,535	104,535	-	-	-
10160240	411100	Add 1.0 FTE Facilities Maintenance Worker to provide vital operational support for all underground Service Alert Requests that the City is required to provide by law	-	99,145	99,145	-	-	-
10160220	411100	Add 1.0 FTE Maintenance Worker I position to support the Senior Tree Maintenance Worker as a ground person to ensure the work zone is clear and safe during scheduled and unscheduled emergency tree trimming	-	88,705	88,705	-	-	-
10160220	411100	Add 1.0 FTE Senior Tree Maintenance Worker position to respond to increased demand for unscheduled emergency tree trimming in the right of way.	-	-	-	-	-	-
10160240	411100	Add 1.0 FTE Street Light Technician: to responds to the increased workload for the maintenance of over 4,000 street lights/streel light circuitry throughout City, including parks and facilities. There is currently only 1.0 FTE position in the City.	-	120,895	120,895	-	-	-
10160200	411100	Reclass 1.0 FTE Associate Analyst to 1.0 FTE Management Analyst to respond to need for enhanced administrative and analytical support	-	23,170	23,170	-	-	-
10160220	411100	Reclass 1.0 FTE Maintenance Worker I to Maintenance Worker II to respond to the increased need for semi-skilled position that could routinely operate motorized equipment and utilize more complex tools in performing repair and maintenance tasks.	-	3,960	3,960	-	-	-
10160170	411100	Add 1.0 FTE Associate Analyst to support grant finance administration, invoicing, financial reporting, resident and business traffic related requests, liaison with Mobility, Traffic & Parking Committee and BPAC, handle public records requests, update website	-	106,655	106,655	-	-	-
10160100	619800	Public Works Admin: Other Contractual Services to support the Sustainability Certification program for CC businesses and other programs	110,000	-	110,000	110,000	-	110,000
10160150	619800	Engineering: Other Contractual Services: Subdivision Map Act Services Plan Check by a licensed Land Surveyor or pre-1982 licensed Civil Engineer (Offsetting Revenue)	-	25,000	25,000	-	25,000	25,000
10160150	369470	Offsetting Revenue	-	-	-	-	(25,000)	(25,000)

**CITY OF CULVER CITY  
ADOPTED ENHANCEMENTS/REDUCTIONS - ALL REQUESTS  
FISCAL YEAR 2023-2024**

DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	DEPT REQUESTS			CITY COUNCIL ADOPTED		
			ONE-TIME PROPOSED INCREASE/DECREASE	ONGOING PROPOSED INCREASE/DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/DECREASE	ONGOING PROPOSED INCREASE/DECREASE	TOTAL
10160150	619800	Engineering: Other Contractual Services: radiofrequency emissions testing of current and future 5G installations	-	50,000	50,000	-	-	-
10160210	514100	Maintenance Operations - Streets: Departmental Special Supplies: Street Safety Equipment	-	3,889	3,889	-	3,889	3,889
10160210	514100	Maintenance Operations - Streets: Departmental Special Supplies: Street paint and thermo-plastic	-	18,000	18,000	-	18,000	18,000
10160210	514100	Maintenance Operations - Streets: Departmental Special Supplies: Bike signs	-	15,000	15,000	-	15,000	15,000
10160240	411100	Add 1.0 FTE Building Engineer position for unhoued facilities: Project Homekey, Safe Sleep, etc.	-	126,880	126,880	-	-	-
<b>General Fund (101) Proposed Changes Subtotal</b>			<b>110,000</b>	<b>785,834</b>	<b>895,834</b>	<b>110,000</b>	<b>36,889</b>	<b>146,889</b>
<b>Refuse Fund</b>								
20260400	610400	EPO: Refuse Fund: Consulting Services: Go2Zero and NBS contract increases.	42,092	-	42,092	42,092	-	42,092
20260400	732120	EPO: Refuse Fund: Department Special Equipment: Need to order roll-off containers for the first time in 4 years and repair containers that can be salvaged.	100,000	-	100,000	100,000	-	100,000
20260400	732160	EPO: Refuse Fund: IT Equipment Software: Software ordered delayed in FY23, will order in FY24.	150,000	-	150,000	150,000	-	150,000
20260400	516100	EPO: Refuse Fund: Training and Education: Disaster Debris Tabletop Exercise and After Action Plan, delayed from FY23 due to staffing vacancies.	30,000	-	30,000	30,000	-	30,000
20260400	411100	Add 1.0 FTE Environmental Compliance Inspector to inspect restaurants for municipal and state law compliance, audit residential bins for cross contamination, work with unhoued sites to ensure safety, and inspect stormwater projects.	-	121,378	121,378	-	121,378	121,378
20260410	615100	EPO: Transfer Station: Refuse Disposal Services - Trash: Increased cost for refuse transportation and disposal.	-	144,755	144,755	-	144,755	144,755
20260410	600100	EPO: Transfer Station: R&M Building: Increased rates for roof cleaning, gate cleaning, and tank cleaning with Ron's Maintenance.	-	5,700	5,700	-	5,700	5,700
20260410	600200	EPO: Transfer Station: R&M Equipment: Increased repair rate with SoCal Stormwater.	-	17,000	17,000	-	17,000	17,000
<b>Refuse Fund (202) Proposed Changes Subtotal</b>			<b>322,092</b>	<b>288,833</b>	<b>610,925</b>	<b>322,092</b>	<b>288,833</b>	<b>610,925</b>
<b>Sewer Fund</b>								
20460300	411100	Add 1.0 FTE Sewer Lift Station Electro Mechanic to maintain and service increasing Storm Water Treatment Facilities, City scheduled to install 4 additional storm water treatment facilities during FY 23/24-FY25/26	-	110,845	110,845	-	110,845	110,845
20460300	619800	Sewer (ENG): Sewer Fund: New 5 year contract for consultant services for sewer charges reporting, anticipated increase in annual cost	-	2,000	2,000	-	2,000	2,000
<b>Sewer Fund (204) Proposed Changes Subtotal</b>			<b>-</b>	<b>112,845</b>	<b>112,845</b>	<b>-</b>	<b>112,845</b>	<b>112,845</b>
<b>TOTAL PUBLIC WORKS</b>			<b>432,092</b>	<b>1,187,512</b>	<b>1,619,604</b>	<b>432,092</b>	<b>438,567</b>	<b>870,659</b>

**CITY OF CULVER CITY  
ADOPTED ENHANCEMENTS/REDUCTIONS - ALL REQUESTS  
FISCAL YEAR 2023-2024**

DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	DEPT REQUESTS			CITY COUNCIL ADOPTED		
			ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL
<b>TRANSPORTATION</b>								
<b>Transportation Fund</b>								
20370100	411100	Add 1.0 FTE Management Analyst - First of two requested positions responsible for standing up and administering the City's new Transportation Demand Management ("TDM") program. Staff anticipates the TDM program. launch by the end of FY 2023-24, and expects the program to eventually become self-sustaining from fees collected from developers.	-	125,025	125,025	-	125,025	125,025
20370100	411100	Add 1.0 FTE Management Analyst in FY 2024-25. Staff request an additional Management Analyst to support the TDM program and recommends phasing in this request in FY 2024-25 budget cycle.	-	125,025	125,025	-	-	-
<b>Transportation Fund (203) Proposed Changes Subtotal</b>			<b>-</b>	<b>250,050</b>	<b>250,050</b>	<b>-</b>	<b>125,025</b>	<b>125,025</b>
<b>Equipment Maint. Fund</b>								
30870400	411100	Add 1.0 FTE Fleet Services Technician to restore staffing to pre-pandemic workforce capacity and accommodate increased service demands and maintenance on city vehicles.	-	97,585	97,585	-	97,585	97,585
30870400	411100	Add 1.0 FTE Fleet Services Assistant to restore staffing to pre-pandemic workforce capacity and accommodate increased service demands and maintenance on city vehicles.	-	87,965	87,965	-	87,965	87,965
<b>Equipment Maintenance Fund (Fund 308) Proposed Changes Subtotal</b>			<b>-</b>	<b>185,550</b>	<b>185,550</b>	<b>-</b>	<b>185,550</b>	<b>185,550</b>
<b>AQMD</b>								
41070620	732120	Requesting fund balance to begin citywide EV infrastructure projects. Previously, funds have been used for EVs, bicycles, and charging equipment.	-	45,000	45,000	-	45,000	45,000
<b>AQMD (410) Proposed Changes Subtotal</b>			<b>-</b>	<b>45,000</b>	<b>45,000</b>	<b>-</b>	<b>45,000</b>	<b>45,000</b>
<b>TOTAL TRANSPORTATION</b>			<b>-</b>	<b>480,600</b>	<b>480,600</b>	<b>-</b>	<b>355,575</b>	<b>355,575</b>
<b>TOTAL GENERAL FUND (101)</b>			<b>4,826,833</b>	<b>4,624,071</b>	<b>9,450,904</b>	<b>5,095,785</b>	<b>1,176,334</b>	<b>6,272,119</b>
<b>TOTAL REFUSE FUND (202)</b>			<b>322,092</b>	<b>288,833</b>	<b>610,925</b>	<b>322,092</b>	<b>288,833</b>	<b>610,925</b>
<b>TOTAL TRANSPORTATION FUND (203)</b>			<b>-</b>	<b>250,050</b>	<b>250,050</b>	<b>-</b>	<b>125,025</b>	<b>125,025</b>
<b>TOTAL SEWER FUND (204)</b>			<b>-</b>	<b>112,845</b>	<b>112,845</b>	<b>-</b>	<b>112,845</b>	<b>112,845</b>
<b>TOTAL MUNICIPAL FIBER NETWORK FUND (205)</b>			<b>50,000</b>	<b>-</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>50,000</b>
<b>TOTAL EQUIPMENT MAINTENANCE FUND (308)</b>			<b>-</b>	<b>185,550</b>	<b>185,550</b>	<b>-</b>	<b>185,550</b>	<b>185,550</b>
<b>TOTAL RISK MANAGEMENT FUND (309)</b>			<b>-</b>	<b>507,515</b>	<b>507,515</b>	<b>-</b>	<b>300,250</b>	<b>300,250</b>
<b>TOTAL CENTRAL STORES FUND (310)</b>			<b>-</b>	<b>27,050</b>	<b>27,050</b>	<b>-</b>	<b>27,050</b>	<b>27,050</b>
<b>TOTAL AQMD FUND (410)</b>			<b>-</b>	<b>45,000</b>	<b>45,000</b>	<b>-</b>	<b>45,000</b>	<b>45,000</b>
<b>TOTAL BUILDING SURCHARGE FUND (412)</b>			<b>160,000</b>	<b>146,000</b>	<b>306,000</b>	<b>160,000</b>	<b>146,000</b>	<b>306,000</b>
<b>TOTAL ART FUND (413)</b>			<b>49,500</b>	<b>-</b>	<b>49,500</b>	<b>49,500</b>	<b>-</b>	<b>49,500</b>
<b>TOTAL ALL FUNDS</b>			<b>5,408,425</b>	<b>6,186,914</b>	<b>11,595,339</b>	<b>5,677,377</b>	<b>2,406,887</b>	<b>8,084,264</b>

*Schedule of Fiscal Year 2023-2024  
Position Requests for Reference*

**CITY OF CULVER CITY  
ADOPTED ENHANCEMENTS/REDUCTIONS - POSITION REQUESTS ONLY  
FISCAL YEAR 2023-2024**

DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	DEPT REQUESTS			CITY COUNCIL ADOPTED		
			ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL
<b>CITY COUNCIL/CITY MANAGER</b>								
<b>General Fund</b>								
10110100	411100	Add 1.0 FTE Communications Manager (Salary TBD)	-	215,245	215,245	-	215,245	215,245
10110400	411100	Add 1.0 FTE Management Analyst to address increased workload, assist with the management of the Art in Public Places Program and special projects within the department.	-	146,645	146,645	-	146,645	146,645
<b>TOTAL CITY COUNCIL/CITY MANAGER</b>			<b>-</b>	<b>361,890</b>	<b>361,890</b>	<b>-</b>	<b>361,890</b>	<b>361,890</b>
<b>CITY ATTORNEY</b>								
<b>General Fund</b>								
10113100	411100	Add 1.0 FTE Deputy City Attorney II position to address increased workload, including legal review of agreements, legal advice on enforcement matters, Commissions Boards and Committees (CBC) counsel, as well as reduce the reliance on supplemental outside legal services utilized by the City over time.	-	219,265	219,265	-	-	-
<b>General Fund (101) Proposed Changes Subtotal</b>			<b>-</b>	<b>219,265</b>	<b>219,265</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Municipal Fiber Network</b>								
<b>Municipal Fiber Network Fund (205) Proposed Changes Subtotal</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL CITY ATTORNEY</b>			<b>-</b>	<b>219,265</b>	<b>219,265</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FINANCE DEPARTMENT</b>								
<b>General Fund</b>								
10114400	411100	Unfreeze 1.0 FTE Revenue and Budget Supervisor to coordinate the daily operations of the revenue and budget functions within the Finance Department including administration of local taxes, billing, fee studies, cost allocation plans, revenue collections and budgetary processes.	-	149,595	149,595	-	-	-
10114100	411100	Add 1.0 FTE Contract Manager to ensure that contract administration is in compliance with citywide polices and regulations, as well as assist departments with contract preparation, amendments, and change orders.	-	149,595	149,595	-	-	-
<b>TOTAL FINANCE DEPARTMENT</b>			<b>-</b>	<b>299,190</b>	<b>299,190</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ADMINISTRATIVE SERVICES</b>								
<b>General Fund</b>								
<b>Human Resources</b>								
10122100	411100	Reclass 1.0 FTE vacant Human Resources Technician to a Management Analyst to support contract management, invoice reconciliation and payment for Citywide services and special projects.	-	17,565	17,565	-	17,565	17,565
<b>General Fund: Human Resources (101) Proposed Changes Subtotal</b>			<b>-</b>	<b>17,565</b>	<b>17,565</b>	<b>-</b>	<b>17,565</b>	<b>17,565</b>
<b>Risk Management Fund</b>								
30922200	411100	Add 1.0 FTE City Safety Manager to provide professional support and management Citywide in compliance with local, state and federal rules.	-	207,265	207,265	-	-	-
<b>Risk Management Fund (309) Proposed Changes Subtotal</b>			<b>-</b>	<b>207,265</b>	<b>207,265</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL HUMAN RESOURCES</b>			<b>-</b>	<b>224,830</b>	<b>224,830</b>	<b>-</b>	<b>17,565</b>	<b>17,565</b>



**CITY OF CULVER CITY  
ADOPTED ENHANCEMENTS/REDUCTIONS - POSITION REQUESTS ONLY  
FISCAL YEAR 2023-2024**

DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	DEPT REQUESTS			CITY COUNCIL ADOPTED		
			ONE-TIME PROPOSED INCREASE/DECREASE	ONGOING PROPOSED INCREASE/DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/DECREASE	ONGOING PROPOSED INCREASE/DECREASE	TOTAL
<b>INFORMATION TECHNOLOGY</b>								
<b>General Fund</b>								
10124100	411100	New Position - Add 1.0 FTE Security Analyst to implement, monitor, and perform proactive cybersecurity risk analysis of the City's various systems with the goal of protecting the city's digital infrastructure from potential cyber intrusions.	-	138,270	138,270	-	138,270	138,270
<b>General Fund (101) Proposed Changes Subtotal</b>			<b>-</b>	<b>138,270</b>	<b>138,270</b>	<b>-</b>	<b>138,270</b>	<b>138,270</b>
<b>TOTAL INFORMATION TECHNOLOGY</b>			<b>-</b>	<b>138,270</b>	<b>138,270</b>	<b>-</b>	<b>138,270</b>	<b>138,270</b>
<b>PARKS, RECREATION AND COMMUNITY SERVICES</b>								
<b>General Fund</b>								
10130100	411100	Add 0.5 FTE executive management team member to facilitate improved succession planning and streamlined transition of executive leadership.	114,953	-	114,953	-	-	-
10130300	411100	Add 1.0 FTE Irrigation Maintenance Technician I to address increased workload related to repairs, installations, and replacements of citywide parks and recreational facilities irrigation systems	-	88,083	88,083	-	-	-
10130300	411100	Reclass 1.0 FTE Secretary position to an Associate Analyst position to address increased workload and respond to need for enhanced administrative and analytical support	-	21,580	21,580	-	21,580	21,580
10130300	411100	Add 1.0 FTE Maintenance Worker I position to address the back-log of deferred maintenance at the City's parks and recreational facilities as well as to meet the demands of the current operations	-	79,693	79,693	-	-	-
<b>TOTAL PARKS, RECREATION &amp; COMMUNITY SERVICES</b>			<b>114,953</b>	<b>189,356</b>	<b>304,309</b>	<b>-</b>	<b>21,580</b>	<b>21,580</b>
<b>HOUSING &amp; HUMAN SERVICES</b>								
<b>General Fund</b>								
10135200	411100	Add 2.0 FTE Code Enforcement Officers to address increased workload related to increasing complaints/inspections requests for cannabis, homeless cleanups, tenant protections/sub standard housing inspections, massage business inspections, etc.	-	224,770	224,770	-	-	-
10135200	411100	Add 1.0 FTE Park Patrol Officer - to respond to increased complaints of undesirable activity in the city's parks and recreational spaces including the Veteran's Memorial Auditorium, Teen Center, and Senior Center.	-	100,616	100,616	-	-	-
<b>TOTAL HOUSING &amp; HUMAN SERVICES</b>			<b>-</b>	<b>325,386</b>	<b>325,386</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>POLICE DEPARTMENT</b>								
<b>General Fund</b>								
10140200	411100	Reclass 1.0 FTE Senior Management Analyst to one Administrative Services Manager	-	17,670	17,670	-	17,670	17,670
<b>TOTAL POLICE DEPARTMENT</b>			<b>-</b>	<b>17,670</b>	<b>17,670</b>	<b>-</b>	<b>17,670</b>	<b>17,670</b>
<b>FIRE DEPARTMENT</b>								
<b>General Fund</b>								

**CITY OF CULVER CITY  
ADOPTED ENHANCEMENTS/REDUCTIONS - POSITION REQUESTS ONLY  
FISCAL YEAR 2023-2024**

DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	DEPT REQUESTS			CITY COUNCIL ADOPTED		
			ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL
10145100	411700	Add 1.0 FTE Management Analyst. Approved as one-time funding for temp to assist with administrative projects/programs		130,435	130,435	130,000	-	130,000
<b>TOTAL FIRE DEPARTMENT</b>			-	<b>130,435</b>	<b>130,435</b>	<b>130,000</b>	-	<b>130,000</b>
<b>PLANNING &amp; DEVELOPMENT</b>								
<b>General Fund</b>								
10153400	411100	Add 1.0 FTE In-House Plan Check Engineer to maintain customer service levels due to an increase in demand from the implementation of the soft story retrofit program per council direction. (Offset by increased plan check revenue)	-	58,300	58,300	-	58,300	58,300
10153200	411100	Add 1.0 FTE Senior Planner (limited term) to manage complex development projects, comprehensive code amendments that require collaboration with other division and departments to create streamlining processes for development and transition Inglewood Oil Field (IOF) work to Current Planning Division.	-	153,535	153,535	153,535	-	153,535
10153200	411200	Add 0.75 FTE Planning Admin Intern (part-time) - to assist with department digitization of past and current planning projects, as well as general administrative work including research support to Planners.	26,870	-	26,870	-	-	-
<b>TOTAL PLANNING &amp; DEVELOPMENT</b>			<b>26,870</b>	<b>211,835</b>	<b>238,705</b>	<b>153,535</b>	<b>58,300</b>	<b>211,835</b>
<b>PUBLIC WORKS</b>								
<b>General Fund</b>								
10160210	411100	Add 1.0 FTE Secretary to address current demands and improve response times related to City Claims, Public Records Request, and processing Utilities.	-	104,535	104,535	-	-	-
10160240	411100	Add 1.0 FTE Facilities Maintenance Worker to provide vital operational support for all underground Service Alert Requests that the City is required to provide by law	-	99,145	99,145	-	-	-
10160220	411100	Add 1.0 FTE Maintenance Worker I position to support the Senior Tree Maintenance Worker as a ground person to ensure the work zone is clear and safe during scheduled and unscheduled emergency tree trimming	-	88,705	88,705	-	-	-
10160220	411100	Add 1.0 FTE Senior Tree Maintenance Worker position to respond to increased demand for unscheduled emergency tree trimming in the right of way.	-	-	-	-	-	-
10160240	411100	Add 1.0 FTE Street Light Technician: to responds to the increased workload for the maintenance of over 4,000 street lights/street light circuitry throughout City, including parks and facilities. There is currently only 1.0 FTE position in the City.	-	120,895	120,895	-	-	-
10160200	411100	Reclass 1.0 FTE Associate Analyst to 1.0 FTE Management Analyst to respond to need for enhanced administrative and analytical support	-	23,170	23,170	-	-	-

**CITY OF CULVER CITY  
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FISCAL YEAR 2023-2024**

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			ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL
10160220	411100	Reclass 1.0 FTE Maintenance Worker I to Maintenance Worker II to respond to the increased need for semi-skilled position that could routinely operate motorized equipment and utilize more complex tools in performing repair and maintenance tasks.	-	3,960	3,960	-	-	-
10160170	411100	Add 1.0 FTE Associate Analyst to support grant finance administration, invoicing, financial reporting, resident and business traffic related requests, liaison with Mobility, Traffic & Parking Committee and BPAC, handle public records requests, update website	-	106,655	106,655	-	-	-
10160240	411100	Add 1.0 FTE Building Engineer position for unhooded facilities: Project Homekey, Safe Sleep, etc.	-	126,880	126,880	-	-	-
<b>General Fund (101) Proposed Changes Subtotal</b>			-	<b>673,945</b>	<b>673,945</b>	-	-	-
<b>Refuse Fund</b>								
20260400	411100	Add 1.0 FTE Environmental Compliance Inspector to inspect restaurants for municipal and state law compliance, audit residential bins for cross contamination, work with unhooded sites to ensure safety, and inspect stormwater projects.	-	121,378	121,378	-	121,378	121,378
<b>Refuse Fund (202) Proposed Changes Subtotal</b>			-	<b>121,378</b>	<b>121,378</b>	-	<b>121,378</b>	<b>121,378</b>
<b>Sewer Fund</b>								
20460300	411100	Add 1.0 FTE Sewer Lift Station Electro Mechanic to maintain and service increasing Storm Water Treatment Facilities, City scheduled to install 4 additional storm water treatment facilities during FY 23/24-FY25/26	-	110,845	110,845	-	110,845	110,845
<b>Sewer Fund (204) Proposed Changes Subtotal</b>			-	<b>110,845</b>	<b>110,845</b>	-	<b>110,845</b>	<b>110,845</b>
<b>TOTAL PUBLIC WORKS</b>			-	<b>906,168</b>	<b>906,168</b>	-	<b>232,223</b>	<b>232,223</b>
<b>TRANSPORTATION</b>								
<b>Transportation Fund</b>								
20370100	411100	Add 1.0 FTE Management Analyst in FY 2023-24 - First of two requested positions responsible for standing up and administering the City's new Transportation Demand Management ("TDM") program. Staff anticipates the TDM program to launch by the end of FY 2023-24, and expects the program to eventually become self-sustaining from fees collected from developers	-	125,025	125,025	-	125,025	125,025
20370100	411100	Add 1.0 FTE Management Analyst in FY 2024-25. Staff request an additional Management Analyst to support the TDM program and recommends phasing in this request in FY 2024-25 budget cycle.	-	125,025	125,025	-	-	-
<b>Transportation Fund (203) Proposed Changes Subtotal</b>			-	<b>250,050</b>	<b>250,050</b>	-	<b>125,025</b>	<b>125,025</b>
<b>Equipment Maint. Fund</b>								
30870400	411100	Add 1.0 FTE Fleet Services Technician to restore staffing to pre-pandemic workforce capacity and accommodate increased service demands and maintenance on city vehicles.	-	97,585	97,585	-	97,585	97,585

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			ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL
30870400	411100	Add 1.0 FTE Fleet Services Assistant to restore staffing to pre-pandemic workforce capacity and accommodate increased service demands and maintenance on city vehicles.	-	87,965	87,965	-	87,965	87,965
		<b>Equipment Maintenance Fund (Fund 308) Proposed Changes Subtotal</b>	-	185,550	185,550	-	185,550	185,550
		<b>TOTAL TRANSPORTATION</b>	-	435,600	435,600	-	310,575	310,575
		<b>TOTAL GENERAL FUND (101)</b>	141,823	2,584,807	2,726,630	283,535	615,275	898,810
		<b>TOTAL REFUSE FUND (202)</b>	-	121,378	121,378	-	121,378	121,378
		<b>TOTAL TRANSPORTATION FUND (203)</b>	-	250,050	250,050	-	125,025	125,025
		<b>TOTAL SEWER FUND (204)</b>	-	110,845	110,845	-	110,845	110,845
		<b>TOTAL MUNICIPAL FIBER NETWORK FUND (205)</b>	-	-	-	-	-	-
		<b>TOTAL EQUIPMENT MAINTENANCE FUND (308)</b>	-	185,550	185,550	-	185,550	185,550
		<b>TOTAL RISK MANAGEMENT FUND (309)</b>	-	207,265	207,265	-	-	-
		<b>TOTAL CENTRAL STORES FUND (310)</b>	-	-	-	-	-	-
		<b>TOTAL AQMD FUND (410)</b>	-	-	-	-	-	-
		<b>TOTAL BUILDING SURCHARGE FUND (412)</b>	-	-	-	-	-	-
		<b>TOTAL ART FUND (413)</b>	-	-	-	-	-	-
		<b>TOTAL ALL FUNDS</b>	141,823	3,459,895	3,601,718	283,535	1,158,073	1,441,608

# About the City of Culver City

## GENERAL

The City of Culver City is situated in western Los Angeles County approximately five miles north of Los Angeles International Airport and three miles east of the Pacific Ocean and the Marina del Rey small craft harbor. Culver City is bordered on all sides by the City of Los Angeles, with the exception of a portion of the eastern side where the boundary is contiguous with unincorporated County territory. The California Department of Finance Demographic Research Unit estimates the City's population to be approximately 39,682.

Culver City's favorable location in the western section of the County, traversed by the San Diego and Route 90 freeways and less than ¼ mile south of the Santa Monica Freeway, contributes to a strong economic potential for the community. At the present time the entertainment, medical, electronics, and technology industries provide significant sources of employment for Culver City and the surrounding areas.

Culver City is located within the heart of the La Ballona Valley, which was originally settled in the eighteenth century by ranchers attracted by the temperate climate and the availability of fresh water in Ballona Creek. A railroad connecting downtown Los Angeles to the Pacific Ocean coastline went through the area that later became the City of Culver City. The resulting development culminated in the incorporation of the City in 1917. During the decade following incorporation, the original city of 770 acres and 500 persons more than doubled in land area and population and saw the rise of the motion picture industry in the City. The motion picture industry soon became a major local industry that provided jobs for residents and a strong tax base to the City.



Over the last several decades the City has undergone transition from a primarily suburban oriented community to a dynamic urban environment within the Westside hub of Los Angeles County. The City has collaborated with private developers on several redevelopment initiatives. Projects including the revitalization of Downtown Culver City, Westfield Culver City, the Culver Studios renovation, the Culver Steps/Town Plaza Expansion, and Ivy Station at the Expo and, most recently, the Culver Public Market have provided the City and surrounding area with unique shopping, hotel and dining options and local employment opportunities. These

developments attract residents and visitors and generate significant sales tax revenue for the City. In addition, the City's creative economy continues to expand with the presence of major employers including Sony Pictures Entertainment, Amazon Studios, HBO and Apple, among others. Cultural assets include the Kirk Douglas Theatre and The Actors' Gang at the Ivy Substation, which offer exciting live stage entertainment and the Wende Museum, which serves as an art museum and historical archive. In addition, several mixed-use housing and commercial projects have been recently completed or several more are in process which are anticipated to bring additional housing, dining, and shopping opportunities to the City and surrounding area. As the City has



evolved, it has more recently committed considerable resources to address issues surrounding housing and homelessness in the City in response to the regional homeless crisis.

## GOVERNMENT AND ADMINISTRATION

Culver City was incorporated as a general law city on September 17, 1917 and celebrated its Centennial Anniversary in 2017. Culver City transitioned from a general law city to a charter city in 1947. The City Charter was revised by voters in April 2006, and as of July 1, 2006, Culver City operates under a City Council/City Manager form of government. This allows the City Council to focus on making policy decisions while the day-to-day functions are under the direction of the City Manager.

Members of the City Council are elected for alternating four-year terms, with the Mayor being selected annually by the Council from among its members. Primary elections are not required and filing fees are minimal to reduce entry barriers and provide greater opportunity for community members of various backgrounds to seek public office.

The City government is operated under the Civil Service System of merit appointment and promotion. Positions of the City Manager and his staff, the City Attorney and her staff, and all other Executive Management positions, which include the Chief Financial Officer, Assistant City Manager, Chief Information Officer, Parks, Recreation and Community Services Director, Police Chief, Fire Chief, Planning and Development Director, Economic Development Director, Housing and Human Services Director, Public Works Director, and Chief Transportation Officer serve as "at will" employees. Most other City positions, including division head and line staff, are filled by appointment based on Civil Service rules and regulations. Presently, the City has approximately 757 employees and has direct responsibility for the provision of all municipal services in the City with exception of library service and health department service, which are provided by the County of Los Angeles.

## EDUCATION

Public education is provided to City residents of school age through the Culver City Unified School District, which operates five elementary schools, one intermediate school (Culver City Middle School), two high schools (Culver City High School and Culver Park High) and one adult school (Culver City Adult School).

Abutting the City's eastern boundary is West Los Angeles Community College. This two-year institution provides City residents and others an opportunity to continue their education after high school. West Los Angeles Community College supplements the higher education opportunities provided at the University of California at Los Angeles (five miles northwest of the City), the University of Southern California (nine miles east of the City), and Loyola Marymount University in nearby Westchester.

## COMMUNITY FACILITIES

Culver City maintains many community services for local residents. Medical facilities include Southern California Hospital-Culver City and numerous convalescent hospitals and medical clinics. Culver City also has a Branch County Library, 30 area religious institutions, and two weekly local newspapers. Twelve banks have branches in the City.

The City's Parks, Recreation and Community Service's Department offers a varied program of playground activities available to City residents at City-owned parks. Various school playgrounds are also open after school hours. The City maintains a community and youth center and a senior citizen's facility. The Veterans' Memorial Auditorium provides facilities for the community and is the site of many community events.



The area is served by the Los Angeles International Airport, two railroads and the Ports of Los Angeles and Long Beach. There is a system of public transportation serving the area. Culver City operates Culver CityBus, the oldest continuously operating municipal bus line in California. The City's regularly scheduled routes coordinate with those of the Los Angeles County Metropolitan Transportation Authority (Metro) and the Santa Monica Municipal Bus lines to provide convenient connections for transit riders. The City is also served the Metro light rail system (Metro Expo Line) which provides greater regional mobility.

## STRATEGIC PLANNING

The Culver City City Council provides overall policy direction which serves to maintain and improve the quality of life in the City of Culver City. The elected five-member City Council is the legislative body for the City of Culver City. In its policy-making role, major activities of the City Council include identifying the needs of the community and translating them into programs and services; establishing general objectives for City program activities and service levels; reviewing and adopting the annual City budget, as well as ordinances and resolutions; approving major purchases and contracts; and serving as the governing body of the Culver City Parking Authority and the Culver City Housing Authority. All members of the City Council serve on a part-time basis and are responsible for appointing the City Manager, City Attorney, Fire Chief and Police Chief.

As part of its charge to respond to changing needs, desires and interests of the residents of Culver City, the City Council met in October of 2018 to discuss challenges and opportunities facing the City, and to identify and recommend solutions and initiatives on which to focus attention and resources over the next five years. Recognizing and building on activities of the prior strategic plan, the City Council Members updated or set new priorities for the City.

City Council Members identified planning topics they considered to be highest priority and focused on the below:

- Long-term Financial Stability
- Revitalization of Ballona Creek
- Housing
- Inglewood Oil Field
- Transportation

*Long-term Financial Stability:* This topic included discussion of new sources of revenue, such as hotel development. Existing sources of revenue were also discussed, namely business, sales and property taxes, which are some of the City’s largest sources of revenue. Other sources of revenue, such as public/private partnerships and staying competitive to attract and secure contracts were also discussed.



*Revitalization of Ballona Creek:* The Ballona Creek, an eight-mile waterway offers recreational opportunities for Culver City residents. Restoration and utilization of Ballona Creek were among the top priorities for discussion on this item. The possibility of obtaining a bond to accomplish the revitalization was discussed.

*Housing:* Council Members discussed a variety of housing related issues including amnesty for Accessory Dwelling Units (ADU) and suggested developing an ADU Toolkit for residents. In addition, staff was asked to assess options for

parking relief, opportunities for purchasing units, zoning implications, inclusionary ordinances and planned development in the Transit Oriented Development (TOD) District. Further, Council Members suggested addressing rental protections through the Landlord-Tenant Mediation Board and encouraging residents to become proactive advocates for their interests.

*Inglewood Oil Field:* Located within Culver City and the unincorporated area of Los Angeles County, the Inglewood Oil Field (IOF) is about 1,000 acres within both the City and County. The portion of the IOF within Culver City limits is approximately 78 acres. In 2014 Culver City adopted a resolution declaring its intention to create an IOF Specific Plan. In 2017, the City Council discussed a temporary hold on the IOF Specific Plan Project. During the discussion, the Mayor discussed the opportunity available through TED that could be instrumental in helping to transform the IOF. The Audacious Project is a collaborative approach to funding ideas with the potential to create large scale change. The project aims to: 1) encourage the world's greatest change-agents to dream bigger; 2) shape the best ideas into viable multi-year plans; and 3) present those ideas in a compelling way to potential supporters. The Project looks for ideas that can become replicable models/paradigms with far reaching impact. Council Members ultimately agreed that the Audacious Project presented a unique opportunity to consider opportunities for the IOF.

*Transportation:* Culver City is facing a transportation revolution that requires comprehensive strategies to accommodate pedestrians, automobiles, bicycles, busses, and motorcycles. Although there are actions underway to address bicycle access, the planning discussion highlighted the need for a more comprehensive analysis of transportation challenges and needs. Council Members agreed that any transportation planning must engage community residents and suggested that staff conduct a study that assesses both bicycle access and opportunities for microtransit.

The full Strategic Plan, adopted in October 2018, may be accessed on the City of Culver City website ([www.culvercity.org](http://www.culvercity.org)) under the Community Development Department ([Strategic Plan 2018-2023](#)).

The onset of the COVID-19 pandemic in March 2020 shifted focus from some of these Strategic Plan goals to address new public health and safety issues. Long-term Financial Stability remained a pressing goal made even more important by the economic uncertainties arising during the pandemic. Issues of housing and homelessness have risen even higher on the priority list. Coronavirus-related relief funds from various federal and State sources made new projects possible including a Project Homekey grant to provide emergency shelter and temporary supportive housing for homeless individuals. Transportation has evolved in the pandemic and post-pandemic world as fewer individuals have been utilizing public transportation and teleworking continues to affect commuting patterns. New infrastructure funding sources have shaped the sustainability projects undertaken by the Transportation and Public Works Departments. The Fiscal Year 2023-2024 Adopted Budget addresses many of these high priority items.

## GUIDE TO THE 2023-2024 CULVER CITY BUDGET

The Annual City Budget is more than a routine compilation of revenues and expenditures. It represents a financial plan, a comprehensive management plan, a policy implementation plan, and a communications medium for staff, the City Council, and the public at large. It also represents our continued commitment to the citizens of Culver City to provide quality service in an effective and efficient manner during the fiscal year.

The Adopted Fiscal Year 2023-2024 budget document has been organized into four major sections:

- Budget Summary
- Department/Division Budgets
- Capital Improvement Plan (CIP) Budget
- Appendices

The budget summary section includes the transmittal letter from the City Manager, which highlights the revenue and expenditure programs approved by the City Council. Also included is list of approved reductions and enhancements by Department, and a City Organization Chart. The revenue summary provides historical and projected revenue data for comparative purposes. Revenue sources are included for all City funds; General Fund, Grant Funds, Asset Seizure Fund, Enterprise Funds, Internal Services Funds and Capital Funds. Each fund is further sub-divided into detailed revenue classifications.

The budget summary also includes summarized expenditure information arranged to display historical and approved expenditures (appropriations) by fund type. Other information included is a schedule of interfund budget transfers, estimated (projected) fund balances and a schedule of authorized City positions.

The department/division budget section describes the missions and objectives of each organizational unit along with its organizational structure, annual work program, funding sources and workload/performance indicators. This information is intended to assist the reader in evaluating the effectiveness of each department in meeting community or organizational needs. The detailed list of appropriations for each department/division is also included within the volume. Together these budget materials establish a baseline for effective budgetary control during the fiscal year.

The Capital Improvement section includes a summary of the City's Capital Improvement Plan (CIP) for the new fiscal year by funding source. Budgetary appropriations include authorization for new City projects or additional funding required for Fiscal Year 2023-2024 as well as reappropriation of funds for prior year capital projects which are not complete and/or are multi-year in scope.

The final section, or appendix, includes general statistical information about the City, the City Council's adopted financial policies, the Budget Adoption Resolution, the Gann Appropriation Limit (Prop 4) calculations and a glossary of terms used throughout this budget document.



## BUDGET PROCESS

The City Charter, as adopted by the voters in 1947 and amended in April 2006, requires that the City Manager submit a proposed budget for the coming year at least 45 days prior to the end of the fiscal year. The Charter also provides that the City Council holds a public hearing to solicit public input and adopt the budget on or before June 30.

Once adopted, the budget may only be amended or supplemented by a four-fifths vote of the City Council. However, funds may be transferred between accounts/departments as authorized by the City Manager for amounts not exceeding \$30,000. Standing authority is provided to the City Manager to amend grant budgets as may be deemed appropriate.

Frequent budget analyses are provided to the City Council during the year comparing budget to actual revenues and expenditures. Revised projections of budget estimates are also included, as appropriate. Each year the Finance Department's Accounting division also prepares an Annual Comprehensive Financial Report for the preceding fiscal year ([2021-2022 Annual Comprehensive Financial Report](#)).

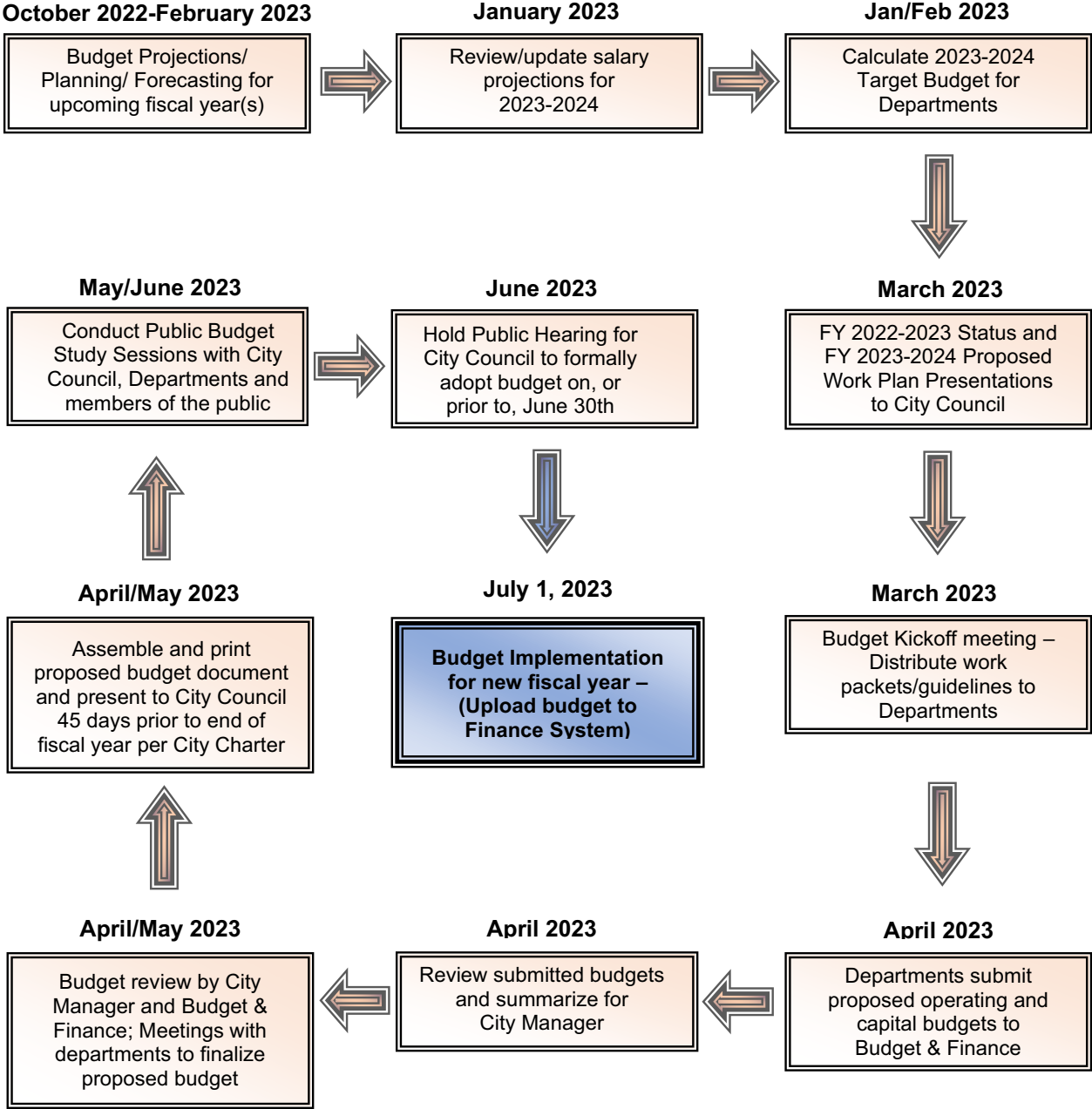
To provide an effective foundation for development of the 2023-2024 budget, the City Council continues to adhere to the "Budget Development and Administration" process (see Appendix A) as proposed by staff to guide the development, review and administration of future budgets. The Budget Development and Administration process allows the City Council to focus on policy issues regarding the mission, goals, and level of service provided by each City department. It provides staff the flexibility to manage within their budgets.

Rather than having departments competing with each other for available funding, the process is based on the assumption that the existing funding base for services/service levels is reasonable and consistent with the current budget constraints of the City. Accordingly, all department budgets are indexed by provisions in negotiated Memorandum of Understandings (MOUs) for Personnel Costs and by the change in the Consumer Price Index (CPI) for Maintenance and Operations Costs to establish their budget "target" for the coming year. However, the City Council may choose to change the priority/mix of funding for City services in response to changing community needs. Additional "enhancements" requested by departments because of client/workload growth, is considered by the City Manager and City Council on a case-by-case basis.



**BUDGET PROCESS FLOWCHART OVERVIEW**

Below is a simplified flowchart showing the budget process, and when certain processes occur. The below chart was used in the mid-year Fiscal Year 2022-2023 budget process and Fiscal Year 2023-2024 proposed budget process.



## PUBLIC PARTICIPATION

The City holds a variety of public meetings to engage the public in the budget process. In March, City Departments present the status of their current year work plans and the projected work plans for the upcoming fiscal year to the City Council at two days of public meetings. Both the Council and the public have an opportunity to review and comment on the presentations and priorities. Also in March, the various City Commissions, Boards and Committees hold regular public meetings to review the budget and make recommendations to the applicable Department Director and the City Manager. The members of these commissions, boards and committees are made up of community members including residents and business owners. The general public can also attend these meetings to provide input.

In May, City Departments present their proposed budgets to the City Council at public meetings over two to three days. Again, the public can comment on the proposed budget at various points during these presentations.

The final Public Hearing for the Budget takes place in June. The public has another opportunity to participate and comment during this public meeting.

## POLICY IMPLEMENTATION

The resulting establishment of programs and allocations of financial resources in the Adopted 2023-2024 City Budget reflects community needs/priorities/policies as established by the City Council. These include authorized funding policies to:

- ◆ Appropriate some service enhancements, which can be accommodated within available recurring General Fund revenues.
- ◆ Maximize the levels of service to the public by using limited funding resources.
- ◆ Maintain, to the extent possible, funding for Enterprise activities (bus, sewer and refuse) on a self-supporting basis.
- ◆ Ensure a strong and prudent General Fund reserve level to cover cash-flow needs or continued economic uncertainty and unexpected emergencies.

## FINANCIAL OBJECTIVES

As part of the City's development/implementation of its strategic plan, government financing had been identified as a key strategic issue to ensure a stable and predictable financial base to support current/future community requirements. This led to the formation of a Finance Advisory Committee to advise the City Council on a broad range of community financial issues/strategies. These included evaluating the need for new revenue sources, revenue enhancement/economic development strategies, infrastructure financing, and recommendations regarding overall financial policies to guide future City decisions.

Accordingly, the Committee has recommended a series of financial/budgetary policies dealing with long-term planning, revenues, appropriations, capital improvements and fund balance/reserve policies. The most recent Council policies are included in Appendix B. As part of the budget process

for Fiscal Year 2023-2024, the Council updated Policy 5002 (Financial Policies) to include a Public Safety Equipment Reserve.

**CLASSIFICATION OF FUNDS AND BASIS OF BUDGETING AND ACCOUNTING**

Culver City’s accounting system is organized on a fund basis. Each fund is a separate accounting entity with a self-balancing set of accounts recording assets, liabilities, fund equity, revenues and expenditures. The funds are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Governmental funds are classified into three broad categories: governmental (general, special, debt service, and capital improvement projects), proprietary (enterprise and internal service), and fiduciary funds. Governmental funds include activities usually associated with a typical state or local government’s operations. Proprietary funds are financed and operated in a manner similar to private business enterprises, where the intent is to recover the cost of providing goods and services from user charges. Fiduciary funds are utilized in situations where the government is acting in a fiduciary capacity as a trustee or an agent. Examples of fiduciary funds are pension trust funds, investment trust funds, or pass-through grants which require a government to distribute funds to other parties where the government has no financial involvement and for which it performs no significant administrative functions, such as selecting recipients or monitoring performance. The City currently has only one fiduciary fund which is a trust fund used to account for refundable deposits entrusted with the Finance Department.

The *Basis of Budgeting* for the City’s budget is consistent with the Annual Comprehensive Financial Report (ACFR). All governmental funds are budgeted and accounted for using the modified accrual basis of accounting. The revenues are recognized when they become measurable and available as net current assets. The primary revenue sources susceptible to accrual are property, sales, utility users, transient occupancy and business license taxes, investment income, motor vehicle fees and highway users’ tax (gas tax). A revenue source received by the City that is not susceptible to accrual is franchise fees. Expenditures are generally recognized under the *modified accrual basis of accounting* when the related fund liability is incurred.

Proprietary (enterprise and internal service) and fiduciary fund revenues and expenses are budgeted and recognized on the accrual basis. Revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the accounting period they are incurred.

The table below provides a quick reference list of the major and non-major governmental funds, and the three enterprise funds under the proprietary category, which are also considered major funds of the City:

<b>Governmental and Proprietary Funds Major and Non-Major Funds</b>		
<b>GOVERNMENTAL</b>		<b>PROPRIETARY</b>
<i>Major</i>	<i>Non-Major</i>	<i>Major</i>
General Fund	Gas Tax	Refuse
Improvement & Acquisition	Operating Grants	Transportation
Capital Grants	Section 8 Housing	Sewer
	Art in Public Places	Municipal Fiber
	New Dev Impact Fund	
	CDBG Operating	
	Landscape Maintenance	
	Park Facilities	
	Parking CIP	
	CDBG Capital	
	Prop 1B	
	Prop A Local Return	
	Prop C Local Return	
	Measure R	
	Asset Seizure	
	Capital Grants	
	Building Surcharge	
	Economic Development	
	Measure W	
	Housing Authority	
	Cooperative Projects	
	Safe/Clean Water Protection	
	AQMD	
	Paratransit	

Following is a more detailed explanation of the various types of funds of the City and their purpose:

General Fund

The General Fund is used to account for resources traditionally associated with government which are not required to be accounted for in another fund including: property taxes, sales taxes, business taxes, utility taxes, transient occupancy taxes, licenses and permits, and fines and forfeits. The General Fund is used to finance most of the basic municipal functions including general administration, police, fire, community development and parks, recreation and community services.

Enterprise Funds

Enterprise Funds account for the provision of direct services to the general public where all or a substantial portion of the costs involved are paid in the form of user charges or fees for such services.

Transportation Fund is used to account for the operation, as well as the capital assets, of the City's Municipal Bus Lines. Other funding assistance comes from FTA Section 9 (Federal-Capital), TDA and STA (Capital and Operating), and Proposition A and Proposition C.

Refuse Disposal Fund was established to account for the operation of the City's refuse disposal, transfer station operation, recycling efforts, and street sweeping services.

Sewer Fund is used to account for revenues collected through sewer charge fees and sewer facilities charges. These funds are used for expenditures related to the operation and maintenance of sewer disposal facilities, capital projects, and debt service on bonds for sewer facility improvements.

### Special Revenue Funds

Gas Tax Fund is used to account for the City's share of state gasoline tax collection in accordance with the provisions of the State of California Streets and Highway Code.

Capital Improvements Grants Fund is used to account for capital grant funds resulting from the City's federal, state and local operating grants, and the qualified expenditure of these restricted funds.

Operating Grants Fund is used to account for operating grant funds resulting from the City's federal, state and local operating grants, and the qualified expenditure of these restricted funds.

CDBG Capital Grants Fund used to account for Community Development Block Grant (CDBG) funds, and the qualified expenditure of these restricted funds for capital improvement projects.

CDBG Operating Grants Fund used to account for Community Development Block Grant (CDBG) funds, and the qualified expenditure of these restricted funds for administrative expenses such as personnel costs.

Asset Seizures Fund receives funds from federal and local seized and forfeited properties. Such funds may be used for the detection and prevention of criminal activity, and the apprehension of criminals through drug prevention, education (D.A.R.E.), and related law enforcement programs.

Art in Public Places Fund is used to account for the "Arts in Public Places" program. The revenues for this Fund come from developer fees.

New Development Impact Fund is used to record fees collected on new non-residential development in excess of 5,000 square feet. These fees are used to finance street improvements, traffic controls and traffic management projects.

Landscape Maintenance Fund is used to account for monies from homeowners for landscaping services of private property within the City.

Park Facilities Fund is used to account for monies from subdivision/residential development impact fees for the improvement and expansion of public parks and facilities throughout the City.

Mobility Improvement Fund is used to account for monies from new development impact fees related to increased vehicle miles traveled and transportation impacts. On June 28, 2021, City Council adopted an ordinance adding a Mobility Improvement Fees subchapter to the Culver City

Municipal Code as part of the City's Travel Demand Forecast Model project. The funds will be used for citywide mobility projects to ameliorate the traffic impacts from new development.

Prop 1B Street Improvement is used to account for funds received from the State in accordance with Proposition 1B, which was approved by voters in November 2006. It is intended to improve safety conditions of roads and bridges, as well as improve Air quality and Port security. These funds are used in the City's capital improvement process for street infrastructure projects.

Measure R is a ½ cent sales tax approved by Los Angeles County voters in November 2008 and is to be used to fund new transportation projects and programs. Transportation and Public Works utilize the majority of this funding.

Measure M is a ½ sales tax measure approved by Los Angeles County voters funds in 2016 to be used to fund projects to ease traffic, repair local streets and sidewalks, expand public transportation, earthquake retrofit bridges and subsidize transit fares for students, seniors and persons with disabilities. Transportation and Public Works utilize the majority of this funding.

Measure W is a special parcel tax of 2.5 cents per square foot of impermeable surface area on private property in the LA County Flood Control District approved by voters in the LA County Flood District to fund projects, programs and studies related to protecting and improving water quality.

#### Capital Projects Funds

Capital Improvement and Acquisition Fund is utilized for projects other than those specifically identified by the source of funding. Project funding is mainly from general revenues allocated by action of the City Council. In prior fiscal years, the Culver City Redevelopment Agency funded a number of eligible projects.

Parking Capital Improvement Fund is utilized for the accumulation of parking meter collections and other parking lot revenues for major parking improvements by action of the City Council.

#### Internal Service Funds

The Internal Service Funds are used to account for services and commodities furnished by designated funds of the City to user departments of the City.

Self-Insurance Fund receives and disburses funds pertaining to the public liability and workers' compensation insurance programs. It also funds the Employee Disability (IOD) program for employee long-term work-related disabilities.

Equipment Replacement Fund is used to hold annual replacement payments from designated user departments and to use those funds to purchase equipment for general City purposes.

Equipment Maintenance Fund accounts for all activities of the City's central equipment maintenance operations, the costs of which are distributed among designated user departments.

Central Stores accounts for the timely purchase of needed materials, supplies and auto parts in advance of actual need. Departments are billed as items are issued for use.



LONG TERM FINANCIAL PLAN

The City's financial position remains good, although the City continues to face some financial challenges. The projected General Fund Fund Balance exceeds 30 percent of annual General Fund expenditures, which is the Fund Balance percentage specified in the City Council's Reserve Policy, and the City has no bonded indebtedness for which the General Fund is responsible. However, the City has no dedicated funding source for deferred maintenance of the City's infrastructure and capital projects and has not set aside adequate funds for the replacement of technological equipment. As a result, the City's capital project funds have been depleted and money must begin to be accumulated for the replacement of computer hardware and software, and for major repairs or renovations of public buildings.

The City previously completed a facilities and parks assessment with the assistance an outside consultant to help identify funding amounts needed for immediate repairs and for long-term deferred maintenance. Based on this assessment, along with recommendations from the City's adopted Comprehensive Financial Plan, the City was able to appropriate funding for urgent and immediate facility repairs in the last several fiscal years in an effort to decrease future deferred maintenance needs. Based on the previous assessment the City's forecast includes an earmark of \$2 million in each year hereafter for infrastructure needs.

Recently, the City has made a significant commitment in capital and operational funding to address issues surrounding housing and houselessness. The City will need to continue to evaluate its commitment levels and available revenue going forward.

The following table represents the projected cash flow for the General Fund assuming no structural changes to the present pattern of revenues and expenditures. The appropriable fund balance for the beginning of each fiscal year is shown as well as estimated annual revenues and expenditures, which include both recurring and one-time funding estimates. Despite the efforts already made by the City to reduce costs and increase revenues, an even greater improvement in City finances is needed to fully address the increase to pension obligations and the need to dedicate an ongoing set amount of funding for capital and equipment replacement purposes and increased expenses related to housing and human services.

Culver City voters have approved several tax measures that help bolster revenues. Measure CC (the City's ½ cent Transaction Tax) was approved in November 2012 and will 'sunset' in Fiscal Year 2033-2034. The residents of Culver City also approved an additional ¼ cent Transaction Tax (Measure C) in November 2018 and went into effect in April 2019. This revenue went into effect April 1, 2019. Transaction Tax revenue is displayed in the Sales and Use Tax line. Measure RE, a structured Real Property Transaction Tax, was approved by residents in November 2020, and went into effect April 1, 2021. This revenue is included in the Real Property Transfer Tax line. Culver City voters approved updated Business Tax rates and classifications in November 2022. This additional revenue is reflected in the Business License/Cannabis Tax line. (Note: amounts in table shown in thousands.)

**GENERAL FUND 10-YEAR FORECAST (in thousands)**

SCENARIOS FORECAST - SUMMARY (in \$ thousands)	ACTUAL		FORECAST FISCAL YEARS									
	-1	0	1	2	3	4	5	6	7	8	9	10
Category/Type	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033
<b>REVENUES</b>												
Property Taxes	\$ 12,897	\$ 13,244	\$ 13,795	\$ 14,442	\$ 15,069	\$ 15,743	\$ 16,458	\$ 17,186	\$ 17,928	\$ 18,683	\$ 19,454	\$ 20,240
Property Transfer Tax	32,575	11,000	8,000	8,253	8,541	9,823	10,805	11,183	11,574	12,037	12,411	12,795
Sales & Use Taxes	43,415	43,464	42,852	43,807	44,792	46,136	47,520	49,421	50,903	52,431	54,003	55,624
Utility User Tax (UUT)	14,859	15,413	15,347	15,500	15,542	15,698	15,855	16,013	16,173	16,335	16,498	16,663
Transient Occupancy Tax (TOT)	8,813	10,835	12,000	12,529	12,755	12,984	13,088	13,455	13,347	13,454	13,561	13,670
Business License/Cannabis Tax	16,186	16,000	23,900	24,617	25,356	26,116	26,900	27,707	28,538	29,394	30,134	30,877
Other Taxes / Intergovernmental	8,395	7,987	8,115	8,537	8,962	9,426	9,927	10,427	10,931	11,462	12,030	12,625
Franchise Fees	1,456	1,475	1,475	1,502	1,547	1,587	1,628	1,669	1,712	1,755	1,798	1,843
Licenses & Permits	5,647	4,528	4,645	5,161	5,498	5,883	6,257	6,532	6,804	7,179	7,575	7,969
Charges for Services	12,083	12,292	10,906	11,451	11,755	12,069	12,364	12,571	12,776	13,056	13,344	13,620
Cost Recovery, Fines, Earnings & Misc.	17,162	12,822	14,043	14,366	14,654	14,947	15,246	15,551	15,862	16,179	16,502	16,832
Transfers In, Prop & FMV Adj	(1,053)	3,424	5,374	4,100	3,300	3,550	3,700	6,150	6,400	6,400	6,400	5,287
(Prior FY Adjustments - One-Time Revenues/Transfers)	5,456	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL - SCENARIO REVENUES</b>	<b>\$ 177,891</b>	<b>\$ 152,484</b>	<b>\$ 160,453</b>	<b>\$ 164,265</b>	<b>\$ 167,771</b>	<b>\$ 173,961</b>	<b>\$ 179,747</b>	<b>\$ 187,865</b>	<b>\$ 192,949</b>	<b>\$ 198,365</b>	<b>\$ 203,712</b>	<b>\$ 208,046</b>
<b>EXPENSES</b>												
Salaries & Wages	\$ 60,529	\$ 66,193	\$ 71,710	\$ 73,947	\$ 76,166	\$ 78,070	\$ 80,021	\$ 82,022	\$ 84,072	\$ 86,174	\$ 88,329	\$ 90,537
Benefits	13,896	17,366	19,619	20,222	21,126	22,004	22,868	23,732	24,607	25,524	26,504	27,533
Pension & OPEB	25,824	28,369	30,552	33,674	34,276	34,969	37,110	38,502	39,804	41,385	41,785	42,115
Contractual Services	14,422	25,883	28,782	28,926	29,071	29,361	29,655	29,952	30,251	31,677	33,188	34,760
Supplies, Equipment and Other O&M	9,503	11,804	12,555	13,092	13,643	14,221	14,647	15,209	15,665	16,243	16,850	17,480
Insurance & Liability	1,887	3,317	1,935	1,999	2,060	2,121	2,179	2,235	2,290	2,347	2,407	2,470
Debt Service	21	-	-	-	-	-	-	-	-	-	-	-
Capital Asset Invest.	806	809	937	963	988	1,012	1,035	1,056	1,077	1,098	1,121	1,144
Cost Allocation/Internal Charges	3,131	4,094	4,598	4,721	4,844	4,968	5,090	5,213	5,278	5,402	5,531	5,662
Transfers Out, One-Time & Custom Exps.	8,311	(7,872)	(7,700)	(6,044)	(6,204)	(6,370)	(6,541)	(6,718)	(6,902)	(7,091)	(7,287)	(7,490)
(Prior FY Adjustments - One-Time Expenses/Transfers)	26	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL - SCENARIO EXPENSES</b>	<b>\$ 138,354</b>	<b>\$ 149,964</b>	<b>\$ 162,989</b>	<b>\$ 171,501</b>	<b>\$ 175,969</b>	<b>\$ 180,356</b>	<b>\$ 186,064</b>	<b>\$ 191,202</b>	<b>\$ 196,143</b>	<b>\$ 202,759</b>	<b>\$ 208,427</b>	<b>\$ 214,211</b>
Net Prior FY Transfers & One-Time Adjustments	(5,429)	(10,167)	(14,088)	-	-	-	-	-	-	-	-	-
<b>ANNUAL OPERATING SURPLUS/(DEFICIT)</b>	<b>34,107</b>	<b>2,521</b>	<b>(2,537)</b>	<b>(7,236)</b>	<b>(8,197)</b>	<b>(6,394)</b>	<b>(6,317)</b>	<b>(3,338)</b>	<b>(3,194)</b>	<b>(4,394)</b>	<b>(4,715)</b>	<b>(6,165)</b>
<b>FUND(S) BALANCE - END OF FY</b>	<b>\$ 142,915</b>	<b>\$ 135,269</b>	<b>\$ 118,644</b>	<b>\$ 111,407</b>	<b>\$ 103,210</b>	<b>\$ 96,816</b>	<b>\$ 90,499</b>	<b>\$ 87,161</b>	<b>\$ 83,968</b>	<b>\$ 79,574</b>	<b>\$ 74,858</b>	<b>\$ 68,693</b>

The City’s work plan for the coming year includes updating the City’s Comprehensive Financial Plan. The Plan is optimally updated annually and used as a tool to assist in preparing the City budget, developing long-term financial strategies, and maintaining the City’s financial health. By reviewing and analyzing all of the City’s funds on an annual or bi-annual basis, the City will continue to identify and develop long-term solutions for funding its deferred maintenance, unfunded pension liability, and capital improvement program.

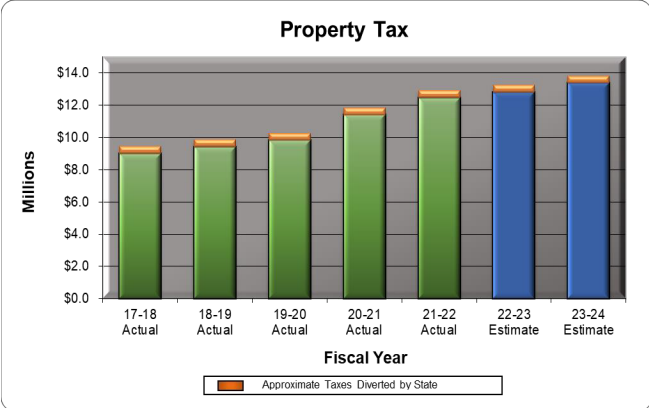
**COST ALLOCATION**

The City allocates direct costs and indirect costs to the Enterprise Funds for the General Fund. These costs are allocated using several sets of data collected from all departments, such as actual personnel costs; number of supported computers, phones and printers; number of purchase orders processed by division; square footage of occupied space to calculate percentage of electricity, gas and water expenses; number of payroll checks processed annually; number of hours spent on grant activities; number of recruitments processed; etc.

Once the data is collected it is allocated in a schedule on a city-wide basis. From this schedule the amounts for the Enterprise Funds (Sewer and Refuse) are calculated and then included in their annual appropriated budgets under the object account “Administrative Charges.” The Transportation Department, an Enterprise Fund, must use amounts calculated from the OMB-A87 Schedule. This schedule is created from the initial Cost Allocation Plan and reduces certain grant activities and other non-eligible activities. Like the other funds, this amount is included in the Transportation Department’s annual appropriated budget under the object account “Administrative Charges.”

Major Revenue Sources/Basis for Estimate

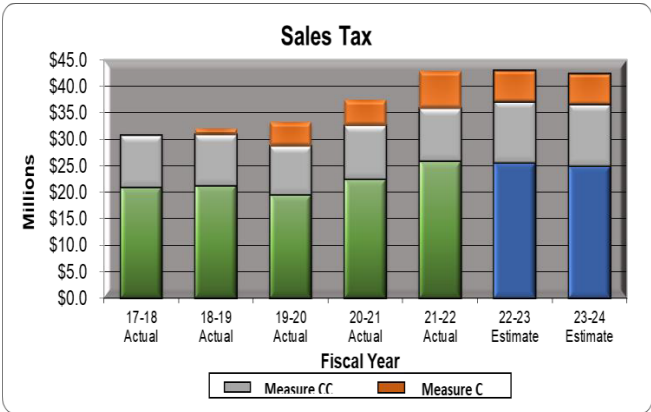
Rationales for revenue estimates are included in the discussion of specific tax types below. Major revenue sources, such as sales taxes, are described in some detail while other more minor revenues are grouped by category.



**Property Taxes:** The valuation of property in the City is determined by the Los Angeles County Tax Assessor, except for public utility property which is assessed by the State Board of Equalization. As defined by Article XIII A of the California constitution (commonly known as "Proposition 13"), assessed values are stated at 100 percent of full cash value. The County levies a base tax of one percent of assessed valuation (subject to annual growth limitations of two percent).

Historically, about 13 percent of the one-percent County levy was allocated to the City. In 1993, however, the state passed legislation that resulted in the transfer of property tax revenues to schools from cities and counties. This transfer resulted in the City's share of property tax revenues being reduced to about 10.5 percent of the one-percent County levy. Because of implementation procedures adopted by the county and subsequent state "clean-up" legislation, the City's property tax revenues were not substantially reduced until 1994-1995 when the County processed multi-year reductions. For Fiscal Year 2023-2024, property taxes are estimated at \$13,795,388, or 8.6 percent of total General Fund revenues.

**Sales Taxes:** In accordance with the California Revenue and Taxation Code, the Bradley-Burns Uniform Local Sales and Use Tax Law, the State of California imposes a 9.75 percent sales and use tax on all taxable sales in the City. The City receives 1.0 percent of the transactions subject to the sales and use tax. The following Los Angeles County levies are also included and authorized for various transportation and infrastructure purposes within the county: Proposition A, 0.5 percent; Proposition C, 0.5 percent; Measure M, 0.5 percent; and Measure R, 0.5 percent.



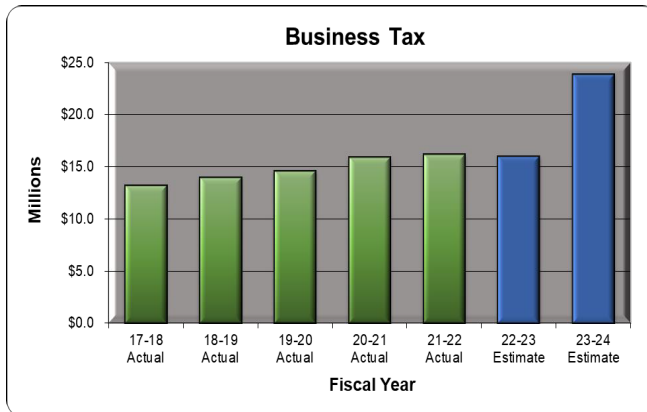
Sales Tax, including Transaction and Use Tax, is the City's largest revenue source representing approximately 26.7 percent of total Fiscal Year 2023-2024 General Fund revenue. Total Sales Tax revenues adopted for 2023-2024 are \$42,852,467. This amount includes the City's Transaction Taxes: Measure CC and Measure C adopted by Culver City voters, which are discussed below.

In November 2012, Culver City residents overwhelmingly voted for a 10-year ½ cent Transaction Tax (Measure CC). The Transaction Tax took effect on April 1, 2013. In March 2020, Culver City

voters extended the sunset date of this measure by an additional 10 years until 2033. Adopted revenues from this source in Fiscal Year 2023-2024 are \$11,539,000.

Additionally, in November 2018, the Culver City residents again voted overwhelmingly for a ¼ cent Transaction Tax (Measure C) that went into effect on April 1, 2019. Adopted revenues from this source in Fiscal Year 2023-2024 are \$5,782,000.

**Public Safety Sales Tax (PSAF):** The City also receives one-half percent levy of the Public Safety Sales Tax, approved by the voters in November 1993. For Fiscal Year 2023-2024, adopted revenues are \$500,000.



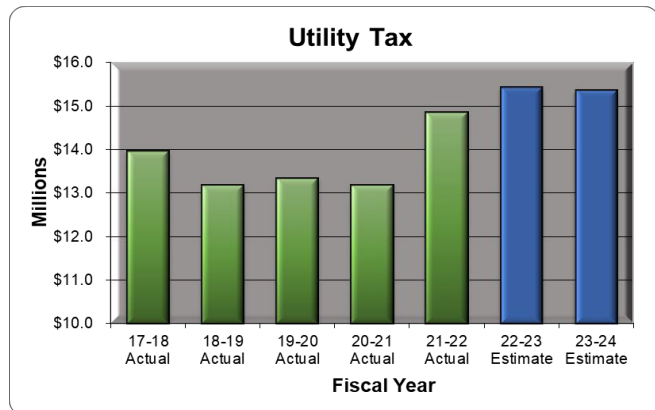
**Business Taxes:** Culver City Municipal Code requires a tax certificate as a pre-requisite for conducting businesses, trades or professions in the City. The Code further imposes an annual tax for the privilege of conducting such businesses at different rates, depending on the type of business. On November 8, 2022, Culver City voters approved Measure BL, which updated the business classification and tax rates for the first time since 1965. The new rates went into effect for new businesses on April 1, 2023. Existing businesses will pay taxes based on the new rates as part of the

2024 business license renewal process generating a projected additional \$8 million in revenue. The revenue for Fiscal Year 2023-2024 is estimated to be \$23,900,000, or 14.9 percent of total General Fund revenues.

**Franchise Fees:** The City imposes fees on gas, electric, cable television and oil pipeline companies for the privilege of using City streets. The amount projected for Fiscal Year 2023-2024 from franchise fees is \$1,475,000, or 0.9 percent of total General Fund revenues.

**Real Property Transfer Tax:** The Culver City Municipal Code authorizes the imposition of a transfer tax on real property sold in the city. Effective June 27, 1991, this rate increased from \$25 for the first \$250,000 to \$2.25 per \$500 of purchase value. In November 2020, Culver City voters adopted Measure RE, updating the Real Estate Transfer Tax imposed in the City. Measure RE became effective April 1, 2021. Total revenue for Fiscal Year 2023-2024 is estimated to be \$8,000,000, or 5.0 percent of total General Fund revenues. This is a tax that varies year to year based on the number and value of real property sales in the City.

**Utility Taxes:** As authorized by the Culver City Municipal Code, an 11.0 percent utility tax is levied on electricity, water, gas, cable TV, and telephone and cellular/mobile telephone service. The estimated revenue for Fiscal Year 2023-2024 is \$15,347,292, or 9.6 percent of the total General Fund budget.



**Transient Occupancy Taxes:** The Culver City Municipal Code authorizes the City to levy a tax for the privilege of occupying lodgings on a transient basis. Effective July 1, 1989, the rate was set at 12.0 percent. This was lower than other surrounding Westside cities of Santa Monica and Beverly Hills, who along with the City of Los Angeles have a rate of 14.0 percent. El Segundo, another neighboring city, has a rate of 12.0 percent, and West Hollywood has a rate of 12.5 percent. In April 2012, Culver City residents approved a ballot measure that increased this rate from 12.0 percent to 14.0 percent.

Transient Occupancy Taxes for Culver City are estimated at \$12,000,000, or 7.5 percent of General Fund Revenue, for Fiscal Year 2023-2024.

**Commercial/Industrial Development Tax:** In 1990, Culver City imposed a general tax on all commercial/industrial development in the City. The rate is \$25 for the first \$250,000 in building permit valuation and 1.5 percent of valuation thereafter. This is a tax that varies from year-to-year depending on the level and type of new development activity that occurs each year. For Fiscal Year 2023-2024, the adopted tax revenue from this source is \$500,000. Past fiscal years saw large new development projects in the city which brought in significant revenues in this category. These revenues are mainly used to fund one-time expenditures.

**Licenses and Permits:** The California Government Code and the State Constitution give cities the authority to assess certain license and permit fees as a means of recovering the cost of regulating various activities. Examples include building, electrical and plumbing permits, filming permits, taxi permits and police alarm permits. Adopted revenues from these sources are estimated to be \$4,645,000 by City departments for Fiscal Year 2023-2024.

**Intergovernmental:** The primary revenue included in this category is the state allocated motor vehicle in-lieu tax. Section 11005 of the State Revenue and Taxation Code imposes an annual license fee that was equivalent to 2.0 percent of the market value of motor vehicles before recent rate decreases enacted by the state. The code also specifies that 81.25 percent of the revenues are to be divided equally between cities and counties and apportioned on the basis of population. For Fiscal Year 2023-2024, revenue anticipated for intergovernmental revenues is \$7,614,733; the motor vehicle in-lieu tax represents approximately 99.3 percent of the total category, or \$7,564,133.

**Charges for Services:** Service charges or fees are imposed on the user for a specialized service provided by the City under the rationale that benefiting parties should pay for the cost of that service rather than the general public. Examples of such services include various recreation program fees, plan check fees, inspection fees and hazardous material fees. In Fiscal Year 2023-2024, the budgetary estimate for this overall category of revenues is \$10,905,707 based on information provided by departments performing the services.

**Fines and Penalties:** The California Vehicle and Penal Codes impose fines and penalties for traffic violations and vehicular parking. These revenues are collected by the County of Los Angeles through the Culver City Municipal Court, and a portion is distributed to the City, less a retainer for costs of administration. Effective July 1, 1993, the City assumed responsibility for parking fines and established a joint administration of a common fine schedule with neighboring cities. This revenue category, including the Photo Enforcement Program and court and parking sources, is estimated to be \$3,735,500, or 2.3 percent of total General Fund revenues for Fiscal Year 2023-2024. The Photo Enforcement Program has been effective in lowering injury accidents and accidents of all types at intersections where cameras are installed.



Use of Money and Property: This category of revenue includes interest earnings and relatively minor amounts of lease income. The City pools its available cash from various funds and invests in differing instruments allowed under the City's Investment Policy approved by the City Council. Earnings are allocated to various funds based on proportionate balances. Overall, earnings for Fiscal Year 2023-2024 are estimated to be \$2,955,905.

Refuse Fees: Culver City provides refuse collection, recycling and street sweeping services to the community and charges fees to residential and commercial customers in accordance with the cost of providing these services. Residential customers are charged a flat fee on the property tax bill. Commercial/industrial and multi-family units using bin service are billed monthly for the specific services provided. Revenues for Fiscal Year 2023-2024 are estimated at \$21,703,629.

Sewer Fees: Culver City is a participating agency in the Hyperion Wastewater System, a regional sewer facility operated by the City of Los Angeles. Sewer user fees added to property tax bills finance Culver City's share of the operating, maintenance and capital improvements. Residential single-family properties are billed based on water consumption. Commercial/industrial users are billed based on both flow and strength criteria.

Adopted Sewer Operating revenues for Fiscal Year 2023-2024 are \$9,369,000. The City sold wastewater revenue bonds in 1991 as a way of funding its pro-rata share of Hyperion capital upgrade costs to meet EPA clean water standards. These revenues bonds were refinanced in 2009 and 2019.

#### DEBT FINANCING/LEGAL DEBT LIMIT

Section 43605 of the Government Code of the State of California states: A city shall not incur indebtedness for public improvements which exceeds in the aggregate 15 percent of the assessed value of all real and personal property of the city. Within the meaning of this section "indebtedness" means bonded indebtedness of the city payable from the proceeds of taxes levied upon taxable property in the city.

As of June 30, 2022, the legal debt limit for the City of Culver City was approximately \$2,137,248,023. This is based on an assessed value of \$14,248,320,150 (see Appendix G). The city issued wastewater revenue bonds in 1991, and these were last refinanced in 2019. These bonds do not constitute a general indebtedness or a pledge of the full faith and credit of the City within the meaning of any constitutional or statutory provision or limitation of indebtedness. These revenue bonds are completely supported by the wastewater revenues, and thus, are exempted from the City's legal debt limit.

Currently, the City has no general obligation debt applicable to the debt limit. If the City were to issue general obligation bonds to fund projects, such as street repaving or city building improvements, the bond issue would not only be subject to the City's legal debt limit but also would require a two-thirds majority vote of the City's residents per the State Constitution. (See *Appendix B* "Debt Management Policies" section.)



# Culver City Profile



The City of Culver City is located 5 miles west of downtown Los Angeles and near the 405 and 10 freeways - minutes from Los Angeles International Airport (LAX) and attracts a myriad of businesses seeking convenient, affordable locations.

<p><b>Population</b> (2022) 39,970</p> <p><b>Size</b> 5.11 square miles</p> <p><b>Elevation</b> 50'-250'</p> <p><b>Climate</b> Mild</p> <p><b>Government</b> Council/City Manager</p> <p><b>Retail Sales Tax:</b> \$0.1025</p> <p><b>Housing Values</b> (2023) Single family home, median sale price \$1,875,000 Condo, median sale price \$682,500</p> <p><b>Property Tax:</b> Of property value 1%</p> <p><b>People per dwelling</b> 2.22</p> <p><b>Utilities</b> Department of Water and Power Golden State Water Company Southern California Edison The Gas Company Time Warner/Spectrum AT&amp;T T-Mobile Verizon</p>	<p><b>Fire Stations</b> - 3</p> <p><b>Police Stations</b> - 1</p> <p><b>Buses</b> Culver City Municipal Bus Lines Metropolitan Transit Authority (MTA)</p> <p><b>Libraries</b> - 1</p> <p><b>Parks</b> - 13</p> <p><b>Public Schools</b> Elementary - 5 Middle - 1 High Schools - 2 Community College - 1</p> <p><b>Educational Attainment</b> High School Grad or Higher 93% Bachelor's Degree or Higher 58% Graduate or Profess. Degree 27%</p>	<p><b>Age Distribution</b></p> <table border="0"> <tr><td>Age 17 and under</td><td>18%</td></tr> <tr><td>Age 18-24</td><td>7%</td></tr> <tr><td>Age 25-34</td><td>15%</td></tr> <tr><td>Age 35-44</td><td>16%</td></tr> <tr><td>Age 45-54</td><td>15%</td></tr> <tr><td>Age 55-64</td><td>13%</td></tr> <tr><td>Age 65 and Over</td><td>16%</td></tr> </table> <p><b>Median Age</b> 42 years</p> <p><b>Population Diversity</b></p> <table border="0"> <tr><td>Caucasian</td><td>47%</td></tr> <tr><td>Asian</td><td>17%</td></tr> <tr><td>African American</td><td>9%</td></tr> <tr><td>Latino</td><td>20%</td></tr> <tr><td>Other</td><td>7%</td></tr> </table> <p><b>Income Distribution</b> (2021)</p> <table border="0"> <tr><td>Under \$25,000</td><td>12%</td></tr> <tr><td>\$25,000 - \$44,000</td><td>10%</td></tr> <tr><td>\$45,000 - \$74,000</td><td>15%</td></tr> <tr><td>\$75,000 - \$149,000</td><td>33%</td></tr> <tr><td>Over \$150,000</td><td>30%</td></tr> </table> <p><b>Income Distribution</b> (2022)</p> <table border="0"> <tr><td>Average Household Income</td><td>\$147,109</td></tr> <tr><td>Median Household Income</td><td>\$105,346</td></tr> <tr><td>State Median Income</td><td>\$ 77,358</td></tr> </table>	Age 17 and under	18%	Age 18-24	7%	Age 25-34	15%	Age 35-44	16%	Age 45-54	15%	Age 55-64	13%	Age 65 and Over	16%	Caucasian	47%	Asian	17%	African American	9%	Latino	20%	Other	7%	Under \$25,000	12%	\$25,000 - \$44,000	10%	\$45,000 - \$74,000	15%	\$75,000 - \$149,000	33%	Over \$150,000	30%	Average Household Income	\$147,109	Median Household Income	\$105,346	State Median Income	\$ 77,358
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# Budget Calendar

**REVISED**  
2/7/2023



**Budget Calendar**  
**Fiscal Year 2023/2024**

OB=Operating Budget

CIP=Capital Improvement Program

SA=Successor Agency

BUDGET	DUE DATE	PARTICIPANTS	TASK/ACTIVITY
OB/CIP/SA	Week of 1/2/2023	Budget & Finance	Mid-Year Budget Review Process Kick-Off
OB/CIP/SA	1/23 - 3/23/2023	Commissions / Boards / Committees	Commissions, Boards & Committee Discussion on Budget/Work Plan Recommendations
OB/CIP/SA	Week of 2/13/2023 & 2/20/2023	City Manager/ Executive Management/ Budget & Finance	Mid-Year Review Departmental Meetings with City Manager (if needed)
OB/CIP/SA	2/17/2023	Executive Management	Work Plans due from Departments
OB/CIP/SA	2/27/2023	Budget & Finance	Public Notification of Budget Input Box; Print Public Notice (for (3/13/2023))
OB/CIP	3/6/2023 & 3/7/2023	City Council/ City Manager / Budget & Finance / Executive Management	<ul style="list-style-type: none"> <li>- Department Presentations &amp; Discussions of FY 2022/2023 Work Plan Status Updates &amp; Proposed FY2023/2024 Work Plans. <b>Meetings to begin at 3 PM.</b></li> <li>- Department Presentations &amp; Discussions of Grant Funding Utilization and Opportunities</li> <li>- City Council Input on Work Plans &amp; Priorities and Grant Funds</li> </ul>
OB/CIP/SA	3/13/2023	City Council/ City Manager / Budget & Finance / Executive Management	City Council Presentation <ul style="list-style-type: none"> <li>- Presentation of 2022/2023 Mid-Year Results</li> <li>- Projection for year-end and Updated 10-Year Forecast</li> <li>- Pre-Proposed Budget Public Comment Period</li> </ul>
OB/CIP/SA	3/14/2023	Budget & Finance / Executive Management	Budget Kick-Off <ul style="list-style-type: none"> <li>- Distribute work packets/guidelines, and other materials</li> <li>- Distribute Capital Project Forms</li> <li>- Presentation on Budget Preparation</li> </ul>
OB/CIP/SA	3/23/2023	Commissions / Boards / Committees	Commission, Boards & Committees Recommendations Due to Applicable Department Director and City Manager
OB/CIP	3/27/2023	Executive Management	Budget Materials Due from Departments <ul style="list-style-type: none"> <li>- Departments Submit Proposed Budget</li> <li>- Departments Submit Proposed Capital Improvement Projects</li> </ul>

**REVISED**  
2/7/2023

**Culver CITY**  
**Budget Calendar**  
**Fiscal Year 2023/2024**

OB=Operating Budget

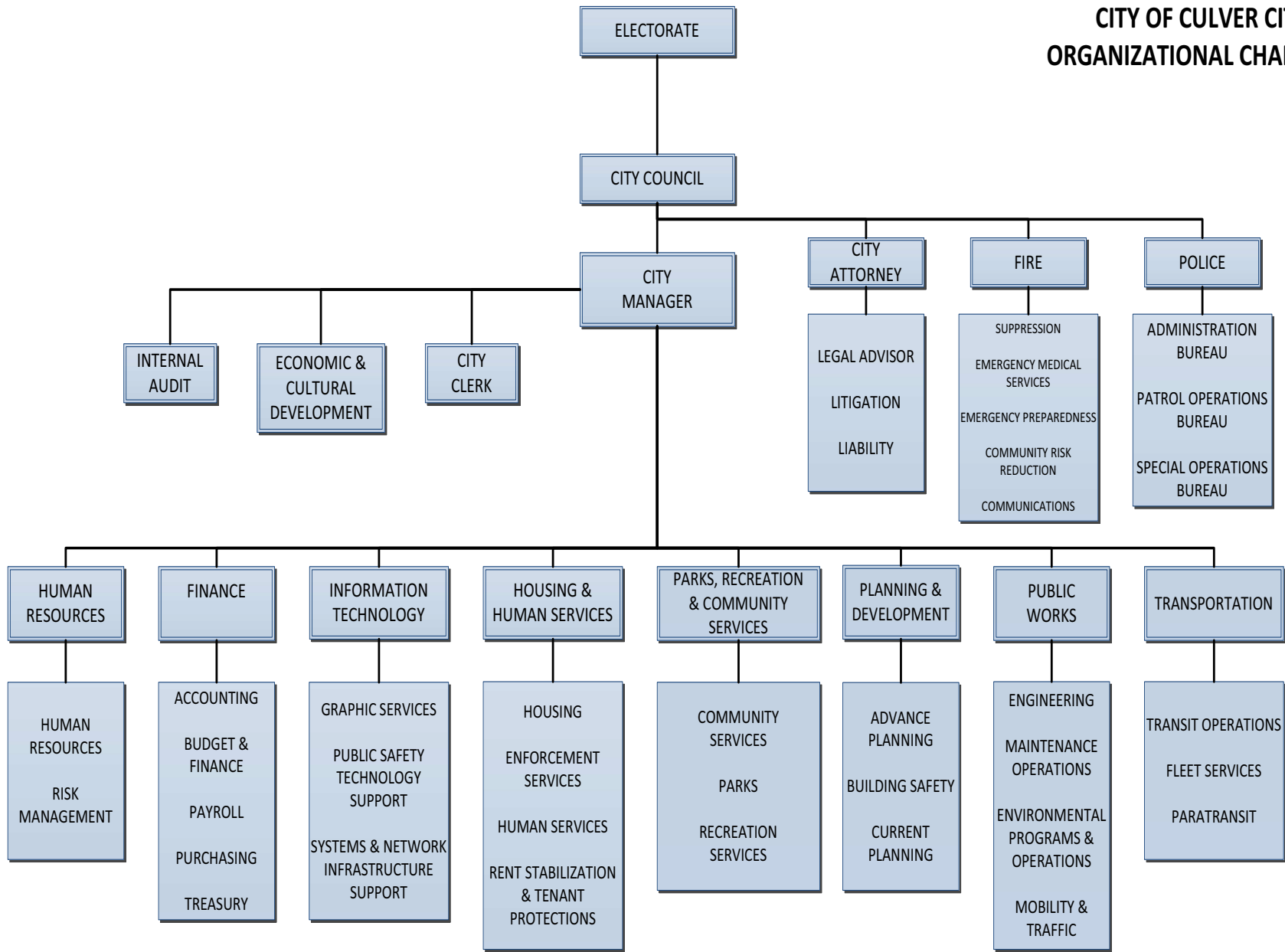
CIP=Capital Improvement Program

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BUDGET	DUE DATE	PARTICIPANTS	TASK/ACTIVITY
OB/CIP/SA	4/3 - 4/14/2023	City Manager/ Executive Management/ Budget & Finance	Departments meet with City Manager (as necessary)
OB/CIP	4/17/2023	Budget & Finance	Print Public Notice (for 5/8/2023 - Presentation of Proposed FY 2023/2024 Budget to City Council)
OB/CIP/SA	4/17- 4/28/2023	Budget & Finance	Prepare and assemble 2023/2024 Proposed Budget and Related Documents / Prepare Gann Limit / Prepare "Budget at a Glance"
OB/CIP/SA	Week of 5/1/2023	Information Technology Dept. - Graphic Services	Print Proposed Budget Documents
OB/CIP/SA	5/8/2023	City Council/City Manager/Budget & Finance	City Council Receipt of FY 2023/2024 Proposed Budget / Public Comment
OB/CIP	5/8/2023	Budget & Finance	Print Public Notice (advertised in 5/18/2023 Newspaper for 5/22/2023 2nd Public Comment Period)
OB/CIP/SA	5/15/2023, 5/16/2023 & 5/17/2023-if needed	City Council/City Manager/Budget & Finance/Executive Management	Departmental Presentations to City Council - meetings to begin at 3 PM.
OB/CIP	5/22/2023	Budget & Finance	Print Public Notice (advertised in 6/1/2023 Newspaper for 6/12/2023 Public Hearing)
OB/CIP	5/22/2023	City Council	2nd Public Comment Period on Proposed Budget
OB/CIP/SA	6/12/2023	City Council/City Manager/Budget & Finance	Final Budget Public Hearing / Budget Adoption - Adopt 2023/2024 Budget and Prop 4 Gann Limit - Adopt 2023/2024 Capital Budget
OB/CIP/SA	7/1/2023 (6/30/23)	Budget & Finance	Implement Adopted 2023/2024 Budget
OB/CIP/SA	July / August 2023	Budget & Finance	Update budget book to reflect City Council decisions and update final 2022/2023 accomplishments
OB/CIP/SA	July / August 2023	IT/Graphic Services	Print Adopted Budget Document
OB/CIP/SA	July / August 2023	Budget & Finance	Post Adopted Budget on City Website

# Organizational Chart

## CITY OF CULVER CITY ORGANIZATIONAL CHART



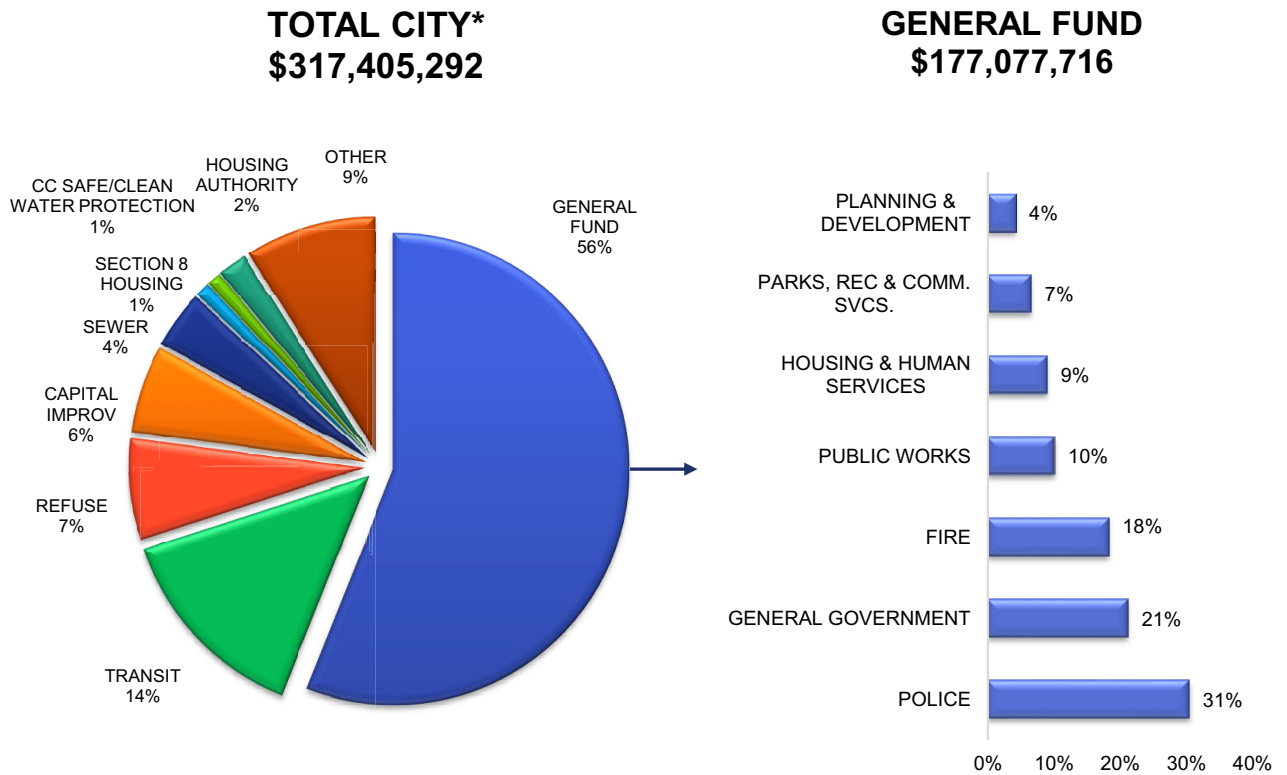
Subject to change based on budget modifications.

FISCAL YEAR 2023 - 2024

# Budget Summary

# Source and Use Funds Chart

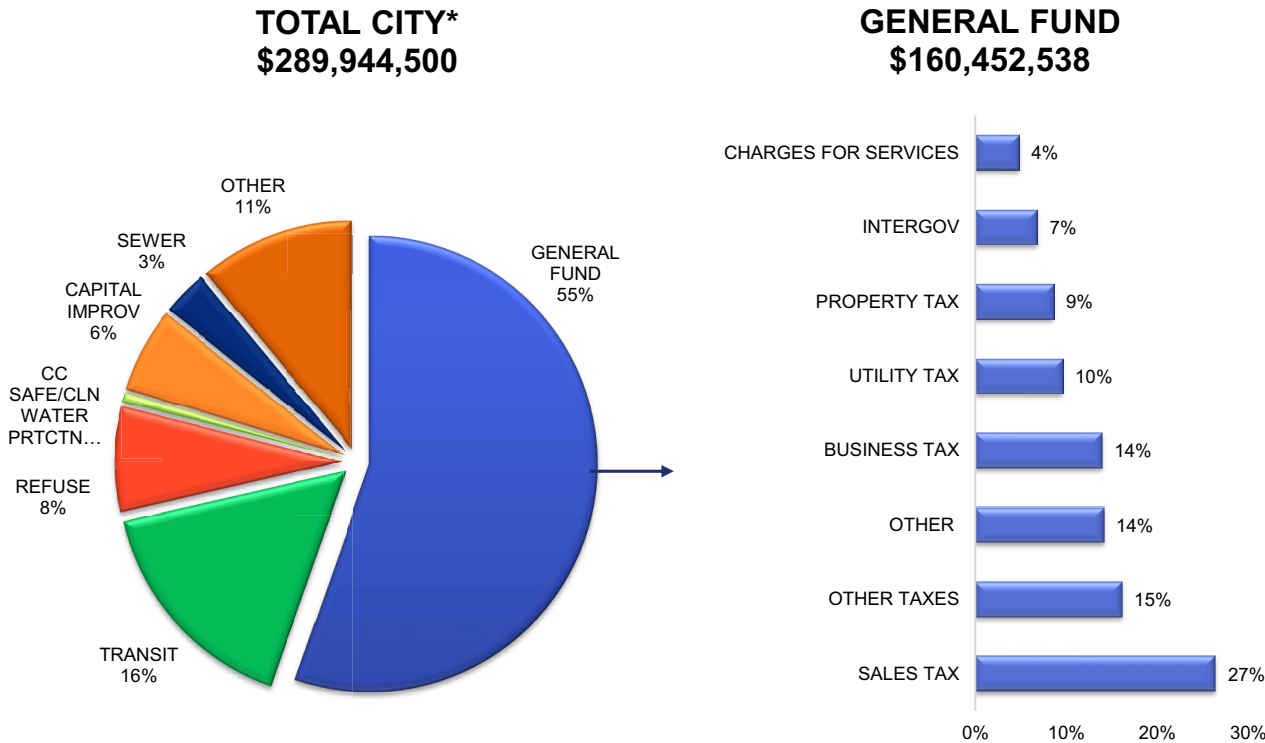
## CITY OF CULVER CITY ADOPTED BUDGET FISCAL YEAR 2023/2024 EXPENDITURES AND OTHER FINANCING USES



\* Includes Transfers-Out (Other Financing Uses) of \$17,792,583, of which \$8,838,575 is from General Fund. Does not include Internal Service Fund.



## CITY OF CULVER CITY ADOPTED BUDGET FISCAL YEAR 2023/2024 REVENUES AND OTHER FINANCING SOURCES



\* Includes Transfers-In (Other Financing Uses) of \$17,792,583, of which \$3,897,144 is to the General Fund. Does not include Internal Service Fund.

# Summary of Revenues and Expenditures by Fund

		Appropriable Fund Balance July 1, 2022	Estimated Revenue 2022-2023	Estimated Transfers In	Estimated Expenditures 2022-2023	Estimated Transfers Out	Estimated Appropriable June 30, 2023	Estimated Change In Fund Balance
<b>GENERAL FUND</b>								
101	General Fund	142,915,212	149,060,171	3,423,930	153,685,688	6,444,643	135,268,982	(7,646,230)
	<b>Total General Fund</b>	<b>142,915,212</b>	<b>149,060,171</b>	<b>3,423,930</b>	<b>153,685,688</b>	<b>6,444,643</b>	<b>135,268,982</b>	<b>(7,646,230)</b>
<b>SPECIAL REVENUE FUNDS</b>								
410	AQMD	295,737	50,000	0	17,318	0	328,419	32,682
411	Paratransit	0	128,403	214,405	350,661	0	(7,853)	(7,853)
412	Building Surcharge	685,298	211,000	0	664,106	0	232,192	(453,106)
413	Arts in Public Places	3,919,829	579,000	0	1,023,013	0	3,475,816	(444,013)
414	Operating Grants	(1,220,751)	7,083,359	0	1,766,685	400,000	3,695,923	4,916,674
415	Prop A Local Return	1,261,474	982,114	0	0	971,114	1,272,474	11,000
416	Asset Seizure	821,099	50,000	0	440,444	0	430,655	(390,444)
424	Prop C Local Return	1,352,302	817,514	0	150,000	467,514	1,552,302	200,000
425	Special Assessment Districts	606,336	92,570	0	40,633	0	658,273	51,937
426	Section 8 Housing	1,019,996	1,443,400	0	1,326,834	0	1,136,562	116,566
427	CDBG Grant	0	41,998	0	41,998	0	0	0
434	CC Safe/Clean Water Protection	8,993,268	3,241,468	0	2,668,626	0	9,566,110	572,842
436	BSCC-Youth Reinvestment Grant	(7,223)	254,338	0	247,115	0	0	7,223
437	Mobility Improvement Fund	0	80,000	0	0	0	80,000	80,000
438	Measure W	4,132,388	1,200,000	0	0	0	5,332,388	1,200,000
475	CC Parking Authority	14,981,657	4,306,149	0	1,720,464	1,423,819	16,143,523	1,161,866
476	CC Housing Authority	37,105,277	368,134	4,996,277	9,191,218	1,123,930	32,154,540	(4,950,737)
485	COOP Unrestricted	3,643,446	145,721	0	315,526	0	3,473,641	(169,805)
	<b>Total Special Revenue Funds</b>	<b>77,590,133</b>	<b>21,075,168</b>	<b>5,210,682</b>	<b>19,964,641</b>	<b>4,386,377</b>	<b>79,524,965</b>	<b>1,934,832</b>
<b>ENTERPRISE/USER FEE FUNDS</b>								
202	Refuse Fund*	5,221,370	19,501,823	0	17,704,010	0	7,019,183	1,797,813
203	Bus Fund**	9,487,376	30,721,750	1,526,290	39,818,560	300,000	1,616,856	(7,870,520)
204	Sewer Fund***	22,336,064	9,250,000	223,819	7,189,836	0	24,620,047	2,283,983
205	Municipal Fiber Network	(5,981,551)	3,616,314	0	1,943,844	0	(4,309,081)	1,672,470
	<b>Total Enterprise Funds</b>	<b>31,063,259</b>	<b>63,089,887</b>	<b>1,750,109</b>	<b>66,656,250</b>	<b>300,000</b>	<b>28,947,005</b>	<b>(2,116,254)</b>
<b>CAPITAL FUNDS</b>								
417	Comm. Development Fund	982,401	4,230	0	32,626	0	954,005	(28,396)
418	Special Gas Tax	4,215,495	1,909,982	0	489,522	400,000	5,235,955	1,020,460

		Appropriable Fund Balance July 1, 2022	Estimated Revenue 2022-2023	Estimated Transfers In	Estimated Expenditures 2022-2023	Estimated Transfers Out	Estimated Appropriable June 30, 2023	Estimated Change In Fund Balance
419	Park Facilities	1,170,578	120,000	0	194,757	0	1,095,821	(74,757)
420	Capital Imp/Acq (I & A)	4,303,809	882,426	5,194,643	4,524,837	0	5,856,041	1,552,232
423	Grants Capital (CIP)	21,295,343	21,827,901	0	29,004,449	0	14,118,795	(7,176,548)
428	CDBG Grant Capital	(15,689)	303,084	0	354,439	0	(67,044)	(51,355)
431	Measure R	656,811	604,135	0	285,995	302,067	672,884	16,073
435	Measure M	1,667,889	692,687	0	374,746	0	1,985,830	317,941
	<b>Total Capital Funds</b>	<b>34,276,637</b>	<b>26,344,445</b>	<b>5,194,643</b>	<b>35,261,371</b>	<b>702,067</b>	<b>29,852,287</b>	<b>(4,424,350)</b>
<b>INTERNAL SERVICE FUNDS</b>								
307	Equipment Replacement	8,912,323	2,561,834	0	2,719,104	0	8,755,053	(157,270)
308	Equipment Maint/Fleet Svcs	0	9,562,604	0	9,562,604	0	0	0
309	Self Insurance	6,079,563	11,829,414	0	13,040,000	0	4,868,977	(1,210,586)
310	Central Stores	0	2,335,400	0	2,335,400	0	0	0
	<b>Total Internal Services</b>	<b>14,991,886</b>	<b>26,289,252</b>	<b>0</b>	<b>27,657,108</b>	<b>0</b>	<b>13,624,030</b>	<b>(1,367,856)</b>
<b>OTHER</b>								
550	CC Successor Agency (RDA)	7,983,161	18,615,658	0	3,157,157	3,746,277	19,695,385	11,712,224
	<b>Total Other</b>	<b>7,983,161</b>	<b>18,615,658</b>	<b>0</b>	<b>3,157,157</b>	<b>3,746,277</b>	<b>19,695,385</b>	<b>11,712,224</b>
	<b>Total Budget Before Adjustments</b>	<b>308,820,288</b>	<b>304,474,581</b>	<b>15,579,364</b>	<b>306,382,215</b>	<b>15,579,364</b>	<b>306,912,654</b>	<b>(1,907,634)</b>
	Less Internal Services	14,991,886	26,289,252	0	27,657,108		13,624,030	(1,367,856)
	<b>Total Budget</b>	<b>293,828,402</b>	<b>278,185,329</b>	<b>15,579,364</b>	<b>278,725,107</b>	<b>15,579,364</b>	<b>293,288,624</b>	<b>(539,778)</b>

\* Schedule does not include budget estimates for non-cash activities such as year-end capital asset depreciation and contra-asset account activity.

		Appropriable Fund Balance July 1, 2023	Estimated Revenue 2023-2024	Estimated Transfers In	Estimated Expenditures 2023-2024	Estimated Transfers Out	Estimated Appropriable June 30, 2024	Estimated Change In Fund Balance
<b>GENERAL FUND</b>								
101	General Fund	135,268,982	156,555,394	3,897,144	168,239,141	8,838,575	118,643,804	(16,625,178)
	<b>Total General Fund</b>	<b>135,268,982</b>	<b>156,555,394</b>	<b>3,897,144</b>	<b>168,239,141</b>	<b>8,838,575</b>	<b>118,643,804</b>	<b>(16,625,178)</b>
<b>SPECIAL REVENUE FUNDS</b>								
410	AQMD	328,419	10,000	0	320,666	0	17,753	(310,666)
411	Paratransit	(7,853)	128,403	250,000	928,838	0	(558,288)	(550,435)
412	Building Surcharge	232,192	311,000	0	726,902	0	(183,710)	(415,902)
413	Arts in Public Places	3,475,816	579,000	0	570,882	0	3,483,934	8,118
414	Operating Grants	3,695,923	1,349,097	0	505,917	850,000	3,689,103	(6,820)
415	Prop A Local Return	1,272,474	1,170,945	0	0	2,432,418	11,001	(1,261,473)
416	Asset Seizure	430,655	10,000	0	0	0	440,655	10,000
424	Prop C Local Return	1,552,302	974,144	0	0	2,314,446	212,000	(1,340,302)
425	Special Assessment Districts	658,273	98,216	0	106,865	0	649,624	(8,649)
426	Section 8 Housing	1,136,562	1,343,400	0	1,883,921	0	596,041	(540,521)
427	CDBG Grant	0	37,600	0	37,600	0	0	0
434	CC Safe/Clean Water Protection	9,566,110	2,133,000	0	2,300,000	0	9,399,110	(167,000)
436	BSCC-Youth Reinvestment Grant	0	0	0	0	0	0	0
437	Mobility Improvement Fund	80,000	2,600,000	0	0	0	2,680,000	2,600,000
438	LA County Measure W	5,332,388	530,000	0	520,000	0	5,342,388	10,000
475	CC Parking Authority	16,143,523	5,608,131	0	2,103,600	1,200,000	18,448,054	2,304,531
476	CC Housing Authority	32,154,540	0	0	6,155,682	1,147,144	24,851,714	(7,302,826)
485	COOP Unrestricted	3,473,641	0	0	0	0	3,473,641	0
	<b>Total Special Revenue Funds</b>	<b>79,524,965</b>	<b>16,882,936</b>	<b>250,000</b>	<b>16,160,873</b>	<b>7,944,008</b>	<b>72,553,020</b>	<b>(6,971,945)</b>
<b>ENTERPRISE/USER FEE FUNDS</b>								
202	Refuse Fund*	7,019,183	21,703,629	0	22,594,781	0	6,128,031	(891,152)
203	Bus Fund**	1,616,856	41,866,456	4,806,864	45,348,374	300,000	2,641,802	1,024,946
204	Sewer Fund***	24,620,047	9,369,000	0	13,597,115	0	20,391,932	(4,228,115)
205	Municipal Fiber Network	(4,309,081)	2,063,885	0	2,473,885	0	(4,719,081)	(410,000)
	<b>Total Enterprise Funds</b>	<b>28,947,005</b>	<b>75,002,970</b>	<b>4,806,864</b>	<b>84,014,155</b>	<b>300,000</b>	<b>24,442,684</b>	<b>(4,504,321)</b>
<b>CAPITAL FUNDS</b>								
417	New Development Impact Fee	954,005	50,000	0	0	0	1,004,005	50,000
418	Special Gas Tax	5,235,955	2,146,377	0	3,709,362	400,000	3,272,970	(1,962,985)
419	Park Facilities	1,095,821	120,000	0	0	0	1,215,821	120,000
420	Capital Imp/Acq (I & A)	5,856,041	535,000	8,838,575	9,373,575	0	5,856,041	0

		Appropriable Fund Balance July 1, 2023	Estimated Revenue 2023-2024	Estimated Transfers In	Estimated Expenditures 2023-2024	Estimated Transfers Out	Estimated Appropriable June 30, 2024	Estimated Change In Fund Balance
423	Grants Capital (CIP)	14,118,795	4,261,525	0	4,261,525	0	14,118,795	0
428	CDBG Grant Capital	(67,044)	150,345	0	150,345	0	(67,044)	0
431	Measure R	672,884	721,608	0	680,967	310,000	403,525	(269,359)
435	Measure M	1,985,830	825,822	0	655,278	0	2,156,374	170,544
	<b>Total Capital Funds</b>	<b>29,852,287</b>	<b>8,810,677</b>	<b>8,838,575</b>	<b>18,831,052</b>	<b>710,000</b>	<b>27,960,487</b>	<b>(1,891,800)</b>
<b>INTERNAL SERVICE FUNDS</b>								
307	Equipment Replacement	8,755,053	2,999,377	0	2,741,200	0	9,013,230	258,177
308	Equipment Maint/Fleet Svcs	0	10,708,006	0	10,070,861	0	637,145	637,145
309	Self Insurance	4,868,977	11,968,036	0	12,440,017	0	4,396,996	(471,981)
310	Central Stores	0	2,535,400	0	2,562,450	0	(27,050)	(27,050)
	<b>Total Internal Services</b>	<b>13,624,030</b>	<b>28,210,819</b>	<b>0</b>	<b>27,814,528</b>	<b>0</b>	<b>14,020,321</b>	<b>396,291</b>
<b>OTHER</b>								
550	CC Successor Agency (RDA)	19,695,385	14,899,940	0	12,367,488	0	22,227,837	2,532,452
	<b>Total Other</b>	<b>19,695,385</b>	<b>14,899,940</b>	<b>0</b>	<b>12,367,488</b>	<b>0</b>	<b>22,227,837</b>	<b>2,532,452</b>
	<b>Total Budget Before Adjustments</b>	<b>306,912,654</b>	<b>300,362,736</b>	<b>17,792,583</b>	<b>327,427,237</b>	<b>17,792,583</b>	<b>279,848,153</b>	<b>(27,064,501)</b>
	Less Internal Services	13,624,030	28,210,819	0	27,814,528	0	14,020,321	396,291
	<b>Total Budget</b>	<b>293,288,624</b>	<b>272,151,917</b>	<b>17,792,583</b>	<b>299,612,709</b>	<b>17,792,583</b>	<b>265,827,832</b>	<b>(27,460,792)</b>

# Summary of Revenues

## Summary of Revenues

	Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
<b>General Fund</b>						
Property Tax	12,896,922	11,543,711	13,243,711	13,795,388	551,677	4.2%
Sales Tax	26,423,680	25,938,205	26,143,000	25,531,467	(611,533)	(2.3)%
Measure CC	16,991,419	16,692,052	17,321,000	17,321,000	0	0.0%
Business Tax	16,186,447	16,025,000	16,000,000	23,900,000	7,900,000	49.4%
UUT	14,858,827	13,414,320	15,413,360	15,347,292	(66,068)	(0.4)%
TOT	8,813,484	8,000,000	10,835,000	12,000,000	1,165,000	10.8%
Franchise Tax	1,456,175	1,500,000	1,475,000	1,475,000	0	0.0%
Real Prop Trans Tax	32,575,269	14,300,000	11,000,000	8,000,000	(3,000,000)	(27.3)%
Comm/Ind Dev Tax	1,969,752	500,000	500,000	500,000	0	0.0%
Licenses & Permits	5,741,465	5,345,500	4,528,400	4,645,000	116,600	2.6%
Fines & Forfeitures	3,580,843	3,065,500	3,417,000	3,735,500	318,500	9.3%
Intergovernmental	11,254,174	6,869,184	7,486,600	7,614,733	128,133	1.7%
Charges for Services	11,921,128	9,552,007	12,292,271	10,905,707	(1,386,564)	(11.3)%
Use of Money & Prop	168,995	3,033,581	2,641,645	2,955,905	314,260	11.9%
Other Revenue	373,972	287,000	362,775	332,000	(30,775)	(8.5)%
Other-Transfers	3,958,668	3,423,930	4,673,930	5,373,644	699,714	15.0%
Cost Allocation Rec	5,560,449	6,400,409	6,400,409	7,019,902	619,493	9.7%
<b>Grand Total</b>	<b>174,731,668</b>	<b>145,890,399</b>	<b>153,734,101</b>	<b>160,452,538</b>	<b>6,718,437</b>	<b>4.4%</b>
<b>Special Revenue Funds</b>						
AQMD Fund	39,947	10,000	10,000	10,000	0	0.0%
Paratransit Fund	374,325	342,808	342,808	378,403	35,595	10.4%
Building Surcharge Fund	303,781	311,000	311,000	311,000	0	0.0%
Arts In Public Places Fund	873,550	579,000	579,000	579,000	0	0.0%
Grants Operating Fund	2,043,009	1,333,624	7,242,716	1,349,097	(5,893,619)	(81.4)%
Prop A Fund	983,974	982,114	982,114	1,170,945	188,831	19.2%
Asset Seizure Fund	71,591	10,000	23,950	10,000	(13,950)	(58.2)%
Prop C Fund	809,573	817,514	817,514	974,144	156,630	19.2%
Assessment District Fund	77,186	92,570	92,570	98,216	5,646	6.1%
Grants/Section 8 Housing Fund	1,762,201	1,343,400	1,343,400	1,343,400	0	0.0%
CDBG - Operating Fund	40,298	40,000	40,000	37,600	(2,400)	(6.0)%
Safe & Clean Water Protection Measure Fund	3,819,754	2,133,000	2,133,000	2,133,000	0	0.0%
BSCC - Youth Reinvestment Grant	(561)	0	0	0	0	0.0%
Mobility Improvement Fund	0	4,738,000	4,738,000	2,600,000	(2,138,000)	(45.1)%
LA County Measure W	2,381,275	0	0	530,000	530,000	0.0%
Culver City Parking Authority	3,784,411	4,306,149	4,306,149	5,608,131	1,301,982	30.2%
Culver City Housing Authority	433,262	0	4,996,277	0	(4,996,277)	(100.0)%



## Summary of Revenues

	Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
Community Improvement Funds	48,359	970,284	970,284	0	(970,284)	(100.0)%
<b>Special Revenue Funds Total</b>	<b>17,845,935</b>	<b>18,009,463</b>	<b>28,928,782</b>	<b>17,132,936</b>	<b>(11,795,846)</b>	<b>(40.8)%</b>
<b>Enterprise and User Fee Funds</b>						
Refuse Fund	18,729,141	19,329,823	19,329,823	21,703,629	2,373,806	12.3%
Transportation Fund	27,412,757	38,196,330	38,196,330	46,673,320	8,476,990	22.2%
Sewer Fund	8,808,564	9,819,000	10,042,819	9,369,000	(673,819)	(6.7)%
Municipal Fiber Network Fund	3,059,209	3,616,314	3,616,314	2,063,885	(1,552,429)	(42.9)%
<b>Enterprise and User Fee Funds Total</b>	<b>58,009,671</b>	<b>70,961,467</b>	<b>71,185,286</b>	<b>79,809,834</b>	<b>8,624,548</b>	<b>12.1%</b>
<b>Capital Improvement Funds</b>						
Community Development Fund	89,497	(51,429)	52,100	50,000	(2,100)	(4.0)%
Special Gas Tax Fund	1,621,434	339,384	2,199,279	2,146,377	(52,902)	(2.4)%
Parks Facilities Fund	144,053	(116,357)	(59,357)	120,000	179,357	(302.2)%
Capital Improvement & Acquisition Fund	6,121,858	10,922,012	18,344,564	9,373,575	(8,970,989)	(48.9)%
Capital Grants (CIP) Fund	37,185,204	16,191,441	21,920,576	4,261,525	(17,659,051)	(80.6)%
CDBG - Capital Fund	321,623	506,313	1,664,335	150,345	(1,513,990)	(91.0)%
Measure R Fund	614,152	1,811,436	1,048,135	721,608	(326,527)	(31.2)%
Measure M Fund	682,310	692,687	692,687	825,822	133,135	19.2%
<b>Capital Improvement Funds Total</b>	<b>46,780,131</b>	<b>30,295,487</b>	<b>45,862,319</b>	<b>17,649,252</b>	<b>(28,213,067)</b>	<b>(61.5)%</b>
<b>Internal Service Funds</b>						
Equipment Replacement Fund	2,153,866	2,448,558	2,448,558	2,999,377	550,819	22.5%
Equipment Maintenance/Fleet Services Fund	8,068,770	9,562,604	9,562,604	10,708,006	1,145,402	12.0%
Self Insurance Fund	14,593,847	12,423,990	12,423,990	11,968,036	(455,954)	(3.7)%
Central Stores Fund	1,765,298	2,035,400	2,735,400	2,535,400	(200,000)	(7.3)%
<b>Internal Service Funds Total</b>	<b>26,581,781</b>	<b>26,470,552</b>	<b>27,170,552</b>	<b>28,210,819</b>	<b>1,040,267</b>	<b>3.8%</b>
<b>Successory Agency</b>						
Successor Agency - RORF	18,929,917	1,391,776	18,615,658	14,899,940	(3,715,718)	(20.0)%
<b>Successory Agency Total</b>	<b>18,929,917</b>	<b>1,391,776</b>	<b>18,615,658</b>	<b>14,899,940</b>	<b>(3,715,718)</b>	<b>(20.0)%</b>
<b>Total Budget</b>	<b>342,879,104</b>	<b>293,019,145</b>	<b>345,496,698</b>	<b>318,155,319</b>	<b>(27,341,379)</b>	<b>(7.9)%</b>
<b>Internal Service Funds Total</b>	<b>26,581,781</b>	<b>26,470,552</b>	<b>27,170,552</b>	<b>28,210,819</b>	<b>1,040,267</b>	<b>3.8%</b>
<b>Net</b>	<b>316,297,323</b>	<b>266,548,593</b>	<b>318,326,146</b>	<b>289,944,500</b>	<b>(28,381,646)</b>	<b>(8.9)%</b>

# Recap of Appropriations by Department

## Recap of Appropriation by Department

	Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
<b>General Fund</b>						
Administration	4,915,461	5,553,863	6,071,178	6,644,889	573,711	9.4%
City Attorney	2,548,027	2,846,250	2,909,651	2,858,043	(51,608)	(1.8)%
Finance	5,984,253	6,604,954	7,117,627	7,504,255	386,628	5.4%
Non-Departmental	12,666,275	9,194,107	9,715,557	11,409,999	1,694,442	17.4%
Human Resources	1,858,506	2,399,987	3,025,481	2,663,663	(361,818)	(12.0)%
Information Technology	5,041,859	5,646,620	5,882,416	6,504,203	621,787	10.6%
Parks Recreation & Comm Svs	9,906,687	11,008,221	12,043,298	11,700,688	(342,610)	(2.8)%
Housing & Human Services Dept	2,296,615	3,101,113	3,212,730	15,941,021	12,728,291	396.2%
Police	45,511,553	50,954,116	51,379,044	53,962,653	2,583,609	5.0%
Fire	27,864,529	29,558,593	30,641,236	32,435,808	1,794,572	5.9%
Planning & Development	6,190,443	6,670,492	8,862,427	7,507,786	(1,354,641)	(15.3)%
Public Works	13,999,804	17,082,165	19,513,981	17,944,708	(1,569,273)	(8.0)%
<b>Total General Fund</b>	<b>138,784,012</b>	<b>150,620,481</b>	<b>160,374,625</b>	<b>177,077,716</b>	<b>16,703,091</b>	<b>10.4%</b>
<b>Special Revenue Funds</b>						
AQMD Fund	14,934	125,000	137,000	320,666	183,666	134.1%
Paratransit Fund	354,927	342,808	362,102	928,838	566,736	156.5%
Building Surcharge Fund	439,338	404,559	981,776	726,902	(254,874)	(26.0)%
Arts In Public Places Fund	381,725	704,738	2,453,283	570,882	(1,882,401)	(76.7)%
Grants Operating Fund	1,952,500	1,344,197	7,507,545	1,355,917	(6,151,628)	(81.9)%
Prop A Fund	801,822	0	0	2,432,418	2,432,418	0.0%
Asset Seizure Fund	145,821	427,000	606,717	0	(606,717)	(100.0)%
Prop C Fund	682,266	564,405	564,405	2,314,446	1,750,041	310.1%
Assessment District Fund	23,267	103,415	109,157	106,865	(2,292)	(2.1)%
Grants/Section 8 Housing Fund	1,767,530	1,880,661	1,882,628	1,883,921	1,293	0.1%
CDBG - Operating Fund	0	40,000	40,000	37,600	(2,400)	(6.0)%
Capital Grants Fund	0	(25,385)	(25,385)	0	25,385	(100.0)%
Safe & Clean Water Protection Measure Fund	2,808,834	4,534,022	11,357,819	2,300,000	(9,057,819)	(79.7)%
BSCC - Youth Reinvestment Grant	200,286	147,756	147,756	0	(147,756)	(100.0)%
LA County Measure W	33,891	0	5,893,104	520,000	(5,373,104)	(91.2)%
Culver City Parking Authority	3,163,733	3,844,845	9,815,770	3,303,600	(6,512,170)	(66.3)%
Culver City Housing Authority	2,631,345	0	21,522,899	7,302,826	(14,220,073)	(66.1)%
Community Improvement Funds	340,700	3,912,618	4,662,618	0	(4,662,618)	(100.0)%
<b>Special Revenue Funds Total</b>	<b>15,742,918</b>	<b>18,350,639</b>	<b>68,019,193</b>	<b>24,104,881</b>	<b>(43,914,312)</b>	<b>(64.6)%</b>
<b>Enterprise and User Fee Funds</b>						
Refuse Fund	16,970,870	20,654,771	21,892,583	22,594,781	702,198	3.2%
Transportation Fund	29,029,369	45,218,384	66,530,724	45,648,374	(20,882,350)	(31.4)%
Sewer Fund	10,656,638	14,773,857	20,109,138	13,597,115	(6,512,023)	(32.4)%
Municipal Fiber Network Fund	2,198,582	3,561,311	4,519,503	2,473,885	(2,045,618)	(45.3)%
<b>Enterprise and User Fee Funds Total</b>	<b>58,855,459</b>	<b>84,208,323</b>	<b>113,051,948</b>	<b>84,314,155</b>	<b>(28,737,793)</b>	<b>(25.4)%</b>

## Recap of Appropriation by Department

	Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
<b>Capital Improvement Funds</b>						
Community Development Fund	56,100	824,370	990,370	0	(990,370)	(100.0)%
Special Gas Tax Fund	655,125	4,166,913	4,435,005	4,109,362	(325,643)	(7.3)%
Parks Facilities Fund	109,638	1,117,506	1,337,050	0	(1,337,050)	(100.0)%
Capital Improvement & Acquisition Fund	2,937,591	9,600,075	16,392,564	9,373,575	(7,018,989)	(42.8)%
Capital Grants (CIP) Fund	8,144,879	34,793,039	40,836,263	4,261,525	(36,574,738)	(89.6)%
CDBG - Capital Fund	47,454	480,896	640,896	150,345	(490,551)	(76.5)%
Measure R Fund	366,648	(514,301)	757,745	990,967	233,222	30.8%
Measure M Fund	1,184,102	1,419,780	2,523,119	655,278	(1,867,841)	(74.0)%
<b>Capital Improvement Funds Total</b>	<b>13,501,538</b>	<b>51,888,278</b>	<b>67,913,012</b>	<b>19,541,052</b>	<b>(48,371,960)</b>	<b>(71.2)%</b>
<b>Internal Service Funds</b>						
Equipment Replacement Fund	2,558,446	3,473,000	5,649,352	2,741,200	(2,908,152)	(51.5)%
Equipment Maintenance/Fleet Services Fund	8,292,220	9,229,366	9,276,212	10,070,861	794,649	8.6%
Self Insurance Fund	11,170,741	11,067,678	11,509,953	12,440,017	930,064	8.1%
Central Stores Fund	1,765,298	2,035,400	2,745,309	2,562,450	(182,859)	(6.7)%
<b>Internal Service Funds Total</b>	<b>23,786,705</b>	<b>25,805,444</b>	<b>29,180,826</b>	<b>27,814,528</b>	<b>(1,366,298)</b>	<b>(4.7)%</b>
<b>Successory Agency</b>						
Successor Agency - RORF	5,593,161	16,937,362	35,071,637	12,367,488	(22,704,149)	(64.7)%
<b>Successory Agency Total</b>	<b>5,593,161</b>	<b>16,937,362</b>	<b>35,071,637</b>	<b>12,367,488</b>	<b>(22,704,149)</b>	<b>(64.7)%</b>
<b>Total Budget</b>	<b>256,263,793</b>	<b>347,810,527</b>	<b>473,611,242</b>	<b>345,219,820</b>	<b>(128,391,422)</b>	<b>(27.1)%</b>
<b>Internal Service Funds Total</b>	<b>23,786,705</b>	<b>25,805,444</b>	<b>29,180,826</b>	<b>27,814,528</b>	<b>(1,366,298)</b>	<b>(4.7)%</b>
<b>Net</b>	<b>232,477,088</b>	<b>322,005,083</b>	<b>444,430,416</b>	<b>317,405,292</b>	<b>(127,025,124)</b>	<b>(28.6)%</b>

# Summary of Appropriations by Division

## Recap of Appropriation by Division

	Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Personnel Services 2023/2024	Maint & Operations 2023/2024	Capital Outlay 2023/2024	Other 2023/2024	Adopted Budget 2023/2024	Change from Prior Year Adjusted
<b>General Government</b>									
10110000 City Council	187,076	212,097	212,097	148,711	57,020	0	0	205,731	(6,366)
10110100 City Manager	1,635,854	2,023,665	2,123,492	2,245,017	233,349	0	0	2,478,366	354,874
10110200 Internal Audit Division	7,243	179,151	179,151	226,172	2,500	0	0	228,672	49,521
10110400 Cultural Affairs	346,640	383,449	438,539	602,431	3,432	0	0	605,863	167,324
10110500 Economic Development	2,044,048	1,682,161	2,004,959	1,272,540	583,554	0	0	1,856,094	(148,865)
10111100 City Clerk	694,600	1,073,340	1,112,940	804,714	448,949	16,500	0	1,270,163	157,223
10113100 City Attorney	2,548,027	2,846,250	2,909,651	1,770,127	1,087,916	0	0	2,858,043	(51,608)
10114100 Finance Administration	1,340,391	1,575,687	1,748,938	1,274,163	581,922	0	0	1,856,085	107,147
10114200 General Accounting	1,103,867	1,136,641	1,190,771	1,195,617	22,206	0	0	1,217,823	27,052
10114300 Budget & Accounting Operations	1,361,544	1,514,455	1,645,193	1,510,876	136,145	0	0	1,647,021	1,828
10114400 Treasury	1,365,701	1,360,935	1,427,667	1,371,416	180,707	0	0	1,552,123	124,456
10114500 Purchasing	812,751	1,017,236	1,105,058	937,588	293,615	0	0	1,231,203	126,145
10116100 Non-Departmental	12,666,275	9,194,107	9,715,557	0	5,021,424	0	6,388,575	11,409,999	1,694,442
10122100 Human Resources	1,858,506	2,399,987	3,025,481	2,227,964	403,699	32,000	0	2,663,663	(361,818)
10124100 Information Technology	4,303,392	4,765,615	4,986,165	3,614,636	1,868,277	0	0	5,482,913	496,748
10124200 Graphic Services	397,180	432,731	445,377	184,327	259,911	0	0	444,238	(1,139)
10124300 IT Public Safety	341,288	448,274	450,874	442,367	54,185	80,500	0	577,052	126,178
<b>General Government Total</b>	<b>33,014,381</b>	<b>32,245,781</b>	<b>34,721,909</b>	<b>19,828,666</b>	<b>11,238,811</b>	<b>129,000</b>	<b>6,388,575</b>	<b>37,585,052</b>	<b>2,863,143</b>
<b>Parks, Recreation &amp; Community Services</b>									
10130100 PR&CS Administrative Division	752,696	970,930	1,272,172	676,988	483,184	3,150	0	1,163,322	(108,850)
10130110 Veteran's Memorial Complex	517,832	677,505	725,888	336,962	536,202	0	0	873,164	147,276
10130200 Recreation Services	1,193,433	1,236,540	1,281,134	1,252,577	70,289	0	0	1,322,866	41,732
10130211 Parks and Playgrounds Programs	563,322	383,312	383,312	369,823	8,578	26,500	0	404,901	21,589
10130212 Camp Programs	275,525	361,346	365,750	285,112	86,098	0	0	371,210	5,460
10130220 Pool and Aquatics Programs	717,563	867,680	901,675	759,474	115,621	0	0	875,095	(26,580)
10130233 Culver City After School Progr	352,745	375,392	375,392	349,682	20,718	0	0	370,400	(4,992)
10130240 Sports Programs	403,199	432,632	468,159	7,800	424,652	0	0	432,452	(35,707)

**Budget Summary**  
 Summary of Appropriations by Division

## Recap of Appropriation by Division

	Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Personnel Services 2023/2024	Maint & Operations 2023/2024	Capital Outlay 2023/2024	Other 2023/2024	Adopted Budget 2023/2024	Change from Prior Year Adjusted
10130250 Rec and Enrichment Programs	507,641	801,413	1,116,944	88,119	710,458	0	0	798,577	(318,367)
10130260 Youth Center	75,693	156,116	155,214	138,792	24,555	0	0	163,347	8,133
10130270 Youth Mentoring Program	1,474	21,079	21,079	20,305	299	0	0	20,604	(475)
10130280 Community Events & Excursions	53,520	46,626	46,626	7,339	43,860	0	0	51,199	4,573
10130285 Comm Events-Fiesta La Ballona	80,378	103,330	99,130	7,208	132,347	0	0	139,555	40,425
10130300 Parks Division	3,342,002	2,907,399	3,182,321	2,089,646	905,119	1,050	0	2,995,815	(186,506)
10130400 Community Services	1,039,834	1,624,640	1,607,214	1,252,222	396,014	0	0	1,648,236	41,022
10130430 Volunteering	29,829	42,281	41,288	62,962	6,983	0	0	69,945	28,657
<b>Parks, Recreation &amp; Community Services Total</b>	<b>9,906,687</b>	<b>11,008,221</b>	<b>12,043,298</b>	<b>7,705,011</b>	<b>3,964,977</b>	<b>30,700</b>	<b>0</b>	<b>11,700,688</b>	<b>(342,610)</b>
<b>Housing &amp; Human Services</b>									
10135100 Housing Services	1,009,287	1,123,930	1,139,167	1,164,364	3,223,277	0	0	4,387,641	3,248,474
10135200 Enforcement Services	975,894	1,159,189	1,166,339	1,099,024	152,909	0	0	1,251,933	85,594
10135300 Human Svcs/Crisis Intrvention	0	0	2,600	1,014,245	664,735	54,000	0	1,732,980	1,730,380
10135400 Rent Stabilization/Tenant Prtc	311,433	817,994	904,624	444,607	490,626	7,000	0	942,233	37,609
10135500 Interim Housing-Homekey	0	0	0	0	2,169,231	0	0	2,169,231	2,169,231
10135600 Permanent Housing-Homekey	0	0	0	0	2,344,705	0	0	2,344,705	2,344,705
10135700 Safe Sleep	0	0	0	0	3,112,298	0	0	3,112,298	3,112,298
<b>Housing &amp; Human Services Total</b>	<b>2,296,615</b>	<b>3,101,113</b>	<b>3,212,730</b>	<b>3,722,240</b>	<b>12,157,781</b>	<b>61,000</b>	<b>0</b>	<b>15,941,021</b>	<b>12,728,291</b>
<b>Police Department</b>									
10140100 Office of the Chief	959,644	913,204	1,084,343	1,037,486	29,876	0	0	1,067,362	(16,981)
10140200 Operating Bureaus	44,551,535	50,040,912	50,294,701	43,639,134	8,619,440	636,717	0	52,895,291	2,600,590
10140400 Animal Control	375	0	0	0	0	0	0	0	0
<b>Police Department Total</b>	<b>45,511,553</b>	<b>50,954,116</b>	<b>51,379,044</b>	<b>44,676,620</b>	<b>8,649,316</b>	<b>636,717</b>	<b>0</b>	<b>53,962,653</b>	<b>2,583,609</b>
<b>Fire Department</b>									
10145100 Office of the Chief	1,434,979	1,603,748	1,605,648	1,796,279	123,783	0	0	1,920,062	314,414
10145200 Fire Suppression	16,257,348	15,054,649	15,827,736	14,768,401	1,669,472	2,600	0	16,440,473	612,737
10145300 Emergency Medical Services	7,440,924	9,725,847	9,946,631	9,752,899	988,885	0	0	10,741,784	795,153

## Recap of Appropriation by Division

	Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Personnel Services 2023/2024	Maint & Operations 2023/2024	Capital Outlay 2023/2024	Other 2023/2024	Adopted Budget 2023/2024	Change from Prior Year Adjusted
10145400 Emergency Preparedness	306,150	325,023	414,416	317,466	47,377	0	0	364,843	(49,573)
10145600 Community Risk Reduction	1,861,559	2,075,269	2,088,198	2,045,776	158,307	0	0	2,204,083	115,885
10145700 Communications	563,568	774,057	758,607	470,894	293,669	0	0	764,563	5,956
<b>Fire Department Total</b>	<b>27,864,529</b>	<b>29,558,593</b>	<b>30,641,236</b>	<b>29,151,715</b>	<b>3,281,493</b>	<b>2,600</b>	<b>0</b>	<b>32,435,808</b>	<b>1,794,572</b>
<b>Planning &amp; Development</b>									
10153100 Planning & Development Admin	650,603	675,673	774,353	638,360	90,664	0	0	729,024	(45,329)
10153200 Current Planning	1,472,754	2,179,364	2,644,075	1,618,525	418,906	0	0	2,037,431	(606,644)
10153300 Advance Planning	776,976	1,046,169	1,572,262	588,273	1,317,876	0	0	1,906,149	333,887
10153400 Building Safety	3,290,110	2,769,286	3,871,737	2,380,038	455,144	0	0	2,835,182	(1,036,555)
<b>Planning &amp; Development Total</b>	<b>6,190,443</b>	<b>6,670,492</b>	<b>8,862,427</b>	<b>5,225,196</b>	<b>2,282,590</b>	<b>0</b>	<b>0</b>	<b>7,507,786</b>	<b>(1,354,641)</b>
<b>Public Works Department</b>									
10160100 Public Works Admin	1,113,244	1,017,780	1,358,314	916,596	152,097	0	0	1,068,693	(289,621)
10160150 Engineering	2,395,704	2,673,074	2,970,077	2,123,764	287,236	0	0	2,411,000	(559,077)
10160170 Mobility & Traffic Engineering	821,620	1,545,577	1,896,886	1,188,531	479,995	10,700	0	1,679,226	(217,660)
10160200 Maintenance Operations	434,899	542,351	543,001	593,903	20,143	0	0	614,046	71,045
10160210 Streets	2,045,511	2,650,700	2,766,800	2,003,140	866,190	3,616	0	2,872,946	106,146
10160220 Tree Maintenance	1,519,878	1,448,891	1,627,940	341,726	1,101,467	3,000	0	1,446,193	(181,747)
10160230 Building Maintenance	2,823,699	3,207,557	3,769,702	1,933,385	1,380,683	10,000	0	3,324,068	(445,634)
10160240 Electrical Maintenance	1,393,235	2,015,665	2,385,538	1,382,598	1,025,424	50,000	0	2,458,022	72,484
10160250 Graffiti Abatement	206,952	400,500	416,484	346,370	77,147	0	0	423,517	7,033
10160260 Parking Meters	588,198	786,119	879,507	423,292	388,217	0	0	811,509	(67,998)
10160460 Environmental Programs/ Ops	656,864	793,951	899,731	318,340	517,148	0	0	835,488	(64,243)
<b>Public Works Department Total</b>	<b>13,999,804</b>	<b>17,082,165</b>	<b>19,513,981</b>	<b>11,571,645</b>	<b>6,295,747</b>	<b>77,316</b>	<b>0</b>	<b>17,944,708</b>	<b>(1,569,273)</b>
<b>General Fund Total</b>	<b>138,784,012</b>	<b>150,620,481</b>	<b>160,374,625</b>	<b>121,881,093</b>	<b>47,870,715</b>	<b>937,333</b>	<b>6,388,575</b>	<b>177,077,716</b>	<b>16,703,091</b>
<b>Special Revenue Funds</b>									
<b>AQMD Fund</b>									
41070600 Rideshare	0	75,000	75,000	0	75,000	0	0	75,000	0
41070620 AQMD AB2766 (Spec Revenue)	14,934	50,000	62,000	0	0	245,666	0	245,666	183,666
<b>AQMD Fund Total</b>	<b>14,934</b>	<b>125,000</b>	<b>137,000</b>	<b>0</b>	<b>75,000</b>	<b>245,666</b>	<b>0</b>	<b>320,666</b>	<b>183,666</b>



## Recap of Appropriation by Division

	Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Personnel Services 2023/2024	Maint & Operations 2023/2024	Capital Outlay 2023/2024	Other 2023/2024	Adopted Budget 2023/2024	Change from Prior Year Adjusted
<b>Paratransit Fund</b>									
41170420 Para Transit Services	354,927	342,808	362,102	761,393	167,445	0	0	928,838	566,736
<b>Paratransit Fund Total</b>	<b>354,927</b>	<b>342,808</b>	<b>362,102</b>	<b>761,393</b>	<b>167,445</b>	<b>0</b>	<b>0</b>	<b>928,838</b>	<b>566,736</b>
<b>Building Surcharge Fund</b>									
41224100 Information Technology	366,947	343,599	891,320	213,517	290,522	160,000	0	664,039	(227,281)
41253400 Building Safety	47,185	50,120	79,617	27,493	4,428	20,000	0	51,921	(27,696)
41260150 Engineering	25,206	10,840	10,840	942	10,000	0	0	10,942	102
<b>Building Surcharge Fund Total</b>	<b>439,338</b>	<b>404,559</b>	<b>981,776</b>	<b>241,952</b>	<b>304,950</b>	<b>180,000</b>	<b>0</b>	<b>726,902</b>	<b>(254,874)</b>
<b>Arts In Public Places Fund</b>									
41310400 Cultural Affairs	381,725	704,738	2,453,283	76,969	482,413	11,500	0	570,882	(1,882,401)
<b>Arts In Public Places Fund Total</b>	<b>381,725</b>	<b>704,738</b>	<b>2,453,283</b>	<b>76,969</b>	<b>482,413</b>	<b>11,500</b>	<b>0</b>	<b>570,882</b>	<b>(1,882,401)</b>
<b>Grants Operating Fund</b>									
41435920 Interim Housing - Homekey	0	0	0	0	0	0	600,000	600,000	600,000
41435930 Permanent Housing - Homekey	0	0	0	0	0	0	250,000	250,000	250,000
41435940 Homeless Services	34,568	24,750	62,914	0	24,750	0	0	24,750	(38,164)
41440230 COPS/SLESF/Brulte	98,132	113,573	114,873	112,797	2,885	0	0	115,682	809
41440913 Police - Misc DOJ Grants	8,967	0	0	0	0	0	0	0	0
41440933 SelectiveTrafficEnforc:OTSFY21	41,935	0	0	0	0	0	0	0	0
41440934 Traffic Records Improvemnt Proj	49,778	0	0	0	0	0	0	0	0
41440935 SelectiveTrafficEnforc:OTSFY22	72,544	0	0	0	0	0	0	0	0
41440936 Police - UASI 2021	16,471	0	66,285	0	0	0	0	0	(66,285)
41440937 DOJ-Byrne JAG 2021 Program	0	0	13,852	0	0	0	0	0	(13,852)
41440939 DOJ-Byrne JAG2022 Program	0	0	14,468	0	0	0	0	0	(14,468)
41440940 CA Comm Corrcct-OfficerWellness	0	0	0	0	0	70,910	0	70,910	70,910
41445904 Emergency Management Performan	9,637	8,166	70,404	0	8,147	0	0	8,147	(62,257)
41445909 SAFER Grant	1,080,000	400,000	400,000	0	0	0	0	0	(400,000)

**Recap of Appropriation by Division**

	Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Personnel Services 2023/2024	Maint & Operations 2023/2024	Capital Outlay 2023/2024	Other 2023/2024	Adopted Budget 2023/2024	Change from Prior Year Adjusted
41445911 Assistance to Firefighters-2019	7,273	0	132,523	0	34,768	97,755	0	132,523	0
41445914 State Homeland Security 2019	11,200	0	0	0	0	0	0	0	0
41445915 Prehospital Emergency Med Care	0	683,803	683,803	0	0	0	0	0	(683,803)
41450920 Interim Housing - Homekey	0	0	3,109,600	0	0	0	0	0	(3,109,600)
41450930 Permanent Housing - Homekey	0	0	2,491,814	0	0	0	0	0	(2,491,814)
41453210 SB2 Planning Grants Program	82,500	0	39,670	0	0	0	0	0	(39,670)
41453310 LEAP{LocalEarlyActionPlan}Prog	73,251	0	71,928	0	0	0	0	0	(71,928)
41453410 Calif Automated Permit Process	0	0	0	0	40,000	0	0	40,000	40,000
41460902 Bikeways (TDA Article 3)	29,090	26,000	26,000	0	26,000	0	0	26,000	0
41460903 Building Maintenance	86,258	87,905	87,905	0	87,905	0	0	87,905	0
41460904 Used Oil Block Grant	15,250	0	17,710	0	0	0	0	0	(17,710)
41460905 Recycling	5,236	0	0	0	0	0	0	0	0
41460911 CicLAvia - Open Streets 2016	59,004	0	0	0	0	0	0	0	0
41460912 CicLAvia - Open Streets 2018	(38,704)	0	0	0	0	0	0	0	0
41460913 Ped/Bicycle Sfty Prog	37,659	0	0	0	0	0	0	0	0
41460915 CalRecycle Beverage Container	158,084	0	0	0	0	0	0	0	0
41460916 Cal Cycle SB1383 Local Assist	0	0	57,127	0	0	0	0	0	(57,127)
41460917 Ped/Bicycle Safety Prog	11,637	0	46,500	0	0	0	0	0	(46,500)
41470420 Para Transit Services	0	0	170	0	0	0	0	0	(170)
41470600 Rideshare	2,730	0	0	0	0	0	0	0	0
<b>Grants Operating Fund Total</b>	<b>1,952,500</b>	<b>1,344,197</b>	<b>7,507,545</b>	<b>112,797</b>	<b>224,455</b>	<b>168,665</b>	<b>850,000</b>	<b>1,355,917</b>	<b>(6,151,628)</b>
<b>Prop A Fund</b>									
41516100 Non-Departmental	801,822	0	0	0	0	0	2,432,418	2,432,418	2,432,418
<b>Prop A Fund Total</b>	<b>801,822</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,432,418</b>	<b>2,432,418</b>	<b>2,432,418</b>

## Recap of Appropriation by Division

	Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Personnel Services 2023/2024	Maint & Operations 2023/2024	Capital Outlay 2023/2024	Other 2023/2024	Adopted Budget 2023/2024	Change from Prior Year Adjusted
<b>Asset Seizure Fund</b>									
41640450 State Asset Seizure Funds	65,068	427,000	439,000	0	0	0	0	0	(439,000)
41640454 Fed. Asset Seizure Justice	80,754	0	167,717	0	0	0	0	0	(167,717)
<b>Asset Seizure Fund Total</b>	<b>145,821</b>	<b>427,000</b>	<b>606,717</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(606,717)</b>
<b>Prop C Fund</b>									
42416100 Non-Departmental	682,266	214,405	214,405	0	0	0	2,314,446	2,314,446	2,100,041
42480000 Projects	0	350,000	350,000	0	0	0	0	0	(350,000)
<b>Prop C Fund Total</b>	<b>682,266</b>	<b>564,405</b>	<b>564,405</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,314,446</b>	<b>2,314,446</b>	<b>1,750,041</b>
<b>Assessment District Fund</b>									
42516510 W Wash Landscape Maint Dist #1	8,871	22,100	26,867	0	27,650	0	0	27,650	783
42516520 W Wash Landscape Maint Dist #2	10,142	25,600	26,155	0	25,150	0	0	25,150	(1,005)
42516530 W Wash Landscape Maint Dist #3	4,255	7,000	7,420	0	5,350	0	0	5,350	(2,070)
42516543 Landscape Maint Dist #1	0	33,494	33,494	0	33,494	0	0	33,494	0
42516545 Higuera St Lndscp/Lghtng Dist	0	15,221	15,221	0	15,221	0	0	15,221	0
<b>Assessment District Fund Total</b>	<b>23,267</b>	<b>103,415</b>	<b>109,157</b>	<b>0</b>	<b>106,865</b>	<b>0</b>	<b>0</b>	<b>106,865</b>	<b>(2,292)</b>
<b>Grants/Section 8 Housing Fund</b>									
42635110 Rental Assistance	1,767,530	1,880,661	1,882,628	240,859	1,643,062	0	0	1,883,921	1,293
<b>Grants/Section 8 Housing Fund Total</b>	<b>1,767,530</b>	<b>1,880,661</b>	<b>1,882,628</b>	<b>240,859</b>	<b>1,643,062</b>	<b>0</b>	<b>0</b>	<b>1,883,921</b>	<b>1,293</b>
<b>CDBG - Operating Fund</b>									
42730440 Disability Services	0	40,000	40,000	37,111	489	0	0	37,600	(2,400)
<b>CDBG - Operating Fund Total</b>	<b>0</b>	<b>40,000</b>	<b>40,000</b>	<b>37,111</b>	<b>489</b>	<b>0</b>	<b>0</b>	<b>37,600</b>	<b>(2,400)</b>
<b>Capital Grants Fund</b>									
43245700 Communications	0	(25,385)	(25,385)	0	0	0	0	0	25,385
<b>Capital Grants Fund Total</b>	<b>0</b>	<b>(25,385)</b>	<b>(25,385)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,385</b>
<b>Safe &amp; Clean Water Protection Measure Fund</b>									
43416100 Non-Departmental	13,147	0	1,888	0	0	0	0	0	(1,888)
43480000 Projects	2,795,687	4,534,022	11,355,931	0	0	2,300,000	0	2,300,000	(9,055,931)
<b>Safe &amp; Clean Water Protection Measure Fund Total</b>	<b>2,808,834</b>	<b>4,534,022</b>	<b>11,357,819</b>	<b>0</b>	<b>0</b>	<b>2,300,000</b>	<b>0</b>	<b>2,300,000</b>	<b>(9,057,819)</b>

**Recap of Appropriation by Division**

	Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Personnel Services 2023/2024	Maint & Operations 2023/2024	Capital Outlay 2023/2024	Other 2023/2024	Adopted Budget 2023/2024	Change from Prior Year Adjusted
<b>BSCC - Youth Reinvestment Grant</b>									
43614100 Finance Administration	200,286	147,756	147,756	0	0	0	0	0	(147,756)
<b>BSCC - Youth Reinvestment Grant Total</b>	<b>200,286</b>	<b>147,756</b>	<b>147,756</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(147,756)</b>
<b>LA County Measure W</b>									
43880000 Projects	33,891	0	5,893,104	0	0	520,000	0	520,000	(5,373,104)
<b>LA County Measure W Total</b>	<b>33,891</b>	<b>0</b>	<b>5,893,104</b>	<b>0</b>	<b>0</b>	<b>520,000</b>	<b>0</b>	<b>520,000</b>	<b>(5,373,104)</b>
<b>Culver City Parking Authority</b>									
47516100 Non-Departmental	1,326,194	1,350,000	1,573,819	0	150,000	0	1,200,000	1,350,000	(223,819)
47555100 General	72,260	229,787	426,461	0	267,600	0	0	267,600	(158,861)
47555310 Cardiff Prkg Structure Oper	307,954	428,639	433,033	0	377,500	4,000	0	381,500	(51,533)
47555320 The Culver Steps	63,145	0	0	0	0	0	0	0	0
47555380 Ince Prkg Structure Oper	589,310	763,893	765,031	0	749,500	8,000	0	757,500	(7,531)
47555440 Ivy Substation/Media Park	0	20,000	20,000	0	20,000	0	0	20,000	0
47555560 Virginia Parking Lot	82,856	133,974	133,974	0	115,500	0	0	115,500	(18,474)
47555580 Watseka Prkg Structure Ope	239,810	368,552	371,596	0	356,500	5,000	0	361,500	(10,096)
47580000 Projects	482,203	550,000	6,091,857	0	0	50,000	0	50,000	(6,041,857)
<b>Culver City Parking Authority Total</b>	<b>3,163,733</b>	<b>3,844,845</b>	<b>9,815,770</b>	<b>0</b>	<b>2,036,600</b>	<b>67,000</b>	<b>1,200,000</b>	<b>3,303,600</b>	<b>(6,512,170)</b>
<b>Culver City Housing Authority</b>									
47616100 Non-Departmental	978,668	0	1,123,930	0	0	0	1,147,144	1,147,144	23,214
47635810 Admin Supply and Services	172,104	0	2,242,748	0	96,250	0	0	96,250	(2,146,498)
47635820 Rental Assistance Payments	210,148	0	289,440	0	290,000	0	0	290,000	560
47635830 Homeless Rental Asst Prog	140,595	0	165,289	0	0	0	0	0	(165,289)
47635840 Mortgage Assistance Program	0	0	1,250	0	0	0	0	0	(1,250)
47635850 Neighborhood Preservation	6,600	0	488,312	0	0	0	0	0	(488,312)
47635860 Fair Housing	(6,012)	0	5,550	0	0	0	0	0	(5,550)
47635870 Housing Protections	665,075	0	7,662,615	0	4,620,000	0	0	4,620,000	(3,042,615)
47635880 Homeless Program	464,167	0	2,243,764	0	1,149,432	0	0	1,149,432	(1,094,332)
47680000 Projects	0	0	7,300,000	0	0	0	0	0	(7,300,000)
<b>Culver City Housing Authority Total</b>	<b>2,631,345</b>	<b>0</b>	<b>21,522,899</b>	<b>0</b>	<b>6,155,682</b>	<b>0</b>	<b>1,147,144</b>	<b>7,302,826</b>	<b>(14,220,073)</b>
<b>Community Improvement Funds</b>									
48516100 Non-Departmental	0	998,986	998,986	0	0	0	0	0	(998,986)

## Recap of Appropriation by Division

	Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Personnel Services 2023/2024	Maint & Operations 2023/2024	Capital Outlay 2023/2024	Other 2023/2024	Adopted Budget 2023/2024	Change from Prior Year Adjusted
48580000 Projects	340,700	2,913,632	3,663,632	0	0	0	0	0	(3,663,632)
<b>Community Improvement Funds Total</b>	<b>340,700</b>	<b>3,912,618</b>	<b>4,662,618</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(4,662,618)</b>
<b>Special Revenue Funds Total</b>	<b>15,742,918</b>	<b>18,350,639</b>	<b>68,019,193</b>	<b>1,471,081</b>	<b>11,196,961</b>	<b>3,492,831</b>	<b>7,944,008</b>	<b>24,104,881</b>	<b>(43,914,312)</b>
<b>Enterprise and User Fee Funds</b>									
<b>Refuse Fund</b>									
20214500 Purchasing	55,541	69,549	70,849	64,115	934	0	0	65,049	(5,800)
20216100 Non-Departmental	162,650	0	0	0	0	0	0	0	0
20260400 Refuse Collection - Admin	10,395,823	12,715,997	13,038,870	7,018,809	6,198,672	736,395	0	13,953,876	915,006
20260410 Transfer Station - Admin	5,982,407	7,769,225	8,235,507	993,322	7,030,034	52,500	0	8,075,856	(159,651)
20280000 Projects	374,449	100,000	547,356	0	0	500,000	0	500,000	(47,356)
<b>Refuse Fund Total</b>	<b>16,970,870</b>	<b>20,654,771</b>	<b>21,892,583</b>	<b>8,076,246</b>	<b>13,229,640</b>	<b>1,288,895</b>	<b>0</b>	<b>22,594,781</b>	<b>702,198</b>
<b>Transportation Fund</b>									
20314500 Purchasing	261,708	265,842	268,767	243,474	3,034	0	0	246,508	(22,259)
20316100 Non-Departmental	353,134	300,000	300,000	0	0	0	300,000	300,000	0
20370100 Transportation Admin	1,269,460	3,380,953	5,005,447	2,176,423	3,913,151	155,000	0	6,244,574	1,239,127
20370117 Tactical Transit Lanes Project	0	0	196,087	0	0	0	0	0	(196,087)
20370200 Transportation Operations	23,202,023	30,300,037	30,992,813	18,096,743	13,983,946	0	0	32,080,689	1,087,876
20370210 Transportation Ops-Facilities	0	0	0	0	403,537	0	0	403,537	403,537
20370214 Preventative Maintenance FY14	3,146,177	0	0	0	0	0	0	0	0
20370300 Transportation Capital	395,242	0	6,473,985	0	0	0	0	0	(6,473,985)
20370303 Bus Tire Lease FY14	0	0	5,068	0	0	0	0	0	(5,068)
20370309 Bus Stop Furnishings	0	0	91,435	0	0	0	0	0	(91,435)
20370314 Battery Electric Bus (BEB)	180,946	0	(1)	0	0	0	0	0	1
20370316 Shop Vehicle Lifts	30,848	0	0	0	0	0	0	0	0
20370318 MAIOR Project	0	0	299,477	0	0	0	0	0	(299,477)
20380000 Projects	189,830	10,971,552	22,897,647	0	0	6,373,066	0	6,373,066	(16,524,581)
<b>Transportation Fund Total</b>	<b>29,029,369</b>	<b>45,218,384</b>	<b>66,530,724</b>	<b>20,516,640</b>	<b>18,303,668</b>	<b>6,528,066</b>	<b>300,000</b>	<b>45,648,374</b>	<b>(20,882,350)</b>
<b>Sewer Fund</b>									
20460300 Wastewater Maintenance	7,932,017	9,493,782	9,819,593	1,869,162	7,645,403	136,000	0	9,650,565	(169,028)
20460310 Hyperion Plant Debt Service	706,986	1,605,075	1,605,075	0	0	0	1,696,550	1,696,550	91,475

Recap of Appropriation by Division

	Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Personnel Services 2023/2024	Maint & Operations 2023/2024	Capital Outlay 2023/2024	Other 2023/2024	Adopted Budget 2023/2024	Change from Prior Year Adjusted
20480000 Projects	2,017,635	3,675,000	8,684,470	0	0	2,250,000	0	2,250,000	(6,434,470)
<b>Sewer Fund Total</b>	<b>10,656,638</b>	<b>14,773,857</b>	<b>20,109,138</b>	<b>1,869,162</b>	<b>7,645,403</b>	<b>2,386,000</b>	<b>1,696,550</b>	<b>13,597,115</b>	<b>(6,512,023)</b>
<b>Municipal Fiber Network Fund</b>									
20513400 City Attorney - Risk	93,663	125,000	125,000	0	175,000	0	0	175,000	50,000
20524500 Municipal Fiber Network Ops	1,963,067	3,436,311	4,064,497	0	2,000,885	0	298,000	2,298,885	(1,765,612)
20580000 Projects	141,852	0	330,007	0	0	0	0	0	(330,007)
<b>Municipal Fiber Network Fund Total</b>	<b>2,198,582</b>	<b>3,561,311</b>	<b>4,519,503</b>	<b>0</b>	<b>2,175,885</b>	<b>0</b>	<b>298,000</b>	<b>2,473,885</b>	<b>(2,045,618)</b>
<b>Enterprise and User Fee Funds Total</b>	<b>58,855,459</b>	<b>84,208,323</b>	<b>113,051,948</b>	<b>30,462,048</b>	<b>41,354,596</b>	<b>10,202,961</b>	<b>2,294,550</b>	<b>84,314,155</b>	<b>(28,737,793)</b>
<b>Capital Improvement Funds</b>									
<b>Community Development Fund</b>									
41780000 Projects	56,100	824,370	990,370	0	0	0	0	0	(990,370)
<b>Community Development Fund Total</b>	<b>56,100</b>	<b>824,370</b>	<b>990,370</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(990,370)</b>
<b>Special Gas Tax Fund</b>									
41816100 Non-Departmental	400,000	0	400,000	0	0	0	400,000	400,000	(0)
41880000 Projects	255,125	4,166,913	4,035,005	0	0	3,709,362	0	3,709,362	(325,643)
<b>Special Gas Tax Fund Total</b>	<b>655,125</b>	<b>4,166,913</b>	<b>4,435,005</b>	<b>0</b>	<b>0</b>	<b>3,709,362</b>	<b>400,000</b>	<b>4,109,362</b>	<b>(325,643)</b>
<b>Parks Facilities Fund</b>									
41980000 Projects	109,638	1,117,506	1,337,050	0	0	0	0	0	(1,337,050)
<b>Parks Facilities Fund Total</b>	<b>109,638</b>	<b>1,117,506</b>	<b>1,337,050</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,337,050)</b>
<b>Capital Improvement &amp; Acquisition Fund</b>									
42016100 Non-Departmental	0	(2,918,284)	(2,918,284)	0	0	0	0	0	2,918,284
42080000 Projects	2,937,591	12,518,359	19,310,848	0	0	9,373,575	0	9,373,575	(9,937,273)
<b>Capital Improvement &amp; Acquisition Fund Total</b>	<b>2,937,591</b>	<b>9,600,075</b>	<b>16,392,564</b>	<b>0</b>	<b>0</b>	<b>9,373,575</b>	<b>0</b>	<b>9,373,575</b>	<b>(7,018,989)</b>
<b>Capital Grants (CIP) Fund</b>									
42380000 Projects	8,144,879	34,793,039	40,836,263	0	0	4,261,525	0	4,261,525	(36,574,738)
<b>Capital Grants (CIP) Fund Total</b>	<b>8,144,879</b>	<b>34,793,039</b>	<b>40,836,263</b>	<b>0</b>	<b>0</b>	<b>4,261,525</b>	<b>0</b>	<b>4,261,525</b>	<b>(36,574,738)</b>
<b>CDBG - Capital Fund</b>									
42880000 Projects	47,454	480,896	640,896	0	0	150,345	0	150,345	(490,551)
<b>CDBG - Capital Fund Total</b>	<b>47,454</b>	<b>480,896</b>	<b>640,896</b>	<b>0</b>	<b>0</b>	<b>150,345</b>	<b>0</b>	<b>150,345</b>	<b>(490,551)</b>
<b>Measure R Fund</b>									
43116100 Non-Departmental	249,409	(969,979)	0	0	0	0	310,000	310,000	310,000



## Recap of Appropriation by Division

	Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Personnel Services 2023/2024	Maint & Operations 2023/2024	Capital Outlay 2023/2024	Other 2023/2024	Adopted Budget 2023/2024	Change from Prior Year Adjusted
43180000 Projects	117,239	455,678	757,745	0	0	680,967	0	680,967	(76,778)
<b>Measure R Fund Total</b>	<b>366,648</b>	<b>(514,301)</b>	<b>757,745</b>	<b>0</b>	<b>0</b>	<b>680,967</b>	<b>310,000</b>	<b>990,967</b>	<b>233,222</b>
<b>Measure M Fund</b>									
43580000 Projects	1,184,102	1,419,780	2,523,119	0	0	655,278	0	655,278	(1,867,841)
<b>Measure M Fund Total</b>	<b>1,184,102</b>	<b>1,419,780</b>	<b>2,523,119</b>	<b>0</b>	<b>0</b>	<b>655,278</b>	<b>0</b>	<b>655,278</b>	<b>(1,867,841)</b>
<b>Capital Improvement Funds Total</b>	<b>13,501,538</b>	<b>51,888,278</b>	<b>67,913,012</b>	<b>0</b>	<b>0</b>	<b>18,831,052</b>	<b>710,000</b>	<b>19,541,052</b>	<b>(48,371,960)</b>
<b>Internal Service Funds</b>									
<b>Equipment Replacement Fund</b>									
30724100 Information Technology	244,674	241,500	254,526	0	0	241,500	0	241,500	(13,026)
30764500 Eqmt Replacement/AQMD/ERF	2,173,977	0	0	0	0	0	0	0	0
30770500 Equipment Replacement	17,556	49,500	74,846	0	0	0	0	0	(74,846)
30780000 Projects	122,239	3,182,000	5,319,980	0	0	2,499,700	0	2,499,700	(2,820,280)
<b>Equipment Replacement Fund Total</b>	<b>2,558,446</b>	<b>3,473,000</b>	<b>5,649,352</b>	<b>0</b>	<b>0</b>	<b>2,741,200</b>	<b>0</b>	<b>2,741,200</b>	<b>(2,908,152)</b>
<b>Equipment Maintenance/Fleet Services Fund</b>									
30870400 Equipment Maintenance	8,292,220	9,229,366	9,276,212	5,466,552	4,487,525	116,784	0	10,070,861	794,649
<b>Equipment Maintenance/Fleet Services Fund Total</b>	<b>8,292,220</b>	<b>9,229,366</b>	<b>9,276,212</b>	<b>5,466,552</b>	<b>4,487,525</b>	<b>116,784</b>	<b>0</b>	<b>10,070,861</b>	<b>794,649</b>
<b>Self Insurance Fund</b>									
30913400 City Attorney - Risk	2,027,493	2,156,461	2,157,437	321,884	1,878,265	0	0	2,200,149	42,712
30916100 Non-Departmental	69,994	60,000	80,000	0	60,000	0	0	60,000	(20,000)
30922200 Risk Management	843,986	1,183,162	1,604,461	841,162	995,001	0	0	1,836,163	231,702
30922210 Employee Disability (IOD)	2,425,084	1,019,040	1,019,040	1,164,183	10,507	0	0	1,174,690	155,650
30922220 Premium/Claims	6,305,002	6,649,015	6,649,015	0	7,169,015	0	0	7,169,015	520,000
30922230 Claims - Accrued	(500,818)	0	0	0	0	0	0	0	0
<b>Self Insurance Fund Total</b>	<b>11,170,741</b>	<b>11,067,678</b>	<b>11,509,953</b>	<b>2,327,229</b>	<b>10,112,788</b>	<b>0</b>	<b>0</b>	<b>12,440,017</b>	<b>930,064</b>
<b>Central Stores Fund</b>									
31014600 Central Stores	1,428,839	1,525,000	2,225,040	0	2,025,000	0	0	2,025,000	(200,040)
31016100 Non-Departmental	336,458	510,400	520,270	0	537,450	0	0	537,450	17,180
<b>Central Stores Fund Total</b>	<b>1,765,298</b>	<b>2,035,400</b>	<b>2,745,309</b>	<b>0</b>	<b>2,562,450</b>	<b>0</b>	<b>0</b>	<b>2,562,450</b>	<b>(182,859)</b>
<b>Internal Service Funds Total</b>	<b>23,786,705</b>	<b>25,805,444</b>	<b>29,180,826</b>	<b>7,793,781</b>	<b>17,162,763</b>	<b>2,857,984</b>	<b>0</b>	<b>27,814,528</b>	<b>(1,366,298)</b>
<b>Successory Agency</b>									
<b>Successor Agency - RORF</b>									
55090000 Administration	2,213,474	16,526,252	32,254,902	0	715,238	0	11,652,250	12,367,488	(19,887,414)

**Recap of Appropriation by Division**

	<b>Actual Expenditures 2021/2022</b>	<b>Adopted Budget 2022/2023</b>	<b>Adjusted Budget 2022/2023</b>	<b>Personnel Services 2023/2024</b>	<b>Maint &amp; Operations 2023/2024</b>	<b>Capital Outlay 2023/2024</b>	<b>Other 2023/2024</b>	<b>Adopted Budget 2023/2024</b>	<b>Change from Prior Year Adjusted</b>
55090161 Non-Departmental	138,902	967,145	967,145	0	0	0	0	0	(967,145)
55090860 Debt Service	3,240,785	(556,035)	1,849,590	0	0	0	0	0	(1,849,590)
<b>Successor Agency - RORF Total</b>	<b>5,593,161</b>	<b>16,937,362</b>	<b>35,071,637</b>	<b>0</b>	<b>715,238</b>	<b>0</b>	<b>11,652,250</b>	<b>12,367,488</b>	<b>(22,704,149)</b>
<b>Successory Agency Total</b>	<b>5,593,161</b>	<b>16,937,362</b>	<b>35,071,637</b>	<b>0</b>	<b>715,238</b>	<b>0</b>	<b>11,652,250</b>	<b>12,367,488</b>	<b>(22,704,149)</b>
<b>Grand Total</b>	<b>256,263,793</b>	<b>347,810,527</b>	<b>473,611,242</b>	<b>161,608,003</b>	<b>118,300,273</b>	<b>36,322,161</b>	<b>28,989,383</b>	<b>345,219,820</b>	<b>(128,391,422)</b>
<b>Internal Service Funds Total</b>	<b>23,786,705</b>	<b>25,805,444</b>	<b>29,180,826</b>	<b>7,793,781</b>	<b>17,162,763</b>	<b>2,857,984</b>	<b>0</b>	<b>27,814,528</b>	<b>(1,366,298)</b>
<b>Net</b>	<b>232,477,088</b>	<b>322,005,083</b>	<b>444,430,416</b>	<b>153,814,222</b>	<b>101,137,510</b>	<b>33,464,177</b>	<b>28,989,383</b>	<b>317,405,292</b>	<b>(127,025,124)</b>

# Summary of Budget Transfers

## Summary of Budget Transfers

	General Fund	Bus Fund	Paratransit Fund	Grants Fund	Prop A Fund	Gas Fund	I & A Fund	Prop C Fund	Measure R Fund	Parking Auth Fund	Housing Auth Fund
Transfer Out of 203 Transit Fund to 101 General Fund	(300,000)	300,000									
Transfer Out of 418 Special Gas Tax Fund to 101 General Fund	(400,000)					400,000					
Transfer Out of 101 General Fund to 420 Cap. I&A Fund	8,088,575						(8,088,575)				
Transfer Out of 476 Housing Authority to 101 General Fund	(1,147,144)										1,147,144
Transfer Out of 475 Parking Authority to 101 General Fund	(1,200,000)									1,200,000	
Transfer Out of 414 Grants Fund to 101 General Fund	(850,000)			850,000							
Transfer Out of 424 PCLR to 411 Paratransit Fund			(250,000)					250,000			
Transfer Out of 415 PALR To 203 Transit Fund		(2,432,418)		2,432,418							
Transfer Out of 424 PCLR to 203 Transit Fund		(2,064,446)						2,064,446			
Transfer Out of 431 MRLR to 203 Transit Fund		(310,000)						310,000			

# Comparison of Personnel Positions Allocations

## Comparison of Personnel Positions Allocations

DIV NO.	DIVISION NAME	2021-2022 Adjusted	2022-2023 Adjusted	2023-2024 Adopted	Change From	
					Prior Year Adjusted	Comments
<b>GENERAL FUND</b>						
<b>GENERAL GOVERNMENT</b>						
10110000	City Council	5.00	5.00	5.00	0.00	
10110100	City Manager	5.00	6.00	7.00	1.00	Add one (1) Communications and Public Information Manager position.
10110200	Internal Audit	0.00	1.00	1.00	0.00	
10110400	Cultural Affairs	2.00	2.00	3.00	1.00	Add one (1) limited-term Management Analyst position.
10110500	Economic Development	5.25	5.25	5.25	0.00	
10111100	City Clerk	4.00	4.00	4.00	0.00	
10113100	City Attorney	5.65	5.65	6.50	0.85	Add .85 Paralegal position, will offset elimination through attrition of .85 Legal Operations Manager position which is funded through December 2023.
10114100	Finance Administration	4.50	5.00	5.00	0.00	
10114200	Accounting Operations	6.00	6.00	6.00	0.00	
10114300	Budget & Financial Operations	8.00	8.00	8.00	0.00	
10114400	Treasury	10.00	9.50	9.00	-0.50	Transfer 0.5 Code Enforcement Officer to 10135200 - Enforcement Services from 10114400 - Treasury.
10114500	Purchasing	5.00	5.00	5.00	0.00	
10122100	Human Resources	13.50	13.75	13.75	0.00	
10124100	Information Technology	15.00	16.50	17.50	1.00	Add (1) Information Technology Security Analyst position
10124200	Graphic Services	1.00	1.00	1.00	0.00	
10124300	Information Technology-Public Safety	2.50	2.50	2.50	0.00	
<b>Total General Government</b>		<b>92.40</b>	<b>96.15</b>	<b>99.50</b>	<b>3.35</b>	

### Comparison of Personnel Positions Allocations

DIV NO.	DIVISION NAME	2021-2022 Adjusted	2022-2023 Adjusted	2023-2024 Adopted	Change From	
					Prior Year Adjusted	Comments
<b>PARKS, RECREATION &amp; COMMUNITY SERVICES DEPARTMENT</b>						
10130100	Administration	3.00	3.00	2.00	-1.00	Reclass (1) vacant Secretary position to Associate Analyst position and transfer to 10130300 - Parks from 10130100 - PRCS Administration
10130200	Recreation Division	8.00	8.00	8.00	0.00	
10130220	Aquatics	0.00	1.50	1.50	0.00	
10130300	Parks Division	15.00	15.00	16.00	1.00	Transfer in (1) of reclass Associate Analyst from 10130100 - PRCS Adminsitration to 10130300 - Parks
10130400	Senior & Social Services Division	6.69	6.69	6.69	0.00	
	<b>Total Parks, Recreation &amp; Community Services</b>	<b>32.69</b>	<b>34.19</b>	<b>34.19</b>	<b>0.00</b>	
<b>HOUSING &amp; HUMAN SERVICES DEPARTMENT</b>						
10135100	Agency Housing & Rehab	6.25	5.75	5.75	0.00	
10135200	Recreation Division	6.50	6.50	7.00	0.50	Transfer 0.5 Code Enforcement Officer from 10114400 - Treasury to 10135200 - Enforcement Services.
10135300	Human Services/Crisis Intervantion	0.00	6.50	6.50	0.00	
10135400	Rent Stabilization	3.00	3.00	3.00	0.00	
	<b>Total Parks, Recreation &amp; Community Services</b>	<b>15.75</b>	<b>21.75</b>	<b>22.25</b>	<b>0.50</b>	
<b>POLICE DEPARTMENT</b>						
10140100	Office of the Chief	2.00	2.00	2.00	0.00	
10140200	Operating Bureaus	157.84	154.84	154.84	0.00	
	<b>Total Police</b>	<b>156.84</b>	<b>156.84</b>	<b>156.84</b>	<b>0.00</b>	
<b>FIRE DEPARTMENT</b>						
10145100	Office of the Chief	3.50	3.50	3.50	0.00	
10145200	Fire Suppression	34.98	34.98	34.98	0.00	

**Comparison of Personnel Positions Allocations**

DIV NO.	DIVISION NAME	2021-2022 Adjusted	2022-2023 Adjusted	2023-2024 Adopted	Change From	
					Prior Year Adjusted	Comments
10145300	Emergency Medical Services	29.00	29.00	29.00	0.00	
10145400	Emergency Preparedness	1.50	1.50	1.50	0.00	
10145600	Community Risk Reduction	7.96	7.96	7.96	0.00	
10145700	Communications	2.98	2.98	2.98	0.00	
<b>Total Fire</b>		<b>79.92</b>	<b>79.92</b>	<b>79.92</b>	<b>0.00</b>	
<b>PLANNING &amp; DEVELOPMENT DEPARTMENT</b>						
10153100	Community Development Admin	2.00	2.00	2.00	0.00	
10153200	Current Planning	8.00	8.00	9.00	1.00	Add (1) Senior Planner position (one-time)
10153300	Advance Planning	3.00	3.00	3.00	0.00	
10153400	Building Safety	13.00	13.00	14.00	1.00	Add (1) Plan Check Engineer position
<b>Total Community Development</b>		<b>26.00</b>	<b>26.00</b>	<b>28.00</b>	<b>2.00</b>	
<b>PUBLIC WORKS</b>						
10160100	Public Works Admin	3.25	3.25	3.25	0.00	
10160150	Engineering	9.50	9.50	9.50	0.00	
10160170	Mobility & Traffic Engineering	4.50	4.50	4.50	0.00	
10160200	Maintenance Operations	2.50	2.50	2.50	0.00	
10160210	Streets Maintenance	13.85	13.85	13.85	0.00	
10160220	Tree Maintenance	2.00	2.00	2.00	0.00	
10160230	Building Maintenance	11.50	11.50	11.50	0.00	
10160240	Electrical Maintenance	7.50	7.50	7.50	0.00	
10160250	Graffiti Abatement	3.00	3.00	3.00	0.00	
10160260	Parking Meter Maintenance	3.00	3.00	3.00	0.00	
10160460	Environmental Programs/Operations	1.45	1.45	1.45	0.00	
<b>Total Public Works</b>		<b>62.05</b>	<b>62.05</b>	<b>62.05</b>	<b>0.00</b>	
<b>TOTAL - GENERAL FUND EMPLOYEES</b>		<b>465.65</b>	<b>476.90</b>	<b>482.75</b>	<b>5.85</b>	



### Comparison of Personnel Positions Allocations

DIV NO.	DIVISION NAME	2021-2022 Adjusted	2022-2023 Adjusted	2023-2024 Adopted	Change From	Comments
					Prior Year Adjusted	
<b>GRANTS OPERATING FUND</b>						
41440230	COPS	1.00	1.00	1.00	0.00	
	<b>Total Operating Grants</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
<b>PARATRANSIT FUND</b>						
41170420	Paratransit	2.00	8.00	8.00	0.00	
	<b>Total Paratransit Fund</b>	<b>2.00</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	
<b>BUILDING SURCHARGE FUND</b>						
41224100	Information Technology	1.00	1.00	1.00	0.00	
	<b>Total Building Surcharge Fund</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
<b>CDBG-OPERATING GRANTS</b>						
42730440	Disability Services	0.31	0.31	0.31	0.00	
	<b>Total CDBG Operating</b>	<b>0.31</b>	<b>0.31</b>	<b>0.31</b>	<b>0.00</b>	
<b>SECTION 8 FUND</b>						
42635110	Section 8 Housing	1.50	1.50	1.50	0.00	
	<b>Total Section 8 Fund</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>0.00</b>	
<b>ENTERPRISE AND USER FEE FUNDS</b>						
20214500	Purchasing	0.63	0.63	0.63	0.00	
20260400	Refuse Collection	44.50	46.50	47.50	1.00	Add one (1) Environmental Compliance Officer position.
20260410	Transfer Station	7.00	7.00	7.00	0.00	
	<b>Total Refuse</b>	<b>52.13</b>	<b>54.13</b>	<b>55.13</b>	<b>1.00</b>	
20314500	Purchasing	2.37	2.37	2.37	0.00	
20370100	Transit Administration	9.00	11.00	12.00	1.00	Add one (1) Management Analyst position.
20370200	Transit Operations	149.50	143.00	143.00	0.00	
	<b>Total Transit</b>	<b>160.87</b>	<b>156.37</b>	<b>157.37</b>	<b>1.00</b>	

### Comparison of Personnel Positions Allocations

DIV NO.	DIVISION NAME	2021-2022 Adjusted	2022-2023 Adjusted	2023-2024 Adopted	Change From	
					Prior Year Adjusted	Comments
20460300	Sewer Maintenance	10.45	10.45	11.45	1.00	Add (1) Sewage Lift Station Electro Mechanic position.
<b>Total Sewer</b>		<b>10.45</b>	<b>10.45</b>	<b>11.45</b>	<b>1.00</b>	
<b>INTERNAL SERVICE FUNDS</b>						
30870400	Equipment Maintenance/Fleet Svcs	33.00	33.00	35.00	2.00	Add (1) Fleet Services Assistant position; add (1) Fleet Services Technician position.
30922200	Risk Management - Worker's Comp	2.50	2.25	2.25	0.00	
30913400	Risk Management - Liability	1.35	1.35	1.50	0.15	Add .85 Paralegal position, will offset elimination through attrition of .85 Legal Operations Manager position which is funded through December 2023.
<b>Total Internal Service Funds</b>		<b>36.85</b>	<b>36.60</b>	<b>38.75</b>	<b>2.15</b>	
<b>GRAND TOTAL - CITY</b>		<b>731.76</b>	<b>746.26</b>	<b>757.26</b>	<b>11.00</b>	

# Revenue Detail

**Revenue Detail**

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
<b>101-General Fund</b>								
<b>Property Tax</b>								
10116100	311220	Tax Increment-Pass-Through	6,570,245	4,800,000	6,500,000	6,500,000	0	0.0%
10116100	311100	Current - Secured	6,326,677	6,743,711	6,743,711	7,295,388	551,677	8.2%
<b>Property Tax Total</b>			<b>12,896,922</b>	<b>11,543,711</b>	<b>13,243,711</b>	<b>13,795,388</b>	<b>551,677</b>	<b>4.2%</b>
<b>Sales Tax</b>								
10116100	314000	PSAF Tax	556,011	480,000	558,000	500,000	(58,000)	(10.4)%
10116100	313000	Sales Tax	25,867,668	25,458,205	25,585,000	25,031,467	(553,533)	(2.2)%
<b>Sales Tax Total</b>			<b>26,423,680</b>	<b>25,938,205</b>	<b>26,143,000</b>	<b>25,531,467</b>	<b>(611,533)</b>	<b>(2.3)%</b>
<b>Measure CC</b>								
10116100	313020	Sales Tax - Measure CC	9,928,338	11,170,835	11,555,000	11,539,000	(16,000)	(0.1)%
10116100	313030	Sales Tax - Measure C	7,063,081	5,521,217	5,766,000	5,782,000	16,000	0.3%
<b>Measure CC Total</b>			<b>16,991,419</b>	<b>16,692,052</b>	<b>17,321,000</b>	<b>17,321,000</b>	<b>0</b>	<b>0.0%</b>
<b>Business Tax</b>								
10114400	315120	Business License Penalties	992,903	500,000	750,000	750,000	0	0.0%
10114400	315100	Business License Tax	12,590,368	12,750,000	12,850,000	20,750,000	7,900,000	61.5%
10114400	315110	Business License Fee	701,811	675,000	700,000	700,000	0	0.0%
10114400	315200	Cannabis Business Tax	1,901,366	2,100,000	1,700,000	1,700,000	0	0.0%
<b>Business Tax Total</b>			<b>16,186,447</b>	<b>16,025,000</b>	<b>16,000,000</b>	<b>23,900,000</b>	<b>7,900,000</b>	<b>49.4%</b>
<b>UUT</b>								
10114400	312100	UUT-Electricity	7,820,372	7,030,176	8,750,000	8,585,585	(164,415)	(1.9)%
10114400	312110	UUT-Gas	1,554,888	1,273,858	1,400,000	1,623,549	223,549	16.0%
10114400	312130	UUT-Telecommunications	2,684,070	2,695,286	2,695,286	2,684,513	(10,773)	(0.4)%
10114400	312120	UUT-Water	1,699,802	1,600,000	1,690,074	1,675,000	(15,074)	(0.9)%
10114400	312140	UUT-Cable TV	1,099,694	815,000	878,000	778,645	(99,355)	(11.3)%
<b>UUT Total</b>			<b>14,858,827</b>	<b>13,414,320</b>	<b>15,413,360</b>	<b>15,347,292</b>	<b>(66,068)</b>	<b>(0.4)%</b>
<b>TOT</b>								
10114400	318020	Transient Occupancy Tx-Pen/Int	2,857	0	0	0	0	0.0%
10114400	318000	Transient Occupancy Tax	8,810,627	8,000,000	10,835,000	12,000,000	1,165,000	10.8%
<b>TOT Total</b>			<b>8,813,484</b>	<b>8,000,000</b>	<b>10,835,000</b>	<b>12,000,000</b>	<b>1,165,000</b>	<b>10.8%</b>
<b>Franchise Tax</b>								
10114400	316000	Franchise Tax	1,456,175	1,500,000	1,475,000	1,475,000	0	0.0%
<b>Franchise Tax Total</b>			<b>1,456,175</b>	<b>1,500,000</b>	<b>1,475,000</b>	<b>1,475,000</b>	<b>0</b>	<b>0.0%</b>
<b>Real Prop Trans Tax</b>								
10114400	317100	Real Prop Tran Tax Penalty/Int	134	0	0	0	0	0.0%
10114400	317000	Real Property Transfer Tax	32,575,135	14,300,000	11,000,000	8,000,000	(3,000,000)	(27.3)%
<b>Real Prop Trans Tax Total</b>			<b>32,575,269</b>	<b>14,300,000</b>	<b>11,000,000</b>	<b>8,000,000</b>	<b>(3,000,000)</b>	<b>(27.3)%</b>

## Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
<b>Comm/Ind Dev Tax</b>								
10116100	319000	Comm Industrial Develop Tax	1,969,752	500,000	500,000	500,000	0	0.0%
		<b>Comm/Ind Dev Tax Total</b>	<b>1,969,752</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>0</b>	<b>0.0%</b>
<b>Licenses &amp; Permits</b>								
10114400	335100	Committee on Permits & License	13,550	5,000	7,400	5,000	(2,400)	(32.4)%
10116100	327000	Taxi Cab Permit	0	3,000	500	500	0	0.0%
10116100	328000	Cannabis Permit	303,416	400,000	200,000	200,000	0	0.0%
10116100	327100	Massage Establishment Permit F	5,787	5,000	5,500	5,500	0	0.0%
10116100	325000	Utilities	236,364	200,000	215,000	215,000	0	0.0%
10116100	326000	Filming Permit	36,300	35,000	35,000	35,000	0	0.0%
10116100	335200	Tobacco Retailer's License Per	9,599	10,000	8,500	8,500	0	0.0%
10130200	326000	Filming Permit	26,487	30,000	35,000	30,000	(5,000)	(14.3)%
10140200	328100	Police Alarm Permits	50,601	40,000	40,000	45,000	5,000	12.5%
10140200	328520	Dog Licenses	41,021	27,000	27,000	25,000	(2,000)	(7.4)%
10145600	329000	Fire Detection / Suppression	133,778	220,000	145,000	220,000	75,000	51.7%
10145600	330000	Studio Inspection Fees	44,970	55,000	50,000	55,000	5,000	10.0%
10145600	330100	Other License & Permits - Fire	23,964	28,000	30,000	28,000	(2,000)	(6.7)%
10153200	337990	Other License & Permits	31,533	0	0	0	0	0.0%
10153400	321000	Building Permits	2,710,962	2,250,000	1,850,000	2,000,000	150,000	8.1%
10153400	321010	Bldg Standards Admin Surcharge	729	2,500	2,500	2,500	0	0.0%
10153400	321112	CASp Certificate/Traing AB1379	31,140	30,000	30,000	30,000	0	0.0%
10153400	321100	Other License & Permits - Bldg	40,989	0	0	0	0	0.0%
10153400	322000	Electric Permits	722,170	500,000	500,000	500,000	0	0.0%
10153400	323000	Residential Building Records	51,744	30,000	30,000	30,000	0	0.0%
10153400	324000	Plumbing and Heating	977,242	700,000	700,000	700,000	0	0.0%
10160150	331000	Street Permits	204,544	550,000	300,000	150,000	(150,000)	(50.0)%
10160150	331300	Banner Permit	119	0	0	0	0	0.0%
10160150	331200	Outdoor Dining Permit	2,400	150,000	235,000	235,000	0	0.0%
10160150	334510	St Lt Pole-SC Wireless App Fee	24,003	30,000	35,000	25,000	(10,000)	(28.6)%
10160150	332000	House Moving Permits	0	0	0	15,000	15,000	0.0%
10160150	334500	Util Pole-SC Wireless App Fee	5,698	30,000	6,000	25,000	19,000	316.7%
10160150	334520	St Lt Pole-SC Wireless Rent Fe	1,733	0	600	0	(600)	(100.0)%
10160170	321020	Technology Surcharge	0	0	400	1,000	600	150.0%

Revenue Detail

			Actual Receipts	Adopted Budget	Adjusted Budget	Adopted Budget	Change from Prior Year	%
			2021/2022	2022/2023	2022/2023	2023/2024	Adjusted	Change
10160170	330120	Permit Issuance Fee	0	0	2,000	6,000	4,000	200.0%
10160170	331000	Street Permits	0	0	15,000	0	(15,000)	(100.0)%
10160170	331250	Traffic Control Plan Review	0	0	7,000	50,000	43,000	614.3%
10160170	332100	Haul Route	0	0	0	2,000	2,000	0.0%
10160170	371410	Curb Management	0	0	1,000	1,000	0	0.0%
10160210	332000	House Moving Permits	10,623	15,000	15,000	0	(15,000)	(100.0)%
<b>Licenses &amp; Permits Total</b>			<b>5,741,465</b>	<b>5,345,500</b>	<b>4,528,400</b>	<b>4,645,000</b>	<b>116,600</b>	<b>2.6%</b>
<b>Fines &amp; Forfeitures</b>								
10135200	338300	Admin Citations	470	500	2,000	500	(1,500)	(75.0)%
10140200	338300	Admin Citations	200	0	0	0	0	0.0%
10140200	328150	Police False Alarm Chgs	126,178	115,000	115,000	135,000	20,000	17.4%
10140200	338200	Vehicle Code Fines	2,530,907	2,200,000	2,200,000	2,400,000	200,000	9.1%
10140200	338100	Court Fines - General	923,088	750,000	1,100,000	1,200,000	100,000	9.1%
<b>Fines &amp; Forfeitures Total</b>			<b>3,580,843</b>	<b>3,065,500</b>	<b>3,417,000</b>	<b>3,735,500</b>	<b>318,500</b>	<b>9.3%</b>
<b>Intergovernmental</b>								
10110500	346690	LA Metro - Wayfinding Signs	0	20,000	0	20,000	20,000	0.0%
10116100	339160	LCFS Credit	1,707	0	1,000	0	(1,000)	(100.0)%
10116100	341310	Coronavirus Relief Funds (CRF)	4,686,942	0	0	0	0	0.0%
10116100	343000	SB 90 Reimbursement	54,064	0	0	0	0	0.0%
10116100	345010	State Motor VLF In-Lieu	6,425,051	6,818,584	7,104,000	7,564,133	460,133	6.5%
10116100	345100	Home Owners Exemption	27,942	25,000	20,000	25,000	5,000	25.0%
10140200	342100	Post Program	52,287	0	5,000	0	(5,000)	(100.0)%
10145300	343820	State of Calif - GEMT	465	0	351,000	0	(351,000)	(100.0)%
10160240	339110	LA DOT & Caltrans (State)	5,716	5,600	5,600	5,600	0	0.0%
<b>Intergovernmental Total</b>			<b>11,254,174</b>	<b>6,869,184</b>	<b>7,486,600</b>	<b>7,614,733</b>	<b>128,133</b>	<b>1.7%</b>
<b>Charges for Services</b>								
10116100	370610	P-Card Incentive Program	20,607	18,000	18,000	18,000	0	0.0%
10116100	370710	City Property Damages Recovery	12,301	25,000	65,000	25,000	(40,000)	(61.5)%
10130110	365720	Teen Center Rental	39,979	50,000	55,000	50,000	(5,000)	(9.1)%
10130110	365710	Senior Center Rental	26,831	65,000	65,000	65,000	0	0.0%
10130110	365740	Auditorium Rental	52,282	125,000	125,000	125,000	0	0.0%
10130110	365730	Meeting Room Rental	224,997	300,000	275,000	300,000	25,000	9.1%
10130200	365160	Non-Resident Admin Charges	24,975	30,000	30,000	30,000	0	0.0%
10130211	365240	Recreation Park & Picnic Permi	296,202	110,000	200,000	200,000	0	0.0%
10130211	365210	Day Camp Fees	(484)	0	0	0	0	0.0%
10130211	365250	Park Programs Revenue	32,405	27,500	32,000	32,000	0	0.0%



## Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
10130212	365210	Day Camp Fees	305,184	270,000	270,000	315,000	45,000	16.7%
10130212	365220	Youth Camp Fees	0	45,000	45,000	0	(45,000)	(100.0)%
10130220	365510	City Plunge (Pool) Admissions	231,075	150,000	175,000	150,000	(25,000)	(14.3)%
10130220	365520	Pool Rental & Passes	97,883	150,000	110,000	150,000	40,000	36.4%
10130220	365530	Aquatics Programs	71,357	110,000	150,000	110,000	(40,000)	(26.7)%
10130220	365540	Aquatics Contract Classes	42,566	50,000	50,000	50,000	0	0.0%
10130233	365150	After School Program	355,065	375,000	375,000	375,000	0	0.0%
10130240	365350	Adult Sports Program Revenue	56,251	70,000	55,000	70,000	15,000	27.3%
10130240	365310	Youth Sports Program Revenue	435,873	432,692	432,692	432,692	0	0.0%
10130250	365410	Classes - Contracted Fees	640,924	800,000	650,000	800,000	150,000	23.1%
10130260	365110	Special Events	130	0	0	0	0	0.0%
10130260	365600	Membership Fees	0	12,000	0	12,000	12,000	0.0%
10130280	365110	Special Events	3,589	12,000	5,000	12,000	7,000	140.0%
10130285	365125	Fiesta - Rides	82,500	80,000	98,231	80,000	(18,231)	(18.6)%
10130285	365135	Fiesta - Vendors	17,449	17,500	27,806	17,500	(10,306)	(37.1)%
10130285	365136	Fiesta - Sponsors	59,650	6,000	9,675	0	(9,675)	(100.0)%
10130400	365600	Membership Fees	10,000	7,500	7,500	7,500	0	0.0%
10135200	370110	Code Enforcement Fees	326	100	1,000	100	(900)	(90.0)%
10140200	367900	Sfty Special Event/ Filming	117,016	80,000	135,000	180,000	45,000	33.3%
10140200	368100	Special Police Services	50,919	45,000	60,000	90,000	30,000	50.0%
10140200	368600	Animal Control Fees	150	0	0	0	0	0.0%
10140200	368300	Live Scan Fees	1,509	0	1,000	0	(1,000)	(100.0)%
10140200	368500	DNA Services	1,650	1,200	1,200	2,400	1,200	100.0%
10145200	367400	Ambulance Fees	2,074,286	1,734,000	1,850,000	1,734,000	(116,000)	(6.3)%
10145200	367300	Fire Inspection - Business	645,869	450,000	600,000	550,000	(50,000)	(8.3)%
10145200	367310	Fire Inspection - Penalties	90,385	5,000	40,000	5,000	(35,000)	(87.5)%
10145200	367210	Strike Team	703,266	175,000	175,000	175,000	0	0.0%
10145200	367220	Instructional Services Revenue	0	0	4,795	0	(4,795)	(100.0)%
10145600	367500	Hazardous Materials Fees	104,356	118,500	130,000	118,500	(11,500)	(8.8)%
10145600	367300	Fire Inspection - Business	10,190	0	0	0	0	0.0%
10145600	367900	Sfty Special Event/ Filming	166,549	202,000	175,000	202,000	27,000	15.4%
10145600	371300	Plan Check Fees	517,709	400,000	475,000	400,000	(75,000)	(15.8)%
10153200	364500	Community Benefit Contribution	139,054	323,550	323,550	323,550	0	0.0%

Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
10153200	364300	Plng Svcs Reimbursement	35,210	10,000	318,481	10,000	(308,481)	(96.9)%
10153200	364100	Plan Zone, Subdivision	920,570	650,000	650,000	650,000	0	0.0%
10153200	364400	Business Planning Review Fee	10,762	10,000	10,000	10,000	0	0.0%
10153400	371300	Plan Check Fees	2,284,240	1,500,000	3,034,376	2,110,000	(924,376)	(30.5)%
10153400	371350	Admin Processing & Review Fee	614,231	225,000	600,000	500,000	(100,000)	(16.7)%
10160150	369480	Utility Svc Admin Fee	2,511	2,600	2,600	2,600	0	0.0%
10160150	369410	Stormwater Plan Ck Fees	7,160	4,000	4,000	3,000	(1,000)	(25.0)%
10160150	369482	Alley Closure Fee	10,176	0	1,500	0	(1,500)	(100.0)%
10160150	369460	Traffic Impact Study Fee	5,000	0	0	0	0	0.0%
10160150	369420	Banner Installation/Removal	4,956	5,000	5,000	4,000	(1,000)	(20.0)%
10160150	371300	Plan Check Fees	204,398	150,000	225,000	200,000	(25,000)	(11.1)%
10160150	369470	Discretionary Plan Reviews	0	0	0	25,000	25,000	0.0%
10160170	371787	Parking Space Rental-Pkg Space	0	0	10,000	10,000	0	0.0%
10160170	371780	Preferential Parking	0	0	10,000	100,000	90,000	900.0%
10160170	369460	Traffic Impact Study Fee	30,000	100,000	100,000	50,000	(50,000)	(50.0)%
10160170	371785	Temp No Parking Signs-TNP Sign	0	0	1,000	1,000	0	0.0%
10160210	369100	Street Division Services	29,090	22,865	22,865	22,865	0	0.0%
		<b>Charges for Services Total</b>	<b>11,921,128</b>	<b>9,552,007</b>	<b>12,292,271</b>	<b>10,905,707</b>	<b>(1,386,564)</b>	<b>(11.3)%</b>
<b>Use of Money &amp; Prop</b>								
10110500	383187	Lease Income	10,295	0	0	0	0	0.0%
10110500	383190	Leases - Econ Dev Agrmnts	73,804	78,145	78,145	78,145	0	0.0%
10110500	383160	Farmers Market Income	0	115,000	115,000	50,000	(65,000)	(56.5)%
10110500	382187	Interest Income -Lease	8,970	0	0	0	0	0.0%
10114400	382187	Interest Income -Lease	9,820	0	0	0	0	0.0%
10114400	383187	Lease Income	12,356	0	0	0	0	0.0%
10114400	383195	BID-Admin Fee	0	6,750	13,000	7,500	(5,500)	(42.3)%
10116100	382205	Interest Income-Fiber Networks	44,187	49,426	40,000	298,000	258,000	645.0%
10116100	382125	Interest Income - Wells Fargo	1,225,066	800,000	650,000	800,000	150,000	23.1%
10116100	382000	Interest Income	744,005	550,000	750,000	750,000	0	0.0%
10116100	383000	Rental Income	0	425,000	0	0	0	0.0%
10116100	383150	Rent/Concession - Other	15,350	54,000	25,000	20,000	(5,000)	(20.0)%
10116100	382127	Net Inc/Dec FairVal-Wells Fargo	(3,029,109)	0	0	0	0	0.0%
10116100	382100	Interest Income-Notes Receivab	868	3,500	500	500	0	0.0%

## Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
10135400	383100	Rental Unit Registration Fees	983,382	881,760	900,000	881,760	(18,240)	(2.0)%
10160410	383150	Rent/Concession - Other	70,000	70,000	70,000	70,000	0	0.0%
		<b>Use of Money &amp; Prop Total</b>	<b>168,995</b>	<b>3,033,581</b>	<b>2,641,645</b>	<b>2,955,905</b>	<b>314,260</b>	<b>11.9%</b>
<b>Other Revenue</b>								
10110500	386100	Miscellaneous Revenue	10,000	0	0	0	0	0.0%
10113100	386100	Miscellaneous Revenue	57,905	0	0	0	0	0.0%
10114400	386100	Miscellaneous Revenue	1,832	0	0	0	0	0.0%
10116100	339200	Westfield Sign Revenue	0	225,000	225,000	225,000	0	0.0%
10116100	386100	Miscellaneous Revenue	18,708	15,000	20,000	20,000	0	0.0%
10116100	386200	Donations	268,240	0	0	0	0	0.0%
10116100	386103	Elec Veh/Plug-In Hybrd Prog	0	3,000	3,000	3,000	0	0.0%
10116100	386300	Sale of Property	131	0	0	0	0	0.0%
10116100	386245	Opioids Litigation Settlement	0	0	62,000	40,000	(22,000)	(35.5)%
10130200	386110	Coins-Over/Short	(7,506)	0	0	0	0	0.0%
10130260	386200	Donations	2,000	0	3,000	0	(3,000)	(100.0)%
10130300	386100	Miscellaneous Revenue	2,500	0	0	0	0	0.0%
10130400	386200	Donations	7,500	10,000	10,000	10,000	0	0.0%
10140200	386100	Miscellaneous Revenue	4,601	3,500	3,500	3,500	0	0.0%
10140200	386200	Donations	365	0	0	0	0	0.0%
10145300	386100	Miscellaneous Revenue	0	0	2,000	0	(2,000)	(100.0)%
10145400	367409	Community Resilience Prog	5,000	0	0	0	0	0.0%
10145600	386100	Miscellaneous Revenue	101	0	0	0	0	0.0%
10153200	386100	Miscellaneous Revenue	0	500	500	500	0	0.0%
10160150	386100	Miscellaneous Revenue	1,695	0	3,100	0	(3,100)	(100.0)%
10160170	348360	CCUSD-Sf Rt to Sch	0	30,000	30,000	30,000	0	0.0%
10160220	386100	Miscellaneous Revenue	825	0	675	0	(675)	(100.0)%
10160250	386100	Miscellaneous Revenue	75	0	0	0	0	0.0%
		<b>Other Revenue Total</b>	<b>373,972</b>	<b>287,000</b>	<b>362,775</b>	<b>332,000</b>	<b>(30,775)</b>	<b>(8.5)%</b>
<b>Other-Transfers</b>								
10116100	391476	Trsf In From - Fund 476	978,668	1,123,930	1,123,930	1,147,144	23,214	2.1%
10116100	391414	Trsf In From - Fund 414	1,080,000	400,000	400,000	850,000	450,000	112.5%
10116100	391418	Trsf In From - Fund 418	400,000	400,000	400,000	400,000	0	0.0%
10116100	391000	Section 115 Transfer-In	0	0	0	1,476,500	1,476,500	0.0%
10116100	391420	Trsf In From - Fund 420	0	0	1,250,000	0	(1,250,000)	(100.0)%
10116100	391203	Trsf In From - Fund 203	300,000	300,000	300,000	300,000	0	0.0%
10116100	391475	Trsf In From - Fund 475	1,200,000	1,200,000	1,200,000	1,200,000	0	0.0%
		<b>Other-Transfers Total</b>	<b>3,958,668</b>	<b>3,423,930</b>	<b>4,673,930</b>	<b>5,373,644</b>	<b>699,714</b>	<b>15.0%</b>
<b>Cost Allocation Rec</b>								
10116100	375100	Admin Cost-Successor Agency	630,650	630,650	630,650	493,238	(137,412)	(21.8)%

Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
10160300	375000	Admin Cost Alloc (Interfund)	769,956	714,010	714,010	671,340	(42,670)	(6.0)%
10160400	375000	Admin Cost Alloc (Interfund)	2,158,851	2,126,461	2,126,461	2,579,433	452,972	21.3%
10170100	375000	Admin Cost Alloc (Interfund)	2,000,992	2,929,288	2,929,288	3,275,891	346,603	11.8%
		<b>Cost Allocation Rec Total</b>	<b>5,560,449</b>	<b>6,400,409</b>	<b>6,400,409</b>	<b>7,019,902</b>	<b>619,493</b>	<b>9.7%</b>
		<b>101-General Fund Total</b>	<b>174,731,668</b>	<b>145,890,399</b>	<b>153,734,101</b>	<b>160,452,538</b>	<b>6,718,437</b>	<b>4.4%</b>
<b>202-Refuse Disposal Fund</b>								
<b>Licenses &amp; Permits</b>								
20260400	333500	Recycling Plan Permit Fee	6,280	8,000	8,000	7,030	(970)	(12.1)%
		<b>Licenses &amp; Permits Total</b>	<b>6,280</b>	<b>8,000</b>	<b>8,000</b>	<b>7,030</b>	<b>(970)</b>	<b>(12.1)%</b>
<b>Intergovernmental</b>								
20260400	339140	CNG Excise Tax Credit	0	1,608	1,608	1,608	0	0.0%
20260400	339160	LCFS Credit	43,717	1,843	1,843	10,000	8,157	442.6%
20260400	343500	Dept/Conservation-Recycling	18,743	20,000	20,000	0	(20,000)	(100.0)%
		<b>Intergovernmental Total</b>	<b>62,460</b>	<b>23,451</b>	<b>23,451</b>	<b>11,608</b>	<b>(11,843)</b>	<b>(50.5)%</b>
<b>Charges for Services</b>								
20260400	352600	Interest & Penalties	492,090	173,236	173,236	173,236	0	0.0%
20260400	352100	Can Service	115,955	122,000	122,000	183,562	61,562	50.5%
20260400	352000	Refuse Disposal	5,013,108	5,104,000	5,104,000	5,569,153	465,153	9.1%
20260400	352510	Tonnage Charges	1,306,811	1,225,000	1,225,000	1,591,736	366,736	29.9%
20260400	352300	Drop Box Service	1,031,498	1,100,000	1,100,000	1,259,888	159,888	14.5%
20260400	352200	Bin Service	8,202,744	8,930,000	8,930,000	10,115,415	1,185,415	13.3%
20260400	352520	Tonnage Charges - Green Waste	50,818	55,000	55,000	127,553	72,553	131.9%
20260400	352700	Special Services	753,317	819,000	819,000	834,085	15,085	1.8%
20260400	352400	Bin Rental Charges	398,321	435,000	435,000	507,630	72,630	16.7%
20260400	352530	Tonnage Charges - Inerts	233,286	266,000	266,000	204,200	(61,800)	(23.2)%
20260400	352560	Tonnage Charges - Other	608,058	567,000	567,000	437,685	(129,315)	(22.8)%
20260400	352800	Recycling Collection	(4,555)	8,500	8,500	0	(8,500)	(100.0)%
20260400	352900	Sale of Recycle Items	419,520	468,000	468,000	655,212	187,212	40.0%
		<b>Charges for Services Total</b>	<b>18,620,971</b>	<b>19,272,736</b>	<b>19,272,736</b>	<b>21,659,355</b>	<b>2,386,619</b>	<b>12.4%</b>
<b>Use of Money &amp; Prop</b>								
20216100	382000	Interest Income	37,111	20,000	20,000	20,000	0	0.0%
		<b>Use of Money &amp; Prop Total</b>	<b>37,111</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0.0%</b>

Revenue Detail

			Actual Receipts	Adopted Budget	Adjusted Budget	Adopted Budget	Change from Prior Year	%
			2021/2022	2022/2023	2022/2023	2023/2024	Adjusted	Change
<b>Other Revenue</b>								
20260400	386100	Miscellaneous Revenue	2,319	5,636	5,636	5,636	0	0.0%
<b>Other Revenue Total</b>			<b>2,319</b>	<b>5,636</b>	<b>5,636</b>	<b>5,636</b>	<b>0</b>	<b>0.0%</b>
<b>202-Refuse Disposal Fund Total</b>			<b>18,729,141</b>	<b>19,329,823</b>	<b>19,329,823</b>	<b>21,703,629</b>	<b>2,373,806</b>	<b>12.3%</b>
<b>203-Municipal Bus Lines Fund</b>								
<b>Intergovernmental</b>								
20370200	313600	Measure M-OP	2,355,867	3,117,243	3,117,243	3,590,638	473,395	15.2%
20370200	313500	Measure R - OP	2,363,920	3,122,138	3,122,138	3,593,676	471,538	15.1%
20370200	340910	FTA - 5307 (Sect 9)	0	4,823,905	4,823,905	0	(4,823,905)	(100.0)%
20370200	341703	FTA-CA-2022-136-00 (ARPA)	0	0	0	4,795,006	4,795,006	0.0%
20370200	346310	Prop A Disc	3,726,205	3,922,285	3,922,285	3,908,491	(13,794)	(0.4)%
20370200	339140	CNG Excise Tax Credit	0	29,887	29,887	30,000	113	0.4%
20370200	346510	Prop C Disc - Transit Svc Expa	252,119	260,439	260,439	270,101	9,662	3.7%
20370200	342210	SB1 - STA (State Grant Funds)	558,819	681,166	681,166	856,352	175,186	25.7%
20370200	346520	Prop C Disc - BSIP Overcrowdin	176,182	181,966	181,966	188,748	6,782	3.7%
20370200	339160	LCFS Credit	247,270	169,907	169,907	180,000	10,093	5.9%
20370200	342300	TDA Grant	5,946,419	7,661,136	7,661,136	8,890,797	1,229,661	16.1%
20370200	342200	STA Grant	501,143	875,700	875,700	0	(875,700)	(100.0)%
20370200	346530	Prop C Disc - Foothill Mitigat	191,533	264,274	264,274	282,819	18,545	7.0%
20370200	342220	SB1-State of Good Repair Funds	206,082	306,033	306,033	173,795	(132,238)	(43.2)%
20370200	346560	Prop C Disc - Security	395,950	366,724	366,724	462,957	96,233	26.2%
20370200	346580	Prop C Disc - MOSIP	250,032	1,131,024	1,131,024	1,125,822	(5,202)	(0.5)%
20370300	346363	Prop 1B - PTIMSEA	5,929	0	0	0	0	0.0%
20370300	342200	STA Grant	0	0	0	1,171,976	1,171,976	0.0%
20370300	313540	Measure R - Clean Fuel	51,856	0	0	136,701	136,701	0.0%
20370300	342300	TDA Grant	0	0	0	1,313,366	1,313,366	0.0%
20370300	346580	Prop C Disc - MOSIP	1,537,236	0	0	0	0	0.0%
20370300	346368	Metro Prop 1B Bridge Transit S	0	150,000	150,000	0	(150,000)	(100.0)%
20370300	346369	Metro Prop 1B Bridge Funds	0	1,032,075	1,032,075	0	(1,032,075)	(100.0)%
20370303	340910	FTA - 5307 (Sect 9)	5,423	0	0	0	0	0.0%
20370309	340910	FTA - 5307 (Sect 9)	364,551	0	0	0	0	0.0%
20370314	340932	FTA 5307: CA-2021-158	3,532,737	0	0	0	0	0.0%
20370316	340932	FTA 5307: CA-2021-158	455,690	0	0	0	0	0.0%
20370319	340910	FTA - 5307 (Sect 9)	213,975	0	0	0	0	0.0%
20380000	340933	FTA 5307: CA-2020-163	4,506	300,000	300,000	0	(300,000)	(100.0)%
20380000	340910	FTA - 5307 (Sect 9)	0	0	0	2,614,820	2,614,820	0.0%
20380000	340931	FTA 5307: CA-2017-163	17,067	362,252	362,252	0	(362,252)	(100.0)%

**Revenue Detail**

			<b>Actual Receipts 2021/2022</b>	<b>Adopted Budget 2022/2023</b>	<b>Adjusted Budget 2022/2023</b>	<b>Adopted Budget 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
20380000	346368	Metro Prop 1B Bridge Transit S	70,525	0	0	0	0	0.0%
20380000	340935	CA Eng-ZeroEmission Infra	105,099	5,755,800	5,755,800	0	(5,755,800)	(100.0)%
20380000	340932	FTA 5307: CA-2021-158	0	1,732,764	1,732,764	0	(1,732,764)	(100.0)%
20380000	342300	TDA Grant	0	0	0	652,623	652,623	0.0%
20380000	347000	Grants - Other	496,496	0	0	0	0	0.0%
20380000	340936	FTA-CA2022-179-00 (Formula)	0	0	0	4,621,705	4,621,705	0.0%
20380000	340934	FTA 5307: CA-2021-087	0	0	0	40,000	40,000	0.0%
20380000	346580	Prop C Disc - MOSIP	0	0	0	334,000	334,000	0.0%
<b>Intergovernmental Total</b>			<b>24,032,631</b>	<b>36,246,718</b>	<b>36,246,718</b>	<b>39,234,393</b>	<b>2,987,675</b>	<b>8.2%</b>
<b>Charges for Services</b>								
20370200	355020	TAP Card Sales	342,536	25,000	25,000	350,000	325,000	1,300.0 %
20370200	355010	Farebox Revenues	1,025,629	1,005,069	1,005,069	1,300,000	294,931	29.3%
20370200	355080	Access Services	24,675	32,000	32,000	33,920	1,920	6.0%
20370200	355025	Purchase TAP Cards	570	0	0	0	0	0.0%
20370200	355090	LIFE - METRO	21,533	3,000	3,000	30,000	27,000	900.0%
20370200	355060	EZ Pass Revenue	26,725	50,000	50,000	53,000	3,000	6.0%
20370200	355070	BruinGO Program	911	10,000	10,000	10,600	600	6.0%
<b>Charges for Services Total</b>			<b>1,442,579</b>	<b>1,125,069</b>	<b>1,125,069</b>	<b>1,777,520</b>	<b>652,451</b>	<b>58.0%</b>
<b>Use of Money &amp; Prop</b>								
20316100	382000	Interest Income	(1,938)	0	0	0	0	0.0%
20316100	382010	Net Incr/Decr Fair Val Invest	(252,119)	0	0	0	0	0.0%
20370200	383150	Rent/Concession - Other	65,361	65,361	65,361	65,361	0	0.0%
20370200	382000	Interest Income	65,303	146,196	146,196	146,196	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>(123,393)</b>	<b>211,557</b>	<b>211,557</b>	<b>211,557</b>	<b>0</b>	<b>0.0%</b>
<b>Other Revenue</b>								
20370100	346595	EIR Transit Mitigation Fund	42,597	0	0	30,000	30,000	0.0%
20370100	386100	Miscellaneous Revenue	467	18,986	18,986	18,986	0	0.0%
20370200	386300	Sale of Property	14,827	0	0	0	0	0.0%
20370200	365655	Advertising - Bus	404,622	504,000	504,000	504,000	0	0.0%
20370200	346595	EIR Transit Mitigation Fund	88,292	90,000	90,000	90,000	0	0.0%
20370200	386100	Miscellaneous Revenue	26,595	0	0	0	0	0.0%
<b>Other Revenue Total</b>			<b>577,401</b>	<b>612,986</b>	<b>612,986</b>	<b>642,986</b>	<b>30,000</b>	<b>4.9%</b>
<b>Other-Transfers</b>								
20316100	391424	Trsf In From - Fund 424	432,309	0	0	2,064,446	2,064,446	0.0%
20316100	391415	Trsf In From - Fund 415	801,822	0	0	2,432,418	2,432,418	0.0%

## Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
20316100	391431	Trsf In From - Fund 431	249,409	0	0	310,000	310,000	0.0%
<b>Other-Transfers Total</b>			<b>1,483,540</b>	<b>0</b>	<b>0</b>	<b>4,806,864</b>	<b>4,806,864</b>	<b>0.0%</b>
<b>203-Municipal Bus Lines Fund Total</b>			<b>27,412,757</b>	<b>38,196,330</b>	<b>38,196,330</b>	<b>46,673,320</b>	<b>8,476,990</b>	<b>22.2%</b>
<b>204-Sewer Enterprise Fund</b>								
<b>Intergovernmental</b>								
20460300	339160	LCFS Credit	157	0	0	0	0	0.0%
<b>Intergovernmental Total</b>			<b>157</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Charges for Services</b>								
20460300	357110	Ind Waste Inspection Fees	122,178	150,000	150,000	150,000	0	0.0%
20460300	357120	Permit Sewer Facility - LA	271,791	225,000	225,000	225,000	0	0.0%
20460300	357125	Permit-Sewer Facility - CC	328,236	240,000	240,000	240,000	0	0.0%
20460300	357100	Sewer - Operating	8,440,047	9,000,000	9,000,000	8,550,000	(450,000)	(5.0)%
<b>Charges for Services Total</b>			<b>9,162,252</b>	<b>9,615,000</b>	<b>9,615,000</b>	<b>9,165,000</b>	<b>(450,000)</b>	<b>(4.7)%</b>
<b>Use of Money &amp; Prop</b>								
20416100	382010	Net Incr/Decr Fair Val Invest	(560,074)	0	0	0	0	0.0%
20460300	382000	Interest Income	206,226	204,000	204,000	204,000	0	0.0%
20460310	382000	Interest Income	2	0	0	0	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>(353,846)</b>	<b>204,000</b>	<b>204,000</b>	<b>204,000</b>	<b>0</b>	<b>0.0%</b>
<b>Other-Transfers</b>								
20416100	391475	Trsf In From - Fund 475	0	0	223,819	0	(223,819)	(100.0)%
<b>Other-Transfers Total</b>			<b>0</b>	<b>0</b>	<b>223,819</b>	<b>0</b>	<b>(223,819)</b>	<b>(100.0)%</b>
<b>204-Sewer Enterprise Fund Total</b>			<b>8,808,564</b>	<b>9,819,000</b>	<b>10,042,819</b>	<b>9,369,000</b>	<b>(673,819)</b>	<b>(6.7)%</b>
<b>205-Municipal Fiber Network Fund</b>								
<b>Charges for Services</b>								
20516100	359212	Dark Fiber MRC Charges	230,760	703,314	703,314	60,000	(643,314)	(91.5)%
20516100	359211	Dark Fiber IRU Charges	1,971,362	0	0	200,000	200,000	0.0%
20516100	359215	Dark Fiber Lateral MRC Charges	52,230	0	0	556,685	556,685	0.0%
20516100	359210	Fiber IRU Charges	0	2,850,000	2,850,000	84,200	(2,765,800)	(97.0)%
20516100	359227	Custmr Fd Latral NRC FullRecov	307,574	0	0	1,100,000	1,100,000	0.0%
<b>Charges for Services Total</b>			<b>2,561,926</b>	<b>3,553,314</b>	<b>3,553,314</b>	<b>2,000,885</b>	<b>(1,552,429)</b>	<b>(43.7)%</b>
<b>Use of Money &amp; Prop</b>								
20516100	382000	Interest Income	3,545	3,000	3,000	3,000	0	0.0%
20516100	382010	Net Incr/Decr Fair Val Invest	(8,018)	0	0	0	0	0.0%
20516100	382187	Interest Income -Lease	10,149	0	0	0	0	0.0%



Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
20516100	383187	Lease Income	252,357	0	0	0	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>258,034</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0%</b>
<b>Other Revenue</b>								
20516100	386104	Services Transport	170,850	60,000	60,000	60,000	0	0.0%
20516100	386108	Services Miscellaneous MRC	68,400	0	0	0	0	0.0%
<b>Other Revenue Total</b>			<b>239,250</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>0</b>	<b>0.0%</b>
<b>205-Municipal Fiber Network Fund Total</b>			<b>3,059,209</b>	<b>3,616,314</b>	<b>3,616,314</b>	<b>2,063,885</b>	<b>(1,552,429)</b>	<b>(42.9)%</b>
<b>307-Equipment Replacement Fund</b>								
<b>Charges for Services</b>								
30770500	359100	Vehicle Amortization	2,222,527	2,375,558	2,375,558	2,926,377	550,819	23.2%
<b>Charges for Services Total</b>			<b>2,222,527</b>	<b>2,375,558</b>	<b>2,375,558</b>	<b>2,926,377</b>	<b>550,819</b>	<b>23.2%</b>
<b>Use of Money &amp; Prop</b>								
30716100	382010	Net Incr/Decr Fair Val Invest	(199,365)	0	0	0	0	0.0%
30770500	382000	Interest Income	77,422	73,000	73,000	73,000	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>(121,942)</b>	<b>73,000</b>	<b>73,000</b>	<b>73,000</b>	<b>0</b>	<b>0.0%</b>
<b>Other Revenue</b>								
30770500	386300	Sale of Property	53,282	0	0	0	0	0.0%
<b>Other Revenue Total</b>			<b>53,282</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>307-Equipment Replacement Fund Total</b>			<b>2,153,866</b>	<b>2,448,558</b>	<b>2,448,558</b>	<b>2,999,377</b>	<b>550,819</b>	<b>22.5%</b>
<b>308-Equipment Maintenance Fund</b>								
<b>Intergovernmental</b>								
30870400	339160	LCFS Credit	403	0	0	0	0	0.0%
<b>Intergovernmental Total</b>			<b>403</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Charges for Services</b>								
30870400	360150	Equip Maint - Misc.	9,640	1,568	1,568	0	(1,568)	(100.0)%
30870400	360100	Equip Maint - Labor	4,141,179	5,627,596	5,627,596	7,288,173	1,660,577	29.5%
30870400	360120	Equip Maint - Fuel	2,052,863	2,226,000	2,226,000	1,974,490	(251,510)	(11.3)%
30870400	360110	Equip Maint - Commerc	401,006	326,360	326,360	216,501	(109,859)	(33.7)%
30870400	360130	Equip Maint - Parts	1,463,679	1,379,080	1,379,080	1,226,842	(152,238)	(11.0)%
<b>Charges for Services Total</b>			<b>8,068,367</b>	<b>9,560,604</b>	<b>9,560,604</b>	<b>10,706,006</b>	<b>1,145,402</b>	<b>12.0%</b>
<b>Use of Money &amp; Prop</b>								
30870400	382000	Interest Income	0	2,000	2,000	2,000	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>	<b>0.0%</b>
<b>308-Equipment Maintenance Fund Total</b>			<b>8,068,770</b>	<b>9,562,604</b>	<b>9,562,604</b>	<b>10,708,006</b>	<b>1,145,402</b>	<b>12.0%</b>

## Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
<b>309-Risk Management Fund</b>								
<b>Charges for Services</b>								
30922200	362500	Property Insurance Fees	0	626,743	626,743	626,743	0	0.0%
30922200	361000	Liability Reserve Fees	2,215,036	3,904,950	3,904,950	2,251,063	(1,653,887)	(42.4)%
30922200	362000	Workers Comp Reserve Fees	7,385,790	7,864,297	7,864,297	9,062,230	1,197,933	15.2%
<b>Charges for Services Total</b>			<b>9,600,826</b>	<b>12,395,990</b>	<b>12,395,990</b>	<b>11,940,036</b>	<b>(455,954)</b>	<b>(3.7)%</b>
<b>Use of Money &amp; Prop</b>								
30916100	382010	Net Incr/Decr Fair Val Invest	(18,150)	0	0	0	0	0.0%
30922200	382000	Interest Income	9,759	28,000	28,000	28,000	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>(8,391)</b>	<b>28,000</b>	<b>28,000</b>	<b>28,000</b>	<b>0</b>	<b>0.0%</b>
<b>Other Revenue</b>								
30922200	386100	Miscellaneous Revenue	1,412	0	0	0	0	0.0%
<b>Other Revenue Total</b>			<b>1,412</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Other-Transfers</b>								
30916100	391101	Trsf In From - Fund 101	5,000,000	0	0	0	0	0.0%
<b>Other-Transfers Total</b>			<b>5,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>309-Risk Management Fund Total</b>			<b>14,593,847</b>	<b>12,423,990</b>	<b>12,423,990</b>	<b>11,968,036</b>	<b>(455,954)</b>	<b>(3.7)%</b>
<b>310-Central Stores Fund</b>								
<b>Charges for Services</b>								
31014600	363110	Stores Charges	1,429,892	1,565,000	2,265,000	2,065,000	(200,000)	(8.8)%
31016100	363100	Telephone Cost Allocation	334,451	470,400	470,400	470,400	0	0.0%
<b>Charges for Services Total</b>			<b>1,764,344</b>	<b>2,035,400</b>	<b>2,735,400</b>	<b>2,535,400</b>	<b>(200,000)</b>	<b>(7.3)%</b>
<b>Use of Money &amp; Prop</b>								
31016100	382000	Interest Income	212	0	0	0	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>212</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Other Revenue</b>								
31014600	386400	Discounts Earned	742	0	0	0	0	0.0%
<b>Other Revenue Total</b>			<b>742</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>310-Central Stores Fund Total</b>			<b>1,765,298</b>	<b>2,035,400</b>	<b>2,735,400</b>	<b>2,535,400</b>	<b>(200,000)</b>	<b>(7.3)%</b>
<b>410-AQMD - AB 2766 Funds</b>								
<b>Intergovernmental</b>								
41070620	342500	AQMD-AB2766Subvention	38,050	10,000	10,000	10,000	0	0.0%
<b>Intergovernmental Total</b>			<b>38,050</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0.0%</b>
<b>Use of Money &amp; Prop</b>								
41070620	382000	Interest Income	2,477	0	0	0	0	0.0%

Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
41070620	382010	Net Incr/Decr Fair Val Invest	(6,361)	0	0	0	0	0.0%
		<b>Use of Money &amp; Prop Total</b>	<b>(3,884)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Other Revenue</b>								
41070620	386300	Sale of Property	5,780	0	0	0	0	0.0%
		<b>Other Revenue Total</b>	<b>5,780</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
		<b>410-AQMD - AB 2766 Funds Total</b>	<b>39,947</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0.0%</b>
<b>411-Para Transit</b>								
<b>Intergovernmental</b>								
41170420	339160	LCFS Credit	2,655	0	0	0	0	0.0%
41170420	346700	County Paratransit Reimburseme	0	495	495	495	0	0.0%
41170420	346200	Prop A Incentive	69,435	123,117	123,117	123,117	0	0.0%
		<b>Intergovernmental Total</b>	<b>72,090</b>	<b>123,612</b>	<b>123,612</b>	<b>123,612</b>	<b>0</b>	<b>0.0%</b>
<b>Charges for Services</b>								
41170420	356100	Dial-a-Ride	368	3,000	3,000	3,000	0	0.0%
		<b>Charges for Services Total</b>	<b>368</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0%</b>
<b>Other Revenue</b>								
41170420	386200	Donations	1,506	1,791	1,791	1,791	0	0.0%
		<b>Other Revenue Total</b>	<b>1,506</b>	<b>1,791</b>	<b>1,791</b>	<b>1,791</b>	<b>0</b>	<b>0.0%</b>
<b>Other-Transfers</b>								
41116100	391203	Trsf In From - Fund 203	53,134	0	0	0	0	0.0%
41170420	391424	Trsf In From - Fund 424	247,226	214,405	214,405	250,000	35,595	16.6%
		<b>Other-Transfers Total</b>	<b>300,360</b>	<b>214,405</b>	<b>214,405</b>	<b>250,000</b>	<b>35,595</b>	<b>16.6%</b>
		<b>411-Para Transit Total</b>	<b>374,325</b>	<b>342,808</b>	<b>342,808</b>	<b>378,403</b>	<b>35,595</b>	<b>10.4%</b>
<b>412-Building Surcharge Fund</b>								
<b>Licenses &amp; Permits</b>								
41253400	321000	Building Permits	0	0	0	300,000	300,000	0.0%
41253400	321100	Other License & Permits - Bldg	314,228	300,000	300,000	0	(300,000)	(100.0)%
		<b>Licenses &amp; Permits Total</b>	<b>314,228</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>0</b>	<b>0.0%</b>
<b>Use of Money &amp; Prop</b>								
41216100	382010	Net Incr/Decr Fair Val Invest	(16,452)	0	0	0	0	0.0%
41216100	382000	Interest Income	6,004	11,000	11,000	11,000	0	0.0%
		<b>Use of Money &amp; Prop Total</b>	<b>(10,448)</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>	<b>0</b>	<b>0.0%</b>
		<b>412-Building Surcharge Fund Total</b>	<b>303,781</b>	<b>311,000</b>	<b>311,000</b>	<b>311,000</b>	<b>0</b>	<b>0.0%</b>

Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
<b>413-Cultural Trust Fund</b>								
<b>Licenses &amp; Permits</b>								
41310400	334200	Art in Public Places Fee	890,418	550,000	550,000	550,000	0	0.0%
<b>Licenses &amp; Permits Total</b>			<b>890,418</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>	<b>0</b>	<b>0.0%</b>
<b>Intergovernmental</b>								
41310400	346740	Miscellaneous Grant Revenue	35,675	0	0	0	0	0.0%
<b>Intergovernmental Total</b>			<b>35,675</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Use of Money &amp; Prop</b>								
41316100	382000	Interest Income	32,750	29,000	29,000	29,000	0	0.0%
41316100	382010	Net Incr/Decr Fair Val Invest	(85,294)	0	0	0	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>(52,543)</b>	<b>29,000</b>	<b>29,000</b>	<b>29,000</b>	<b>0</b>	<b>0.0%</b>
<b>413-Cultural Trust Fund Total</b>			<b>873,550</b>	<b>579,000</b>	<b>579,000</b>	<b>579,000</b>	<b>0</b>	<b>0.0%</b>
<b>414-Operating Grants Fund</b>								
<b>Intergovernmental</b>								
41435920	348221	Homekey Program (Operating)	0	0	0	250,000	250,000	0.0%
41435920	365980	LA County - CCOGIHS	0	0	0	350,000	350,000	0.0%
41435930	348221	Homekey Program (Operating)	0	0	0	250,000	250,000	0.0%
41435940	340427	Homeless Implementation Prog	40,446	0	0	0	0	0.0%
41435940	340425	Homeless Incentive Program	5,194	24,750	24,750	24,750	0	0.0%
41435940	340426	Homeless Innovation Program	81,827	0	0	0	0	0.0%
41440230	342700	COPS/SLESF/Brulte Revenue	161,285	100,000	100,000	105,862	5,862	5.9%
41440913	341410	DOJ-Bulletproof Vest Grant	9,579	0	0	0	0	0.0%
41440933	341449	Selective Traffic Enforcement	49,596	0	0	0	0	0.0%
41440934	341446	Traffic Records Improvemt Proj	49,778	0	0	0	0	0.0%
41440935	341449	Selective Traffic Enforcement	36,199	0	0	0	0	0.0%
41440937	341430	DOJ-Byrne Discretionary Grant	0	0	13,852	0	(13,852)	(100.0)%
41440939	341430	DOJ-Byrne Discretionary Grant	0	0	14,468	0	(14,468)	(100.0)%
41440940	341463	Comm Corr-Officer WellnessFY23	0	0	0	70,910	70,910	0.0%
41445904	343206	Emergency Managemt Performance	32,254	8,166	35,000	8,147	(26,853)	(76.7)%

## Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
41445909	342170	SAFER Grant	677,441	400,000	400,000	0	(400,000)	(100.0)%
41445911	342165	Assistance to Firefighters Grt	7,273	0	132,523	132,523	0	0.0%
41445914	343232	State Homeland Security 2019	11,200	0	0	0	0	0.0%
41445915	346731	LA County EMS Prehospital Med	0	683,803	683,803	0	(683,803)	(100.0)%
41450920	365980	LA County - CCOGIHS	0	0	1,109,600	0	(1,109,600)	(100.0)%
41453210	340351	Planning Grants Program (PGP)	29,580	0	0	0	0	0.0%
41453310	340350	LEAP(LocalEarlyActionPI an)Prog	44,881	0	0	0	0	0.0%
41453410	343550	California Energy Commsn Grant	0	0	0	40,000	40,000	0.0%
41460902	342400	TDA 3 - Bikeways (Gas Tax SB82	29,090	26,000	26,000	26,000	0	0.0%
41460903	346330	Prop A: Maint & Srvc.	0	87,905	87,905	87,905	0	0.0%
41460904	343520	CIWMB-CA Intg Waste Mgt Brd(N)	16,374	0	16,374	0	(16,374)	(100.0)%
41460905	343500	Dept/Conservation- Recycling	10,172	0	0	0	(0)	(100.0)%
41460906	343510	CalRecycle HHW	18,170	0	0	0	0	0.0%
41460911	341160	CMAQ-Open Street Events LACMTA	231,642	0	0	0	0	0.0%
41460912	341160	CMAQ-Open Street Events LACMTA	260,399	0	0	0	0	0.0%
41460913	343235	State of Calif - OTS	31,835	0	0	0	0	0.0%
41460915	343500	Dept/Conservation- Recycling	142,275	0	0	0	0	0.0%
41460916	343513	CalCycle-SB1383 Local Assist	57,127	0	57,127	0	(57,127)	(100.0)%
41460917	343235	State of Calif - OTS	5,624	0	46,500	0	(46,500)	(100.0)%
<b>Intergovernmental Total</b>			<b>2,039,241</b>	<b>1,330,624</b>	<b>2,747,902</b>	<b>1,346,097</b>	<b>(1,401,805)</b>	<b>(51.0)%</b>
<b>Use of Money &amp; Prop</b>								
41416100	382000	Interest Income	565	0	0	0	0	0.0%
41416100	382010	Net Incr/Decr Fair Val Invest	(321)	0	0	0	0	0.0%
41440230	382000	Interest Income	793	3,000	3,000	3,000	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>1,037</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0%</b>
<b>Other Revenue</b>								
41450920	386100	Miscellaneous Revenue	0	0	2,000,000	0	(2,000,000)	(100.0)%
41450930	386100	Miscellaneous Revenue	0	0	2,491,814	0	(2,491,814)	(100.0)%
<b>Other Revenue Total</b>			<b>0</b>	<b>0</b>	<b>4,491,814</b>	<b>0</b>	<b>(4,491,814)</b>	<b>(100.0)%</b>

## Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
<b>Other-Transfers</b>								
41470600	391424	Trsf In From - Fund 424	2,730	0	0	0	0	0.0%
<b>Other-Transfers Total</b>			<b>2,730</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>414-Operating Grants Fund Total</b>			<b>2,043,009</b>	<b>1,333,624</b>	<b>7,242,716</b>	<b>1,349,097</b>	<b>(5,893,619)</b>	<b>(81.4)%</b>
<b>415-Prop A Local Return Fund</b>								
<b>Intergovernmental</b>								
41516100	346100	Prop A Local Return	1,002,671	971,114	971,114	1,159,945	188,831	19.4%
<b>Intergovernmental Total</b>			<b>1,002,671</b>	<b>971,114</b>	<b>971,114</b>	<b>1,159,945</b>	<b>188,831</b>	<b>19.4%</b>
<b>Use of Money &amp; Prop</b>								
41516100	382000	Interest Income	11,976	11,000	11,000	11,000	0	0.0%
41516100	382010	Net Incr/Decr Fair Val Invest	(30,673)	0	0	0	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>(18,697)</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>	<b>0</b>	<b>0.0%</b>
<b>415-Prop A Local Return Fund Total</b>			<b>983,974</b>	<b>982,114</b>	<b>982,114</b>	<b>1,170,945</b>	<b>188,831</b>	<b>19.2%</b>
<b>416-Asset Seizure Fund</b>								
<b>Intergovernmental</b>								
41640450	342800	Asset Seizure - State	46,020	0	12,000	0	(12,000)	(100.0)%
41640452	341600	Asset Seizure - Treasury	9,603	0	0	0	0	0.0%
41640454	341500	Asset Seizure - Justice	2,586	0	1,950	0	(1,950)	(100.0)%
<b>Intergovernmental Total</b>			<b>58,208</b>	<b>0</b>	<b>13,950</b>	<b>0</b>	<b>(13,950)</b>	<b>(100.0)%</b>
<b>Use of Money &amp; Prop</b>								
41616100	382000	Interest Income	7,561	10,000	10,000	10,000	0	0.0%
41616100	382010	Net Incr/Decr Fair Val Invest	(19,657)	0	0	0	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>(12,097)</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0.0%</b>
<b>Other Revenue</b>								
41640452	386300	Sale of Property	3,518	0	0	0	0	0.0%
41640454	386300	Sale of Property	21,961	0	0	0	0	0.0%
<b>Other Revenue Total</b>			<b>25,479</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>416-Asset Seizure Fund Total</b>			<b>71,591</b>	<b>10,000</b>	<b>23,950</b>	<b>10,000</b>	<b>(13,950)</b>	<b>(58.2)%</b>
<b>417-Community Development Fund</b>								
<b>Licenses &amp; Permits</b>								
41750100	334120	Comm Dev Impact Fees - Area 2	103,559	(53,559)	50,000	50,000	0	0.0%
<b>Licenses &amp; Permits Total</b>			<b>103,559</b>	<b>(53,559)</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>0.0%</b>
<b>Use of Money &amp; Prop</b>								
41716100	382000	Interest Income	0	6,000	0	0	0	0.0%
41716100	382010	Net Incr/Decr Fair Val Invest	(22,932)	0	0	0	0	0.0%

Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
41750100	382000	Interest Income	8,870	(3,870)	2,100	0	(2,100)	(100.0)%
		<b>Use of Money &amp; Prop Total</b>	<b>(14,062)</b>	<b>2,130</b>	<b>2,100</b>	<b>0</b>	<b>(2,100)</b>	<b>(100.0)%</b>
		<b>417-Community Development Fund Total</b>	<b>89,497</b>	<b>(51,429)</b>	<b>52,100</b>	<b>50,000</b>	<b>(2,100)</b>	<b>(4.0)%</b>
<b>418-Special Gas Tax Fund</b>								
<b>Intergovernmental</b>								
41860150	344400	Gas Tax - 2107.5	6,000	(6,000)	(6,000)	6,000	12,000	(200.0)%
41860210	344300	Gas Tax - 2107	264,440	53,732	374,579	318,827	(55,752)	(14.9)%
41860210	344200	Gas Tax - 2106	131,021	29,775	165,382	155,311	(10,071)	(6.1)%
41860210	344050	Gas Tax - 2103	314,955	125,956	463,505	400,842	(62,663)	(13.5)%
41860210	344410	Gas Tax - Loan Repayment	0	89,950	89,950	0	(89,950)	(100.0)%
41860210	344100	Gas Tax - 2105	221,131	37,937	273,368	265,439	(7,929)	(2.9)%
41860210	344400	Gas Tax - 2107.5	0	18,000	24,000	0	(24,000)	(100.0)%
41860210	344420	Gas Tax - Road Maint Rehab Acc	737,527	25,218	849,679	999,958	150,279	17.7%
		<b>Intergovernmental Total</b>	<b>1,675,074</b>	<b>374,568</b>	<b>2,234,463</b>	<b>2,146,377</b>	<b>(88,086)</b>	<b>(3.9)%</b>
<b>Use of Money &amp; Prop</b>								
41816100	382010	Net Incr/Decr Fair Val Invest	(88,824)	0	0	0	0	0.0%
41816100	382000	Interest Income	35,184	(35,184)	(35,184)	0	35,184	(100.0)%
		<b>Use of Money &amp; Prop Total</b>	<b>(53,641)</b>	<b>(35,184)</b>	<b>(35,184)</b>	<b>0</b>	<b>35,184</b>	<b>(100.0)%</b>
		<b>418-Special Gas Tax Fund Total</b>	<b>1,621,434</b>	<b>339,384</b>	<b>2,199,279</b>	<b>2,146,377</b>	<b>(52,902)</b>	<b>(2.4)%</b>
<b>419-Park Facilities Fund</b>								
<b>Charges for Services</b>								
41916100	366000	Park Facilities - Quimby	161,082	(111,082)	(56,082)	120,000	176,082	(314.0)%
		<b>Charges for Services Total</b>	<b>161,082</b>	<b>(111,082)</b>	<b>(56,082)</b>	<b>120,000</b>	<b>176,082</b>	<b>(314.0)%</b>
<b>Use of Money &amp; Prop</b>								
41916100	382010	Net Incr/Decr Fair Val Invest	(27,304)	0	0	0	0	0.0%
41916100	382000	Interest Income	10,275	(5,275)	(3,275)	0	3,275	(100.0)%
		<b>Use of Money &amp; Prop Total</b>	<b>(17,030)</b>	<b>(5,275)</b>	<b>(3,275)</b>	<b>0</b>	<b>3,275</b>	<b>(100.0)%</b>
		<b>419-Park Facilities Fund Total</b>	<b>144,053</b>	<b>(116,357)</b>	<b>(59,357)</b>	<b>120,000</b>	<b>179,357</b>	<b>(302.2)%</b>
<b>420-Capital Improv and Acq Fund</b>								
<b>Intergovernmental</b>								
42080000	339116	Metro STPL Exchange - Local	409,837	0	(409,837)	0	409,837	(100.0)%
		<b>Intergovernmental Total</b>	<b>409,837</b>	<b>0</b>	<b>(409,837)</b>	<b>0</b>	<b>409,837</b>	<b>(100.0)%</b>
<b>Use of Money &amp; Prop</b>								
42016100	382000	Interest Income	72,124	37,876	37,876	0	(37,876)	(100.0)%



## Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
42016100	382010	Net Incr/Decr Fair Val Invest	(248,592)	0	0	0	0	0.0%
42016100	383150	Rent/Concession - Other	360,000	0	360,000	360,000	0	0.0%
42080000	386600	Loan Payments	450,789	0	0	0	0	0.0%
		<b>Use of Money &amp; Prop Total</b>	<b>634,321</b>	<b>37,876</b>	<b>397,876</b>	<b>360,000</b>	<b>(37,876)</b>	<b>(9.5)%</b>
<b>Other Revenue</b>								
42080000	339100	Playa Vista/Sunkist NTMP	0	323,115	323,115	0	(323,115)	(100.0)%
42080000	339115	West LA College Mitigation	196,772	1,923,339	1,923,339	0	(1,923,339)	(100.0)%
42080000	339105	Playa Vista Rdwy/Cap Enhncmnts	1,555,624	1,595,693	1,595,693	0	(1,595,693)	(100.0)%
42080000	339120	SONY Revenue	0	293,894	293,894	175,000	(118,894)	(40.5)%
42080000	339155	Cumulus Traffic Mitigation	0	400,000	750,000	0	(750,000)	(100.0)%
42080000	339122	Rancho Higuera NTMP	0	400,000	400,000	0	(400,000)	(100.0)%
42080000	348210	Energy Effic-Loan, Reb & Inc	0	435,582	435,582	0	(435,582)	(100.0)%
42080000	339145	Symantec Traffic Mitigation	0	175,000	175,000	0	(175,000)	(100.0)%
		<b>Other Revenue Total</b>	<b>1,752,396</b>	<b>5,546,623</b>	<b>5,896,623</b>	<b>175,000</b>	<b>(5,721,623)</b>	<b>(97.0)%</b>
<b>Other-Transfers</b>								
42016100	391101	Trsf In From - Fund 101	3,325,304	5,337,513	12,459,902	8,838,575	(3,621,327)	(29.1)%
		<b>Other-Transfers Total</b>	<b>3,325,304</b>	<b>5,337,513</b>	<b>12,459,902</b>	<b>8,838,575</b>	<b>(3,621,327)</b>	<b>(29.1)%</b>
		<b>420-Capital Improv and Acq Fund Total</b>	<b>6,121,858</b>	<b>10,922,012</b>	<b>18,344,564</b>	<b>9,373,575</b>	<b>(8,970,989)</b>	<b>(48.9)%</b>
<b>423-Capital Grants (CIP) Fund</b>								
<b>Intergovernmental</b>								
42380000	341320	Hazard Mitigation Grant Prog	71,729	0	92,675	0	(92,675)	(100.0)%
42380000	339111	LA DOT & Caltrans (Federal)	425,723	250,023	250,023	0	(250,023)	(100.0)%
42380000	313530	STIP (StateTransImpProg) PZ950	0	202,505	202,505	0	(202,505)	(100.0)%
42380000	339110	LA DOT & Caltrans (State)	0	528,296	528,296	0	(528,296)	(100.0)%
42380000	343459	BH Conservancy-Higuera Bridge	0	15,000	15,000	0	(15,000)	(100.0)%
42380000	339112	ATP Quick Bld - CalTrans(State)	0	32,305	189,305	0	(189,305)	(100.0)%
42380000	339118	HSIP - CalTrans (5240-039)	0	0	2,766,760	0	(2,766,760)	(100.0)%
42380000	340870	EPA - Brownfield Grant	0	7,540	7,540	0	(7,540)	(100.0)%
42380000	343832	Stormwater&Clean Beach Prop84	4,176,045	(2,241,810)	(2,241,810)	0	2,241,810	(100.0)%

Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
42380000	339113	Complete Street Design- CalTran	0	0	500,000	0	(500,000)	(100.0)%
42380000	340860	Dpt/Interior- Land&WaterCons	0	172,043	172,043	0	(172,043)	(100.0)%
42380000	340880	IRWM Mesmer Diversion	0	837,857	837,857	0	(837,857)	(100.0)%
42380000	346500	Prop C Discretionary	2,030,709	(1,856,935)	(1,856,935)	0	1,856,935	(100.0)%
42380000	339117	HSIP - CalTrans (5240- 038)	0	0	667,000	10,000	(657,000)	(98.5)%
42380000	341000	US Dept/Transportation- STPL	0	136,474	136,474	0	(136,474)	(100.0)%
42380000	341120	SAFETEA-LU Earmark	0	25,600	25,600	0	(25,600)	(100.0)%
42380000	346720	LA Co Dept Public Works	0	2,438,000	2,438,000	0	(2,438,000)	(100.0)%
42380000	339119	HSIP - CalTrans (5240- 040)	0	0	1,545,700	0	(1,545,700)	(100.0)%
42380000	341700	American Recovery Reinvest Act	0	50,721	50,721	0	(50,721)	(100.0)%
42380000	343110	State Trans Imp Prog (STIP)	210,611	366,412	366,412	0	(366,412)	(100.0)%
42380000	343834	Santa MonicaBay Restore Prop84	0	3,300,000	3,300,000	0	(3,300,000)	(100.0)%
42380000	340429	Emerg Shelter/ Transitional-CA	3,410,000	0	0	0	0	0.0%
42380000	346750	County NPDES Reimbursements	0	485,000	485,000	0	(485,000)	(100.0)%
42380000	343510	CalRecycle HHW	0	70,000	70,000	0	(70,000)	(100.0)%
42380000	341100	Fed Hwy Administration Grant	3,607,834	5,171,018	5,171,018	0	(5,171,018)	(100.0)%
42380000	346695	LA Metro Active Transport	0	0	0	1,456,529	1,456,529	0.0%
42380000	342620	AQMD - Tree Planting	0	12,193	12,193	0	(12,193)	(100.0)%
42380000	346763	State Bicycle Rack Grant	0	3,376	3,376	0	(3,376)	(100.0)%
42380000	346570	Prop C Disc-Call/Proj	0	73,989	73,989	0	(73,989)	(100.0)%
42380000	346800	County Regional Park/ Open Spac	0	575,352	575,352	0	(575,352)	(100.0)%
42380000	346670	MTA - Flex Funds	1,193,965	5,046,953	5,046,953	0	(5,046,953)	(100.0)%
42380000	346840	Prop 1B Bond Funds	0	240,776	240,776	0	(240,776)	(100.0)%
42380000	346910	Measure M - MSP	0	0	0	842,496	842,496	0.0%
42380000	348220	Homekey Program (Capital)	22,145,500	0	0	0	0	0.0%
<b>Intergovernmental Total</b>			<b>37,272,116</b>	<b>15,942,688</b>	<b>21,671,823</b>	<b>2,309,025</b>	<b>(19,362,798)</b>	<b>(89.3)%</b>
<b>Use of Money &amp; Prop</b>								
42316100	382000	Interest Income	54,793	0	0	0	0	0.0%
42316100	382010	Net Incr/Decr Fair Val Invest	(141,705)	0	0	0	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>(86,912)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
<b>Other Revenue</b>								
42380000	348350	Cal State Parks Foundation	0	200,000	200,000	0	(200,000)	(100.0)%
42380000	399901	Baldwin Hills Conservation Gnt	0	48,753	48,753	1,952,500	1,903,747	3,904.9%
<b>Other Revenue Total</b>			<b>0</b>	<b>248,753</b>	<b>248,753</b>	<b>1,952,500</b>	<b>1,703,747</b>	<b>684.9%</b>
<b>423-Capital Grants (CIP) Fund Total</b>			<b>37,185,204</b>	<b>16,191,441</b>	<b>21,920,576</b>	<b>4,261,525</b>	<b>(17,659,051)</b>	<b>(80.6)%</b>
<b>424-Prop C Local Return Fund</b>								
<b>Intergovernmental</b>								
42416100	346400	Prop C Local Return	831,695	805,514	805,514	962,144	156,630	19.4%
<b>Intergovernmental Total</b>			<b>831,695</b>	<b>805,514</b>	<b>805,514</b>	<b>962,144</b>	<b>156,630</b>	<b>19.4%</b>
<b>Use of Money &amp; Prop</b>								
42416100	382010	Net Incr/Decr Fair Val Invest	(36,218)	0	0	0	0	0.0%
42416100	382000	Interest Income	14,095	12,000	12,000	12,000	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>(22,122)</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>0</b>	<b>0.0%</b>
<b>424-Prop C Local Return Fund Total</b>			<b>809,573</b>	<b>817,514</b>	<b>817,514</b>	<b>974,144</b>	<b>156,630</b>	<b>19.2%</b>
<b>425-Special Assessment &amp; Districts</b>								
<b>Charges for Services</b>								
42516510	365930	W Wash Landscape Maint Dist	11,479	13,572	13,572	21,158	7,586	55.9%
42516520	365930	W Wash Landscape Maint Dist	10,501	10,213	10,213	3,864	(6,349)	(62.2)%
42516530	365930	W Wash Landscape Maint Dist	0	0	0	4,409	4,409	0.0%
42516540	365910	Landscaping Dist #1	0	45,383	45,383	45,383	0	0.0%
42516540	365920	Higuera St. Ldscp & Lghtg Dist	18,504	0	0	0	0	0.0%
42516543	365910	Landscaping Dist #1	45,541	0	0	0	0	0.0%
42516545	365920	Higuera St. Ldscp & Lghtg Dist	0	19,402	19,402	19,402	0	0.0%
<b>Charges for Services Total</b>			<b>86,025</b>	<b>88,570</b>	<b>88,570</b>	<b>94,216</b>	<b>5,646</b>	<b>6.4%</b>
<b>Use of Money &amp; Prop</b>								
42516100	382010	Net Incr/Decr Fair Val Invest	(14,325)	0	0	0	0	0.0%
42516540	382000	Interest Income	5,486	4,000	4,000	4,000	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>(8,839)</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>0</b>	<b>0.0%</b>
<b>425-Special Assessment &amp; Districts Total</b>			<b>77,186</b>	<b>92,570</b>	<b>92,570</b>	<b>98,216</b>	<b>5,646</b>	<b>6.1%</b>

Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
<b>426-Section 8 Fund</b>								
<b>Intergovernmental</b>								
42635110	340420	Admin Fees - Voucher	129,013	0	0	0	0	0.0%
42635110	340220	HUD Revenue - Voucher	1,577,339	1,300,000	1,300,000	1,300,000	0	0.0%
42635110	340423	Admin Fees - Coordinator	55,360	36,400	36,400	36,400	0	0.0%
<b>Intergovernmental Total</b>			<b>1,761,712</b>	<b>1,336,400</b>	<b>1,336,400</b>	<b>1,336,400</b>	<b>0</b>	<b>0.0%</b>
<b>Use of Money &amp; Prop</b>								
42616100	382000	Interest Income	707	7,000	7,000	7,000	0	0.0%
42635110	382000	Interest Income	(219)	0	0	0	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>488</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>0</b>	<b>0.0%</b>
<b>426-Section 8 Fund Total</b>			<b>1,762,201</b>	<b>1,343,400</b>	<b>1,343,400</b>	<b>1,343,400</b>	<b>0</b>	<b>0.0%</b>
<b>427-CDBG - Operating Fund</b>								
<b>Intergovernmental</b>								
42730440	340100	Comm Dev Block Grant (CDBG)	40,298	40,000	40,000	37,600	(2,400)	(6.0)%
<b>Intergovernmental Total</b>			<b>40,298</b>	<b>40,000</b>	<b>40,000</b>	<b>37,600</b>	<b>(2,400)</b>	<b>(6.0)%</b>
<b>427-CDBG - Operating Fund Total</b>			<b>40,298</b>	<b>40,000</b>	<b>40,000</b>	<b>37,600</b>	<b>(2,400)</b>	<b>(6.0)%</b>
<b>428-CDBG - Capital Fund</b>								
<b>Intergovernmental</b>								
42880000	340100	Comm Dev Block Grant (CDBG)	321,623	486,081	1,623,871	150,345	(1,473,526)	(90.7)%
42880000	341700	American Recovery Reinvest Act	0	20,232	40,464	0	(40,464)	(100.0)%
<b>Intergovernmental Total</b>			<b>321,623</b>	<b>506,313</b>	<b>1,664,335</b>	<b>150,345</b>	<b>(1,513,990)</b>	<b>(91.0)%</b>
<b>428-CDBG - Capital Fund Total</b>			<b>321,623</b>	<b>506,313</b>	<b>1,664,335</b>	<b>150,345</b>	<b>(1,513,990)</b>	<b>(91.0)%</b>
<b>431-Measure R</b>								
<b>Intergovernmental</b>								
43116100	313500	Measure R - OP	0	1,744,159	0	721,608	721,608	0.0%
43180000	313520	Measure R Local Return	623,671	71,329	1,048,135	0	(1,048,135)	(100.0)%
<b>Intergovernmental Total</b>			<b>623,671</b>	<b>1,815,488</b>	<b>1,048,135</b>	<b>721,608</b>	<b>(326,527)</b>	<b>(31.2)%</b>
<b>Use of Money &amp; Prop</b>								
43116100	382010	Net Incr/Decr Fair Val Invest	(15,571)	0	0	0	0	0.0%
43116100	382000	Interest Income	6,052	(4,052)	0	0	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>(9,519)</b>	<b>(4,052)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>431-Measure R Total</b>			<b>614,152</b>	<b>1,811,436</b>	<b>1,048,135</b>	<b>721,608</b>	<b>(326,527)</b>	<b>(31.2)%</b>

## Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
<b>434-CC Safe/Clean Water Protection</b>								
<b>Property Tax</b>								
43416100	313700	CC Safe/Clean Wtr Prtctn Meas	2,094,537	2,050,000	2,050,000	2,050,000	0	0.0%
		<b>Property Tax Total</b>	<b>2,094,537</b>	<b>2,050,000</b>	<b>2,050,000</b>	<b>2,050,000</b>	<b>0</b>	<b>0.0%</b>
<b>Intergovernmental</b>								
43480000	343836	Safe Clean Water Measure W	1,852,000	0	0	0	0	0.0%
		<b>Intergovernmental Total</b>	<b>1,852,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Use of Money &amp; Prop</b>								
43416100	382010	Net Incr/Decr Fair Val Invest	(205,484)	0	0	0	0	0.0%
43416100	382000	Interest Income	78,701	83,000	83,000	83,000	0	0.0%
		<b>Use of Money &amp; Prop Total</b>	<b>(126,783)</b>	<b>83,000</b>	<b>83,000</b>	<b>83,000</b>	<b>0</b>	<b>0.0%</b>
		<b>434-CC Safe/Clean Water Protection Total</b>	<b>3,819,754</b>	<b>2,133,000</b>	<b>2,133,000</b>	<b>2,133,000</b>	<b>0</b>	<b>0.0%</b>
<b>435-Measure M</b>								
<b>Intergovernmental</b>								
43580000	346900	Measure M - Local Return	705,755	684,687	684,687	817,822	133,135	19.4%
		<b>Intergovernmental Total</b>	<b>705,755</b>	<b>684,687</b>	<b>684,687</b>	<b>817,822</b>	<b>133,135</b>	<b>19.4%</b>
<b>Use of Money &amp; Prop</b>								
43516100	382000	Interest Income	17,155	8,000	8,000	8,000	0	0.0%
43516100	382010	Net Incr/Decr Fair Val Invest	(40,600)	0	0	0	0	0.0%
		<b>Use of Money &amp; Prop Total</b>	<b>(23,445)</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>0</b>	<b>0.0%</b>
		<b>435-Measure M Total</b>	<b>682,310</b>	<b>692,687</b>	<b>692,687</b>	<b>825,822</b>	<b>133,135</b>	<b>19.2%</b>
<b>436-Board of State&amp;Comm Correctns</b>								
<b>Use of Money &amp; Prop</b>								
43616100	382010	Net Incr/Decr Fair Val Invest	(918)	0	0	0	0	0.0%
43616100	382000	Interest Income	357	0	0	0	0	0.0%
		<b>Use of Money &amp; Prop Total</b>	<b>(561)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
		<b>436-Board of State&amp;Comm Correctns Total</b>	<b>(561)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>437-Mobility Improvement Fund</b>								
<b>Charges for Services</b>								
43716100	364357	Linkage Fee	0	938,000	938,000	1,600,000	662,000	70.6%

Revenue Detail

			Actual Receipts	Adopted Budget	Adjusted Budget	Adopted Budget	Change from Prior Year	%
			2021/2022	2022/2023	2022/2023	2023/2024	Adjusted	Change
43716100	364355	Mobility Fee	0	3,800,000	3,800,000	1,000,000	(2,800,000)	(73.7)%
<b>Charges for Services Total</b>			<b>0</b>	<b>4,738,000</b>	<b>4,738,000</b>	<b>2,600,000</b>	<b>(2,138,000)</b>	<b>(45.1)%</b>
<b>437-Mobility Improvement Fund Total</b>			<b>0</b>	<b>4,738,000</b>	<b>4,738,000</b>	<b>2,600,000</b>	<b>(2,138,000)</b>	<b>(45.1)%</b>
<b>438-LA County Measure W</b>								
<b>Property Tax</b>								
43816100	313700	CC Safe/Clean Wtr Prtctn Meas	0	0	0	530,000	530,000	0.0%
<b>Property Tax Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>530,000</b>	<b>530,000</b>	<b>0.0%</b>
<b>Intergovernmental</b>								
43880000	373710	Measure W Mesmer Diversion	712,500	0	0	0	0	0.0%
43880000	313705	Measure W Washington Blvd.	1,200,000	0	0	0	0	0.0%
43880000	343836	Safe Clean Water Measure W	515,457	0	0	0	0	0.0%
<b>Intergovernmental Total</b>			<b>2,427,957</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Use of Money &amp; Prop</b>								
43816100	382000	Interest Income	28,978	0	0	0	0	0.0%
43816100	382010	Net Incr/Decr Fair Val Invest	(75,659)	0	0	0	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>(46,682)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>438-LA County Measure W Total</b>			<b>2,381,275</b>	<b>0</b>	<b>0</b>	<b>530,000</b>	<b>530,000</b>	<b>0.0%</b>
<b>475-Culver City Parking Authority</b>								
<b>Licenses &amp; Permits</b>								
47516100	326000	Filming Permit	187,527	190,000	190,000	190,000	0	0.0%
<b>Licenses &amp; Permits Total</b>			<b>187,527</b>	<b>190,000</b>	<b>190,000</b>	<b>190,000</b>	<b>0</b>	<b>0.0%</b>
<b>Charges for Services</b>								
47550120	372160	Film Parking	9,535	15,000	15,000	15,000	0	0.0%
47555100	372060	RDA Venice Parking Lot - 9415-	16,470	12,500	12,500	12,500	0	0.0%
47555100	317560	City Hall Parking P1	37,920	31,680	31,680	31,680	0	0.0%
47555100	372150	RDA - 3825 Canfield Parking Lt	26,385	28,440	28,440	28,440	0	0.0%
47555100	372100	RDA Robertson Bl Parking Lot	18,720	21,600	21,600	18,360	(3,240)	(15.0)%
47555100	372080	RDA Sony Parking - 9099 Washin	4,000	5,000	5,000	5,000	0	0.0%
47555100	372200	Transient Parking	15,448	12,000	12,000	12,000	0	0.0%
47555310	372200	Transient Parking	488,259	435,000	435,000	435,000	0	0.0%
47555310	371790	Cardiff Parking	48,960	31,680	31,680	612,570	580,890	1,833.6%

## Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
47555320	372200	Transient Parking	313,299	250,000	250,000	250,000	0	0.0%
47555380	372130	Ince Parking Structure Revenue	473,757	450,000	450,000	965,892	515,892	114.6%
47555380	372200	Transient Parking	543,688	500,000	500,000	500,000	0	0.0%
47555560	371795	Virginia Parking Lot	139,300	171,600	171,600	0	(171,600)	(100.0)%
47555560	372200	Transient Parking	11,643	1,219	1,219	1,219	0	0.0%
47555580	372050	RDA Watseka Parking	285,720	264,960	264,960	645,000	380,040	143.4%
47555580	372200	Transient Parking	303,245	246,000	246,000	246,000	0	0.0%
47560260	371505	Parking Meter Credit Cards	773,688	850,000	850,000	850,000	0	0.0%
47560260	371550	Culver, Overland	13,116	8,000	8,000	8,000	0	0.0%
47560260	371510	Culver, Main	22,552	30,000	30,000	30,000	0	0.0%
47560260	371540	Culver, Lincoln	0	2,500	2,500	2,500	0	0.0%
47560260	371520	Culver, Cardiff	22,308	15,000	15,000	15,000	0	0.0%
47560260	371610	Linblade, Ince	13,679	25,000	25,000	25,000	0	0.0%
47560260	371670	Warner	0	1,000	1,000	1,000	0	0.0%
47560260	371620	Eastham, Higueara	0	2,500	2,500	2,500	0	0.0%
47560260	371530	Culver, Watseka	9,083	10,000	10,000	10,000	0	0.0%
47560260	371650	Sepulveda, Washington, Braddoc	24,140	30,000	30,000	30,000	0	0.0%
47560260	371700	Washington Pl - Fwy	5,323	20,000	20,000	20,000	0	0.0%
47560260	371630	National, Wash	1,222	12,000	12,000	12,000	0	0.0%
47560260	371600	Irving, Van Buren	0	5,000	5,000	5,000	0	0.0%
47560260	371680	Washington, Elenda, Overland	14,991	25,000	25,000	25,000	0	0.0%
47560260	371710	Wash, Walnut	24,001	10,000	10,000	10,000	0	0.0%
47560260	371640	Sepulveda, Washington, Venice	26,179	30,000	30,000	30,000	0	0.0%
47560260	371730	Wash, Overland, Jean	4,853	30,000	30,000	30,000	0	0.0%
47560260	371690	Washington, Landmark	16,099	35,000	35,000	35,000	0	0.0%
47560260	371770	Overland / Overland Parking	0	10,000	10,000	10,000	0	0.0%
47560260	371660	Stellar Drive	0	10,000	10,000	10,000	0	0.0%
47560260	371820	Key Program Sales	4,146	15,000	15,000	15,000	0	0.0%
47560260	371740	Media Park	9,327	5,000	5,000	5,000	0	0.0%
47560260	371850	Fox Hills (96 meters)	3,076	10,000	10,000	10,000	0	0.0%
47560260	371720	Wash, Zanja, Michael	36,596	35,000	35,000	35,000	0	0.0%
47560260	371840	Jefferson Bl. (Street Meters)	8,017	25,000	25,000	25,000	0	0.0%
47560260	371780	Preferential Parking	8,076	100,000	100,000	100,000	0	0.0%
47560260	371999	Citywide Various Locations	0	5,000	5,000	5,000	0	0.0%
<b>Charges for Services Total</b>			<b>3,776,821</b>	<b>3,832,679</b>	<b>3,832,679</b>	<b>5,134,661</b>	<b>1,301,982</b>	<b>34.0%</b>
<b>Use of Money &amp; Prop</b>								
47516100	382000	Interest Income	128,696	100,000	100,000	100,000	0	0.0%



## Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
47516100	382010	Net Incr/Decr Fair Val Invest	(344,450)	0	0	0	0	0.0%
47555310	382000	Interest Income	5,432	108,000	108,000	108,000	0	0.0%
47555380	383000	Rental Income	17,438	0	0	0	0	0.0%
		<b>Use of Money &amp; Prop Total</b>	<b>(192,884)</b>	<b>208,000</b>	<b>208,000</b>	<b>208,000</b>	<b>0</b>	<b>0.0%</b>
<b>Other Revenue</b>								
47555100	386100	Miscellaneous Revenue	866	0	0	0	0	0.0%
47555310	386100	Miscellaneous Revenue	0	470	470	470	0	0.0%
47555380	386100	Miscellaneous Revenue	12,081	74,100	74,100	74,100	0	0.0%
47555560	386100	Miscellaneous Revenue	0	900	900	900	0	0.0%
		<b>Other Revenue Total</b>	<b>12,947</b>	<b>75,470</b>	<b>75,470</b>	<b>75,470</b>	<b>0</b>	<b>0.0%</b>
		<b>475-Culver City Parking Authority Total</b>	<b>3,784,411</b>	<b>4,306,149</b>	<b>4,306,149</b>	<b>5,608,131</b>	<b>1,301,982</b>	<b>30.2%</b>
<b>476-Culver City Housing Authority</b>								
<b>Use of Money &amp; Prop</b>								
47635800	383150	Rent/Concession - Other	47,612	0	0	0	0	0.0%
47680000	382100	Interest Income-Notes Receivab	354,150	0	0	0	0	0.0%
		<b>Use of Money &amp; Prop Total</b>	<b>401,762</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Other Revenue</b>								
47616100	341180	Housing Settlement	26,500	0	0	0	0	0.0%
47680000	386100	Miscellaneous Revenue	5,000	0	0	0	0	0.0%
		<b>Other Revenue Total</b>	<b>31,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Other-Transfers</b>								
47616100	391550	Trsf In From - Fund 550	0	0	4,996,277	0	(4,996,277)	(100.0)%
		<b>Other-Transfers Total</b>	<b>0</b>	<b>0</b>	<b>4,996,277</b>	<b>0</b>	<b>(4,996,277)</b>	<b>(100.0)%</b>
		<b>476-Culver City Housing Authority Total</b>	<b>433,262</b>	<b>0</b>	<b>4,996,277</b>	<b>0</b>	<b>(4,996,277)</b>	<b>(100.0)%</b>
<b>485-COOP Unrestricted CAP Funds</b>								
<b>Use of Money &amp; Prop</b>								
48516100	382010	Net Incr/Decr Fair Val Invest	(87,405)	0	0	0	0	0.0%
48516100	382000	Interest Income	33,913	(33,913)	(33,913)	0	33,913	(100.0)%
48555440	383120	Rental Ivy Substation	1	0	0	0	0	0.0%
48580000	382100	Interest Income-Notes Receivab	101,850	(101,850)	(101,850)	0	101,850	(100.0)%
		<b>Use of Money &amp; Prop Total</b>	<b>48,359</b>	<b>(135,763)</b>	<b>(135,763)</b>	<b>0</b>	<b>135,763</b>	<b>(100.0)%</b>
<b>Other-Transfers</b>								
48516100	391550	Trsf In From - Fund 550	0	1,106,047	1,106,047	0	(1,106,047)	(100.0)%
		<b>Other-Transfers Total</b>	<b>0</b>	<b>1,106,047</b>	<b>1,106,047</b>	<b>0</b>	<b>(1,106,047)</b>	<b>(100.0)%</b>
		<b>485-COOP Unrestricted CAP Funds Total</b>	<b>48,359</b>	<b>970,284</b>	<b>970,284</b>	<b>0</b>	<b>(970,284)</b>	<b>(100.0)%</b>

## Revenue Detail

			Actual Receipts 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Adopted Budget 2023/2024	Change from Prior Year Adjusted	% Change
<b>550-Successor Agency - RORF</b>								
<b>Property Tax</b>								
55090000	311210	Tax Increment	18,911,156	1,353,418	18,527,300	14,899,940	(3,627,360)	(19.6)%
<b>Property Tax Total</b>			<b>18,911,156</b>	<b>1,353,418</b>	<b>18,527,300</b>	<b>14,899,940</b>	<b>(3,627,360)</b>	<b>(19.6)%</b>
<b>Use of Money &amp; Prop</b>								
55090000	382000	Interest Income	10,146	9,854	29,854	0	(29,854)	(100.0)%
55090000	382100	Interest Income-Notes Receivab	14,126	15,874	45,874	0	(45,874)	(100.0)%
55090161	382010	Net Incr/Decr Fair Val Invest	(12,630)	12,630	12,630	0	(12,630)	(100.0)%
55090860	382000	Interest Income	7,119	0	0	0	0	0.0%
<b>Use of Money &amp; Prop Total</b>			<b>18,761</b>	<b>38,358</b>	<b>88,358</b>	<b>0</b>	<b>(88,358)</b>	<b>(100.0)%</b>
<b>550-Successor Agency - RORF Total</b>			<b>18,929,917</b>	<b>1,391,776</b>	<b>18,615,658</b>	<b>14,899,940</b>	<b>(3,715,718)</b>	<b>(20.0)%</b>
<b>Grand Total</b>			<b>342,879,104</b>	<b>293,019,145</b>	<b>345,496,698</b>	<b>318,155,319</b>	<b>(27,341,379)</b>	<b>(7.9)%</b>
<b>Internal Service Funds</b>			<b>26,581,781</b>	<b>26,470,552</b>	<b>27,170,552</b>	<b>28,210,819</b>	<b>1,040,267</b>	<b>3.8%</b>
<b>Net</b>			<b>316,297,323</b>	<b>266,548,593</b>	<b>318,326,146</b>	<b>289,944,500</b>	<b>(28,381,646)</b>	<b>(8.9)%</b>

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# General Government



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# City Council

## Department Mission

To provide overall policy directions which serve to maintain and improve the quality of life in the City of Culver City while being open and responsive to the changing needs, desires, and interests of the citizenry.

## Department Description

The five-member elected City Council is the legislative body for the City of Culver City. As such, they are responsible for providing policy direction for the City. In their policy-making role, major activities of the City Council include identifying the needs of the community and translating them into programs and services; establishing general objectives for City program activities and service levels; reviewing and adopting the annual City budget, as well as ordinances and resolutions; approving major purchases and contracts; and serving as the governing body of the Successor Agency to the Culver City Redevelopment Agency, the Culver City Parking Authority, the Culver City Housing Authority, and the Redevelopment Financing Authority.

All members of the City Council serve on a part-time basis and are responsible for appointing the City Manager, City Attorney, Fire Chief and Police Chief.

## Expenditure Summary for 10110000

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	152,439	154,699	148,711	(5,988)	(3.9)%
Operating and Maintenance	34,636	57,398	57,020	(378)	(0.7)%
<b>Total</b>	<b>187,076</b>	<b>212,097</b>	<b>205,731</b>	<b>(6,366)</b>	<b>(3.0)%</b>

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>10110000 City Council</b>					
Councilmembers	4.00	4.00	4.00	0.00	0.0%
Mayor	1.00	1.00	1.00	0.00	0.0%
<b>Total Positions</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	<b>0.0%</b>

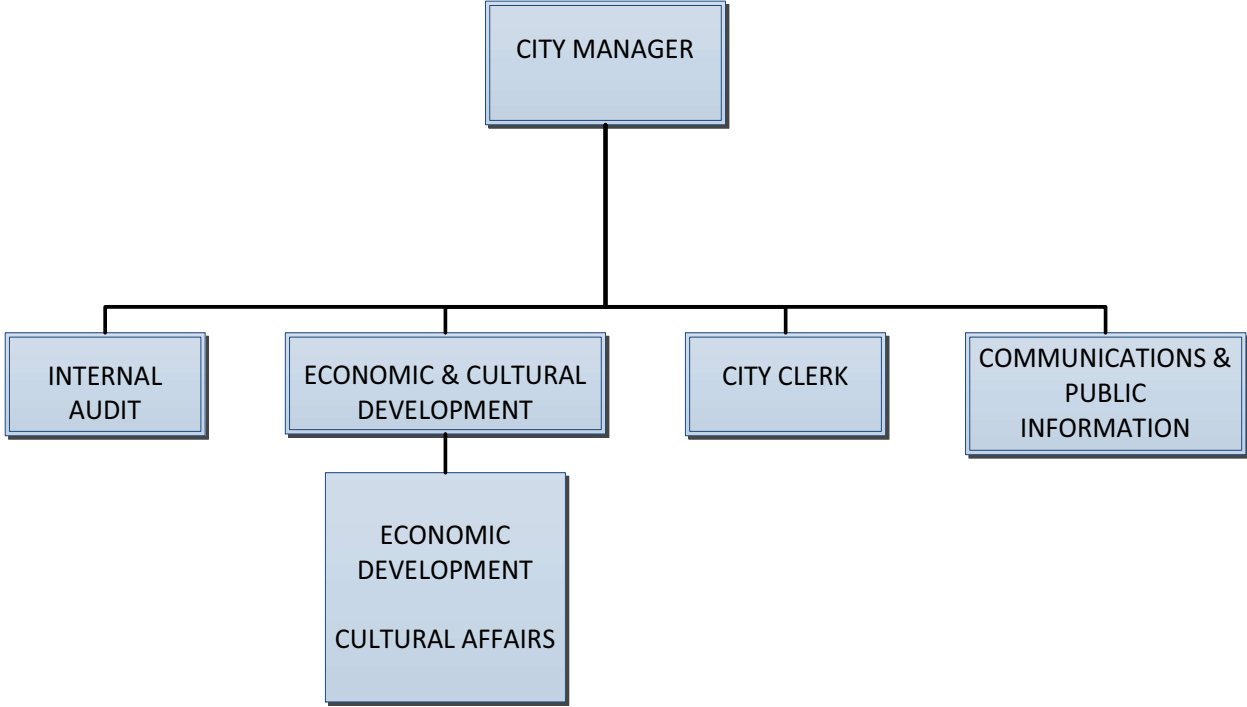


## Expenditures and Appropriations by Object of Expense for 10110000

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
32,969	32,710	32,710	411100	Regular Salaries	32,710	0	0.0%
2,931	2,925	2,925	432000	Social Security	1,431	(1,494)	(104.4)%
1,589	1,404	1,404	433000	Retirement - Employer	2,120	716	33.8%
4,551	4,413	4,413	433050	Retirement-Unfunded Liability	5,184	771	14.9%
577	583	583	433200	PARS Retirement	583	0	0.0%
1,572	1,649	1,649	434000	Workers Compensation	1,903	254	13.3%
47,136	48,075	48,075	435000	Group Insurance	49,800	1,725	3.5%
53,285	55,140	55,140	435500	Retiree Insurance	47,180	(7,960)	(16.9)%
7,830	7,800	7,800	438500	Cell Phone Allowance	7,800	0	0.0%
<b>152,439</b>	<b>154,699</b>	<b>154,699</b>		<b>Personnel Total</b>	<b>148,711</b>	<b>(5,988)</b>	<b>(4.0)%</b>
<b>Operating and Maintenance</b>							
122	1,500	1,500	512100	Office Expense	1,500	0	0.0%
1,968	1,250	1,250	512400	Communications	1,250	0	0.0%
215	2,000	2,000	514100	Departmental Special Supplies	2,000	0	0.0%
11,155	20,000	20,000	516500	Conferences & Conventions	20,000	0	0.0%
482	3,300	3,300	516600	Special Events & Meetings	3,300	0	0.0%
20,156	28,480	28,480	619800	Other Contractual Services	28,480	0	0.0%
538	868	868	650300	Liability Reserve Charge	490	(378)	(77.1)%
<b>34,636</b>	<b>57,398</b>	<b>57,398</b>		<b>Operating and Maintenance Total</b>	<b>57,020</b>	<b>(378)</b>	<b>(0.7)%</b>
<b>187,076</b>	<b>212,097</b>	<b>212,097</b>		<b>Grand Total</b>	<b>205,731</b>	<b>(6,366)</b>	<b>(3.1)%</b>

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# City Manager's Office



### Department Mission

To provide leadership, guidance, and support to the City organization in the efficient and effective day-to-day management of the City organization; and to implement policies, annual goals and objectives as established by the City Council.

### Department Description

The City Manager is appointed by the City Council and is responsible for managing the day-to-day operation of the entire City through the coordination of all City departments in executing the policies and objectives formulated by the City Council. The City Manager provides direct supervision of the following staff: Assistant City Managers, Parks, Recreation and Community Services Director, Community Development Director, Public Works Director, Chief Transportation Officer, Chief Information Officer, Chief Financial Officer, Assistant to the City Manager on Homelessness, and Assistant to the City Manager. Further, as provided in the City Charter, the City Manager also directs and supervises the administration of all City departments.

The City Manager is responsible for the development of program and policy alternatives for consideration by the City Council and recommends to the City Council current and future financial, human resource and program needs of the City; establishes administrative procedures, which will enhance the effectiveness and efficiency of City operations; develops and maintains intergovernmental relationships and intra-agency activities beneficial to the City, coordinates the City's public information and community relations activities, and serves as the Executive Director of the Successor Agency to the Culver City Redevelopment Agency, the Culver City Parking Authority, the Culver City Housing Authority, and the Redevelopment Financing Authority. In addition, the City Manager's office reviews and analyzes proposed legislation and prepares position letters regarding support, opposition, and/or comments on legislation.

### Expenditure Summary

		Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>101 - General Fund</b>						
10100	City Manager	1,635,854	2,123,492	2,478,366	354,874	16.7%
10200	Internal Audit Division	7,243	179,151	228,672	49,521	27.6%
10400	Cultural Affairs	346,640	438,539	605,863	167,324	38.2%
10500	Economic Development	2,044,048	2,004,959	1,856,094	(148,865)	(7.4)%
11100	City Clerk	694,600	1,112,940	1,270,163	157,223	14.1%
<b>101 - General Fund Total</b>		<b>4,728,385</b>	<b>5,859,081</b>	<b>6,439,158</b>	<b>580,077</b>	<b>9.9%</b>
<b>413 - Cultural Trust Fund</b>						
10400	Cultural Affairs	381,725	2,453,283	570,882	(1,882,401)	(76.7)%
<b>413 - Cultural Trust Fund Total</b>		<b>381,725</b>	<b>2,453,283</b>	<b>570,882</b>	<b>(1,882,401)</b>	<b>(76.7)%</b>
<b>Department Total</b>		<b>5,110,110</b>	<b>8,312,364</b>	<b>7,010,040</b>	<b>(1,302,324)</b>	<b>(15.7)%</b>

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>10110100 City Manager</b>					
Administrative Clerk	1.00	1.00	1.00	0.00	0.0%
Assistant City Manager	1.00	2.00	2.00	0.00	0.0%
Assistant to the City Manager	2.00	2.00	2.00	0.00	0.0%
City Manager	1.00	1.00	1.00	0.00	0.0%
Communication & Public Information Manager *	0.00	0.00	1.00	1.00	100.0%
<b>Division Total</b>	<b>5.00</b>	<b>6.00</b>	<b>7.00</b>	<b>1.00</b>	<b>16.7%</b>
<b>10110200 Internal Audit Division</b>					
Sr. Management Analyst	0.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>0.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10110400 Cultural Affairs</b>					
Cultural Affairs Manager	1.00	1.00	1.00	0.00	0.0%
Management Analyst **	0.00	1.00	2.00	1.00	100.0%
Public Art Coordinator	1.00	0.00	0.00	0.00	0.0%
<b>Division Total</b>	<b>2.00</b>	<b>2.00</b>	<b>3.00</b>	<b>1.00</b>	<b>50.0%</b>
<b>10110500 Economic Development</b>					
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Deputy Com Dev Dir/Econ Dev Mgr.	1.00	0.00	0.00	0.00	0.0%
Economic Development Director	0.00	1.00	1.00	0.00	0.0%
Economic Dev Project Manager	3.00	2.00	2.00	0.00	0.0%
Special Events Coordinator	0.00	1.00	1.00	0.00	0.0%
Structural Rehab Specialist	0.25	0.25	0.25	0.00	0.0%
<b>Division Total</b>	<b>5.25</b>	<b>5.25</b>	<b>5.25</b>	<b>0.00</b>	<b>0.0%</b>
<b>10111100 City Clerk</b>					
Admin Clerk	1.00	1.00	1.00	0.00	0.0%
City Clerk	1.00	1.00	1.00	0.00	0.0%
City Clerk Specialist	1.00	1.00	1.00	0.00	0.0%
Deputy City Clerk	0.00	1.00	1.00	0.00	0.0%
Management Analyst	1.00	0.00	0.00	0.00	0.0%
<b>Division Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>16.25</b>	<b>18.25</b>	<b>20.25</b>	<b>2.00</b>	<b>11.0%</b>

\* Add one (1) Communication & Public Information Manager position

\*\* Add one (1) Management Analyst position

## Performance Measures

Metric	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Goal 2023/2024
<b>City Manager</b>				
Total number of social media followers and subscribers, including Gov Delivery subscribers	98,212	105,796	107,912	117,300
Total number of social media posts	6,112	5,690	5,804	5,320
Total number of GovDelivery emails	634	593	605	600
Press releases and news articles published	138	144	147	120
Communications reach*	3,536,673	3,328,461	3,395,030	3,594,000
Communications engagement**	271,404	196,611	200,543	152,000
<b>City Clerk</b>				
Number of public record requests (PRRs)	514	676	838	950
Number of subpoenas and claims	100	110	100	200
Number of executed ordinances	15	15	15	15
Number of executed resolutions	118	118	120	120
Number of FPPC forms filed	251	195	230	250
Number of recruitment applications for CBC bodies	59	90	90	90
<b>Economic Development</b>				
Number of business visitations	7	9	12	20
Number of business cluster stakeholder meetings	10- ERTF, 4- cluster specific	5- ERTF, 1- cluster specific	7	7
Number of businesses assisted via Business Resource Center/Hotline	50	45	50	100
Number of business/educational workshops produced	1	4	2	4
<b>Cultural Affairs</b>				
Development projects (in progress) with new public artworks, cultural facilities, and/or historic preservation components	14	17	21	22
Total number of extant permanent and temporary artworks under the Art in Public Places Program	100	106	106	110
Maintenance and restoration of permanent artworks (Art in Public Places Program)	1	31	10	25
Performing Arts Grant Program - number of grant awards	21	23	29	20
Performing Arts Grant Program - dollar amount of grant awards	\$150,066	\$170,015	\$213,000	\$150,000
Performing Arts Grant Program - audience attendance	19,500	13,300	15,000	16,000
Number of Cultural Affairs GovDelivery emails opened	61,297	148,000	100,000	100,000
Number of Cultural Affairs mobile walking tour uses	661	1,361	1,500	1,500
Number of Cultural Affairs tour books distributed	236	597	100	250
Number of Cultural Affairs postcards distributed	n/a	2,523	500	750

## FISCAL YEAR 2023/2024 WORK PLANS

### CITY MANAGER'S OFFICE

- Local Emergency on Homelessness: The City Manager, in his capacity as the Director of Emergency Services, will direct all City departments to implement the City's response to the Local Emergency on Homelessness proclaimed on January 3, 2023 and ratified by the City Council on January 9, 2023. This includes coordinating weekly outreach and service days, implementing the City's safe-camping site, completing and beginning operations at the Project Homekey interim and permanent supportive housing project and working with Housing and Human Services Department on collecting and presenting key performance metrics, communications to educate the community about the City's efforts around homelessness, and policies and procedures related to homelessness. *2018 Strategic Plan Reference: Enhance Housing and Homeless Services*
- Work with the Housing and Human Services Department to launch the City's mobile crisis intervention program. It is anticipated that the initial phase of the Mobile Crisis Intervention Team will take approximately 18 months: hiring/development (6 months), training (6 months), and initial deployment and evaluation (6 months). The hiring process began in February 2023, so it is anticipated that training and initial deployment will both begin in FY23/24. *2018 Strategic Plan Reference: Enhance Housing and Homeless Services*
- Exploration of care gaps that exist within Culver City community. Research additional innovative services providers of healthcare that work outside traditional models.
- Work to improve the City's overall communications and increase opportunities for community engagement and public notification. Expand access to information and allow stakeholders to play an active role in discussing public policy and setting priorities. *2018 Strategic Plan Reference: N/A*
- Engage with various City departments on legislative advocacy. Work with the City Attorney's office on updates to the Culver City Municipal Code, policies and procedures, which may be needed following the adoption of new legislation. *2018 Strategic Plan Reference: N/A*
- Work with the City Council Ad-Hoc 2028 Olympics subcommittee to plan for cultural, economic development and capital improvement activities, as directed by the City Council, that will prepare to showcase Culver City during this important event. *2018 Strategic Plan Reference: N/A*
- Work with Information Technology Department to leverage Culver Connect, the City's fiber-optic network, to stimulate economic development by providing high speed internet access to City businesses and multi-family residences. Maximize the efficiency and utilization of the network by working with the City's operator, Onward, to expand the customer base and provide ISP services to small businesses and multi-family residences. *2018 Strategic Plan Reference: N/A*
- In order to meet the public demand for additional options for high-speed home internet service, work with the Public Works Department and the Information Technology Department to permit the completion of Ting Internet's citywide fiber network, including citywide fiber-to-the-home. Develop partnerships with Ting to provide high-speed internet at a lower cost for affordable housing residents, free internet service to Culver City serving non-profit organizations, and a free public wi-fi location. *2018 Strategic Plan Reference: N/A*
- Work with the City Attorney's Office to update three remaining oil pipeline franchise agreements, out of the City's five oil pipeline franchises, using the Torrance Valley franchise agreement (which was completed in FY21) as a template. *2018 Strategic Plan Reference: N/A*
- Work with the Finance Department to complete the permitting process for the two storefront cannabis businesses who are currently in the application process. Re-open the non-storefront permit application process for the remaining permit slots. Work with Finance to develop auditing and annual inspection procedures for eight existing businesses. *2018 Strategic Plan Reference: Ensure Long-term Financial Stability*
- Work with the City Attorney's Office and Finance Department to develop and obtain City Council approval for a comprehensive ordinance permitting and regulate short term residential rentals. If approved by the



City Council, develop the application process and forms, and a permit review and monitoring program. Issue RFP, if necessary, for a consultant for permitting, monitoring and enforcement. Monitor collection of transient occupancy taxes from hosting platforms. *2018 Strategic Plan Reference: Ensure Long-term Financial Stability*

- Collaborate with the Culver City Unified School District and West Los Angeles Community College (WLAC) on projects and initiatives of shared interest. Actively participate in CC-CCUSD Liaison Committee and CC-WLAC Liaison Committee meetings and provide support to WLAC to engage the community. *2018 Strategic Plan Reference: N/A*
- Work with the City Council Policies Ad Hoc Subcommittee, City Clerk, and City Attorney's Office to complete a comprehensive review of all City Council Policies and finalize a new policy manual. *2018 Strategic Plan Reference: N/A*
- Engage an internal auditing firm to conduct a City-wide internal controls review. The project is estimated to begin early in FY 2023/2024 and is expected to be completed before the close of the fiscal year. *2018 Strategic Plan Reference: Ensure Long-term Financial Stability*
- Update policies and procedures on a regular basis as recommended by Moss Adams. *2018 Strategic Plan Reference: Ensure Long-term Financial Stability*
- Continue to implement the remaining Moss Adams internal control recommendations, including recommendations that require software changes or implementation of new software modules. *2018 Strategic Plan Reference: Ensure Long-term Financial Stability*

## **CITY CLERK'S OFFICE**

### **Core City Clerk Functions**

- Continue to administer core City Clerk's Office functions such as providing access to public records, managing public inquiries and relationships, arranging for ceremonial and official functions, ensuring proper record-keeping of legislative actions and other documents, acting as compliance officer for state and local statutes and providing excellent customer service.

### **Legislative and Advisory Body Support**

- City Council Meetings and Other Commissions, Boards and Committees (CBC) Body Support – Continue to work with the IT Department to implement and document hybrid meeting attendance models. Hybrid meetings allow remote and in-person participation at City Council meetings by the public.
- Complete an equipment analysis for the Mike Balkman Council Chambers' audio-visual (AV) components that are approaching end-of-life and upgrade as necessary. Analyze opportunities to enhance the AV experience for Council and Commission meetings that are held in the Chambers (Joint Project with IT Department.)
- Review current agenda management software program options and modify as needed.
- City Council and Other Commission, Board, and Committee (CBC) Meeting Support – Continue to work with the IT Department to keep abreast and implement the latest virtual and hybrid meeting methodologies, adapting them as needed to ensure the City is using solutions that maximize public participation and transparency.
- Ongoing review of agenda format and related meeting documents and processes.
- City Council Policies – Comprehensive Update: Working with the City Council Policies Ad Hoc Subcommittee to complete a comprehensive review of all City Council Policies and finalize a new policy manual. It is anticipated this project will continue through FY 23-24 (Joint Project with City Attorney's Office)
- Update Meeting Procedures, Guidelines, and the CCMC, including decorum, rules of order, and public participation (Joint Project with the City Attorney's Office)

- Provide and track mandated trainings for elected and appointed officials and City employees, inclusive of best meeting practices and Brown Act Compliance.
- Oversee the annual CBC recruitment and appointment process and continue to increase awareness of the year-round recruitment ability, as well as to attract youth to participation opportunities.

#### **Document Management System** *(Joint Project with IT Department)*

- Continue development of the City-wide electronic document management system (EDMS) components and workflows to provide public and internal access to various official city documents. In development for FY 2023-24 implementation is the completion of a WORM-compliant records center and automated workflow. Analyze implementation of automated electronic document retention policies.

#### **Record Accessibility**

- Implement and update public-facing online portal for searchable City records and documents.
- Review and update City Clerk webpages to ensure ease of access.
- Implement new software to convert microfiche and microfilm records into electronic documents and provide training to staff.
- Implement County Program to allow Culver City to record its own documents such as easements, vacation of properties, etc. to further ensure accurate and complete records on file at the City.

#### **Records Retention and Destruction Schedule**

- Continue to provide oversight and direction on the process for citywide records retention and destruction.
- Email Retention, Electronically Stored Information (ESI), and Employee Use of Social Media Policies: Drafting and implementation of new policies and procedures relating to Email Retention, Electronically Stored Information (ESI) and Employee Use of Social Media (Joint Project with Information Technology Department and City Manager's Office.)

#### **Public Records Act – Electronic Request/Processing System**

- Continue processing of public records requests through the program NextRequest and update the public-facing portal with searchable records and documents.

#### **Municipal Elections**

- Prepare for the November 8, 2024 General Municipal Election, to be consolidated with Los Angeles County, for election of three Council Members and any future ballot measures (if applicable). The election is expected to be called at a City Council Meeting in July 2024. Los Angeles County is scheduled to finalize and certify the results in time for approval and declaration at the December 9, 2024 City Council Meeting.
- Continue outreach to citizens and Culver City youth about the importance of voting.

#### **Electronic Filing System for FPPC Forms**

- Continue training of new Council and CBC members on use of Electronic FPPC Form filing system. Track and archive entered records.

#### **Succession Planning**

- Provide training, job shadowing and knowledge transfer within City Clerk's Office for future continuity within the office.

#### **Training**

- Conduct and/or facilitate training on various legal requirements applicable to City operations, including, but not limited to, the Brown Act, the Public Records Act, conflict of interest regulations, public contracting and subpoenas. The next AB1234/Brown Act/Conflict of Interest Training will be held in June 2023, during the last quarter of FY 22-23. It is anticipated our Office will be conducting additional Brown Act and Public Records Act training and a claims and litigation training with Department liaisons.

## **ECONOMIC DEVELOPMENT**

- Strategically implement projects and programming to facilitate business attraction, long-term reinvestment and economic vitality in Culver City.

### **Project and Programs**

- Assist Housing and Human Services Department with project management and construction of Project Homekey motel conversion and Safe Camping projects at City-owned sites. Supervise City's construction management consultant, review site work and related change orders and facilitate meetings between general contractor, architect, construction management and City departments.
- Manage and finalize remaining agreements related to the development and operations of the Culver Steps/Town Plaza to include the First Amendment of the Reciprocal Easement Agreement (REA), Operation & Maintenance Agreement and related schedules, Partial Delegation of Operations & Agreement Maintenance and Assignment of Parking Services Management Agreement, and the First Amendment to Shared Use and Access Easement Agreement.
- Facilitate the development of a Transit Community Facilities District along Jefferson Boulevard, in conjunction with Transportation and adjacent property owners/developers, to create a public circulator service between the Metro La Cienega Station and the Culver City Transit Center.
- Facilitate outreach between West Los Angeles College and adjacent neighborhood associations related to construction activities at 10100 Jefferson Boulevard.
- Assist in reinitiating construction of Culver City Market Hall and manage related agreements to ensure project compliance with DDA schedule of performance.
- Coordinate with Public Works for construction of the AIP Phase IV Median Project, comprising of seven new landscaped medians between Beethoven Street and Glencoe Avenue along West Washington Boulevard.
- Produce and assist with City-sponsored/community events, administer related agreements as required, including the production and approval for an annual calendar for the Culver Steps, Town Plaza Expansion and Ivy Station. Events include, but not limited to, Downtown Tree Lighting, Screenland 5K, Taste of the Nation, Juneteenth, Artwalk and Roll, Car Show, July 4th Fireworks, Fiesta La Ballona, Asian World Film Festival, and Love Local events.
- Streamline and digitize the special events permitting process and produce new public-facing materials explaining the process and requirements.
- Participate in planning for the 2028 Olympic Games and create connections with large employers and hospitality industry to encourage tourism. Work with Council subcommittee to conduct community outreach and assist with special programming and events as required.
- Manage Economic Vitality Task Force (EVTF) efforts with a focus on mid- and long-term economic vitality strategies and policies in conjunction with the General Plan Update and the Economic Development Implementation Plan (EIDP). Continue to convene task force to maintain connections with businesses, not-for-profits, associations, and residents to understand real-time economic issues impacting our community.
- Produce educational workshops in collaboration with the Culver City Chamber of Commerce, Los Angeles Economic Development Corporation (LAEDC), AJCC Worksource Center and Small Business Development Centers (SBDC) to provide relevant resources to business community.

- Implement Memorandum of Understanding (MOU) with Chamber of Commerce and explore workforce development opportunities to encourage local business recruitment.
- Continue working with West Los Angeles College to create and strengthen workforce development opportunities between the College and City businesses. Coordinate with the City's Workforce Development Subcommittee to explore other potential partnerships.
- Complete capital improvements on the Ivy Substation to include exterior masonry and roof replacement in coordination with Public Works.
- Monitor DDA schedule of performance for approved and ongoing construction projects and provide permit assistance and technical support as necessary to include 9814 Washington Boulevard and 3725 Robertson Boulevard.
- Progress Media Park Revitalization project and work with the City of Los Angeles to gain design approval and grant funding to implement improvement plan.
- Continue Choose Culver City - Buy Local program to raise awareness of local businesses and encourage consumers to shop, dine and obtain services locally and reduce leakage to neighboring communities. Produce Love Local events in commercial corridors throughout the City.
- Coordinate tenant buildout of The Culver Steps and Ivy Station, including facilitating communication with the internal staff, tenant, and the property owners.
- Provide business outreach and assistance to Transportation Department relative to Move Culver City Project for implementation and analysis.
- Manage Code Enforcement actions and/or research other opportunities to activate vacant/disinvested storefronts and properties with art.
- Work with the Cultural Affairs Committee Subcommittee and Cultural Affairs staff to create a plan for future Creative Economy activities and networking events.
- Support Ballona Creek Revitalization (BCR) efforts. Coordinate related outreach with Public Works and Advance Planning Division.

### Ongoing

- Manage Business Resource Center and business hotline to guide new and local businesses in navigating the permitting and approvals processes. Facilitate technical assistance to small businesses through partnerships with regional and state resources.
- Oversee parking operations at City facilities and implement necessary annual and capital improvements to ensure parking experience is user friendly and promotes a clean and pleasant aesthetic.
- Promote new construction, businesses and other programming via social media platforms and produce annual City Profile and attraction/welcome resources.
- Administer the Community Development Block Grant (CDBG) program in coordination with other City departments to facilitate approved projects and programs.
- Manage lease, parking agreements and Disposition and Development Agreements and monitor schedule of performance and review annual reports for Successor Agency including:
  - K-ZO
  - Kirk Douglas Theatre
  - Sony Pictures Entertainment
  - Westfield
  - Ivy Substation.

- Implement Town Plaza Use Policy and administer agreements as required, including the production and approval for an annual calendar for the Culver Steps, Town Plaza Expansion, and Ivy Station
- Oversee weekly Farmers' Market operations and coordinate monthly meetings to assess on-going performance.
- Administer Downtown Business Improvement District (BID) and assist with annual renewal and program implementation, including funds disbursement, permit assistance in accordance with Management Agreement. Conduct monthly district inspections and support and promote district events.
- Administer Arts District BID to assist with annual renewal and implementation, including funds disbursement and permit assistance in accordance with Management Agreement. Support and promote district events and annual Artwalk.
- Assess interest with Washington West Business District business owners to pursue creation of a BID.
- Administer West Washington assessment districts (No. 1, 2, 3) related to median improvements and maintain landscaping and lighting.
- Continue relationships with surrounding city partners to understand economic and regional trends.

## CULTURAL AFFAIRS

- Continue core division functions, including support of the Cultural Affairs Commission (CAC) and its various subcommittees in implementing Cultural Affairs programs and projects.
- Continue to assist and coordinate with other City departments/divisions on programs and projects that require specialized cultural knowledge.
- Continue to implement the Art in Public Places Program, including commission of new artworks, development of new cultural facilities, completion of major restorations and ongoing maintenance. Review and recommend revisions to Culver City Municipal Code Chapter 15.06 pertaining to the Art in Public Places Program.
- Continue to implement the Historic Preservation Program in conjunction with new development projects. Continue review of Historic Preservation Program, including designation plaques, and recommend updates as appropriate.
- Continue to implement and promote the Performing Arts Grant Program and focus on recruiting new and culturally diverse applicants and increasing the engagement with audiences. Continue to identify and facilitate where feasible (e.g., through the Art in Public Places Program) new performance venues.
- Continue the Artist Laureate Program including new public programming and activities.
- Continue to improve outreach, visibility, and promotional efforts (e.g., adding photos and artworks data to prominent publicly accessible database; initiating professional photography of public art, architectural elements, performing arts, and other city events; encouraging public participation in Artist Laureate activities; and promoting Cultural Affairs programs).
- Explore cultural connections regarding plans for the 2028 Olympics and commence planning efforts.
- Continue to partner with Community Development Department on the cultural and preservation elements of the General Plan Update. Incorporate goals identified in the creative economy engagement process and continue planning/coordinating future networking events.
- Continue partnership with Culver City Arts Foundation on programs and projects, and to raise additional funds and promote awareness of the City's cultural programming.
- Develop a new Community Cultural Plan for Cultural Affairs that aligns with the Cultural Element of the General Plan Update and includes a Public Art Master Plan.



- Review CCMC language pertaining to the Cultural Affairs Commission’s powers and duties to ensure that it reflects the work of the CAC.



## City Manager's Office (10110100)

### Division Mission

To provide leadership, guidance, and support to the City organization in the efficient and effective day-to-day management of the City organization; and to implement policies, annual goals and objectives as established by the City Council.

### Division Description

The City Manager is appointed by the City Council and is responsible for managing the day-to-day operation of the entire City through the coordination of all City departments in executing the policies and objectives formulated by the City Council. The City Manager provides direct supervision of the following staff: Assistant City Managers, Parks, Recreation and Community Services Director, Community Development Director, Public Works Director, Chief Transportation Officer, Chief Information Officer, Chief Financial Officer, Assistant to the City Manager on Homelessness, and Assistant to the City Manager. Further, as provided in the City Charter, the City Manager also directs and supervises the administration of all City departments.

The City Manager is responsible for the development of program and policy alternatives for consideration by the City Council and recommends to the City Council current and future financial, human resource and program needs of the City; establishes administrative procedures, which will enhance the effectiveness and efficiency of City operations; develops and maintains intergovernmental relationships and intra-agency activities beneficial to the City, coordinates the City's public information and community relations activities, and serves as the Executive Director of the Successor Agency to the Culver City Redevelopment Agency, the Culver City Parking Authority, the Culver City Housing Authority, and the Redevelopment Financing Authority. In addition, the City Manager's office reviews and analyzes proposed legislation and prepares position letters regarding support, opposition, and/or comments on legislation.

### Expenditure Summary for 10110100

	<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Personnel	1,512,418	1,806,291	2,245,017	438,726	24.3%
Operating and Maintenance	123,437	292,201	233,349	(58,852)	(20.1)%
Capital	0	25,000	0	(25,000)	(100.0)%
<b>Total</b>	<b>1,635,854</b>	<b>2,123,492</b>	<b>2,478,366</b>	<b>354,874</b>	<b>16.7%</b>



**Expenditures and Appropriations by Object of Expense for 10110100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
946,394	1,202,975	1,202,975	411100	Regular Salaries	1,443,058	240,083	16.6%
37,337	22,360	22,360	431000	Deferred Compensation	26,520	4,160	15.7%
53,779	65,964	65,964	432000	Social Security	87,980	22,016	25.0%
55,812	69,037	69,037	433000	Retirement - Employer	106,404	37,367	35.1%
164,384	171,066	171,066	433050	Retirement-Unfunded Liability	208,359	37,293	17.9%
43,886	47,890	47,890	434000	Workers Compensation	74,997	27,107	36.1%
83,446	90,130	90,130	435000	Group Insurance	117,725	27,595	23.4%
3,132	3,900	5,200	435400	Retiree Health Savings	13,650	8,450	61.9%
76,110	82,470	82,470	435500	Retiree Insurance	89,970	7,500	8.3%
345	259	259	436000	State Disability Insurance	294	35	11.9%
2,000	2,000	2,000	437000	Mgt Health Ben	4,500	2,500	55.6%
19,445	20,000	20,000	437500	Longevity Pay	37,000	17,000	45.9%
20,087	20,700	20,700	438000	Auto Allowance	25,200	4,500	17.9%
6,258	6,240	6,240	438500	Cell Phone Allowance	9,360	3,120	33.3%
<b>1,512,418</b>	<b>1,804,991</b>	<b>1,806,291</b>		<b>Personnel Total</b>	<b>2,245,017</b>	<b>438,726</b>	<b>19.5%</b>
<b>Operating and Maintenance</b>							
918	3,600	3,600	512100	Office Expense	3,600	0	0.0%
3,905	2,120	2,120	512400	Communications	2,120	0	0.0%
476	450	450	514100	Departmental Special Supplies	450	0	0.0%
0	0	3,000	516100	Training & Education	3,000	0	0.0%
5,424	7,900	7,900	516500	Conferences & Conventions	7,900	0	0.0%
325	2,565	2,565	516600	Special Events & Meetings	2,565	0	0.0%
2,800	4,200	4,200	516700	Memberships & Dues	4,200	0	0.0%
2,355	2,428	2,428	517100	Subscriptions	2,428	0	0.0%
666	5,400	5,400	517300	Advertising and Public Relatio	5,400	0	0.0%
0	120	120	517850	Employee Recognition Events	548	428	78.1%
24,545	0	35,656	610400	Consulting Services	0	(35,656)	0.0%
66,990	164,717	199,588	619800	Other Contractual Services	181,817	(17,771)	(9.8)%
15,033	25,174	25,174	650300	Liability Reserve Charge	19,321	(5,853)	(30.3)%
<b>123,437</b>	<b>218,674</b>	<b>292,201</b>		<b>Operating and Maintenance Total</b>	<b>233,349</b>	<b>(58,852)</b>	<b>(25.2)%</b>
<b>Capital</b>							
0	0	25,000	740100	Furniture & Furnishings	0	(25,000)	0.0%
<b>0</b>	<b>0</b>	<b>25,000</b>		<b>Capital Total</b>	<b>0</b>	<b>(25,000)</b>	<b>0.0%</b>
<b>1,635,854</b>	<b>2,023,665</b>	<b>2,123,492</b>		<b>Grand Total</b>	<b>2,478,366</b>	<b>354,874</b>	<b>14.3%</b>

## Internal Audit Division (10110200)

### Expenditures and Appropriations by Object of Expense for 10110200

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
5,291	123,435	123,435	411100	Regular Salaries	142,376	18,941	13.3%
144	4,160	4,160	431000	Deferred Compensation	4,160	0	0.0%
400	9,392	9,392	432000	Social Security	10,198	806	7.9%
272	7,714	7,714	433000	Retirement - Employer	10,339	2,625	25.4%
0	0	0	433050	Retirement-Unfunded Liability	22,764	22,764	100.0%
818	22,240	22,240	435000	Group Insurance	23,075	835	3.6%
23	650	650	435400	Retiree Health Savings	1,950	1,300	66.7%
0	500	500	437000	Mgt Health Ben	750	250	33.3%
242	7,000	7,000	437500	Longevity Pay	9,000	2,000	22.2%
54	1,560	1,560	438500	Cell Phone Allowance	1,560	0	0.0%
<b>7,243</b>	<b>176,651</b>	<b>176,651</b>		<b>Personnel Total</b>	<b>226,172</b>	<b>49,521</b>	<b>21.9%</b>
<b>Operating and Maintenance</b>							
0	2,500	2,500	516100	Training & Education	2,500	0	0.0%
0	2,500	2,500		<b>Operating and Maintenance Total</b>	<b>2,500</b>	<b>0</b>	<b>0.0%</b>
<b>7,243</b>	<b>179,151</b>	<b>179,151</b>		<b>Grand Total</b>	<b>228,672</b>	<b>49,521</b>	<b>21.7%</b>

## Cultural Affairs (10110400)

### Division Mission

The Cultural Affairs Division is dedicated to supporting and strengthening Culver City’s vibrant cultural life by promoting and delivering performing, visual and literary arts experiences, education, and services to residents and visitors of the City of Culver City. The Cultural Affairs Division strives to advance the social and economic impact of arts and culture through performing arts grants, public art, and historic preservation programs.

### Division Description

The Cultural Affairs Division is responsible for managing the City’s extensive collection of public art, overseeing the performing arts grant program and providing guidance and support for development projects that have public art and preservation requirements. The Division also provides administrative support to the Cultural Affairs Commission and Cultural Affairs Foundation Board.

### Expenditure Summary for 10110400

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	344,652	433,769	602,431	168,662	38.9%
Operating and Maintenance	1,988	4,770	3,432	(1,338)	(28.1)%
<b>Total</b>	<b>346,640</b>	<b>438,539</b>	<b>605,863</b>	<b>167,324</b>	<b>38.2%</b>

### Expenditure Summary for 41310400

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	77,476	66,200	76,969	10,769	16.3%
Operating and Maintenance	289,406	2,221,550	482,413	(1,739,137)	(78.3)%
Capital	14,842	165,533	11,500	(154,033)	(93.1)%
<b>Total</b>	<b>381,725</b>	<b>2,453,283</b>	<b>570,882</b>	<b>(1,882,401)</b>	<b>(76.7)%</b>

**Expenditures and Appropriations by Object of Expense for 10110400**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
236,537	227,844	282,934	411100	Regular Salaries	384,470	101,536	26.4%
522	20,800	20,800	411200	Part-Time Salaries	20,800	0	0.0%
5,742	5,720	5,720	431000	Deferred Compensation	8,320	2,600	31.3%
16,898	16,046	16,046	432000	Social Security	31,204	15,158	48.6%
15,502	13,913	13,913	433000	Retirement - Employer	25,251	11,338	44.9%
23,602	43,703	43,703	433050	Retirement-Unfunded Liability	62,184	18,481	29.7%
18	0	0	433200	PARS Retirement	1,040	1,040	100.0%
5,803	9,074	9,074	434000	Workers Compensation	13,322	4,248	31.9%
27,331	27,875	27,875	435000	Group Insurance	36,870	8,995	24.4%
1,305	1,300	1,300	435400	Retiree Health Savings	2,600	1,300	50.0%
353	369	369	436000	State Disability Insurance	0	(369)	0.0%
500	500	500	437000	Mgt Health Ben	1,250	750	60.0%
8,248	9,000	9,000	437500	Longevity Pay	12,000	3,000	25.0%
2,290	2,535	2,535	438500	Cell Phone Allowance	3,120	585	18.8%
<b>344,652</b>	<b>378,679</b>	<b>433,769</b>		<b>Personnel Total</b>	<b>602,431</b>	<b>168,662</b>	<b>28.0%</b>
<b>Operating and Maintenance</b>							
1,988	4,770	4,770	650300	Liability Reserve Charge	3,432	(1,338)	(39.0)%
<b>1,988</b>	<b>4,770</b>	<b>4,770</b>		<b>Operating and Maintenance Total</b>	<b>3,432</b>	<b>(1,338)</b>	<b>(39.0)%</b>
<b>346,640</b>	<b>383,449</b>	<b>438,539</b>		<b>Grand Total</b>	<b>605,863</b>	<b>167,324</b>	<b>27.6%</b>

**Expenditures and Appropriations by Object of Expense for 41310400**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
157	0	0	411100	Regular Salaries	0	0	0.0%
51,286	65,176	65,176	411200	Part-Time Salaries	65,176	0	0.0%
2,874	0	0	432000	Social Security	4,990	4,990	100.0%
2,605	0	0	433000	Retirement - Employer	0	0	0.0%
15,716	0	0	433050	Retirement-Unfunded Liability	0	0	0.0%
458	0	0	433200	PARS Retirement	3,259	3,259	100.0%
3,727	1,024	1,024	434000	Workers Compensation	3,544	2,520	71.1%
653	0	0	438500	Cell Phone Allowance	0	0	0.0%
<b>77,476</b>	<b>66,200</b>	<b>66,200</b>		<b>Personnel Total</b>	<b>76,969</b>	<b>10,769</b>	<b>14.0%</b>
<b>Operating and Maintenance</b>							
325	750	1,175	512100	Office Expense	750	(425)	(56.7)%
0	20,500	34,852	512200	Printing and Binding	20,500	(14,352)	(70.0)%
995	26,000	30,112	514100	Departmental Special Supplies	1,000	(29,112)	(2,911.2)%
496	4,000	5,404	516500	Conferences & Conventions	4,000	(1,404)	(35.1)%
1,018	12,000	18,777	516600	Special Events & Meetings	12,000	(6,777)	(56.5)%
2,731	4,000	4,269	516700	Memberships & Dues	4,000	(269)	(6.7)%
4,123	7,000	14,749	517000	City Commission Expenses	7,000	(7,749)	(110.7)%
0	250	500	517100	Subscriptions	250	(250)	(100.0)%
1,986	2,000	2,417	517300	Advertising and Public Relatio	2,000	(417)	(20.9)%
276,455	525,000	2,108,757	619800	Other Contractual Services	430,000	(1,678,757)	(390.4)%
1,277	538	538	650300	Liability Reserve Charge	913	375	41.1%
<b>289,406</b>	<b>602,038</b>	<b>2,221,550</b>		<b>Operating and Maintenance Total</b>	<b>482,413</b>	<b>(1,739,137)</b>	<b>(360.5)%</b>
<b>Capital</b>							
13,342	10,000	137,348	730100	Improvements other than Bldg	10,000	(127,348)	(1,273.5)%
0	25,000	25,000	732120	Departmental Special Equipment	0	(25,000)	0.0%
0	0	1,685	732150	IT Equipment - Hardware	0	(1,685)	0.0%
1,500	1,500	1,500	732160	IT Equipment - Software	1,500	0	0.0%
<b>14,842</b>	<b>36,500</b>	<b>165,533</b>		<b>Capital Total</b>	<b>11,500</b>	<b>(154,033)</b>	<b>(1,339.4)%</b>
<b>381,725</b>	<b>704,738</b>	<b>2,453,283</b>		<b>Grand Total</b>	<b>570,882</b>	<b>(1,882,401)</b>	<b>(329.7)%</b>

## Economic Development (10110500)

### Division Mission

Economic Development works to retain, expand and attract preferred businesses that enhance the economic vitality of the City, and strengthen the City's economic base.

### Division Description

The Economic Development Division of the Community Development Department is responsible for administering the day-to-day activities of the City's and Agency's Economic Development and Real Property programs. These programs include marketing, working with property owners to attract, retain and expand businesses, financial incentives, parking structure management and development and marketing of opportunity sites.

### Expenditure Summary for 10110500

	<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Personnel	1,142,731	1,314,949	1,272,540	(42,409)	(3.2)%
Operating and Maintenance	901,317	690,010	583,554	(106,456)	(15.4)%
<b>Total</b>	<b>2,044,048</b>	<b>2,004,959</b>	<b>1,856,094</b>	<b>(148,865)</b>	<b>(7.4)%</b>

**Expenditures and Appropriations by Object of Expense for 10110500**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
689,568	723,387	803,508	411100	Regular Salaries	737,878	(65,630)	(8.9)%
1,140	12,980	12,980	411200	Part-Time Salaries	12,980	0	0.0%
0	8,446	8,446	411310	Overtime-Regular	8,446	0	0.0%
15,386	18,590	18,590	431000	Deferred Compensation	18,590	0	0.0%
47,281	53,810	53,810	432000	Social Security	59,766	5,956	10.0%
41,182	42,795	42,795	433000	Retirement - Employer	53,476	10,681	20.0%
130,992	134,435	134,435	433050	Retirement-Unfunded Liability	92,583	(41,852)	(45.2)%
66	455	455	433200	PARS Retirement	649	194	29.9%
38,452	42,029	42,029	434000	Workers Compensation	54,941	12,912	23.5%
66,799	82,455	82,455	435000	Group Insurance	80,855	(1,600)	(2.0)%
2,598	3,412	5,037	435400	Retiree Health Savings	11,537	6,500	56.3%
76,205	73,620	73,620	435500	Retiree Insurance	104,300	30,680	29.4%
223	549	549	436000	State Disability Insurance	549	0	0.0%
2,000	2,000	2,000	437000	Mgt Health Ben	3,250	1,250	38.5%
25,767	28,000	28,000	437500	Longevity Pay	22,000	(6,000)	(27.3)%
0	0	0	438000	Auto Allowance	4,500	4,500	100.0%
5,072	6,240	6,240	438500	Cell Phone Allowance	6,240	0	0.0%
<b>1,142,731</b>	<b>1,233,203</b>	<b>1,314,949</b>		<b>Personnel Total</b>	<b>1,272,540</b>	<b>(42,409)</b>	<b>(3.3)%</b>
<b>Operating and Maintenance</b>							
7,347	10,180	10,180	512400	Communications	10,180	0	0.0%
9,965	21,000	21,000	513000	Utilities	21,000	0	0.0%
10,473	7,850	7,850	514100	Departmental Special Supplies	11,350	3,500	30.8%
0	2,500	2,500	516500	Conferences & Conventions	7,000	4,500	64.3%
2,500	6,600	6,600	516700	Memberships & Dues	4,070	(2,530)	(62.2)%
6,755	7,500	8,020	517100	Subscriptions	8,500	480	5.7%
1,031	3,100	3,100	517300	Advertising and Public Relatio	3,100	0	0.0%
0	55,000	55,000	600200	R&M - Equipment	55,000	0	0.0%
1,617	2,200	2,200	600800	Equip Maint Expenses	750	(1,450)	(193.3)%
4,450	4,450	4,450	605400	Amortization of Equipment	4,450	0	0.0%
6,500	35,000	35,000	610200	Marketing Services	35,000	0	0.0%
0	10,000	10,000	610400	Consulting Services	10,000	0	0.0%
0	0	10,588	610500	Relocation Services	0	(10,588)	0.0%
0	30,000	30,000	611600	Legal Services - Miscellaneous	20,000	(10,000)	(50.0)%
10,000	10,000	10,000	612100	Engineering Services	0	(10,000)	0.0%
2,522	73,500	91,758	612300	Property Management Services	35,000	(56,758)	(162.2)%
6,220	10,000	24,056	619100	Fiscal Services	15,000	(9,056)	(60.4)%



**Expenditures and Appropriations by Object of Expense for 10110500**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
818,763	22,985	220,615	619800	Other Contractual Services	279,000	58,385	20.9%
0	115,000	115,000	619815	Farmer's Market	50,000	(65,000)	(130.0)%
13,173	22,093	22,093	650300	Liability Reserve Charge	14,154	(7,939)	(56.1)%
<b>901,317</b>	<b>448,958</b>	<b>690,010</b>		<b>Operating and Maintenance Total</b>	<b>583,554</b>	<b>(106,456)</b>	<b>(18.2)%</b>
<b>2,044,048</b>	<b>1,682,161</b>	<b>2,004,959</b>		<b>Grand Total</b>	<b>1,856,094</b>	<b>(148,865)</b>	<b>(8.0)%</b>

# City Clerk (10111100)

## Division Mission

To keep and maintain records of all City Council proceedings, administer oaths, conduct elections, maintain a central filing system for the City, and provide a records management program to all departments. Continue to be highly visible and helpful to the community. Assist the public by serving as an information and documentation center.

## Division Description

The City Clerk is an appointed position and is responsible for compiling and maintaining a full record of all City Council proceedings; compiling and maintaining ordinance and resolution books; administering oaths and taking affidavits; preparing legal publications and notices; conducting general and special elections; and maintains a records management program for all departments.

## Expenditure Summary for 10111100

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	615,713	725,839	804,714	78,875	10.9%
Operating and Maintenance	63,299	362,601	448,949	86,348	23.8%
Capital	15,588	24,500	16,500	(8,000)	(32.7)%
<b>Total</b>	<b>694,600</b>	<b>1,112,940</b>	<b>1,270,163</b>	<b>157,223</b>	<b>14.1%</b>

**Expenditures and Appropriations by Object of Expense for 1011100**

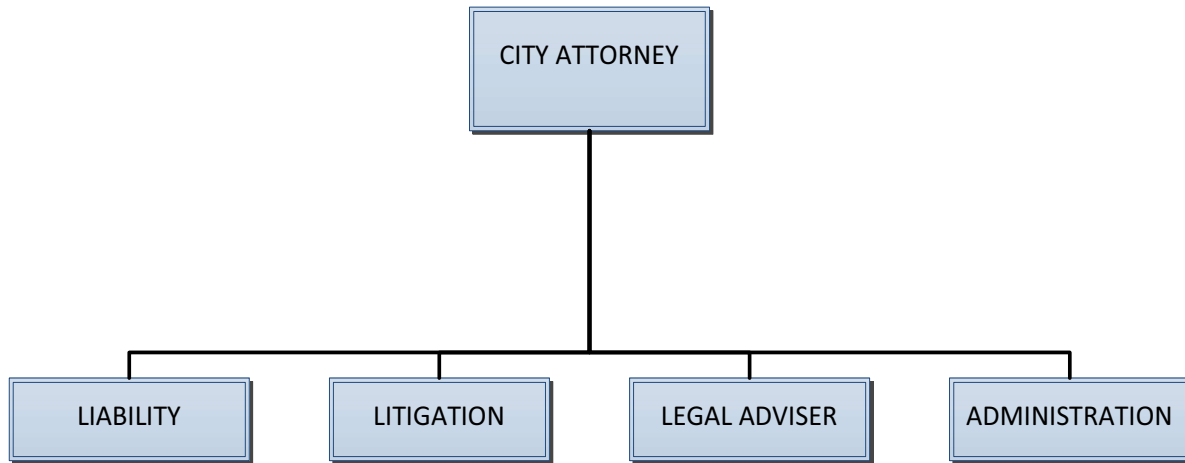
Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
379,359	464,592	452,032	411100	Regular Salaries	493,892	41,860	8.5%
2,909	4,000	4,000	411310	Overtime-Regular	4,000	0	0.0%
18,544	0	12,560	411700	Contract Labor	0	(12,560)	0.0%
5,742	5,720	5,720	431000	Deferred Compensation	9,880	4,160	42.1%
25,142	32,044	32,044	432000	Social Security	36,882	4,838	13.1%
24,185	27,419	27,419	433000	Retirement - Employer	35,920	8,501	23.7%
69,775	80,186	80,186	433050	Retirement-Unfunded Liability	79,060	(1,126)	(1.4)%
117	0	0	433200	PARS Retirement	0	0	0.0%
12,758	14,327	14,327	434000	Workers Compensation	23,795	9,468	39.8%
35,735	48,075	48,075	435000	Group Insurance	57,780	9,705	16.8%
2,253	2,600	5,200	435400	Retiree Health Savings	7,800	2,600	33.3%
31,068	34,480	34,480	435500	Retiree Insurance	41,370	6,890	16.7%
654	676	676	436000	State Disability Insurance	715	39	5.5%
923	1,000	1,000	437000	Mgt Health Ben	1,500	500	33.3%
4,328	5,000	5,000	437500	Longevity Pay	9,000	4,000	44.4%
2,222	3,120	3,120	438500	Cell Phone Allowance	3,120	0	0.0%
<b>615,713</b>	<b>723,239</b>	<b>725,839</b>		<b>Personnel Total</b>	<b>804,714</b>	<b>78,875</b>	<b>9.8%</b>
<b>Operating and Maintenance</b>							
500	3,000	3,000	512100	Office Expense	3,000	0	0.0%
1,861	0	0	512300	Postage	0	0	0.0%
0	1,010	1,010	512400	Communications	1,010	0	0.0%
5,661	8,400	12,400	514100	Departmental Special Supplies	8,400	(4,000)	(47.6)%
6,481	11,500	11,500	514300	Municipal Code Revisions	7,249	(4,251)	(58.6)%
0	2,760	9,760	516100	Training & Education	2,760	(7,000)	(253.6)%
0	2,000	2,000	516500	Conferences & Conventions	2,000	0	0.0%
900	2,500	2,500	516600	Special Events & Meetings	2,500	0	0.0%
215	900	1,900	516700	Memberships & Dues	900	(1,000)	(111.1)%
36,365	50,000	50,000	517000	City Commission Expenses	50,000	0	0.0%
5,259	20,000	20,000	517300	Advertising and Public Relatio	20,000	0	0.0%
1,687	2,000	2,000	600200	R&M - Equipment	2,000	0	0.0%
0	185,000	222,000	610600	Election Services	318,000	96,000	30.2%
0	25,000	17,000	619800	Other Contractual Services	25,000	8,000	32.0%
4,370	7,531	7,531	650300	Liability Reserve Charge	6,130	(1,401)	(22.9)%
<b>63,299</b>	<b>321,601</b>	<b>362,601</b>		<b>Operating and Maintenance Total</b>	<b>448,949</b>	<b>86,348</b>	<b>19.2%</b>

**Expenditures and Appropriations by Object of Expense for 10111100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Capital</b>							
0	12,000	8,000	732150	IT Equipment - Hardware	0	(8,000)	0.0%
15,588	16,500	16,500	732160	IT Equipment - Software	16,500	0	0.0%
<b>15,588</b>	<b>28,500</b>	<b>24,500</b>		<b>Capital Total</b>	<b>16,500</b>	<b>(8,000)</b>	<b>(48.5)%</b>
<b>694,600</b>	<b>1,073,340</b>	<b>1,112,940</b>		<b>Grand Total</b>	<b>1,270,163</b>	<b>157,223</b>	<b>12.4%</b>

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# City Attorney



### Department Mission

The mission of the City Attorney's Office is to provide high quality, timely and cost effective legal guidance, support and representation for all City Officials and City Staff on matters of law pertaining to their duties and responsibilities.

### Department Description

The City Attorney's Office advises and represents the City Council, all City boards, commissions, committees, and all City officers and departments on matters of law pertaining to their duties and responsibilities. The City Attorney also supervises all litigation matters including liability claims for all City activities. The City Attorney's Office is responsible for the prosecution of all violations of the Culver City Municipal Code and City Charter.

### Expenditure Summary

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>101 - General Fund</b>					
13100 City Attorney	2,548,027	2,909,651	2,858,043	(51,608)	(1.8)%
<b>101 - General Fund Total</b>	<b>2,548,027</b>	<b>2,909,651</b>	<b>2,858,043</b>	<b>(51,608)</b>	<b>(1.8)%</b>
<b>205 - Municipal Fiber Network Fund</b>					
13400 City Attorney - Risk	93,663	125,000	175,000	50,000	40.0%
<b>205 - Municipal Fiber Network Fund Total</b>	<b>93,663</b>	<b>125,000</b>	<b>175,000</b>	<b>50,000</b>	<b>40.0%</b>
<b>309 - Risk Management Fund</b>					
13400 City Attorney - Risk	2,027,493	2,157,437	2,200,149	42,712	2.0%
<b>309 - Risk Management Fund Total</b>	<b>2,027,493</b>	<b>2,157,437</b>	<b>2,200,149</b>	<b>42,712</b>	<b>2.0%</b>
<b>Department Total</b>	<b>4,669,183</b>	<b>5,192,088</b>	<b>5,233,192</b>	<b>41,104</b>	<b>0.8%</b>



**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>10113100 City Attorney</b>					
Assistant City Attorney	1.00	1.00	1.00	0.00	0.0%
City Attorney	0.75	0.75	0.75	0.00	0.0%
Administrative Clerk	0.50	0.50	0.50	0.00	0.0%
Deputy City Attorney II	0.90	0.90	0.90	0.00	0.0%
Legal Operations Manager	0.85	0.85	0.85	0.00	0.0%
Legal Secretary	0.75	0.00	0.00	0.00	0.0%
Deputy City Attorney III	0.90	0.90	0.90	0.00	0.0%
Paralegal *	0.00	0.75	1.60	0.85	113.3%
<b>Division Total</b>	<b>5.65</b>	<b>5.65</b>	<b>6.50</b>	<b>0.85</b>	<b>15.0%</b>
<b>30913400 SIF Liability</b>					
City Attorney	0.25	0.25	0.25	0.00	0.0%
Administrative Clerk	0.50	0.50	0.50	0.00	0.0%
Deputy City Attorney II	0.10	0.10	0.10	0.00	0.0%
Legal Operations Manager	0.15	0.15	0.15	0.00	0.0%
Legal Secretary	0.25	0.00	0.00	0.00	0.0%
Deputy City Attorney III	0.10	0.10	0.10	0.00	0.0%
Paralegal	0.00	0.25	0.40	0.15	60.0%
<b>Division Total</b>	<b>1.35</b>	<b>1.35</b>	<b>1.50</b>	<b>0.15</b>	<b>11.1%</b>
<b>Total Positions</b>	<b>7.00</b>	<b>7.00</b>	<b>8.00</b>	<b>1.00</b>	<b>14.3%</b>

\* Add one (1) Paralegal position, will offset elimination through attrition of one (1) Legal Operations Manager position which is funded through December 2023.

**Performance Measures**

<b>Metric</b>	<b>Actual 2020/2021</b>	<b>Actual 2021/2022</b>	<b>Projected 2022/2023</b>	<b>Goal 2023/2024</b>
<b>City Attorney</b>				
Number of resolutions prepared/reviewed	118	139	116	116
Number of ordinances prepared/reviewed	15	11	15	15
Number of contract documents prepared/reviewed	324	431	424	424
Number of public records requests reviewed, responded to and/or advice provided	210	110	155	155
Number of City Council and Commission staff reports prepared/reviewed	435	504	407	407
Number of liability claims processed	86	14	36	18
Number of lawsuits defended	19	6	4	2
Number of lawsuits initiated	0	1	1	0

## FISCAL YEAR 2023/2024 WORK PLANS

- **General Legal Assistance:** Provide legal assistance and advice to City Council, Commissions, Boards and Committees and all City Departments on a wide variety of topics/issues; provide legal assistance to other Departments relating to their respective Work Plans, including preparation/review of related ordinances, resolutions, agreements and other documents; and provide legal assistance, advice and review of records in response to Public Records Act requests.
- **Litigation and Claims:** Ongoing review and approval or denial of claims. Review and manage all litigation and liability matters involving the City. In conjunction with the Housing and Human Services Department – Enforcement Services Division, and the Planning and Development Department, proactively enforce the CCMC through civil litigation or other remedies.
- **Training:** Conduct and/or facilitate training on various legal requirements applicable to City operations, including, but not limited to, the Brown Act, the Public Records Act, conflict of interest regulations, public contracting and subpoenas. The next AB1234/Brown Act/Conflict of Interest Training will be held in June 2023, during the last quarter of FY 22-23. It is anticipated our Office will be conducting additional training for staff related to the Public Records Act and the Brown Act, as well as a claims and litigation training with Department liaisons.
- **Oil Drilling:** (1) Implementation of the Amortization Program for the IOF; (2) Community Advisory Panel (CAP) for the County of Los Angeles Baldwin Hills Community Standards District (CSD) and related study groups, including Health Working Group (HWG), Health Assessment Steering Committee, County Health Assessment Advisory Panel (CHAAP) and review related to proposed Amendments to the CSD; (3) California Air Resources Board's (CARB) Study of Neighborhood Air Near Petroleum Sources (SNAPS) Program; (4) Los Angeles County & City of Los Angeles collaborative partnership for the Just Transition Task Force (JTTF) addressing transition away from urban oil drilling; and (5) Monitoring and, when applicable, commenting on and participating in workshops and/or meetings relating to, federal, state and local agency regulations, including collaborating agencies, regarding oil drilling operations (i.e. fracking, air and water quality, health, setbacks, etc.). (Joint project with Planning and Development Department.) [2018 Strategic Plan Reference: Goal: Transform Inglewood Oil Field; Objective: Create a vision for future use of the Inglewood Oil Field; Initiative: Conduct Amortization Study.]
- **City Council Policies – Comprehensive Update:** Working with the City Council Policies Ad Hoc Subcommittee to complete a comprehensive review of all City Council Policies and finalize a new policy manual. It is anticipated this project will continue through FY 23-24. (Joint Project with City Manager's Office and City Clerk's Office.)
- **Telecommunications Applications Processing:** Assist the Public Works Department and Planning and Development Department – Current Planning Division with the processing of wireless antenna applications in a manner that complies with the related federal time limitations. Monitor state and federal telecommunications law and regulations.
- **Email Retention, Electronically Stored Information (ESI), and Employee Use of Social Media Policies:** Drafting and implementation of new policies and procedures relating to Email Retention, Electronically Stored Information (ESI) and Employee Use of Social Media (Joint Project with Information Technology Department, City Manager's Office and City Clerk's Office.)
- **Pipeline Franchise Renewals:** Review and update the City's three remaining oil pipeline franchises, using the Torrance Valley franchise agreement (updated in FY 21-22) as a template. (Assist City Manager's Office.)
- **Zoning Code Amendments:** Multiple amendments/updates to Zoning Code, including efforts to streamline review smaller scale residential projects. Review Zoning Code for needed amendments to conform to State Law. Amendments will be considered throughout FY 23-24. (Assist Planning and Development Department.)

- **General Plan Update:** The City Attorney's Office will continue to assist the Planning and Development Department – Advance Planning Division in reviewing and revising the draft General Plan Elements.
- **LAX/FAA Overflights and FAA Regulations:** The City Attorney's Office will continue to advise and assist the LAX/FAA Ad Hoc Subcommittee and the City Manager's Office regarding LAX and the FAA, including, local and regional overflight concerns related to noise and air quality, which are ongoing, monitoring the LAX Specific Plan expansion project, new and proposed development adjacent to LAX, and proposed transit facility. Our Office will also work with the Subcommittee as needed on the FAA's program announced in FY 20-21, to develop new regulations for unmanned aerial vehicles (UAVs, commonly called drones). The City Attorney's Office will continue to monitor the FAA's progress as it conducts its court-mandated environmental study related to the changes to three flight paths that were the subject of the lawsuit filed by Los Angeles in 2019 and joined by Culver City. Our Office will also continue to assist where necessary with the Subcommittee's work through national groups, including the National League of Cities, to continue Congressional lobbying and policy-making efforts.
- **Municipal Fiber Network:** Assist Information Technology Department as needed.
- **Ting Internet's Citywide Fiber Network Project:** Assist the City Manager's Office and the Information Technology and Public Works Departments with the Project as needed.
- **Contracting/Purchasing Ordinance, Policies and Administration Update:** A working group, consisting of Finance, the City Attorney's Office and multiple other Departments, to conduct a comprehensive update of the City's contracting/purchasing ordinance, policies and administration, including evaluation of a contract management system.
- **Historic Preservation Program Update:** Update to City's Historic Preservation Program, including CCMC Amendments (Assist the Office of Economic & Cultural Development – Cultural Affairs Division).
- **Implementation of CCMC and Bylaws Amendments Relating to LTMB:** Implementation of amendments to the CCMC and LTMB Bylaws regarding LTMB role and new notice provisions for landlords and greater outreach to the public regarding availability of mediation services. (Joint Project with the Community Development Department – Housing Division.)
- **Housing Ordinances and Programs:** Landlord Tenant Mediation Board - Implementation of CCMC Chapter 15.09; interpretation and implementation of the housing statues (SB2, SB35, SB 330, etc.); interpretation and implementation of local incentives to enhance affordable housing activity (i.e. fee waivers, parking reduction, SB1818, Mixed-Use Ordinance/Community Benefits, employer tax credit); interpretation and implementation of Rent Control and Tenant Protection Ordinances; and interpretation and implementation of SB91. (Assist the Housing and Human Services Department – Housing Division) [2018 Strategic Plan Reference: Goal: Enhance Housing and Homeless Services; Objectives: Decrease homelessness and increase options for affordable housing; Initiatives: Increase transitional housing for homeless families and work with private developers to increase affordable housing.]
- **Sign Code Update:** Comprehensive review of CCMC Chapter 17.330 and Subchapter 13.02.200 et seq., pertaining to sign regulations. (Joint Project with the Planning and Development Department/Current Planning Division.)
- **Sidewalk Vending Regulations:** A proposed Ordinance was introduced to the City Council for a first reading at the City Council meeting of February 13, 2023. Staff is planning to conduct education and outreach prior to bringing the proposed ordinance back for adoption. The City Attorney's Office will also work with the Finance Department to prepare application materials.
- **Micro Kitchens:** Continue to monitor potential amendments to state law, as well as the status of the County of Los Angeles Public Health program, as the County conducts outreach and determines whether to permit residential micro kitchens in Los Angeles County. Potentially assist staff with adopting CCMC amendments should the need arise.

- **Equity Projects:** Continue to advise and assist the City Council Equity Ad Hoc Subcommittee, Human Resources Department, and the City Manager's Office with equity initiatives in the City, including the implementation of the Racial and Equity Action Plan (REAP), and continue to advise the Equity and Human Relations Advisory Committee (EHRAC).
- **Review and Revise Certain Civil Service Rules:** Joint Project with Human Resources Department to revise and update various Civil Service Rules.
- **Implementation of Commercial Cannabis Ordinance:** The City Attorney's Office will continue to work with the City Manager's Office and Finance Department to implement the ordinance and City regulations, including any legal issues that arise during the application and selection processes for storefront retail establishments, permit applications and renewals for the non-retail businesses, and any enforcement issues that may arise.
- **Short-Term Rental Ordinance:** Assist the City Manager's Office and Planning and Development Department with the development of a comprehensive ordinance permitting and regulating short term residential rentals. If approved by the City Council, work with the City Manager's Office and Planning and Development to develop the application process and forms, and a permit review and monitoring program. If needed, assist with the issuance of an RFP for a consultant to assist with permitting, monitoring and enforcement.
- **Rent Control and Tenant Protection Program:** Assist the Housing and Human Services Department – Rent Stabilization & Tenant Protections Division with the implementation and operation of the City's permanent Rent Control and Tenant Protection Program, including the continuing development of guidelines, procedures and forms. [2018 Strategic Plan Reference: Goal: Enhance Housing and Homeless Services; Objectives: Decrease homelessness and increase options for affordable housing.]
- **City Manager's Working Group on Homelessness:** The City Attorney's Office will continue to participate in this Working Group led by the City Manager's Office, consisting of staff from the Housing and Human Services, Public Works, Police and Fire Departments and the City Attorney's Office, to monitor and address various issues relating to homelessness.
- **Park Regulations Update:** Assist the Parks, Recreation and Community Services Department with updates to CCMC Chapter 9.10, Parks, Public Buildings and Property.
- **Evaluation/Dissolution of Committee on Permits and Licenses:** Working group of the Finance Department and the City Manager's and City Attorney's Office evaluated the role and utility of the Committee on Permits and Licenses (COPL) and reviewed the existing interdepartmental workflow to increase overall efficiency. The City Council determined to dissolve the COPL, based on staff's review and evaluation, and the working group will prepare related CCMC amendments for City Council's consideration.
- **AB 917 Ordinance/Video Surveillance Enforcement of Parking Violations in Mobility Lanes:** Once funding is secured by the Transportation Department, assist and advise the Transportation Department and Police Department on a pilot program to place cameras on buses to enforce parking regulations at bus stops and bus-only lanes.
- **LTMB Recommendation to Expand Scope of Mediation Services (Assist the Housing and Human Services Department – Housing Division).**
- **Project Homekey (Assist the Housing and Human Services Department – Housing Division).**
- **Safe Camping (Assist the Housing and Human Services Department – Housing Division).**
- **Temporary Housing Motel Program (Assist the Housing and Human Services Department – Housing Division).**
- **Camping Prohibited in Public Places Ordinance:** Work with the City Manager's Office, Public Works Department and Enforcement Services Division regarding implementation of the Ordinance.



- **Local Emergency on Homelessness:** During the pendency of the Local Emergency on Homelessness proclaimed on January 3, 2023 and ratified by the City Council on January 9, 2023, the City Attorney's Office will assist the City Manager in his capacity as the Director of Emergency Services and advise the City Manager's Office and City staff on legal matters pertaining to the implementation of the local emergency.
- **Meeting Procedures, Guidelines and CCMC Updates, including decorum, rules of order, and public participation (Joint project with the City Clerk's Office)**



# City Attorney (10113100)

## Expenditures and Appropriations by Object of Expense for 10113100

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
1,218,573	989,394	1,049,586	411100	Regular Salaries	1,184,591	135,005	11.4%
19,677	20,316	20,316	431000	Deferred Compensation	20,316	0	0.0%
64,510	58,146	58,146	432000	Social Security	67,299	9,153	13.6%
66,058	57,558	57,558	433000	Retirement - Employer	79,426	21,868	27.5%
179,166	180,804	180,804	433050	Retirement-Unfunded Liability	174,886	(5,918)	(3.4)%
51,534	56,611	56,611	434000	Workers Compensation	61,484	4,873	7.9%
12,973	81,125	81,125	435000	Group Insurance	80,455	(670)	(0.8)%
3,614	3,680	5,305	435400	Retiree Health Savings	11,805	6,500	55.1%
23,132	34,330	34,330	435500	Retiree Insurance	40,650	6,320	15.5%
576	494	494	436000	State Disability Insurance	505	11	2.2%
500	2,200	2,200	437000	Mgt Health Ben	2,450	250	10.2%
21,164	23,000	23,000	437500	Longevity Pay	36,000	13,000	36.1%
2,112	4,500	4,500	438000	Auto Allowance	4,500	0	0.0%
2,238	5,705	5,705	438500	Cell Phone Allowance	5,760	55	1.0%
<b>1,665,825</b>	<b>1,517,863</b>	<b>1,579,680</b>		<b>Personnel Total</b>	<b>1,770,127</b>	<b>190,447</b>	<b>10.8%</b>
<b>Operating and Maintenance</b>							
2,515	4,363	4,363	512100	Office Expense	4,363	0	0.0%
1,956	1,060	1,060	512400	Communications	1,060	0	0.0%
459	1,959	1,959	514100	Departmental Special Supplies	1,959	0	0.0%
12,848	14,856	14,856	514400	Legal-Suplmt & Pocket Part	14,856	0	0.0%
5,184	7,200	7,200	516100	Training & Education	13,200	6,000	45.5%
120	1,200	1,200	516600	Special Events & Meetings	3,647	2,447	67.1%
2,850	2,225	2,225	516700	Memberships & Dues	2,225	0	0.0%
0	670	670	517100	Subscriptions	670	0	0.0%
197	210	210	517850	Employee Recognition Events	210	0	0.0%
0	370	370	600200	R&M - Equipment	370	0	0.0%
140,000	270,000	270,000	611200	Legal Services - Personnel Gri	180,000	(90,000)	(50.0)%
353,096	550,000	551,584	611300	Legal Services - Land Use	435,000	(116,584)	(26.8)%
345,322	444,516	444,516	611600	Legal Services - Miscellaneous	414,516	(30,000)	(7.2)%
17,654	29,758	29,758	650300	Liability Reserve Charge	15,840	(13,918)	(87.9)%
<b>882,202</b>	<b>1,328,387</b>	<b>1,329,971</b>		<b>Operating and Maintenance Total</b>	<b>1,087,916</b>	<b>(242,055)</b>	<b>(22.2)%</b>
<b>2,548,027</b>	<b>2,846,250</b>	<b>2,909,651</b>		<b>Grand Total</b>	<b>2,858,043</b>	<b>(51,608)</b>	<b>(1.8)%</b>



## City Attorney - Risk (20513400)

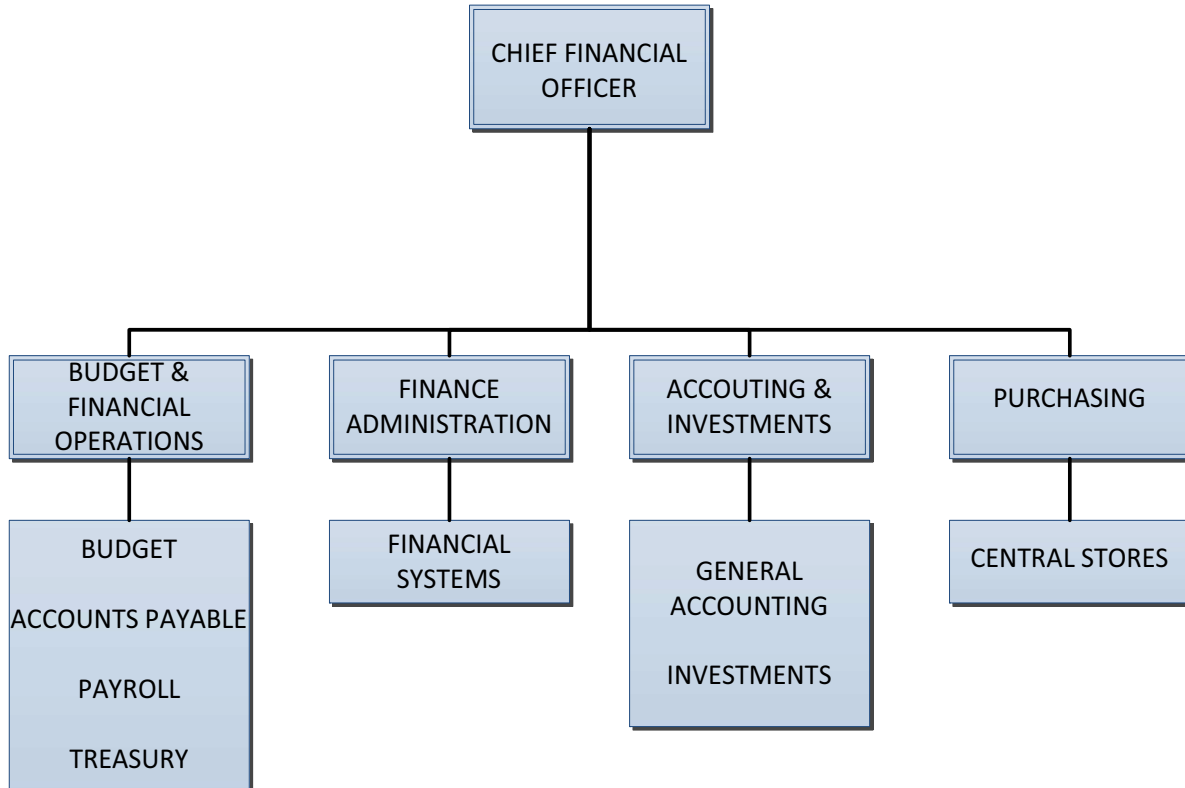
### Expenditures and Appropriations by Object of Expense for 20513400

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
93,663	125,000	125,000	619800	Other Contractual Services	175,000	50,000	28.6%
93,663	125,000	125,000		<b>Operating and Maintenance Total</b>	175,000	50,000	28.6%
93,663	125,000	125,000		<b>Grand Total</b>	175,000	50,000	28.6%

### Expenditures and Appropriations by Object of Expense for 30913400

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
238,661	204,171	204,171	411100	Regular Salaries	237,971	33,800	14.2%
3,375	3,604	3,604	431000	Deferred Compensation	3,604	0	0.0%
12,811	10,931	10,931	432000	Social Security	12,422	1,491	12.0%
11,727	10,865	10,865	433000	Retirement - Employer	14,977	4,112	27.5%
33,238	34,122	34,122	433050	Retirement-Unfunded Liability	32,908	(1,214)	(3.7)%
10,951	10,893	10,893	434000	Workers Compensation	12,674	1,781	14.1%
803	870	1,845	435400	Retiree Health Savings	7,045	5,200	73.8%
273	279	279	436000	State Disability Insurance	283	4	1.4%
<b>311,840</b>	<b>275,735</b>	<b>276,710</b>		<b>Personnel Total</b>	<b>321,884</b>	<b>45,174</b>	<b>14.0%</b>
<b>Operating and Maintenance</b>							
100,339	125,000	125,001	619800	Other Contractual Services	125,000	(1)	(0.0)%
3,751	5,726	5,726	650300	Liability Reserve Charge	3,265	(2,461)	(75.4)%
1,611,563	1,750,000	1,750,000	660100	Liability Insurance Claims	1,750,000	0	0.0%
<b>1,715,653</b>	<b>1,880,726</b>	<b>1,880,727</b>		<b>Operating and Maintenance Total</b>	<b>1,878,265</b>	<b>(2,462)</b>	<b>(0.1)%</b>
<b>2,027,493</b>	<b>2,156,461</b>	<b>2,157,437</b>		<b>Grand Total</b>	<b>2,200,149</b>	<b>42,712</b>	<b>1.9%</b>

# Finance



## Department Mission

To provide sound fiscal advice, information and service to City officials, City departments and the general public that ensures a financially strong and effective city government, in a timely, cost-effective and professional manner.

## Department Description

The Finance Department plays a key role in each financial transaction of the City, ranging from cash handling to debt management; from financial forecasting to budgetary controls. The Department responsibilities include: financial administration, budgeting and financial analysis, accounting and auditing of City resources, establishment of sound internal controls, cash management, debt management, purchasing, investments, billing and collection of monies due the City, issuing of business licenses, accounts payable and payroll. The Department assists the City Manager in preparing and administering the operating and capital improvement budgets, ensures accurate fiscal analysis on items presented to the City Council, and through the City Manager provides an annual audited statement of the City's financial condition to the City Council, prepared in accordance with generally accepted accounting standards.

## Expenditure Summary

		Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>101 - General Fund</b>						
14100	Finance Administration	1,340,391	1,748,938	1,856,085	107,147	6.1%
14200	General Accounting	1,103,867	1,190,771	1,217,823	27,052	2.3%
14300	Budget & Accounting Operations	1,361,544	1,645,193	1,647,021	1,828	0.1%
14400	Treasury	1,365,701	1,427,667	1,552,123	124,456	8.7%
14500	Purchasing	812,751	1,105,058	1,231,203	126,145	11.4%
<b>101 - General Fund Total</b>		<b>5,984,253</b>	<b>7,117,627</b>	<b>7,504,255</b>	<b>386,628</b>	<b>5.4%</b>
<b>202 - Refuse Disposal Fund</b>						
14500	Purchasing	55,541	70,849	65,049	(5,800)	(8.2)%
<b>202 - Refuse Disposal Fund Total</b>		<b>55,541</b>	<b>70,849</b>	<b>65,049</b>	<b>(5,800)</b>	<b>(8.2)%</b>
<b>203 - Municipal Bus Lines Fund</b>						
14500	Purchasing	261,708	268,767	246,508	(22,259)	(8.3)%
<b>203 - Municipal Bus Lines Fund Total</b>		<b>261,708</b>	<b>268,767</b>	<b>246,508</b>	<b>(22,259)</b>	<b>(8.3)%</b>
<b>310 - Central Stores Fund</b>						
14600	Central Stores	1,428,839	2,225,040	2,025,000	(200,040)	(9.0)%
<b>310 - Central Stores Fund Total</b>		<b>1,428,839</b>	<b>2,225,040</b>	<b>2,025,000</b>	<b>(200,040)</b>	<b>(9.0)%</b>
<b>436 - Board of State&amp;Comm Correctns</b>						
14100	Finance Administration	200,286	147,756	0	(147,756)	(100.0)%
<b>436 - Board of State&amp;Comm Correctns Total</b>		<b>200,286</b>	<b>147,756</b>	<b>0</b>	<b>(147,756)</b>	<b>(100.0)%</b>
<b>Department Total</b>		<b>7,930,626</b>	<b>9,830,038</b>	<b>9,840,812</b>	<b>10,774</b>	<b>0.1%</b>

## Regular Positions

	Actual 2021/2022	Adjusted 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>10114100 Finance Administration</b>					
Assistant Chief Financial Officer	0.00	1.00	1.00	0.00	0.0%
Associate Analyst	0.50	1.00	1.00	0.00	0.0%
Chief Financial Officer	1.00	1.00	1.00	0.00	0.0%
Sr. Financial Systems Business Analyst	2.00	2.00	2.00	0.00	0.0%
Sr. Management Analyst	1.00	0.00	0.00	0.00	0.0%
<b>Division Total</b>	<b>4.50</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10114200 General Accounting</b>					
Accountant	1.00	1.00	1.00	0.00	0.0%
Accountant II	2.00	2.00	2.00	0.00	0.0%
Accounting & Investment Manager	1.00	1.00	1.00	0.00	0.0%
Senior Accountant	2.00	2.00	2.00	0.00	0.0%
<b>Division Total</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10114300 Budget &amp; Financial Operations</b>					
Accounting Technician	1.00	1.00	1.00	0.00	0.0%
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Finance Manager	1.00	1.00	1.00	0.00	0.0%
Payroll Analyst	1.00	1.00	1.00	0.00	0.0%
Payroll Supervisor	1.00	1.00	1.00	0.00	0.0%
Payroll Technician	1.00	1.00	1.00	0.00	0.0%
Senior Account Clerk	1.00	1.00	1.00	0.00	0.0%
Senior Management Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10114400 Treasury</b>					
Account Clerk	1.00	1.00	1.00	0.00	0.0%
Accounting Technician	1.00	1.00	1.00	0.00	0.0%
Associate Analyst	0.50	0.00	0.00	0.00	0.0%
Code Enforcement Officer **	0.50	0.50	0.00	-0.50	-100.0%
Management Analyst	1.00	1.00	1.00	0.00	0.0%
Revenue & Budget Supervisor #	1.00	1.00	1.00	0.00	0.0%
Senior Account Clerk	5.00	5.00	5.00	0.00	0.0%
<b>Division Total</b>	<b>10.00</b>	<b>9.50</b>	<b>9.00</b>	<b>-0.50</b>	<b>-5.3%</b>
<b>10114500 Purchasing</b>					
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Buyer	1.00	1.00	1.00	0.00	0.0%
Financial Systems & Purchasing Manager	1.00	1.00	1.00	0.00	0.0%
Purchasing Supervisor	1.00	1.00	1.00	0.00	0.0%
Stores Specialist	1.00	1.00	1.00	0.00	0.0%
Warehouse Supervisor	0.00	0.00	0.00	0.00	0.0%
<b>Division Total</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	<b>0.0%</b>

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>20214500 Purchasing</b>					
Stores Specialist	0.63	0.63	0.63	0.00	0.0%
<b>Division Total</b>	<b>0.63</b>	<b>0.63</b>	<b>0.63</b>	<b>0.00</b>	<b>0.0%</b>
<b>20314500 Purchasing</b>					
Stores Specialist	2.37	2.37	2.37	0.00	0.0%
<b>Division Total</b>	<b>2.37</b>	<b>2.37</b>	<b>2.37</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>36.50</b>	<b>36.50</b>	<b>36.00</b>	<b>-0.50</b>	<b>-1.4%</b>

\*\* Transfer 0.5 Code Enforcement Officer to 10153200 - Enforcement Services

# Vacant position frozen, no appropriation included in FY 23-24 for Revenue & Budget Supervisor position.

## Performance Measures

Metric	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Goal 2023/2024
<b>Finance</b>				
Number of audit findings	0	pending	0-2	0
Number of recognition awards for financial excellence (GFOA)	1	1	1	1
Total number of annual business tax transactions processed (renewals & applications)	9,038	11,213	9,724	10,000
Number of grants supported	55	56	59	61
<b>Budget &amp; Financial Operations</b>				
Number of distinguished and excellence budget awards received (GFOA, CSFMO)	2	2	2	2
Number of warrants and electronic payments	46,764	44,316	45,500	46,000
<b>Purchasing</b>				
Number of competitive bidding opportunities managed	39	48	67	60
Number of purchase orders placed	2,754	3,198	3,785	4,000

## **FISCAL YEAR 2023-2024 WORK PLANS**

### **STRATEGIC PLAN INITIATIVES – LONG-TERM FINANCIAL STABILITY**

#### **Citywide User Fees and Development Impact Fees**

- Complete Citywide User Fee Study and bring to City Council for adoption. Prepare outreach materials and website updates to implement new fees. Begin a process of updating the Master Fee Schedule annually in conjunction with the budget.
- Prepare annual reports on Development Impact Fees which detail revenue generated and eligible expenditures of these funds.

#### **Business License Tax Rate and Classifications Update**

- In the November 2022 election, voters approved Measure BL updating the City's business license tax rates and classifications. The updated rates become effective on April 1, 2022 for new applicants. The new rates and classifications will be effective for existing businesses during the renewal period for calendar year 2024. Finance staff and the City Manager's Office will continue to coordinate the implementation of Measure BL with the City's business tax consultant, HdL.

#### **Dissolution of Committee on Permits and Licenses**

- A working group of staff from Finance, Department and the City Manager's and City Attorney's Office evaluated the role and utility of the Committee on Permits and Licenses (COPL) and reviewed the existing interdepartmental workflow to increase overall efficiency. Based on staff's review and evaluation, the City Council directed staff to take steps to dissolve the COPL. The working group will prepare related CCMC amendments for City Council's consideration.

#### **Continued Review of Revenue Generation Strategies**

- Work with City Manager's Office and support City Council and the Finance Advisory Committee to monitor revenue sources to maintain fiscal stability and to mitigate for known expenditure increases in coming years for pension obligation costs.

#### **Contracting/Purchasing Ordinance, Policies and Administration Update**

- A working group, consisting of staff from Finance, the City Attorney's Office and other Departments, to conduct a comprehensive update of the City's contracting/purchasing ordinance, policies and administration, including evaluation of a contract management system.

### **DEPARTMENTAL INITIATIVES**

#### **Budget Program Updates**

- Ongoing training and system updates (as needed) of the Central Budget Entry Program (CBE) to assist City Departments and Divisions with developing their annual budget submittals, along with streamlining review capabilities during the fiscal year. Staff will continue to explore the enhancement capability of CBE in Fiscal Year 2023-2024.
- Work with City Departments and Divisions in maintaining and updating material to meet requirements for the Government Finance Officers Association (GFOA) award program.

#### **Improved Financial Systems and Reporting**

- Transition all City departments and divisions to the City's centralized time and attendance Software Program: A working group of staff from Finance, the City's Manager's Office, and IT to assist City Departments and Divisions, along with consultants, to transition employees to Executime, the City's time



and attendance software, which is fully integrated with the City's financial enterprise resource planning (ERP) software. Currently, City Departments and Divisions use multiple timekeeping systems. This will enable the City to address the operational risks posed by the outdated timekeeping system, avoid integration-related issues and streamline review of employee timesheets and payroll information.

- Continued implementation of system enhancements to further reduce paper processes and improve overall City efficiencies which will include deployment/upgrades to modules within the City's financial ERP) software.
- Conduct comprehensive review of the City's Capital Improvements Projects Budget: Finance will hire qualified consultants to conduct comprehensive review of all City Capital Improvement Project budgets.
- Enhanced Finance Documents: Update Finance Department webpages to improve the public's access to services and information. Develop Budget in Brief document to provide a simple overview of the City's budget.



## Finance Administration (10114100)

### Division Mission

To provide leadership within the Department, as well as fiscal and financial leadership to City officials and other City departments. To ensure that the fiscal integrity of the City is maintained at the highest standards.

### Division Description

The Finance Administration Division is responsible for monitoring and reporting on the fiscal well-being of the City to the City Manager, the City Council and the public. It also coordinates long range financial planning and debt administration. The Division provides staff support to the City Council Budget and Finance Advisory Committee. The Division is also responsible for technological support and training to the Department and users of the financial systems. The Chief Financial Officer directs the development and implementation of the City's financial policies, and provides coordination of the activities of the other divisions within the Department.

### Expenditure Summary for 10114100

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	973,575	1,157,978	1,274,163	116,185	10.0%
Operating and Maintenance	366,816	589,513	581,922	(7,591)	(1.3)%
Capital	0	1,447	0	(1,447)	(100.0)%
<b>Total</b>	<b>1,340,391</b>	<b>1,748,938</b>	<b>1,856,085</b>	<b>107,147</b>	<b>6.1%</b>

### Expenditure Summary for 43614100

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Operating and Maintenance	200,286	147,756	0	(147,756)	(100.0)%
<b>Total</b>	<b>200,286</b>	<b>147,756</b>	<b>0</b>	<b>(147,756)</b>	<b>(100.0)%</b>

**Expenditures and Appropriations by Object of Expense for 10114100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
607,579	736,494	736,494	411100	Regular Salaries	808,358	71,864	8.9%
7,344	0	0	411310	Overtime-Regular	0	0	0.0%
0	50,000	50,000	411700	Contract Labor	0	(50,000)	0.0%
16,010	18,200	18,200	431000	Deferred Compensation	18,200	0	0.0%
40,630	50,363	50,363	432000	Social Security	52,246	1,883	3.6%
32,873	42,742	42,742	433000	Retirement - Employer	57,255	14,513	25.3%
118,089	116,045	116,045	433050	Retirement-Unfunded Liability	126,098	10,053	8.0%
45,485	47,852	47,852	434000	Workers Compensation	53,492	5,640	10.5%
52,446	40,400	40,400	435000	Group Insurance	77,515	37,115	47.9%
2,688	3,250	4,550	435400	Retiree Health Savings	9,750	5,200	53.3%
33,911	35,210	35,210	435500	Retiree Insurance	39,140	3,930	10.0%
204	382	382	436000	State Disability Insurance	369	(13)	(3.5)%
2,558	2,000	2,000	437000	Mgt Health Ben	3,000	1,000	33.3%
4,616	3,000	3,000	437500	Longevity Pay	18,000	15,000	83.3%
3,825	4,500	4,500	438000	Auto Allowance	4,500	0	0.0%
5,318	6,240	6,240	438500	Cell Phone Allowance	6,240	0	0.0%
<b>973,575</b>	<b>1,156,678</b>	<b>1,157,978</b>		<b>Personnel Total</b>	<b>1,274,163</b>	<b>116,185</b>	<b>9.1%</b>
<b>Operating and Maintenance</b>							
1,390	3,500	5,197	512100	Office Expense	3,500	(1,697)	(48.5)%
1,029	880	880	512400	Communications	880	0	0.0%
14	2,000	2,000	514100	Departmental Special Supplies	4,271	2,271	53.2%
1,739	12,000	12,000	516500	Conferences & Conventions	12,000	0	0.0%
0	2,900	2,900	516700	Memberships & Dues	2,900	0	0.0%
2,959	2,500	2,605	517000	City Commission Expenses	4,500	1,895	42.1%
0	1,065	1,065	517850	Employee Recognition Events	1,080	15	1.4%
0	110	110	518300	Auto Mileage Reimbursement	110	0	0.0%
96,819	121,250	135,100	610100	Audit Services	121,250	(13,850)	(11.4)%
170,295	136,480	183,366	619100	Fiscal Services	136,480	(46,886)	(34.4)%
0	50,000	100,000	619700	Micrographic Services	50,000	(50,000)	(100.0)%
76,988	61,170	119,136	619800	Other Contractual Services	231,170	112,034	48.5%
15,582	25,154	25,154	650300	Liability Reserve Charge	13,781	(11,373)	(82.5)%
<b>366,816</b>	<b>419,009</b>	<b>589,513</b>		<b>Operating and Maintenance Total</b>	<b>581,922</b>	<b>(7,591)</b>	<b>(1.3)%</b>
<b>Capital</b>							
0	0	1,447	732150	IT Equipment - Hardware	0	(1,447)	0.0%
<b>0</b>	<b>0</b>	<b>1,447</b>		<b>Capital Total</b>	<b>0</b>	<b>(1,447)</b>	<b>0.0%</b>
<b>1,340,391</b>	<b>1,575,687</b>	<b>1,748,938</b>		<b>Grand Total</b>	<b>1,856,085</b>	<b>107,147</b>	<b>5.8%</b>

**Expenditures and Appropriations by Object of Expense for 43614100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
0	1,750	1,750	516100	Training & Education	0	(1,750)	0.0%
0	1,750	1,750	516500	Conferences & Conventions	0	(1,750)	0.0%
200,286	144,256	144,256	619800	Other Contractual Services	0	(144,256)	0.0%
<b>200,286</b>	<b>147,756</b>	<b>147,756</b>		<b>Operating and Maintenance Total</b>	<b>0</b>	<b>(147,756)</b>	<b>0.0%</b>
<b>200,286</b>	<b>147,756</b>	<b>147,756</b>		<b>Grand Total</b>	<b>0</b>	<b>(147,756)</b>	<b>0.0%</b>

# General Accounting (10114200)

## Division Mission

To ensure that timely, accurate and useful financial information is provided to the City Council, City staff, residents, credit providers, bond holders and grant providers.

## Division Description

The Accounting Operations Division performs financial reporting and general accounting activities consisting of general ledger review, government GAAP implementation of new accounting standards, standard and correcting monthly journal entries, account analyses, cash and investment account reconciliations, establishment and assessments of internal control, grant advances/reimbursements and accounting, and capital assets accounting. The Division works with external auditors (City auditors and grant auditors), fiscal agents, and insurers. The Division monitors compliance with laws, regulations, contracts and grants agreements as they relate to accounting and financial reporting. The Division supports operating departments with various financial reviews and forecasts for planning needs as required. Specific deliverables are the Comprehensive Annual Financial Report (CAFR), the Municipal Bus Line financial statements, the Single Audit report (for granting agencies), and a variety of State of California and County of Los Angeles reports.

## Expenditure Summary for 10114200

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	1,086,090	1,107,549	1,195,617	88,068	8.0%
Operating and Maintenance	17,776	83,222	22,206	(61,016)	(73.3)%
<b>Total</b>	<b>1,103,867</b>	<b>1,190,771</b>	<b>1,217,823</b>	<b>27,052</b>	<b>2.3%</b>

## Expenditures and Appropriations by Object of Expense for 10114200

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
671,660	650,999	650,999	411100	Regular Salaries	708,169	57,170	8.1%
66	4,025	4,025	411310	Overtime-Regular	4,025	0	0.0%
12,281	17,160	17,160	431000	Deferred Compensation	17,160	0	0.0%
50,596	49,294	49,294	432000	Social Security	53,913	4,619	8.6%
44,211	39,229	39,229	433000	Retirement - Employer	52,563	13,334	25.4%
116,482	123,220	123,220	433050	Retirement-Unfunded Liability	115,749	(7,471)	(6.5)%
36,202	44,100	44,100	434000	Workers Compensation	46,177	2,077	4.5%
72,163	83,625	83,625	435000	Group Insurance	86,670	3,045	3.5%
3,835	3,900	7,800	435400	Retiree Health Savings	11,700	3,900	33.3%
43,805	50,430	50,430	435500	Retiree Insurance	52,090	1,660	3.2%
2,237	1,487	1,487	436000	State Disability Insurance	1,471	(16)	(1.1)%
942	1,500	1,500	437000	Mgt Health Ben	2,250	750	33.3%
28,877	30,000	30,000	437500	Longevity Pay	39,000	9,000	23.1%
2,733	4,680	4,680	438500	Cell Phone Allowance	4,680	0	0.0%
<b>1,086,090</b>	<b>1,103,649</b>	<b>1,107,549</b>		<b>Personnel Total</b>	<b>1,195,617</b>	<b>88,068</b>	<b>7.4%</b>
<b>Operating and Maintenance</b>							
982	1,800	2,030	512100	Office Expense	1,800	(230)	(12.8)%
0	500	500	512200	Printing and Binding	500	0	0.0%
191	100	100	512400	Communications	100	0	0.0%
795	2,000	2,000	514100	Departmental Special Supplies	2,000	0	0.0%
0	2,500	2,500	516100	Training & Education	3,000	500	16.7%
0	260	260	516700	Memberships & Dues	260	0	0.0%
3,407	2,650	52,650	619800	Other Contractual Services	2,650	(50,000)	(1,886.8)%
12,401	23,182	23,182	650300	Liability Reserve Charge	11,896	(11,286)	(94.9)%
<b>17,776</b>	<b>32,992</b>	<b>83,222</b>		<b>Operating and Maintenance Total</b>	<b>22,206</b>	<b>(61,016)</b>	<b>(274.8)%</b>
<b>1,103,867</b>	<b>1,136,641</b>	<b>1,190,771</b>		<b>Grand Total</b>	<b>1,217,823</b>	<b>27,052</b>	<b>2.2%</b>

# Budget & Financial Operations (10114300)

## Division Mission

To provide timely and accurate financial operations (budget related, accounts payables, payroll and quality assurance audit functions) to meet the needs of City officials and departments.

## Division Description

The Budget and Financial Operations Division performs operational duties for the City and its various agencies that include, but are not limited to: preparation of the City budget; special projects; preparing payroll and related reports; processing accounts payable; maintaining related automated systems; and maintaining related compliance reviews.

## Expenditure Summary for 10114300

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	1,339,314	1,504,538	1,510,876	6,338	0.4%
Operating and Maintenance	22,230	140,655	136,145	(4,510)	(3.2)%
<b>Total</b>	<b>1,361,544</b>	<b>1,645,193</b>	<b>1,647,021</b>	<b>1,828</b>	<b>0.1%</b>



**Expenditures and Appropriations by Object of Expense for 10114300**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
826,917	878,628	909,101	411100	Regular Salaries	894,399	(14,702)	(1.6)%
0	4,025	4,025	411310	Overtime-Regular	4,025	0	0.0%
18,792	22,880	22,880	431000	Deferred Compensation	22,880	0	0.0%
58,874	62,667	62,667	432000	Social Security	67,848	5,181	7.6%
52,765	52,168	52,168	433000	Retirement - Employer	66,970	14,802	22.1%
137,575	163,863	163,863	433050	Retirement-Unfunded Liability	147,434	(16,429)	(11.1)%
47,429	59,525	59,525	434000	Workers Compensation	63,444	3,919	6.2%
100,648	120,430	120,430	435000	Group Insurance	132,820	12,390	9.3%
4,568	5,200	10,400	435400	Retiree Health Savings	15,600	5,200	33.3%
44,861	46,570	46,570	435500	Retiree Insurance	54,630	8,060	14.8%
1,898	1,669	1,669	436000	State Disability Insurance	1,586	(83)	(5.2)%
1,500	2,000	2,000	437000	Mgt Health Ben	3,000	1,000	33.3%
39,207	43,000	43,000	437500	Longevity Pay	30,000	(13,000)	(43.3)%
4,280	6,240	6,240	438500	Cell Phone Allowance	6,240	0	0.0%
<b>1,339,314</b>	<b>1,468,865</b>	<b>1,504,538</b>		<b>Personnel Total</b>	<b>1,510,876</b>	<b>6,338</b>	<b>0.4%</b>
<b>Operating and Maintenance</b>							
3,116	10,500	10,565	512100	Office Expense	12,500	1,935	15.5%
559	300	300	512400	Communications	300	0	0.0%
19	1,250	21,250	514100	Departmental Special Supplies	1,250	(20,000)	(1,600.0)%
0	1,500	1,500	516100	Training & Education	3,500	2,000	57.1%
0	750	750	516700	Memberships & Dues	750	0	0.0%
2,288	0	0	517300	Advertising and Public Relatio	1,500	1,500	100.0%
0	0	75,000	619800	Other Contractual Services	100,000	25,000	25.0%
16,248	31,290	31,290	650300	Liability Reserve Charge	16,345	(14,945)	(91.4)%
<b>22,230</b>	<b>45,590</b>	<b>140,655</b>		<b>Operating and Maintenance Total</b>	<b>136,145</b>	<b>(4,510)</b>	<b>(3.3)%</b>
<b>1,361,544</b>	<b>1,514,455</b>	<b>1,645,193</b>		<b>Grand Total</b>	<b>1,647,021</b>	<b>1,828</b>	<b>0.1%</b>

## Treasury (10114400)

### Division Mission

To manage the City revenue programs from billing to collection (including legal enforcement) to deposit. This includes, but is not limited to, the areas of Business Tax, Utility Users Tax, Transient Occupancy Tax, Sales Tax, Property Tax, Franchise Fees, miscellaneous fees and charges and other revenue streams to ensure the receipt of all monies due to the City.

### Division Description

The Revenue Operations Division is responsible for comprehensive management of the City revenue programs from tax monitoring to collections, including audits and on-site visits to business taxpayers, utility companies, and hotels. This can also include legal enforcement when necessary. This division receives all payments to the City received by mail, wire transfer or walk-in, and ensures the timely deposit of funds to the proper accounts. This division also handles the necessary daily banking and investment matters.

### Expenditure Summary for 10114400

	<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Personnel	1,196,236	1,173,610	1,371,416	197,806	16.9%
Operating and Maintenance	169,464	254,057	180,707	(73,350)	(28.9)%
<b>Total</b>	<b>1,365,701</b>	<b>1,427,667</b>	<b>1,552,123</b>	<b>124,456</b>	<b>8.7%</b>

## Expenditures and Appropriations by Object of Expense for 10114400

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
678,970	607,690	607,690	411100	Regular Salaries	762,535	154,845	20.3%
375	4,840	4,840	411310	Overtime-Regular	4,840	0	0.0%
14,198	11,960	11,960	431000	Deferred Compensation	16,120	4,160	25.8%
50,172	44,555	44,555	432000	Social Security	58,917	14,362	24.4%
45,008	37,022	37,022	433000	Retirement - Employer	58,262	21,240	36.5%
134,568	147,198	147,198	433050	Retirement-Unfunded Liability	128,194	(19,004)	(14.8)%
36,440	53,077	53,077	434000	Workers Compensation	44,777	(8,300)	(18.5)%
127,858	129,360	129,360	435000	Group Insurance	160,535	31,175	19.4%
5,838	5,525	15,275	435400	Retiree Health Savings	18,525	3,250	17.5%
78,439	94,000	94,000	435500	Retiree Insurance	80,490	(13,510)	(16.8)%
2,772	2,573	2,573	436000	State Disability Insurance	2,601	28	1.1%
827	500	500	437000	Mgt Health Ben	1,500	1,000	66.7%
18,849	24,000	24,000	437500	Longevity Pay	31,000	7,000	22.6%
1,922	1,560	1,560	438500	Cell Phone Allowance	3,120	1,560	50.0%
<b>1,196,236</b>	<b>1,163,860</b>	<b>1,173,610</b>		<b>Personnel Total</b>	<b>1,371,416</b>	<b>197,806</b>	<b>14.4%</b>
<b>Operating and Maintenance</b>							
6,854	11,000	11,000	512100	Office Expense	11,000	0	0.0%
2,324	1,260	1,260	512400	Communications	1,260	0	0.0%
729	2,000	2,000	514100	Departmental Special Supplies	2,000	0	0.0%
0	3,500	3,500	516100	Training & Education	3,500	0	0.0%
150	600	600	516700	Memberships & Dues	600	0	0.0%
0	5,500	5,500	600200	R&M - Equipment	5,500	0	0.0%
861	0	0	600800	Equip Maint Expenses	0	0	0.0%
72	65	65	605400	Amortization of Equipment	61	(4)	(6.6)%
145,321	95,000	111,982	610100	Audit Services	95,000	(16,982)	(17.9)%
670	50,250	90,250	619800	Other Contractual Services	50,250	(40,000)	(79.6)%
12,484	27,900	27,900	650300	Liability Reserve Charge	11,536	(16,364)	(141.9)%
<b>169,464</b>	<b>197,075</b>	<b>254,057</b>		<b>Operating and Maintenance Total</b>	<b>180,707</b>	<b>(73,350)</b>	<b>(40.6)%</b>
<b>1,365,701</b>	<b>1,360,935</b>	<b>1,427,667</b>		<b>Grand Total</b>	<b>1,552,123</b>	<b>124,456</b>	<b>8.0%</b>

# Purchasing (10114500)

## Division Mission

To provide high-quality supplies and services at the best value available for all using departments and to maintain a well-organized supply of commonly used products for our customers. Handle all incoming and outgoing merchandise for City departments including pick-up and delivery services. Use teamwork, creative problem-solving abilities, and product knowledge to meet the supply requirements of customers in an expeditious and friendly manner.

## Division Description

The Purchasing Division is responsible for the centralized purchase of goods and services for the entire City. In addition, the Purchasing Division is responsible for the dispensing and/or delivery of stock items from Central Stores to all City departments and divisions, receiving and distributing non-stock items delivered to Central Receiving, and tracking and disposal of City property.

## Expenditure Summary for 10114500

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	717,450	943,004	937,588	(5,416)	(0.6)%
Operating and Maintenance	95,301	162,053	293,615	131,562	81.2%
<b>Total</b>	<b>812,751</b>	<b>1,105,058</b>	<b>1,231,203</b>	<b>126,145</b>	<b>11.4%</b>

## Expenditure Summary for 20214500

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	54,444	69,070	64,115	(4,955)	(7.2)%
Operating and Maintenance	1,097	1,779	934	(845)	(47.5)%
<b>Total</b>	<b>55,541</b>	<b>70,849</b>	<b>65,049</b>	<b>(5,800)</b>	<b>(8.2)%</b>

## Expenditure Summary for 20314500

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	258,061	263,128	243,474	(19,654)	(7.5)%
Operating and Maintenance	3,647	5,639	3,034	(2,605)	(46.2)%
<b>Total</b>	<b>261,708</b>	<b>268,767</b>	<b>246,508</b>	<b>(22,259)</b>	<b>(8.3)%</b>

**Expenditures and Appropriations by Object of Expense for 10114500**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
423,548	531,090	567,150	411100	Regular Salaries	533,144	(34,006)	(6.4)%
0	12,013	12,013	411200	Part-Time Salaries	12,013	0	0.0%
4,064	4,570	4,570	411310	Overtime-Regular	4,570	0	0.0%
9,264	0	2,707	411700	Contract Labor	0	(2,707)	0.0%
8,760	13,000	13,000	431000	Deferred Compensation	8,840	(4,160)	(47.1)%
31,637	40,374	40,374	432000	Social Security	43,446	3,072	7.1%
26,957	31,771	31,771	433000	Retirement - Employer	39,918	8,147	20.4%
76,395	99,795	99,795	433050	Retirement-Unfunded Liability	87,908	(11,887)	(13.5)%
0	0	0	433200	PARS Retirement	601	601	100.0%
29,759	32,682	32,682	434000	Workers Compensation	41,367	8,685	21.0%
38,824	58,175	58,175	435000	Group Insurance	80,855	22,680	28.1%
2,563	3,250	7,150	435400	Retiree Health Savings	9,750	2,600	26.7%
45,562	49,660	49,660	435500	Retiree Insurance	51,360	1,700	3.3%
1,430	1,337	1,337	436000	State Disability Insurance	1,196	(141)	(11.8)%
500	500	500	437000	Mgt Health Ben	1,500	1,000	66.7%
16,760	19,000	19,000	437500	Longevity Pay	18,000	(1,000)	(5.6)%
1,427	3,120	3,120	438500	Cell Phone Allowance	3,120	0	0.0%
<b>717,450</b>	<b>900,337</b>	<b>943,004</b>		<b>Personnel Total</b>	<b>937,588</b>	<b>(5,416)</b>	<b>(0.6)%</b>
<b>Operating and Maintenance</b>							
963	1,500	1,500	512100	Office Expense	1,500	0	0.0%
4,399	2,380	2,380	512400	Communications	2,380	0	0.0%
3,872	4,000	4,154	514100	Departmental Special Supplies	4,000	(154)	(3.9)%
0	1,500	1,500	516100	Training & Education	4,500	3,000	66.7%
0	700	700	516700	Memberships & Dues	700	0	0.0%
3,009	4,500	4,500	550000	Other Charges	4,500	0	0.0%
0	2,500	2,500	600200	R&M - Equipment	2,500	0	0.0%
5,224	9,000	9,000	600800	Equip Maint Expenses	10,500	1,500	14.3%
2,278	2,278	2,278	605400	Amortization of Equipment	2,278	0	0.0%
65,361	65,361	65,361	605500	Rental of Building	141,600	76,239	53.8%
0	6,000	51,000	619800	Other Contractual Services	108,500	57,500	53.0%
10,195	17,180	17,180	650300	Liability Reserve Charge	10,657	(6,523)	(61.2)%
<b>95,301</b>	<b>116,899</b>	<b>162,053</b>		<b>Operating and Maintenance Total</b>	<b>293,615</b>	<b>131,562</b>	<b>44.8%</b>
<b>812,751</b>	<b>1,017,236</b>	<b>1,105,058</b>		<b>Grand Total</b>	<b>1,231,203</b>	<b>126,145</b>	<b>10.2%</b>

**Expenditures and Appropriations by Object of Expense for 20214500**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
38,006	48,774	48,774	411100	Regular Salaries	46,103	(2,671)	(5.8)%
652	982	982	431000	Deferred Compensation	982	0	0.0%
2,718	3,435	3,435	432000	Social Security	3,707	272	7.3%
1,959	2,555	2,555	433000	Retirement - Employer	2,592	37	1.4%
7,463	8,026	8,026	433050	Retirement-Unfunded Liability	5,703	(2,323)	(40.7)%
3,202	3,384	3,384	434000	Workers Compensation	3,627	243	6.7%
272	409	1,709	435400	Retiree Health Savings	1,228	(481)	(39.2)%
172	205	205	436000	State Disability Insurance	173	(32)	(18.5)%
<b>54,444</b>	<b>67,770</b>	<b>69,070</b>		<b>Personnel Total</b>	<b>64,115</b>	<b>(4,955)</b>	<b>(7.7)%</b>
<b>Operating and Maintenance</b>							
1,097	1,779	1,779	650300	Liability Reserve Charge	934	(845)	(90.5)%
<b>1,097</b>	<b>1,779</b>	<b>1,779</b>		<b>Operating and Maintenance Total</b>	<b>934</b>	<b>(845)</b>	<b>(90.5)%</b>
<b>55,541</b>	<b>69,549</b>	<b>70,849</b>		<b>Grand Total</b>	<b>65,049</b>	<b>(5,800)</b>	<b>(8.9)%</b>

## Expenditures and Appropriations by Object of Expense for 20314500

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
155,777	159,929	159,929	411100	Regular Salaries	148,379	(11,550)	(7.8)%
8,362	0	0	411310	Overtime-Regular	0	0	0.0%
3,458	3,698	3,698	431000	Deferred Compensation	2,138	(1,560)	(73.0)%
13,553	13,238	13,238	432000	Social Security	12,118	(1,120)	(9.2)%
9,985	9,680	9,680	433000	Retirement - Employer	10,879	1,199	11.0%
26,918	30,408	30,408	433050	Retirement-Unfunded Liability	23,938	(6,470)	(27.0)%
10,646	10,727	10,727	434000	Workers Compensation	11,777	1,050	8.9%
18,979	20,200	20,200	435000	Group Insurance	20,910	710	3.4%
1,513	1,541	4,466	435400	Retiree Health Savings	4,622	156	3.4%
3,758	4,000	4,000	435500	Retiree Insurance	4,030	30	0.7%
853	782	782	436000	State Disability Insurance	683	(99)	(14.5)%
4,258	6,000	6,000	437500	Longevity Pay	4,000	(2,000)	(50.0)%
<b>258,061</b>	<b>260,203</b>	<b>263,128</b>		<b>Personnel Total</b>	<b>243,474</b>	<b>(19,654)</b>	<b>(8.1)%</b>
<b>Operating and Maintenance</b>							
3,647	5,639	5,639	650300	Liability Reserve Charge	3,034	(2,605)	(85.9)%
<b>3,647</b>	<b>5,639</b>	<b>5,639</b>		<b>Operating and Maintenance Total</b>	<b>3,034</b>	<b>(2,605)</b>	<b>(85.9)%</b>
<b>261,708</b>	<b>265,842</b>	<b>268,767</b>		<b>Grand Total</b>	<b>246,508</b>	<b>(22,259)</b>	<b>(9.0)%</b>



## Central Stores (31014600)

### Division Mission

To provide a revolving fund for the purchase and storage of parts and materials in advance of actual need.

### Division Description

Frequently required parts and materials are purchased in advance to take advantage of quantity discounts and have the items immediately available when required by City staff for rapid repair of equipment/facilities. When issued the cost of such parts and materials are then charged back to the using department/division. The Purchasing Division administers Central Stores. (This division is self-supporting.)

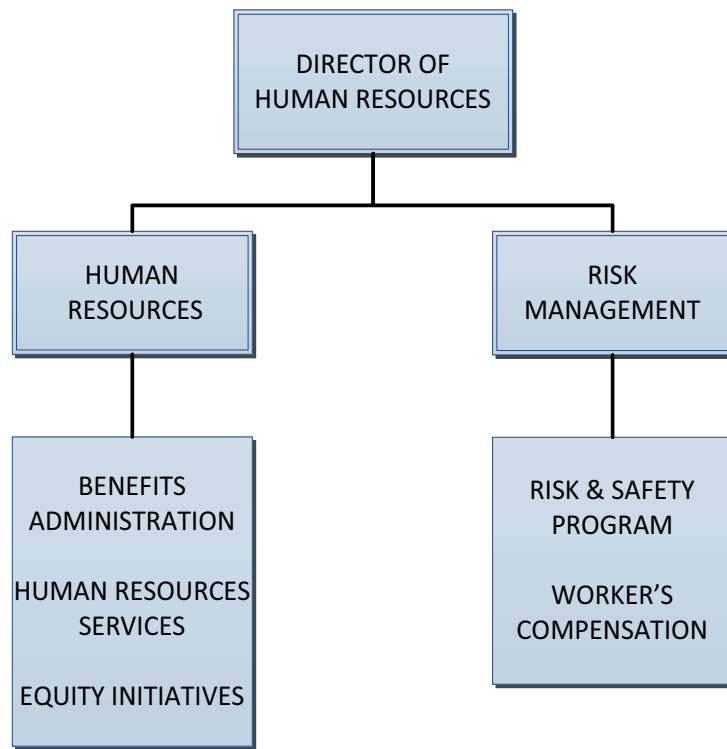
### Expenditure Summary for 31014600

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Operating and Maintenance	1,428,839	2,225,040	2,025,000	(200,040)	(9.0)%
<b>Total</b>	<b>1,428,839</b>	<b>2,225,040</b>	<b>2,025,000</b>	<b>(200,040)</b>	<b>(9.0)%</b>

**Expenditures and Appropriations by Object of Expense for 31014600**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
1,428,839	1,525,000	2,225,040	600900	Central Stores	2,025,000	(200,040)	(9.9)%
1,428,839	1,525,000	2,225,040		<b>Operating and Maintenance Total</b>	2,025,000	(200,040)	(9.9)%
1,428,839	1,525,000	2,225,040		<b>Grand Total</b>	2,025,000	(200,040)	(9.9)%

# Human Resources



**Department Mission**

To provide effective advice and support to the City Council, City Manager, boards, commissions and internal staff.

**Department Description**

Human Resources is responsible for planning, directing, coordinating and implementing various internal services, programs and special projects as assigned by the City Manager. The programs and projects in Human Resources include organizational and leadership development, labor relations, risk management, and providing support and advice to internal service departments and staff.

**Expenditure Summary**

		Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>101 - General Fund</b>						
22100	Human Resources	1,858,506	3,025,481	2,663,663	(361,818)	(12.0)%
<b>101 - General Fund Total</b>		<b>1,858,506</b>	<b>3,025,481</b>	<b>2,663,663</b>	<b>(361,818)</b>	<b>(12.0)%</b>
<b>309 - Risk Management Fund</b>						
22200	Risk Management	843,986	1,604,461	1,836,163	231,702	14.4%
22210	Employee Disability (IOD)	2,425,084	1,019,040	1,174,690	155,650	15.3%
22220	Premium/Claims	6,305,002	6,649,015	7,169,015	520,000	7.8%
22230	Claims - Accrued	(500,818)	0	0	0	0.0%
<b>309 - Risk Management Fund Total</b>		<b>9,073,254</b>	<b>9,272,516</b>	<b>10,179,868</b>	<b>907,352</b>	<b>9.8%</b>
<b>Department Total</b>		<b>10,931,760</b>	<b>12,297,997</b>	<b>12,843,531</b>	<b>545,534</b>	<b>4.4%</b>

## Regular Positions

	Actual 2021/2022	Adjusted 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>10122100 Human Resources</b>					
Administrative Clerk	1.00	0.00	0.00	0.00	0.0%
Administrative Secretary	0.00	1.00	1.00	0.00	0.0%
Assistant City Manager	0.75	0.00	0.00	0.00	0.0%
Human Resources Analyst	4.00	4.00	4.00	0.00	0.0%
Human Resources Associate/Conf	2.00	2.00	2.00	0.00	0.0%
Human Resources Director	0.75	0.75	0.75	0.00	0.0%
Human Resources Tech/Conf *	5.00	5.00	4.00	-1.00	-20.0%
Management Analyst *	0.00	0.00	1.00	1.00	100.0%
Sr. Human Resources Manager/Equity Officer	0.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>13.50</b>	<b>13.75</b>	<b>13.75</b>	<b>0.00</b>	<b>0.0%</b>
<b>30922200 Risk Management</b>					
Assistant City Manager	0.25	0.00	0.00	0.00	0.0%
Claims and Safety Coordinator	0.00	0.00	0.00	0.00	0.0%
Claims and Safety Technician	0.00	0.00	0.00	0.00	0.0%
Human Resources Associate	1.00	1.00	1.00	0.00	0.0%
Human Resources Director	0.25	0.25	0.25	0.00	0.0%
Risk Manager	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>2.50</b>	<b>2.25</b>	<b>2.25</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>16.00</b>	<b>16.00</b>	<b>16.00</b>	<b>0.00</b>	<b>0.0%</b>

\* Reclass one (1) vacant Human Resources Technician position to a Management Analyst position.

**Performance Measures**

<b>Metric</b>	<b>Actual 2020/2021</b>	<b>Actual 2021/2022</b>	<b>Projected 2022/2023</b>	<b>Goal 2023/2024</b>
<b>Human Resources</b>				
Total Number of Hires: All Positions	unavailable	unavailable	126	75
Total Number of Employee Terminations	unavailable	unavailable	125	232
Total Number New Employee Onboarding Sessions	unavailable	unavailable	51	52
Total Number New Employee Training Hours	unavailable	unavailable	54	78
Total Number of Completed Recruitments	unavailable	unavailable	81	60
Average Time to Hire (Days)	unavailable	unavailable	137	137
<b>Risk Management</b>				
Total Number of Worker Claims Reported: Community Development	unavailable	unavailable	1	1
Total Number of Worker Claims Reported: Finance Department	unavailable	unavailable	1	1
Total Number of Worker Claims Reported: Fire Department	unavailable	unavailable	22	25
Total Number of Worker Claims Reported: General Government	unavailable	unavailable	0	0
Total Number of Worker Claims Reported: Human Resources Department	unavailable	unavailable	0	0
Total Number of Worker Claims Reported: PRCS	unavailable	unavailable	3	5
Total Number of Worker Claims Reported: Police Department	unavailable	unavailable	38	45
Total Number of Worker Claims Reported: Public Works Department	unavailable	unavailable	7	9
Total Number of Worker Claims Reported: Transportation	unavailable	unavailable	6	9

## FISCAL YEAR 2023/2024 WORK PLANS

### HUMAN RESOURCES

Human Resources has refocused its lens on building a solid and diverse workforce in the aftermath of the world changing COVID-19 pandemic, as employers continue to experience the impacts of what is known as the “The Great Resignation.” As a result, employers are rebounding and reevaluating longstanding practices, and the City of Culver City is no exception. This anomaly, now over a year old, is reflected by a significant number of the workforce who separated from their respective jobs during the pandemic. Notably, the City, has reported the loss of 182 employees over the past two (2) years due to resignations, retirements, etc.

The refined goals of Human Resources include the following:

- Improvement and expansion of the Service Delivery Model to departments
- Strategically position the City to attract the top echelon of candidates to build a more diverse workforce, not just ethnicity-wise, but one that is age diverse as well.
- Successfully retain current employees and add additional graded levels to critical positions which support the City in succession planning strategies.
- Implement innovations and consolidate onboarding and new employee orientation processes.
- Communicate existing and new “layers” of wellness/wholeness options to employees through resources, tools, and benefits offerings to mitigate and prevent employee burnout.

### Improve Service Delivery Model

- Proactively manage the City’s liabilities by strengthening proficiencies of critical functions with the addition of the following new positions in Human Resources:
  - City Safety Manager
  - Management Analyst
- Achieve efficiencies that are industry-prevalent by implementing an online onboarding system by July 1 to allow candidates to complete specific onboarding tasks prior to the first day of employment. This innovation will save hundreds of hours of staff time used to complete onboarding on a bi-weekly basis.
- Continue to review processes and policies for streamlining and to improve the employees’ experience by leveraging the City’s technology and HRIS platform.
- Conversion of employee and department paper forms to become fully electronic with data collection capability to measure and track responses for compliancy.
- Redesign and implement by phases, a comprehensive Employee Wellness Program to include and communicate multi-faceted tools and resources.
- For improved benefits administration and employee experience, consolidate third party administrator services for FSA, COBRA, and Direct Pay under one vendor.
- Reconfiguration of the physical Human Resources office in City Hall to streamline spaces to include Risk Management staff.

### Core Human Resources Functions

- Proactive management of core HR functions and initiatives such as classification and compensation studies, administer recruitment, testing and selection, administer comprehensive benefits and leave program(s), personnel investigations, EEO compliance, labor and employee relations, legislation, trends, industry best practice(s), and provide consultative support and recommendation to departments and employees on personnel-related matters.



- Human Resources is finalizing the selection process for a vendor to assist the City with a compensation and classification study to analyze the City's position in the market as it relates to salary and benefits for long-term recruitment and retention goals and programs. The study is expected to be completed by December 31, 2023.
- An updated EEO plan, which is in alignment with the City's Racial Equity Action Plan (REAP) is in progress for release by December 31, 2023.

### **Administrative Policies**

- Review, revise, and/or develop relevant Administrative Policies in collaboration with the City Attorney's Office and appropriate stakeholders.

### **Equity Initiatives, Advisory Committee and Support**

- In accordance with City's Racial Equity Action Plan (REAP), an updated Equal Employment Opportunity (EEO) Plan is in progress for release by December 31, 2023.
- Invest in diversity, equity, and inclusion (DEI) training for elected and appointed officials, and city staff.
- Continue to provide staff support for the Equity and Human Relations Advisory Committee (EHRAC) and review the feasibility or continuance of certain partnerships such as My Brother's Keeper and related initiatives adopted by City Council in the Local Action Plan, that were paused due to the COVID-19 pandemic.
- Support the EHRAC in facilitating the 2024 Annual Martin Luther King Celebration event.

### **Labor Relations**

- If needed, finalize labor negotiations of the miscellaneous employees' MOU collective bargaining agreements set to expire June 30, 2023.
- Continue to engage with labor groups in relation to revisions to the Civil Service Rules and alternatives to the Civil Service Commission.

### **Succession Planning**

- Develop internal training, job shadowing and knowledge transfer program to address potential workforce gap.
- Review and implement levels within classifications.
- Reevaluate leave of absence programs and benefits menu to attract a more age-diverse workforce.

### **Training Program**

- Develop a comprehensive citywide training program to address skills gap and provide professional development to prepare for promotional opportunities.

### **RISK MANAGEMENT**

Risk Management provides support to all City departments that may be negatively impacted by unforeseen risks or threats, natural or otherwise. These threats or risks pose financial and/or legal liabilities that could arise from a variety of sources, including management errors, accidents, and natural disasters. Unforeseen events can have a minor impact, yet equally, catastrophic and/or serious events can create financial burden(s). It is Risk Management's goal to create a systemic and integrated approach to help best identify, assess, manage, and mitigate significant risks.

### **Goals and Objectives**

- Increase Awareness of Risk Management Principles - Develop knowledge and understanding of what is means to operate in a "risk-aware" environment that represents a proactive approach to creating a

transparent, risk resilient, responsible, and risk conscious environment by partnering with and educating department leaders.

- Provide exceptional Customer Service;
- Empower and Engage stakeholders to creatively solve program and offer solutions
- Establish and implement best practice Emergency Preparedness Services; Loss Control and Safety Assessments; and Citywide Safety Training, Procedures, and Inspections;
- Promote Citywide Partnership - Develop trust in partnership with knowledge, collaboration, communication of new developments. In the process, Risk Management will be developing the following areas as proposed below:

### **Management of Insurance Requirements, Certificates and Endorsements**

- Implement and monitor a citywide Certificate of Insurance Program; develop insurance requirements/limits based on contract types and provide tools that will guide contract liaison in developing contract terms; review contract language, etc.
- Protect the City's assets and promote sustainable management of the City's resources through effective risk management and long-term planning.

### **Workers' Compensation**

- Continue to ensure timely reporting of workers' compensation claims to the third-party administrator: compiling facts, data, completing mandated forms, accident reports, and coordinating investigations; provide training and engage injured workers.
- Implement a Return-to-Work Program and create a Temporary Modified duty Agreement to be utilized by departments.
- Oversight and partnership with the current claims administrator to ensure the programs claim management, administration of benefits, and litigation meet the City's expectations.
- Complete Request for Proposal (RFP) for best-in-class administrators who can deliver resources and innovative tools that meets the City's requirements.
- Conduct Quarterly Analysis of existing claims managed by Risk Management to identify areas of progress and/or need of improvement.

### **Safety**

- If approved in the FY 2023/2024 Budget, recruit and onboard a Citywide Safety Officer to manage and implement Citywide safety initiatives, including the facilitation of Occupational Medical Management; Loss Control and Safety Assessments; OSHA Compliance; Monitor Safety Performance of City Departments; Coordinate DOT random Drug and Alcohol Program; Creation of relevant Safety-related policies and procedures; Coordinates evacuation drills; Coordination of Annual Facility Inspections; Monitoring of Safety compliance.
- Expand Departmental Employee Safety Recognition Incentive Programs
- Evaluate the City's safety program for opportunities to enhance the program and create an organization of safety awareness.

# Human Resources (10122100)

## Division Mission

To ensure and enhance quality public services by fulfilling the human resources and employee relations needs of the City Council, City Manager, operating departments, City Commissions, and City employees.

## Division Description

The Human Resources (HR) Division is dedicated to effectively administering the City’s comprehensive Human Resources programs including Talent Management (recruitment & selection), Employee and Labor Relations, Employee Engagement, Learning and Development, Classification & Compensation, Leaves Administration, Benefits Administration, and providing professional and administrative support to the City Manager, City Council, and City Commissions. HR works diligently to serve and ensure organizational cadence with the Strategic Plan, Mission, Vision, and values of the City.

The Culver City Human Resources Department:

- Administers approximately 80+ recruitments per year.
- Provides principal interpretation and application of the Civil Service Rules which oversee the recruitment process, discipline and grievance procedures, and citywide administrative procedures.
- Negotiates six (6) bargaining unit contracts on behalf of the City.
- Provides contract administration, guidance and interpretation of all the MOU’s for City staff, officials and labor representatives.
- Administers all City employee benefits including medical, dental, vision and other voluntary insurance programs, deferred compensation, PERS, retirement, personal flex-spending, among other benefit programs for 700+ City employees.
- Coordinates citywide training programs for all City employees as required including special training on Civil Service procedures, supervisory skills, dealing with conflict, and public service.
- Administers the City’s pre-placement, fit-for-duty, and special medical examination process.
- Administers the City’s unemployment insurance claims.
- Coordinates with Risk Management:
- In the development of processes for streamlining and monitoring the coordination of benefits to employees injured-on-duty; and
- Attend depositions and participate in ADA accommodation and strategy meetings.

## Expenditure Summary for 10122100

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	1,720,780	1,974,314	2,227,964	253,650	12.8%
Operating and Maintenance	137,727	909,167	403,699	(505,468)	(55.6)%
Capital	0	142,000	32,000	(110,000)	(77.5)%
<b>Total</b>	<b>1,858,506</b>	<b>3,025,481</b>	<b>2,663,663</b>	<b>(361,818)</b>	<b>(12.0)%</b>

**Expenditures and Appropriations by Object of Expense for 10122100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
1,099,308	1,151,470	1,151,470	411100	Regular Salaries	1,367,774	216,304	15.8%
43,517	49,417	49,417	411200	Part-Time Salaries	49,417	0	0.0%
6,459	0	0	411310	Overtime-Regular	0	0	0.0%
15,991	0	15,000	411700	Contract Labor	0	(15,000)	0.0%
22,071	30,680	30,680	431000	Deferred Compensation	34,840	4,160	11.9%
71,766	89,540	89,540	432000	Social Security	103,491	13,951	13.5%
74,576	71,085	71,085	433000	Retirement - Employer	116,275	45,190	38.9%
185,160	251,337	251,337	433050	Retirement-Unfunded Liability	221,787	(29,550)	(13.3)%
0	0	0	433200	PARS Retirement	5,843	5,843	100.0%
44,372	64,253	64,253	434000	Workers Compensation	63,934	(319)	(0.5)%
97,722	169,290	169,290	435000	Group Insurance	162,020	(7,270)	(4.5)%
5,068	7,800	18,200	435400	Retiree Health Savings	25,187	6,987	27.7%
20,100	18,120	18,120	435500	Retiree Insurance	20,660	2,540	12.3%
1,795	3,082	3,082	436000	State Disability Insurance	2,486	(596)	(24.0)%
1,827	2,000	2,000	437000	Mgt Health Ben	3,500	1,500	42.9%
24,194	32,000	32,000	437500	Longevity Pay	41,000	9,000	22.0%
6,855	8,840	8,840	438500	Cell Phone Allowance	9,750	910	9.3%
<b>1,720,780</b>	<b>1,948,914</b>	<b>1,974,314</b>		<b>Personnel Total</b>	<b>2,227,964</b>	<b>253,650</b>	<b>11.4%</b>
<b>Operating and Maintenance</b>							
7,516	28,000	28,660	512100	Office Expense	3,000	(25,660)	(855.3)%
4	0	0	512300	Postage	0	0	0.0%
2,515	1,360	1,360	512400	Communications	1,360	0	0.0%
1,740	11,710	21,610	514100	Departmental Special Supplies	11,710	(9,900)	(84.5)%
7,308	48,400	41,490	516100	Training & Education	29,500	(11,990)	(40.6)%
400	10,500	15,500	516500	Conferences & Conventions	30,468	14,968	49.1%
771	0	7,500	516600	Special Events & Meetings	34,000	26,500	77.9%
899	6,200	9,200	516700	Memberships & Dues	4,600	(4,600)	(100.0)%
7,025	14,096	20,896	517000	City Commission Expenses	14,096	(6,800)	(48.2)%
0	300	600	517100	Subscriptions	800	200	25.0%
10,740	8,000	8,000	517300	Advertising and Public Relatio	8,000	0	0.0%
200	518	818	517850	Employee Recognition Events	480	(338)	(70.4)%
0	414	414	518300	Auto Mileage Reimbursement	414	0	0.0%
108	300	300	600200	R&M - Equipment	300	0	0.0%
49,936	43,000	50,887	610300	Personnel Services	43,000	(7,887)	(18.3)%
24,975	60,000	349,084	610400	Consulting Services	60,000	(289,084)	(481.8)%
629	120,450	244,670	611200	Legal Services - Personnel Gri	90,450	(154,220)	(170.5)%

**Expenditures and Appropriations by Object of Expense for 10122100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
0	12,000	12,000	614100	Medical Services	35,000	23,000	65.7%
7,762	20,050	62,403	619800	Other Contractual Services	20,050	(42,353)	(211.2)%
15,200	33,775	33,775	650300	Liability Reserve Charge	16,471	(17,304)	(105.1)%
<b>137,727</b>	<b>419,073</b>	<b>909,167</b>		<b>Operating and Maintenance Total</b>	<b>403,699</b>	<b>(505,468)</b>	<b>(125.2)%</b>
<b>Capital</b>							
0	0	110,000	732120	Departmental Special Equipment	0	(110,000)	0.0%
0	32,000	32,000	732160	IT Equipment - Software	32,000	0	0.0%
<b>0</b>	<b>32,000</b>	<b>142,000</b>		<b>Capital Total</b>	<b>32,000</b>	<b>(110,000)</b>	<b>(343.8)%</b>
<b>1,858,506</b>	<b>2,399,987</b>	<b>3,025,481</b>		<b>Grand Total</b>	<b>2,663,663</b>	<b>(361,818)</b>	<b>(13.6)%</b>

## Risk Management (30922200)

### Division Mission

To effectively manage claims and administer the City's insurance, loss prevention/control and safety programs. To reduce insurance related costs whenever possible while maintaining appropriate levels of coverage. To reinforce the importance of safety awareness and training, and to assist in the mitigation of adverse environmental impacts.

### Division Description

The Risk Management Division of the Human Resource's Department is responsible for administering various City self-insurance programs including Workers' Compensation, Property, and Fidelity Bonds. In addition, it administers contracts for the City physician, medical facilities and claims administrators and administers/coordinates safety and environmental programs.

### Expenditure Summary for 30922200

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	173,255	469,550	841,162	371,612	79.1%
Operating and Maintenance	670,731	1,124,911	995,001	(129,910)	(11.5)%
Capital	0	10,000	0	(10,000)	(100.0)%
<b>Total</b>	<b>843,986</b>	<b>1,604,461</b>	<b>1,836,163</b>	<b>231,702</b>	<b>14.4%</b>

**Expenditures and Appropriations by Object of Expense for 30922200**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
217,398	291,228	291,228	411100	Regular Salaries	563,091	271,863	48.3%
3,420	0	0	411200	Part-Time Salaries	0	0	0.0%
2,858	6,760	6,760	431000	Deferred Compensation	8,320	1,560	18.8%
11,786	20,366	20,366	432000	Social Security	40,385	20,019	49.6%
8,618	17,468	17,468	433000	Retirement - Employer	40,373	22,905	56.7%
39,933	66,308	66,308	433050	Retirement-Unfunded Liability	88,923	22,615	25.4%
(115,865)	0	0	433100	PERS Ret - Actuarial	0	0	0.0%
11,206	11,904	11,904	434000	Workers Compensation	15,706	3,802	24.2%
8,252	27,875	27,875	435000	Group Insurance	49,800	21,925	44.0%
715	1,300	3,900	435400	Retiree Health Savings	9,263	5,363	57.9%
13,307	13,710	13,710	435500	Retiree Insurance	15,870	2,160	13.6%
(32,990)	0	0	435650	OPEB Liability Charge	0	0	0.0%
270	321	321	436000	State Disability Insurance	811	490	60.4%
0	500	500	437000	Mgt Health Ben	1,500	1,000	66.7%
3,682	7,000	7,000	437500	Longevity Pay	4,000	(3,000)	(75.0)%
664	2,210	2,210	438500	Cell Phone Allowance	3,120	910	29.2%
<b>173,255</b>	<b>466,950</b>	<b>469,550</b>		<b>Personnel Total</b>	<b>841,162</b>	<b>371,612</b>	<b>44.2%</b>
<b>Operating and Maintenance</b>							
0	1,000	1,000	512100	Office Expense	1,000	0	0.0%
559	300	300	512400	Communications	300	0	0.0%
0	4,400	4,400	513000	Utilities	4,400	0	0.0%
967	17,000	36,850	514100	Departmental Special Supplies	10,000	(26,850)	(268.5)%
3,749	4,000	4,250	516100	Training & Education	4,000	(250)	(6.3)%
0	3,000	6,000	516500	Conferences & Conventions	11,000	5,000	45.5%
0	0	1,000	516600	Special Events & Meetings	0	(1,000)	0.0%
0	250	500	516700	Memberships & Dues	250	(250)	(100.0)%
0	500	1,000	517100	Subscriptions	500	(500)	(100.0)%
0	500	500	518300	Auto Mileage Reimbursement	500	0	0.0%
332,131	325,000	395,000	610100	Audit Services	325,000	(70,000)	(21.5)%
26,814	35,000	122,486	614100	Medical Services	35,000	(87,486)	(250.0)%
6,029	10,000	47,577	619600	Drug Testing Program	10,000	(37,577)	(375.8)%
296,643	309,005	497,790	619800	Other Contractual Services	589,005	91,215	15.5%
3,839	6,257	6,257	650300	Liability Reserve Charge	4,046	(2,211)	(54.6)%
<b>670,731</b>	<b>716,212</b>	<b>1,124,911</b>		<b>Operating and Maintenance Total</b>	<b>995,001</b>	<b>(129,910)</b>	<b>(13.1)%</b>
<b>Capital</b>							
0	0	10,000	740100	Furniture & Furnishings	0	(10,000)	0.0%
<b>0</b>	<b>0</b>	<b>10,000</b>		<b>Capital Total</b>	<b>0</b>	<b>(10,000)</b>	<b>0.0%</b>
<b>843,986</b>	<b>1,183,162</b>	<b>1,604,461</b>		<b>Grand Total</b>	<b>1,836,163</b>	<b>231,702</b>	<b>12.6%</b>

## Employee Disability (IOD) (30922210)

### Division Mission

To provide a source of funding to pay the salaries of employees while off for work-related disability.

### Division Description

The Risk Management Division of the Human Resource’s Department is assigned responsibility for coordinating this program which is intended to help fund the salary/benefits of City employees on work-related disability (Injured-on-Duty). This allows City departments/divisions to use their existing funds to backfill or hire temporary workers to avoid any decline in service to the community.

### Expenditure Summary for 30922210

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	2,414,013	1,000,920	1,164,183	163,263	16.3%
Operating and Maintenance	11,071	18,120	10,507	(7,613)	(42.0)%
<b>Total</b>	<b>2,425,084</b>	<b>1,019,040</b>	<b>1,174,690</b>	<b>155,650</b>	<b>15.3%</b>



**Expenditures and Appropriations by Object of Expense for 30922210**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
1,762,811	750,000	750,000	411100	Regular Salaries	760,650	10,650	1.4%
14,835	5,650	5,650	411310	Overtime-Regular	5,650	0	0.0%
3,880	6,000	6,000	431000	Deferred Compensation	6,000	0	0.0%
30,540	27,500	27,500	432000	Social Security	31,500	4,000	12.7%
259,370	60,000	60,000	433000	Retirement - Employer	135,000	75,000	55.6%
17,739	5,000	5,000	433500	Retirement - Employee	45,000	40,000	88.9%
32,320	34,470	34,470	434000	Workers Compensation	40,783	6,313	15.5%
206,862	80,000	80,000	435000	Group Insurance	85,000	5,000	5.9%
6,102	1,900	1,900	435400	Retiree Health Savings	7,500	5,600	74.7%
620	600	600	436000	State Disability Insurance	600	0	0.0%
57,842	25,000	25,000	437500	Longevity Pay	40,000	15,000	37.5%
173	0	0	438000	Auto Allowance	0	0	0.0%
20,918	4,800	4,800	440000	Uniform Allowance	6,500	1,700	26.2%
<b>2,414,013</b>	<b>1,000,920</b>	<b>1,000,920</b>		<b>Personnel Total</b>	<b>1,164,183</b>	<b>163,263</b>	<b>14.0%</b>
<b>Operating and Maintenance</b>							
11,071	18,120	18,120	650300	Liability Reserve Charge	10,507	(7,613)	(72.5)%
11,071	18,120	18,120		<b>Operating and Maintenance Total</b>	<b>10,507</b>	<b>(7,613)</b>	<b>(72.5)%</b>
<b>2,425,084</b>	<b>1,019,040</b>	<b>1,019,040</b>		<b>Grand Total</b>	<b>1,174,690</b>	<b>155,650</b>	<b>13.3%</b>

## Premium/Claims (30922220)

### Division Mission

To provide an accounting mechanism to better identify insurance premiums and claim costs.

### Division Description

The Risk Management Division of the Human Resources Department is assigned responsibility for coordinating insurance and other claims. This Business Unit allows for the separate accounting of the costs for various insurance premiums and liability, unemployment, and workers compensation claims.

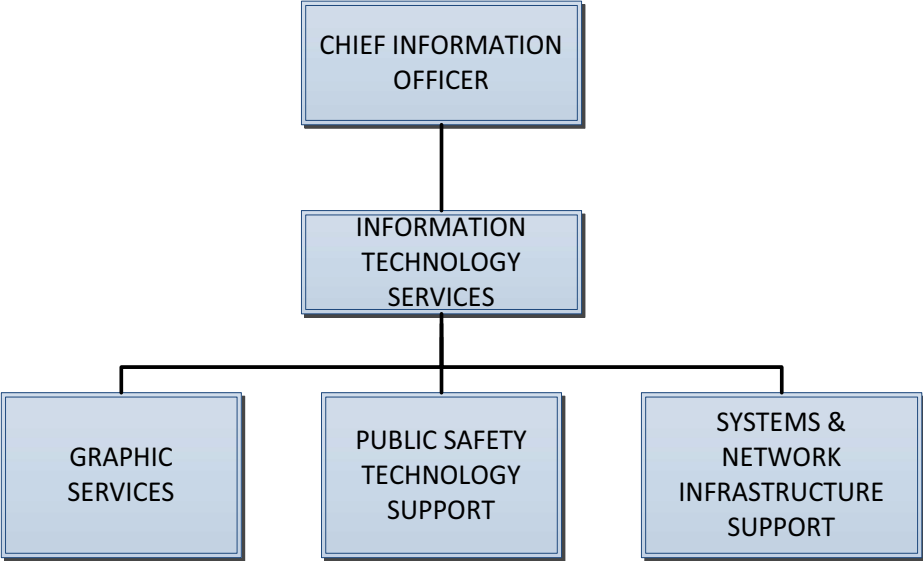
### Expenditure Summary for 30922220

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Operating and Maintenance	6,305,002	6,649,015	7,169,015	520,000	7.8%
<b>Total</b>	<b>6,305,002</b>	<b>6,649,015</b>	<b>7,169,015</b>	<b>520,000</b>	<b>7.8%</b>

**Expenditures and Appropriations by Object of Expense for 30922220**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
2,007,799	2,304,015	2,304,015	650100	Insurance Premiums - Liability	2,304,015	0	0.0%
788,850	1,070,000	1,070,000	650200	Insurance Premiums - Other	1,570,000	500,000	31.8%
354,983	375,000	375,000	650400	Workers Comp Ins Premiums	395,000	20,000	5.1%
3,083,572	2,800,000	2,800,000	660200	Workers Comp Ins Claims	2,800,000	0	0.0%
69,798	100,000	100,000	660300	Unemployment Insurance Claims	100,000	0	0.0%
<b>6,305,002</b>	<b>6,649,015</b>	<b>6,649,015</b>		<b>Operating and Maintenance Total</b>	<b>7,169,015</b>	<b>520,000</b>	<b>7.3%</b>
<b>6,305,002</b>	<b>6,649,015</b>	<b>6,649,015</b>		<b>Grand Total</b>	<b>7,169,015</b>	<b>520,000</b>	<b>7.3%</b>

# Information Technology



**Department Mission**

To provide technology services that align with the City’s strategic vision, enhance the productivity of City departments, facilitate collaboration for effective decision making, and enable access to public information to ensure government transparency.

**Department Description**

The Information Technology Department is responsible for providing centralized network services, telecommunications, and technology solutions support. Information Technology provides project management, implementation, and programming support for the enhancement of software systems. Support services include: system analysis, application development, hardware and infrastructure maintenance, and training. The IT Public Safety Division provides technology support services to the Police and Fire Department. The Graphic Services Division provides custom printing support, fax and copier support, and mail services.

**Expenditure Summary**

		Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>101 - General Fund</b>						
24100	Information Technology	4,303,392	4,986,165	5,482,913	496,748	10.0%
24200	Graphic Services	397,180	445,377	444,238	(1,139)	(0.3)%
24300	IT Public Safety	341,288	450,874	577,052	126,178	28.0%
<b>101 - General Fund Total</b>		<b>5,041,859</b>	<b>5,882,416</b>	<b>6,504,203</b>	<b>621,787</b>	<b>10.6%</b>
<b>205 - Municipal Fiber Network Fund</b>						
24500	Municipal Fiber Network Ops	1,963,067	4,064,497	2,298,885	(1,765,612)	(43.4)%
<b>205 - Municipal Fiber Network Fund Total</b>		<b>1,963,067</b>	<b>4,064,497</b>	<b>2,298,885</b>	<b>(1,765,612)</b>	<b>(43.4)%</b>
<b>307 - Equipment Replacement Fund</b>						
24100	Information Technology	244,674	254,526	241,500	(13,026)	(5.1)%
<b>307 - Equipment Replacement Fund Total</b>		<b>244,674</b>	<b>254,526</b>	<b>241,500</b>	<b>(13,026)</b>	<b>(5.1)%</b>
<b>412 - Building Surcharge Fund</b>						
24100	Information Technology	366,947	891,320	664,039	(227,281)	(25.5)%
<b>412 - Building Surcharge Fund Total</b>		<b>366,947</b>	<b>891,320</b>	<b>664,039</b>	<b>(227,281)</b>	<b>(25.5)%</b>
<b>Department Total</b>		<b>7,616,547</b>	<b>11,092,758</b>	<b>9,708,627</b>	<b>(1,384,131)</b>	<b>(12.5)%</b>

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>10124100 Information Technology</b>					
Chief Information Officer	1.00	1.00	1.00	0.00	0.0%
GIS Analyst	1.00	1.00	1.00	0.00	0.0%
GIS Technician	1.00	1.00	1.00	0.00	0.0%
Information Systems Analyst	1.50	3.00	3.00	0.00	0.0%
Information Tech Analyst	1.00	1.00	1.00	0.00	0.0%
Information Tech Security Analyst	0.00	0.00	1.00	1.00	100.0%
Network Administrator	3.00	3.00	3.00	0.00	0.0%
Service Desk Technician	2.00	2.00	2.00	0.00	0.0%
Sr. Computer Program Analyst	2.00	2.00	2.00	0.00	0.0%
Systems Support Manager	1.50	1.50	1.50	0.00	0.0%
Webmaster	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>15.00</b>	<b>16.50</b>	<b>17.50</b>	<b>1.00</b>	<b>6.1%</b>
<b>41224100 Information Technology</b>					
Sr. Computer Program Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10124200 Graphic Services</b>					
Graphic Services Supervisor	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10124300 Information Technology - Public Safety</b>					
Systems Support Manager	0.50	0.50	0.50	0.00	0.0%
Information Tech Analyst	2.00	2.00	2.00	0.00	0.0%
<b>Division Total</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>19.50</b>	<b>21.00</b>	<b>22.00</b>	<b>1.00</b>	<b>4.8%</b>

\* Add one (1) Information Technology Security Analyst position.

**Performance Measures**

Metric	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Goal 2023/2024
<b>Information Technology</b>				
Desktop workstations	542	563	570	590
Network servers	89	90	80	70
VOIP phones	664	646	646	659
Laptops	174	209	210	214
Printers	179	186	180	180
Software applications supported	51	55	55	57
Service Desk tickets	1,764	2,100	1,764	1800
Average number of website visits per day	2,735	2,850	2,870	2,900
Employee Cybersecurity Training	67%	60%	75%	80%

## FISCAL YEAR 2023/2024 WORK PLANS

### IT STRATEGIC DIRECTION AND POLICY

- Continue implementation of Wi-Fi strategy that leverages the municipal fiber infrastructure and extends the City's Wi-Fi to municipal locations in support of department specific operations. In collaboration with the PRCS Department prioritize the deployment of Wi-Fi to city parks and install Wi-Fi at the Public Services building.
- Continue to support and implement technology enhancements for online services and remote workforce. Support process automation by making additional public services accessible online. Continue to convert paper and PDF forms and applications so they can be submitted online. Build automated workflow around internal processes for efficiently and tracking.

### TECHNOLOGY SUPPORT

- Support Finance Department with updates to the City's financial system, assisting the vendor Tyler with software installation and configurations. IT will review technical specifications, evaluate system needs, and maintain the server environment's security and backups.
- Continue collaboration with the Transportation Department and implement recommended strategies from the Transportation Technology Roadmap to improve daily operations and enhance its overall customer experience. Key projects include transition from a legacy public safety radio system to a more resilient and cost effective VOIP/radio hybrid system that will include and benefit multiple City departments. Technology improvements at major mobility hub include:
  - Westfield-Culver City Transit Center with public Wi-Fi
  - Real-time information displays for arrival times of buses
  - Video surveillance for improved safety
- Support Public Works Department with implementation of online permitting for Engineering requests from the public that reduces the amount of PDF documents on the City website. IT will provide review and guidance of technical specifications.
- Continue City Council and Other Commission, Board, and Committee (CBC) meeting support by working with the City Clerk's Office to keep abreast and implement the latest virtual and hybrid meeting methodologies, adapting them as needed to ensure the City is using solutions that maximize public participation and transparency.
- Support Planning & Development (P&D) Department:
  - Evaluate areas of day-to-day business needs to provide technology solutions and training
  - Collaborate with P&D staff on data development and analysis that supports updates to Zoning, Land Use, General Plan, and Parcel and Address records and provides additional transparency to the public with online dashboards

### TECHNOLOGY ENHANCEMENT & REPLACEMENTS

- Ongoing support of the City's permit management system, Accela, for the upcoming fiscal year includes:
  - Completion of migrating to Accela Software as a Service (SaaS) for online permitting and payments
  - Online improvements and enhancements to permit operations that complies with Permits Streamlining legislation AB2234
  - Integration of enterprise electronic document review



- Evaluation of an upgrade for mobile device users, migrating from Accela Inspector to Accela Mobile
- Implement staff on- and off-boarding (as well as change management) solutions to improve coordination between all City departments. An IT team established as the Employee Processing Task Force will continue collaboration with Finance Department and Human Resources Department to improve these processes, build measures of quality assurance and automation, as well as evaluate opportunities to connect systems and services of each Department. The goal of integrating with existing systems where possible is expected to reduce manual data entry while also improving efficiency and communication.
- Continue to provide video-conferencing and virtual networking solutions that support telecommuting/remote work and virtual city meetings. Evaluate and identify technology that facilitates a seamless working environment for staff when remote and/or onsite. This may include recommendations for virtual workstations, enhanced virtual private networking, and other solutions that provide a secure and accessible platform for city staff.
- Ongoing enhancements to the City's IT service management to improve automation workflow, expand further asset management capture, more effectively correlate users to equipment for improved employee off-boarding processes, and simplify IT related requests as cases.
- Development of the City-wide electronic document management system (EDMS) components and workflows to provide public and internal access to various official city documents. Complete the implementation of a WORM-compliant records center and automated workflow. Analyze implementation of automated electronic document retention policies.
- Email Retention, Electronically Stored Information (ESI), and Employee Use of Social Media Policies: Drafting and implementation of new policies and procedures relating to Email Retention, Electronically Stored Information (ESI) and Employee Use of Social Media.
- Complete an equipment analysis for the Council Chambers audio-visual (AV) components that are approaching end-of-life and upgrade as necessary. Analyze opportunities to enhance the AV experience for Council and Commission meetings that are held in the Chambers in collaboration with the City Clerk's office.
- Upgrade Geographical Information Systems (GIS) website mapping applications Property Information Search and SIMS (Sewer Infrastructure Management System) for expanded functionality of searching, analyzing, and generating reports from GIS data.
- Continued development toward deploying Employee Portal on SharePoint that will synthesize information gathered between IT and HR to provide staff with a one-stop location for handling common employee needs.
- Update contracting/purchasing ordinance, policies, and administration. A working group, consisting of IT, Finance, the City Attorney's Office and multiple other Departments, to conduct a comprehensive update of the City's contracting/purchasing ordinance, policies and administration, including evaluation of a contract management system.
- In coordination with the Human Resources Department implement and monitor a citywide Certificate of Insurance Program; develop insurance requirements/limits based on contract types and provide tools that will guide contract liaison in developing contract terms.

#### **NETWORK INFRASTRUCTURE ENHANCEMENTS**

- Work with the City Manager's Office to leverage Culver Connect, the City's fiber-optic network, to stimulate economic development by providing high speed internet access to City businesses and multi-family residences. Maximize the efficiency and utilization of the network by working with the City's operator, Onward, to expand the customer base and provide ISP services to small businesses and multi-family residences.

- In order to meet the public demand for additional options for high-speed home internet service, work with the Public Works Department and the Information Technology Department to permit the completion of Ting Internet's citywide fiber network, including citywide fiber-to-the-home. Develop partnerships with Ting to provide high-speed internet at a lower cost for affordable housing residents, free internet service to Culver City serving non-profit organizations, and a free public Wi-Fi location.
- Continue replacement of Network environment infrastructure that is at end-of-life to support best industry practices and security controls.

## **PUBLIC SAFETY DIVISION**

- Continue Rewiring Police Department's network cables. The Police Department's network cabling was installed over twenty years ago and digital usage has increased dramatically over the years. The current cabling is inadequate and there is failing network wiring in certain parts of the building which highlights the need to replace the network cables. The new cabling will meet and exceed the department's need for the foreseeable future and will help provide resiliency to the department's network.
- In collaboration with the Police Department to replace an end-of-life storage system that houses confidential/critical data, and the Department's centralized virtual machines repository.
- Work with the Police Department in identifying and replacing an aging in-car video and body worn camera system.
- Enhance network security, network infrastructure, and Wi-Fi capabilities within the Police Department.



## Information Technology (10124100)

### Division Mission

Facilitates the accessibility, workflow and storage of City data by developing and maintaining computer systems that support City business processes. Extends to the community the capability of obtaining City information in an efficient and productive forum. Manages the operations and daily support for the non-Public Safety data and telecommunications infrastructure, network, server, and end-user computing resources of the City.

### Division Description

The Systems Development section of Information Technology provides analysis, design specification, implementation support, computer system maintenance, digital data asset management and multi-media services. The goal of Systems Development staff is to provide application support that ultimately enhances decision-making process and streamlines the delivery of information.

Technical Services is the infrastructure operations and support arm of the Information Technology Department and is responsible for network services, security, hardware, and telecommunications.

### Expenditure Summary for 10124100

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	2,671,737	3,132,241	3,614,636	482,395	15.4%
Operating and Maintenance	1,629,731	1,853,924	1,868,277	14,353	0.8%
Capital	1,924	0	0	0	0.0%
<b>Total</b>	<b>4,303,392</b>	<b>4,986,165</b>	<b>5,482,913</b>	<b>496,748</b>	<b>10.0%</b>

### Expenditure Summary for 30724100

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Capital	244,674	254,526	241,500	(13,026)	(5.1)%
<b>Total</b>	<b>244,674</b>	<b>254,526</b>	<b>241,500</b>	<b>(13,026)</b>	<b>(5.1)%</b>

### Expenditure Summary for 41224100

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	200,730	198,846	213,517	14,671	7.4%
Operating and Maintenance	145,642	599,121	290,522	(308,599)	(51.5)%
Capital	20,575	93,353	160,000	66,647	71.4%
<b>Total</b>	<b>366,947</b>	<b>891,320</b>	<b>664,039</b>	<b>(227,281)</b>	<b>(25.5)%</b>

**Expenditures and Appropriations by Object of Expense for 10124100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
1,648,732	2,003,202	1,967,466	411100	Regular Salaries	2,291,924	324,458	14.2%
40,905	11,475	11,475	411310	Overtime-Regular	11,475	0	0.0%
82,274	0	61,095	411700	Contract Labor	0	(61,095)	0.0%
22,761	30,680	30,680	431000	Deferred Compensation	32,240	1,560	4.8%
114,550	140,572	140,572	432000	Social Security	171,374	30,802	18.0%
107,851	116,352	116,352	433000	Retirement - Employer	171,690	55,338	32.2%
316,123	337,558	337,558	433050	Retirement-Unfunded Liability	362,117	24,559	6.8%
82,745	86,224	86,224	434000	Workers Compensation	108,004	21,780	20.2%
141,462	217,365	217,365	435000	Group Insurance	264,650	47,285	17.9%
7,866	10,725	30,225	435400	Retiree Health Savings	36,725	6,500	17.7%
45,944	47,580	47,580	435500	Retiree Insurance	50,270	2,690	5.4%
6,286	7,404	7,404	436000	State Disability Insurance	8,422	1,018	12.1%
500	1,000	1,000	437000	Mgt Health Ben	1,500	500	33.3%
44,597	68,000	68,000	437500	Longevity Pay	95,000	27,000	28.4%
4,517	4,500	4,500	438000	Auto Allowance	4,500	0	0.0%
4,624	4,745	4,745	438500	Cell Phone Allowance	4,745	0	0.0%
<b>2,671,737</b>	<b>3,087,382</b>	<b>3,132,241</b>		<b>Personnel Total</b>	<b>3,614,636</b>	<b>482,395</b>	<b>13.3%</b>
<b>Operating and Maintenance</b>							
17,184	22,680	22,680	512400	Communications	22,680	0	0.0%
7,042	10,000	10,066	514100	Departmental Special Supplies	10,000	(66)	(0.7)%
7,206	5,000	14,889	516100	Training & Education	5,000	(9,889)	(197.8)%
765	600	600	516700	Memberships & Dues	600	0	0.0%
478	478	478	517850	Employee Recognition Events	660	182	27.6%
1,462,935	1,495,141	1,527,067	600200	R&M - Equipment	1,702,504	175,437	10.3%
1,900	0	0	610400	Consulting Services	0	0	0.0%
103,876	99,009	232,819	619800	Other Contractual Services	99,009	(133,810)	(135.1)%
28,345	45,325	45,325	650300	Liability Reserve Charge	27,824	(17,501)	(62.9)%
<b>1,629,731</b>	<b>1,678,233</b>	<b>1,853,924</b>		<b>Operating and Maintenance Total</b>	<b>1,868,277</b>	<b>14,353</b>	<b>0.8%</b>
<b>Capital</b>							
1,924	0	0	732120	Departmental Special Equipment	0	0	0.0%
<b>1,924</b>	<b>0</b>	<b>0</b>		<b>Capital Total</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>4,303,392</b>	<b>4,765,615</b>	<b>4,986,165</b>		<b>Grand Total</b>	<b>5,482,913</b>	<b>496,748</b>	<b>9.1%</b>

**Expenditures and Appropriations by Object of Expense for 30724100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Capital</b>							
0	0	4,461	730100	Improvements other than Bldg	0	(4,461)	0.0%
244,674	241,500	250,065	732150	IT Equipment - Hardware	241,500	(8,565)	(3.5)%
<b>244,674</b>	<b>241,500</b>	<b>254,526</b>		<b>Capital Total</b>	<b>241,500</b>	<b>(13,026)</b>	<b>(5.4)%</b>
<b>244,674</b>	<b>241,500</b>	<b>254,526</b>		<b>Grand Total</b>	<b>241,500</b>	<b>(13,026)</b>	<b>(5.4)%</b>

**Expenditures and Appropriations by Object of Expense for 41224100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
125,564	123,218	123,218	411100	Regular Salaries	133,768	10,550	7.9%
2,287	0	0	411310	Overtime-Regular	0	0	0.0%
1,566	1,560	1,560	431000	Deferred Compensation	1,560	0	0.0%
8,801	8,408	8,408	432000	Social Security	8,894	486	5.5%
8,560	7,605	7,605	433000	Retirement - Employer	10,186	2,581	25.3%
22,911	23,887	23,887	433050	Retirement-Unfunded Liability	22,439	(1,448)	(6.5)%
5,849	6,359	6,359	434000	Workers Compensation	7,033	674	9.6%
21,805	22,240	22,240	435000	Group Insurance	23,075	835	3.6%
653	650	1,950	435400	Retiree Health Savings	1,950	0	0.0%
668	619	619	436000	State Disability Insurance	612	(7)	(1.1)%
2,065	3,000	3,000	437500	Longevity Pay	4,000	1,000	25.0%
<b>200,730</b>	<b>197,546</b>	<b>198,846</b>		<b>Personnel Total</b>	<b>213,517</b>	<b>14,671</b>	<b>6.9%</b>
<b>Operating and Maintenance</b>							
0	12,000	71,269	516100	Training & Education	12,000	(59,269)	(493.9)%
0	0	4,684	517100	Subscriptions	0	(4,684)	0.0%
140,248	103,710	320,452	600200	R&M - Equipment	249,710	(70,742)	(28.3)%
3,390	27,000	199,373	619800	Other Contractual Services	27,000	(172,373)	(638.4)%
2,004	3,343	3,343	650300	Liability Reserve Charge	1,812	(1,531)	(84.5)%
<b>145,642</b>	<b>146,053</b>	<b>599,121</b>		<b>Operating and Maintenance Total</b>	<b>290,522</b>	<b>(308,599)</b>	<b>(106.2)%</b>
<b>Capital</b>							
20,575	0	59,569	732150	IT Equipment - Hardware	160,000	100,431	62.8%
0	0	33,784	732160	IT Equipment - Software	0	(33,784)	0.0%
<b>20,575</b>	<b>0</b>	<b>93,353</b>		<b>Capital Total</b>	<b>160,000</b>	<b>66,647</b>	<b>41.7%</b>
<b>366,947</b>	<b>343,599</b>	<b>891,320</b>		<b>Grand Total</b>	<b>664,039</b>	<b>(227,281)</b>	<b>(34.2)%</b>

## Graphic Services (10124200)

### Division Mission

To provide City departments and divisions with efficient, cost effective, print shop and mail handling services.

### Division Description

The Graphic Services Division is responsible for providing quality centralized design, printing, duplicating, binding, laminating, and mail handling services. Graphic Services provides electrostatic, multifunctional devices that copy, scan, and fax in office locations where City departments can perform their own copying, emailing, faxing, and scanning for storage operations.

### Expenditure Summary for 10124200

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	173,475	173,030	184,327	11,297	6.5%
Operating and Maintenance	223,705	272,347	259,911	(12,436)	(4.6)%
<b>Total</b>	<b>397,180</b>	<b>445,377</b>	<b>444,238</b>	<b>(1,139)</b>	<b>(0.3)%</b>

**Expenditures and Appropriations by Object of Expense for 10124200**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
98,271	94,608	94,608	411100	Regular Salaries	101,528	6,920	6.8%
67	959	959	411310	Overtime-Regular	959	0	0.0%
1,566	1,560	1,560	431000	Deferred Compensation	1,560	0	0.0%
7,204	6,416	6,416	432000	Social Security	6,999	583	8.3%
6,345	5,592	5,592	433000	Retirement - Employer	7,497	1,905	25.4%
16,725	17,567	17,567	433050	Retirement-Unfunded Liability	16,499	(1,068)	(6.5)%
4,421	4,529	4,529	434000	Workers Compensation	5,012	483	9.6%
21,805	22,240	22,240	435000	Group Insurance	23,075	835	3.6%
653	650	1,950	435400	Retiree Health Savings	1,950	0	0.0%
11,566	12,160	12,160	435500	Retiree Insurance	12,800	640	5.0%
525	449	449	436000	State Disability Insurance	448	(1)	(0.2)%
4,328	5,000	5,000	437500	Longevity Pay	6,000	1,000	16.7%
<b>173,475</b>	<b>171,730</b>	<b>173,030</b>		<b>Personnel Total</b>	<b>184,327</b>	<b>11,297</b>	<b>6.1%</b>
<b>Operating and Maintenance</b>							
98,676	110,090	110,090	512300	Postage	110,090	0	0.0%
375	200	200	512400	Communications	200	0	0.0%
20,310	34,930	37,550	514100	Departmental Special Supplies	34,930	(2,620)	(7.5)%
8,832	21,500	29,393	600200	R&M - Equipment	21,500	(7,893)	(36.7)%
93,999	91,900	92,733	605100	Rental of Equipment	91,900	(833)	(0.9)%
1,514	2,381	2,381	650300	Liability Reserve Charge	1,291	(1,090)	(84.4)%
<b>223,705</b>	<b>261,001</b>	<b>272,347</b>		<b>Operating and Maintenance Total</b>	<b>259,911</b>	<b>(12,436)</b>	<b>(4.8)%</b>
<b>397,180</b>	<b>432,731</b>	<b>445,377</b>		<b>Grand Total</b>	<b>444,238</b>	<b>(1,139)</b>	<b>(0.3)%</b>



## IT/Public Safety (10124300)

### Division Mission

To provide technology support for the city's public safety operations. Manages the technical operation, security, and support for public safety data, infrastructure, network, servers and client computing resources and supports the technology needs of the Fire and Police Departments.

### Division Description

The IT Public Safety Support division provides software, hardware, and infrastructure support for public safety operations. The goal of the division is to implement and administer technology services that enhance and the operations of the Fire and Police departments. The division is also responsible for ensuring security and regulatory compliance as it relates to public safety policies for data access and usage protocols.

### Expenditure Summary for 10124300

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	338,160	443,273	442,367	(906)	(0.2)%
Operating and Maintenance	3,128	7,601	54,185	46,584	612.9%
Capital	0	0	80,500	80,500	0.0%
<b>Total</b>	<b>341,288</b>	<b>450,874</b>	<b>577,052</b>	<b>126,178</b>	<b>28.0%</b>

## Expenditures and Appropriations by Object of Expense for 10124300

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
215,712	293,545	293,545	411100	Regular Salaries	297,488	3,943	1.3%
9,042	0	0	411200	Part-Time Salaries	0	0	0.0%
4,171	0	0	411310	Overtime-Regular	0	0	0.0%
3,907	5,200	5,200	431000	Deferred Compensation	3,640	(1,560)	(42.9)%
14,910	20,928	20,928	432000	Social Security	22,704	1,776	7.8%
13,346	16,344	16,344	433000	Retirement - Employer	20,918	4,574	21.9%
49,240	51,999	51,999	433050	Retirement-Unfunded Liability	46,042	(5,957)	(12.9)%
38	0	0	433200	PARS Retirement	0	0	0.0%
9,130	14,461	14,461	434000	Workers Compensation	16,244	1,783	11.0%
16,574	35,550	35,550	435000	Group Insurance	28,890	(6,660)	(23.1)%
1,037	975	3,575	435400	Retiree Health Savings	5,525	1,950	35.3%
557	971	971	436000	State Disability Insurance	916	(55)	(6.0)%
495	700	700	440000	Uniform Allowance	0	(700)	0.0%
<b>338,160</b>	<b>440,673</b>	<b>443,273</b>		<b>Personnel Total</b>	<b>442,367</b>	<b>(906)</b>	<b>(0.2)%</b>
<b>Operating and Maintenance</b>							
0	0	0	600200	R&M - Equipment	50,000	50,000	100.0%
3,128	7,601	7,601	650300	Liability Reserve Charge	4,185	(3,416)	(81.6)%
<b>3,128</b>	<b>7,601</b>	<b>7,601</b>		<b>Operating and Maintenance Total</b>	<b>54,185</b>	<b>46,584</b>	<b>86.0%</b>
<b>Capital</b>							
0	0	0	732150	IT Equipment - Hardware	80,500	80,500	100.0%
<b>0</b>	<b>0</b>	<b>0</b>		<b>Capital Total</b>	<b>80,500</b>	<b>80,500</b>	<b>100.0%</b>
<b>341,288</b>	<b>448,274</b>	<b>450,874</b>		<b>Grand Total</b>	<b>577,052</b>	<b>126,178</b>	<b>21.9%</b>

## Municipal Fiber Network (20524500)

### Division Mission

To facilitate the delivery of quality high speed internet access to the community via an open access network/carrier neutral model and enable additional connectivity options for the community.

### Division Description

The City’s Municipal Fiber Network is marketed as Culver Connect . The network backbone consists of 21.7 route miles and is entirely underground. There are three geographical network rings that are all interconnected by “ring ties” of approximately 3.1 route miles of fiber. There are three hub facilities located in the City which house city-owned network electronics, and the City leases two fiber connections to carrier hotels at One Wilshire in Los Angeles and Equinix in El Segundo. Culver Connect was designed with geographical diversity, security, and redundancy. The network and fiber infrastructure support high bandwidth demands and service requirements of the Culver Connect customers.

### Expenditure Summary for 20524500

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Operating and Maintenance	1,886,521	3,927,189	2,000,885	(1,926,304)	(49.1)%
Capital	76,546	87,882	0	(87,882)	(100.0)%
Other	0	49,426	298,000	248,574	502.9%
<b>Total</b>	<b>1,963,067</b>	<b>4,064,497</b>	<b>2,298,885</b>	<b>(1,765,612)</b>	<b>(43.4)%</b>

**Expenditures and Appropriations by Object of Expense for 20524500**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
0	150,000	150,000	517600	Customer Services Expense	0	(150,000)	0.0%
66,003	200,000	547,396	520400	Business Development Expenses	0	(547,396)	0.0%
2,495	0	14,926	600200	R&M - Equipment	100,885	85,959	85.2%
1,588,729	3,036,885	3,214,867	619800	Other Contractual Services	1,900,000	(1,314,867)	(69.2)%
229,293	0	0	665100	Depreciation	0	0	0.0%
<b>1,886,521</b>	<b>3,386,885</b>	<b>3,927,189</b>		<b>Operating and Maintenance Total</b>	<b>2,000,885</b>	<b>(1,926,304)</b>	<b>(96.3)%</b>
<b>Capital</b>							
76,546	0	87,882	732160	IT Equipment - Software	0	(87,882)	0.0%
<b>76,546</b>	<b>0</b>	<b>87,882</b>		<b>Capital Total</b>	<b>0</b>	<b>(87,882)</b>	<b>0.0%</b>
<b>Other</b>							
0	49,426	49,426	820400	Loan Interest Payments	298,000	248,574	83.4%
<b>0</b>	<b>49,426</b>	<b>49,426</b>		<b>Other Total</b>	<b>298,000</b>	<b>248,574</b>	<b>83.4%</b>
<b>1,963,067</b>	<b>3,436,311</b>	<b>4,064,497</b>		<b>Grand Total</b>	<b>2,298,885</b>	<b>(1,765,612)</b>	<b>(76.8)%</b>

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# Non-Departmental

## Department Mission

Support legislative activities through memberships in organizations representing local government and provide financial assistance to community organizations that promote civic, business, educational, cultural and recreational programs for the benefit of the City. Provide funding for non-departmental City activities and contingencies that may arise during the year.

## Department Description

Grouped within this budget are items that do not belong to any one department or division. Items that are of City-wide concern included within this budget are advertising, public relations, City memberships, and contributions to organizations that plan and execute civic functions and promote civic pride and/or community goals. Also included within this budget are amounts for additional city-wide training, contract services for Hazardous Material personnel, one-time retirement related costs, and funding for other general City contingencies (appropriated reserves) that may arise during the year.

## Expenditure Summary

		Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>101 - General Fund</b>						
16100	Non-Departmental	9,194,107	9,715,557	11,409,999	1,694,442	17.4%
	<b>101 - General Fund Total</b>	<b>9,194,107</b>	<b>9,715,557</b>	<b>11,409,999</b>	<b>1,694,442</b>	<b>17.4%</b>
	<b>Department Total</b>	<b>9,194,107</b>	<b>9,715,557</b>	<b>11,409,999</b>	<b>1,694,442</b>	<b>17.4%</b>

# Non-Departmental (16100)

		Adopted Budget 2021-2022	Adopted Budget 2022-2023	Adopted Budget 2023-2024
<b>Funding Summary</b>				
I. MEMBERSHIPS AND ADMINISTRATION				
514100	Departmental Special Supplies			
	P1 Parking - Miscellaneous Expenses	15,000	15,000	15,000
516100	Training and Education			
	City-wide Training	2,500	2,500	-
	Commissions	17,500	17,500	-
516145	Opioids-Training, Outreach	-	-	40,000
516600	Special Events and Meetings	5,000	6,500	6,500
516700	City-Wide Memberships & Dues	59,052	59,052	59,052
	COG-Westside COG			
	Independent Cities L.A. Co.			
	League of Calif. Cities, State			
	League of Calif. Cities, L.A. Co.			
	National League of Cities			
	So. Calif. Assn. of Govts. (SCAG)			
	US Conference of Mayors			
517300	Advertising	2,500	2,500	2,500
520200	Credit Card Fees	160,000	400,000	400,000
619800	Other Contractual Services	1,732,862	1,632,862	382,862
<b>Total Memberships and Administration</b>		<b>1,994,414</b>	<b>2,135,914</b>	<b>905,914</b>
II.	513000 - CITY-WIDE UTILITY COSTS	2,200,000	2,650,000	3,700,000
<b>Total City-Wide Utilities</b>		<b>2,200,000</b>	<b>2,650,000</b>	<b>3,700,000</b>
III. 517500 - CONTRIBUTIONS TO OTHER AGENCIES				
A. DIRECT CONTRIBUTIONS TO COMMUNITY ORGANIZATIONS				

<b>Funding Summary</b>		<b>Adopted Budget 2021-2022</b>	<b>Adopted Budget 2022-2023</b>	<b>Adopted Budget 2023-2024</b>
	High School Graduation Party (Plus "in kind" City services by Street Division and Attorney's Office).	3,500	3,500	3,500
	Independence Day, Exchange Club (Plus in kind City services of approximately \$30,000 for Police security, parks, building and electrical maintenance, street crews, Fire services and event insurance.)	-	34,000	34,000
	Sister City Visitations (Plus "in kind" City services of approximately \$3,000 for staff support, material and printing).	25,550	25,550	57,510
	Martin Luther King Jr. Day	5,000	5,000	5,000
<b>Total Contributions to Community Organizations</b>		<b>34,050</b>	<b>68,050</b>	<b>100,010</b>
<b>B. DIRECT CONTRIBUTIONS - SPECIAL EVENT GRANTS</b>				
	Special Event Grants	25,000	92,000	122,000
<b>Total Contributions to Special Event Grants</b>		<b>25,000</b>	<b>92,000</b>	<b>122,000</b>
<b>C. DIRECT CONTRIBUTIONS TO OTHER AGENCIES</b>				
	Culver City Schools - Sewer Service Charge	56,000	56,000	56,000
	Culver City Schools - Refuse Services	137,500	137,500	137,500
<b>Total Contributions to Other Agencies</b>		<b>193,500</b>	<b>193,500</b>	<b>193,500</b>
<b>IV. 910200 - CONTINGENCIES</b>				
	Other Contingencies	850,000	1,350,000	1,790,000
	Appropriated Reserve	250,000	250,000	250,000
	Council Allocation	10,000	10,000	10,000
		1,110,000	1,610,000	2,050,000
<b>TOTAL NON-DEPARTMENTAL (10116100)</b>		<b>\$5,556,964</b>	<b>\$6,749,464</b>	<b>\$7,071,424</b>



**Expenditures and Appropriations by Object of Expense for 10116100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
3,079,745	2,650,000	3,103,749	513000	Utilities	3,700,000	596,251	16.1%
76,255	15,000	15,000	514100	Departmental Special Supplies	15,000	0	0.0%
0	20,000	20,000	516100	Training & Education	0	(20,000)	0.0%
273	6,500	6,500	516600	Special Events & Meetings	6,500	0	0.0%
65,490	59,052	59,052	516700	Memberships & Dues	59,052	0	0.0%
0	2,500	2,500	517300	Advertising and Public Relatio	2,500	0	0.0%
250,431	261,550	410,268	517500	Contributions to Agencies	293,510	(116,758)	(39.8)%
26,198	92,000	92,000	517560	Special Event Grants	122,000	30,000	24.6%
389,444	400,000	400,000	520200	Credit Card Fees	400,000	0	0.0%
0	0	150,000	610400	Consulting Services	0	(150,000)	0.0%
147,189	1,632,862	3,143,279	619800	Other Contractual Services	382,862	(2,760,417)	(721.0)%
<b>4,035,024</b>	<b>5,139,464</b>	<b>7,402,348</b>		<b>Operating and Maintenance Total</b>	<b>4,981,424</b>	<b>(2,420,924)</b>	<b>(48.6)%</b>
<b>Capital</b>							
268,240	0	0	732100	Auto-Rolling Stock & Equipment	0	0	0.0%
29,095	0	18,900	732160	IT Equipment - Software	0	(18,900)	0.0%
<b>297,335</b>	<b>0</b>	<b>18,900</b>		<b>Capital Total</b>	<b>0</b>	<b>(18,900)</b>	<b>0.0%</b>
<b>Other</b>							
20,885	0	0	820300	Fiscal Agent Bond Fees	0	0	0.0%
7,998	1,610,000	578,160	910200	Appropriated Reserve	2,050,000	1,471,840	71.8%
0	(3,250,000)	(5,206,240)	910300	Projected Excess Appropriation	(4,500,000)	706,240	(15.7)%
5,000,000	0	0	952309	Trsf Out To - Fund 309	0	0	0.0%
3,325,304	4,444,643	6,922,389	952420	Trsf Out To - Fund 420	8,838,575	1,916,186	21.7%
0	1,250,000	0	952476	Trsf Out To - Fund 476	0	0	0.0%
<b>8,354,187</b>	<b>4,054,643</b>	<b>2,294,309</b>		<b>Other Total</b>	<b>6,388,575</b>	<b>4,094,266</b>	<b>64.1%</b>
<b>12,686,546</b>	<b>9,194,107</b>	<b>9,715,557</b>		<b>Grand Total</b>	<b>11,369,999</b>	<b>1,654,442</b>	<b>14.6%</b>

**Expenditures and Appropriations by Object of Expense for 20216100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
162,650	0	0	550000	Other Charges	0	0	0.0%
162,650	0	0		<b>Operating and Maintenance Total</b>	0	0	0.0%
162,650	0	0		<b>Grand Total</b>	0	0	0.0%

**Expenditures and Appropriations by Object of Expense for 20316100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Other</b>							
300,000	300,000	300,000	952101	Trsf Out To - Fund 101	300,000	0	0.0%
53,134	0	0	952411	Trsf Out To - Fund 411	0	0	0.0%
<b>353,134</b>	<b>300,000</b>	<b>300,000</b>		<b>Other Total</b>	<b>300,000</b>	<b>0</b>	<b>0.0%</b>
<b>353,134</b>	<b>300,000</b>	<b>300,000</b>		<b>Grand Total</b>	<b>300,000</b>	<b>0</b>	<b>0.0%</b>

**Expenditures and Appropriations by Object of Expense for 30916100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
69,994	60,000	80,000	512100	Office Expense	60,000	(20,000)	(33.3)%
69,994	60,000	80,000		<b>Operating and Maintenance Total</b>	60,000	(20,000)	(33.3)%
69,994	60,000	80,000		<b>Grand Total</b>	60,000	(20,000)	(33.3)%

**Expenditures and Appropriations by Object of Expense for 31016100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
336,458	445,400	455,270	512400	Communications	472,450	17,180	3.6%
0	65,000	65,000	550000	Other Charges	65,000	0	0.0%
<b>336,458</b>	<b>510,400</b>	<b>520,270</b>		<b>Operating and Maintenance Total</b>	<b>537,450</b>	<b>17,180</b>	<b>3.2%</b>
<b>336,458</b>	<b>510,400</b>	<b>520,270</b>		<b>Grand Total</b>	<b>537,450</b>	<b>17,180</b>	<b>3.2%</b>

**Expenditures and Appropriations by Object of Expense for 41516100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Other</b>							
801,822	0	0	952203	Trsf Out To - Fund 203	2,432,418	2,432,418	100.0%
801,822	0	0		<b>Other Total</b>	2,432,418	2,432,418	100.0%
801,822	0	0		<b>Grand Total</b>	2,432,418	2,432,418	100.0%

**Expenditures and Appropriations by Object of Expense for 41816100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Other</b>							
400,000	0	400,000	952101	Trsf Out To - Fund 101	400,000	(0)	0.0%
400,000	0	400,000		<b>Other Total</b>	400,000	(0)	0.0%
400,000	0	400,000		<b>Grand Total</b>	400,000	(0)	0.0%

**Expenditures and Appropriations by Object of Expense for 42016100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Other</b>							
0	(2,918,284)	(2,918,284)	952101	Trsf Out To - Fund 101	0	2,918,284	0.0%
0	(2,918,284)	(2,918,284)		<b>Other Total</b>	0	2,918,284	0.0%
0	(2,918,284)	(2,918,284)		<b>Grand Total</b>	0	2,918,284	0.0%



**Expenditures and Appropriations by Object of Expense for 42416100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Other</b>							
432,309	0	0	952203	Trsf Out To - Fund 203	2,064,446	2,064,446	100.0%
247,226	214,405	214,405	952411	Trsf Out To - Fund 411	250,000	35,595	14.2%
2,730	0	0	952414	Trsf Out To - Fund 414	0	0	0.0%
<b>682,266</b>	<b>214,405</b>	<b>214,405</b>		<b>Other Total</b>	<b>2,314,446</b>	<b>2,100,041</b>	<b>90.7%</b>
<b>682,266</b>	<b>214,405</b>	<b>214,405</b>		<b>Grand Total</b>	<b>2,314,446</b>	<b>2,100,041</b>	<b>90.7%</b>

**Expenditures and Appropriations by Object of Expense for 43116100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Other</b>							
249,409	(969,979)	0	952203	Trsf Out To - Fund 203	310,000	310,000	100.0%
<b>249,409</b>	<b>(969,979)</b>	<b>0</b>		<b>Other Total</b>	<b>310,000</b>	<b>310,000</b>	<b>100.0%</b>
<b>249,409</b>	<b>(969,979)</b>	<b>0</b>		<b>Grand Total</b>	<b>310,000</b>	<b>310,000</b>	<b>100.0%</b>

**Expenditures and Appropriations by Object of Expense for 43416100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
13,147	0	1,888	619800	Other Contractual Services	0	(1,888)	0.0%
13,147	0	1,888		<b>Operating and Maintenance Total</b>	0	(1,888)	0.0%
13,147	0	1,888		<b>Grand Total</b>	0	(1,888)	0.0%

**Expenditures and Appropriations by Object of Expense for 47516100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
126,194	150,000	150,000	520200	Credit Card Fees	150,000	0	0.0%
126,194	150,000	150,000		<b>Operating and Maintenance Total</b>	150,000	0	0.0%
<b>Other</b>							
1,200,000	1,200,000	1,200,000	952101	Trsf Out To - Fund 101	1,200,000	0	0.0%
0	0	223,819	952204	Trsf Out To - Fund 204	0	(223,819)	0.0%
1,200,000	1,200,000	1,423,819		<b>Other Total</b>	1,200,000	(223,819)	(18.7)%
1,326,194	1,350,000	1,573,819		<b>Grand Total</b>	1,350,000	(223,819)	(16.6)%

**Expenditures and Appropriations by Object of Expense for 47616100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Other</b>							
978,668	0	1,123,930	952101	Trsf Out To - Fund 101	1,147,144	23,214	2.0%
978,668	0	1,123,930		<b>Other Total</b>	1,147,144	23,214	2.0%
978,668	0	1,123,930		<b>Grand Total</b>	1,147,144	23,214	2.0%

**Expenditures and Appropriations by Object of Expense for 48516100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Other</b>							
0	998,986	998,986	910200	Appropriated Reserve	0	(998,986)	0.0%
0	998,986	998,986		<b>Other Total</b>	0	(998,986)	0.0%
0	998,986	998,986		<b>Grand Total</b>	0	(998,986)	0.0%

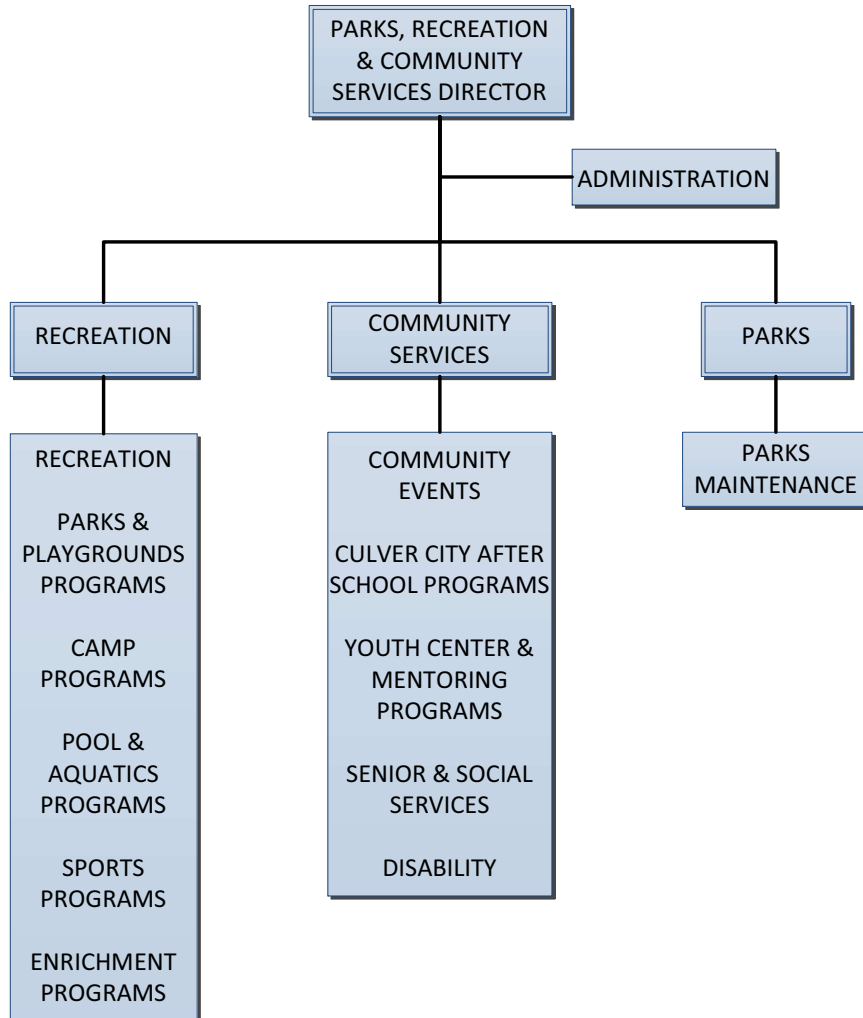
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# Parks, Recreation, and Community Services





## PARKS, RECREATION, AND COMMUNITY SERVICES DEPARTMENT



# Parks, Recreation, and Community Services

## Department Mission

To support our community’s well-being and improve quality of life for residents and guests by:

- Improving and protecting our parks and natural resources through best environmental practices
- Working constantly to make our parks safe, clean and healthful
- Facilitating and providing recreation and leisure opportunities
- Promoting health, wellness and human development
- Strengthening our sense of cultural unity through recognizing our cultural diversity
- Strengthening our community’s image and sense of place through collaboration with community members and groups

## Department Description

The Parks, Recreation and Community Services Department is responsible for providing recreational, wellness and park-related services as well as facilitating the delivery of selected senior and social services to assist in the health and well-being of our community. To achieve these ends, the Department’s Administrative division coordinates the activities of fourteen general fund categories and four grant-supported categories shown below.

## Expenditure Summary

		Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>101 - General Fund</b>						
30100	PR&CS Administrative Division	752,696	1,272,172	1,163,322	(108,850)	(8.6)%
30110	Veteran’s Memorial Complex	517,832	725,888	873,164	147,276	20.3%
30200	Recreation Services	1,193,433	1,281,134	1,322,866	41,732	3.3%
30211	Parks and Playgrounds Programs	563,322	383,312	404,901	21,589	5.6%
30212	Camp Programs	275,525	365,750	371,210	5,460	1.5%
30220	Pool and Aquatics Programs	717,563	901,675	875,095	(26,580)	(2.9)%
30233	Culver City After School Progr	352,745	375,392	370,400	(4,992)	(1.3)%
30240	Sports Programs	403,199	468,159	432,452	(35,707)	(7.6)%
30250	Rec and Enrichment Programs	507,641	1,116,944	798,577	(318,367)	(28.5)%
30260	Youth Center	75,693	155,214	163,347	8,133	5.2%
30270	Youth Mentoring Program	1,474	21,079	20,604	(475)	(2.3)%
30280	Community Events & Excursions	53,520	46,626	51,199	4,573	9.8%
30285	Comm Events-Fiesta La Ballona	80,378	99,130	139,555	40,425	40.8%
30300	Parks Division	3,342,002	3,182,321	2,995,815	(186,506)	(5.9)%
30400	Community Services	1,039,834	1,607,214	1,648,236	41,022	2.6%
30430	Volunteering	29,829	41,288	69,945	28,657	69.4%
<b>101 - General Fund Total</b>		<b>9,906,687</b>	<b>12,043,298</b>	<b>11,700,688</b>	<b>(342,610)</b>	<b>(2.8)%</b>
<b>427 - CDBG - Operating Fund</b>						
30440	Disability Services	0	40,000	37,600	(2,400)	(6.0)%
<b>427 - CDBG - Operating Fund Total</b>		<b>0</b>	<b>40,000</b>	<b>37,600</b>	<b>(2,400)</b>	<b>(6.0)%</b>
<b>Department Total</b>		<b>9,906,687</b>	<b>12,083,298</b>	<b>11,738,288</b>	<b>(345,010)</b>	<b>(2.9)%</b>

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>10130100 PR&amp;CS Administration</b>					
PR&CS Director	1.00	1.00	1.00	0.00	0.0%
Secretary *	1.00	1.00	0.00	-1.00	-100.0%
Sr. Management Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>3.00</b>	<b>3.00</b>	<b>2.00</b>	<b>-1.00</b>	<b>-33.3%</b>
<b>10130200 Recreation Services</b>					
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Recreation & Community Svcs Coordinator	4.00	4.00	4.00	0.00	0.0%
Recreation & Community Svcs Manager	1.00	1.00	1.00	0.00	0.0%
Recreation & Community Svcs Supervisor	2.00	2.00	2.00	0.00	0.0%
<b>Division Total</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10130220 Pool &amp; Aquatics Programs</b>					
Sr. Pool Managers/RPT	0.00	1.50	1.50	0.00	0.0%
<b>Division Total</b>	<b>0.00</b>	<b>1.50</b>	<b>1.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10130300 Parks Division</b>					
Associate Analyst *	0.00	0.00	1.00	1.00	100.0%
Facilities Maint Crew Leader	1.00	1.00	1.00	0.00	0.0%
Irrigation Maintenance Technician	1.00	1.00	1.00	0.00	0.0%
Maintenance Worker II	3.00	3.00	3.00	0.00	0.0%
Maintenance Worker I	4.00	4.00	4.00	0.00	0.0%
Park Maintenance Crew Leader	3.00	3.00	3.00	0.00	0.0%
Park Maintenance Supervisor	1.00	1.00	1.00	0.00	0.0%
Parks Manager	1.00	1.00	1.00	0.00	0.0%
Irrigation Maintenance Technician	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>15.00</b>	<b>15.00</b>	<b>16.00</b>	<b>1.00</b>	<b>6.7%</b>
<b>10130400 Community Services</b>					
Administrative Clerk	1.00	1.00	1.00	0.00	0.0%
Recreation & Community Svcs Coordinator	3.00	3.00	3.00	0.00	0.0%
Recreation & Community Svcs Manager	1.00	1.00	1.00	0.00	0.0%
Recreation & Community Svcs Supervisor	1.69	1.69	1.69	0.00	0.0%
<b>Division Total</b>	<b>6.69</b>	<b>6.69</b>	<b>6.69</b>	<b>0.00</b>	<b>0.0%</b>
<b>42730440 Disability Services</b>					
Recreation & Community Svcs Supervisor	0.31	0.31	0.31	0.00	0.0%
<b>Division Total</b>	<b>0.31</b>	<b>0.31</b>	<b>0.31</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>33.00</b>	<b>34.50</b>	<b>34.50</b>	<b>0.00</b>	<b>0.0%</b>

\* Reclass one (1) vacant Secretary position to Associate Analyst position.

## FISCAL YEAR 2023/2024 WORK PLANS

- **Parks and Recreation Facilities Master Plan:** Hire a consultant to work with the community and staff in producing an update to, and extension of, the 2009 Parks and Recreation Master Plan. The Master Plan will comply with, and conform to, State of California Planning Law for the purpose of being incorporated as the “Parks and Recreation Element” of the City of Culver City’s General Plan. It will include an evaluation of the condition of the City’s parks and recreation facilities and the priority of each need in relation to the others. Extensive community outreach will be done. Based on this feedback, a 20-year vision for the future of Parks and Recreation will be created. It is anticipated that the Master Plan will be reviewed annually with major revisions and updates undertaken every five years or as the community’s socio-economic conditions would so dictate.
- **CityRide (Senior Mobility) Services (Collaboration with Transportation):** With the onset of COVID-19, the use of the Dial-A-Ride vehicle services fell to 23% of FY19 demand. Both the Transportation Department and the Community Services Division of the Parks, Recreation and Community Services Department began community engagement with our senior community to reimagine a CityRide Senior Mobility program. Staff have conducted a series of focus groups and reached out to other transit programs. Staff will use this feedback and input to draft and seek council support on a Reimagined Senior Mobility Services Program that would include a new software to support the provision of on-demand services as well as streamline the booking of group mobility trips, sharing the costs and trips with micro-transit, and educations of our residents in the use of alternative mobility services. The tentative goal is that by FY 24-25 there will be a soft rollout of adapted services, depending on staffing and vehicles available in the coming months and years. Core Services of the reimagined Senior Mobility Services Program would be: 1) medical appointments 2) field trips (ex: weekly pickup on Tuesday at 2 PM to go to grocery store) 3) Senior on demand door-to-door service.
- **Community Outreach, Marketing, and Recruitment:** Due to part-time staffing shortages in the FY 2022/2023, staff will continue to focus on community outreach, marketing, and recruitment. Staff will develop a plan that provides awareness of all PRCS programs and special events to the community at large. The plan will include internal and external marketing strategies and effective community outreach methods. Working with HR, staff will continue to pursue best recruitment practices focusing on part-time positions, such as lifeguards and recreation leaders.
- **Community Engagement through Volunteerism:** To create more opportunities for patrons to be truly engaged in their community, PRCS will expand the volunteer program. This more extensive program will allow patrons to assist with special events, recreation programming, and cultural activities. College and high school students will be able to complete their internships/volunteer hours in the PRCS volunteer program.
- **Parks and Facilities Rental Procedures:** Utilizing the information from the Park Allocation Work Plan from FY 22-23, PRCS will ensure the Parks and Facilities rental procedures are streamlined and up to date. Staff will research best practices in the industry and begin revamping the rentals process, including modifying the PRCS parks and facilities rental webpage, updating and removing procedures, scheduling staff trainings, and creating new forms and evaluations on patrons’ experiences. The goal is to make the rentals process more transparent and efficient by employing faster and simpler working methods.
- **AB-1881 Model Water Efficient Landscape Ordinance (MWELO):** The Parks Division will continue upgrading citywide irrigation systems to ensure AB-1881 compliance. Staff will work with an irrigation consultant to review and evaluate the department’s current system and partner with the departments of Public Works and Planning to ensure MWELO annual report is completed. Working with the IT Department and Calsense, staff plans to upgrade the Calsense Central Controllers throughout the City.
- **Bleacher Replacement Schedule:** PRCS staff will develop an evaluation tool for bleachers in the park system including a repair and replacement schedule. This tool will offer a comprehensive approach to how the Parks Division views its resources and the impact they have in the community.

- **Adult Sports Program:** PRCS Staff will build a foundation for the future implementation of an in-house Adult Sports Program. This foundation will include general rules and regulations, fee analysis including a survey for surrounding cities, equity and inclusion plan, analysis of staffing needs, and an operating budget. Areas which the department may consider evaluating include recruitment of officials and scorekeepers, code of conducts, coaching workshops, and team manager meetings. After implementing the foundation, the Adult Sports Program test program is tentatively scheduled to take place during the fiscal year 2024-2025.
- **Parks Maintenance Staff Tools:** Parks Maintenance will purchase electronic tablets with cell service to help staff be more efficient in the field. These tablets will be able to take pictures and staff will be able to upload them immediately to the work order system. They will be useful in tracking graffiti, work orders, staff time spent on projects, etc.



## GOALS FOR FISCAL YEAR 2023/2024

### Continue to Maintain an Effective Workforce

- The short-term (1 year) objective is:
  - Continue providing staff with the tangible and intangible skill sets and resources needed to be successful and effective on the job.
- The action steps are:
  - The Department's Pipeline to Progress Series offers mandatory trainings in leadership, customer service, community engagement, management, conflict resolution, cultural competence, mental health, and program design. These trainings offer specific opportunities for part-time staff to build connections and train with other part-time staff and full-time staff to learn from the experiences from their colleagues.
  - Standardize the ongoing opportunities for patrons to provide feedback on staff performance, programs, and park facilities by creating a specific workflow and action plan for receiving and communicating feedback. The feedback will be evaluated by the Division and Department Heads for review and consideration, which is currently happening on a monthly or quarterly basis by management.
  - With new staff currently in the works to be on-boarded, staff will continue to analyze the department's work balance and restructure if necessary. Staff may be reassigned to different program areas. Prior to the reassignment, staff will be trained and provided with all the tools needed to be successful in their new role. The restructure will allow for an effective workflow.
- The human and financial resources necessary to accomplish these action steps will be:
  - Existing staff will be reassigned to different program areas. Additional trainers will be necessary to accomplish these action steps.
- The timeframe for the action steps is July 2023 through June 2024.
- The indicator for success will be improvements in staff performance as measured by both formal and informal evaluations made by patrons and supervisory staff. The department plans to continue to collaborate with other departments on shared areas of concerns to build relationships, strengthen our communication, and improve staff's interpersonal skills.



## PR&CS Administrative Division (10130100)

### Division Mission

To ensure the City Council and the Parks, Recreation and Community Services Commission goals and mission are fulfilled through long-range, strategic planning and day-to-day administration of the Department’s programs.

### Division Description

The Parks, Recreation and Community Services Department Administration Division is responsible for the maintenance and operations of the City’s parks and facilities, and facilitating leisure and community services.

To achieve these ends, the Administrative Division oversees the activities of its three Divisions; the Parks Division, the Recreation Division, and the Senior and Social Services Division. The Administrative Division also staffs the Parks, Recreation and Community Services Commission, sits as a non-voting member on the Baldwin Hills Conservancy Board and participates in other similar committees and subcommittees as may be appropriate from time to time.

### Expenditure Summary for 10130100

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	589,378	775,508	676,988	(98,520)	(12.7)%
Operating and Maintenance	163,318	495,854	483,184	(12,670)	(2.6)%
Capital	0	810	3,150	2,340	288.9%
<b>Total</b>	<b>752,696</b>	<b>1,272,172</b>	<b>1,163,322</b>	<b>(108,850)</b>	<b>(8.6)%</b>

**Expenditures and Appropriations by Object of Expense for 10130100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
358,269	454,450	474,067	411100	Regular Salaries	394,824	(79,243)	(20.1)%
8,352	11,960	11,960	431000	Deferred Compensation	9,880	(2,080)	(21.1)%
24,089	32,161	32,161	432000	Social Security	28,268	(3,893)	(13.8)%
23,313	27,198	27,198	433000	Retirement - Employer	28,324	1,126	4.0%
58,759	73,118	73,118	433050	Retirement-Unfunded Liability	62,368	(10,750)	(17.2)%
18,816	17,165	17,165	434000	Workers Compensation	29,863	12,698	42.5%
22,258	46,865	46,865	435000	Group Insurance	39,345	(7,520)	(19.1)%
1,455	2,280	3,580	435400	Retiree Health Savings	5,850	2,270	38.8%
51,071	63,210	63,210	435500	Retiree Insurance	59,890	(3,320)	(5.5)%
94	284	284	436000	State Disability Insurance	256	(28)	(10.9)%
1,000	1,500	1,500	437000	Mgt Health Ben	1,500	0	0.0%
14,392	16,000	16,000	437500	Longevity Pay	9,000	(7,000)	(77.8)%
4,517	4,500	4,500	438000	Auto Allowance	4,500	0	0.0%
2,993	3,900	3,900	438500	Cell Phone Allowance	3,120	(780)	(25.0)%
<b>589,378</b>	<b>754,591</b>	<b>775,508</b>		<b>Personnel Total</b>	<b>676,988</b>	<b>(98,520)</b>	<b>(14.6)%</b>
<b>Operating and Maintenance</b>							
184	390	390	512100	Office Expense	390	0	0.0%
0	0	4,521	512200	Printing and Binding	0	(4,521)	0.0%
1,861	1,010	1,010	512400	Communications	1,010	0	0.0%
468	300	300	514100	Departmental Special Supplies	300	0	0.0%
0	0	2,730	516100	Training & Education	3,000	270	9.0%
8,671	3,230	4,625	516500	Conferences & Conventions	3,230	(1,395)	(43.2)%
0	390	390	516600	Special Events & Meetings	390	0	0.0%
1,845	1,820	2,035	516700	Memberships & Dues	1,820	(215)	(11.8)%
6,495	7,305	7,305	517000	City Commission Expenses	7,305	0	0.0%
500	5,000	5,000	517500	Contributions to Agencies	5,000	0	0.0%
2,399	2,336	2,336	517850	Employee Recognition Events	2,336	0	0.0%
134,450	175,535	175,535	520210	ActiveNet Fees	175,535	0	0.0%
0	10,000	280,654	619800	Other Contractual Services	275,175	(5,479)	(2.0)%
6,446	9,023	9,023	650300	Liability Reserve Charge	7,693	(1,330)	(17.3)%
<b>163,318</b>	<b>216,339</b>	<b>495,854</b>		<b>Operating and Maintenance Total</b>	<b>483,184</b>	<b>(12,670)</b>	<b>(2.6)%</b>
<b>Capital</b>							
0	0	810	732160	IT Equipment - Software	3,150	2,340	74.3%
<b>0</b>	<b>0</b>	<b>810</b>		<b>Capital Total</b>	<b>3,150</b>	<b>2,340</b>	<b>74.3%</b>
<b>752,696</b>	<b>970,930</b>	<b>1,272,172</b>		<b>Grand Total</b>	<b>1,163,322</b>	<b>(108,850)</b>	<b>(9.4)%</b>



## Veteran’s Memorial Complex (10130110)

### Division Mission

To operate the Veteran’s Memorial Complex which consists of the Veterans’ Memorial Building and Auditorium, the Teen Center, the Senior Center, the National Guard Armory and two additional City facilities currently rented to community organizations as a Civic Center meeting place for cultural, recreational and social activities sponsored by recreational, civic and commercial interests and to provide the highest levels of service.

### Division Description

The Veterans’ Memorial Complex Division is responsible for coordinating the use of space and ensuring all activity areas are properly equipped, safe, clean, and prepared for occupancy. The Veterans’ Memorial Complex, which consists of the Veterans’ Memorial Building and Auditorium, the Teen Center, the Senior Center the National Guard Armory and two additional City facilities currently rented to community organizations, is the venue for a large number of the leisure and cultural activities of Culver City and its surrounding population. More than 2,000 users schedule more than 20,000 hours of structured activities each year. Additionally, the complex provides another 3,000 hours per year for unstructured “drop in” activities for senior citizens and teenagers. More than three-quarters of a million attendees per year support the wide variety of activities presented in this complex. (Approximately 75% fee supported).

### Expenditure Summary for 10130110

	<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Personnel	267,380	331,685	336,962	5,277	1.6%
Operating and Maintenance	231,710	336,958	536,202	199,244	59.1%
Capital	18,743	57,245	0	(57,245)	(100.0)%
<b>Total</b>	<b>517,832</b>	<b>725,888</b>	<b>873,164</b>	<b>147,276</b>	<b>20.3%</b>

**Expenditures and Appropriations by Object of Expense for 10130110**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
14,420	13,650	13,650	411100	Regular Salaries	0	(13,650)	0.0%
174,234	265,826	265,826	411200	Part-Time Salaries	265,826	0	0.0%
0	1,346	1,346	411310	Overtime-Regular	1,346	0	0.0%
140	0	0	431000	Deferred Compensation	0	0	0.0%
4,204	2,500	2,500	432000	Social Security	20,330	17,830	87.7%
1,352	2,300	2,300	433000	Retirement - Employer	0	(2,300)	0.0%
18,166	0	0	433050	Retirement-Unfunded Liability	0	0	0.0%
5,740	5,843	5,843	433200	PARS Retirement	11,081	5,238	47.3%
28,230	20,230	20,230	434000	Workers Compensation	17,529	(2,701)	(15.4)%
864	0	0	435000	Group Insurance	0	0	0.0%
85	0	0	435400	Retiree Health Savings	0	0	0.0%
19,028	19,990	19,990	435500	Retiree Insurance	20,850	860	4.1%
40	0	0	436000	State Disability Insurance	0	0	0.0%
500	0	0	437000	Mgt Health Ben	0	0	0.0%
332	0	0	437500	Longevity Pay	0	0	0.0%
45	0	0	438500	Cell Phone Allowance	0	0	0.0%
<b>267,380</b>	<b>331,685</b>	<b>331,685</b>		<b>Personnel Total</b>	<b>336,962</b>	<b>5,277</b>	<b>1.6%</b>
<b>Operating and Maintenance</b>							
161	2,376	4,576	512100	Office Expense	2,376	(2,200)	(92.6)%
559	300	300	512400	Communications	300	0	0.0%
2,269	3,352	7,352	514100	Departmental Special Supplies	3,352	(4,000)	(119.3)%
0	23,600	23,600	514600	Small Tools & Equipment	3,600	(20,000)	(555.6)%
1,378	1,228	1,228	516100	Training & Education	1,228	0	0.0%
0	0	18,029	550000	Other Charges	0	(18,029)	0.0%
0	900	400	600200	R&M - Equipment	400	0	0.0%
217,672	270,430	270,839	619800	Other Contractual Services	520,430	249,591	48.0%
9,671	10,634	10,634	650300	Liability Reserve Charge	4,516	(6,118)	(135.5)%
<b>231,710</b>	<b>312,820</b>	<b>336,958</b>		<b>Operating and Maintenance Total</b>	<b>536,202</b>	<b>199,244</b>	<b>37.2%</b>
<b>Capital</b>							
18,743	6,500	6,500	732120	Departmental Special Equipment	0	(6,500)	0.0%
0	26,500	50,745	740100	Furniture & Furnishings	0	(50,745)	0.0%
<b>18,743</b>	<b>33,000</b>	<b>57,245</b>		<b>Capital Total</b>	<b>0</b>	<b>(57,245)</b>	<b>0.0%</b>
<b>517,832</b>	<b>677,505</b>	<b>725,888</b>		<b>Grand Total</b>	<b>873,164</b>	<b>147,276</b>	<b>16.9%</b>

## Recreation Services (10130200)

### Division Mission

Culver City Recreation Division is a professional, innovative organization that provides fun, safe, quality recreational programs which inspire people and enhance the vitality and well-being of all who participate.

### Division Description

The Recreation Division of the Parks, Recreation and Community Services Department is responsible for the overall management of the eleven different program Divisions including Administration, Parks & Playgrounds, Day Camps, Aquatics, After School Programs, Sports, Enrichment Classes, Teen Center, Youth Mentoring and Community Events including the annual Fiesta La Ballona and the Dr. Martin Luther King, Jr. Celebration. This Division oversees program development, implementation, and evaluation based upon the needs of Culver City residents. This Division works in partnership with the Culver City Unified School District and other various community groups to provide a comprehensive approach to leisure services in the Culver City community for residents of all ages and abilities.

### Expenditure Summary for 10130200

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	1,147,018	1,200,328	1,252,577	52,249	4.4%
Operating and Maintenance	46,415	77,756	70,289	(7,467)	(9.6)%
Capital	0	3,050	0	(3,050)	(100.0)%
<b>Total</b>	<b>1,193,433</b>	<b>1,281,134</b>	<b>1,322,866</b>	<b>41,732</b>	<b>3.3%</b>

**Expenditures and Appropriations by Object of Expense for 10130200**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
760,879	737,774	748,297	411100	Regular Salaries	755,253	6,956	0.9%
1,587	0	0	411200	Part-Time Salaries	0	0	0.0%
203	0	0	411310	Overtime-Regular	0	0	0.0%
16,529	15,408	15,408	431000	Deferred Compensation	15,600	192	1.2%
55,918	55,805	55,805	432000	Social Security	61,685	5,880	9.5%
50,576	44,570	44,570	433000	Retirement - Employer	55,914	11,344	20.3%
88,778	139,998	139,998	433050	Retirement-Unfunded Liability	123,088	(16,910)	(13.7)%
56	0	0	433200	PARS Retirement	0	0	0.0%
31,077	26,742	26,742	434000	Workers Compensation	48,217	21,475	44.5%
82,947	103,825	103,825	435000	Group Insurance	123,540	19,715	16.0%
4,943	5,169	10,369	435400	Retiree Health Savings	15,600	5,231	33.5%
27,604	28,650	28,650	435500	Retiree Insurance	38,970	10,320	26.5%
1,417	1,484	1,484	436000	State Disability Insurance	1,470	(14)	(1.0)%
2,000	1,500	1,500	437000	Mgt Health Ben	3,000	1,500	50.0%
17,506	19,000	19,000	437500	Longevity Pay	4,000	(15,000)	(375.0)%
4,998	4,680	4,680	438500	Cell Phone Allowance	6,240	1,560	25.0%
<b>1,147,018</b>	<b>1,184,605</b>	<b>1,200,328</b>		<b>Personnel Total</b>	<b>1,252,577</b>	<b>52,249</b>	<b>4.2%</b>
<b>Operating and Maintenance</b>							
2,696	2,700	2,700	512100	Office Expense	2,700	0	0.0%
6,604	3,580	3,580	512400	Communications	3,580	0	0.0%
636	1,000	17,691	514100	Departmental Special Supplies	1,000	(16,691)	(1,669.1)%
5,405	8,886	8,886	516100	Training & Education	12,978	4,092	31.5%
1,112	1,250	1,250	516700	Memberships & Dues	1,250	0	0.0%
0	0	2,800	517100	Subscriptions	2,800	0	0.0%
9,426	9,500	9,500	550000	Other Charges	17,000	7,500	44.1%
9,820	10,900	10,900	600800	Equip Maint Expenses	16,500	5,600	33.9%
71	62	62	605400	Amortization of Equipment	59	(3)	(5.1)%
0	0	6,330	619800	Other Contractual Services	0	(6,330)	0.0%
10,645	14,057	14,057	650300	Liability Reserve Charge	12,422	(1,635)	(13.2)%
<b>46,415</b>	<b>51,935</b>	<b>77,756</b>		<b>Operating and Maintenance Total</b>	<b>70,289</b>	<b>(7,467)</b>	<b>(10.6)%</b>
<b>Capital</b>							
0	0	3,050	740100	Furniture & Furnishings	0	(3,050)	0.0%
<b>0</b>	<b>0</b>	<b>3,050</b>		<b>Capital Total</b>	<b>0</b>	<b>(3,050)</b>	<b>0.0%</b>
<b>1,193,433</b>	<b>1,236,540</b>	<b>1,281,134</b>		<b>Grand Total</b>	<b>1,322,866</b>	<b>41,732</b>	<b>3.2%</b>

## Parks And Playgrounds Programs (10130211)

### Division Mission

To provide a safe, friendly and clean environment for the recreation and leisure needs of the youth and adults living in or visiting Culver City parks.

### Division Description

The Parks & Playgrounds Section is responsible for program development, planning, and implementation of leisure activities at 11 of the 18 city parks and playgrounds. Activities include games, crafts, special events and other activities that support the building of a strong sense of community and provide health & fitness opportunities. The Parks and Playgrounds Section provides drop-in activities during after school hours, non- school days and during weekends.

### Expenditure Summary for 10130211

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	555,163	363,041	369,823	6,782	1.9%
Operating and Maintenance	8,159	20,271	8,578	(11,693)	(57.7)%
Capital	0	0	26,500	26,500	0.0%
<b>Total</b>	<b>563,322</b>	<b>383,312</b>	<b>404,901</b>	<b>21,589</b>	<b>5.6%</b>

**Expenditures and Appropriations by Object of Expense for 10130211**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
4,059	0	0	411100	Regular Salaries	0	0	0.0%
506,078	316,549	316,549	411200	Part-Time Salaries	316,549	0	0.0%
7,397	17,204	17,204	432000	Social Security	24,220	7,016	29.0%
17,855	11,081	11,081	433200	PARS Retirement	8,180	(2,901)	(35.5)%
19,775	18,207	18,207	434000	Workers Compensation	20,874	2,667	12.8%
<b>555,163</b>	<b>363,041</b>	<b>363,041</b>		<b>Personnel Total</b>	<b>369,823</b>	<b>6,782</b>	<b>1.8%</b>
<b>Operating and Maintenance</b>							
85	1,200	1,200	512100	Office Expense	1,200	0	0.0%
1,301	9,500	9,500	514100	Departmental Special Supplies	2,000	(7,500)	(375.0)%
6,774	9,571	9,571	650300	Liability Reserve Charge	5,378	(4,193)	(78.0)%
<b>8,159</b>	<b>20,271</b>	<b>20,271</b>		<b>Operating and Maintenance Total</b>	<b>8,578</b>	<b>(11,693)</b>	<b>(136.3)%</b>
<b>Capital</b>							
0	0	0	740100	Furniture & Furnishings	26,500	26,500	100.0%
<b>0</b>	<b>0</b>	<b>0</b>		<b>Capital Total</b>	<b>26,500</b>	<b>26,500</b>	<b>100.0%</b>
<b>563,322</b>	<b>383,312</b>	<b>383,312</b>		<b>Grand Total</b>	<b>404,901</b>	<b>21,589</b>	<b>5.3%</b>

## Camp Programs (10130212)

### Division Mission

To enhance the lives of Culver City children by providing quality, supervised recreational programs for school-aged youth when school is not in session.

### Division Description

The Camp Program Section is responsible for planning and implementing affordable, quality day camp programs that provide Culver City residents supervised day care when school is not in session. The Camp Program Section offers programs Monday through Friday and includes organized games, crafts and special activities.

### Expenditure Summary for 10130212

	<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Personnel	240,384	272,153	285,112	12,959	4.8%
Operating and Maintenance	35,141	89,193	86,098	(3,095)	(3.5)%
Capital	0	4,404	0	(4,404)	(100.0)%
<b>Total</b>	<b>275,525</b>	<b>365,750</b>	<b>371,210</b>	<b>5,460</b>	<b>1.5%</b>

**Expenditures and Appropriations by Object of Expense for 10130212**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
1,120	0	0	411100	Regular Salaries	0	0	0.0%
214,018	233,655	233,655	411200	Part-Time Salaries	233,655	0	0.0%
3,120	16,879	16,879	432000	Social Security	17,880	1,001	5.6%
7,530	8,180	8,180	433200	PARS Retirement	18,169	9,989	55.0%
14,597	13,439	13,439	434000	Workers Compensation	15,408	1,969	12.8%
<b>240,384</b>	<b>272,153</b>	<b>272,153</b>		<b>Personnel Total</b>	<b>285,112</b>	<b>12,959</b>	<b>4.5%</b>
<b>Operating and Maintenance</b>							
21,418	24,129	24,129	514100	Departmental Special Supplies	24,129	0	0.0%
92	0	0	516100	Training & Education	0	0	0.0%
1,514	31,000	31,000	516600	Special Events & Meetings	31,000	0	0.0%
7,117	27,000	27,000	619800	Other Contractual Services	27,000	0	0.0%
5,000	7,064	7,064	650300	Liability Reserve Charge	3,969	(3,095)	(78.0)%
<b>35,141</b>	<b>89,193</b>	<b>89,193</b>		<b>Operating and Maintenance Total</b>	<b>86,098</b>	<b>(3,095)</b>	<b>(3.6)%</b>
<b>Capital</b>							
0	0	4,404	732160	IT Equipment - Software	0	(4,404)	0.0%
<b>0</b>	<b>0</b>	<b>4,404</b>		<b>Capital Total</b>	<b>0</b>	<b>(4,404)</b>	<b>0.0%</b>
<b>275,525</b>	<b>361,346</b>	<b>365,750</b>		<b>Grand Total</b>	<b>371,210</b>	<b>5,460</b>	<b>1.5%</b>



## Pool and Aquatics Programs (10130220)

### Division Mission

To promote health & fitness and strong community values by providing year-round aquatic programs that meet the needs of Culver City residents.

### Division Description

The Aquatics Section is responsible for the development, planning, implementation, and supervision of a year round aquatics program that provides for comprehensive aquatic experiences. Staff is responsible for daily care and operation of the aquatic facilities.

### Expenditure Summary for 10130220

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	634,112	771,182	759,474	(11,708)	(1.5)%
Operating and Maintenance	83,452	130,493	115,621	(14,872)	(11.4)%
<b>Total</b>	<b>717,563</b>	<b>901,675</b>	<b>875,095</b>	<b>(26,580)</b>	<b>(2.9)%</b>

**Expenditures and Appropriations by Object of Expense for 10130220**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
4,310	97,960	97,960	411100	Regular Salaries	97,960	0	0.0%
547,883	554,305	554,305	411200	Part-Time Salaries	554,305	0	0.0%
0	530	530	411310	Overtime-Regular	530	0	0.0%
20	3,120	3,120	431000	Deferred Compensation	3,120	0	0.0%
8,071	15,070	15,070	432000	Social Security	42,410	27,340	64.5%
42	8,200	8,200	433000	Retirement - Employer	8,200	0	0.0%
14,710	0	0	433050	Retirement-Unfunded Liability	0	0	0.0%
19,305	18,169	18,169	433200	PARS Retirement	9,937	(8,232)	(82.8)%
39,268	36,218	36,218	434000	Workers Compensation	43,012	6,794	15.8%
491	35,550	35,550	435000	Group Insurance	0	(35,550)	0.0%
8	1,300	1,300	435400	Retiree Health Savings	0	(1,300)	0.0%
3	760	760	436000	State Disability Insurance	0	(760)	0.0%
<b>634,112</b>	<b>771,182</b>	<b>771,182</b>		<b>Personnel Total</b>	<b>759,474</b>	<b>(11,708)</b>	<b>(1.5)%</b>
<b>Operating and Maintenance</b>							
701	1,000	1,000	512100	Office Expense	1,000	0	0.0%
749	410	410	512400	Communications	410	0	0.0%
14,199	6,000	14,760	514100	Departmental Special Supplies	10,180	(4,580)	(45.0)%
72	2,750	3,250	514600	Small Tools & Equipment	2,750	(500)	(18.2)%
2,305	2,000	2,000	516100	Training & Education	2,800	800	28.6%
2,247	4,300	4,300	550000	Other Charges	4,300	0	0.0%
0	0	2,000	600100	R&M - Building	0	(2,000)	0.0%
4,679	16,000	14,596	600200	R&M - Equipment	15,100	504	3.3%
45,049	45,000	69,139	619800	Other Contractual Services	68,000	(1,139)	(1.7)%
13,451	19,038	19,038	650300	Liability Reserve Charge	11,081	(7,957)	(71.8)%
<b>83,452</b>	<b>96,498</b>	<b>130,493</b>		<b>Operating and Maintenance Total</b>	<b>115,621</b>	<b>(14,872)</b>	<b>(12.9)%</b>
<b>717,563</b>	<b>867,680</b>	<b>901,675</b>		<b>Grand Total</b>	<b>875,095</b>	<b>(26,580)</b>	<b>(3.0)%</b>

## Culver City After School Program (10130233)

### Division Mission

To offer Culver City residents with a higher quality of life by providing affordable after school child care to children in elementary and middle school.

### Division Description

The Culver City After School Program is responsible for providing after school care to children at facilities located near or at local school sites. Programs are offered Monday through Friday from the end of the school day to 6:00 p.m. Program components include academic improvement, health & fitness and cultural activities. This Division is responsible for working in partnership with the local school and developing additional activities in support of the school and its objectives.

### Expenditure Summary for 10130233

	<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Personnel	336,175	350,650	349,682	(968)	(0.3)%
Operating and Maintenance	16,570	24,742	20,718	(4,024)	(16.3)%
<b>Total</b>	<b>352,745</b>	<b>375,392</b>	<b>370,400</b>	<b>(4,992)</b>	<b>(1.3)%</b>

**Expenditures and Appropriations by Object of Expense for 10130233**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
14,894	0	0	411100	Regular Salaries	0	0	0.0%
285,772	303,811	303,811	411200	Part-Time Salaries	303,811	0	0.0%
111	0	0	411310	Overtime-Regular	0	0	0.0%
321	0	0	431000	Deferred Compensation	0	0	0.0%
4,910	19,428	19,428	432000	Social Security	23,250	3,822	16.4%
944	0	0	433000	Retirement - Employer	0	0	0.0%
10,043	9,937	9,937	433200	PARS Retirement	2,587	(7,350)	(284.1)%
18,979	17,474	17,474	434000	Workers Compensation	20,034	2,560	12.8%
134	0	0	435400	Retiree Health Savings	0	0	0.0%
67	0	0	436000	State Disability Insurance	0	0	0.0%
<b>336,175</b>	<b>350,650</b>	<b>350,650</b>		<b>Personnel Total</b>	<b>349,682</b>	<b>(968)</b>	<b>(0.3)%</b>
<b>Operating and Maintenance</b>							
375	200	200	512400	Communications	200	0	0.0%
5,989	12,027	12,027	514100	Departmental Special Supplies	12,027	0	0.0%
3,704	0	0	550000	Other Charges	0	0	0.0%
0	3,330	3,330	619800	Other Contractual Services	3,330	0	0.0%
6,502	9,185	9,185	650300	Liability Reserve Charge	5,161	(4,024)	(78.0)%
<b>16,570</b>	<b>24,742</b>	<b>24,742</b>		<b>Operating and Maintenance Total</b>	<b>20,718</b>	<b>(4,024)</b>	<b>(19.4)%</b>
<b>352,745</b>	<b>375,392</b>	<b>375,392</b>		<b>Grand Total</b>	<b>370,400</b>	<b>(4,992)</b>	<b>(1.3)%</b>

## Sports Programs (10130240)

### Division Mission

To promote health and fitness through a variety of quality adult and youth sports programs and services.

### Division Description

The Sports Program Section is responsible for development, implementation and supervision of both adult and youth sports leagues and/or programs. Adult programs to be offered include Adult Basketball and Softball Leagues, and drop-in sports such as soccer and volleyball. Youth programs include a variety of contracted youth sports classes, day camps and workshops targeted to children ages 4-15 years. Additionally, a Youth Basketball League is offered in collaboration with the Culver Palms YMCA. The Sports Section maximizes the utilization of City sports facilities through an equitable field distribution plan and effective management and coordination with various sports community groups.

### Expenditure Summary for 10130240

	<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Personnel	7,499	7,980	7,800	(180)	(2.3)%
Operating and Maintenance	395,700	460,179	424,652	(35,527)	(7.7)%
<b>Total</b>	<b>403,199</b>	<b>468,159</b>	<b>432,452</b>	<b>(35,707)</b>	<b>(7.6)%</b>

**Expenditures and Appropriations by Object of Expense for 10130240**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
7,499	7,980	7,980	435500	Retiree Insurance	7,800	(180)	(2.3)%
<b>7,499</b>	<b>7,980</b>	<b>7,980</b>		<b>Personnel Total</b>	<b>7,800</b>	<b>(180)</b>	<b>(2.3)%</b>
<b>Operating and Maintenance</b>							
395,700	424,652	460,179	619800	Other Contractual Services	424,652	(35,527)	(8.4)%
<b>395,700</b>	<b>424,652</b>	<b>460,179</b>		<b>Operating and Maintenance Total</b>	<b>424,652</b>	<b>(35,527)</b>	<b>(8.4)%</b>
<b>403,199</b>	<b>432,632</b>	<b>468,159</b>		<b>Grand Total</b>	<b>432,452</b>	<b>(35,707)</b>	<b>(8.3)%</b>

## Rec and Enrichment Programs (10130250)

### Division Mission

To foster lifelong learning and develop a strong sense of community by providing a wide variety of quality Recreation classes for Culver City residents of all ages.

### Division Description

The Recreation Class Section is responsible for development and implementation of a wide variety of quality class opportunities that include the arts, health & wellness, cultural awareness, academic improvement, sense of community and allows participants to express themselves in a creative and caring setting.

### Expenditure Summary for 10130250

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	162,430	87,913	88,119	206	0.2%
Operating and Maintenance	345,211	1,029,031	710,458	(318,573)	(31.0)%
<b>Total</b>	<b>507,641</b>	<b>1,116,944</b>	<b>798,577</b>	<b>(318,367)</b>	<b>(28.5)%</b>

**Expenditures and Appropriations by Object of Expense for 10130250**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
2,297	0	0	411100	Regular Salaries	0	0	0.0%
133,627	73,901	73,901	411200	Part-Time Salaries	73,901	0	0.0%
22	0	0	431000	Deferred Compensation	0	0	0.0%
2,450	4,031	4,031	432000	Social Security	5,650	1,619	28.7%
518	0	0	433000	Retirement - Employer	0	0	0.0%
10,665	0	0	433050	Retirement-Unfunded Liability	0	0	0.0%
4,470	2,587	2,587	433200	PARS Retirement	3,695	1,108	30.0%
7,878	7,394	7,394	434000	Workers Compensation	4,873	(2,521)	(51.7)%
491	0	0	435000	Group Insurance	0	0	0.0%
9	0	0	435400	Retiree Health Savings	0	0	0.0%
4	0	0	436000	State Disability Insurance	0	0	0.0%
<b>162,430</b>	<b>87,913</b>	<b>87,913</b>		<b>Personnel Total</b>	<b>88,119</b>	<b>206</b>	<b>0.2%</b>
<b>Operating and Maintenance</b>							
421	2,500	2,090	514100	Departmental Special Supplies	2,090	0	0.0%
342,091	707,113	1,023,054	619800	Other Contractual Services	707,113	(315,941)	(44.7)%
2,699	3,887	3,887	650300	Liability Reserve Charge	1,255	(2,632)	(209.7)%
<b>345,211</b>	<b>713,500</b>	<b>1,029,031</b>		<b>Operating and Maintenance Total</b>	<b>710,458</b>	<b>(318,573)</b>	<b>(44.8)%</b>
<b>507,641</b>	<b>801,413</b>	<b>1,116,944</b>		<b>Grand Total</b>	<b>798,577</b>	<b>(318,367)</b>	<b>(39.9)%</b>



## Youth Center (10130260)

### Division Mission

To provide a positive alternative and promote self-development to youth with opportunities to participate in educational, recreational and social activities through interactions with quality programs offered by caring and qualified adults.

### Division Description

The Teen Center Section is responsible for program development, planning and implementation at the Culver City Teen Center for youth ages 11-18 years of age. Staff provides creative programs that involve Culver City teens in a wide variety of experiences including lifelong learning and service to the Culver City community. Programs may include activities that promote socialization skills, health & fitness, cultural awareness and build a strong sense of community. The Teen Center Section partners with local businesses, community organizations and the School District to provide services and support of Culver City teens.

### Expenditure Summary for 10130260

	<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Personnel	61,730	137,159	138,792	1,633	1.2%
Operating and Maintenance	2,881	18,055	24,555	6,500	36.0%
Capital	11,082	0	0	0	0.0%
<b>Total</b>	<b>75,693</b>	<b>155,214</b>	<b>163,347</b>	<b>8,133</b>	<b>5.2%</b>

**Expenditures and Appropriations by Object of Expense for 10130260**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
1,192	0	0	411100	Regular Salaries	0	0	0.0%
50,428	120,950	120,950	411200	Part-Time Salaries	120,950	0	0.0%
749	9,252	9,252	432000	Social Security	9,250	(2)	(0.0)%
1,807	0	0	433200	PARS Retirement	616	616	100.0%
7,555	6,957	6,957	434000	Workers Compensation	7,976	1,019	12.8%
<b>61,730</b>	<b>137,159</b>	<b>137,159</b>		<b>Personnel Total</b>	<b>138,792</b>	<b>1,633</b>	<b>1.2%</b>
<b>Operating and Maintenance</b>							
0	1,000	1,000	512100	Office Expense	1,000	0	0.0%
0	4,800	4,800	514100	Departmental Special Supplies	4,800	0	0.0%
203	3,000	2,098	514200	Dances & Special Programs	3,000	902	30.1%
0	1,500	1,500	516100	Training & Education	1,500	0	0.0%
90	5,000	5,000	619800	Other Contractual Services	12,200	7,200	59.0%
2,588	3,657	3,657	650300	Liability Reserve Charge	2,055	(1,602)	(78.0)%
<b>2,881</b>	<b>18,957</b>	<b>18,055</b>		<b>Operating and Maintenance Total</b>	<b>24,555</b>	<b>6,500</b>	<b>26.5%</b>
<b>Capital</b>							
11,082	0	0	732150	IT Equipment - Hardware	0	0	0.0%
<b>11,082</b>	<b>0</b>	<b>0</b>		<b>Capital Total</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>75,693</b>	<b>156,116</b>	<b>155,214</b>		<b>Grand Total</b>	<b>163,347</b>	<b>8,133</b>	<b>5.0%</b>

## Youth Mentoring Program (10130270)

### Division Mission

To enhance the lives of Culver City at-risk-youth through the Youth Mentoring Program in compliance with County Proposition A Bond Act of 1996.

### Division Description

The Youth Mentoring Section, adopted on February 23, 1998, fulfills the requirements of the County of Los Angeles 1996 Proposition A Bond Act funding by providing work experience and training for youth. Staff is responsible for job recruitment, youth training and partnerships with local businesses and other governmental agencies in pursuit of employment opportunities for youth. Prop A Bond commitment is fulfilled in the year 2018.

### Expenditure Summary for 10130270

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	1,098	20,548	20,305	(243)	(1.2)%
Operating and Maintenance	376	531	299	(232)	(43.7)%
<b>Total</b>	<b>1,474</b>	<b>21,079</b>	<b>20,604</b>	<b>(475)</b>	<b>(2.3)%</b>

**Expenditures and Appropriations by Object of Expense for 10130270**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
0	17,576	17,576	411200	Part-Time Salaries	17,576	0	0.0%
0	1,345	1,345	432000	Social Security	1,340	(5)	(0.4)%
0	616	616	433200	PARS Retirement	230	(386)	(167.8)%
1,098	1,011	1,011	434000	Workers Compensation	1,159	148	12.8%
<b>1,098</b>	<b>20,548</b>	<b>20,548</b>		<b>Personnel Total</b>	<b>20,305</b>	<b>(243)</b>	<b>(1.2)%</b>
<b>Operating and Maintenance</b>							
376	531	531	650300	Liability Reserve Charge	299	(232)	(77.6)%
<b>376</b>	<b>531</b>	<b>531</b>		<b>Operating and Maintenance Total</b>	<b>299</b>	<b>(232)</b>	<b>(77.6)%</b>
<b>1,474</b>	<b>21,079</b>	<b>21,079</b>		<b>Grand Total</b>	<b>20,604</b>	<b>(475)</b>	<b>(2.3)%</b>

## Community Events & Excursions (10130280)

### Division Mission

To provide the Culver City community with a wide variety of community events that fosters a sense of community and provide for memorable life experiences.

### Division Description

The Community Events Section is responsible for providing community events that foster a sense of community while addressing the recreational needs of residents of all ages. Events include but are not limited to the annual lighting of the tree on Vets Tower, Breakfast with Santa, Easter Egg Hunts and Lunch with the Bunny, the Fiesta La Ballona and the Dr. Martin Luther King, Jr. Celebration.

### Expenditure Summary for 10130280

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	23,230	7,652	7,339	(313)	(4.1)%
Operating and Maintenance	30,290	38,974	43,860	4,886	12.5%
<b>Total</b>	<b>53,520</b>	<b>46,626</b>	<b>51,199</b>	<b>4,573</b>	<b>9.8%</b>

**Expenditures and Appropriations by Object of Expense for 10130280**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
18,633	6,496	6,496	411200	Part-Time Salaries	6,496	0	0.0%
2,992	0	0	411310	Overtime-Regular	0	0	0.0%
32	0	0	431000	Deferred Compensation	0	0	0.0%
469	499	499	432000	Social Security	90	(409)	(454.4)%
652	230	230	433200	PARS Retirement	325	95	29.2%
415	427	427	434000	Workers Compensation	428	1	0.2%
19	0	0	435400	Retiree Health Savings	0	0	0.0%
18	0	0	436000	State Disability Insurance	0	0	0.0%
<b>23,230</b>	<b>7,652</b>	<b>7,652</b>		<b>Personnel Total</b>	<b>7,339</b>	<b>(313)</b>	<b>(4.3)%</b>
<b>Operating and Maintenance</b>							
22,563	16,000	16,000	514100	Departmental Special Supplies	21,000	5,000	23.8%
7,585	22,750	22,750	619800	Other Contractual Services	22,750	0	0.0%
142	224	224	650300	Liability Reserve Charge	110	(114)	(103.6)%
<b>30,290</b>	<b>38,974</b>	<b>38,974</b>		<b>Operating and Maintenance Total</b>	<b>43,860</b>	<b>4,886</b>	<b>11.1%</b>
<b>53,520</b>	<b>46,626</b>	<b>46,626</b>		<b>Grand Total</b>	<b>51,199</b>	<b>4,573</b>	<b>8.9%</b>

## Community Events-Fiesta La Ballona (10130285)

### Division Mission

To continue the celebration of Culver City and its community organizations by offering events during the entire week with a culminating festival in Veterans Park.

### Division Description

“Fiesta La Ballona Days” began in 1951 as a week-long celebration of the region’s early settlers. People went to events – and even to work – dressed up as Native American Indians, rancheros, señoritas, cowboys, and cowgirls. The early fiestas evoked pride among the decedents of the “first families” and offered the entire community a playful opportunity to connect with its history. In 2004 amusement rides were added to attract families to the event. In 2005 the Culver City Lion’s Club opened the first Beer and Wine Garden, a tradition now offered by the Culver City Exchange Club. The Fiesta La Ballona continues to be a celebration of the past, present, and future of Culver City showcasing both its warmth and its sophistication. It continues to offer people a place for food and fun and sharing.

### Expenditure Summary for 10130285

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	53	1,000	7,208	6,208	620.8%
Operating and Maintenance	80,325	98,130	132,347	34,217	34.9%
<b>Total</b>	<b>80,378</b>	<b>99,130</b>	<b>139,555</b>	<b>40,425</b>	<b>40.8%</b>

**Expenditures and Appropriations by Object of Expense for 10130285**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
0	1,000	1,000	411200	Part-Time Salaries	1,000	0	0.0%
0	0	0	432000	Social Security	70	70	100.0%
0	0	0	433200	PARS Retirement	6,072	6,072	100.0%
53	0	0	434000	Workers Compensation	66	66	100.0%
<b>53</b>	<b>1,000</b>	<b>1,000</b>		<b>Personnel Total</b>	<b>7,208</b>	<b>6,208</b>	<b>86.1%</b>
<b>Operating and Maintenance</b>							
4,643	5,820	5,820	514100	Departmental Special Supplies	5,820	0	0.0%
0	4,200	0	517300	Advertising and Public Relatio	4,200	4,200	100.0%
75,664	92,310	92,310	619800	Other Contractual Services	122,310	30,000	24.5%
18	0	0	650300	Liability Reserve Charge	17	17	100.0%
<b>80,325</b>	<b>102,330</b>	<b>98,130</b>		<b>Operating and Maintenance Total</b>	<b>132,347</b>	<b>34,217</b>	<b>25.9%</b>
<b>80,378</b>	<b>103,330</b>	<b>99,130</b>		<b>Grand Total</b>	<b>139,555</b>	<b>40,425</b>	<b>29.0%</b>



## Parks Division (10130300)

### Division Mission

To develop, maintain, rejuvenate, and repair at professional standards, all parks, landscaped median strips, parkways and other landscaped City facilities for the safety, health and welfare of the public.

### Division Description

The Parks Division of the Parks, Recreation and Community Services Department is responsible for maintaining all park sites, street medians and City-owned landscaped facilities

### Expenditure Summary for 10130300

	<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Personnel	2,113,517	1,993,718	2,089,646	95,928	4.8%
Operating and Maintenance	1,227,484	1,163,961	905,119	(258,842)	(22.2)%
Capital	1,000	24,642	1,050	(23,592)	(95.7)%
<b>Total</b>	<b>3,342,002</b>	<b>3,182,321</b>	<b>2,995,815</b>	<b>(186,506)</b>	<b>(5.9)%</b>

**Expenditures and Appropriations by Object of Expense for 10130300**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
1,134,599	1,092,388	883,490	411100	Regular Salaries	1,140,490	257,000	22.5%
11,331	4,284	4,284	411310	Overtime-Regular	4,284	0	0.0%
92,054	0	228,800	411700	Contract Labor	0	(228,800)	0.0%
23,789	25,480	25,480	431000	Deferred Compensation	27,040	1,560	5.8%
87,166	86,686	86,686	432000	Social Security	92,946	6,260	6.7%
69,635	68,893	68,893	433000	Retirement - Employer	87,136	18,243	20.9%
233,025	216,412	216,412	433050	Retirement-Unfunded Liability	191,809	(24,603)	(12.8)%
69,282	72,763	72,763	434000	Workers Compensation	59,702	(13,061)	(21.9)%
236,968	240,475	240,475	435000	Group Insurance	275,785	35,310	12.8%
8,744	9,100	26,000	435400	Retiree Health Savings	29,250	3,250	11.1%
59,185	46,740	46,740	435500	Retiree Insurance	97,330	50,590	52.0%
5,074	4,575	4,575	436000	State Disability Insurance	4,254	(321)	(7.5)%
1,000	1,000	1,000	437000	Mgt Health Ben	1,500	500	33.3%
79,257	85,000	85,000	437500	Longevity Pay	75,000	(10,000)	(13.3)%
2,409	3,120	3,120	438500	Cell Phone Allowance	3,120	0	0.0%
<b>2,113,517</b>	<b>1,956,916</b>	<b>1,993,718</b>		<b>Personnel Total</b>	<b>2,089,646</b>	<b>95,928</b>	<b>4.6%</b>
<b>Operating and Maintenance</b>							
692	650	650	512100	Office Expense	650	0	0.0%
1,956	1,060	1,060	512400	Communications	1,060	0	0.0%
161,444	105,000	105,000	513000	Utilities	105,000	0	0.0%
275,879	82,410	193,435	514100	Departmental Special Supplies	83,860	(109,575)	(130.7)%
0	0	2,678	514600	Small Tools & Equipment	0	(2,678)	0.0%
11,581	9,510	9,510	516100	Training & Education	9,510	0	0.0%
1,137	2,000	2,000	516500	Conferences & Conventions	2,000	0	0.0%
0	333	333	516600	Special Events & Meetings	333	0	0.0%
975	992	777	516700	Memberships & Dues	992	215	21.7%
8,420	9,000	14,000	550000	Other Charges	14,000	0	0.0%
4,697	10,300	10,416	600200	R&M - Equipment	10,300	(116)	(1.1)%
131,758	178,000	182,000	600800	Equip Maint Expenses	146,000	(36,000)	(24.7)%
54,957	56,298	56,298	605400	Amortization of Equipment	53,386	(2,912)	(5.5)%
0	100	100	619600	Drug Testing Program	100	0	0.0%
550,256	456,581	547,455	619800	Other Contractual Services	462,547	(84,908)	(18.4)%
23,734	38,249	38,249	650300	Liability Reserve Charge	15,381	(22,868)	(148.7)%
<b>1,227,484</b>	<b>950,483</b>	<b>1,163,961</b>		<b>Operating and Maintenance Total</b>	<b>905,119</b>	<b>(258,842)</b>	<b>(28.6)%</b>

**Expenditures and Appropriations by Object of Expense for 10130300**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Capital</b>							
0	0	23,000	732100	Auto-Rolling Stock & Equipment	0	(23,000)	0.0%
0	0	592	732150	IT Equipment - Hardware	0	(592)	0.0%
1,000	0	1,050	732160	IT Equipment - Software	1,050	0	0.0%
<b>1,000</b>	<b>0</b>	<b>24,642</b>		<b>Capital Total</b>	<b>1,050</b>	<b>(23,592)</b>	<b>(2,246.9)%</b>
<b>3,342,002</b>	<b>2,907,399</b>	<b>3,182,321</b>		<b>Grand Total</b>	<b>2,995,815</b>	<b>(186,506)</b>	<b>(6.2)%</b>

## Community Services (10130400)

### Division Mission

To provide a wide array of educational workshops, recreational classes, and special events to meet the needs of the senior community, which will enhance their dignity and health, promote opportunities for personal growth and enrichment, and coordinate the use of all available community resources for their well-being. In addition, Social Services offers information and referral assistance to all residents in need to empower them and enhance their quality of life.

### Division Description

The Senior & Social Services Division, a multi-service agency housed at the Culver City Senior Center, provides a variety of educational, recreational and social services that meet the needs and interests of seniors, residents with disabilities and members of the general community. The numerous programs and services offered provide access to information and support as well as opportunities for participation in activities that lead to personal growth and enrichment.

The Senior & Social Services Division also administers the Operation & Maintenance Budgets, provides the support staff, and supervises the staff for 30410, 30415, 30430, and 30440.

### Expenditure Summary for 10130400

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	900,705	1,209,160	1,252,222	43,062	3.6%
Operating and Maintenance	132,471	382,054	396,014	13,960	3.7%
Capital	6,658	16,000	0	(16,000)	(100.0)%
<b>Total</b>	<b>1,039,834</b>	<b>1,607,214</b>	<b>1,648,236</b>	<b>41,022</b>	<b>2.6%</b>

**Expenditures and Appropriations by Object of Expense for 10130400**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
369,430	601,180	553,754	411100	Regular Salaries	625,386	71,632	11.5%
142,444	132,673	132,673	411200	Part-Time Salaries	132,673	0	0.0%
650	551	551	411310	Overtime-Regular	551	0	0.0%
0	0	48,160	411700	Contract Labor	0	(48,160)	0.0%
8,651	14,752	14,752	431000	Deferred Compensation	13,000	(1,752)	(13.5)%
31,332	48,026	48,026	432000	Social Security	57,664	9,638	16.7%
24,789	35,715	35,715	433000	Retirement - Employer	47,158	11,443	24.3%
105,280	112,191	112,191	433050	Retirement-Unfunded Liability	103,827	(8,364)	(8.1)%
4,977	6,072	6,072	433200	PARS Retirement	6,634	562	8.5%
40,626	38,564	38,564	434000	Workers Compensation	45,003	6,439	14.3%
53,676	86,050	86,050	435000	Group Insurance	73,185	(12,865)	(17.6)%
3,156	4,581	9,781	435400	Retiree Health Savings	13,650	3,869	28.3%
103,354	107,860	107,860	435500	Retiree Insurance	118,130	10,270	8.7%
1,356	1,831	1,831	436000	State Disability Insurance	1,741	(90)	(5.2)%
250	1,500	1,500	437000	Mgt Health Ben	1,500	0	0.0%
6,325	7,000	7,000	437500	Longevity Pay	9,000	2,000	22.2%
4,410	4,680	4,680	438500	Cell Phone Allowance	3,120	(1,560)	(50.0)%
<b>900,705</b>	<b>1,203,226</b>	<b>1,209,160</b>		<b>Personnel Total</b>	<b>1,252,222</b>	<b>43,062</b>	<b>3.4%</b>
<b>Operating and Maintenance</b>							
2,784	3,000	3,000	512100	Office Expense	3,000	0	0.0%
12,680	0	20,678	512200	Printing and Binding	0	(20,678)	0.0%
1,284	350	350	512400	Communications	350	0	0.0%
7,951	6,598	4,920	514100	Departmental Special Supplies	1,800	(3,120)	(173.3)%
0	0	0	516100	Training & Education	1,000	1,000	100.0%
0	3,750	4,743	516500	Conferences & Conventions	3,750	(993)	(26.5)%
448	0	0	516600	Special Events & Meetings	0	0	0.0%
605	685	685	516700	Memberships & Dues	685	0	0.0%
92,802	370,760	327,407	619800	Other Contractual Services	373,835	46,428	12.4%
13,918	20,271	20,271	650300	Liability Reserve Charge	11,594	(8,677)	(74.8)%
<b>132,471</b>	<b>405,414</b>	<b>382,054</b>		<b>Operating and Maintenance Total</b>	<b>396,014</b>	<b>13,960</b>	<b>3.5%</b>
<b>Capital</b>							
6,658	16,000	16,000	740100	Furniture & Furnishings	0	(16,000)	0.0%
<b>6,658</b>	<b>16,000</b>	<b>16,000</b>		<b>Capital Total</b>	<b>0</b>	<b>(16,000)</b>	<b>0.0%</b>
<b>1,039,834</b>	<b>1,624,640</b>	<b>1,607,214</b>		<b>Grand Total</b>	<b>1,648,236</b>	<b>41,022</b>	<b>2.5%</b>

# Volunteering (10130430)

## Expenditure Summary for 10130430

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	26,463	34,989	62,962	27,973	79.9%
Operating and Maintenance	3,366	6,299	6,983	684	10.9%
<b>Total</b>	<b>29,829</b>	<b>41,288</b>	<b>69,945</b>	<b>28,657</b>	<b>69.4%</b>

**Expenditures and Appropriations by Object of Expense for 10130430**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
23,748	33,620	33,620	411200	Part-Time Salaries	33,620	0	0.0%
344	0	0	432000	Social Security	2,570	2,570	100.0%
831	0	0	433200	PARS Retirement	25,178	25,178	100.0%
1,540	1,369	1,369	434000	Workers Compensation	1,594	225	14.1%
<b>26,463</b>	<b>34,989</b>	<b>34,989</b>		<b>Personnel Total</b>	<b>62,962</b>	<b>27,973</b>	<b>44.4%</b>
<b>Operating and Maintenance</b>							
331	300	300	512100	Office Expense	300	0	0.0%
2,497	3,797	3,797	514100	Departmental Special Supplies	3,797	0	0.0%
0	2,300	1,307	516500	Conferences & Conventions	2,300	993	43.2%
10	175	175	516700	Memberships & Dues	175	0	0.0%
528	720	720	650300	Liability Reserve Charge	411	(309)	(75.2)%
<b>3,366</b>	<b>7,292</b>	<b>6,299</b>		<b>Operating and Maintenance Total</b>	<b>6,983</b>	<b>684</b>	<b>9.8%</b>
<b>29,829</b>	<b>42,281</b>	<b>41,288</b>		<b>Grand Total</b>	<b>69,945</b>	<b>28,657</b>	<b>41.0%</b>

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## Disability Services (42730440)

### Division Mission

To provide a wide array of supportive services, educational workshops, recreational and enrichment classes, and special events to meet the needs of the disabled community, which will enhance their dignity, promote opportunities for personal growth and enrichment, and coordinate the use of all available community resources for their well-being.

### Division Description

The Disability Services Program offers a wide array of supportive services, educational workshops, recreational and enrichment classes, and special events to meet the needs of the disabled community, which will enhance their dignity, promote opportunities for personal growth and enrichment, and coordinate the use of all available community resources for their well-being. Disability Services offers information and referral assistance to all residents in need to empower them and enhance their quality of life.

### Expenditure Summary for 42730440

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	0	40,000	37,111	(2,889)	(7.2)%
Operating and Maintenance	0	0	489	489	0.0%
<b>Total</b>	<b>0</b>	<b>40,000</b>	<b>37,600</b>	<b>(2,400)</b>	<b>(6.0)%</b>

**Expenditures and Appropriations by Object of Expense for 42730440**

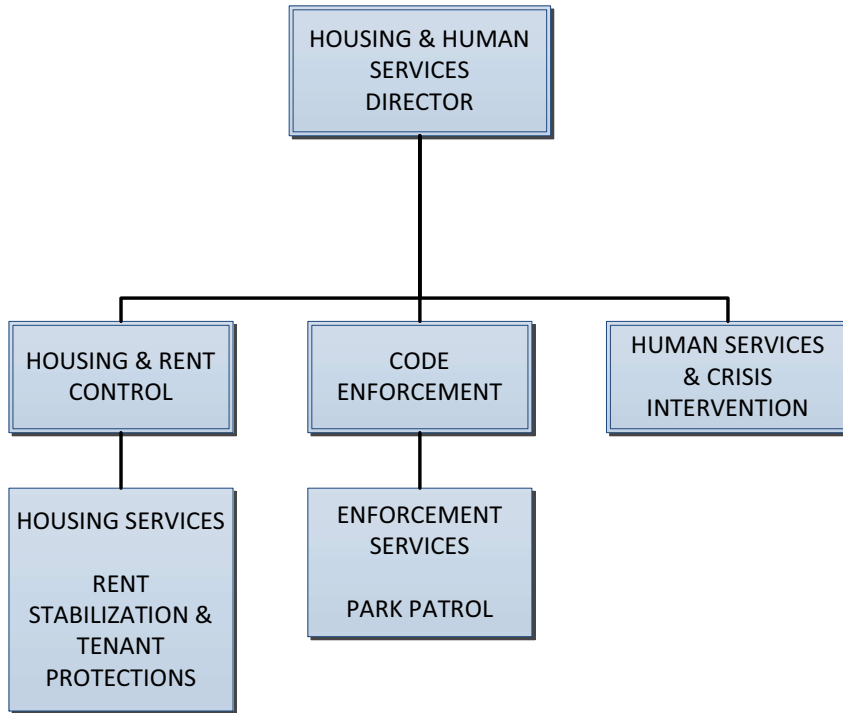
Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
0	40,000	40,000	411100	Regular Salaries	35,214	(4,786)	(13.6)%
0	0	0	434000	Workers Compensation	1,897	1,897	100.0%
0	40,000	40,000		<b>Personnel Total</b>	37,111	(2,889)	(7.8)%
<b>Operating and Maintenance</b>							
0	0	0	650300	Liability Reserve Charge	489	489	100.0%
0	0	0		<b>Operating and Maintenance Total</b>	489	489	100.0%
0	40,000	40,000		<b>Grand Total</b>	37,600	(2,400)	(6.4)%

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# Housing and Human Services



## HOUSING & HUMAN SERVICES DEPARTMENT



# Housing and Human Services

## Department Mission

Housing Services/Rent Stabilization and Tenant Protections

- The mission of the Housing Services Division is to produce and provide access to decent, safe, sanitary, and affordable housing. Division programming includes, affordable housing production, monitoring of rent and income restricted units, administration of the Housing Choice Voucher Program (Section 8), landlord incentives, housing navigation, providing displaced tenant households, provide a safe space for Landlord-Tenant Mediation, and operation of the Rent Stabilization Program. The primary mission of the Rent Stabilization Program is the enforcement of the Rent Control and Tenant Protections Ordinances (Ordinances) to assist residents in maintaining housing stability and protection from housing discrimination and untenable conditions. Key components of this Program include public education and outreach to broaden understanding of both tenant and landlords about the importance of the Ordinances and rent registration.

## Enforcement Services

- The mission of the Enforcement Services Division is to oversee compliance with the Municipal Code and to preserve and enhance the public health and safety and quality of life of the community. Enforcement Service’s scope includes encampment clean-up, hoarding abatement, graffiti removal, illegal garage conversion, abandoned/inoperable vehicles, overgrown vegetation, and property maintenance. The Division also utilizes Park Patrol Officers to engage in public relationship building activities as well as to educate the public and present a safe and comfortable recreational environment for the community.

## Human Services and Crisis Intervention

- The mission of the new Human Services and Crisis Intervention Division is to engage the community while addressing homelessness, mental health, and substance abuse, including providing interim and permanent supportive housing through the Homekey Project, homeless outreach and referral to housing resources, and supportive services and non-enforcement crisis intervention for residents experiencing homelessness and mental health challenges.

## Department Description

COMMUNITY DEVELOPMENT DEPARTMENT DISSOLUTION - HOUSING AND HUMAN SERVICES DEPARTMENT CREATION

- The Community Development Department (CDD) has undergone a major restructuring effort aimed at better serving our community. Functions from the former department have been moved into three different departments: the Planning and Development Department (Advance Planning, Current Planning, Building Safety), the Housing and Human Services Department (Housing, Code Enforcement), and the Office of Economic and Cultural Development within the City Manager’s Office (Economic Development).

## Expenditure Summary

		Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>101 - General Fund</b>						
35100	Housing Services	1,009,287	1,139,167	4,387,641	3,248,474	285.2%
35200	Enforcement Services	975,894	1,166,339	1,251,933	85,594	7.3%
35300	Human Svcs/Crisis Intrvention	0	2,600	1,732,980	1,730,380	66,553.1%
35400	Rent Stabilization/Tenant Prtc	311,433	904,624	942,233	37,609	4.2%
35500	Interim Housing-Homekey	0	0	2,169,231	2,169,231	0.0%

**Expenditure Summary**

		<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
35600	Permanent Housing-Homekey	0	0	2,344,705	2,344,705	0.0%
35700	Safe Sleep	0	0	3,112,298	3,112,298	0.0%
	<b>101 - General Fund Total</b>	<b>2,296,615</b>	<b>3,212,730</b>	<b>15,941,021</b>	<b>12,728,291</b>	<b>396.2%</b>
<b>414 - Operating Grants Fund</b>						
35920	Interim Housing - Homekey	0	0	600,000	600,000	0.0%
35930	Permanent Housing - Homekey	0	0	250,000	250,000	0.0%
35940	Homeless Services	34,568	62,914	24,750	(38,164)	(60.7)%
	<b>414 - Operating Grants Fund Total</b>	<b>34,568</b>	<b>62,914</b>	<b>874,750</b>	<b>811,836</b>	<b>1,290.4%</b>
<b>426 - Section 8 Fund</b>						
35110	Rental Assistance	1,767,530	1,882,628	1,883,921	1,293	0.1%
	<b>426 - Section 8 Fund Total</b>	<b>1,767,530</b>	<b>1,882,628</b>	<b>1,883,921</b>	<b>1,293</b>	<b>0.1%</b>
<b>476 - Culver City Housing Authority</b>						
35810	Admin Supply and Services	172,104	2,242,748	96,250	(2,146,498)	(95.7)%
35820	Rental Assistance Payments	210,148	289,440	290,000	560	0.2%
35830	Homeless Rental Asst Prog	140,595	165,289	0	(165,289)	(100.0)%
35840	Mortgage Assistance Program	0	1,250	0	(1,250)	(100.0)%
35850	Neighborhood Preservation	6,600	488,312	0	(488,312)	(100.0)%
35860	Fair Housing	(6,012)	5,550	0	(5,550)	(100.0)%
35870	Housing Protections	665,075	7,662,615	4,620,000	(3,042,615)	(39.7)%
35880	Homeless Program	464,167	2,243,764	1,149,432	(1,094,332)	(48.8)%
	<b>476 - Culver City Housing Authority Total</b>	<b>1,652,677</b>	<b>13,098,969</b>	<b>6,155,682</b>	<b>(6,943,287)</b>	<b>(53.0)%</b>
	<b>Department Total</b>	<b>5,751,389</b>	<b>18,257,239</b>	<b>24,855,374</b>	<b>6,598,135</b>	<b>36.1%</b>

**Regular Positions**

	Actual 2021/2022	Adjusted 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>10135100 Agency Housing and Rehab</b>					
Clerk	1.00	1.00	1.00	0.00	0.0%
Housing Assistant	1.50	0.00	0.00	0.00	0.0%
Housing & Human Services Director	0.00	1.00	1.00	0.00	0.0%
Housing & Human Services Project Manager	0.00	1.00	1.00	0.00	0.0%
Housing & Rent Stabilization Manager	1.00	0.00	0.00	0.00	0.0%
Housing Supervisor	1.00	1.00	1.00	0.00	0.0%
Occupancy Specialist	1.00	1.00	1.00	0.00	0.0%
Structural Rehab Specialist	0.75	0.75	0.75	0.00	0.0%
<b>Division Total</b>	<b>6.25</b>	<b>5.75</b>	<b>5.75</b>	<b>0.00</b>	<b>0.0%</b>
<b>10135200 Enforcement Services</b>					
Code Enforcement Analyst	1.00	1.00	1.00	0.00	0.0%
Code Enforcement Officer *	1.50	1.50	2.00	0.50	33.3%
Enforcement Services Manager	1.00	1.00	1.00	0.00	0.0%
Park Patrol Officer	2.00	2.00	2.00	0.00	0.0%
Secretary	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>6.50</b>	<b>6.50</b>	<b>7.00</b>	<b>0.50</b>	<b>7.7%</b>
<b>10135300 Human Services/Crisis Intervention</b>					
Housing Services/Crisis Intervention Manager	0.00	1.00	1.00	0.00	0.0%
Housing Assistant	0.00	0.50	0.50	0.00	0.0%
Management Analyst	0.00	1.00	1.00	0.00	0.0%
Mental Health Clinician	0.00	1.00	1.00	0.00	0.0%
Mental Health Specialist	0.00	1.00	1.00	0.00	0.0%
Case Manager/Mental Health	0.00	2.00	2.00	0.00	0.0%
<b>Division Total</b>	<b>0.00</b>	<b>6.50</b>	<b>6.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10135400 Rent Stabilization</b>					
Admin Clerk	1.00	1.00	1.00	0.00	0.0%
Housing & Rent Stabilization Coordinator	1.00	1.00	1.00	0.00	0.0%
Rent Stabilization Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>42635510 Grants/Section 8 Housing</b>					
Housing Assistant	0.50	0.50	0.50	0.00	0.0%
Housing Specialist	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>17.25</b>	<b>23.25</b>	<b>23.75</b>	<b>0.50</b>	<b>2.2%</b>

\* Transfer in 0.5 Code Enforcement Officer from 10114400 - Treasury



**Performance Measures**

<b>Metric</b>	<b>Actual 2020/2021</b>	<b>Actual 2021/2022</b>	<b>Projected 2022/2023</b>	<b>Goal 2023/2024</b>
<b>Human Services and Crisis Intervention Division</b>				
Safe Sleeping Programming - Number of Participants	NA	NA	NA	25-30
Project Homekey - Number of Transitional Participants	NA	NA	NA	38-45
Project Homekey - Number of Permanent Participants	NA	NA	NA	35-40
Number of Families Served by Upward Bound House			78	70-75
Number of Motel Master Leasing Program			N/A	64
<b>Enforcement Services Division</b>				
Number of requests for service opened annually (complaints)	725	901	1072	1100
Number of enforcement cases opened annually - requests that resulted in an enforcement action	501	542	664	700
Number of requests for service closed annually	618	752	939	968
Households served by Rapid Rehousing Program (RAP) Program			N/A	5
Households served by Section 8 Program		210	210	210
Households served by Section 8 Family Self Sufficiency (FSS) Program		25-27	25-27	25-27
Number of Landlord Rental Registration Applicants			5,212	5,212

## FISCAL YEAR 2023/2024 WORK PLANS

Strategic Plan 2018-2023, Goal 4 – Enhance Housing and Homeless Services

### DEPARTMENT ADMINISTRATION

- Continue investigation of short and long-term funding sources for the continuation of Housing Division administration, programs, and projects.
- Continue the annual single audit with Finance Department.
- Continue file retention and destruction program.
- Continue staffing the Committee on Homelessness (COH).
- Continue staffing the Landlord Tenant Mediation Board (LTMB).
- Coordinate all request for mediation through the LTMB.
- Investigate expansion of scope of the LTMB.
- Provide notice to all landlords of requirement for LTMB and mediation services under CCMC Chapter 15.09
- Continue Community Outreach and Education Campaign to better inform public about mediation services including a Decision Tree to help guide when mediation is appropriate.
- Continue joint administration of SB2 grant funding with Advance Planning.

### HUMAN SERVICES AND CRISIS INTERVENTION DIVISION

Homeless Programming will be reorganized under the Human Services and Crisis Intervention Division

- Activation of Mobile Crisis Intervention Team -The initial phase of the Mobile Crisis Intervention Team will take approximately 18 months separated into three different steps- hiring and program development, training, and initial deployment:
  1. Hiring/Development (6 months) - During this period, staff will develop standard operating procedures and training programs, and will procure equipment and supplies. Staff will also develop a communications program to be implemented at the time of initial deployment.
  2. Training will include intensive and thorough training in the areas of suicide and crisis prevention, first aid, CPR, radio dispatch and operations, and field training.
  3. Initial Deployment and Evaluation (6 months) - After the end of the training period, initial deployment will begin and take place. During this period processes, procedures, and outcomes will be implemented on a regular schedule, and tracked evaluated through a set of metrics. Staff will engage with the public, both to publicize the availability of the program and to receive feedback. Based on the evaluation and feedback, next steps for the growth or modification of the program will be developed and presented to the City Council.
- Continue Implementation of Safe Sleeping Programming
- Continue Implementation of Project Homekey Interim and Permanent Supportive Housing
- Continue Safe Sleep and Motel Food/Nutrition Program
- Continue Motel Master Leasing Program
- Homeless Outreach Request
- Complete feasibility study, funding option and present findings to Council for the production homeless and affordable housing resources at the Virginia Lot and up to 12 at the Venice Lot.
- Implement the local Homeless Management Information System (HMIS) to identify, track and maintain a database on unhoused residents.
- Continue implementation and message campaign for public outreach about unhoused community.

- Work with City Manager's Office to implement Safe Parking Program
- Continue Upward Bound House Homeless Outreach and Case Management Contract Implementation.
- Explore funding options for Homeless Outreach contract services through contract service with the Saint Joseph Center (SJC).
- Investigate and implement strategies of the Los Angeles County Homeless Initiative include an Economic Empowerment Ordinance.
- Continue LA County Homeless Incentive Program (HIP) (including holding fee/signing bonus, vacancy loss, security deposit, and damage claims) to attract landlord participation.
- Continue work with Committee on Homelessness (COH) to coordinate the 2024 Homeless Count.

### **ENFORCEMENT SERVICES DIVISION**

- Continue ongoing programs including enforcement of regulations for Leaf Blowers, Cannabis, Massage, and Amnesty, etc. (see above)
- Continue ongoing general enforcement and assistance for interdepartmental and interdivisional collaboration with Public Works, Current Planning, Building Safety, Housing, Finance and Parks, Recreation & Community Services, Police and Fire, City Attorney and City Manager's office.
- Implement Safety Plan for Code Enforcement Officers per State Law SB 296
- Hire additional staff for Enforcement Services and Park Patrol.

### **HOUSING AND RENT CONTROL DIVISION**

#### **Rent Control/Tenant Protections Ordinance**

- Continue implementation of the Rent Control and Tenant Protections Ordinances
- Continue Public Outreach and Communications
- Continue Rent Registration Fee- Monitor rent registration rates and fees collected.
- Continue Providing Legal Services
- Continue Rent Control and Tenant Protections Program Contracts Monitoring

#### **Low- and Moderate-Income Housing Asset Fund**

- Continue administration of RAP Program serving 16 households.
- Continue all affordable housing (504 units) covenant monitoring.
- Continue administration Mortgage Assistance Program (MAP) Loan Monitoring.
- Continue monitoring Metropolitan Property Management contract for 9 units at Jackson Avenue Apartments.
- Finalize rehabilitation of Jackson Avenue Apartments including installation of new roof and new kitchen and bathroom countertops and cabinets.
- Finalize rehabilitation of Braddock/Lafayette Group Home to address termite damage.
- Continue Neighborhood Preservation Program Rehabilitation grant (minor code compliance rehabilitation) program.
- Continue Section 8 Landlord Incentive Program administration.
- Continue implementation of Neighborhood Preservation Program Senior and Disabled grants for life safety repairs.
- Inclusionary Housing Mixed Use and monitoring of all income and affordable rent restricted units.

- Continue implementation of Linkage fee to fund affordable housing.

### Section 8 Housing Choice Voucher Program (HCVP)

- Continue administration of the Section 8 Program serving 210 households.
- Conduct required Housing Quality Standard (HQS) Inspection per US Department of Housing and Urban Development (HUD) and California Redevelopment Law (CRL) rules/regulations.
- Continue contract monitoring of Section 8 Family Self Sufficiency (FSS) Program serving 25-27 households.
- Apply for the HUD FSS Coordinator Grant
- Prepare and Submit for HUD approval the Section 8 Annual Year Plan.
- Conduct SEMAP review and submit to HA and HUD for approval.



# Housing Administration (10135100)

## Expenditure Summary for 10135100

	<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Personnel	991,969	1,105,178	1,164,364	59,186	5.4%
Operating and Maintenance	17,318	33,989	3,223,277	3,189,288	9,383.3%
<b>Total</b>	<b>1,009,287</b>	<b>1,139,167</b>	<b>4,387,641</b>	<b>3,248,474</b>	<b>285.2%</b>

**Expenditures and Appropriations by Object of Expense for 10135100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
555,830	643,254	649,454	411100	Regular Salaries	658,006	8,552	1.3%
87,917	60,128	60,128	411200	Part-Time Salaries	60,128	0	0.0%
3,908	4,580	4,580	411310	Overtime-Regular	4,580	0	0.0%
10,789	15,990	15,990	431000	Deferred Compensation	13,390	(2,600)	(19.4)%
38,415	44,986	44,986	432000	Social Security	54,715	9,729	17.8%
33,887	37,070	37,070	433000	Retirement - Employer	47,966	10,896	22.7%
113,930	110,067	110,067	433050	Retirement-Unfunded Liability	105,608	(4,459)	(4.2)%
2,154	2,105	2,105	433200	PARS Retirement	875	(1,230)	(140.6)%
32,330	33,828	33,828	434000	Workers Compensation	47,344	13,516	28.5%
56,176	77,990	77,990	435000	Group Insurance	80,855	2,865	3.5%
2,773	4,063	9,588	435400	Retiree Health Savings	12,188	2,600	21.3%
32,497	34,700	34,700	435500	Retiree Insurance	43,550	8,850	20.3%
932	1,422	1,422	436000	State Disability Insurance	1,389	(33)	(2.4)%
1,000	1,500	1,500	437000	Mgt Health Ben	1,500	0	0.0%
15,923	18,000	18,000	437500	Longevity Pay	24,000	6,000	25.0%
0	0	0	438000	Auto Allowance	4,500	4,500	100.0%
3,511	3,770	3,770	438500	Cell Phone Allowance	3,770	0	0.0%
<b>991,969</b>	<b>1,093,453</b>	<b>1,105,178</b>		<b>Personnel Total</b>	<b>1,164,364</b>	<b>59,186</b>	<b>5.1%</b>
<b>Operating and Maintenance</b>							
0	0	0	512100	Office Expense	5,000	5,000	100.0%
1,492	810	810	512400	Communications	810	0	0.0%
0	975	975	514100	Departmental Special Supplies	975	0	0.0%
0	1,360	1,360	516100	Training & Education	1,360	0	0.0%
0	0	0	516500	Conferences & Conventions	6,500	6,500	100.0%
0	0	0	517850	Employee Recognition Events	713	713	100.0%
1,166	1,800	1,800	600800	Equip Maint Expenses	2,500	700	28.0%
3,584	7,750	7,750	605400	Amortization of Equipment	7,750	0	0.0%
0	0	3,512	619800	Other Contractual Services	0	(3,512)	0.0%
0	0	0	619830	Other Contractual Services-Unhoused	3,185,472	3,185,472	100.0%
11,075	17,782	17,782	650300	Liability Reserve Charge	12,197	(5,585)	(45.8)%
<b>17,318</b>	<b>30,477</b>	<b>33,989</b>		<b>Operating and Maintenance Total</b>	<b>3,223,277</b>	<b>3,189,288</b>	<b>98.9%</b>
<b>1,009,287</b>	<b>1,123,930</b>	<b>1,139,167</b>		<b>Grand Total</b>	<b>4,387,641</b>	<b>3,248,474</b>	<b>74.0%</b>



## Enforcement Services (10135200)

### Division Mission

The mission of the Enforcement Services Division is to oversee compliance with the Municipal Code and to preserve and enhance the public health and safety and quality of life of the community. Enforcement Service’s scope includes encampment clean-up, hoarding abatement, graffiti removal, illegal garage conversion, abandoned/inoperable vehicles, overgrown vegetation, and property maintenance. The Division also utilizes Park Patrol Officers to engage in public relationship building activities as well as to educate the public and present a safe and comfortable recreational environment for the community.

### Division Description

The Enforcement Services Division of the Community Development Department is responsible for conducting inspections; working with businesses, residents, and other city departments and outside agencies to identify violations of various City codes dealing with land use, zoning, aesthetics and safety; and bringing about compliance with regulations. To achieve these goals, the Enforcement Services staff within the Community Development Department, coordinate their efforts with the Redevelopment Agency, the Planning Division, the Building Safety Division, other City departments and outside agencies.

### Expenditure Summary for 10135200

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	929,328	1,028,232	1,099,024	70,792	6.9%
Operating and Maintenance	46,566	138,107	152,909	14,802	10.7%
<b>Total</b>	<b>975,894</b>	<b>1,166,339</b>	<b>1,251,933</b>	<b>85,594</b>	<b>7.3%</b>

**Expenditures and Appropriations by Object of Expense for 10135200**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
550,874	561,772	561,772	411100	Regular Salaries	598,101	36,329	6.1%
0	55,200	55,200	411200	Part-Time Salaries	55,200	0	0.0%
526	592	592	411310	Overtime-Regular	592	0	0.0%
7,211	8,840	8,840	431000	Deferred Compensation	8,840	0	0.0%
39,937	41,235	41,235	432000	Social Security	47,645	6,410	13.5%
37,378	34,093	34,093	433000	Retirement - Employer	45,772	11,679	25.5%
104,351	107,083	107,083	433050	Retirement-Unfunded Liability	100,756	(6,327)	(6.3)%
0	0	0	433200	PARS Retirement	1,774	1,774	100.0%
29,605	33,920	33,920	434000	Workers Compensation	41,600	7,680	18.5%
100,282	115,580	115,580	435000	Group Insurance	111,910	(3,670)	(3.3)%
3,945	4,225	11,375	435400	Retiree Health Savings	12,675	1,300	10.3%
18,261	19,280	19,280	435500	Retiree Insurance	20,290	1,010	5.0%
2,166	2,102	2,102	436000	State Disability Insurance	2,109	7	0.3%
500	500	500	437000	Mgt Health Ben	750	250	33.3%
29,620	32,000	32,000	437500	Longevity Pay	45,000	13,000	28.9%
3,384	3,510	3,510	438500	Cell Phone Allowance	4,160	650	15.6%
1,288	1,150	1,150	440000	Uniform Allowance	1,850	700	37.8%
<b>929,328</b>	<b>1,021,082</b>	<b>1,028,232</b>		<b>Personnel Total</b>	<b>1,099,024</b>	<b>70,792</b>	<b>6.4%</b>
<b>Operating and Maintenance</b>							
1,349	4,200	4,200	512100	Office Expense	4,200	0	0.0%
0	100	100	512300	Postage	100	0	0.0%
1,772	960	960	512400	Communications	960	0	0.0%
332	7,000	7,000	514100	Departmental Special Supplies	7,000	0	0.0%
378	2,043	2,043	514600	Small Tools & Equipment	2,043	0	0.0%
1,366	5,000	5,000	516100	Training & Education	17,570	12,570	71.5%
765	1,675	1,675	516700	Memberships & Dues	1,675	0	0.0%
989	3,000	3,000	550000	Other Charges	3,000	0	0.0%
0	150	150	600200	R&M - Equipment	150	0	0.0%
18,654	13,800	13,800	600800	Equip Maint Expenses	26,500	12,700	47.9%
7,969	13,349	13,349	605400	Amortization of Equipment	9,994	(3,355)	(33.6)%
0	14,000	14,000	610400	Consulting Services	14,000	0	0.0%
2,850	55,000	55,000	619800	Other Contractual Services	55,000	0	0.0%
10,142	17,830	17,830	650300	Liability Reserve Charge	10,717	(7,113)	(66.4)%
<b>46,566</b>	<b>138,107</b>	<b>138,107</b>		<b>Operating and Maintenance Total</b>	<b>152,909</b>	<b>14,802</b>	<b>9.7%</b>
<b>975,894</b>	<b>1,159,189</b>	<b>1,166,339</b>		<b>Grand Total</b>	<b>1,251,933</b>	<b>85,594</b>	<b>6.8%</b>



## Human Services/Crisis Intervention (10135300)

### Division Mission

The mission of the new Human Services and Crisis Intervention Division is to engage the community while addressing homelessness, mental health, and substance abuse, including providing interim and permanent supportive housing through the Homekey Project, homeless outreach and referral to housing resources, and supportive services and non-enforcement crisis intervention for residents experiencing homelessness and mental health challenges.

### Expenditure Summary for 10135300

	<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Personnel	0	2,600	1,014,245	1,011,645	38,909.4%
Operating and Maintenance	0	0	664,735	664,735	0.0%
Capital	0	0	54,000	54,000	0.0%
<b>Total</b>	<b>0</b>	<b>2,600</b>	<b>1,732,980</b>	<b>1,730,380</b>	<b>66,553.1%</b>

**Expenditures and Appropriations by Object of Expense for 10135300**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
0	0	0	411100	Regular Salaries	661,434	661,434	100.0%
0	0	0	431000	Deferred Compensation	17,160	17,160	100.0%
0	0	0	432000	Social Security	60,766	60,766	100.0%
0	0	0	433000	Retirement - Employer	49,135	49,135	100.0%
0	0	0	433050	Retirement-Unfunded Liability	95,251	95,251	100.0%
0	0	0	435000	Group Insurance	110,610	110,610	100.0%
0	0	2,600	435400	Retiree Health Savings	11,700	9,100	77.8%
0	0	0	436000	State Disability Insurance	1,259	1,259	100.0%
0	0	0	437000	Mgt Health Ben	2,250	2,250	100.0%
0	0	0	438500	Cell Phone Allowance	4,680	4,680	100.0%
<b>0</b>	<b>0</b>	<b>2,600</b>		<b>Personnel Total</b>	<b>1,014,245</b>	<b>1,011,645</b>	<b>99.7%</b>
<b>Operating and Maintenance</b>							
0	0	0	512100	Office Expense	3,000	3,000	100.0%
0	0	0	512300	Postage	94,000	94,000	100.0%
0	0	0	514100	Departmental Special Supplies	44,000	44,000	100.0%
0	0	0	516100	Training & Education	18,000	18,000	100.0%
0	0	0	550000	Other Charges	5,735	5,735	100.0%
0	0	0	619830	Other Contractual Services-Unhoused	500,000	500,000	100.0%
<b>0</b>	<b>0</b>	<b>0</b>		<b>Operating and Maintenance Total</b>	<b>664,735</b>	<b>664,735</b>	<b>100.0%</b>
<b>Capital</b>							
0	0	0	732120	Departmental Special Equipment	4,000	4,000	100.0%
0	0	0	732160	IT Equipment - Software	50,000	50,000	100.0%
<b>0</b>	<b>0</b>	<b>0</b>		<b>Capital Total</b>	<b>54,000</b>	<b>54,000</b>	<b>100.0%</b>
<b>0</b>	<b>0</b>	<b>2,600</b>		<b>Grand Total</b>	<b>1,732,980</b>	<b>1,730,380</b>	<b>99.8%</b>

## Rent Stabilization/Tenant Improvement (10135400)

### Division Mission

The mission of the Housing Services Division is to produce and provide access to decent, safe, sanitary, and affordable housing. Division programming includes, affordable housing production, monitoring of rent and income restricted units, administration of the Housing Choice Voucher Program (Section 8), landlord incentives, housing navigation, providing displaced tenant households, provide a safe space for Landlord-Tenant Mediation, and operation of the Rent Stabilization Program. The primary mission of the Rent Stabilization Program is the enforcement of the Rent Control and Tenant Protections Ordinances (Ordinances) to assist residents in maintaining housing stability and protection from housing discrimination and untenable conditions. Key components of this Program include public education and outreach to broaden understanding of both tenant and landlords about the importance of the Ordinances and rent registration.

### Expenditure Summary for 10135400

	<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Personnel	93,292	375,673	444,607	68,934	18.3%
Operating and Maintenance	218,141	521,951	490,626	(31,325)	(6.0)%
Capital	0	7,000	7,000	0	0.0%
<b>Total</b>	<b>311,433</b>	<b>904,624</b>	<b>942,233</b>	<b>37,609</b>	<b>4.2%</b>

**Expenditures and Appropriations by Object of Expense for 10135400**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
64,698	244,589	246,368	411100	Regular Salaries	275,530	29,162	10.6%
6,340	0	0	411200	Part-Time Salaries	0	0	0.0%
1,378	9,880	9,880	431000	Deferred Compensation	9,880	0	0.0%
4,813	23,645	23,645	432000	Social Security	20,450	(3,195)	(15.6)%
4,330	8,253	8,253	433000	Retirement - Employer	19,988	11,735	58.7%
0	25,923	25,923	433050	Retirement-Unfunded Liability	43,988	18,065	41.1%
222	0	0	433200	PARS Retirement	0	0	0.0%
0	0	0	434000	Workers Compensation	16,700	16,700	100.0%
9,862	53,325	53,325	435000	Group Insurance	47,325	(6,000)	(12.7)%
443	2,600	3,900	435400	Retiree Health Savings	5,850	1,950	33.3%
31	259	259	436000	State Disability Insurance	276	17	6.2%
288	1,000	1,000	437000	Mgt Health Ben	1,500	500	33.3%
888	3,120	3,120	438500	Cell Phone Allowance	3,120	0	0.0%
<b>93,292</b>	<b>372,594</b>	<b>375,673</b>		<b>Personnel Total</b>	<b>444,607</b>	<b>68,934</b>	<b>15.5%</b>
<b>Operating and Maintenance</b>							
0	16,500	16,500	512100	Office Expense	16,500	0	0.0%
0	20,000	20,000	611300	Legal Services - Land Use	0	(20,000)	0.0%
0	0	0	611600	Legal Services - Miscellaneous	144,214	144,214	100.0%
218,141	401,900	485,451	619800	Other Contractual Services	325,610	(159,841)	(49.1)%
0	0	0	650300	Liability Reserve Charge	4,302	4,302	100.0%
<b>218,141</b>	<b>438,400</b>	<b>521,951</b>		<b>Operating and Maintenance Total</b>	<b>490,626</b>	<b>(31,325)</b>	<b>(6.4)%</b>
<b>Capital</b>							
0	7,000	7,000	732150	IT Equipment - Hardware	7,000	0	0.0%
<b>0</b>	<b>7,000</b>	<b>7,000</b>		<b>Capital Total</b>	<b>7,000</b>	<b>0</b>	<b>0.0%</b>
<b>311,433</b>	<b>817,994</b>	<b>904,624</b>		<b>Grand Total</b>	<b>942,233</b>	<b>37,609</b>	<b>4.0%</b>

## Interim Housing - Homekey (10135500)

### Expenditure Summary for 10135500

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Operating and Maintenance	0	0	2,169,231	2,169,231	0.0%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2,169,231</b>	<b>2,169,231</b>	<b>0.0%</b>

**Expenditures and Appropriations by Object of Expense for 10135500**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
0	0	0	513000	Utilities	113,247	113,247	100.0%
0	0	0	514100	Departmental Special Supplies	50,000	50,000	100.0%
0	0	0	619830	Other Contractual Services-Unhoused	2,005,984	2,005,984	100.0%
0	0	0		<b>Operating and Maintenance Total</b>	<b>2,169,231</b>	<b>2,169,231</b>	<b>100.0%</b>
0	0	0		<b>Grand Total</b>	<b>2,169,231</b>	<b>2,169,231</b>	<b>100.0%</b>

## Permanent Housing - Homekey (10135600)

### Expenditure Summary for 10135600

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Operating and Maintenance	0	0	2,344,705	2,344,705	0.0%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2,344,705</b>	<b>2,344,705</b>	<b>0.0%</b>

**Expenditures and Appropriations by Object of Expense for 10135600**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
0	0	0	513000	Utilities	122,563	122,563	100.0%
0	0	0	514100	Departmental Special Supplies	50,000	50,000	100.0%
0	0	0	619830	Other Contractual Services-Unhoused	2,172,142	2,172,142	100.0%
0	0	0		<b>Operating and Maintenance Total</b>	<b>2,344,705</b>	<b>2,344,705</b>	<b>100.0%</b>
0	0	0		<b>Grand Total</b>	<b>2,344,705</b>	<b>2,344,705</b>	<b>100.0%</b>



# Safe Sleeping (10135700)

## Expenditure Summary for 10135700

	<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Operating and Maintenance	0	0	3,112,298	3,112,298	0.0%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>3,112,298</b>	<b>3,112,298</b>	<b>0.0%</b>

**Expenditures and Appropriations by Object of Expense for 10135700**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
0	0	0	514100	Departmental Special Supplies	90,673	90,673	100.0%
0	0	0	605100	Rental of Equipment	173,798	173,798	100.0%
0	0	0	619830	Other Contractual Services-Unhoused	2,847,827	2,847,827	100.0%
0	0	0		<b>Operating and Maintenance Total</b>	<b>3,112,298</b>	<b>3,112,298</b>	<b>100.0%</b>
0	0	0		<b>Grand Total</b>	<b>3,112,298</b>	<b>3,112,298</b>	<b>100.0%</b>

## Interim Housing - Homekey (41435920)

### Expenditures and Appropriations by Object of Expense for 41435920

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Other</b>							
0	0	0	952101	Trsf Out To - Fund 101	600,000	600,000	100.0%
0	0	0		<b>Other Total</b>	<b>600,000</b>	<b>600,000</b>	<b>100.0%</b>
0	0	0		<b>Grand Total</b>	<b>600,000</b>	<b>600,000</b>	<b>100.0%</b>

# Permanent Housing - Homekey (41435930)

## Expenditures and Appropriations by Object of Expense for 41435930

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Other</b>							
0	0	0	952101	Trsf Out To - Fund 101	250,000	250,000	100.0%
0	0	0		<b>Other Total</b>	<b>250,000</b>	<b>250,000</b>	<b>100.0%</b>
0	0	0		<b>Grand Total</b>	<b>250,000</b>	<b>250,000</b>	<b>100.0%</b>

## Homeless Services (41435940)

### Expenditures and Appropriations by Object of Expense for 41435940

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
0	24,750	24,750	618140	Homeless Incentive Program	24,750	0	0.0%
0	0	38,164	619800	Other Contractual Services	0	(38,164)	0.0%
34,568	0	0	680100	Contra - Grant Exp in the 6's	0	0	0.0%
<b>34,568</b>	<b>24,750</b>	<b>62,914</b>		<b>Operating and Maintenance Total</b>	<b>24,750</b>	<b>(38,164)</b>	<b>(154.2)%</b>
<b>34,568</b>	<b>24,750</b>	<b>62,914</b>		<b>Grand Total</b>	<b>24,750</b>	<b>(38,164)</b>	<b>(154.2)%</b>

# Admin Supply and Services (47635810)

## Expenditures and Appropriations by Object of Expense for 47635810

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
4	0	0	512100	Office Expense	0	0	0.0%
0	0	5,000	514100	Departmental Special Supplies	0	(5,000)	0.0%
0	0	0	516100	Training & Education	10,000	10,000	100.0%
2,810	0	20,000	517000	City Commission Expenses	0	(20,000)	0.0%
0	0	5,000	600200	R&M - Equipment	0	(5,000)	0.0%
66,756	0	73,682	611600	Legal Services - Miscellaneous	50,000	(23,682)	(47.4)%
0	0	30,000	612300	Property Management Services	0	(30,000)	0.0%
102,070	0	2,109,066	618100	Housing Services	5,000	(2,104,066)	(42,081.3)%
0	0	0	619100	Fiscal Services	30,000	30,000	100.0%
463	0	0	619800	Other Contractual Services	1,250	1,250	100.0%
<b>172,104</b>	<b>0</b>	<b>2,242,748</b>		<b>Operating and Maintenance Total</b>	<b>96,250</b>	<b>(2,146,498)</b>	<b>(2,230.1)%</b>
<b>172,104</b>	<b>0</b>	<b>2,242,748</b>		<b>Grand Total</b>	<b>96,250</b>	<b>(2,146,498)</b>	<b>(2,230.1)%</b>

## Rental Assistance (47635820)

### Expenditures and Appropriations by Object of Expense for 47635820

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
0	0	50,000	610300	Personnel Services	0	(50,000)	0.0%
210,148	0	0	618200	Rap Grants	0	0	0.0%
0	0	239,440	618500	Rent Subsidy Payments	290,000	50,560	17.4%
<b>210,148</b>	<b>0</b>	<b>289,440</b>		<b>Operating and Maintenance Total</b>	<b>290,000</b>	<b>560</b>	<b>0.2%</b>
<b>210,148</b>	<b>0</b>	<b>289,440</b>		<b>Grand Total</b>	<b>290,000</b>	<b>560</b>	<b>0.2%</b>

# Housing Protections (47635870)

## Expenditures and Appropriations by Object of Expense for 47635870

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
0	0	150,000	600100	R&M - Building	330,000	180,000	54.5%
0	0	60,000	612300	Property Management Services	30,000	(30,000)	(100.0)%
560,919	0	7,452,615	618100	Housing Services	4,150,000	(3,302,615)	(79.6)%
90,740	0	0	618400	Rehab Grants Fee Incentive	60,000	60,000	100.0%
18,611	0	0	618560	Owner Incentive - Housing	50,000	50,000	100.0%
(5,194)	0	0	680100	Contra - Grant Exp in the 6's	0	0	0.0%
<b>665,075</b>	<b>0</b>	<b>7,662,615</b>		<b>Operating and Maintenance Total</b>	<b>4,620,000</b>	<b>(3,042,615)</b>	<b>(65.9)%</b>
<b>665,075</b>	<b>0</b>	<b>7,662,615</b>		<b>Grand Total</b>	<b>4,620,000</b>	<b>(3,042,615)</b>	<b>(65.9)%</b>



## Homeless Program (47635880)

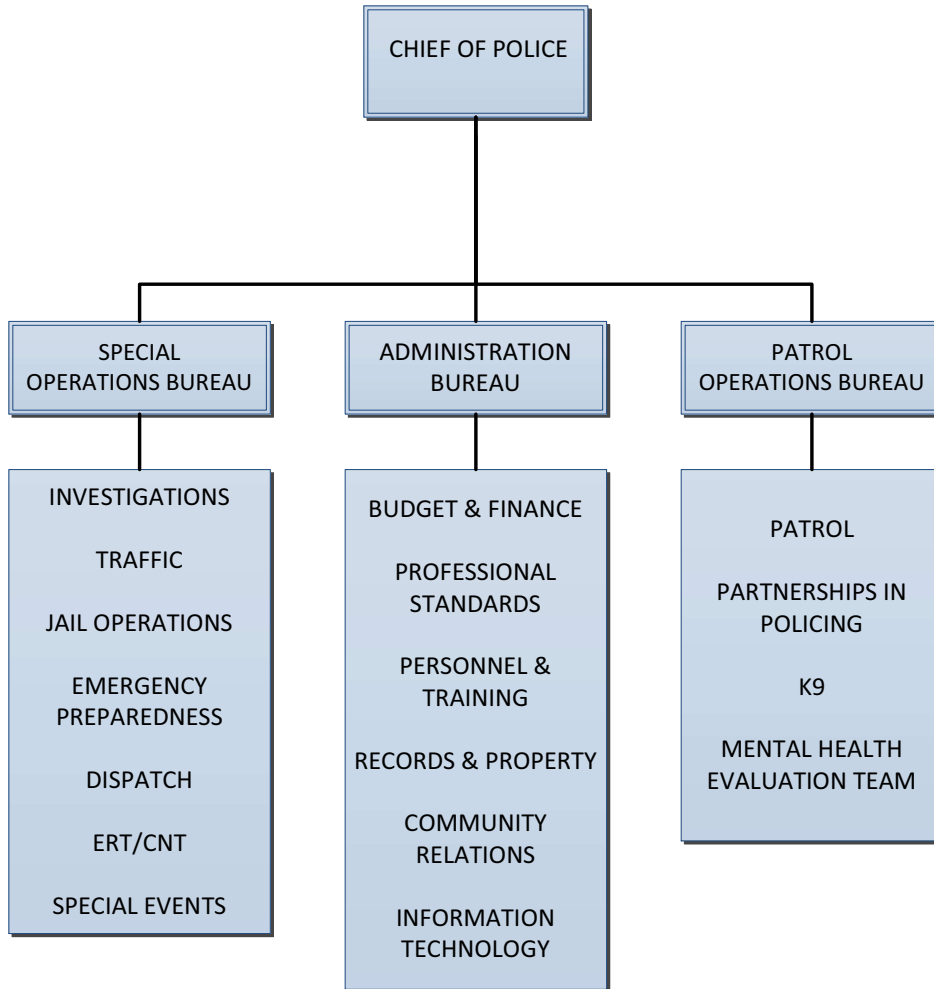
### Expenditures and Appropriations by Object of Expense for 47635880

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
0	0	65,000	610300	Personnel Services	0	(65,000)	0.0%
464,167	0	2,178,764	619800	Other Contractual Services	0	(2,178,764)	0.0%
0	0	0	619830	Other Contractual Services-Unhoused	1,149,432	1,149,432	100.0%
<b>464,167</b>	<b>0</b>	<b>2,243,764</b>		<b>Operating and Maintenance Total</b>	<b>1,149,432</b>	<b>(1,094,332)</b>	<b>(95.2)%</b>
<b>464,167</b>	<b>0</b>	<b>2,243,764</b>		<b>Grand Total</b>	<b>1,149,432</b>	<b>(1,094,332)</b>	<b>(95.2)%</b>

# Police



# POLICE DEPARTMENT



# Police

## Department Mission

The Culver City Police Department is committed to enhancing our community's quality of life through progressive policing, timely response, and public partnerships.

## DEPARTMENT VALUES

- **Progressive:** Whether it be investigative techniques, technology, policy, or programs we strive to be at the forefront of law enforcement as a profession.
- **Professional:** The men and women of our organization maintain a level of professionalism worthy of the trust bestowed upon us.
- **Partnerships:** Public partnerships and building trust with our community is at the foundation of everything we do, and we strive each day to foster and preserve the trust and relationship between our Department and the community we serve.

## Department Description

The Police Department is comprised of the following bureaus: the Office of the Chief of Police, the Operations Bureau, the Investigations Bureau, and the Administrations Bureau. The police department is responsible for responding to calls for service, providing highly visible patrols, conducting criminal investigations, traffic enforcement and investigations, emergency preparedness, and community outreach. The Department strives to enhance public safety through community centered policing, the deterrence/prevention of crime, the apprehension of offenders, and the education of the public in self-protective measures to minimize victimization

## Expenditure Summary

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>101 - General Fund</b>					
40100 Office of the Chief	959,644	1,084,343	1,067,362	(16,981)	(1.6)%
40200 Operating Bureaus	44,551,535	50,294,701	52,895,291	2,600,590	5.2%
40400 Animal Control	375	0	0	0	0.0%
<b>101 - General Fund Total</b>	<b>45,511,553</b>	<b>51,379,044</b>	<b>53,962,653</b>	<b>2,583,609</b>	<b>5.0%</b>
<b>414 - Operating Grants Fund</b>					
40230 COPS/SLESF/Brulte	98,132	114,873	115,682	809	0.7%
40913 Police - Misc DOJ Grants	8,967	0	0	0	0.0%
40933 SelectiveTrafficEnforc:OTSFY21	41,935	0	0	0	0.0%
40934 Traffic Records Improvemt Proj	49,778	0	0	0	0.0%
40935 SelectiveTrafficEnforc:OTSFY22	72,544	0	0	0	0.0%
40936 Police - UASI 2021	16,471	66,285	0	(66,285)	(100.0)%
40937 DOJ-Byrne JAG 2021 Program	0	13,852	0	(13,852)	(100.0)%
40939 DOJ-Byrne JAG2022 Program	0	14,468	0	(14,468)	(100.0)%
40940 CA Comm Corrcct-OfficerWellness	0	0	70,910	70,910	0.0%
<b>414 - Operating Grants Fund Total</b>	<b>287,827</b>	<b>209,478</b>	<b>186,592</b>	<b>(22,886)</b>	<b>(10.9)%</b>
<b>416 - Asset Seizure Fund</b>					
40450 State Asset Seizure Funds	65,068	439,000	0	(439,000)	(100.0)%
40454 Fed. Asset Seizure Justice	80,754	167,717	0	(167,717)	(100.0)%
<b>416 - Asset Seizure Fund Total</b>	<b>145,821</b>	<b>606,717</b>	<b>0</b>	<b>(606,717)</b>	<b>(100.0)%</b>
<b>Department Total</b>	<b>45,945,202</b>	<b>52,195,239</b>	<b>54,149,245</b>	<b>1,954,006</b>	<b>3.7%</b>

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>10140100 Office of the Police Chief</b>					
Administrative Secretary	1.00	1.00	1.00	0.00	0.0%
Chief of Police	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10140200 Operating Bureaus</b>					
Animal Services Officer	2.00	2.00	2.00	0.00	0.0%
Administrative Services Manager *	0.00	0.00	1.00	1.00	100.0%
Assistant Police Chief	1.00	1.00	1.00	0.00	0.0%
Automated Enforcement Tech	1.00	1.00	1.00	0.00	0.0%
Comm. Services Officer	7.84	7.84	7.84	0.00	0.0%
Custodian	1.00	1.00	1.00	0.00	0.0%
Forensic Specialist	2.00	2.00	2.00	0.00	0.0%
Forensic Supervisor	0.00	1.00	1.00	0.00	0.0%
Jailer	5.00	5.00	5.00	0.00	0.0%
Management Analyst	5.00	5.00	5.00	0.00	0.0%
Parking Enforcement Officer	10.00	10.00	10.00	0.00	0.0%
Parking Supervisor	1.00	1.00	1.00	0.00	0.0%
Police Captain	2.00	2.00	2.00	0.00	0.0%
Police Lieutenant	8.00	8.00	8.00	0.00	0.0%
Police Officer	80.00	80.00	80.00	0.00	0.0%
Police Records/Property Supervisor	1.00	1.00	1.00	0.00	0.0%
Police Records Tech	7.00	7.00	7.00	0.00	0.0%
Police Sergeant	17.00	17.00	17.00	0.00	0.0%
Property Technician	1.00	1.00	1.00	0.00	0.0%
Sr. Forensic Specialist	1.00	0.00	0.00	0.00	0.0%
Sr. Jailer	1.00	1.00	1.00	0.00	0.0%
Sr. Management Analyst *	1.00	1.00	0.00	-1.00	-100.0%
<b>Division Total</b>	<b>154.84</b>	<b>154.84</b>	<b>154.84</b>	<b>0.00</b>	<b>0.0%</b>
<b>41440230 COPS</b>					
Property Technician	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>157.84</b>	<b>157.84</b>	<b>157.84</b>	<b>0.00</b>	<b>0.0%</b>

\* Reclass one (1) Senior Management Analyst position to Administrative Services Manager position.

## Regular Positions

	Actual 2021/2022	Adjusted 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Sworn Officers</b>					
Chief of Police	1.00	1.00	1.00	0.00	0.0%
Assistant Police Chief	1.00	1.00	1.00	0.00	0.0%
Police Captain	2.00	2.00	2.00	0.00	0.0%
Police Lieutenant	8.00	8.00	8.00	0.00	0.0%
Police Sergeant	17.00	17.00	17.00	0.00	0.0%
Police Officer	80.00	80.00	80.00	0.00	0.0%
<b>Total Sworn</b>	<b>109.00</b>	<b>109.00</b>	<b>109.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Non-Sworn Personnel</b>					
Administrative Secretary	1.00	1.00	1.00	0.00	0.0%
Administrative Services Manager *	0.00	0.00	1.00	1.00	100.0%
Animal Services Officer	2.00	2.00	2.00	0.00	0.0%
Automated Enforcement Technician	1.00	1.00	1.00	0.00	0.0%
Comm. Services Officer	7.84	7.84	7.84	0.00	0.0%
Custodian	1.00	1.00	1.00	0.00	0.0%
Forensic Specialist	2.00	2.00	2.00	0.00	0.0%
Forensic Supervisor	0.00	1.00	1.00	0.00	0.0%
Jailer	5.00	5.00	5.00	0.00	0.0%
Management Analyst	5.00	5.00	5.00	0.00	0.0%
Parking Enforcement Officer	10.00	10.00	10.00	0.00	0.0%
Parking Supervisor	1.00	1.00	1.00	0.00	0.0%
Property Tech	2.00	2.00	2.00	0.00	0.0%
Police Records/Property Supervisor	1.00	1.00	1.00	0.00	0.0%
Police Records Tech	7.00	7.00	7.00	0.00	0.0%
Sr. Jailer	1.00	1.00	1.00	0.00	0.0%
Sr. Forensic Specialist	1.00	0.00	0.00	0.00	0.0%
Sr. Management Analyst *	1.00	1.00	0.00	-1.00	-100.0%
<b>Total Non-Sworn</b>	<b>48.84</b>	<b>48.84</b>	<b>48.84</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>157.84</b>	<b>157.84</b>	<b>157.84</b>	<b>0.00</b>	<b>0.0%</b>

\* Reclass one (1) Senior Management Analyst position to Administrative Services Manager position.

**Performance Measures**

Metric	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Goal 2023/2024
<b>Operating Bureaus</b>				
Reduce response time to emergency calls for service (minutes)	3:54	3:51	3:41	3:30
Reduce response time for non-emergency calls for service (minutes)	9:43	9:56	9:46	9:25
Increase case clearance rate for violent crimes	41.80%	32.60%	49.90%	40%
Reduce violent crime	404	539	538	522
Achieve full staffing	-17%	-25%	-9%	-5%

## FISCAL YEAR 2023/2024 WORK PLANS

GOAL	OBJECTIVE	ACTION STEPS	REQUIRED RESOURCES	EST. COMPLETION	SUCCESS INDICATORS
Employee Wellness	Increase wellness resources and access to those resources Retain and Develop staff	Continue to provide mental, physical and emotional fitness programs and informational resources Continue to engage staff in open dialogue to discuss improving the effectiveness and efficiency of the Department's leadership and overall work product	Existing staff	Ongoing	Improve staff retention rate Reduce absenteeism
GOAL	OBJECTIVE	ACTION STEPS	REQUIRED RESOURCES	EST. COMPLETION	SUCCESS INDICATORS
Employee Recruitment	Hire a diverse workforce for all positions Implement a permanent on-going Police Officer recruitment process	Develop a Recruitment Team/ Plan Expand outreach efforts for all vacant positions Continue to work with the Human Resources Department to continually recruit for Department positions	Existing Staff	Ongoing	Increased and diversified applicant pool Fewer Police Department vacancies
GOAL	OBJECTIVE	ACTION STEPS	REQUIRED RESOURCES	EST. COMPLETION	SUCCESS INDICATORS
Alternative Apprehension Technologies and Equipment	Less lethal technologies and equipment Implement a city wide Automated License Plate Reader (ALPR) Program	Research pursuit mitigation technology Work with vendor and public works to install and implement program	Additional Funding for technologies and equipment Existing funds and city staff	June 2024 December 2023	Identify and evaluate technologies Implementation completed



GOAL	OBJECTIVE	ACTION STEPS	REQUIRED RESOURCES	EST. COMPLETION	SUCCESS INDICATORS
Update, Enhance and Expand the Department's Information Technology	Improve Information Technology Stability and Sustainability	Enhance Mobile Audio Video Infrastructure Enhance Network Security and Infrastructure Enhance Wi-Fi Network Continue Hardware Equipment Replacement Upgrade the Body Worn Camera Program and Storage Capacity	Additional Funding for contractual services, Hardware and Software	December 2024	Project Completed



## Office of the Chief (10140100)

### Division Mission

The Division is responsible for the overall planning, organizing, efficiency, and direction of all Department staff and operations.

### Division Description

The Division is responsible for coordinating all aspects of the Police Department in order to provide a high quality of life for the citizens in this community. To manage the Police Department utilizing all available resources to offer the best community safety enforcement and crime prevention services possible to the community.

### Expenditure Summary for 10140100

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	932,282	1,042,106	1,037,486	(4,620)	(0.4)%
Operating and Maintenance	27,362	42,237	29,876	(12,361)	(29.3)%
<b>Total</b>	<b>959,644</b>	<b>1,084,343</b>	<b>1,067,362</b>	<b>(16,981)</b>	<b>(1.6)%</b>

**Expenditures and Appropriations by Object of Expense for 10140100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
437,070	445,100	610,588	411100	Regular Salaries	499,295	(111,293)	(22.3)%
4,829	4,810	4,810	431000	Deferred Compensation	38,560	33,750	87.5%
10,586	9,782	9,782	432000	Social Security	10,410	628	6.0%
90,510	23,288	23,288	433000	Retirement - Employer	54,435	31,147	57.2%
169,197	171,667	171,667	433050	Retirement-Unfunded Liability	145,740	(25,927)	(17.8)%
31,491	30,406	30,406	433500	Retirement - Employee	58,297	27,891	47.8%
67,333	62,831	62,831	434000	Workers Compensation	97,583	34,752	35.6%
39,235	40,015	40,015	435000	Group Insurance	41,435	1,420	3.4%
1,305	1,300	2,600	435400	Retiree Health Savings	3,900	1,300	33.3%
64,392	67,570	67,570	435500	Retiree Insurance	69,300	1,730	2.5%
423	379	379	436000	State Disability Insurance	381	2	0.5%
550	550	550	437000	Mgt Health Ben	550	0	0.0%
12,736	15,000	15,000	437500	Longevity Pay	16,000	1,000	6.3%
1,566	1,560	1,560	438500	Cell Phone Allowance	0	(1,560)	0.0%
1,060	1,060	1,060	440000	Uniform Allowance	1,600	540	33.8%
<b>932,282</b>	<b>875,318</b>	<b>1,042,106</b>		<b>Personnel Total</b>	<b>1,037,486</b>	<b>(4,620)</b>	<b>(0.4)%</b>
<b>Operating and Maintenance</b>							
4,294	4,858	9,209	517850	Employee Recognition Events	4,736	(4,473)	(94.4)%
23,068	33,028	33,028	650300	Liability Reserve Charge	25,140	(7,888)	(31.4)%
<b>27,362</b>	<b>37,886</b>	<b>42,237</b>		<b>Operating and Maintenance Total</b>	<b>29,876</b>	<b>(12,361)</b>	<b>(41.4)%</b>
<b>959,644</b>	<b>913,204</b>	<b>1,084,343</b>		<b>Grand Total</b>	<b>1,067,362</b>	<b>(16,981)</b>	<b>(1.6)%</b>

# Operating Bureaus (10140200)

## Division Mission

The Bureaus of the Police Department consist of Administration, Investigations, and Operations.

**ADMINISTRATION:** Assistant Chief of Police is responsible for facilitating the administrative processes necessary for the Police Department to function in an efficient manner. Represents the Chief of Police at various functions, and when the Chief is not available, acts as Chief of Police.

**INVESTIGATIONS:** Bureau Commander is responsible for facilitating the processes necessary to solve crimes through follow-up investigations.

**OPERATIONS:** Bureau Commander is responsible for facilitating the processes necessary provide appropriate and timely response to all emergency and non-emergency calls for service to control and prevent crime.

## Division Description

### ADMINISTRATION

- Personnel and Training Section ensures that the Department is staffed with the most qualified individuals by recruiting, screening, testing, processing, and identifying qualified applicants for hiring consideration. also analyzes training needs, provides for such training, and ensures that employees reach and maintain a high proficiency level.
- Professional Standards Unit is responsible for maintaining the integrity and professionalism of the Police Department and its employees. The goal of the Professional Standards Unit is to thoroughly and objectively investigate all allegations of employee misconduct, which protects both the community and the Police Department's employees.
- Records ensures that all Department records are maintained, filed, distributed, and destroyed in accordance with policy and law.
- Property and Evidence maintains physical chain of custody, accountability, and detailed documentation for booked evidence and property from the time of booking until adjudication of the case when articles are released or disposed of.
- Budget and Grants is responsible for managing the day-to-day financial activities of the Police Department. This includes management of the General Fund budget, various grants, and the Department's special revenue funds. Responsibilities include, but are not limited to, budget preparation and monitoring, accounting, purchasing, contract management, and grant management.
- Community and Media Relations Liaison Program is focused on providing a personalized police service to the community through collaboration with various entities, enhanced focus in addressing quality of life issues, continued participation in community outreach events, to attend Neighborhood Watch Meetings, as well as working along-side our Community Relations Lieutenant.
- Information Technology Program maintains, supports, and administrates the Police Department's ever-changing technological infrastructure and programs that facilitate the Department's overall goals through the application of computer technology.
- Reserve Corps Program recruits, hires, trains, and assigns Reserve Police Officers to augment various aspects of police operations.
- Building Maintenance Program is responsible for custodial services, the identification of needed repairs and enhancements to the police facility, its subsystems and infrastructure, as well as the proper control, purchase, maintenance, and distribution of supplies.

## INVESTIGATIONS

- Investigations Section is responsible for conducting thorough criminal investigations, collection of evidence and when appropriate, the apprehension of offenders. Cases are submitted to the Los Angeles County District Attorney's Office where they are examined to determine if there is sufficient evidence to file criminal charges.
- Forensic Unit responds to crime scenes, collects and preserves evidence, provides scientific analysis to identify criminals, aids in the prosecution of criminal cases.
- Crime Impact Team supplements detectives by employing a broad range enforcement and investigative methods; including but not limited to surveillance, search warrant execution, and patrol saturation. Team members work collaboratively outside their normal work hours to positively impact crimes.
- Special Enforcement Unit vice, narcotics, and special investigations that impact quality of life in Culver City.
- Emergency Response Unit: is comprised of two specialized teams: the Crisis Negotiation Team (CNT) and the Emergency Response Team (ERT). The unit has been established to provide specialized support in handling critical field operations where intense negotiations and/or special tactical deployment methods beyond the capacity of field officers appear to be necessary.
- School Resource Officer (SRO) assists the school administrators in maintaining a safe environment while also fostering a close and positive relationship with the students, staff and parents. The SRO provides a highly visible presence on school campuses to help deter crime, addresses issues and concerns that the school administration encounters and approaches each incident with the intent of keeping students out of the justice system.
- Explorer Program is designed to provide young men and women, between the ages of 14-19, with life skills, character education and leadership experience to become a productive member of society in addition to having the opportunity to start a future career in law enforcement. Culver City Police Explorers receive the highest level of law enforcement instruction and hands-on experience such as participating in ride-alongs and assisting Culver City Police Officers with their duties.
- Partnership to Advance Youth (PAY) is a law enforcement youth outreach program focused on providing opportunities for positive interactions between police officers and the young people in our community, with the primary goal of advancing and implementing a model for youth development and diversion (YDD) with the purpose of equitably reducing young people's involvement with the criminal justice system.

## OPERATIONS

- Patrol responds to emergency and non-emergency calls for service, deters crime through high visibility vehicle, bike, and foot patrols. Conducts preliminary criminal investigations, documents incidents, and conducts traffic enforcement.
- Traffic Section investigates all traffic-related accidents, issues traffic citations as appropriate, and as a secondary function, responds to other police emergencies. Inspects commercial vehicles, shipping manifests, and verifies that commercial vehicles are compliant with both the city's municipal code, and applicable State laws.
- Parking Enforcement Unit applies mobile personnel to all parts of the city to address parking issues, assist residents in the permit parking process, and reduce accidents by keeping the streets clear of abandoned and illegally parked vehicles, and collecting coins from the city's meters. The Crossing Guard Program also falls under the parking enforcement unit which ensures the safety of school age children at intersections as they walk to and from school.
- Canine (K9) consists of two canine teams that assist with locating, detaining or apprehending suspect(s), locating evidence that is believed to be of value in an investigation, searching an area, structure or vehicle and the defense of the canine handler, any peace officer or any other person.

- Culver City Mental Health Evaluation Team (CCMET) is comprised of one mental health trained police officer and one Los Angeles County Department of Mental Health Clinician. The mission of this team is to provide response, care, and treatment of individuals requiring mental health assistance.
- Partnerships in Policing team provides a personalized police service to the community through collaboration with various entities, enhanced focus in addressing quality of life issues, continued participation in community outreach events, and attendance of Neighborhood Meetings.
- Unmanned Aerial Vehicle is used to provide aerial support during emergency Police and Fire operations and provide an added layer of transparency and accountability by recording aerial video of these incidents. The UAVs utilize a high definition camera and/or forward looking infrared (FLIR) camera system to provide real time situational awareness, which assists public safety officers address critical field incidents in a more effective, efficient, and safe way
- Jail is a Type 1 Jail facility, with 30 beds, capable of serving as a local detention facility, used for the detention of persons for not more than 96 hours after arrest and booking. The facility may also detain persons on court order commitments.
- Automated Enforcement Program captures red light violations at specific intersections throughout the City. After careful review by Police Department personnel, these violators are issued citations. The program is aimed at reducing the number of traffic accidents at those equipped intersections as well as all intersections throughout the City.
- Animal Services Officer (ASO) is responsible for animal-related matters, ongoing or persistent animal nuisance complaints, investigation and resolution, and follow-up on animal-related calls, such as locating owners of injured animals.

### Expenditure Summary for 10140200

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	37,086,216	41,001,815	43,639,134	2,637,319	6.4%
Operating and Maintenance	7,067,062	8,987,237	8,619,440	(367,797)	(4.1)%
Capital	398,257	305,650	636,717	331,067	108.3%
<b>Total</b>	<b>44,551,535</b>	<b>50,294,701</b>	<b>52,895,291</b>	<b>2,600,590</b>	<b>5.2%</b>

**Expenditures and Appropriations by Object of Expense for 10140200**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
16,967,209	19,810,197	20,015,405	411100	Regular Salaries	21,095,570	1,080,165	5.1%
51,424	0	0	411200	Part-Time Salaries	0	0	0.0%
2,224,108	1,275,000	1,275,000	411310	Overtime-Regular	1,275,000	0	0.0%
187,000	370,000	370,000	411360	Special Event-OT	370,000	0	0.0%
72,758	102,830	102,830	431000	Deferred Compensation	107,510	4,680	4.4%
435,794	461,516	461,516	432000	Social Security	489,870	28,354	5.8%
2,253,267	2,337,137	2,337,137	433000	Retirement - Employer	3,180,241	843,104	26.5%
7,394,554	8,201,439	8,201,439	433050	Retirement-Unfunded Liability	8,089,125	(112,314)	(1.4)%
1,805	0	0	433200	PARS Retirement	0	0	0.0%
216,805	228,132	228,132	433500	Retirement - Employee	257,826	29,694	11.5%
2,986,648	2,913,000	2,913,000	434000	Workers Compensation	3,115,859	202,859	6.5%
1,735,827	2,307,115	2,307,115	435000	Group Insurance	2,373,570	66,455	2.8%
62,552	81,250	133,250	435400	Retiree Health Savings	231,400	98,150	42.4%
1,833,414	1,905,400	1,905,400	435500	Retiree Insurance	2,044,220	138,820	6.8%
12,612	13,351	13,351	436000	State Disability Insurance	12,063	(1,288)	(10.7)%
49,531	52,700	52,700	437000	Mgt Health Ben	54,200	1,500	2.8%
436,525	479,000	479,000	437500	Longevity Pay	735,000	256,000	34.8%
7,353	12,480	12,480	438500	Cell Phone Allowance	12,480	0	0.0%
157,030	194,060	194,060	440000	Uniform Allowance	195,200	1,140	0.6%
<b>37,086,216</b>	<b>40,744,607</b>	<b>41,001,815</b>		<b>Personnel Total</b>	<b>43,639,134</b>	<b>2,637,319</b>	<b>6.0%</b>
<b>Operating and Maintenance</b>							
13,130	15,000	23,000	512100	Office Expense	25,000	2,000	8.0%
4,624	8,000	10,000	512200	Printing and Binding	8,000	(2,000)	(25.0)%
220	250	250	512300	Postage	250	0	0.0%
155,354	110,460	168,460	512400	Communications	119,820	(48,640)	(40.6)%
96,866	100,000	96,334	514100	Departmental Special Supplies	125,000	28,666	22.9%
11,640	20,000	27,000	514500	Canine Program Expense	30,000	3,000	10.0%
59,323	75,000	71,141	514600	Small Tools & Equipment	100,000	28,859	28.9%
300,095	300,000	315,414	516100	Training & Education	300,000	(15,414)	(5.1)%
10,782	13,500	13,500	516500	Conferences & Conventions	10,000	(3,500)	(35.0)%
7,786	15,000	14,000	516600	Special Events & Meetings	15,000	1,000	6.7%
4,809	5,000	5,600	516700	Memberships & Dues	5,000	(600)	(12.0)%
44,813	43,180	49,180	517100	Subscriptions	43,850	(5,330)	(12.2)%
1,319	2,500	5,500	517300	Advertising and Public Relatio	3,500	(2,000)	(57.1)%
8,201	15,000	10,000	517400	Police Investigation	15,000	5,000	33.3%
6,041	25,000	8,000	518000	Volunteer Program	25,000	17,000	68.0%
31,872	45,000	45,000	520220	Service/Collection Fees	40,000	(5,000)	(12.5)%
23,509	20,000	41,000	550000	Other Charges	36,560	(4,440)	(12.1)%
31,213	45,000	61,881	600100	R&M - Building	55,000	(6,881)	(12.5)%



### Expenditures and Appropriations by Object of Expense for 10140200

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
124,537	135,000	132,000	600200	R&M - Equipment	140,292	8,292	5.9%
870,900	1,198,000	1,210,203	600800	Equip Maint Expenses	1,281,000	70,797	5.5%
0	0	500	605100	Rental of Equipment	0	(500)	0.0%
216,567	419,685	419,685	605400	Amortization of Equipment	459,704	40,019	8.7%
17,315	45,000	41,625	610300	Personnel Services	68,500	26,875	39.2%
175,468	235,000	240,000	614100	Medical Services	201,870	(38,130)	(18.9)%
3,422	6,600	6,678	619100	Fiscal Services	1,500	(5,178)	(345.2)%
3,824,028	4,403,296	4,240,033	619800	Other Contractual Services	4,506,876	266,843	5.9%
1,023,228	1,731,253	1,731,253	650300	Liability Reserve Charge	1,002,718	(728,535)	(72.7)%
<b>7,067,062</b>	<b>9,031,724</b>	<b>8,987,237</b>		<b>Operating and Maintenance Total</b>	<b>8,619,440</b>	<b>(367,797)</b>	<b>(4.3)%</b>
<b>Capital</b>							
163,450	0	0	732100	Auto-Rolling Stock & Equipment	0	0	0.0%
4,639	11,500	11,500	732120	Departmental Special Equipment	250,000	238,500	95.4%
47,183	60,000	89,694	732150	IT Equipment - Hardware	150,000	60,306	40.2%
113,369	193,081	193,081	732160	IT Equipment - Software	236,717	43,636	18.4%
69,615	0	11,375	740100	Furniture & Furnishings	0	(11,375)	0.0%
<b>398,257</b>	<b>264,581</b>	<b>305,650</b>		<b>Capital Total</b>	<b>636,717</b>	<b>331,067</b>	<b>52.0%</b>
<b>44,551,535</b>	<b>50,040,912</b>	<b>50,294,701</b>		<b>Grand Total</b>	<b>52,895,291</b>	<b>2,600,590</b>	<b>4.9%</b>



## COPS/SLESF/Brulte (41440230)

### Division Description

To separately record appropriations for law enforcement services funded, in part, by the Citizen’s Option for Public Safety (COPS) Program established by the State legislature in the Budget Act of 1996.

### Expenditure Summary for 41440230

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	94,139	110,180	112,797	2,617	2.4%
Operating and Maintenance	3,993	4,693	2,885	(1,808)	(38.5)%
<b>Total</b>	<b>98,132</b>	<b>114,873</b>	<b>115,682</b>	<b>809</b>	<b>0.7%</b>

### Expenditures and Appropriations by Object of Expense for 41440230

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
49,768	65,002	65,002	411100	Regular Salaries	70,032	5,030	7.2%
4,175	0	0	411310	Overtime-Regular	0	0	0.0%
1,194	1,560	1,560	431000	Deferred Compensation	1,560	0	0.0%
4,464	5,401	5,401	432000	Social Security	6,169	768	12.4%
3,273	3,917	3,917	433000	Retirement - Employer	5,494	1,577	28.7%
10,771	12,302	12,302	433050	Retirement-Unfunded Liability	12,090	(212)	(1.8)%
11,654	8,927	8,927	434000	Workers Compensation	0	(8,927)	0.0%
7,366	10,100	10,100	435000	Group Insurance	10,455	355	3.4%
498	650	1,950	435400	Retiree Health Savings	1,950	0	0.0%
277	321	321	436000	State Disability Insurance	347	26	7.5%
0	0	0	437500	Longevity Pay	4,000	4,000	100.0%
700	700	700	440000	Uniform Allowance	700	0	0.0%
<b>94,139</b>	<b>108,880</b>	<b>110,180</b>		<b>Personnel Total</b>	<b>112,797</b>	<b>2,617</b>	<b>2.3%</b>
<b>Operating and Maintenance</b>							
3,993	4,693	4,693	650300	Liability Reserve Charge	2,885	(1,808)	(62.7)%
<b>3,993</b>	<b>4,693</b>	<b>4,693</b>		<b>Operating and Maintenance Total</b>	<b>2,885</b>	<b>(1,808)</b>	<b>(62.7)%</b>
<b>98,132</b>	<b>113,573</b>	<b>114,873</b>		<b>Grand Total</b>	<b>115,682</b>	<b>809</b>	<b>0.7%</b>

## Police - Misc DOJ Grants (41440913)

### Expenditures and Appropriations by Object of Expense for 41440913

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
8,967	0	0	514600	Small Tools & Equipment	0	0	0.0%
8,967	0	0		<b>Operating and Maintenance Total</b>	0	0	0.0%
8,967	0	0		<b>Grand Total</b>	0	0	0.0%

## Police - UASI 2021 (41440936)

### Expenditures and Appropriations by Object of Expense for 41440936

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Capital</b>							
16,471	0	41,362	732120	Departmental Special Equipment	0	(41,362)	0.0%
0	0	24,923	732160	IT Equipment - Software	0	(24,923)	0.0%
<b>16,471</b>	<b>0</b>	<b>66,285</b>		<b>Capital Total</b>	<b>0</b>	<b>(66,285)</b>	<b>0.0%</b>
<b>16,471</b>	<b>0</b>	<b>66,285</b>		<b>Grand Total</b>	<b>0</b>	<b>(66,285)</b>	<b>0.0%</b>

## DOJ-Byrne JAG 2021 Program (41440937)

### Expenditures and Appropriations by Object of Expense for 41440937

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Capital</b>							
0	0	13,852	732120	Departmental Special Equipment	0	(13,852)	0.0%
0	0	13,852		<b>Capital Total</b>	0	(13,852)	0.0%
0	0	13,852		<b>Grand Total</b>	0	(13,852)	0.0%

# DOJ-Byrne JAG 2022 Program (41440939)

## Expenditures and Appropriations by Object of Expense for 41440939

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Capital</b>							
0	0	14,468	732120	Departmental Special Equipment	0	(14,468)	0.0%
0	0	14,468		<b>Capital Total</b>	0	(14,468)	0.0%
0	0	14,468		<b>Grand Total</b>	0	(14,468)	0.0%

## CA Comm Corrcrct-Officer Wellness (41440940)

### Expenditures and Appropriations by Object of Expense for 41440940

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Capital</b>							
0	0	0	732120	Departmental Special Equipment	70,910	70,910	100.0%
0	0	0		<b>Capital Total</b>	<b>70,910</b>	<b>70,910</b>	<b>100.0%</b>
0	0	0		<b>Grand Total</b>	<b>70,910</b>	<b>70,910</b>	<b>100.0%</b>

## Asset Seizure - State (41640450)

### Expenditures and Appropriations by Object of Expense for 41640450

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
59,039	0	0	411100	Regular Salaries	0	0	0.0%
59,039	0	0		<b>Personnel Total</b>	0	0	0.0%
<b>Capital</b>							
6,029	427,000	427,000	732100	Auto-Rolling Stock & Equipment	0	(427,000)	0.0%
0	0	12,000	732120	Departmental Special Equipment	0	(12,000)	0.0%
6,029	427,000	439,000		<b>Capital Total</b>	0	(439,000)	0.0%
65,068	427,000	439,000		<b>Grand Total</b>	0	(439,000)	0.0%

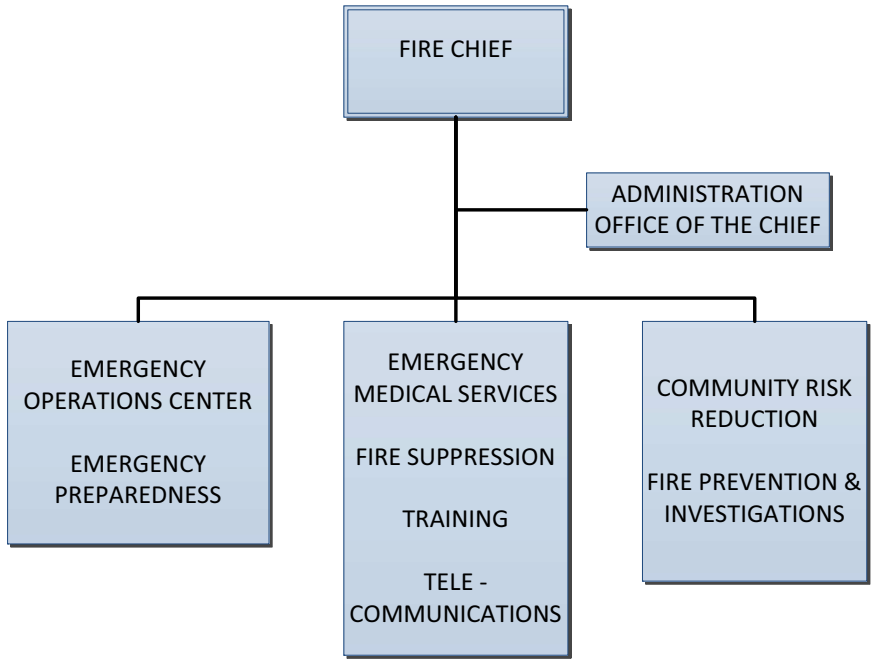




# Fire



# FIRE DEPARTMENT



# Fire

## Department Mission

The mission of the Culver City Fire Department is to protect life, property, and the environment by providing prompt and professional fire protection and life safety services.

## Department Description

The Culver City Fire Department provides emergency services, including fire suppression, emergency medical services (EMS), technical rescue and hazardous materials mitigation, to the Culver City community. The Department also provides several other important supportive functions, such as fire prevention, emergency preparedness, and public education services. The Fire Department is composed of six divisions: The Office of the Fire Chief, Fire Suppression, Emergency Medical Services, Emergency Preparedness, Community Risk Reduction, and Telecommunications.

## Expenditure Summary

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>101 - General Fund</b>					
45100 Office of the Chief	1,434,979	1,605,648	1,920,062	314,414	19.6%
45200 Fire Suppression	16,257,348	15,827,736	16,440,473	612,737	3.9%
45300 Emergency Medical Services	7,440,924	9,946,631	10,741,784	795,153	8.0%
45400 Emergency Preparedness	306,150	414,416	364,843	(49,573)	(12.0)%
45600 Community Risk Reduction	1,861,559	2,088,198	2,204,083	115,885	5.5%
45700 Communications	563,568	758,607	764,563	5,956	0.8%
<b>101 - General Fund Total</b>	<b>27,864,529</b>	<b>30,641,236</b>	<b>32,435,808</b>	<b>1,794,572</b>	<b>5.9%</b>
<b>414 - Operating Grants Fund</b>					
45904 Emergency Management Performan	9,637	70,404	8,147	(62,257)	(88.4)%
45909 SAFER Grant	1,080,000	400,000	0	(400,000)	(100.0)%
45911 Assistance to Firefighters-2019	7,273	132,523	132,523	0	0.0%
45914 State Homeland Security 2019	11,200	0	0	0	0.0%
45915 Prehospital Emergency Med Care	0	683,803	0	(683,803)	(100.0)%
<b>414 - Operating Grants Fund Total</b>	<b>1,108,109</b>	<b>1,286,730</b>	<b>140,670</b>	<b>(1,146,060)</b>	<b>(89.1)%</b>
<b>432 - Capital Grants Fund</b>					
45700 Communications	0	(25,385)	0	25,385	(100.0)%
<b>432 - Capital Grants Fund Total</b>	<b>0</b>	<b>(25,385)</b>	<b>0</b>	<b>25,385</b>	<b>(100.0)%</b>
<b>Department Total</b>	<b>28,972,638</b>	<b>31,902,581</b>	<b>32,576,478</b>	<b>673,897</b>	<b>2.1%</b>

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>10145100 Office of the Fire Chief</b>					
Battalion Chief/Asst Fire Chief	1.00	1.00	1.00	0.00	0.0%
Fire Chief	1.00	1.00	1.00	0.00	0.0%
Secretary	0.50	0.50	0.50	0.00	0.0%
Sr. Management Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10145200 Fire Suppression</b>					
Battalion Chief	3.00	3.00	3.00	0.00	0.0%
Comm. Svcs. Officer/RPT	0.98	0.98	0.98	0.00	0.0%
Fire Capt/Training/15	1.00	1.00	1.00	0.00	0.0%
Fire Captain	12.00	12.00	12.00	0.00	0.0%
Fire Engineer	12.00	12.00	12.00	0.00	0.0%
Fire Fighter	6.00	6.00	6.00	0.00	0.0%
<b>Division Total</b>	<b>34.98</b>	<b>34.98</b>	<b>34.98</b>	<b>0.00</b>	<b>0.0%</b>
<b>10145300 Emergency Medical Services</b>					
Fire Capt./Admin./15	1.00	1.00	1.00	0.00	0.0%
Fire Fighter/Rescue/15	27.00	27.00	27.00	0.00	0.0%
Secretary	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>29.00</b>	<b>29.00</b>	<b>29.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10145400 Emergency Preparedness</b>					
Emergency Preparedness Coordinator	1.00	1.00	1.00	0.00	0.0%
Secretary	0.50	0.50	0.50	0.00	0.0%
<b>Division Total</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10145600 Community Risk Reduction</b>					
Battalion Chief/Fire Marshal/15	1.00	1.00	1.00	0.00	0.0%
Community Services Officer/RPT	1.96	1.96	1.96	0.00	0.0%
Fire Fighter/Inspector/15	1.00	1.00	1.00	0.00	0.0%
Fire Fighter/Inspector/20	1.00	1.00	1.00	0.00	0.0%
Fire Prevention Spclst/Plan Review	1.00	1.00	1.00	0.00	0.0%
Fire Prevention Spclst/HazMat/Pub Ed	1.00	1.00	1.00	0.00	0.0%
Permit Technician I	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>7.96</b>	<b>7.96</b>	<b>7.96</b>	<b>0.00</b>	<b>0.0%</b>
<b>10145700 Telecommunications</b>					
Community Services Officer/RPT	0.98	0.98	0.98	0.00	0.0%
Communications Supervisor	1.00	1.00	1.00	0.00	0.0%
Communications Tech	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>2.98</b>	<b>2.98</b>	<b>2.98</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>79.92</b>	<b>79.92</b>	<b>79.92</b>	<b>0.00</b>	<b>0.0%</b>

## Regular Positions

	Actual 2021/2022	Adjusted 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Sworn Officers</b>					
Battalion Chief	3.00	3.00	3.00	0.00	0.0%
Battalion Chief/Asst Chief	1.00	1.00	1.00	0.00	0.0%
Battalion Chief/Fire Marshal/15	1.00	1.00	1.00	0.00	0.0%
Fire Captain	12.00	12.00	12.00	0.00	0.0%
Fire Captain/Admin/15	1.00	1.00	1.00	0.00	0.0%
Fire Chief	1.00	1.00	1.00	0.00	0.0%
Fire Engineer	12.00	12.00	12.00	0.00	0.0%
Fire Fighter	6.00	6.00	6.00	0.00	0.0%
Fire Fighter/Rescue/15%	27.00	27.00	27.00	0.00	0.0%
Fire Fighter/Inspector/15%	1.00	1.00	1.00	0.00	0.0%
Fire Fighter/Inspector/20%	1.00	1.00	1.00	0.00	0.0%
Fire Cap/Training/15%	1.00	1.00	1.00	0.00	0.0%
<b>Total Sworn</b>	<b>67.00</b>	<b>67.00</b>	<b>67.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Non-Sworn Personnel</b>					
Community Services Officer/RPT	3.92	3.92	3.92	0.00	0.0%
Communications Supervisor	1.00	1.00	1.00	0.00	0.0%
Communications Technician	1.00	1.00	1.00	0.00	0.0%
Emergency Preparedness Coordinator	1.00	1.00	1.00	0.00	0.0%
Fire Prevention Spclst/HazMat/Pub Ed	1.00	1.00	1.00	0.00	0.0%
Fire Prevention Spclst/Plan Review	1.00	1.00	1.00	0.00	0.0%
Permit Technician I	1.00	1.00	1.00	0.00	0.0%
Secretary	2.00	2.00	2.00	0.00	0.0%
Sr. Management Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Total Non-Sworn</b>	<b>12.92</b>	<b>12.92</b>	<b>12.92</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>79.92</b>	<b>79.92</b>	<b>79.92</b>	<b>0.00</b>	<b>0.0%</b>

**Performance Measures**

Metric	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Goal 2023/2024
<b>Community Risk Reduction</b>				
Number of business fire/life safety inspections	3,108	3,455	3,470	3,500
<b>Fire Suppression</b>				
90th percentile Turnout Time (minutes)	2:29	1:14	1:15	1:30
90th percentile Travel Time (minutes)	4:01	3:53	4:15	4:30
90th percentile Total Response Time - First Due (minutes)	6:37	6:30	8:55	7:00
Estimated property and contents saved	\$37.0M	\$42.2M	\$10.0M	\$15.0M
Number of Fire calls related to underhoused	67	81	100	20
<b>Emergency Medical Services</b>				
90th percentile Turnout Time (minutes)	2:06	1:44	1:50	1:20
90th percentile Travel Time (minutes)	5:21	5:19	5:45	4:00
90th percentile Total Response Time - First Due (minutes)	7:08	7:17	8:30	6:50
Number of Transports	2,740	3,123	3,030	3,250
Number of EMS calls related to underhoused	587	644	700	160



# FISCAL YEAR 2023/2024 WORK PLANS

## CITY STRATEGIC PLAN INITIATIVE

### Enhance Homeless Services

- Work with the Housing and Human Services Department to improve the City's outreach to unhoused community members.

## DEPARTMENTAL INITIATIVES

### Office of the Chief

- Obtain the Assistance to Firefighters Grant to fund the purchase of EMS training aids.
- Complete the Commission on Fire Accreditation International (CFAI) 2023 Annual Compliance Report.
- Develop the documents required by the Commission on Fire Accreditation International (CFAI) for re-accreditation. The documents include the Self-Assessment Manual, the Community Risk Assessment/Standards of Cover, and the Department Strategic Plan.

### Suppression

- Provide training for all Fire Department members to ensure continuity of care when working with the City's new Mobile Crisis Intervention team.
- Provide multi-jurisdictional swift water training with the Los Angeles Fire Department.
- Provide Major Incident Management Simulator Training for all captains and battalion chiefs through the Regional Training Group's Green Cell Division.

### Emergency Medical Services

- Train with Culver City lifeguards and pool staff on the use of Automated External Defibrillators (AEDs) and Cardiopulmonary Resuscitation (CPR), as well as provide guidance to staff on actions they can take prior to Fire Department arrival to help provide patients with the best outcomes.
- Provide Cardiopulmonary Resuscitation (CPR) training to the public with the goal of training 500 people in hands only CPR.
- Send two firefighters to paramedic training.

### Emergency Preparedness

- Complete the update to the Emergency Operations Plan (EOP) and submit it to the California Office of Emergency Services.
- Research, purchase and store a cache of disaster supplies in Fire District 3 (Fox Hills).

### Community Risk Reduction

- Conduct an annual sidewalk Cardiopulmonary Resuscitation (CPR) event for Culver City High School students.
- Enhance public safety along the Ballona Creek bike path by reviewing and updating the Department's response plan.
- Digitize all hydrant maintenance records in the Department's records management system.

### Telecommunications

- Upgrade the Public Safety Conventional repeater equipment. Existing repeaters are over 15 years old and no longer supported.



- Coordinate with Interagency Communications Interoperability (ICI) System's management to source environmental monitoring and security camera equipment for Culver City's radio tower site building.



## Office Of The Chief (10145100)

### Division Mission

To provide efficient and effective administration and support for the Fire Department through coordination of all Division activities; to maximize the effectiveness of all Fire Department activities, programs, and emergency responses.

### Division Description

Provide planning, organization, staffing, direction, and coordination to the Fire Department's six divisions. Develop and implement policies and procedures that support these efforts.

### Expenditure Summary for 10145100

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	1,356,234	1,488,493	1,796,279	307,786	20.7%
Operating and Maintenance	78,745	117,155	123,783	6,628	5.7%
<b>Total</b>	<b>1,434,979</b>	<b>1,605,648</b>	<b>1,920,062</b>	<b>314,414</b>	<b>19.6%</b>

**Expenditures and Appropriations by Object of Expense for 10145100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
695,683	797,945	797,945	411100	Regular Salaries	914,859	116,914	12.8%
2,246	2,723	2,723	411310	Overtime-Regular	2,723	0	0.0%
0	0	0	411700	Contract Labor	130,000	130,000	100.0%
10,831	12,338	12,338	431000	Deferred Compensation	12,338	0	0.0%
19,722	18,834	18,834	432000	Social Security	20,457	1,623	7.9%
78,486	42,561	42,561	433000	Retirement - Employer	82,757	40,196	48.6%
268,976	308,217	308,217	433050	Retirement-Unfunded Liability	301,735	(6,482)	(2.1)%
44,423	53,871	53,871	433500	Retirement - Employee	61,360	7,489	12.2%
62,425	60,526	60,526	434000	Workers Compensation	84,597	24,071	28.5%
61,040	62,255	62,255	435000	Group Insurance	64,585	2,330	3.6%
2,028	2,275	2,925	435400	Retiree Health Savings	6,825	3,900	57.1%
76,247	91,950	91,950	435500	Retiree Insurance	76,460	(15,490)	(20.3)%
215	168	168	436000	State Disability Insurance	173	5	2.9%
1,600	1,600	1,600	437000	Mgt Health Ben	750	(850)	(113.3)%
25,847	26,000	26,000	437500	Longevity Pay	29,000	3,000	10.3%
4,559	4,680	4,680	438500	Cell Phone Allowance	4,680	0	0.0%
1,907	1,900	1,900	440000	Uniform Allowance	2,980	1,080	36.2%
<b>1,356,234</b>	<b>1,487,843</b>	<b>1,488,493</b>		<b>Personnel Total</b>	<b>1,796,279</b>	<b>307,786</b>	<b>17.1%</b>
<b>Operating and Maintenance</b>							
554	3,135	3,135	512100	Office Expense	3,135	0	0.0%
0	100	100	512200	Printing and Binding	0	(100)	0.0%
3,857	2,100	2,100	512400	Communications	2,100	0	0.0%
10,508	21,500	3,140	514000	Mandated Fees	21,500	18,360	85.4%
248	1,000	140	514100	Departmental Special Supplies	325	185	56.9%
425	750	1,650	516100	Training & Education	5,000	3,350	67.0%
8,249	4,300	5,510	516500	Conferences & Conventions	8,000	2,490	31.1%
0	1,100	1,100	516600	Special Events & Meetings	1,100	0	0.0%
2,050	3,000	3,000	516700	Memberships & Dues	3,000	0	0.0%
119	250	250	517100	Subscriptions	150	(100)	(66.7)%
0	2,695	2,695	517850	Employee Recognition Events	2,695	0	0.0%
0	75	75	518300	Auto Mileage Reimbursement	0	(75)	0.0%
366	300	300	600200	R&M - Equipment	300	0	0.0%
17,230	24,600	24,600	600800	Equip Maint Expenses	35,500	10,900	30.7%

**Expenditures and Appropriations by Object of Expense for 10145100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
3,753	9,184	9,184	605400	Amortization of Equipment	9,184	0	0.0%
10,000	10,000	28,360	610400	Consulting Services	10,000	(18,360)	(183.6)%
21,386	31,816	31,816	650300	Liability Reserve Charge	21,794	(10,022)	(46.0)%
<b>78,745</b>	<b>115,905</b>	<b>117,155</b>		<b>Operating and Maintenance Total</b>	<b>123,783</b>	<b>6,628</b>	<b>5.4%</b>
<b>1,434,979</b>	<b>1,603,748</b>	<b>1,605,648</b>		<b>Grand Total</b>	<b>1,920,062</b>	<b>314,414</b>	<b>16.4%</b>

## Fire Suppression (10145200)

### Division Mission

To preserve and protect lives, property, and the environment from emergencies, at an acceptable cost and in a timely manner, in accordance with the highest standards of the fire service.

### Division Description

The Suppression Division is dedicated to providing the community of Culver City with immediate assistance in any type of emergency including fires, floods, explosions, earthquakes, terrorist attacks, hazardous materials spills or releases, or any other type of disaster. The training and safety components of fire suppression provide recruit training as well as a comprehensive program designed to educate, train, and test fire personnel in all aspects of emergency response services. This division also conducts fire inspections on most businesses in the city at least once a year.

### Expenditure Summary for 10145200

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	14,640,717	13,863,599	14,768,401	904,802	6.5%
Operating and Maintenance	1,599,501	1,947,381	1,669,472	(277,909)	(14.3)%
Capital	17,130	16,756	2,600	(14,156)	(84.5)%
<b>Total</b>	<b>16,257,348</b>	<b>15,827,736</b>	<b>16,440,473</b>	<b>612,737</b>	<b>3.9%</b>

**Expenditures and Appropriations by Object of Expense for 10145200**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
6,247,004	5,728,148	6,164,915	411100	Regular Salaries	6,488,714	323,799	5.0%
2,658,501	1,614,830	1,614,830	411310	Overtime-Regular	1,614,830	0	0.0%
150,409	195,000	195,000	411360	Special Event-OT	195,000	0	0.0%
12,057	11,097	11,097	431000	Deferred Compensation	12,657	1,560	12.3%
123,317	74,728	74,728	432000	Social Security	86,585	11,857	13.7%
897,115	777,333	777,333	433000	Retirement - Employer	1,071,801	294,468	27.5%
2,360,047	2,681,269	2,681,269	433050	Retirement-Unfunded Liability	2,738,238	56,969	2.1%
83,023	59,604	59,604	433500	Retirement - Employee	67,412	7,808	11.6%
465,892	514,845	514,845	434000	Workers Compensation	673,385	158,540	23.5%
620,390	642,350	642,350	435000	Group Insurance	658,225	15,875	2.4%
25,155	22,750	24,050	435400	Retiree Health Savings	68,250	44,200	64.8%
722,274	801,930	801,930	435500	Retiree Insurance	792,320	(9,610)	(1.2)%
142	218	218	436000	State Disability Insurance	204	(14)	(6.9)%
15,650	14,050	14,050	437000	Mgt Health Ben	12,400	(1,650)	(13.3)%
202,476	231,000	231,000	437500	Longevity Pay	232,000	1,000	0.4%
5,757	6,890	6,890	438500	Cell Phone Allowance	7,800	910	11.7%
51,509	49,490	49,490	440000	Uniform Allowance	48,580	(910)	(1.9)%
<b>14,640,717</b>	<b>13,425,532</b>	<b>13,863,599</b>		<b>Personnel Total</b>	<b>14,768,401</b>	<b>904,802</b>	<b>6.1%</b>
<b>Operating and Maintenance</b>							
1,865	6,500	1,496	512100	Office Expense	2,500	1,004	40.2%
51,654	62,250	62,250	512400	Communications	62,250	0	0.0%
105,748	109,450	277,450	514000	Mandated Fees	271,200	(6,250)	(2.3)%
42,806	55,260	42,403	514100	Departmental Special Supplies	55,570	13,167	23.7%
109,107	86,300	42,567	514600	Small Tools & Equipment	86,300	43,733	50.7%
15,354	0	113,537	514900	Strike Team Tools & Eqmt	0	(113,537)	0.0%
28,453	23,000	25,754	516100	Training & Education	34,500	8,746	25.4%
1,683	3,250	3,250	516500	Conferences & Conventions	3,250	0	0.0%
0	1,500	1,010	516600	Special Events & Meetings	1,500	490	32.7%
250	250	250	516700	Memberships & Dues	0	(250)	0.0%
0	310	310	517100	Subscriptions	0	(310)	0.0%
0	2,000	0	517900	Reserve Program	2,000	2,000	100.0%
83,077	60,000	113,213	550000	Other Charges	40,000	(73,213)	(183.0)%
2,099	9,500	1,500	600100	R&M - Building	10,600	9,100	85.8%
31,002	24,000	47,943	600200	R&M - Equipment	36,800	(11,143)	(30.3)%
398,444	418,000	418,000	600800	Equip Maint Expenses	465,000	47,000	10.1%
40	0	0	605100	Rental of Equipment	0	0	0.0%
548,285	451,712	451,712	605400	Amortization of Equipment	345,822	(105,890)	(30.6)%
9,150	3,000	8,050	610300	Personnel Services	1,500	(6,550)	(436.7)%
0	12,000	27,000	610400	Consulting Services	12,000	(15,000)	(125.0)%
0	0	0	614100	Medical Services	60,000	60,000	100.0%

**Expenditures and Appropriations by Object of Expense for 10145200**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
10,877	5,200	14,050	619800	Other Contractual Services	5,200	(8,850)	(170.2)%
159,607	295,635	295,635	650300	Liability Reserve Charge	173,480	(122,155)	(70.4)%
<b>1,599,501</b>	<b>1,629,117</b>	<b>1,947,381</b>		<b>Operating and Maintenance Total</b>	<b>1,669,472</b>	<b>(277,909)</b>	<b>(16.6)%</b>
<b>Capital</b>							
8,106	0	827	732120	Departmental Special Equipment	0	(827)	0.0%
2,308	0	0	732150	IT Equipment - Hardware	0	0	0.0%
5,171	0	3,230	732160	IT Equipment - Software	600	(2,630)	(438.3)%
1,544	0	12,699	740100	Furniture & Furnishings	2,000	(10,699)	(535.0)%
<b>17,130</b>	<b>0</b>	<b>16,756</b>		<b>Capital Total</b>	<b>2,600</b>	<b>(14,156)</b>	<b>(544.5)%</b>
<b>16,257,348</b>	<b>15,054,649</b>	<b>15,827,736</b>		<b>Grand Total</b>	<b>16,440,473</b>	<b>612,737</b>	<b>3.7%</b>







## Emergency Medical Services (10145300)

### Division Mission

To consistently provide pre-hospital emergency medical services in a manner that would be defined as excellent by current medical standards and customer expectations.

### Division Description

The EMS division is responsible for providing prompt, quality emergency medical services to the community, training personnel responsible for providing medical care, and ensuring compliance with various local, state, and federal regulations pertaining to emergency medical services.

### Expenditure Summary for 10145300

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	6,625,684	8,845,720	9,752,899	907,179	10.3%
Operating and Maintenance	781,950	1,075,387	988,885	(86,502)	(8.0)%
Capital	33,290	25,525	0	(25,525)	(100.0)%
<b>Total</b>	<b>7,440,924</b>	<b>9,946,631</b>	<b>10,741,784</b>	<b>795,153</b>	<b>8.0%</b>

**Expenditures and Appropriations by Object of Expense for 10145300**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
2,489,828	3,465,372	3,636,866	411100	Regular Salaries	4,135,183	498,317	12.1%
178,438	340,621	345,511	411200	Part-Time Salaries	370,511	25,000	6.7%
1,434,111	1,324,971	1,324,971	411310	Overtime-Regular	1,324,971	0	0.0%
51,746	70,000	70,000	411360	Special Event-OT	70,000	0	0.0%
1,806	1,560	1,560	431000	Deferred Compensation	1,560	0	0.0%
64,398	51,494	51,494	432000	Social Security	90,169	38,675	42.9%
416,545	574,036	574,036	433000	Retirement - Employer	766,261	192,225	25.1%
1,445,583	1,839,103	1,839,103	433050	Retirement-Unfunded Liability	1,834,721	(4,382)	(0.2)%
5,482	25,178	25,178	433200	PARS Retirement	546	(24,632)	(4,511.4)%
290,646	355,991	355,991	434000	Workers Compensation	450,290	94,299	20.9%
282,001	453,375	453,375	435000	Group Insurance	492,800	39,425	8.0%
11,388	18,850	20,150	435400	Retiree Health Savings	56,550	36,400	64.4%
60,221	79,310	79,310	435500	Retiree Insurance	85,910	6,600	7.7%
508	255	255	436000	State Disability Insurance	277	22	7.9%
8,000	11,200	11,200	437000	Mgt Health Ben	11,200	0	0.0%
13,383	15,000	15,000	437500	Longevity Pay	21,000	6,000	28.6%
1,899	0	0	438500	Cell Phone Allowance	2,210	2,210	100.0%
26,105	41,720	41,720	440000	Uniform Allowance	38,740	(2,980)	(7.7)%
(156,402)	0	0	499550	Contra-Benefits	0	0	0.0%
<b>6,625,684</b>	<b>8,668,036</b>	<b>8,845,720</b>		<b>Personnel Total</b>	<b>9,752,899</b>	<b>907,179</b>	<b>9.3%</b>
<b>Operating and Maintenance</b>							
372	1,169	782	512100	Office Expense	500	(282)	(56.4)%
5,195	3,660	3,660	512400	Communications	3,660	0	0.0%
43,071	136,385	62,388	514100	Departmental Special Supplies	54,854	(7,534)	(13.7)%
9,273	24,590	1,876	514600	Small Tools & Equipment	24,590	22,714	92.4%
8,288	27,000	27,742	516100	Training & Education	20,000	(7,742)	(38.7)%
1,281	1,250	2,250	516500	Conferences & Conventions	2,000	(250)	(12.5)%
0	400	400	516600	Special Events & Meetings	0	(400)	0.0%
708	3,506	3,893	517100	Subscriptions	1,000	(2,893)	(289.3)%
9,089	15,000	8,477	517900	Reserve Program	15,000	6,523	43.5%
9,679	4,330	7,982	600200	R&M - Equipment	4,330	(3,652)	(84.3)%
112,292	145,000	145,000	600800	Equip Maint Expenses	167,000	22,000	13.2%
137,195	226,400	226,400	605400	Amortization of Equipment	191,206	(35,194)	(18.4)%
159,566	156,000	168,300	610400	Consulting Services	176,000	7,700	4.4%
94,044	0	99,997	614100	Medical Services	106,750	6,753	6.3%
92,329	105,990	109,072	619100	Fiscal Services	105,990	(3,082)	(2.9)%
0	0	38	619800	Other Contractual Services	0	(38)	0.0%

**Expenditures and Appropriations by Object of Expense for 10145300**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
99,570	207,131	207,131	650300	Liability Reserve Charge	116,005	(91,126)	(78.6)%
<b>781,950</b>	<b>1,057,811</b>	<b>1,075,387</b>		<b>Operating and Maintenance Total</b>	<b>988,885</b>	<b>(86,502)</b>	<b>(8.7)%</b>
<b>Capital</b>							
33,290	0	25,525	732120	Departmental Special Equipment	0	(25,525)	0.0%
<b>33,290</b>	<b>0</b>	<b>25,525</b>		<b>Capital Total</b>	<b>0</b>	<b>(25,525)</b>	<b>0.0%</b>
<b>7,440,924</b>	<b>9,725,847</b>	<b>9,946,631</b>		<b>Grand Total</b>	<b>10,741,784</b>	<b>795,153</b>	<b>7.4%</b>

## Emergency Preparedness (10145400)

### Division Mission

To enable the City to respond to all types of emergencies and disasters effectively and efficiently. The Division is responsible for the preparedness, mitigation, response, and recovery of the City before, during, and after an emergency.

### Division Description

The Emergency Preparedness Division is responsible for preparing and coordinating emergency plans for the City with regional, state, and national offices of emergency preparedness, and for providing information to the public regarding earthquake safety, dam failures, flood dangers, and hazardous material incidents.

### Expenditure Summary for 10145400

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	285,731	292,998	317,466	24,468	8.4%
Operating and Maintenance	20,208	104,231	47,377	(56,854)	(54.5)%
Capital	212	17,187	0	(17,187)	(100.0)%
<b>Total</b>	<b>306,150</b>	<b>414,416</b>	<b>364,843</b>	<b>(49,573)</b>	<b>(12.0)%</b>

**Expenditures and Appropriations by Object of Expense for 10145400**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
171,153	167,179	167,179	411100	Regular Salaries	178,477	11,298	6.3%
16,857	24,992	24,992	411200	Part-Time Salaries	24,992	0	0.0%
0	643	643	411310	Overtime-Regular	643	0	0.0%
4,896	4,940	4,940	431000	Deferred Compensation	4,940	0	0.0%
13,636	12,823	12,823	432000	Social Security	15,798	2,975	18.8%
11,289	9,978	9,978	433000	Retirement - Employer	13,369	3,391	25.4%
29,948	31,338	31,338	433050	Retirement-Unfunded Liability	29,440	(1,898)	(6.4)%
560	875	875	433200	PARS Retirement	455	(420)	(92.3)%
16,048	17,277	17,277	434000	Workers Compensation	21,489	4,212	19.6%
9,902	10,100	10,100	435000	Group Insurance	10,455	355	3.4%
952	975	1,625	435400	Retiree Health Savings	2,925	1,300	44.4%
175	168	168	436000	State Disability Insurance	173	5	2.9%
500	500	500	437000	Mgt Health Ben	750	250	33.3%
8,248	9,000	9,000	437500	Longevity Pay	12,000	3,000	25.0%
1,566	1,560	1,560	438500	Cell Phone Allowance	1,560	0	0.0%
<b>285,731</b>	<b>292,348</b>	<b>292,998</b>		<b>Personnel Total</b>	<b>317,466</b>	<b>24,468</b>	<b>7.7%</b>
<b>Operating and Maintenance</b>							
73	380	380	512100	Office Expense	380	0	0.0%
1,430	810	810	512400	Communications	810	0	0.0%
5,704	15,000	2,700	514100	Departmental Special Supplies	3,000	300	10.0%
4,775	5,200	17,056	516100	Training & Education	5,200	(11,856)	(228.0)%
1,153	800	800	516500	Conferences & Conventions	800	0	0.0%
25	200	200	516600	Special Events & Meetings	200	0	0.0%
350	300	300	516700	Memberships & Dues	300	0	0.0%
1,142	850	850	600800	Equip Maint Expenses	1,100	250	22.7%
59	53	53	605400	Amortization of Equipment	51	(2)	(3.9)%
0	0	12,000	610400	Consulting Services	30,000	18,000	60.0%
0	0	60,000	619800	Other Contractual Services	0	(60,000)	0.0%
5,498	9,082	9,082	650300	Liability Reserve Charge	5,536	(3,546)	(64.1)%
<b>20,208</b>	<b>32,675</b>	<b>104,231</b>		<b>Operating and Maintenance Total</b>	<b>47,377</b>	<b>(56,854)</b>	<b>(120.0)%</b>
<b>Capital</b>							
212	0	4,788	732120	Departmental Special Equipment	0	(4,788)	0.0%
0	0	12,399	732150	IT Equipment - Hardware	0	(12,399)	0.0%
<b>212</b>	<b>0</b>	<b>17,187</b>		<b>Capital Total</b>	<b>0</b>	<b>(17,187)</b>	<b>0.0%</b>
<b>306,150</b>	<b>325,023</b>	<b>414,416</b>		<b>Grand Total</b>	<b>364,843</b>	<b>(49,573)</b>	<b>(13.6)%</b>

# Community Risk Reduction (10145600)

## Division Mission

Safeguard life, health, property and public welfare through public education, responsive and timely enactment and enforcement of fire codes and the City Municipal Code.

## Division Description

The Community Risk Reduction Division is responsible for interpreting and enforcing the most current California Fire Code adopted by the City of Culver City; investigating fires to determine the cause and origin; arson investigation; assist in the investigating and handling of hazardous materials incidents and hazardous materials; plan checking of sprinkler systems, fire alarm systems and life/safety review; field fire prevention inspections of high risk occupancies such as schools, high-rise buildings, studios and hotels; public education classes within the school systems, hospitals, convalescent homes and businesses in both fire prevention, health and safety, and fire extinguisher methods. Administer the Hazardous Materials Disclosure Program and provide technical assistance and support to other City departments regarding hazardous materials and hazardous waste issues. Assists the Business License Division by having fire companies check for business licenses during annual fire inspections, issues special permits for filming, special effects, public assemblies, open flames, etc.

## Expenditure Summary for 10145600

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	1,754,637	1,912,851	2,045,776	132,925	6.9%
Operating and Maintenance	106,023	175,347	158,307	(17,040)	(9.7)%
Capital	900	0	0	0	0.0%
<b>Total</b>	<b>1,861,559</b>	<b>2,088,198</b>	<b>2,204,083</b>	<b>115,885</b>	<b>5.5%</b>

**Expenditures and Appropriations by Object of Expense for 10145600**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
902,734	932,007	932,921	411100	Regular Salaries	1,026,137	93,216	9.1%
16,675	50,620	50,620	411200	Part-Time Salaries	50,620	0	0.0%
17,666	5,947	5,947	411310	Overtime-Regular	5,947	0	0.0%
36,813	20,000	20,000	411360	Special Event-OT	20,000	0	0.0%
6,757	9,939	9,939	431000	Deferred Compensation	9,939	0	0.0%
32,805	37,864	37,864	432000	Social Security	45,821	7,957	17.4%
85,118	84,710	84,710	433000	Retirement - Employer	109,596	24,886	22.7%
295,058	343,548	343,548	433050	Retirement-Unfunded Liability	324,200	(19,348)	(6.0)%
0	1,774	1,774	433200	PARS Retirement	2,000	226	11.3%
22,841	22,972	22,972	433500	Retirement - Employee	26,865	3,893	14.5%
70,117	91,962	91,962	434000	Workers Compensation	109,930	17,968	16.3%
96,622	120,430	120,430	435000	Group Insurance	104,240	(16,190)	(15.5)%
3,920	5,200	11,700	435400	Retiree Health Savings	15,600	3,900	25.0%
132,139	142,970	142,970	435500	Retiree Insurance	161,440	18,470	11.4%
1,513	1,834	1,834	436000	State Disability Insurance	1,901	67	3.5%
1,350	1,350	1,350	437000	Mgt Health Ben	800	(550)	(68.8)%
20,262	21,000	21,000	437500	Longevity Pay	20,000	(1,000)	(5.0)%
6,143	5,330	5,330	438500	Cell Phone Allowance	3,770	(1,560)	(41.4)%
6,103	5,980	5,980	440000	Uniform Allowance	6,970	990	14.2%
<b>1,754,637</b>	<b>1,905,437</b>	<b>1,912,851</b>		<b>Personnel Total</b>	<b>2,045,776</b>	<b>132,925</b>	<b>6.5%</b>
<b>Operating and Maintenance</b>							
460	2,575	2,300	512100	Office Expense	2,575	275	10.7%
6,960	3,770	3,770	512400	Communications	3,770	0	0.0%
2,021	1,684	1,446	514100	Departmental Special Supplies	1,684	238	14.1%
336	750	670	514600	Small Tools & Equipment	750	80	10.7%
6,241	7,500	3,901	516100	Training & Education	6,900	2,999	43.5%
495	400	1,129	516500	Conferences & Conventions	1,000	(129)	(12.9)%
0	300	300	516600	Special Events & Meetings	300	0	0.0%
375	750	750	516700	Memberships & Dues	750	0	0.0%
166	800	800	517100	Subscriptions	800	0	0.0%
1,793	6,000	4,978	517300	Advertising and Public Relatio	6,000	1,022	17.0%
21,364	35,500	35,500	600800	Equip Maint Expenses	44,000	8,500	19.3%
26,471	26,462	26,462	605400	Amortization of Equipment	26,458	(4)	(0.0)%
15,320	35,000	45,000	610400	Consulting Services	35,000	(10,000)	(28.6)%

**Expenditures and Appropriations by Object of Expense for 10145600**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
24,022	48,341	48,341	650300	Liability Reserve Charge	28,320	(20,021)	(70.7)%
<b>106,023</b>	<b>169,832</b>	<b>175,347</b>		<b>Operating and Maintenance Total</b>	<b>158,307</b>	<b>(17,040)</b>	<b>(10.8)%</b>
<b>Capital</b>							
900	0	0	732160	IT Equipment - Software	0	0	0.0%
<b>900</b>	<b>0</b>	<b>0</b>		<b>Capital Total</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>1,861,559</b>	<b>2,075,269</b>	<b>2,088,198</b>		<b>Grand Total</b>	<b>2,204,083</b>	<b>115,885</b>	<b>5.3%</b>



## Communications (10145700)

### Division Mission

To ensure the City’s radio and 911 systems function properly and with a high degree of reliability; to provide communications equipment repair services efficiently and promptly; and to plan engineer, and administer communication system upgrade to ensure that all City Departments benefit from continuous improvement.

### Division Description

The Telecommunications Division is responsible for the engineering and repair of all City radio equipment, 911 infrastructure, Emergency Operations Center (EOC), and portable audio equipment.

### Expenditure Summary for 10145700

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	406,484	434,443	470,894	36,451	8.4%
Operating and Maintenance	156,422	324,164	293,669	(30,495)	(9.4)%
Capital	661	0	0	0	0.0%
<b>Total</b>	<b>563,568</b>	<b>758,607</b>	<b>764,563</b>	<b>5,956</b>	<b>0.8%</b>

**Expenditures and Appropriations by Object of Expense for 10145700**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
247,588	256,213	256,213	411100	Regular Salaries	276,439	20,226	7.3%
109	7,538	7,538	411310	Overtime-Regular	7,538	0	0.0%
18,310	18,640	18,640	432000	Social Security	20,917	2,277	10.9%
16,520	15,542	15,542	433000	Retirement - Employer	21,141	5,599	26.5%
47,413	48,820	48,820	433050	Retirement-Unfunded Liability	46,539	(2,281)	(4.9)%
21,056	21,716	21,716	434000	Workers Compensation	28,613	6,897	24.1%
37,029	42,440	42,440	435000	Group Insurance	43,985	1,545	3.5%
1,678	1,950	5,850	435400	Retiree Health Savings	5,850	0	0.0%
3,758	4,000	4,000	435500	Retiree Insurance	3,180	(820)	(25.8)%
1,325	1,274	1,274	436000	State Disability Insurance	1,282	8	0.6%
8,248	9,000	9,000	437500	Longevity Pay	12,000	3,000	25.0%
1,566	1,560	1,560	438500	Cell Phone Allowance	1,560	0	0.0%
1,885	1,850	1,850	440000	Uniform Allowance	1,850	0	0.0%
<b>406,484</b>	<b>430,543</b>	<b>434,443</b>		<b>Personnel Total</b>	<b>470,894</b>	<b>36,451</b>	<b>7.7%</b>
<b>Operating and Maintenance</b>							
299	1,275	1,275	512100	Office Expense	750	(525)	(70.0)%
9,005	6,620	6,620	512400	Communications	6,620	0	0.0%
11,369	20,418	19,418	514100	Departmental Special Supplies	20,500	1,082	5.3%
878	5,962	5,962	514600	Small Tools & Equipment	5,978	16	0.3%
440	4,500	4,500	516100	Training & Education	4,500	0	0.0%
75	150	150	516600	Special Events & Meetings	150	0	0.0%
50,125	104,880	104,880	516700	Memberships & Dues	107,000	2,120	2.0%
539	0	1,000	550000	Other Charges	1,000	0	0.0%
0	300	300	600100	R&M - Building	300	0	0.0%
42,133	65,500	69,345	600200	R&M - Equipment	65,500	(3,845)	(5.9)%
5,806	35,800	35,800	600800	Equip Maint Expenses	13,000	(22,800)	(175.4)%
2,848	61,000	61,000	605400	Amortization of Equipment	61,000	0	0.0%
25,693	25,693	2,498	619800	Other Contractual Services	0	(2,498)	0.0%
7,213	11,416	11,416	650300	Liability Reserve Charge	7,371	(4,045)	(54.9)%
<b>156,422</b>	<b>343,514</b>	<b>324,164</b>		<b>Operating and Maintenance Total</b>	<b>293,669</b>	<b>(30,495)</b>	<b>(10.4)%</b>
<b>Capital</b>							
268	0	0	732150	IT Equipment - Hardware	0	0	0.0%
393	0	0	732160	IT Equipment - Software	0	0	0.0%
<b>661</b>	<b>0</b>	<b>0</b>		<b>Capital Total</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>563,568</b>	<b>774,057</b>	<b>758,607</b>		<b>Grand Total</b>	<b>764,563</b>	<b>5,956</b>	<b>0.8%</b>

**Expenditures and Appropriations by Object of Expense for 43245700**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
0	(24,803)	(24,803)	411100	Regular Salaries	0	24,803	0.0%
0	(24,803)	(24,803)		<b>Personnel Total</b>	0	24,803	0.0%
<b>Operating and Maintenance</b>							
0	(2,131)	(2,131)	594600	Small Tools & Equipment- Contra	0	2,131	0.0%
0	(2,131)	(2,131)		<b>Operating and Maintenance Total</b>	0	2,131	0.0%
<b>Capital</b>							
0	1,549	1,549	732120	Departmental Special Equipment	0	(1,549)	0.0%
0	1,549	1,549		<b>Capital Total</b>	0	(1,549)	0.0%
0	(25,385)	(25,385)		<b>Grand Total</b>	0	25,385	0.0%

# Emergency Management Performance (41445904)

## Expenditures and Appropriations by Object of Expense for 41445904

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
7,137	8,166	22,156	514100	Departmental Special Supplies	8,147	(14,009)	(172.0)%
0	0	18,301	516100	Training & Education	0	(18,301)	0.0%
756	0	29,947	517300	Advertising and Public Relatio	0	(29,947)	0.0%
<b>7,893</b>	<b>8,166</b>	<b>70,404</b>		<b>Operating and Maintenance Total</b>	<b>8,147</b>	<b>(62,257)</b>	<b>(764.2)%</b>
<b>Capital</b>							
1,744	0	0	732120	Departmental Special Equipment	0	0	0.0%
<b>1,744</b>	<b>0</b>	<b>0</b>		<b>Capital Total</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>9,637</b>	<b>8,166</b>	<b>70,404</b>		<b>Grand Total</b>	<b>8,147</b>	<b>(62,257)</b>	<b>(764.2)%</b>

## SAFER Grant (41445909)

### Expenditures and Appropriations by Object of Expense for 41445909

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Other</b>							
1,080,000	400,000	400,000	952101	Trsf Out To - Fund 101	0	(400,000)	0.0%
1,080,000	400,000	400,000		<b>Other Total</b>	0	(400,000)	0.0%
1,080,000	400,000	400,000		<b>Grand Total</b>	0	(400,000)	0.0%

# Assistance to Firefighters-2019 (41445911)

## Expenditures and Appropriations by Object of Expense for 41445911

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
0	0	34,768	514600	Small Tools & Equipment	34,768	(0)	(0.0)%
0	0	34,768		<b>Operating and Maintenance Total</b>	34,768	(0)	(0.0)%
<b>Capital</b>							
7,273	0	97,755	732120	Departmental Special Equipment	97,755	0	0.0%
7,273	0	97,755		<b>Capital Total</b>	97,755	0	0.0%
7,273	0	132,523		<b>Grand Total</b>	132,523	0	0.0%

# Prehospital Emergency Med Care (41445915)

## Expenditures and Appropriations by Object of Expense for 41445915

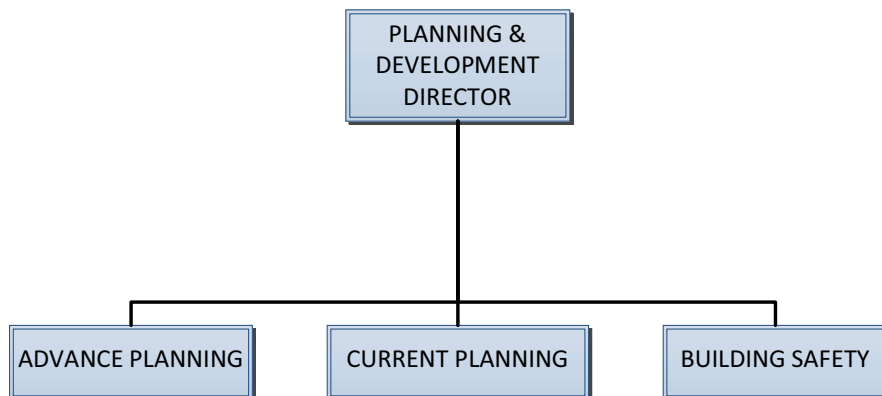
Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Capital</b>							
0	683,803	683,803	732120	Departmental Special Equipment	0	(683,803)	0.0%
0	683,803	683,803		<b>Capital Total</b>	0	(683,803)	0.0%
0	683,803	683,803		<b>Grand Total</b>	0	(683,803)	0.0%

# Planning & Development





## PLANNING & DEVELOPMENT DEPARTMENT



# Planning & Development

## Department Mission

The mission of the Planning and Development Department is to facilitate and guide the growth and development of Culver City in a sustainable, equitable, and efficient manner. Through innovative planning best practices, the department enhances the quality of life for all members of the community, while preserving the uniqueness of place and promoting a healthy and prosperous future for the City.

## Department Description

The Planning and Development Department is responsible for managing and guiding the growth and development of the City. The department is comprised of four divisions: Administration, Building Safety, Current Planning and Advance Planning. The divisions are responsible for reviewing proposed developments and updating policies related to land use, long-term community and neighborhood planning, and ensuring buildings are constructed and maintained safely in compliance with regulations. By facilitating growth and development in a responsible and sustainable manner, the department helps to create a vibrant, livable community that continues to thrive.

## Expenditure Summary

		Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>101 - General Fund</b>						
53100	Planning & Development Admin	650,603	774,353	729,024	(45,329)	(5.9)%
53200	Current Planning	1,472,754	2,644,075	2,037,431	(606,644)	(22.9)%
53300	Advance Planning	776,976	1,572,262	1,906,149	333,887	21.2%
53400	Building Safety	3,290,110	3,871,737	2,835,182	(1,036,555)	(26.8)%
<b>101 - General Fund Total</b>		<b>6,190,443</b>	<b>8,862,427</b>	<b>7,507,786</b>	<b>(1,354,641)</b>	<b>(15.3)%</b>
<b>412 - Building Surcharge Fund</b>						
53400	Building Safety	47,185	79,617	51,921	(27,696)	(34.8)%
<b>412 - Building Surcharge Fund Total</b>		<b>47,185</b>	<b>79,617</b>	<b>51,921</b>	<b>(27,696)</b>	<b>(34.8)%</b>
<b>414 - Operating Grants Fund</b>						
53210	SB2 Planning Grants Program	82,500	39,670	0	(39,670)	(100.0)%
53310	LEAP{LocalEarlyActionPlan}Prog	73,251	71,928	0	(71,928)	(100.0)%
53410	Calif Automated Permit Process	0	0	40,000	40,000	0.0%
<b>414 - Operating Grants Fund Total</b>		<b>155,751</b>	<b>111,598</b>	<b>40,000</b>	<b>(71,598)</b>	<b>(64.2)%</b>
<b>Department Total</b>		<b>6,393,379</b>	<b>9,053,641</b>	<b>7,599,707</b>	<b>(1,453,934)</b>	<b>(16.1)%</b>

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>10153100 Planning &amp; Development Admin</b>					
Community and Econ Develop. Director	1.00	0.00	0.00	0.00	0.0%
Planning & Development Director	0.00	1.00	1.00	0.00	0.0%
Senior Management Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10153200 Current Planning</b>					
Administrative Clerk	1.00	0.00	0.00	0.00	0.0%
Administrative Secretary	0.00	1.00	1.00	0.00	0.0%
Assistant Planner	1.00	1.00	1.00	0.00	0.0%
Associate Planner	2.00	2.00	2.00	0.00	0.0%
Current Planning Manager	1.00	1.00	1.00	0.00	0.0%
Planning Technician I	2.00	2.00	2.00	0.00	0.0%
Sr. Planner *	1.00	1.00	2.00	1.00	100.0%
<b>Division Total</b>	<b>8.00</b>	<b>8.00</b>	<b>9.00</b>	<b>1.00</b>	<b>12.5%</b>
<b>10153300 Advance Planning</b>					
Advance Planning Manager	1.00	1.00	1.00	0.00	0.0%
Advance Associate Planner	1.00	1.00	1.00	0.00	0.0%
Planning Technician II	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10153400 Building Safety</b>					
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Bldg & Safety Inspector	5.00	5.00	5.00	0.00	0.0%
Building Official	1.00	1.00	1.00	0.00	0.0%
Clerk Typist	1.00	1.00	1.00	0.00	0.0%
Deputy Building Official	1.00	1.00	1.00	0.00	0.0%
Permit Technician	1.00	1.00	1.00	0.00	0.0%
Permit Technician II	2.00	2.00	2.00	0.00	0.0%
Plan Check Engineer **	1.00	1.00	2.00	1.00	100.0%
<b>Division Total</b>	<b>13.00</b>	<b>13.00</b>	<b>14.00</b>	<b>1.00</b>	<b>7.7%</b>
<b>Total Positions</b>	<b>26.00</b>	<b>26.00</b>	<b>28.00</b>	<b>2.00</b>	<b>7.7%</b>

\* Add one (1) Senior Planner position, funded for FY 23-24 only.

\*\* Add one (1) Plan Check Engineer position.

**Performance Measures**

Metric	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Goal 2023/2024
<b>Advance Planning</b>				
GPU Progress: Percent completion of the GPU	n/a	72%	n/a	100%
GPU Progress: Number of Elements approved	n/a	1		10
Number of in-person engagement events and activities for the GPU	3	0	n/a	4
Number of community groups, boards, committees engaged with for the GPU	8	3	n/a	4
<b>Building Safety</b>				
Number of all permit submittals	3761	4085	5228	5000
Number of permit submittals requiring Plan Check	3084	2369	3135	3000
Valuation of Building Permits issued	\$78.9M	\$141.7M	\$190.0M	\$160M
Number of Permits issued	2,745	2,504	3,340	3,250
Number of annual inspections resulted	11,926	7,935	11,500	12,000
<b>Current Planning</b>				
Number of discretionary cases, study sessions or discussions that went to Planning Commission for review or a decision	20	22	22	20
Number of Planning related discretionary cases, study sessions or discussions that went to City Council for review or a decision	22	12	24	15
Number of administrative discretionary cases received (AUP, ASPR, TUP, MSP, Minor Mods., Admin Mods., Fence Waivers, etc)	79	75	33	50
Number of administrative non-discretionary cases received (ZCLs, Zoning Clearances, Address Assignments, Sign Permits, Fence Permits, Covenants, etc.)	834	800	1467	1000

## **FISCAL YEAR 2023/2024 WORK PLANS**

### **ADMINISTRATION DIVISION**

- Prepare department budget, administer department contracts, manage workflow and financial administration for four Divisions.
- Continue working with IT on electronic digitization of department files.
- Work with IT on implementation of AB2234 technology upgrade for Building Safety and Current Planning.
- Continue collaboration with Building Safety on implementation of a virtual “Permit Center” – online payments, expand online permitting, area improvements.
- Continue collaboration with Building Safety on implementation of Soft Story Seismic Ordinance Phase III including issuing public notice and order to comply, coordinate landlord appeals and tenant relocation with Housing and Homeless Services (HHS) as necessary for retrofit work.
- Continue implementation of Phase II Reach code amendment to potentially mandate building electrification within the City.
- Collaborate and assist Divisions with special projects or studies, including the City-wide User Fee Study update.
- Promote new construction and project updates via City website and social media. Update the Department and Division webpages as necessary.
- Continue coordination with City Clerk on Agendas, public outreach and record retention.
- Continue to assess and improve departmental processes and procedures.

### **ADVANCE PLANNING DIVISION**

- Adopt General Plan Update (GPU) – Complete the General Plan Update and required CEQA analysis. General Plan Update will be reviewed for adoption by Planning Commission and City Council.
- GPU Grant Funding – Utilize Local Early Action Planning grant to complete the Sepulveda Corridor Affordable Housing Feasibility Study. Seek new grant funding opportunities to implement the General Plan.
- State Planning Law Compliance – Ensure the City complies with the latest state planning and housing related laws, including; Senate Bills (SB) 9, SB 330 (housing), SB99, Assembly
- Bill (AB) 747 (evacuation routes), SB 1241 (fire risk), SB 1000 (environmental justice), SB 379 (climate adaptation), Assembly Bill (AB) 1358 (Complete Streets), AB 1397 and SB 166 (housing), SB 18 and AB 52 (Tribal consultation).

### **Strategic Plan 2018-2023, Goal 2 – Enhance Mobility and Transportation**

- Mobility Coordination – Continue coordinating with the Public Works and Transportation Departments on mobility initiatives. Relevant projects include: developing a Transportation Demand Management (TDM) ordinance, implementing the Short Range Mobility Plan, monitoring and updating the Travel Demand Forecast Model (TDFM), and other projects as needed.

### **Strategic Plan 2018-2023, Goal 3 - Revitalize Ballona Creek**

- Ballona Creek Revitalization (BCR) – Continue to collaborate with the Economic Development Division to support the Public Works Department in the Greening the Greenway project and other initiatives that arise related to revitalizing the creek.
- Government Coordination – Continue to meet with other government agencies to coordinate on issues related to the City. Agencies include; HCD, OPR, SCAG, WSCCOG, Los Angeles City/County, and other regional and local governments.

- General Plan and Housing Element Annual Progress Reports – Prepare reports for approval by City Council and submit to the state by April 1st every year.
- Zoning Code Update – Update the City’s Zoning Code to implement the General Plan. Updates include developing new zones with adequate height to allow higher residential densities, updating land use tables to include modern uses (ghost kitchens, EV charging stations), updating supportive and special needs housing regulations to comply with state housing law, and preparing an affordable housing ordinance.
- Implement the Housing Element – Carry out the implementation measures in the adopted Housing Element, including: apply for the HCD Pro-Housing Designation, study affordable housing tools to consider for adoption, study removing 56 foot height limit, and comply with SB 166 by monitoring our adequate sites inventory as development occurs to ensure we are meeting our Regional Housing Needs Allocation.
- General Plan Implementation – After the General Plan is adopted, carry out implementation actions. Priority actions include establishing regulations to guide development in the Special Study Areas, such as the Hayden Tract and Fox Hills neighborhood.
- Noise Study – Establish noise thresholds for CEQA.

**BUILDING SAFETY DIVISION**

- Continue to provide the core services of the Building Safety Division:
- Process permit applications.
- Issue construction permits.
- Coordinate inter-divisional workflow and routing of plans to various City Divisions.
- Conduct plan reviews for building code and municipal code compliance.
- Perform inspections for building code and Municipal code compliance.
- Facilitate with processing business license.
- Provide property record reports to real estate transactions.
- Provide documents for Public Records Requests.
- Assist with Planning Division on discretionary reviews.
- Collect Fees associated with building permits such as school fee, sewer facility fees, in-lieu Parkland fee, Art in Public Places fee, Development impact fee, etc.
- Continue to collaborate with IT on the expansion of Accela online permitting and inspection capabilities. (AB 2234)
- Continue to collaborate with IT Department on the testing and implementation of an electronic plan check software. (AB 2234)
- Continue to enhance Building Safety website information such as sample applications and permits for residential projects. (AB 2234)
- Implementation of the Virtual Permit Center:
  - Creation of a centralized Virtual Permit Center for the building permitting process encompassing electronic permit application submittals, electronic plan check, electronic workflow, electronic permitting, and Accela Citizen Access. Accela Citizen Access will include inter-departmental application processes for selected types of permits to simplify and coordinate permitting among various Divisions and Departments in development services to improve customer services.

- The virtual permit center may be augmented with an in-person point of interaction such as a kiosk or public computer workstation to query records and process information.
- Refine and implement Permit Tech II rotation training schedule.
- Continue adoption and implementation of Phase II (Electrification) “Reach” Building Code Amendment to establish more energy efficient City Building standards.
- Continue implementation of Soft Weak Open-Front (SWOF) Ordinance for mandatory Soft- Story Seismic Retrofit Code Program.
- Construction coordination for 11141 Washington Assisted Living Facility, Apple/Crossing, 11111 Jefferson (Culver Oasis), and 8511 Warner.
- Continue FTE Staff Recruitments – 2 Building Inspectors and Permit Tech II.
- Continue digitization of building records.
- Continue to collaborate with Finance on the City-wide User Fee Study Update.
- Work with Current Planning Division on the development of an ADU manual.
- Recruitment: Soft Story Seismic Program Limited Full-time staffing: 1 additional plan check engineer, 1 additional building inspector.
- SB 379 Expedited Solar Permitting, explore CALapp grant and SolarAPP+.

#### **CURRENT PLANNING DIVISION**

- Provide core Division work including: providing general information/assistance at the public counter, preparing property reports, zoning confirmation letters, application and project re- views for licenses and permits, plan checks, public notices and discretionary permits. Pro- cess zoning code clean-up text amendments and conditions of approval update as needed. Review proposed development projects and environmental documents in adjacent jurisdic- tions for potential impacts to Culver City. Participate in regional/sub regional planning efforts with Southern California Association of Government, County of Los Angeles, and Westside Cities activities. Assist in preparation of Environmental Review documents, and studies as needed interdepartmentally and regionally. Monitor State and local initiatives regarding mobility, housing, transportation, and update zoning code accordingly.
- Initiate staff annual training and professional memberships and development in CEQA, Sub- division Map Act, Urban Design, and Land Use and Zoning Law.
- Provide publicly accessible and user-friendly information online for public use to look up zon- ing information, development requirements, information on current projects, improved infor- mation on application requirements and filling out forms and submitting online applications. Enhanced reporting and use of Accela permitting software for application submittal and track- ing.
- Traffic Demand Management (TDM) – Current Planning will participate in development of a Citywide Transportation Demand Management (TDM) Plan to update the existing TDM Ordinance.
- Support prioritized City-wide Mobility Initiatives with Transportation and Public Works Depart- ments as outlined in Short Range Mobility Plan.
- Implementation of Oil Well Ordinance- Continue to work in collaboration with the City Attor- ney’s Office is implementing the ordinance.
- Accessory Dwelling Unit (ADU) Prototype Plans and ADU Manual- This project was added to FY 2022/2023 workplan as a result of available SB 2 funds. It is anticipated to be
- completed in the 2nd quarter of FY 2023/2024.
- On-going Text Amendments:

- Municipal Code Chapter 15.10 Subdivisions (Condominium and Townhome Subdivision)- This effort is a carryover from FY 2022/2023. It is anticipated to be completed in the 3rd quarter of FY 2023/2024.
- Conform Code Requirements to State Law- An On-going and annual process.
- Complete Mixed Use Residential Streamlining (including residential and mixed-use design standards)- This effort is a carryover from FY 2022/2023. It is anticipated to be completed in the 2nd quarter of FY 2023/2024.
- Parkland In-Lieu Fee Study - This will continue to occur in collaboration with the Finance Department City-wide User Fee update.
- Sign Code Update: Comprehensive review of CCMC Chapter 17.330 and Subchapter 13.02.200 et seq., pertaining to sign regulations.
- Affordable Housing Incentive Program/Overlay- This was added in mid FY 2022-2023 work plan and will carry over into the FY 2023/2024. Proposals have not been received to date to determine anticipated completion date.
- Create On-Call Consulting Lists through an RFP process.
- Create a Landscape Ordinance.
- Development Standards for Properties with Abandoned Oil Wells.
- Evaluate current fence heights to determine if modification is needed.
- Evaluate current land use tables and conduct research of potential new uses to be added.
- Work with Finance in the City-wide Fee Study.
- Work with Building Safety to implement electronic plan review.
- Work with City Attorney's Office to amend Chapter 17.400.110 Telecommunications Facilities.
- Work with Advance Planning in implementing the GPU and Housing Element.



# Planning & Development Administration (10153100)

## Division Mission

The mission of the Planning and Development Department is to facilitate and guide the growth and development of Culver City in a sustainable, equitable, and efficient manner. Through innovative planning best practices, the department enhances the quality of life for all members of the community, while preserving the uniqueness of place and promoting a healthy and prosperous future for the City.

## Division Description

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## Expenditure Summary for 10153100

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	577,760	638,770	638,360	(410)	(0.1)%
Operating and Maintenance	72,843	135,584	90,664	(44,920)	(33.1)%
<b>Total</b>	<b>650,603</b>	<b>774,353</b>	<b>729,024</b>	<b>(45,329)</b>	<b>(5.9)%</b>

**Expenditures and Appropriations by Object of Expense for 10153100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
381,661	363,665	420,138	411100	Regular Salaries	393,597	(26,541)	(6.7)%
0	15,603	15,603	411200	Part-Time Salaries	15,603	0	0.0%
8,352	8,320	8,320	431000	Deferred Compensation	8,320	0	0.0%
22,394	20,983	20,983	432000	Social Security	25,786	4,803	18.6%
24,228	21,319	21,319	433000	Retirement - Employer	26,728	5,409	20.2%
62,026	66,968	66,968	433050	Retirement-Unfunded Liability	58,856	(8,112)	(13.8)%
0	546	546	433200	PARS Retirement	780	234	30.0%
19,158	19,148	19,148	434000	Workers Compensation	30,590	11,442	37.4%
27,331	27,875	27,875	435000	Group Insurance	36,870	8,995	24.4%
1,305	1,300	1,300	435400	Retiree Health Savings	3,900	2,600	66.7%
13,463	13,950	13,950	435500	Retiree Insurance	19,210	5,260	27.4%
1,000	1,000	1,000	437000	Mgt Health Ben	1,500	500	33.3%
9,332	14,000	14,000	437500	Longevity Pay	9,000	(5,000)	(55.6)%
4,517	4,500	4,500	438000	Auto Allowance	4,500	0	0.0%
2,993	3,120	3,120	438500	Cell Phone Allowance	3,120	0	0.0%
<b>577,760</b>	<b>582,297</b>	<b>638,770</b>		<b>Personnel Total</b>	<b>638,360</b>	<b>(410)</b>	<b>(0.1)%</b>
<b>Operating and Maintenance</b>							
2,529	3,000	3,000	512100	Office Expense	2,443	(557)	(22.8)%
4,512	0	0	512200	Printing and Binding	0	0	0.0%
0	1,500	31,381	514100	Departmental Special Supplies	1,500	(29,881)	(1,992.1)%
0	3,000	3,000	516100	Training & Education	5,000	2,000	40.0%
0	443	443	516500	Conferences & Conventions	2,000	1,557	77.9%
240	1,000	1,000	516700	Memberships & Dues	1,000	0	0.0%
0	1,367	1,367	517850	Employee Recognition Events	840	(527)	(62.7)%
59,000	73,000	85,326	619800	Other Contractual Services	70,000	(15,326)	(21.9)%
6,562	10,066	10,066	650300	Liability Reserve Charge	7,881	(2,185)	(27.7)%
<b>72,843</b>	<b>93,376</b>	<b>135,584</b>		<b>Operating and Maintenance Total</b>	<b>90,664</b>	<b>(44,920)</b>	<b>(49.5)%</b>
<b>650,603</b>	<b>675,673</b>	<b>774,353</b>		<b>Grand Total</b>	<b>729,024</b>	<b>(45,329)</b>	<b>(6.2)%</b>

## Current Planning (10153200)

### Division Mission

The mission of the Current Planning Division of the Community Development Department is to develop goals, policies, programs and plans that address the City’s current planning needs and to communicate those goals, policies, programs and plans to developers and the general public to ensure an accurate and accessible flow of information. The Current Planning Division works to manage development in the best interest of the City by applying regulations and standards with the goal of enhancing and preserving the physical, social, and economic quality of the City.

### Division Description

The Current Planning Division maintains and implements the City’s General Plan and Zoning Ordinance and prepares other specialized planning documents and studies: including Specific Plans, Comprehensive Plans, Design Guidelines, and Overlay Zones. The Division reviews development requests for conformance with the City’s planning policies and standards through the processing of rezonings, subdivisions, site plan reviews, use permits, variances and other entitlements and conducts environmental review under the provisions of the California Environmental Quality Act (CEQA). The Current Planning Division monitors and analyzes regional planning issues to determine their impact to the City. The division provides staff support to the Planning Commission, City Council, and the Successor Agency.

### Expenditure Summary for 10153200

	<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Personnel	1,236,019	1,399,195	1,618,525	219,330	15.7%
Operating and Maintenance	236,735	1,244,880	418,906	(825,974)	(66.3)%
<b>Total</b>	<b>1,472,754</b>	<b>2,644,075</b>	<b>2,037,431</b>	<b>(606,644)</b>	<b>(22.9)%</b>

**Expenditures and Appropriations by Object of Expense for 10153200**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
729,881	859,705	822,368	411100	Regular Salaries	855,376	33,008	3.9%
2,658	0	0	411200	Part-Time Salaries	153,535	153,535	100.0%
2,765	3,743	3,743	411310	Overtime-Regular	3,743	0	0.0%
13,772	19,240	19,240	431000	Deferred Compensation	13,520	(5,720)	(42.3)%
54,292	63,441	63,441	432000	Social Security	64,133	692	1.1%
47,613	52,727	52,727	433000	Retirement - Employer	64,071	11,344	17.7%
137,649	148,960	148,960	433050	Retirement-Unfunded Liability	140,191	(8,769)	(6.3)%
41,125	38,188	38,188	434000	Workers Compensation	55,500	17,312	31.2%
83,239	110,715	110,715	435000	Group Insurance	104,240	(6,475)	(6.2)%
4,715	5,850	13,650	435400	Retiree Health Savings	15,600	1,950	12.5%
93,807	98,140	98,140	435500	Retiree Insurance	107,490	9,350	8.7%
2,694	2,903	2,903	436000	State Disability Insurance	2,506	(397)	(15.8)%
1,115	1,000	1,000	437000	Mgt Health Ben	1,500	500	33.3%
18,792	21,000	21,000	437500	Longevity Pay	34,000	13,000	38.2%
1,901	3,120	3,120	438500	Cell Phone Allowance	3,120	0	0.0%
<b>1,236,019</b>	<b>1,428,732</b>	<b>1,399,195</b>		<b>Personnel Total</b>	<b>1,618,525</b>	<b>219,330</b>	<b>13.6%</b>
<b>Operating and Maintenance</b>							
6,922	7,650	8,967	512100	Office Expense	7,650	(1,317)	(17.2)%
11,121	0	0	512200	Printing and Binding	0	0	0.0%
0	10,000	10,000	512300	Postage	10,000	0	0.0%
2,324	1,260	1,260	512400	Communications	1,260	0	0.0%
0	10,000	10,272	514100	Departmental Special Supplies	10,000	(272)	(2.7)%
0	3,713	3,713	516100	Training & Education	3,713	0	0.0%
0	5,000	5,000	516500	Conferences & Conventions	5,000	0	0.0%
0	5,000	5,000	516700	Memberships & Dues	5,000	0	0.0%
9,791	12,080	12,080	517000	City Commission Expenses	12,080	0	0.0%
2,166	40,000	40,000	517300	Advertising and Public Relatio	40,000	0	0.0%
1,491	1,750	1,750	600800	Equip Maint Expenses	1,000	(750)	(75.0)%
2,905	2,905	2,905	605400	Amortization of Equipment	2,905	0	0.0%
0	375,000	440,152	610400	Consulting Services	301,000	(139,152)	(46.2)%
185,927	156,200	583,707	619800	Other Contractual Services	5,000	(578,707)	(11,574.1)%
0	100,000	100,000	621000	Planning Contractual Services	0	(100,000)	0.0%
14,088	20,074	20,074	650300	Liability Reserve Charge	14,298	(5,776)	(40.4)%
<b>236,735</b>	<b>750,632</b>	<b>1,244,880</b>		<b>Operating and Maintenance Total</b>	<b>418,906</b>	<b>(825,974)</b>	<b>(197.2)%</b>
<b>1,472,754</b>	<b>2,179,364</b>	<b>2,644,075</b>		<b>Grand Total</b>	<b>2,037,431</b>	<b>(606,644)</b>	<b>(29.8)%</b>

## Advance Planning (10153300)

### Division Mission

The Advance Planning Division is proposed as part of the Community Development Department, which also includes Building & Safety, Current Planning, Enforcement Services, Economic Development and Housing Divisions. The Advance Planning Division will update the General Plan and conduct various advance planning studies to develop long-range planning solutions to address livability and mobility concerns in the City.

The projects to be administered by the Division include:

- General Plan Update
- TOD Visioning
- Fox Hills Visioning and Master Plan Mobility and sustainability studies
- Commercial revitalization plans
- Climate Action Plan

### Division Description

The Division is comprised of:

- Advance Planning Manager
- Advance Associate Planner
- Planning Technician II
- Administrative Intern

The Division will also use consultant services as necessary on a project by project basis.

### Expenditure Summary for 10153300

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	372,335	520,009	588,273	68,264	13.1%
Operating and Maintenance	404,641	1,052,253	1,317,876	265,623	25.2%
<b>Total</b>	<b>776,976</b>	<b>1,572,262</b>	<b>1,906,149</b>	<b>333,887</b>	<b>21.2%</b>

**Expenditures and Appropriations by Object of Expense for 10153300**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
231,266	305,609	305,609	411100	Regular Salaries	350,114	44,505	12.7%
4,985	31,989	31,989	411200	Part-Time Salaries	31,989	0	0.0%
1,364	0	0	411310	Overtime-Regular	0	0	0.0%
4,126	7,280	7,280	431000	Deferred Compensation	7,280	0	0.0%
15,560	25,449	25,449	432000	Social Security	30,466	5,017	16.5%
12,014	17,922	17,922	433000	Retirement - Employer	25,948	8,026	30.9%
64,261	56,293	56,293	433050	Retirement-Unfunded Liability	57,120	827	1.4%
174	0	0	433200	PARS Retirement	1,599	1,599	100.0%
19,332	22,372	22,372	434000	Workers Compensation	22,810	438	1.9%
16,716	45,650	45,650	435000	Group Insurance	51,965	6,315	12.2%
1,005	1,950	4,550	435400	Retiree Health Savings	5,850	1,300	22.2%
296	835	835	436000	State Disability Insurance	822	(13)	(1.6)%
904	500	500	437000	Mgt Health Ben	750	250	33.3%
1,187	1,560	1,560	438500	Cell Phone Allowance	1,560	0	0.0%
(854)	0	0	499500	Contra-Salaries	0	0	0.0%
<b>372,335</b>	<b>517,409</b>	<b>520,009</b>		<b>Personnel Total</b>	<b>588,273</b>	<b>68,264</b>	<b>11.6%</b>
<b>Operating and Maintenance</b>							
74	500	500	512100	Office Expense	500	0	0.0%
5,000	25,000	25,000	512200	Printing and Binding	0	(25,000)	0.0%
236	1,500	1,500	514100	Departmental Special Supplies	1,500	0	0.0%
0	2,000	2,000	516500	Conferences & Conventions	2,000	0	0.0%
520	2,000	2,290	516600	Special Events & Meetings	2,000	(290)	(14.5)%
0	2,000	2,000	516700	Memberships & Dues	2,000	0	0.0%
309	4,000	4,000	517300	Advertising and Public Relatio	4,000	0	0.0%
0	0	0	610400	Consulting Services	1,300,000	1,300,000	100.0%
456,750	480,000	1,003,203	619800	Other Contractual Services	0	(1,003,203)	0.0%
6,622	11,760	11,760	650300	Liability Reserve Charge	5,876	(5,884)	(100.1)%
(64,870)	0	0	680100	Contra - Grant Exp in the 6's	0	0	0.0%
<b>404,641</b>	<b>528,760</b>	<b>1,052,253</b>		<b>Operating and Maintenance Total</b>	<b>1,317,876</b>	<b>265,623</b>	<b>20.2%</b>
<b>776,976</b>	<b>1,046,169</b>	<b>1,572,262</b>		<b>Grand Total</b>	<b>1,906,149</b>	<b>333,887</b>	<b>17.5%</b>

## Building Safety (10153400)

### Division Mission

The mission of the Building Safety Division of the Community Development Department is to enhance public safety by ensuring that all construction in Culver City is in compliance with State and City Building Codes.

### Division Description

The Building Safety Division is responsible for the enforcement of all building codes adopted by the City and the State of California for local jurisdiction enforcement. These Building Codes include such areas as plumbing, mechanical, electrical and other construction related activities. State regulations include requirements of Title 24, California Code of Regulations pertaining to energy conservation and disabled accessibility for new and remodel construction permits. The Building Safety Division reviews plans, issues construction permits and provides inspection services to verify conformance to all City and State of California building codes and regulations. In addition to building permit fees, the Division also calculates and collects fees for the New Commercial Development Tax, Art in Public Places Fee, In-Lieu Parkland Fee, Sewer Fee, State of California Strong Motion Instrumentation and Seismic Hazards Mapping Fee, the Culver City Unified School District Development Impact Fee, and the California Building Standards Commission Building Standards Administration Special Revolving Fund.

### Expenditure Summary for 10153400

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	1,527,150	1,624,879	2,380,038	755,159	46.5%
Operating and Maintenance	1,762,960	2,236,038	455,144	(1,780,894)	(79.6)%
Capital	0	10,820	0	(10,820)	(100.0)%
<b>Total</b>	<b>3,290,110</b>	<b>3,871,737</b>	<b>2,835,182</b>	<b>(1,036,555)</b>	<b>(26.8)%</b>

### Expenditure Summary for 41253400

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	0	25,387	27,493	2,106	8.3%
Operating and Maintenance	47,185	34,230	4,428	(29,802)	(87.1)%
Capital	0	20,000	20,000	0	0.0%
<b>Total</b>	<b>47,185</b>	<b>79,617</b>	<b>51,921</b>	<b>(27,696)</b>	<b>(34.8)%</b>

**Expenditures and Appropriations by Object of Expense for 10153400**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
871,433	1,189,758	636,758	411100	Regular Salaries	1,338,259	701,501	52.4%
52,330	161,091	161,091	411200	Part-Time Salaries	161,091	0	0.0%
1,788	0	0	411310	Overtime-Regular	0	0	0.0%
14,158	23,920	23,920	431000	Deferred Compensation	23,920	0	0.0%
66,692	92,859	92,859	432000	Social Security	121,834	28,975	23.8%
58,173	72,024	72,024	433000	Retirement - Employer	100,278	28,254	28.2%
176,430	226,241	226,241	433050	Retirement-Unfunded Liability	203,503	(22,738)	(11.2)%
265	2,000	2,000	433200	PARS Retirement	2,105	105	5.0%
54,841	71,541	71,541	434000	Workers Compensation	53,346	(18,195)	(34.1)%
148,021	233,585	233,585	435000	Group Insurance	252,710	19,125	7.6%
5,633	8,450	22,750	435400	Retiree Health Savings	27,300	4,550	16.7%
34,564	36,040	36,040	435500	Retiree Insurance	43,180	7,140	16.5%
3,424	4,400	4,400	436000	State Disability Insurance	4,992	592	11.9%
1,000	1,000	1,000	437000	Mgt Health Ben	1,500	500	33.3%
31,902	33,000	33,000	437500	Longevity Pay	39,000	6,000	15.4%
6,497	7,670	7,670	438500	Cell Phone Allowance	7,020	(650)	(9.3)%
<b>1,527,150</b>	<b>2,163,579</b>	<b>1,624,879</b>		<b>Personnel Total</b>	<b>2,380,038</b>	<b>755,159</b>	<b>31.7%</b>
<b>Operating and Maintenance</b>							
2,608	2,125	6,709	512100	Office Expense	2,125	(4,584)	(215.7)%
0	0	0	512200	Printing and Binding	15,000	15,000	100.0%
4,001	2,170	2,170	512400	Communications	2,170	0	0.0%
1,726	11,000	6,500	514100	Departmental Special Supplies	11,000	4,500	40.9%
0	650	650	514600	Small Tools & Equipment	650	0	0.0%
3,898	11,160	9,685	516100	Training & Education	11,160	1,475	13.2%
102	0	975	516600	Special Events & Meetings	0	(975)	0.0%
886	1,575	2,075	516700	Memberships & Dues	1,575	(500)	(31.7)%
619	0	0	517300	Advertising and Public Relatio	0	0	0.0%
8,340	14,700	14,700	600800	Equip Maint Expenses	18,000	3,300	18.3%
13,643	18,757	18,757	605400	Amortization of Equipment	18,757	0	0.0%
2,000	0	0	612100	Engineering Services	0	0	0.0%
1,706,350	505,964	2,136,210	619800	Other Contractual Services	360,964	(1,775,246)	(491.8)%
18,787	37,606	37,606	650300	Liability Reserve Charge	13,743	(23,863)	(173.6)%
<b>1,762,960</b>	<b>605,707</b>	<b>2,236,038</b>		<b>Operating and Maintenance Total</b>	<b>455,144</b>	<b>(1,780,894)</b>	<b>(391.3)%</b>
<b>Capital</b>							
0	0	10,820	740100	Furniture & Furnishings	0	(10,820)	0.0%
0	0	10,820		<b>Capital Total</b>	0	(10,820)	0.0%
<b>3,290,110</b>	<b>2,769,286</b>	<b>3,871,737</b>		<b>Grand Total</b>	<b>2,835,182</b>	<b>(1,036,555)</b>	<b>(36.6)%</b>



**Expenditures and Appropriations by Object of Expense for 41253400**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
0	23,992	23,992	411200	Part-Time Salaries	23,992	0	0.0%
0	0	0	432000	Social Security	1,840	1,840	100.0%
0	1,395	1,395	434000	Workers Compensation	1,661	266	16.0%
0	25,387	25,387		<b>Personnel Total</b>	27,493	2,106	7.7%
<b>Operating and Maintenance</b>							
47,185	4,000	33,497	619800	Other Contractual Services	4,000	(29,497)	(737.4)%
0	733	733	650300	Liability Reserve Charge	428	(305)	(71.3)%
47,185	4,733	34,230		<b>Operating and Maintenance Total</b>	4,428	(29,802)	(673.0)%
<b>Capital</b>							
0	20,000	20,000	732150	IT Equipment - Hardware	20,000	0	0.0%
0	20,000	20,000		<b>Capital Total</b>	20,000	0	0.0%
47,185	50,120	79,617		<b>Grand Total</b>	51,921	(27,696)	(53.3)%

# SB2 Planning Grants Program (41453210)

## Expenditures and Appropriations by Object of Expense for 41453210

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
42,830	0	39,670	610400	Consulting Services	0	(39,670)	0.0%
39,670	0	0	680100	Contra - Grant Exp in the 6's	0	0	0.0%
<b>82,500</b>	<b>0</b>	<b>39,670</b>		<b>Operating and Maintenance Total</b>	<b>0</b>	<b>(39,670)</b>	<b>0.0%</b>
<b>82,500</b>	<b>0</b>	<b>39,670</b>		<b>Grand Total</b>	<b>0</b>	<b>(39,670)</b>	<b>0.0%</b>

## LEAP (LocalEarlyActionPlan) Program (41453310)

### Expenditures and Appropriations by Object of Expense for 41453310

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
854	0	0	411100	Regular Salaries	0	0	0.0%
854	0	0		<b>Personnel Total</b>	0	0	0.0%
<b>Operating and Maintenance</b>							
47,198	0	71,928	619800	Other Contractual Services	0	(71,928)	0.0%
25,200	0	0	680100	Contra - Grant Exp in the 6's	0	0	0.0%
72,398	0	71,928		<b>Operating and Maintenance Total</b>	0	(71,928)	0.0%
73,251	0	71,928		<b>Grand Total</b>	0	(71,928)	0.0%

# California Automated Permit Process (41453410)

## Expenditures and Appropriations by Object of Expense for 41453410

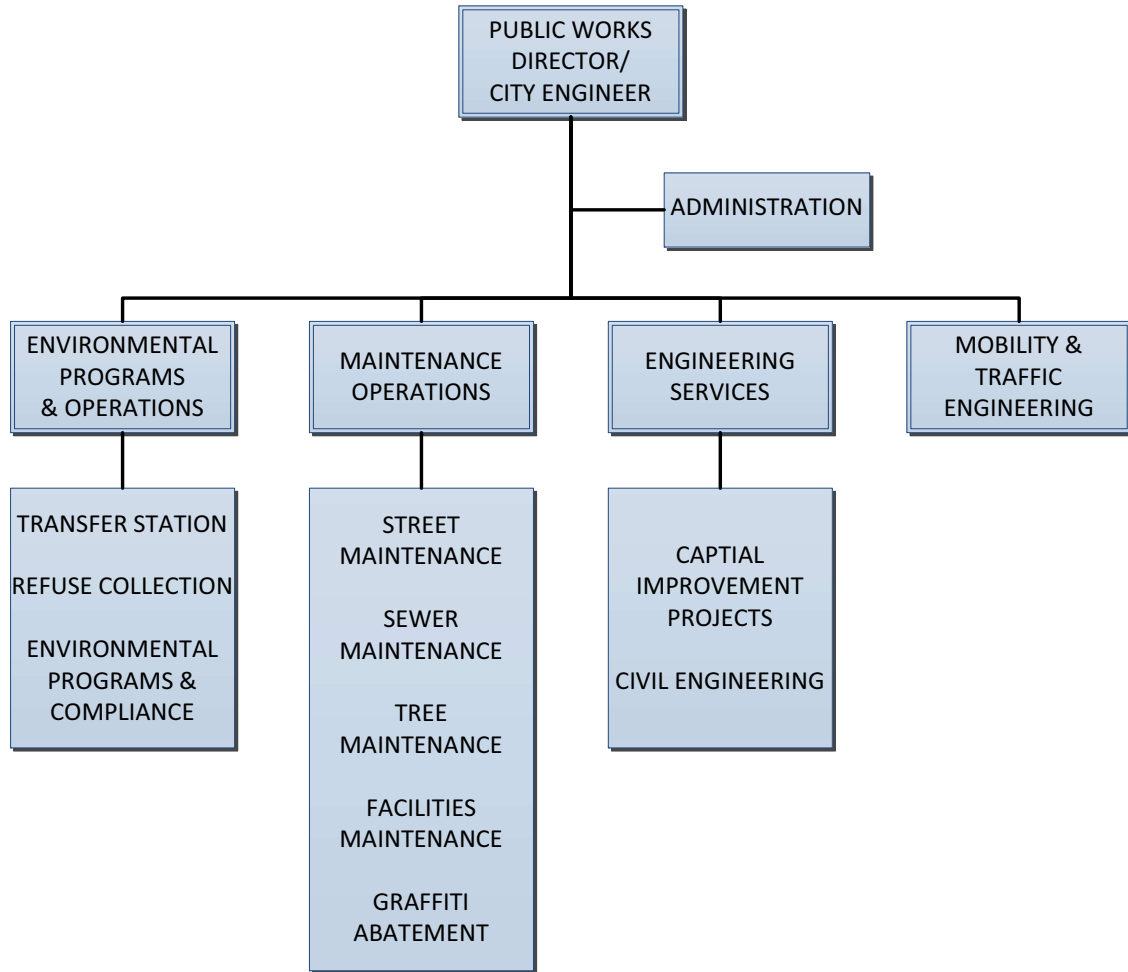
Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
0	0	0	619800	Other Contractual Services	40,000	40,000	100.0%
0	0	0		<b>Operating and Maintenance Total</b>	40,000	40,000	100.0%
0	0	0		<b>Grand Total</b>	40,000	40,000	100.0%



# Public Works



# PUBLIC WORKS DEPARTMENT





# Public Works

## Department Mission

It is the Public Works Department's mission to use professionalism, dedication, and teamwork to provide quality services for efficient and effective design, construction, and maintenance of Culver City's facilities and infrastructure; oversee the City's mobility program in the areas of active transportation, traffic, and parking; deliver refuse and sewage removal services; and manage the City's environmental programs for sustainability, energy efficiency, recycling and waste reduction, and water quality in order to enrich the quality of life for the community.

## Department Description

The Public Works Department is responsible for providing engineering services to the public and other Culver City departments; managing capital improvement projects throughout the City; overseeing the City's traffic and active transportation programs; providing maintenance and repair for the City's fixed assets, which include buildings, streets, sidewalks, storm drains, sewers, traffic signals, street lighting, and other components of the infrastructure, and coordinating graffiti removal, street sweeping and tree trimming services for the City. The Department manages two separate enterprise operations that are responsible for refuse collection and disposal and sewer collection and disposal. Additionally, the Public Works Department also manages the City's environmental programs relating to sustainability, energy efficiency, recycling and waste reduction, and water quality. The Public Works Department manages and coordinates its activities through the following divisions: Administration, Engineering, Mobility & Traffic Engineering, Maintenance Operations, and Environmental Programs & Operations (EPO).

## Expenditure Summary

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>101 - General Fund</b>					
60100 Public Works Admin	1,113,244	1,358,314	1,068,693	(289,621)	(21.3)%
60150 Engineering	2,395,704	2,970,077	2,411,000	(559,077)	(18.8)%
60170 Mobility & Traffic Engineering	821,620	1,896,886	1,679,226	(217,660)	(11.5)%
60200 Maintenance Operations	434,899	543,001	614,046	71,045	13.1%
60210 Streets	2,045,511	2,766,800	2,872,946	106,146	3.8%
60220 Tree Maintenance	1,519,878	1,627,940	1,446,193	(181,747)	(11.2)%
60230 Building Maintenance	2,823,699	3,769,702	3,324,068	(445,634)	(11.8)%
60240 Electrical Maintenance	1,393,235	2,385,538	2,458,022	72,484	3.0%
60250 Graffiti Abatement	206,952	416,484	423,517	7,033	1.7%
60260 Parking Meters	588,198	879,507	811,509	(67,998)	(7.7)%
60460 Environmental Programs/Ops	656,864	899,731	835,488	(64,243)	(7.1)%
<b>101 - General Fund Total</b>	<b>13,999,804</b>	<b>19,513,981</b>	<b>17,944,708</b>	<b>(1,569,273)</b>	<b>(8.0)%</b>
<b>202 - Refuse Disposal Fund</b>					
60400 Refuse Collection - Admin	10,395,823	13,038,870	13,953,876	915,006	7.0%
60410 Transfer Station - Admin	5,982,407	8,235,507	8,075,856	(159,651)	(1.9)%
<b>202 - Refuse Disposal Fund Total</b>	<b>16,378,230</b>	<b>21,274,378</b>	<b>22,029,732</b>	<b>755,354</b>	<b>3.6%</b>
<b>204 - Sewer Enterprise Fund</b>					
60300 Wastewater Maintenance	7,932,017	9,819,593	9,650,565	(169,028)	(1.7)%
60310 Hyperion Plant Debt Service	706,986	1,605,075	1,696,550	91,475	5.7%
<b>204 - Sewer Enterprise Fund Total</b>	<b>8,639,003</b>	<b>11,424,668</b>	<b>11,347,115</b>	<b>(77,553)</b>	<b>(0.7)%</b>
<b>307 - Equipment Replacement Fund</b>					
64500 Eqmt Replacement/AQMD/ERF	2,173,977	0	0	0	0.0%
<b>307 - Equipment Replacement Fund Total</b>	<b>2,173,977</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>



**Expenditure Summary**

		<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>412 - Building Surcharge Fund</b>						
60150	Engineering	25,206	10,840	10,942	102	0.9%
<b>412 - Building Surcharge Fund Total</b>		<b>25,206</b>	<b>10,840</b>	<b>10,942</b>	<b>102</b>	<b>0.9%</b>
<b>414 - Operating Grants Fund</b>						
60902	Bikeways (TDA Article 3)	29,090	26,000	26,000	0	0.0%
60903	Building Maintenance	86,258	87,905	87,905	0	0.0%
60904	Used Oil Block Grant	15,250	17,710	0	(17,710)	(100.0)%
60905	Recycling	5,236	0	0	0	0.0%
60911	CicLAvia - Open Streets 2016	59,004	0	0	0	0.0%
60912	CicLAvia - Open Streets 2018	(38,704)	0	0	0	0.0%
60913	Ped/Bicycle Sfty Prog	37,659	0	0	0	0.0%
60915	CalRecycle Beverage Container	158,084	0	0	0	0.0%
60916	Cal Cycle SB1383 Local Assist	0	57,127	0	(57,127)	(100.0)%
60917	Ped/Bicycle Safety Prog	11,637	46,500	0	(46,500)	(100.0)%
<b>414 - Operating Grants Fund Total</b>		<b>363,514</b>	<b>235,242</b>	<b>113,905</b>	<b>(121,337)</b>	<b>(51.6)%</b>
<b>Department Total</b>		<b>41,579,735</b>	<b>52,459,108</b>	<b>51,446,402</b>	<b>(1,012,706)</b>	<b>(1.9)%</b>

**Regular Positions**

	Actual 2021/2022	Adjusted 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>10160100 Public Works Administration</b>					
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Public Works Dir/City Engineer	1.00	1.00	1.00	0.00	0.0%
Management Analyst	0.70	0.70	0.70	0.00	0.0%
Sr. Management Analyst	0.55	0.55	0.55	0.00	0.0%
<b>Division Total</b>	<b>3.25</b>	<b>3.25</b>	<b>3.25</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160150 Engineering</b>					
Associate Engineer/10	1.75	1.75	1.75	0.00	0.0%
Engineering Services Manager	1.00	1.00	1.00	0.00	0.0%
Permit Technician	1.00	1.00	1.00	0.00	0.0%
Permit Technician II	1.50	1.50	1.50	0.00	0.0%
Public Works Inspector	1.00	1.00	1.00	0.00	0.0%
Senior Civil Engineer	1.50	1.50	1.50	0.00	0.0%
Sr. Management Analyst	0.75	0.75	0.75	0.00	0.0%
Sr. Public Works Inspector	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>9.50</b>	<b>9.50</b>	<b>9.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160170 Mobility &amp; Traffic Engineering</b>					
Mobility and Traffic Engineer	1.00	1.00	1.00	0.00	0.0%
Permit Technician II	0.50	0.50	0.50	0.00	0.0%
Senior Civil Engineer	1.00	1.00	1.00	0.00	0.0%
Sr. Engineering Tech	1.00	1.00	1.00	0.00	0.0%
Traffic Engineer Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160200 Maintenance Operations</b>					
Associate Analyst	0.50	0.50	0.50	0.00	0.0%
Maintenance Ops Manager	1.00	1.00	1.00	0.00	0.0%
Street Maintenance Supervisor	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160210 Streets</b>					
Associate Analyst	0.85	0.85	0.85	0.00	0.0%
Cement Finisher	1.00	1.00	1.00	0.00	0.0%
Heavy Equip. Operator	2.00	2.00	2.00	0.00	0.0%
Maintenance Worker I	2.00	2.00	2.00	0.00	0.0%
Maintenance Worker II	2.00	2.00	2.00	0.00	0.0%
Street Maintenance Crew Leader	2.00	2.00	2.00	0.00	0.0%
Traffic Painter	3.00	3.00	3.00	0.00	0.0%
Traffic Painting Crew Leader	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>13.85</b>	<b>13.85</b>	<b>13.85</b>	<b>0.00</b>	<b>0.0%</b>
<b>101602200 Trees Maintenance</b>					
Maintenance Worker I	1.00	1.00	1.00	0.00	0.0%
Urban Forester	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160230 Building Maintenance</b>					
Associate Analyst	0.50	0.50	0.50	0.00	0.0%

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Building Engineer	3.00	3.00	3.00	0.00	0.0%
Facility Maintenance Worker	4.00	4.00	4.00	0.00	0.0%
Maintenance Carpenter	1.00	1.00	1.00	0.00	0.0%
Maintenance Painter	1.00	1.00	1.00	0.00	0.0%
Maintenance Plumber	1.00	1.00	1.00	0.00	0.0%
Pool Maintenance Technician	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>11.50</b>	<b>11.50</b>	<b>11.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160240 Electrical Maintenance</b>					
Associate Analyst	0.50	0.50	0.50	0.00	0.0%
Facility & Electrical Maintenance Supervisor	1.00	1.00	1.00	0.00	0.0%
Facility Maintenance Worker	1.00	1.00	1.00	0.00	0.0%
HVAC Technician	1.00	1.00	1.00	0.00	0.0%
Maintenance Electrician	1.00	1.00	1.00	0.00	0.0%
Street Lights Technician	1.00	1.00	1.00	0.00	0.0%
Traffic Signal Technician	2.00	2.00	2.00	0.00	0.0%
<b>Division Total</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160250 Graffiti Abatement</b>					
Maintenance Worker I	2.00	2.00	2.00	0.00	0.0%
Facility Maintenance Crew Leader	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160260 Parking Meters-Maintenance</b>					
Parking Meter Technician	3.00	3.00	3.00	0.00	0.0%
<b>Division Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>20460300 Sewer Maintenance</b>					
Associate Analyst	0.65	0.65	0.65	0.00	0.0%
Associate Engineer/10	0.25	0.25	0.25	0.00	0.0%
Environmental Programs & Ops. Mgr	0.35	0.35	0.35	0.00	0.0%
Maintenance Worker I	1.00	1.00	1.00	0.00	0.0%
Management Analyst	0.15	0.15	0.15	0.00	0.0%
Senior Civil Engineer	1.50	1.50	1.50	0.00	0.0%
Sewage Lift Station Electro Mechanic *	1.00	1.00	2.00	1.00	100.0%
Sr. Management Analyst	0.55	0.55	0.55	0.00	0.0%
Subdrain Crew Leader	1.00	1.00	1.00	0.00	0.0%
Subdrain Worker	4.00	4.00	4.00	0.00	0.0%
<b>Division Total</b>	<b>10.45</b>	<b>10.45</b>	<b>11.45</b>	<b>1.00</b>	<b>9.6%</b>
<b>10160460 Environmental Programs &amp; Operations</b>					
Associate Engineer/WDR	1.00	1.00	1.00	0.00	0.0%
Environmental Programs & Ops. Mgr	0.05	0.05	0.05	0.00	0.0%
Sr. Management Analyst	0.40	0.40	0.40	0.00	0.0%
<b>Division Total</b>	<b>1.45</b>	<b>1.45</b>	<b>1.45</b>	<b>0.00</b>	<b>0.0%</b>
<b>20260400 Refuse Collection</b>					
Administrative Clerk	1.00	1.00	1.00	0.00	0.0%

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Assistant Environmental Programs/Ops Mgr	1.00	1.00	1.00	0.00	0.0%
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Clerk/Typist	1.00	1.00	1.00	0.00	0.0%
Environmental Compliance Officer **	1.00	1.00	2.00	1.00	0.0%
Environmental Coordinator	1.00	1.00	1.00	0.00	0.0%
Environmental Prgms & Operations Mgr	0.60	0.60	0.60	0.00	0.0%
Management Analyst	1.15	1.15	1.15	0.00	0.0%
Roll-off Driver	3.00	3.00	3.00	0.00	0.0%
Sanitation Dispatcher	2.00	2.00	2.00	0.00	0.0%
Sanitation Driver	16.00	17.00	17.00	0.00	0.0%
Scout Vehicle Operator	13.00	14.00	14.00	0.00	0.0%
Sr. Management Analyst	0.75	0.75	0.75	0.00	0.0%
Solid Waste & Recycling Crew Supervisor	1.00	1.00	1.00	0.00	0.0%
Solid Waste Supervisor	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>44.50</b>	<b>46.50</b>	<b>47.50</b>	<b>1.00</b>	<b>2.2%</b>
<b>20260410 Transfer Station</b>					
Heavy Equipment Operator	2.00	2.00	2.00	0.00	0.0%
Laborer	3.00	3.00	3.00	0.00	0.0%
Sanitation Crew Supervisor	1.00	1.00	1.00	0.00	0.0%
Welder	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>124.00</b>	<b>126.00</b>	<b>128.00</b>	<b>2.00</b>	<b>1.6%</b>

\* Add one (1) Sewer Lift Station Electro Mechanic position

\*\* Add one (1) Environmental Compliance Officer position

**Performance Measures**

Metric	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Goal 2023/2024
<b>Administration</b>				
Grants: Number of grants applied for across department	11	5	5	10
Public Records Requests: Number of official public records requests completed for department	n/a	139	157	150
<b>Engineering</b>				
CIP Projects: Number of CIP projects completed (excluding large-scale projects)	5	5	6	5
Plan Checks: Number of plan checks completed (excluding large-scale projects)	920	696	800	700
Plan Checks: Average time frame for plan checks (excluding large-scale projects)	2 weeks	2 weeks	2 weeks	2 weeks
Permits and Inspections: Number of permits issued	944	690	800	800
Permits and Inspections: Number of inspections completed	215	43	500	550
<b>Environmental Programs &amp; Operations</b>				
Refuse: # of carts exchange request received	n/a	n/a	911	900
Refuse: # of temporary bins delivered	n/a	n/a	1755	1700
Refuse: # of abandon item collection requests received	n/a	n/a	428	500
Refuse/Street Cleaning: Number of online service requests completed on time, compared to the total number of requests received (%)	85	83	85	85
Street Cleaning: Number of homeless encampment clean-ups completed	n/a	97	183	150
<b>Maintenance Operations (SEE ASLO OTHER TAB)</b>				
Number of miscellaneous problems reported	3,235	2,967	2800	2932
Percent of public service requests completed within 15 days	25%	45%	50%	50%
Percent of school crosswalks repainted (annually)	50%	50%	85%	60%
Number of potholes patched	4,000	4,500	4,500	4900
Number of signs installed/replaced	1,127	1,102	1,000	1765
Number of crosswalks repainted	124	130	150	120
Percent of graffiti removed within 48 hours of report	50%	45%	85%	60%
<b>Mobility &amp; Traffic Engineering</b>				
Traffic Study Reviews: Number of traffic study reviews	3	8	9	7
Traffic Study Reviews: Number of site development plan reviews	3	17	20	15
Permits: Number of parking permits issued	16,036	16,000	16,000	16,000
Permits: Number of special event permits issued	1	6	12	10
Operations: Number of bicycle detection cameras	30	35	47	60

## FISCAL YEAR 2023/2024 – WORK PLANS

### STRATEGIC PLAN INITIATIVES – 2018-2023 PRIORITIES – STATUS UPDATES

#### Goal: Enhance Mobility and Transportation

Initiative – Improve circulation by creating alternative modes of transportation. Develop Expo-to-Downtown Connector plan by taking into account bicycle, pedestrian and transit modes. Implement Metro Bike Share.

Status : A portion of the Expo-to-Downtown Connector plan was implemented as part of the Move Culver City Project, including installation of dedicated bus and bike lanes along Washington Blvd. These improvements may be impacted by changes to or dissolution of the Move Culver City Project infrastructure. Design of the Robertson Blvd segment of the Expo-to-Downtown Connector Project will begin in March 2023. Completion of design expected in FY 23-24. Construction expected in FY 24-25. The Transportation Department is working with LA Metro on planning for an integrated bike share program. Completion expected in FY 23-24.

#### Goal: Revitalize Ballona Creek

Initiative - Extend Ballona Creek bike path to improve mobility and provide greater access to the Metro. Seek grant opportunities to evaluate the feasibility of extending the Ballona Creek bike path easterly from the Syd Kronenthal Park to Washington Blvd, and with the cooperation of the City of Los Angeles, further east to the termination of the open channel near Cochran Ave. Studies shall be coordinated with the City of Los Angeles, Los Angeles County Public Works, and US Army Corps of Engineers, the agencies that share responsibility for management and maintenance of the Ballona Creek and the bike path.

Status : In late 2022, the Public Works Department began the design phase of a project to improve sustainability, accessibility, and safety along 1.1 miles of the Ballona Creek Bike Path between Duquesne Ave and National Blvd (at Syd Kronenthal Park). The project, titled the 'Ballona Creek Bike Path Sustainability and Accessibility Project', is funded in part by a grant from the Baldwin Hills Conservancy. Construction will begin in FY 24-25. In August 2021, the City Council approved a letter of support for the Streets For All Initiative to extend the Ballona Creek Bike Path from its current end at National Blvd and Syd Kronenthal Park to where the Creek ends at Cochran Ave and Venice Blvd in the City of Los Angeles. In February 2023, City Council approved a budget allocation of \$100,000 to Streets For All as a partnership contribution toward the total cost of a Feasibility Study for the project. City Council also provided direction to staff regarding future project phases.

#### **DIVISION: ADMINISTRATION**

- Continue performance measure metric tracking for all Public Works Department divisions.
- Continue Certified Sustainable Business Certification Program.
- Complete Multi-Jurisdictional Hazard Mitigation Plan (#PO012) preparation and submit for City Council and CCUSD Board approvals in FY 23-24.
- Complete construction of Jackson Ave Pedestrian Walkway Renovation Project (#PS014) in FY23-24, which will demolish all the existing improvements and rebuild the pedestrian walkway between Jackson Ave and Farragut Dr.

#### **DIVISION: ENGINEERING**

- Complete street paving of Sepulveda Blvd from Venice Blvd to southerly city limits. Completion expected in Q4 FY 23-24.
- Complete final design of Bristol and Fox Hills Sewer Pump Station Diversion Project to the new Bankfield Sewer Pump Station by Q4 FY 22-23 and begin construction in Q3 FY 23-24.
- Design and upgrade of the Hayden Sewer Pump Station, moving the electrical components of the station from below ground to a new above ground building. Completion expected in Q4 FY 23-24

- Issue RFP for a multiyear contract for ongoing integration, operation, and maintenance of City's sewer supervisory control and data acquisition (SCADA) system.
- Complete preliminary engineering to determine feasibility of diverting six Culver City properties on Hetzler Rd and Tompkins Way to the public sewer system.
- Complete the design and begin construction on the Ballona Creek Bike Path and Landscape Improvement Project from National Blvd to Duquesne Ave. (\$1.9 million of the \$2.8 million project total is funded by Baldwin Hills Conservancy.) Completion expected FY 23-24.
- Complete Citywide Sidewalk Survey. Completion expected in Q1 FY 23-24.
- Complete video of sewer mains and conditions assessments for sections that have not been lined with CIPP (cured-in-place liner). Completion expected in Q3 FY 23-24
- Design and upgrade the City's streetlight system to parallel circuitry with a \$17 million grant received through State Assembly Bill Number 179.
- Apply for Regional, State, and Federal grant funding, especially through the \$1.2 trillion Infrastructure Investment and Jobs Act, for improvements to the City's infrastructure, with the assistance of City Council approved grant writing consultant.
- Improve unpaved alleys as directed by City Council.
- Manage multiple Capital Improvement Projects (CIP) and for other City departments.
- Continue to provide conditions of approval on development projects as requested by Planning and Development Department.
- Review private development plans that include grading and work in the public right of way.
- Inspect utility work in the public right of way.
- Review and issue Wireless Telecommunications Facilities permits (5G).
- Review and issue permits for Outdoor Dining and Parklets in the street.

#### **DIVISION: MOBILITY & TRAFFIC ENGINEERING**

- Apply for grant funding to continue design and construction of bicycle and pedestrian improvement projects identified in the City's Bicycle and Pedestrian Action Plan (BPAP).
- Apply for grant funding to continue design and construction of safety projects contained in the City's Local Road Safety Plan (LRSP).
- Reapply for funding for the Fox Hills Master Plan, covering land use and transportation. The transportation system analysis would include parking supply and management to meet shortage in the residential areas of the neighborhood.
- Complete design of the Overland-Playa Pedestrian and Bicycle Improvements Project. Apply for grants to secure funding for construction.
- Pursue funding of emergency vehicle preemption sensors and traffic signal upgrades citywide.
- Complete Signalized Intersection Safety Improvements, Unsignalized Intersections Safety Improvement, and Overland HFST Safety Improvement HSIP funded projects.
- Pursue funding for upgrade of traffic signal interconnectivity citywide from copper to fiber optic and install battery back-up systems for all traffic signals citywide.
- Review and update the 2004 Neighborhood Traffic Management Project to reduce project timeline, introduce quick-delivery countermeasures to reduce cut-through traffic and excessive speeding, and reduce implementation costs.

- Perform citywide sign retroreflectivity study to implement a citywide web-based sign database to inventory all signs in the City and track their maintenance and retro-reflectivity compliance. Perform on-street parking and curb markings inventory. Provide an interactive citywide GIS map and database.
- Begin traffic studies for phase two of the Rancho Higuera Neighborhood Traffic Management Project to explore possible redesign of signalized intersections at Higuera St/Hayden Ave-Hayden PI and Higuera St-Robertson Blvd/Washington Blvd in order to address cut-through traffic.
- Pursue grant funding for construction of the Fox Hills neighborhood bikeway network and the Fox Hills Neighborhood Traffic Management Program traffic calming countermeasures.
- Implement the Safe Routes to School improvement plans at all public school neighborhoods, including painting, signage, traffic control measures, and curb ramps.
- Complete project design of "Bicycle Boulevard" improvements on Farragut Dr between Duquesne Ave and Overland Ave as outlined in the BPAP and pursue funding for construction.
- Perform data driven analysis of traffic safety to begin targeted implementation of safety improvements.
- Coordinate with Transportation Department and LA Metro on planning for a coordinated bike share program and continue research on temporary alternatives.
- Complete construction of traffic signal modification at Matteson Ave and Sawtelle Blvd.
- Seek funds to design and construct permanent intersection improvements at the Kelmore Ave/Ranch Rd/Overland Ave intersection.
- Install approximately 500 new parking meters at locations citywide.
- Perform on-street parking rate study. Revise on-street parking rates to match City policies and goals.
- Install video detection cameras at 20 additional intersections in order to manage vehicular, bike, and pedestrian detection and collect turning movement counts.
- Support Finance Department to adopt new citywide fee schedule
- Support other Public Works divisions and other City CIP projects.
- Implement online permitting and request-platform for public ease of use and provide the City with reporting metrics.
- Support Ballona Creek Bike Path extension project as directed by City Council.
- Support Main St improvements as directed by City Council.
- Support Transportation Department on Move Culver City improvements as directed by City Council.
- Support Economic Development on Melvil St improvements as directed by City Council.

#### **DIVISION: ENVIRONMENTAL PROGRAMS & OPERATIONS (EPO)**

- Continue monitoring Industrial General Permit (IGP) compliance and reporting for the Transfer Station and Transportation Facility.
- Update and renew the LA County Public Health Department permit for the Transfer Station. Amend the Transfer and Recycling Station Transfer Processing Report as part of the process. This permit is renewed once every five years.
- Continue partnership with SoCal Recycling and CalRecycle on mobile beverage container CRV pilot program. Expand program by offering services on Sundays at the Jefferson Blvd location.
- Update plans for Transfer Station Addition to improve Americans with Disabilities Act (ADA) compliance and make room for expanded staff.
- Enter MOA with Ballona Creek Watershed Group agencies for cost-sharing of Ballona Creek Dry Weather projects.



- Enter new MOA for Ballona Creek Watershed Management Group and Marina Del Rey Watershed Management Groups.
- Represent the City on the Central Santa Monica Bay Watershed Area Steering Committee.
- Represent the City on the Santa Monica Subbasin Groundwater Sustainability Agency.
- Represent Public Works and the Environmental Programs & Operations at the quarterly Sustainability Sub-Committee meetings. Enroll an additional 700 commercial/multi-family accounts into organics program for SB1383 compliance.
- Enroll an additional 363 accounts into recycling program for SB1383 compliance.
- Complete design and apply for Measure W Regional funding for Syd Kronenthal Park Stormwater Project and investigate other funding sources.
- Inspect all 41 Tier 2 edible food generators per SB1383 jurisdictional compliance regulations, including Generator Types (e.g. restaurant >/250 seats, hotel with onsite food facility and >/200 rooms).
- Update Disaster Debris Master Plan and host full scale desktop exercise with all necessary shareholders. Include new best practices in emergency management and ensure that all personnel who would be involved in disaster management are included in desktop exercise.
- Plan and present educational workshops on SB1383 jurisdictional compliance, waste reduction ordinances (phase 3 on-premises reusable), and backyard composting. Educational outreach to be geared towards businesses, restaurants, and residents.
- Investigate feasibility of micro-composting hubs in City Parks, in coordination with PRCS Department.
- Continue implementing City's Stormwater Master Plan, including large CIPs and smaller green infrastructure such as rain gardens.
- Continue coordination with local non-profit environmental groups to assist with messaging. Engage volunteers to augment City staff in distributing educational outreach materials to businesses.
- Continue to coordinate quarterly collection events for the safe and sustainable disposal of e-waste, shredding, and hazardous waste. Will host a minimum of five events in conjunction with LA County and Homeboy Electronics Recycling.
- Develop a Hazardous Material Procedure for City Departments.
- Evaluate establishing a stormwater "in-lieu" development fee for projects above a certain threshold that cannot incorporate stormwater sustainability and to instead pay into a stormwater fund used to build stormwater projects
- Compile a list and inspect projects constructed under the City's Low Impact Development Ordinance and identify the best management practices installed as required every 2 years.
- Increase daily volume of waste at Transfer Station up to permitted limit through agreements with third parties and other surrounding agencies.

#### **DIVISION: MAINTENANCE OPERATIONS**

- Implement a new work order system (MaintStar) in order to increase efficiency in tracking and record-keeping of all work orders received by the Maintenance Operations Division, leading to reduced response times and an increase in preventative maintenance. Requires an increase in staffing.
- Initiate a new graffiti abatement program called Graffiti Free Fridays in which all Maintenance Operations crews take one hour out of their day on Fridays and abate graffiti at multiple locations throughout the City.
- Coordinate with Police Department to decrease the number of parking meters requiring service.
- Increase sidewalk replacement by 50%. Requires an increase in staffing and materials allocation.

- Increase the percentage of school crosswalks repainted annually from 50% to 100%. Requires an increase in staffing.
- Increase the percentage of potholes filled throughout the City annually. Requires an increase in staffing.
- Decrease graffiti abatement response time. Requires an increase in staffing.



## Public Works Administration (10160100)

### Division Mission

To provide comprehensive, high quality administrative direction and leadership to enhance the productivity of all of the Public Works Department’s operating divisions.

### Division Description

The Administration Division is responsible for coordinating the efforts of the four operating divisions of Public Works with other City Departments and outside agencies; providing oversight and guidance to the divisions of Public Works (Engineering, Mobility and Traffic Engineering, Maintenance Operations, and Environmental Programs and Operations) by monitoring the attainment of City goals while assuring operations are performed within the adopted Departmental budget and established guidelines and procedures; reviewing and coordinating with major regional and area developments in regards to their impacts on the public right-of-way; securing local, state and federal revenues; preparing the annual Public Works Department budget; and providing staff for various committees and task forces.

### Expenditure Summary for 10160100

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	1,002,174	857,195	916,596	59,401	6.9%
Operating and Maintenance	111,070	501,119	152,097	(349,022)	(69.6)%
<b>Total</b>	<b>1,113,244</b>	<b>1,358,314</b>	<b>1,068,693</b>	<b>(289,621)</b>	<b>(21.3)%</b>

**Expenditures and Appropriations by Object of Expense for 10160100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
691,248	498,697	498,697	411100	Regular Salaries	527,133	28,436	5.4%
0	46,800	46,800	411200	Part-Time Salaries	46,800	0	0.0%
12,377	10,920	10,920	431000	Deferred Compensation	10,920	0	0.0%
42,678	30,117	30,117	432000	Social Security	36,904	6,787	18.4%
37,668	28,751	28,751	433000	Retirement - Employer	38,249	9,498	24.8%
87,583	90,311	90,311	433050	Retirement-Unfunded Liability	84,218	(6,093)	(7.2)%
0	1,640	1,640	433200	PARS Retirement	1,640	0	0.0%
59,099	81,418	81,418	434000	Workers Compensation	81,366	(52)	(0.1)%
30,531	32,340	32,340	435000	Group Insurance	33,530	1,190	3.5%
2,342	2,111	3,411	435400	Retiree Health Savings	7,311	3,900	53.3%
18,858	16,740	16,740	435500	Retiree Insurance	29,230	12,490	42.7%
525	490	490	436000	State Disability Insurance	485	(5)	(1.0)%
865	500	500	437000	Mgt Health Ben	750	250	33.3%
10,919	9,000	9,000	437500	Longevity Pay	12,000	3,000	25.0%
5,556	4,500	4,500	438000	Auto Allowance	4,500	0	0.0%
1,926	1,560	1,560	438500	Cell Phone Allowance	1,560	0	0.0%
<b>1,002,174</b>	<b>855,895</b>	<b>857,195</b>		<b>Personnel Total</b>	<b>916,596</b>	<b>59,401</b>	<b>6.5%</b>
<b>Operating and Maintenance</b>							
130	0	0	516100	Training & Education	0	0	0.0%
511	3,000	3,000	516500	Conferences & Conventions	4,000	1,000	25.0%
2,056	5,880	7,680	516600	Special Events & Meetings	9,180	1,500	16.3%
5,940	6,615	6,615	516700	Memberships & Dues	4,115	(2,500)	(60.8)%
3,797	3,592	3,592	517850	Employee Recognition Events	3,840	248	6.5%
10,030	0	0	610400	Consulting Services	0	0	0.0%
0	0	315,000	612100	Engineering Services	0	(315,000)	0.0%
68,361	100,000	122,434	619800	Other Contractual Services	110,000	(12,434)	(11.3)%
20,244	42,798	42,798	650300	Liability Reserve Charge	20,962	(21,836)	(104.2)%
<b>111,070</b>	<b>161,885</b>	<b>501,119</b>		<b>Operating and Maintenance Total</b>	<b>152,097</b>	<b>(349,022)</b>	<b>(229.5)%</b>
<b>1,113,244</b>	<b>1,017,780</b>	<b>1,358,314</b>		<b>Grand Total</b>	<b>1,068,693</b>	<b>(289,621)</b>	<b>(27.1)%</b>

# Engineering (10160150)

## Division Mission

To provide efficient and effective civil engineering services to the public and City departments and to manage the implementation of capital improvement projects authorized by the City Council.

## Division Description

The Engineering Division of the Public Works Department is responsible for: the design and construction of Capital Improvement Projects; preparation and administration of assessment districts; administration of the plan checking and inspection portion of the NPDES/Stormwater Program; reviewing applications for subdivision and other land uses; reviewing and approving plans for streets, storm drains, sewers, and other improvements in the public right-of-way proposed by or required of developers and property owners for compliance with good engineering practices and City, State and Federal requirements, along with permitting and inspection of said improvements; and maintenance of official maps, plans and survey records.

## Expenditure Summary for 10160150

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	1,818,606	2,055,701	2,123,764	68,063	3.3%
Operating and Maintenance	577,032	911,602	287,236	(624,366)	(68.5)%
Capital	66	2,773	0	(2,773)	(100.0)%
<b>Total</b>	<b>2,395,704</b>	<b>2,970,077</b>	<b>2,411,000</b>	<b>(559,077)</b>	<b>(18.8)%</b>

## Expenditure Summary for 41260150

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	25,206	840	942	102	12.1%
Operating and Maintenance	0	10,000	10,000	0	0.0%
<b>Total</b>	<b>25,206</b>	<b>10,840</b>	<b>10,942</b>	<b>102</b>	<b>0.9%</b>



**Expenditures and Appropriations by Object of Expense for 10160150**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
1,119,864	1,183,392	1,204,829	411100	Regular Salaries	1,225,486	20,657	1.7%
1,650	31,200	31,200	411200	Part-Time Salaries	31,200	0	0.0%
14,698	1,824	1,824	411310	Overtime-Regular	1,824	0	0.0%
0	0	40,000	411700	Contract Labor	30,000	(10,000)	(33.3)%
21,687	23,375	23,375	431000	Deferred Compensation	21,837	(1,538)	(7.0)%
75,769	79,990	79,990	432000	Social Security	89,024	9,034	10.1%
71,617	66,468	66,468	433000	Retirement - Employer	88,040	21,572	24.5%
183,319	208,775	208,775	433050	Retirement-Unfunded Liability	193,824	(14,951)	(7.7)%
58	1,092	1,092	433200	PARS Retirement	1,092	0	0.0%
109,579	138,076	138,076	434000	Workers Compensation	179,457	41,381	23.1%
102,649	122,470	122,470	435000	Group Insurance	114,385	(8,085)	(7.1)%
5,427	6,190	14,315	435400	Retiree Health Savings	19,518	5,203	26.7%
63,958	69,830	69,830	435500	Retiree Insurance	74,740	4,910	6.6%
2,744	2,917	2,917	436000	State Disability Insurance	2,857	(60)	(2.1)%
1,000	1,000	1,000	437000	Mgt Health Ben	1,500	500	33.3%
37,297	42,000	42,000	437500	Longevity Pay	43,000	1,000	2.3%
7,290	7,540	7,540	438500	Cell Phone Allowance	5,980	(1,560)	(26.1)%
<b>1,818,606</b>	<b>1,986,139</b>	<b>2,055,701</b>		<b>Personnel Total</b>	<b>2,123,764</b>	<b>68,063</b>	<b>3.2%</b>
<b>Operating and Maintenance</b>							
1,974	2,500	2,500	512100	Office Expense	2,500	0	0.0%
0	500	500	512200	Printing and Binding	500	0	0.0%
8,929	4,840	4,840	512400	Communications	4,840	0	0.0%
801	1,500	41,500	514100	Departmental Special Supplies	1,500	(40,000)	(2,666.7)%
90	500	500	516100	Training & Education	500	0	0.0%
100	5,000	5,400	516500	Conferences & Conventions	5,000	(400)	(8.0)%
3,110	2,000	2,000	516700	Memberships & Dues	2,000	0	0.0%
556	500	500	550000	Other Charges	500	0	0.0%
22,759	33,300	33,300	600800	Equip Maint Expenses	30,500	(2,800)	(9.2)%
14,588	13,714	13,714	605400	Amortization of Equipment	18,164	4,450	24.5%
0	0	8,669	612100	Engineering Services	0	(8,669)	0.0%
486,585	550,000	725,598	619800	Other Contractual Services	175,000	(550,598)	(314.6)%
37,541	72,581	72,581	650300	Liability Reserve Charge	46,232	(26,349)	(57.0)%
<b>577,032</b>	<b>686,935</b>	<b>911,602</b>		<b>Operating and Maintenance Total</b>	<b>287,236</b>	<b>(624,366)</b>	<b>(217.4)%</b>
<b>Capital</b>							
66	0	0	732150	IT Equipment - Hardware	0	0	0.0%
0	0	1,273	732160	IT Equipment - Software	0	(1,273)	0.0%
0	0	1,500	740100	Furniture & Furnishings	0	(1,500)	0.0%
<b>66</b>	<b>0</b>	<b>2,773</b>		<b>Capital Total</b>	<b>0</b>	<b>(2,773)</b>	<b>0.0%</b>
<b>2,395,704</b>	<b>2,673,074</b>	<b>2,970,077</b>		<b>Grand Total</b>	<b>2,411,000</b>	<b>(559,077)</b>	<b>(23.2)%</b>

**Expenditures and Appropriations by Object of Expense for 41260150**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
22,182	840	840	411200	Part-Time Salaries	840	0	0.0%
1,525	0	0	432000	Social Security	60	60	100.0%
1,499	0	0	433000	Retirement - Employer	0	0	0.0%
0	0	0	433200	PARS Retirement	42	42	100.0%
<b>25,206</b>	<b>840</b>	<b>840</b>		<b>Personnel Total</b>	<b>942</b>	<b>102</b>	<b>10.8%</b>
<b>Operating and Maintenance</b>							
0	10,000	10,000	600200	R&M - Equipment	10,000	0	0.0%
0	10,000	10,000		<b>Operating and Maintenance Total</b>	<b>10,000</b>	<b>0</b>	<b>0.0%</b>
<b>25,206</b>	<b>10,840</b>	<b>10,840</b>		<b>Grand Total</b>	<b>10,942</b>	<b>102</b>	<b>0.9%</b>

# Mobility & Traffic Engineering (10160170)

## Division Mission

To provide safe and efficient multi-modal mobility and traffic engineering services to the public and City Departments. It is also the Division’s mission to equitably distribute parking within the public right of way.

## Division Description

The Mobility and Traffic Engineering Division of the Public Works Department is responsible for: The planning, design and operations of traffic control signals and Intelligent Transportation System (ITS) elements. Other traffic control devices include signage and pavement markings in accordance with State and Federal standards and guidelines. Additional responsibilities include review of the transportation components of development plans along with associated traffic and parking studies. The Division manages the Neighborhood Traffic Management Program, Permit Parking Program, Valet Parking, and Metered Parking. The Division is also responsible for the development or review of transportation related policies, procedures, and design guidelines. The Division’s staff act as liaison to the Bicycle and Pedestrian Advisory Committee (BPAC) and chair to the Traffic Committee. Staff pursue grant funding on a regular basis to fund infrastructure and non-infrastructure projects to improve operations and safety for all modes of transportation. Permits that can be obtained from the Division include Parking Permits, as well as Transportation Permits for special events, construction activities, and oversized trucks.

## Expenditure Summary for 10160170

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	765,532	1,083,016	1,188,531	105,515	9.7%
Operating and Maintenance	54,540	780,730	479,995	(300,735)	(38.5)%
Capital	1,548	33,140	10,700	(22,440)	(67.7)%
<b>Total</b>	<b>821,620</b>	<b>1,896,886</b>	<b>1,679,226</b>	<b>(217,660)</b>	<b>(11.5)%</b>



**Expenditures and Appropriations by Object of Expense for 10160170**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
431,981	568,055	568,055	411100	Regular Salaries	615,951	47,896	7.8%
58,261	51,363	118,465	411200	Part-Time Salaries	118,465	0	0.0%
2,687	0	0	411310	Overtime-Regular	0	0	0.0%
7,656	13,260	13,260	431000	Deferred Compensation	13,260	0	0.0%
32,614	41,332	41,332	432000	Social Security	54,471	13,139	24.1%
27,737	34,266	34,266	433000	Retirement - Employer	46,301	12,035	26.0%
74,786	107,633	107,633	433050	Retirement-Unfunded Liability	101,952	(5,681)	(5.6)%
542	0	0	433200	PARS Retirement	5,923	5,923	100.0%
60,439	88,295	88,295	434000	Workers Compensation	102,845	14,550	14.1%
55,761	80,030	80,030	435000	Group Insurance	83,020	2,990	3.6%
1,925	2,925	4,875	435400	Retiree Health Savings	8,775	3,900	44.4%
583	625	625	436000	State Disability Insurance	638	13	2.0%
1,250	1,500	1,500	437000	Mgt Health Ben	2,250	750	33.3%
18,273	20,000	20,000	437500	Longevity Pay	30,000	10,000	33.3%
2,673	4,680	4,680	438500	Cell Phone Allowance	4,680	0	0.0%
(11,637)	0	0	499500	Contra-Salaries	0	0	0.0%
<b>765,532</b>	<b>1,013,964</b>	<b>1,083,016</b>		<b>Personnel Total</b>	<b>1,188,531</b>	<b>105,515</b>	<b>8.9%</b>
<b>Operating and Maintenance</b>							
1,006	2,000	4,000	512100	Office Expense	2,000	(2,000)	(100.0)%
0	2,000	0	512200	Printing and Binding	1,000	1,000	100.0%
1,007	5,000	22,072	514100	Departmental Special Supplies	15,000	(7,072)	(47.1)%
69	2,000	5,331	516100	Training & Education	2,000	(3,331)	(166.6)%
1,624	7,000	3,386	516500	Conferences & Conventions	8,000	4,614	57.7%
0	1,200	493	516600	Special Events & Meetings	1,000	507	50.7%
525	4,200	830	516700	Memberships & Dues	6,000	5,170	86.2%
0	1,000	1,000	550000	Other Charges	500	(500)	(100.0)%
0	75,000	75,000	612100	Engineering Services	50,000	(25,000)	(50.0)%
29,603	385,800	622,204	619800	Other Contractual Services	368,000	(254,204)	(69.1)%
20,706	46,413	46,413	650300	Liability Reserve Charge	26,495	(19,918)	(75.2)%
<b>54,540</b>	<b>531,613</b>	<b>780,730</b>		<b>Operating and Maintenance Total</b>	<b>479,995</b>	<b>(300,735)</b>	<b>(62.7)%</b>
<b>Capital</b>							
1,141	0	2,850	732150	IT Equipment - Hardware	0	(2,850)	0.0%
408	0	30,290	732160	IT Equipment - Software	10,700	(19,590)	(183.1)%
<b>1,548</b>	<b>0</b>	<b>33,140</b>		<b>Capital Total</b>	<b>10,700</b>	<b>(22,440)</b>	<b>(209.7)%</b>
<b>821,620</b>	<b>1,545,577</b>	<b>1,896,886</b>		<b>Grand Total</b>	<b>1,679,226</b>	<b>(217,660)</b>	<b>(13.0)%</b>

# Maintenance Operations (10160200)

## Division Mission

To provide comprehensive administrative support and professional guidance for the maintenance, rehabilitation, preservation and repair of all City infrastructure and facilities.

## Division Description

The Maintenance Operations Administrative Subdivision of the Maintenance Operations Division of the Public Works Department oversees and coordinates the activities of the Street, Tree, Sewer, Traffic Signal, Parking Meter, Building Facilities, Electrical and Graffiti Abatement crews. This division monitors maintenance operations activities and ensures that staff and contractors are performing within established guidelines and procedures in a safe, efficient and productive manner.

## Expenditure Summary for 10160200

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	415,119	515,003	593,903	78,900	15.3%
Operating and Maintenance	19,780	27,998	20,143	(7,855)	(28.1)%
<b>Total</b>	<b>434,899</b>	<b>543,001</b>	<b>614,046</b>	<b>71,045</b>	<b>13.1%</b>

**Expenditures and Appropriations by Object of Expense for 10160200**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
250,491	295,796	295,796	411100	Regular Salaries	325,158	29,362	9.0%
224	0	0	411310	Overtime-Regular	0	0	0.0%
3,024	4,940	4,940	431000	Deferred Compensation	4,940	0	0.0%
15,456	20,049	20,049	432000	Social Security	23,337	3,288	14.1%
15,645	17,805	17,805	433000	Retirement - Employer	24,962	7,157	28.7%
23,894	55,932	55,932	433050	Retirement-Unfunded Liability	54,953	(979)	(1.8)%
30,175	36,445	36,445	434000	Workers Compensation	43,873	7,428	16.9%
20,506	22,240	22,240	435000	Group Insurance	41,510	19,270	46.4%
1,125	1,625	2,275	435400	Retiree Health Savings	4,875	2,600	53.3%
37,382	39,210	39,210	435500	Retiree Insurance	41,490	2,280	5.5%
0	191	191	436000	State Disability Insurance	185	(6)	(3.2)%
865	1,000	1,000	437000	Mgt Health Ben	1,500	500	33.3%
13,771	16,000	16,000	437500	Longevity Pay	24,000	8,000	33.3%
2,561	3,120	3,120	438500	Cell Phone Allowance	3,120	0	0.0%
<b>415,119</b>	<b>514,353</b>	<b>515,003</b>		<b>Personnel Total</b>	<b>593,903</b>	<b>78,900</b>	<b>13.3%</b>
<b>Operating and Maintenance</b>							
1,812	2,600	2,600	512100	Office Expense	2,600	0	0.0%
3,632	2,990	2,990	512400	Communications	2,990	0	0.0%
3,604	1,150	1,150	514100	Departmental Special Supplies	1,150	0	0.0%
94	500	500	516100	Training & Education	500	0	0.0%
0	1,100	1,100	516500	Conferences & Conventions	1,100	0	0.0%
300	500	500	516700	Memberships & Dues	500	0	0.0%
10,338	19,158	19,158	650300	Liability Reserve Charge	11,303	(7,855)	(69.5)%
<b>19,780</b>	<b>27,998</b>	<b>27,998</b>		<b>Operating and Maintenance Total</b>	<b>20,143</b>	<b>(7,855)</b>	<b>(39.0)%</b>
<b>434,899</b>	<b>542,351</b>	<b>543,001</b>		<b>Grand Total</b>	<b>614,046</b>	<b>71,045</b>	<b>11.6%</b>

# Streets (10160210)

## Division Mission

To provide efficient and effective maintenance and repairs of all City streets, alleys, sidewalks, curbs and gutters, traffic signs, bike paths, and parking lots.

## Division Description

The Street Maintenance Subdivision of the Maintenance Operations Division of the Public Works Department is responsible for maintaining City infrastructure located within the public right-of-way, including concrete and asphalt repairs of streets, curbs and gutters, sidewalks, alleys and parking lots; installation and maintenance of traffic signs and traffic striping; and removal of debris and abatement of weeds in alleys.

## Expenditure Summary for 10160210

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	1,407,319	1,911,762	2,003,140	91,378	4.8%
Operating and Maintenance	638,193	851,422	866,190	14,768	1.7%
Capital	0	3,616	3,616	0	0.0%
<b>Total</b>	<b>2,045,511</b>	<b>2,766,800</b>	<b>2,872,946</b>	<b>106,146</b>	<b>3.8%</b>

**Expenditures and Appropriations by Object of Expense for 10160210**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
693,707	963,129	988,687	411100	Regular Salaries	1,022,631	33,944	3.3%
60,007	12,617	12,617	411310	Overtime-Regular	12,617	0	0.0%
6,435	0	0	411700	Contract Labor	0	0	0.0%
12,607	20,046	20,046	431000	Deferred Compensation	20,046	0	0.0%
54,598	76,050	76,050	432000	Social Security	81,950	5,900	7.2%
47,351	58,999	58,999	433000	Retirement - Employer	78,883	19,884	25.2%
151,487	185,312	185,312	433050	Retirement-Unfunded Liability	173,632	(11,680)	(6.7)%
84,999	118,183	118,183	434000	Workers Compensation	143,112	24,929	17.4%
149,960	245,725	245,725	435000	Group Insurance	259,515	13,790	5.3%
5,905	9,002	27,007	435400	Retiree Health Savings	27,007	0	0.0%
98,763	124,620	124,620	435500	Retiree Insurance	109,270	(15,350)	(14.0)%
4,042	4,866	4,866	436000	State Disability Insurance	4,827	(39)	(0.8)%
40,615	49,000	49,000	437500	Longevity Pay	69,000	20,000	29.0%
653	650	650	438500	Cell Phone Allowance	650	0	0.0%
(3,810)	0	0	499500	Contra-Salaries	0	0	0.0%
<b>1,407,319</b>	<b>1,868,199</b>	<b>1,911,762</b>		<b>Personnel Total</b>	<b>2,003,140</b>	<b>91,378</b>	<b>4.6%</b>
<b>Operating and Maintenance</b>							
0	200	200	512100	Office Expense	200	0	0.0%
375	290	290	512400	Communications	290	0	0.0%
150,995	135,000	135,000	513000	Utilities	135,000	0	0.0%
199,197	197,120	262,120	514100	Departmental Special Supplies	250,120	(12,000)	(4.8)%
6,179	3,000	8,921	514600	Small Tools & Equipment	3,000	(5,921)	(197.4)%
3,818	2,620	2,620	516100	Training & Education	2,620	0	0.0%
570	1,000	1,000	516700	Memberships & Dues	1,000	0	0.0%
8,812	16,400	16,400	550000	Other Charges	18,100	1,700	9.4%
129,313	255,000	255,000	600800	Equip Maint Expenses	225,500	(29,500)	(13.1)%
1,644	0	1,616	605100	Rental of Equipment	0	(1,616)	0.0%
72,797	70,831	70,831	605400	Amortization of Equipment	158,191	87,360	55.2%
0	300	300	614100	Medical Services	300	(0)	(0.0)%
37,488	35,000	35,000	619800	Other Contractual Services	35,000	0	0.0%
29,120	62,124	62,124	650300	Liability Reserve Charge	36,869	(25,255)	(68.5)%
<b>640,309</b>	<b>778,885</b>	<b>851,422</b>		<b>Operating and Maintenance Total</b>	<b>866,190</b>	<b>14,768</b>	<b>1.7%</b>
<b>Capital</b>							
0	616	616	730100	Improvements other than Bldg	616	0	0.0%
0	3,000	3,000	732120	Departmental Special Equipment	3,000	0	0.0%
<b>0</b>	<b>3,616</b>	<b>3,616</b>		<b>Capital Total</b>	<b>3,616</b>	<b>0</b>	<b>0.0%</b>
<b>2,047,628</b>	<b>2,650,700</b>	<b>2,766,800</b>		<b>Grand Total</b>	<b>2,872,946</b>	<b>106,146</b>	<b>3.7%</b>

# Tree Maintenance (10160220)

## Division Mission

To provide efficient and effective facility, street, park and median tree maintenance services as well as pest control and weed abatement services for public facilities, right-of-ways, and properties.

## Division Description

The Tree Maintenance Subdivision of the Maintenance Operations Division of the Public Works Department is responsible for planting, trimming, removing and otherwise maintaining all trees at City facilities, parkways, parks, and traffic medians; providing pest control and weed abatement services for City facilities and right-of-ways; and providing oversight, scheduling and contract administration of the Citywide tree trimming contractor.

## Expenditure Summary for 10160220

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	320,938	316,786	341,726	24,940	7.9%
Operating and Maintenance	1,198,940	1,302,154	1,101,467	(200,687)	(15.4)%
Capital	0	9,000	3,000	(6,000)	(66.7)%
<b>Total</b>	<b>1,519,878</b>	<b>1,627,940</b>	<b>1,446,193</b>	<b>(181,747)</b>	<b>(11.2)%</b>

**Expenditures and Appropriations by Object of Expense for 10160220**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
152,966	149,249	149,249	411100	Regular Salaries	160,099	10,850	6.8%
9,342	1,346	1,346	411310	Overtime-Regular	1,346	0	0.0%
3,132	3,120	3,120	431000	Deferred Compensation	3,120	0	0.0%
12,416	11,018	11,018	432000	Social Security	12,036	1,018	8.5%
10,973	9,602	9,602	433000	Retirement - Employer	12,867	3,265	25.4%
28,396	30,163	30,163	433050	Retirement-Unfunded Liability	28,335	(1,828)	(6.5)%
16,008	18,395	18,395	434000	Workers Compensation	21,810	3,415	15.7%
43,611	44,480	44,480	435000	Group Insurance	46,150	1,670	3.6%
1,305	1,300	3,900	435400	Retiree Health Savings	3,900	0	0.0%
26,838	28,090	28,090	435500	Retiree Insurance	29,640	1,550	5.2%
906	773	773	436000	State Disability Insurance	773	0	0.0%
14,393	16,000	16,000	437500	Longevity Pay	21,000	5,000	23.8%
653	650	650	438500	Cell Phone Allowance	650	0	0.0%
<b>320,938</b>	<b>314,186</b>	<b>316,786</b>		<b>Personnel Total</b>	<b>341,726</b>	<b>24,940</b>	<b>7.3%</b>
<b>Operating and Maintenance</b>							
71	0	0	512100	Office Expense	0	0	0.0%
1,817	1,470	1,470	512400	Communications	1,470	0	0.0%
0	12,000	12,000	513000	Utilities	12,000	0	0.0%
91,479	62,250	67,131	514100	Departmental Special Supplies	65,250	(1,881)	(2.9)%
0	5,700	16,950	514600	Small Tools & Equipment	5,700	(11,250)	(197.4)%
931	2,000	2,000	516100	Training & Education	2,000	0	0.0%
0	500	500	516500	Conferences & Conventions	500	0	0.0%
50	1,200	2,350	516700	Memberships & Dues	1,200	(1,150)	(95.8)%
774	2,100	3,425	550000	Other Charges	5,800	2,375	40.9%
0	8,000	16,000	600200	R&M - Equipment	8,000	(8,000)	(100.0)%
5,769	9,700	9,700	600800	Equip Maint Expenses	13,500	3,800	28.1%
9,926	7,496	7,496	605400	Amortization of Equipment	10,808	3,312	30.6%
1,082,638	1,009,620	1,153,463	619800	Other Contractual Services	969,620	(183,843)	(19.0)%
5,485	9,669	9,669	650300	Liability Reserve Charge	5,619	(4,050)	(72.1)%
<b>1,198,940</b>	<b>1,131,705</b>	<b>1,302,154</b>		<b>Operating and Maintenance Total</b>	<b>1,101,467</b>	<b>(200,687)</b>	<b>(18.2)%</b>
<b>Capital</b>							
0	3,000	9,000	732120	Departmental Special Equipment	3,000	(6,000)	(200.0)%
<b>0</b>	<b>3,000</b>	<b>9,000</b>		<b>Capital Total</b>	<b>3,000</b>	<b>(6,000)</b>	<b>(200.0)%</b>
<b>1,519,878</b>	<b>1,448,891</b>	<b>1,627,940</b>		<b>Grand Total</b>	<b>1,446,193</b>	<b>(181,747)</b>	<b>(12.6)%</b>

# Building Maintenance (10160230)

## Division Mission

To provide efficient and effective maintenance of all City building facilities.

## Division Description

The Building Maintenance Division of the Public Works Department is responsible for maintaining all City buildings in a high state of appearance and condition. The Division performs carpentry, painting, pool/fountain, and plumbing services for City facilities and monitors custodial and other contracted services for City facilities.

## Expenditure Summary for 10160230

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	1,696,445	1,862,838	1,933,385	70,547	3.8%
Operating and Maintenance	1,127,253	1,896,864	1,380,683	(516,181)	(27.2)%
Capital	0	10,000	10,000	0	0.0%
<b>Total</b>	<b>2,823,699</b>	<b>3,769,702</b>	<b>3,324,068</b>	<b>(445,634)</b>	<b>(11.8)%</b>



**Expenditures and Appropriations by Object of Expense for 10160230**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
891,013	1,013,674	1,026,557	411100	Regular Salaries	1,051,776	25,219	2.4%
110,639	27,499	27,499	411310	Overtime-Regular	27,499	0	0.0%
15,734	17,940	17,940	431000	Deferred Compensation	17,940	0	0.0%
73,450	72,552	72,552	432000	Social Security	79,023	6,471	8.2%
56,887	59,355	59,355	433000	Retirement - Employer	76,966	17,611	22.9%
166,151	186,449	186,449	433050	Retirement-Unfunded Liability	169,433	(17,016)	(10.0)%
90,159	130,349	130,349	434000	Workers Compensation	145,611	15,262	10.5%
174,212	194,825	194,825	435000	Group Insurance	202,045	7,220	3.6%
6,606	7,475	22,425	435400	Retiree Health Savings	22,425	0	0.0%
70,558	73,730	73,730	435500	Retiree Insurance	88,660	14,930	16.8%
5,099	4,857	4,857	436000	State Disability Insurance	4,707	(150)	(3.2)%
34,632	45,000	45,000	437500	Longevity Pay	46,000	1,000	2.2%
1,305	1,300	1,300	438500	Cell Phone Allowance	1,300	0	0.0%
<b>1,696,445</b>	<b>1,835,005</b>	<b>1,862,838</b>		<b>Personnel Total</b>	<b>1,933,385</b>	<b>70,547</b>	<b>3.6%</b>
<b>Operating and Maintenance</b>							
5,264	3,560	3,560	512400	Communications	3,560	0	0.0%
134,451	110,000	110,000	513000	Utilities	110,000	0	0.0%
79,482	115,600	276,718	514100	Departmental Special Supplies	93,600	(183,118)	(195.6)%
0	2,885	2,885	514600	Small Tools & Equipment	2,885	0	0.0%
1,713	2,100	8,750	516100	Training & Education	2,100	(6,650)	(316.7)%
80	0	0	516600	Special Events & Meetings	0	0	0.0%
0	300	300	516700	Memberships & Dues	300	0	0.0%
0	19,484	19,484	517500	Contributions to Agencies	19,484	0	0.0%
0	525	525	518300	Auto Mileage Reimbursement	525	0	0.0%
5,488	8,750	8,750	550000	Other Charges	8,750	0	0.0%
131,587	126,295	126,801	600100	R&M - Building	126,295	(506)	(0.4)%
51,085	48,000	48,000	600200	R&M - Equipment	48,000	0	0.0%
49,515	56,300	56,300	600800	Equip Maint Expenses	61,000	4,700	7.7%
17,615	29,867	29,867	605400	Amortization of Equipment	29,866	(1)	(0.0)%
123	100	100	614100	Medical Services	100	0	0.0%
619,962	770,266	1,136,304	619800	Other Contractual Services	836,705	(299,599)	(35.8)%
30,888	68,520	68,520	650300	Liability Reserve Charge	37,513	(31,007)	(82.7)%
<b>1,127,253</b>	<b>1,362,552</b>	<b>1,896,864</b>		<b>Operating and Maintenance Total</b>	<b>1,380,683</b>	<b>(516,181)</b>	<b>(37.4)%</b>
<b>Capital</b>							
0	10,000	10,000	732120	Departmental Special Equipment	10,000	0	0.0%
<b>0</b>	<b>10,000</b>	<b>10,000</b>		<b>Capital Total</b>	<b>10,000</b>	<b>0</b>	<b>0.0%</b>
<b>2,823,699</b>	<b>3,207,557</b>	<b>3,769,702</b>		<b>Grand Total</b>	<b>3,324,068</b>	<b>(445,634)</b>	<b>(13.4)%</b>

# Electrical Maintenance (10160240)

## Division Mission

To provide efficient and effective City-wide electrical maintenance services.

## Division Description

The Electrical Maintenance Subdivision of the Maintenance Operations Division of the Public Works Department is responsible for maintaining all electrical components in City facilities and equipment owned by the City. Major areas of maintenance responsibility include: over 100 signalized traffic intersections; nearly 4,000 street lights, including poles, luminaries, ballasts, circuitry, controls, and illuminated street name signs; and all electrical systems and appliances within City-owned buildings, facilities, and recreational areas.

## Expenditure Summary for 10160240

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	1,004,312	1,357,517	1,382,598	25,081	1.8%
Operating and Maintenance	388,923	978,021	1,025,424	47,403	4.8%
Capital	0	50,000	50,000	0	0.0%
<b>Total</b>	<b>1,393,235</b>	<b>2,385,538</b>	<b>2,458,022</b>	<b>72,484</b>	<b>3.0%</b>

**Expenditures and Appropriations by Object of Expense for 10160240**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
520,172	710,762	733,646	411100	Regular Salaries	722,404	(11,242)	(1.6)%
0	31,200	31,200	411200	Part-Time Salaries	31,200	0	0.0%
84,272	35,404	35,404	411310	Overtime-Regular	35,404	0	0.0%
7,916	14,300	14,300	431000	Deferred Compensation	14,300	0	0.0%
42,274	54,856	54,856	432000	Social Security	60,764	5,908	9.7%
32,396	41,088	41,088	433000	Retirement - Employer	53,067	11,979	22.6%
92,534	129,060	129,060	433050	Retirement-Unfunded Liability	116,835	(12,225)	(10.5)%
0	1,090	1,090	433200	PARS Retirement	1,090	0	0.0%
60,030	81,383	81,383	434000	Workers Compensation	109,566	28,183	25.7%
73,500	118,005	118,005	435000	Group Insurance	130,345	12,340	9.5%
3,298	4,875	13,325	435400	Retiree Health Savings	14,625	1,300	8.9%
66,022	76,530	76,530	435500	Retiree Insurance	68,910	(7,620)	(11.1)%
3,000	2,920	2,920	436000	State Disability Insurance	2,778	(142)	(5.1)%
0	500	500	437000	Mgt Health Ben	750	250	33.3%
18,243	22,000	22,000	437500	Longevity Pay	19,000	(3,000)	(15.8)%
653	2,210	2,210	438500	Cell Phone Allowance	1,560	(650)	(41.7)%
<b>1,004,312</b>	<b>1,326,183</b>	<b>1,357,517</b>		<b>Personnel Total</b>	<b>1,382,598</b>	<b>25,081</b>	<b>1.8%</b>
<b>Operating and Maintenance</b>							
3,697	2,570	2,570	512400	Communications	2,570	0	0.0%
3,415	6,100	107,285	514100	Departmental Special Supplies	6,100	(101,185)	(1,658.8)%
0	640	640	514600	Small Tools & Equipment	640	0	0.0%
1,867	2,000	2,000	516100	Training & Education	2,000	0	0.0%
0	400	400	516600	Special Events & Meetings	400	0	0.0%
0	400	400	516700	Memberships & Dues	400	0	0.0%
3,888	7,500	7,500	550000	Other Charges	10,200	2,700	26.5%
434	2,100	3,766	600100	R&M - Building	2,100	(1,666)	(79.3)%
107,954	175,800	177,672	600200	R&M - Equipment	175,800	(1,872)	(1.1)%
60,262	90,700	90,700	600800	Equip Maint Expenses	54,500	(36,200)	(66.4)%
99,844	100,242	100,242	605400	Amortization of Equipment	534,237	433,995	81.2%
0	250	250	614100	Medical Services	250	0	0.0%
86,997	208,000	441,816	619800	Other Contractual Services	208,000	(233,816)	(112.4)%
20,566	42,780	42,780	650300	Liability Reserve Charge	28,227	(14,553)	(51.6)%
<b>388,923</b>	<b>639,482</b>	<b>978,021</b>		<b>Operating and Maintenance Total</b>	<b>1,025,424</b>	<b>47,403</b>	<b>4.6%</b>
<b>Capital</b>							
0	50,000	50,000	732120	Departmental Special Equipment	50,000	0	0.0%
<b>0</b>	<b>50,000</b>	<b>50,000</b>		<b>Capital Total</b>	<b>50,000</b>	<b>0</b>	<b>0.0%</b>
<b>1,393,235</b>	<b>2,015,665</b>	<b>2,385,538</b>		<b>Grand Total</b>	<b>2,458,022</b>	<b>72,484</b>	<b>2.9%</b>

# Graffiti Abatement (10160250)

## Division Mission

To improve the safety and quality of life of Culver City community members by providing superior graffiti abatement programs.

## Division Description

The Graffiti Abatement Subdivision of the Maintenance Operations Division of the Public Works Department is responsible for coordinating and carrying out the removal of graffiti located on private properties (with property owner approval) and on the public right-of-way within the Culver City. This crew also assists in implementing programs to enforce the City’s graffiti removal ordinance and coordinates with the Culver City Police Department to report graffiti where appropriate.

## Expenditure Summary for 10160250

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	166,659	338,956	346,370	7,414	2.2%
Operating and Maintenance	38,897	77,528	77,147	(381)	(0.5)%
Capital	1,395	0	0	0	0.0%
<b>Total</b>	<b>206,952</b>	<b>416,484</b>	<b>423,517</b>	<b>7,033</b>	<b>1.7%</b>

**Expenditures and Appropriations by Object of Expense for 10160250**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
83,071	185,484	185,484	411100	Regular Salaries	178,259	(7,225)	(4.1)%
514	2,040	2,040	411310	Overtime-Regular	2,040	0	0.0%
1,884	4,680	4,680	431000	Deferred Compensation	4,680	0	0.0%
6,821	17,419	17,419	432000	Social Security	18,691	1,272	6.8%
5,420	10,643	10,643	433000	Retirement - Employer	13,395	2,752	20.5%
26,035	33,430	33,430	433050	Retirement-Unfunded Liability	29,479	(3,951)	(13.4)%
16,004	22,213	22,213	434000	Workers Compensation	30,389	8,176	26.9%
15,602	45,650	45,650	435000	Group Insurance	55,305	9,655	17.5%
785	1,950	5,850	435400	Retiree Health Savings	5,850	0	0.0%
7,125	7,590	7,590	435500	Retiree Insurance	7,420	(170)	(2.3)%
450	957	957	436000	State Disability Insurance	862	(95)	(11.0)%
2,770	3,000	3,000	437500	Longevity Pay	0	(3,000)	0.0%
180	0	0	438500	Cell Phone Allowance	0	0	0.0%
<b>166,659</b>	<b>335,056</b>	<b>338,956</b>		<b>Personnel Total</b>	<b>346,370</b>	<b>7,414</b>	<b>2.1%</b>
<b>Operating and Maintenance</b>							
0	670	670	512100	Office Expense	670	0	0.0%
1,410	330	330	512400	Communications	330	0	0.0%
20,523	34,000	46,084	514100	Departmental Special Supplies	34,000	(12,084)	(35.5)%
1,500	0	0	516100	Training & Education	0	0	0.0%
1,285	3,645	3,645	550000	Other Charges	3,645	0	0.0%
0	840	840	600100	R&M - Building	840	0	0.0%
0	3,300	3,300	600200	R&M - Equipment	3,300	0	0.0%
8,602	7,900	7,900	600800	Equip Maint Expenses	14,000	6,100	43.6%
94	82	82	605400	Amortization of Equipment	9,533	9,451	99.1%
0	3,000	3,000	619800	Other Contractual Services	3,000	0	0.0%
5,483	11,677	11,677	650300	Liability Reserve Charge	7,829	(3,848)	(49.2)%
<b>38,897</b>	<b>65,444</b>	<b>77,528</b>		<b>Operating and Maintenance Total</b>	<b>77,147</b>	<b>(381)</b>	<b>(0.5)%</b>
<b>Capital</b>							
1,395	0	0	732150	IT Equipment - Hardware	0	0	0.0%
<b>1,395</b>	<b>0</b>	<b>0</b>		<b>Capital Total</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>206,952</b>	<b>400,500</b>	<b>416,484</b>		<b>Grand Total</b>	<b>423,517</b>	<b>7,033</b>	<b>1.7%</b>

# Parking Meters (10160260)

## Division Mission

To provide efficient and effective parking meter maintenance, inspections, repairs, and installation/removal services.

## Division Description

The Parking Meter Subdivision of the Maintenance Operations Division of the Public Works Department is responsible for providing scheduled service on approximately 2,000 parking meters and multi-space pay stations, as well as installing or removing parking meters throughout the City.

## Expenditure Summary for 10160260

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	302,283	405,474	423,292	17,818	4.4%
Operating and Maintenance	285,915	474,033	388,217	(85,816)	(18.1)%
<b>Total</b>	<b>588,198</b>	<b>879,507</b>	<b>811,509</b>	<b>(67,998)</b>	<b>(7.7)%</b>

**Expenditures and Appropriations by Object of Expense for 10160260**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
159,451	217,533	217,533	411100	Regular Salaries	231,963	14,430	6.2%
2,991	0	0	411310	Overtime-Regular	0	0	0.0%
3,132	4,680	4,680	431000	Deferred Compensation	4,680	0	0.0%
12,227	17,065	17,065	432000	Social Security	18,913	1,848	9.8%
11,158	13,460	13,460	433000	Retirement - Employer	18,041	4,581	25.4%
29,036	42,280	42,280	433050	Retirement-Unfunded Liability	39,716	(2,564)	(6.5)%
6,404	6,964	6,964	434000	Workers Compensation	9,833	2,869	29.2%
39,235	57,790	57,790	435000	Group Insurance	47,325	(10,465)	(22.1)%
1,305	1,950	5,850	435400	Retiree Health Savings	5,850	0	0.0%
20,736	21,440	21,440	435500	Retiree Insurance	23,570	2,130	9.0%
911	1,112	1,112	436000	State Disability Insurance	1,101	(11)	(1.0)%
14,393	16,000	16,000	437500	Longevity Pay	21,000	5,000	23.8%
1,305	1,300	1,300	438500	Cell Phone Allowance	1,300	0	0.0%
<b>302,283</b>	<b>401,574</b>	<b>405,474</b>		<b>Personnel Total</b>	<b>423,292</b>	<b>17,818</b>	<b>4.2%</b>
<b>Operating and Maintenance</b>							
49,932	73,695	115,014	514100	Departmental Special Supplies	73,695	(41,319)	(56.1)%
0	1,300	2,600	514600	Small Tools & Equipment	1,300	(1,300)	(100.0)%
127	500	500	516100	Training & Education	500	0	0.0%
225	400	400	516700	Memberships & Dues	400	0	0.0%
1,084	2,850	3,666	550000	Other Charges	2,850	(816)	(28.6)%
332	3,000	5,667	600200	R&M - Equipment	3,000	(2,667)	(88.9)%
6,011	10,200	10,200	600800	Equip Maint Expenses	15,000	4,800	32.0%
2,259	2,259	2,259	605400	Amortization of Equipment	2,259	0	0.0%
223,751	286,680	330,066	619800	Other Contractual Services	286,680	(43,386)	(15.1)%
2,194	3,661	3,661	650300	Liability Reserve Charge	2,533	(1,128)	(44.5)%
<b>285,915</b>	<b>384,545</b>	<b>474,033</b>		<b>Operating and Maintenance Total</b>	<b>388,217</b>	<b>(85,816)</b>	<b>(22.1)%</b>
<b>588,198</b>	<b>786,119</b>	<b>879,507</b>		<b>Grand Total</b>	<b>811,509</b>	<b>(67,998)</b>	<b>(8.4)%</b>

## Environmental Programs/Ops (10160460)

### Division Mission

To coordinate the environmental activities of the Public Works Department in the areas of solid waste and recycling, storm water program development, and sewer and storm drain system management and operation.

### Division Description

The Environmental Programs and Operations Administrative Subdivision of the Environmental Programs and Operations Division of the Public Works Department facilitates the coordination of the City's programs relating to recycling. The Division also coordinates departmental activities in the areas of solid waste management, storm water quality management and sewer system management.

### Expenditure Summary for 10160460

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	303,747	280,744	318,340	37,596	13.4%
Operating and Maintenance	353,117	618,987	517,148	(101,839)	(16.5)%
<b>Total</b>	<b>656,864</b>	<b>899,731</b>	<b>835,488</b>	<b>(64,243)</b>	<b>(7.1)%</b>



**Expenditures and Appropriations by Object of Expense for 10160460**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
202,981	179,670	179,670	411100	Regular Salaries	191,437	11,767	6.1%
3,586	3,432	3,432	431000	Deferred Compensation	1,768	(1,664)	(94.1)%
13,538	11,889	11,889	432000	Social Security	13,057	1,168	8.9%
12,551	10,688	10,688	433000	Retirement - Employer	14,086	3,398	24.1%
32,532	33,581	33,581	433050	Retirement-Unfunded Liability	30,998	(2,583)	(8.3)%
9,004	9,449	9,449	434000	Workers Compensation	29,531	20,082	68.0%
21,805	22,240	22,240	435000	Group Insurance	23,075	835	3.6%
968	942	2,242	435400	Retiree Health Savings	4,842	2,600	53.7%
637	553	553	436000	State Disability Insurance	546	(7)	(1.3)%
6,145	7,000	7,000	437500	Longevity Pay	9,000	2,000	22.2%
<b>303,747</b>	<b>279,444</b>	<b>280,744</b>		<b>Personnel Total</b>	<b>318,340</b>	<b>37,596</b>	<b>11.8%</b>
<b>Operating and Maintenance</b>							
0	400	400	512100	Office Expense	400	0	0.0%
350,032	509,140	613,620	619800	Other Contractual Services	509,140	(104,480)	(20.5)%
3,085	4,967	4,967	650300	Liability Reserve Charge	7,608	2,641	34.7%
<b>353,117</b>	<b>514,507</b>	<b>618,987</b>		<b>Operating and Maintenance Total</b>	<b>517,148</b>	<b>(101,839)</b>	<b>(19.7)%</b>
<b>656,864</b>	<b>793,951</b>	<b>899,731</b>		<b>Grand Total</b>	<b>835,488</b>	<b>(64,243)</b>	<b>(7.7)%</b>

## Refuse Collection - Admin (20260400)

### Division Mission

To provide efficient and effective removal of municipal waste from the residential, commercial, and industrial areas of the City.

### Division Description

The Refuse Subdivision of the Environmental Programs and Operations Division of the Public Works Department is responsible for the removal of solid waste from the residential, commercial, and industrial areas of the City. Residential collection crews provide a weekly trash and recycling removal service to family dwellings consisting of up to four units in size. Residents are billed annually for the trash services through the LA County tax collection system. Commercial collection crews provide scheduled and non-scheduled trash removal to all businesses and residential units consisting of more than four units in size. The commercial collection crews also service pedestrian cans located throughout the city, and remove large bulky items set out by residents and businesses. Businesses and property managers are billed monthly for the commercial service that occurred during the month.

### Expenditure Summary for 20260400

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	4,783,528	6,248,551	7,018,809	770,258	12.3%
Operating and Maintenance	5,157,524	6,105,797	6,198,672	92,875	1.5%
Capital	454,770	684,522	736,395	51,873	7.6%
<b>Total</b>	<b>10,395,823</b>	<b>13,038,870</b>	<b>13,953,876</b>	<b>915,006</b>	<b>7.0%</b>

**Expenditures and Appropriations by Object of Expense for 20260400**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
2,890,116	3,317,516	3,212,116	411100	Regular Salaries	3,734,776	522,660	14.0%
0	13,978	13,978	411200	Part-Time Salaries	13,978	0	0.0%
252,703	120,768	120,768	411310	Overtime-Regular	120,768	0	0.0%
0	0	105,400	411700	Contract Labor	0	(105,400)	0.0%
55,334	70,190	70,190	431000	Deferred Compensation	75,920	5,730	7.5%
231,542	256,909	256,909	432000	Social Security	303,041	46,132	15.2%
193,477	202,016	202,016	433000	Retirement - Employer	282,649	80,633	28.5%
574,745	613,722	613,722	433050	Retirement-Unfunded Liability	608,515	(5,207)	(0.9)%
(478,979)	0	0	433100	PERS Ret - Actuarial	0	0	0.0%
0	0	0	433200	PARS Retirement	699	699	100.0%
387,841	467,253	467,253	434000	Workers Compensation	539,042	71,789	13.3%
535,818	697,530	697,530	435000	Group Insurance	794,445	96,915	12.2%
24,486	29,571	84,171	435400	Retiree Health Savings	99,776	15,605	15.6%
257,793	267,830	267,830	435500	Retiree Insurance	296,140	28,310	9.6%
(257,875)	0	0	435650	OPEB Liability Charge	0	0	0.0%
12,920	13,428	13,428	436000	State Disability Insurance	14,170	742	5.2%
1,827	2,000	2,000	437000	Mgt Health Ben	3,000	1,000	33.3%
97,894	115,000	115,000	437500	Longevity Pay	125,000	10,000	8.0%
5,294	6,240	6,240	438500	Cell Phone Allowance	6,890	650	9.4%
(1,408)	0	0	499500	Contra-Salaries	0	0	0.0%
<b>4,783,528</b>	<b>6,193,951</b>	<b>6,248,551</b>		<b>Personnel Total</b>	<b>7,018,809</b>	<b>770,258</b>	<b>11.0%</b>
<b>Operating and Maintenance</b>							
457	3,000	5,542	512100	Office Expense	3,000	(2,542)	(84.7)%
0	1,000	2,000	512200	Printing and Binding	1,000	(1,000)	(100.0)%
14,931	7,170	7,170	512400	Communications	7,170	0	0.0%
32,507	33,000	36,857	514100	Departmental Special Supplies	31,100	(5,757)	(18.5)%
76,606	118,974	198,097	516100	Training & Education	119,000	(79,097)	(66.5)%
594	1,000	1,000	516500	Conferences & Conventions	2,000	1,000	50.0%
602	700	700	516600	Special Events & Meetings	700	0	0.0%
1,888	700	700	516700	Memberships & Dues	1,600	900	56.3%
15,212	60,000	70,003	517300	Advertising and Public Relatio	60,000	(10,003)	(16.7)%
88,260	64,180	64,180	517500	Contributions to Agencies	64,180	0	0.0%
24,748	28,500	28,500	550000	Other Charges	28,500	0	0.0%
3,499	6,000	9,837	600100	R&M - Building	6,000	(3,837)	(64.0)%
6,850	5,000	14,500	600200	R&M - Equipment	5,000	(9,500)	(190.0)%
1,349,539	1,765,000	1,765,000	600800	Equip Maint Expenses	1,705,000	(60,000)	(3.5)%
820,324	837,470	837,470	605400	Amortization of Equipment	847,148	9,678	1.1%
198,608	261,707	367,423	610400	Consulting Services	303,799	(63,624)	(20.9)%
123	1,577	1,577	614100	Medical Services	1,577	0	0.0%

**Expenditures and Appropriations by Object of Expense for 20260400**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
231,052	257,000	261,568	619800	Other Contractual Services	257,000	(4,568)	(1.8)%
0	36,595	36,595	650200	Insurance Premiums - Other	36,595	0	0.0%
132,873	270,617	270,617	650300	Liability Reserve Charge	138,870	(131,747)	(94.9)%
2,158,851	2,126,461	2,126,461	670100	Administrative Charges	2,579,433	452,972	17.6%
<b>5,157,524</b>	<b>5,885,651</b>	<b>6,105,797</b>		<b>Operating and Maintenance Total</b>	<b>6,198,672</b>	<b>92,875</b>	<b>1.5%</b>
<b>Capital</b>							
119,391	0	9,030	732100	Auto-Rolling Stock & Equipment	0	(9,030)	0.0%
321,979	486,395	525,492	732120	Departmental Special Equipment	586,395	60,903	10.4%
13,400	150,000	150,000	732160	IT Equipment - Software	150,000	0	0.0%
<b>454,770</b>	<b>636,395</b>	<b>684,522</b>		<b>Capital Total</b>	<b>736,395</b>	<b>51,873</b>	<b>7.0%</b>
<b>10,395,823</b>	<b>12,715,997</b>	<b>13,038,870</b>		<b>Grand Total</b>	<b>13,953,876</b>	<b>915,006</b>	<b>6.6%</b>

## Transfer Station - Admin (20260410)

### Division Mission

To provide cost effective transfer and disposal of non-hazardous solid wastes to material processors for reuse, recycling or disposal sites and to recover the maximum volume of recyclable or reusable material from the waste stream received at the station.

### Division Description

The Transfer Station Subdivision of the Environmental Programs and Operations Division of the Public Works Department is responsible for receiving and processing non-hazardous municipal solid wastes (MSW), transferring it to transfer vehicles, and hauling it to sanitary landfills, or salvage or recycling facilities, or arranging for salvage or recycling firms to remove such materials from the station. The Transfer Station is also responsible for inspecting wastes to determine if hazardous or toxic materials are in the waste stream and removing, segregating and storing such materials for up to 90 days until disposal in accordance with Federal and State regulations is arranged. Station personnel also separate and segregate material that can be diverted from landfill disposal and taken to a processing or recycling facility for reuse.

### Expenditure Summary for 20260410

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	934,547	929,399	993,322	63,923	6.9%
Operating and Maintenance	5,006,693	7,183,849	7,030,034	(153,815)	(2.1)%
Capital	21,614	122,259	52,500	(69,759)	(57.1)%
Other	19,553	0	0	0	0.0%
<b>Total</b>	<b>5,982,407</b>	<b>8,235,507</b>	<b>8,075,856</b>	<b>(159,651)</b>	<b>(1.9)%</b>

**Expenditures and Appropriations by Object of Expense for 20260410**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
475,832	503,622	503,622	411100	Regular Salaries	535,968	32,346	6.0%
91,499	36,720	36,720	411310	Overtime-Regular	36,720	0	0.0%
8,756	9,370	9,370	431000	Deferred Compensation	9,360	(10)	(0.1)%
42,054	35,546	35,546	432000	Social Security	40,071	4,525	11.3%
31,566	29,937	29,937	433000	Retirement - Employer	39,298	9,361	23.8%
90,568	94,027	94,027	433050	Retirement-Unfunded Liability	86,489	(7,538)	(8.7)%
61,988	68,945	68,945	434000	Workers Compensation	79,520	10,575	13.3%
97,656	104,695	104,695	435000	Group Insurance	114,385	9,690	8.5%
4,146	4,555	13,655	435400	Retiree Health Savings	13,650	(5)	(0.0)%
11,566	12,160	12,160	435500	Retiree Insurance	12,800	640	5.0%
3,025	2,422	2,422	436000	State Disability Insurance	2,411	(11)	(0.5)%
14,586	17,000	17,000	437500	Longevity Pay	22,000	5,000	22.7%
1,305	1,300	1,300	438500	Cell Phone Allowance	650	(650)	(100.0)%
<b>934,547</b>	<b>920,299</b>	<b>929,399</b>		<b>Personnel Total</b>	<b>993,322</b>	<b>63,923</b>	<b>6.4%</b>
<b>Operating and Maintenance</b>							
8,569	17,500	17,500	513000	Utilities	17,500	0	0.0%
5,575	8,900	12,674	514100	Departmental Special Supplies	8,920	(3,754)	(42.1)%
560	600	600	516500	Conferences & Conventions	600	0	0.0%
55	300	300	516700	Memberships & Dues	300	0	0.0%
2,419	8,000	13,080	550000	Other Charges	8,000	(5,080)	(63.5)%
81,067	84,997	94,144	600100	R&M - Building	90,697	(3,447)	(3.8)%
7,690	17,000	30,638	600200	R&M - Equipment	34,000	3,362	9.9%
171,745	230,000	230,000	600800	Equip Maint Expenses	335,000	105,000	31.3%
321,115	328,093	369,469	605200	Rental of Land	328,093	(41,376)	(12.6)%
54,913	54,868	54,868	605400	Amortization of Equipment	41,757	(13,111)	(31.4)%
4,000,557	5,348,000	5,615,213	615100	Refuse Disp Services - Trash	5,492,755	(122,458)	(2.2)%
66,232	136,946	184,141	619800	Other Contractual Services	136,946	(47,195)	(34.5)%
21,237	46,242	46,242	650300	Liability Reserve Charge	20,486	(25,756)	(125.7)%
268,222	514,980	514,980	665100	Depreciation	514,980	0	0.0%
<b>5,009,957</b>	<b>6,796,426</b>	<b>7,183,849</b>		<b>Operating and Maintenance Total</b>	<b>7,030,034</b>	<b>(153,815)</b>	<b>(2.2)%</b>
<b>Capital</b>							
1,541	27,500	97,259	732120	Departmental Special Equipment	27,500	(69,759)	(253.7)%

**Expenditures and Appropriations by Object of Expense for 20260410**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
20,074	25,000	25,000	732160	IT Equipment - Software	25,000	0	0.0%
<b>21,614</b>	<b>52,500</b>	<b>122,259</b>		<b>Capital Total</b>	<b>52,500</b>	<b>(69,759)</b>	<b>(132.9)%</b>
<b>Other</b>							
19,553	0	0	820200	Lease/Purchase Interest Paymen	0	0	0.0%
<b>19,553</b>	<b>0</b>	<b>0</b>		<b>Other Total</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>5,985,671</b>	<b>7,769,225</b>	<b>8,235,507</b>		<b>Grand Total</b>	<b>8,075,856</b>	<b>(159,651)</b>	<b>(2.0)%</b>





## Wastewater Maintenance (20460300)

### Division Mission

To provide efficient and effective maintenance and repair services for the City’s sewer and storm drain systems, including the seven (7) sewage lift stations.

### Division Description

The Sewer Subdivision of the Maintenance Operations Division of the Public Works Department is responsible for maintaining the City’s system of subsurface sewer lines, sewer gauging devices, and sewage lift station pumps and auxiliary equipment. This crew is 100% supported from the Sewer Enterprise Fund. This crew also provides for the cleaning and maintenance of the City’s storm drain system.

### Expenditure Summary for 20460300

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	1,270,405	1,658,201	1,869,162	210,961	12.7%
Operating and Maintenance	6,655,267	7,965,738	7,645,403	(320,335)	(4.0)%
Capital	6,345	195,654	136,000	(59,654)	(30.5)%
<b>Total</b>	<b>7,932,017</b>	<b>9,819,593</b>	<b>9,650,565</b>	<b>(169,028)</b>	<b>(1.7)%</b>

**Expenditures and Appropriations by Object of Expense for 20460300**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
764,286	961,238	961,238	411100	Regular Salaries	1,075,671	114,433	10.6%
28,937	15,912	15,912	411310	Overtime-Regular	15,912	0	0.0%
15,698	21,267	21,267	431000	Deferred Compensation	20,829	(438)	(2.1)%
58,832	70,611	70,611	432000	Social Security	82,144	11,533	14.0%
49,788	55,146	55,146	433000	Retirement - Employer	77,522	22,376	28.9%
134,036	173,215	173,215	433050	Retirement-Unfunded Liability	158,639	(14,576)	(9.2)%
(110,321)	0	0	433100	PERS Ret - Actuarial	0	0	0.0%
173,659	142,094	142,094	434000	Workers Compensation	146,218	4,124	2.8%
101,704	135,780	135,780	435000	Group Insurance	167,215	31,435	18.8%
4,982	6,779	17,049	435400	Retiree Health Savings	28,096	11,047	39.3%
49,675	45,080	45,080	435500	Retiree Insurance	70,310	25,230	35.9%
(24,193)	0	0	435650	OPEB Liability Charge	0	0	0.0%
2,559	2,749	2,749	436000	State Disability Insurance	3,296	547	16.6%
500	500	500	437000	Mgt Health Ben	750	250	33.3%
19,071	16,000	16,000	437500	Longevity Pay	21,000	5,000	23.8%
1,193	1,560	1,560	438500	Cell Phone Allowance	1,560	0	0.0%
<b>1,270,405</b>	<b>1,647,931</b>	<b>1,658,201</b>		<b>Personnel Total</b>	<b>1,869,162</b>	<b>210,961</b>	<b>11.3%</b>
<b>Operating and Maintenance</b>							
25	1,000	1,000	512100	Office Expense	1,000	0	0.0%
0	2,000	2,000	512200	Printing and Binding	2,000	0	0.0%
0	10,000	10,000	512300	Postage	10,000	0	0.0%
10,972	6,170	6,170	512400	Communications	6,170	0	0.0%
55,269	55,000	55,000	513000	Utilities	55,000	0	0.0%
103,916	100,000	101,819	514100	Departmental Special Supplies	100,000	(1,819)	(1.8)%
7,459	35,000	62,541	514600	Small Tools & Equipment	35,000	(27,541)	(78.7)%
4,738	10,000	15,261	516100	Training & Education	10,300	(4,961)	(48.2)%
2,603	8,500	14,397	516500	Conferences & Conventions	8,500	(5,897)	(69.4)%
2,492	2,000	2,000	516700	Memberships & Dues	2,000	0	0.0%
516	0	0	517300	Advertising and Public Relatio	0	0	0.0%
2,661,611	3,600,000	3,605,396	517500	Contributions to Agencies	3,600,000	(5,396)	(0.1)%
2,965	4,000	6,234	550000	Other Charges	4,400	(1,834)	(41.7)%
1,449	100,000	178,551	600200	R&M - Equipment	100,000	(78,551)	(78.6)%
135,082	154,000	154,000	600800	Equip Maint Expenses	158,000	4,000	2.5%
360,000	360,000	360,000	605200	Rental of Land	360,000	0	0.0%
87,629	54,227	54,227	605400	Amortization of Equipment	62,774	8,547	13.6%
0	400	400	614100	Medical Services	400	0	0.0%
663,267	788,440	917,629	619800	Other Contractual Services	790,440	(127,189)	(16.1)%
0	7,680	7,680	650200	Insurance Premiums - Other	7,680	0	0.0%

**Expenditures and Appropriations by Object of Expense for 20460300**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
59,496	74,694	74,694	650300	Liability Reserve Charge	37,669	(37,025)	(98.3)%
1,725,824	1,622,730	1,622,730	665100	Depreciation	1,622,730	0	0.0%
769,956	714,010	714,010	670100	Administrative Charges	671,340	(42,670)	(6.4)%
<b>6,655,267</b>	<b>7,709,851</b>	<b>7,965,738</b>		<b>Operating and Maintenance Total</b>	<b>7,645,403</b>	<b>(320,335)</b>	<b>(4.2)%</b>
<b>Capital</b>							
6,345	136,000	195,654	732120	Departmental Special Equipment	136,000	(59,654)	(43.9)%
<b>6,345</b>	<b>136,000</b>	<b>195,654</b>		<b>Capital Total</b>	<b>136,000</b>	<b>(59,654)</b>	<b>(43.9)%</b>
<b>7,932,017</b>	<b>9,493,782</b>	<b>9,819,593</b>		<b>Grand Total</b>	<b>9,650,565</b>	<b>(169,028)</b>	<b>(1.8)%</b>

# Hyperion Plant Debt Service (20460310)

## Division Mission

To fund debt service (principal and interest) on 1991 Wastewater Revenue Bonds.

## Division Description

In 1991, the City of Culver City sold \$20.5 million in wastewater revenue bonds to fund its pro-rata share of upgrading the Los Angeles Hyperion Wastewater System to meet EPA requirements for full secondary treatment and system wide improvements to the Culver City’s sewer collection system. In 2019 new bonds in the amount of \$20 million replaced and refunded the existing bonds. Overseen by the Engineering Division of the Public Works Department, the debt service on these bonds is funded by user charges on residential and commercial properties.

## Expenditure Summary for 20460310

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Other	706,986	1,605,075	1,696,550	91,475	5.7%
<b>Total</b>	<b>706,986</b>	<b>1,605,075</b>	<b>1,696,550</b>	<b>91,475</b>	<b>5.7%</b>

**Expenditures and Appropriations by Object of Expense for 20460310**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Other</b>							
0	805,000	805,000	810100	Bond Principal Payments	900,000	95,000	10.6%
825,133	800,075	800,075	820100	Bond Interest Payments	796,550	(3,525)	(0.4)%
(118,147)	0	0	820300	Fiscal Agent Bond Fees	0	0	0.0%
<b>706,986</b>	<b>1,605,075</b>	<b>1,605,075</b>		<b>Other Total</b>	<b>1,696,550</b>	<b>91,475</b>	<b>5.4%</b>
<b>706,986</b>	<b>1,605,075</b>	<b>1,605,075</b>		<b>Grand Total</b>	<b>1,696,550</b>	<b>91,475</b>	<b>5.4%</b>

## Bikeways (TDA Article 3) (41460902)

### Division Mission

To improve and maintain the portion of the La Ballona Bikeway System located within Culver City limits.

### Division Description

Under SB 821, the City of Culver City applies for and receives annual grant funding allocated for bikeway and pedestrian facilities. Overseen by the Maintenance Operations Division of the Public Works Department, these funds are used to improve and maintain the La Ballona Bikeway System within the City and typically cover approximately 90% of the costs of annual maintenance of the bikeway.

### Expenditure Summary for 41460902

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Operating and Maintenance	29,090	26,000	26,000	0	0.0%
<b>Total</b>	<b>29,090</b>	<b>26,000</b>	<b>26,000</b>	<b>0</b>	<b>0.0%</b>

**Expenditures and Appropriations by Object of Expense for 41460902**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
29,090	26,000	26,000	619800	Other Contractual Services	26,000	0	0.0%
29,090	26,000	26,000		<b>Operating and Maintenance Total</b>	26,000	0	0.0%
29,090	26,000	26,000		<b>Grand Total</b>	26,000	0	0.0%

# Building Maintenance (41460903)

## Expenditures and Appropriations by Object of Expense for 41460903

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
79,035	87,905	87,905	600100	R&M - Building	87,905	0	0.0%
7,223	0	0	619800	Other Contractual Services	0	0	0.0%
<b>86,258</b>	<b>87,905</b>	<b>87,905</b>		<b>Operating and Maintenance Total</b>	<b>87,905</b>	<b>0</b>	<b>0.0%</b>
<b>86,258</b>	<b>87,905</b>	<b>87,905</b>		<b>Grand Total</b>	<b>87,905</b>	<b>0</b>	<b>0.0%</b>

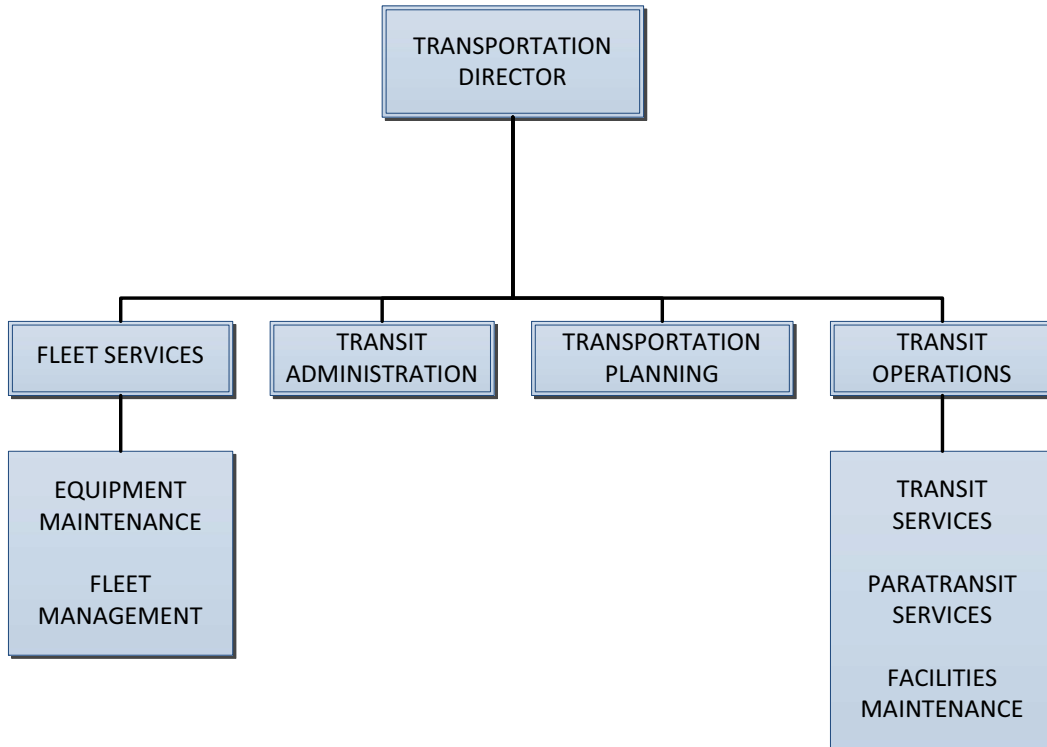


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# Transportation Services



## TRANSPORTATION DEPARTMENT



# Transportation

## Department Mission

We plan, operate and maintain the movement of people to, through and from Culver City. Through our service, with our people and in our culture.

## Department Description

Our department strives to be influencers of change and shift the paradigm for responsible, forward-thinking transportation solutions. To do this, we focus on our vision of rethinking mobility, connecting community and enhancing the quality of life.

Administrative responsibilities include planning service; securing adequate local, state and federal revenues for all our mobility services; preparing the annual budget; recording service statistics; providing staff for city-wide committees or task forces; participating in public transit and mobility industry activities; and providing general oversight for mobility services that include CityBus, CityRide, CityShare, and CityFleet.

CityBus (Culver City Municipal Bus Lines) provides public transit service on seven regular routes throughout Culver City, servicing major employment, health, commercial, educational, and recreational centers.

CityRide is our new brand to deliver alternative ride services that include our Senior Services (previously known as Dial-A-Ride), Culver City's RideShare program, implementation of Micro-Transit within the City boundaries, and the future implementation of a

Citywide Transit Demand Management program.

CityShare is our new brand that covers our alternative shared services that include our Scooter Share and Bike Share programs.

CityFleet is our new brand that covers the maintenance and replacement of all city vehicles and equipment to support the operation of those vehicles.

## Expenditure Summary

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>203 - Municipal Bus Lines Fund</b>					
70100 Transportation Admin	1,269,460	5,005,447	6,244,574	1,239,127	24.8%
70117 Tactical Transit Lanes Project	0	196,087	0	(196,087)	(100.0)%
70200 Transportation Operations	23,202,023	30,992,813	32,080,689	1,087,876	3.5%
70210 Transportation Ops-Facilities	0	0	403,537	403,537	0.0%
70214 Preventative Maintenance FY14	3,146,177	0	0	0	0.0%
70300 Transportation Capital	395,242	6,473,985	0	(6,473,985)	(100.0)%
70303 Bus Tire Lease FY14	0	5,068	0	(5,068)	(100.0)%
70309 Bus Stop Furnishings	0	91,435	0	(91,435)	(100.0)%
70314 Battery Electric Bus (BEB)	180,946	(1)	0	1	(100.0)%
70316 Shop Vehicle Lifts	30,848	0	0	0	0.0%
70318 MAIOR Project	0	299,477	0	(299,477)	(100.0)%
<b>203 - Municipal Bus Lines Fund Total</b>	<b>28,224,697</b>	<b>43,064,311</b>	<b>38,728,800</b>	<b>(4,335,511)</b>	<b>(10.1)%</b>

**Expenditure Summary**

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>307 - Equipment Replacement Fund</b>					
70500 Equipment Replacement	17,556	74,846	0	(74,846)	(100.0)%
<b>307 - Equipment Replacement Fund Total</b>	<b>17,556</b>	<b>74,846</b>	<b>0</b>	<b>(74,846)</b>	<b>(100.0)%</b>
<b>308 - Equipment Maintenance Fund</b>					
70400 Equipment Maintenance	8,292,220	9,276,212	10,070,861	794,649	8.6%
<b>308 - Equipment Maintenance Fund Total</b>	<b>8,292,220</b>	<b>9,276,212</b>	<b>10,070,861</b>	<b>794,649</b>	<b>8.6%</b>
<b>410 - AQMD - AB 2766 Funds</b>					
70600 Rideshare	0	75,000	75,000	0	0.0%
70620 AQMD AB2766 (Spec Revenue)	14,934	62,000	245,666	183,666	296.2%
<b>410 - AQMD - AB 2766 Funds Total</b>	<b>14,934</b>	<b>137,000</b>	<b>320,666</b>	<b>183,666</b>	<b>134.1%</b>
<b>411 - Para Transit</b>					
70420 Para Transit Services	354,927	362,102	928,838	566,736	156.5%
<b>411 - Para Transit Total</b>	<b>354,927</b>	<b>362,102</b>	<b>928,838</b>	<b>566,736</b>	<b>156.5%</b>
<b>414 - Operating Grants Fund</b>					
70420 Para Transit Services	0	170	0	(170)	(100.0)%
70600 Rideshare	2,730	0	0	0	0.0%
<b>414 - Operating Grants Fund Total</b>	<b>2,730</b>	<b>170</b>	<b>0</b>	<b>(170)</b>	<b>(100.0)%</b>
<b>Department Total</b>	<b>36,907,065</b>	<b>52,914,641</b>	<b>50,049,165</b>	<b>(2,865,476)</b>	<b>(5.4)%</b>

**Regular Positions**

	Actual 2021/2022	Adjusted 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>20370100 Transit Administration</b>					
Accountant II	0.00	1.00	1.00	0.00	0.0%
Administrative Secretary	1.00	1.00	1.00	0.00	0.0%
Associate Analyst	2.00	2.00	2.00	0.00	0.0%
Management Analyst *	3.00	3.00	4.00	1.00	33.3%
Transportation Administration Manager ^	1.00	1.00	1.00	0.00	0.0%
Transportation Planning Manager	1.00	1.00	1.00	0.00	0.0%
Sr. Management Analyst	0.00	1.00	1.00	0.00	0.0%
Transportation Director	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>9.00</b>	<b>11.00</b>	<b>12.00</b>	<b>1.00</b>	<b>9.1%</b>
<b>20370200 Transit Operations</b>					
Administrative Clerk	2.00	2.00	2.00	0.00	0.0%
Administrative Secretary	1.00	1.00	1.00	0.00	0.0%
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Building Engineer	1.00	1.00	1.00	0.00	0.0%
Bus Operator	120.00	114.00	114.00	0.00	0.0%
Custodian	1.00	1.00	1.00	0.00	0.0%
Deputy Transportation Director	1.00	1.00	1.00	0.00	0.0%
Facility Maintenance Supervisor	1.00	1.00	1.00	0.00	0.0%
Facility Maintenance Worker	4.00	4.00	4.00	0.00	0.0%
Fleet Services Assistant	6.00	6.00	6.00	0.00	0.0%
Human Resources Technician	1.00	1.00	1.00	0.00	0.0%
Information Systems Analyst	0.50	0.00	0.00	0.00	0.0%
Secretary	1.00	1.00	1.00	0.00	0.0%
Transit Operation Manager	1.00	1.00	1.00	0.00	0.0%
Transportation Operations Supervisor	6.00	6.00	6.00	0.00	0.0%
Training & Safety Coordinator	1.00	1.00	1.00	0.00	0.0%
Transit Operations Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>149.50</b>	<b>143.00</b>	<b>143.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>30870400 Equipment Maintenance</b>					
Administrative Clerk	1.00	1.00	1.00	0.00	0.0%
Electronic Fleet Services Technician	2.00	2.00	2.00	0.00	0.0%
Fleet Services Assistant **	6.00	6.00	7.00	1.00	16.7%
Fleet Services Manager	1.00	1.00	1.00	0.00	0.0%
Fleet Services Supervisor	4.00	4.00	4.00	0.00	0.0%
Fleet Services Technician ***	5.00	5.00	6.00	1.00	20.0%
Management Analyst	1.00	1.00	1.00	0.00	0.0%
Secretary	1.00	1.00	1.00	0.00	0.0%
Sr. Fleet Services Technician	11.00	11.00	11.00	0.00	0.0%

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Sr. Welder	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>33.00</b>	<b>33.00</b>	<b>35.00</b>	<b>2.00</b>	<b>6.1%</b>
<b>41170420 Paratransit Services</b>					
Van Driver	2.00	8.00	8.00	0.00	0.0%
<b>Division Total</b>	<b>2.00</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>193.50</b>	<b>195.00</b>	<b>198.00</b>	<b>3.00</b>	<b>1.5%</b>

- \* Add one (1) Management Analyst position
- \*\* Add one (1) Fleet Services Assistant position
- \*\*\* Add one (1) Fleet Services Technician position
- ^ Classification Specification pending approval

**Performance Measures**

Metric	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Goal 2023/2024
<b>CityBus/ CityRide Fixed Route</b>				
Vehicles Available (NTD)	57	60	60	60
Vehicles Operated in Maximum Service	46	49	49	49
Vehicle Revenue Miles (NTD)	1,443,707	1,294,233	1,659,273	1,674,165
Vehicle Revenue Hours (NTD)	125,337	132,476	169,841	171,837
Unlinked Passenger Trips (NTD)	1,692,993	2,267,844	2,727,534	2,937,888
Passengers per VRM	1.17	1.85	1.6	1.75
Passengers per VRH	13.51	18.12	20.32	17.1
Operating Expenses (NTD)	\$22.6M	\$25.3M	\$30.3M	\$33.8M
Operating Expenses per Trip	\$13.34	\$10.56	\$11.41	\$11.50
On-Time Performance	93.00%	90.00%	92.00%	90.00%
Transit Asset Mgmt (TAM) % within Useful Life	88%	95%	88%	100%
TAM - Transportation Facility Index	8.60%	8.60%	8.00%	8.00%
SMS Accidents per 100K M (NTD)	2.1	1.1	2.2	3.5
<b>CityRide Demand Response</b>				
Vehicle Revenue Miles (VRM) (NTD)	6,453	8,033	11,169	13,890
Vehicle Revenue Hours (VRH) (NTD)	1,551	923	1,019	1,083
Senior Service Trips	1,800	3,786	5,731	6,229
Passengers per VRM	0.28	0.47	0.51	0.45
Passengers per VRH	1.16	4.1	5.62	5.75
Operating Expenses (NTD)	\$273,441	\$293,192	\$362,000	375,000.00
Operating Expenses per Trip	\$151.91	\$77.44	\$59.82	\$60.20



## FISCAL YEAR 2023/2024 WORK PLANS

### FY19-2023 CULVER CITY STRATEGIC GOAL: ENHANCE MOBILITY AND TRANSPORTATION

#### MOBILITY PLANNING AND MANAGEMENT

- **Citywide and Regional Mobility Planning and Coordination:** The Department will continue to coordinate with Public Works and Planning and Development Departments on citywide and regional mobility planning implementation and funding. This includes working with Los Angeles Metro and the City of Los Angeles in preparing for the mobility services and infrastructure needed for the 2028 Olympics and beyond. The Department also work closely with the Westside Cities Council of governments and SCAG on regional transportation initiatives and studies.
- **Prioritized City-wide Mobility Initiatives:** The Transportation Department will continue to coordinate and collaboratively support the joint initiative of Community Development, Public Works, and the Transportation departments as outlined in the adopted Short Range Mobility Plan. This five-year strategic plan provides the basis for the individual departments to secure funding, perform preliminary planning and implement a project plan by the individual departments.
- **General Plan Update:** The Transportation Department will continue to support Planning and Development Department on the General Plan Update.
- **Transportation Research and Innovation:** The Transportation Department will continue to research and bring the best and cutting-edge transportation practices to innovate City's mobility initiatives.
- **Comprehensive Mobility Service Plan (CMSP):** To maintain and enhance Culver City's thriving community through mobility, the Transportation Department will work to create a CMSP that includes a comprehensive analysis of its mobility services and programs, assessing the travel demands and patterns within Culver City and the surrounding CityBus service area, evaluating City and regional connections and growth, establishing ridership profiles and ridership forecasts, and recommending mobility service improvements to respond the needs of the community in the service area. The CMSP will align and integrate with the Short-Range Mobility Plan, the Transportation Demand Management Study, and the Culver City General Plan 2040 to establish a complete package of mobility plans and benchmarks. This work is fully funded through the Federal Transportation Administration (FTA) Route Planning Restoration grant program. Culver City was one of only 50 transit agencies nationwide (one of only two in the Los Angeles County) to receive this competitive grant.
- **Transportation Demand Management (TDM):** To maximize the efficiency of City's transportation system and support City's growth through mobility, the Transportation Department will complete the Citywide TDM Study and lead the implementation of a new TDM ordinance in a joint initiative with Community Development and Public Works Department. The effort will include creating a new TDM program, establishing staffing to manage the program, and developing an education and outreach program to foster mobility mode shifts. The program will incorporate innovative mobility management strategies to help achieve the City's mobility goals of improving circulation and addressing traffic congestion. The project will research TDM best practices and engage with developers, employers, and other stakeholders through the public outreach process. The project will also recommend a practical and comprehensive TDM Plan, update relevant City policies and provide a roadmap for implementing other TDM-related recommendations. The department will also continue to work with employers in the City to educate and provide the information and resources to promote the use of mobility alternatives.
- **Regional and National Legislation Monitoring and Influence:** Transportation will continue to monitor the state and federal legislative platforms working with regional partners like LA Metro Government Relations, intergovernmental workgroups like Los Angeles Municipal Operators Association, and direct influence working with the City Manager's Office. All efforts will be to increase financial resources for transit as well as policy objectives concurrent with the work outlined in this document.

## MOBILITY SERVICES

- **CityBus:** The Transportation Department will continue to monitor, evaluate, and improve its CityBus service through service changes as well as the upcoming CMSP. The department will continue to work to bring up the operator staffing level and returning the service level to 100% pre-pandemic level of service. The department will also explore a transit ambassador program to enhance customer experience and provide a welcoming and visible presence to customers as they navigate the system.
- **CityRide (Senior Mobility) Services:** With the onset of COVID-19, the use of the Dial-A-Ride vehicle services fell to 23% of FY19 demand. Both the Transportation Department and the Senior Services division of the Parks & Recreation Department began community engagement with our senior community to reimagine a CityRide Senior Mobility program. Staff have conducted a series of focus groups and will use the feedback and input garnered from these sessions to draft and seek council support on a Reimagined Senior Mobility Services Program that would include a new software to support the provision of on-demand services as well as streamline the booking of group mobility trips, sharing the costs and trips with micro-transit, supplemental taxi services, and educations of our residents in the use of alternative mobility services. The upcoming CMSP will evaluate and recommend improvement to this service.
- **CityRide (Circulator) Service:** The Transportation Department will continue to monitor, improve and evaluate the Downtown Circulator (1C1) and School Circulator (5C1 and 5C2) to serve the ridership needs of the community. Both programs are considered pilots and have established goals for success. Staff will consider revenue options (such as standard fare collection, establishing a fee for private use of the mobility lane, etc.), alternative vehicles (such as smaller vehicles with higher frequency, autonomous vehicles etc.), and service delivery (such as on-demand, flexible feeder service etc.)
- **CityRide (Jefferson Circulator) Service:** The Transportation Department will explore a new Jefferson Circulator service that will turn Jefferson corridor into a high-quality transit corridor to support City's growth and sustainability and mobility goals. This service will connect major transportation nodes including Westfield Culver City Transit Center, Metro E Line La Cienega Station, and major commercial and residential areas along Jefferson Blvd. This service aligns with the GPU's overarching goals and policies of leveraging transit to balance and mitigate the Vehicle Miles Travelled (VMT) impacts of developments along this corridor; provides the service that will create the transportation paradigm shift and attract people to use transit and active transportation; and supports the need for future mobility lane and bus rapid transit service on this corridor.
- **Fare Equity Initiatives:** Staff will continue to work with LA Metro Fareless Service initiative. Council has authorized a two-year pilot program (GoPass) with CCUSD ending June 30, 2023. Staff is communicating with LA Metro and the Culver City Unified School District about the future of the program and determining if feasibility beyond the existing Metro program is possible as a contingency if Council and the school district would like to extend beyond the pilot period without LA Metro's continuation. Additional discussions around implementation of a low-income pass benefit have been deferred in light of a major fare change by LA Metro introducing a system of fare capping. It is likely municipal operators like Culver City will be invited to participate which would have implications for any pass offerings developed by Culver City. Staff will present the possibility of fare capping or low-income passes to council for determination in Fiscal Year 2024.
- **CityRide (Microtransit) Service:** The Department is partnering with LA Metro to implement Microtransit service pilot to leverage regional platform, branding, and Microtransit technology. The partnership will reduce overall program costs while providing seamless connectivity and mobility user experience across the region and maintaining Culver City's management and operations of such service. The department will implement the first pilot service in the Hayden Tract Business District, E Line Culver City Station, and Downtown Culver City. Staff will work with the businesses to assess the transportation needs and timing of employees' returning to work to determine the service implementation date and refine the service to address the demands. Staff will also procure and prepare the vehicles for this service. After the service is established, Staff will evaluate the pilot and recommend how this new mobility service would integrate with and refine the CityBus and CityRide services. Staff will explore implementing a second pilot in the Westfield

Culver City/Culver Pointe area and consider upgrading the dial-a-ride paratransit service and/or replacing the late-night, less productive Culver CityBus fixed-route service with Microtransit.

- **CityShare (Micromobility) Services:** Staff will continue to manage the City’s Micromobility Program (which currently includes private dockless e-scooter and electric-bike share). Staff will also collaborate with Public Works Department and LA Metro to establish an equity-based bikeshare service as part of the City’s micromobility program. The details of this equity-based bike share program is pending LA Metro’s future bikeshare study to redesign the bikeshare program. The city intends to join Metro Bikeshare in FY2024.
- **CityShare (RideShare) Services:** Staff will monitor and evaluate the new Program. This program aims to manage City employees’ transportation demands and reduce single-occupancy vehicle trips through creative and robust program measures. The goal is to eventually wrap this program into City’s future TDM program to showcase as a model program. Staff anticipates completing the pilot evaluation and recommend a permanent program in FY2024. **IMPROVING TRANSPORTATION INFRASTRUCTURE**
- **MOVE Culver City:** The project intends to provide mobility choices to the community and create the mobility paradigm shift through street transformation, expanded mobility services, enhanced access to mobility services, and better mobility user experience. The Downtown corridor tactical mobility lane on Culver and Washington Boulevards was launched in November 2021, with a minimum of a one-year assessment of performance. The Transportation and Public Works Departments have been working with the project consultant team to evaluate the performance of the mobility lanes on the improvement of mobility alternatives, while minimizing the impact on personal vehicular traffic. The Transportation Department will complete the evaluation and returning to the City Council with results of the evaluation and recommendations on next steps in late FY2023. Pending City Council direction, staff will: work on the next phase of the Downtown corridor project; commence the preliminary planning and designing concepts for the second tactical mobility lane (Sepulveda Boulevard or Jefferson Boulevard); and, create a pilot permit program for private shuttle use of mobility lanes. The Department will continue looking at funding options and securing monies for improvements.
- **Expand Battery Electric CityBus Fleet:** Staff will continue to monitor and evaluate the performance of the BEB fleet and develop procedures to improve operator performance, route performance, maximize battery life, charge management, and electricity management. This effort is in coordination with the update on the Facility Electrification Plan (in progress).
- **Transportation Facility Electrification:** Transportation staff is in the process of updating the Long-Term Facility Electrification Plan adopted by Council in September 2021. Staff is currently working with the Center for Technology and the Environment to return to City Council in efforts to reaffirm plan’s timeline and approach to electrification or modify the existing project phasing to reduce upfront financial pressure on the Transportation Fund’s limited capital resources. Additionally, it is increasingly clear that facility and space to manage a fleet of alternative vehicles will need further consideration. Staff has begun initial conversations related to facility expansion or locating a secondary site for fueling zero-emission buses. Assessment of facility requirements in consideration of current and future service is essential and will be incorporated in the evaluation. All work will be reported to council in an update to Transportation’s Electrification Master Plan.
- **Bus Stop Improvements – Phase III:** In FY 2020-2021, staff created a Comprehensive Bus Stop Improvement Plan (BSIP) to update all of Culver City bus stops and furniture, establish a new mobility stop guidelines to support buses and alternative mobility options, and to expand our security and real-time information efforts for all bus stops within the system, with a target of serving 2/3 of our customer base. In FY 2024, we will continue our efforts in all these areas. Staff will also identify funding to enhance and create mobility stops throughout the city based on the future mobility stop guidelines.

Staff will continue to implement improvements at the Culver City Transit Center, including enhanced security lighting, security video surveillance, public wi-fi, ticket (TAP) vending machine, and digital information display. Other improvements will be designed and implemented in future fiscal year as part of the mobility stop effort.

- **Technology Infrastructure Enhancements:** In Fiscal Year 2024 staff will continue its collaboration with the Information Technology department and implement recommended strategies from the Transportation Technology Roadmap to improve Transportation Department’s daily operations and enhance the overall customer experience. The Technology roadmap includes a five-year program to meet the goals of Transportation’s investments in technology. The key projects in FY2024 include transition from a legacy and expensive public safety radio system to a cheaper and more resilient VOIP/radio hybrid system that will include and benefit users from the Transportation, Public Works, and Park and Recreation departments; technology improvements at major mobility hub such as the Westfield-Culver City Transit Center to include public Wi-Fi, real-time information displays for arrival times of buses, video surveillance for improved safety, and a ticket vending machine (TVM) to make riding Culver CityBus easier and more accessible; and, building out an enterprise business intelligence platform using Microsoft Power BI to better utilize and operationalize the vast amounts of data generated from various Transportation related systems and developing additional cloud infrastructure and improving communication between systems for enhanced data visualization, processing, and monitoring for performance measures.
- **Video Surveillance Enforcement Pilot Program:** Staff will continue to identify the funding and, once funding is secured, work with City Attorney’s Office and Police Department to implement a pilot program to install and use cameras on buses to enforce parking violations at bus stops and in bus-only lanes. This program will help to increase the reliability of public transit and keeping riders safe by discouraging vehicles from parking at bus stops, providing a safe boarding area for passengers as they embark and disembark from buses. The implementation of this bus lane violation technology will also support dedicated bus lane projects in the city and the greater Los Angeles area. The findings from this pilot program will support Staff’s effort to influence the expansion of the legislation to cover moving violation in bus lane as well as bike lane violations.
- **CityFleet Electric Vehicle Pilots:** Transportation Department remains committed to the electrification of the City’s entire vehicle fleet. The department will continue to work with each City department to introduce at least one electric vehicle into their fleet. The Transportation Department started incorporating one on one EV sedans replacements with the Fire Department, Community Development, and Public Works. The market supply-demand production schedules have delayed the actual delivery of vehicles.
- **City and Public Battery Electric Charging Infrastructure:** In support of its effort to expand zero emission vehicles within the city, the Transportation Department staff will collaborate with Public Works Department on installation of Battery Electric Charging Infrastructure. The City entered a five-year agreement with Carbon Solutions to explore the technical and financial feasibility of installing Electric Vehicle Charging Stations (EVCS) for public use at various City-owned facilities and curbside in the public right-of-way and, where feasible, install, own, operate and maintain the EVCS at Carbon Solutions expense. The partnership will explore expansion of the City’s existing network of Level 2 charging stations where dwell time warrants their installation (such as in employee parking areas) and 300 kW or faster DCFC stations at City-owned facilities within one mile of the Interstate 10 and 405 corridors, and curbside near large employers and mixed use/multi-family dwellings where employers, landlords, or homeowners’ associations will not install them on-site themselves.

**FY19-2023 CULVER CITY STRATEGIC GOAL: ENSURE LONG-TERM FINANCIAL STABILITY**

- **Ten-Year Financial Projections and Funding:** Transportation forecasts growth in costs in Fiscal Year 2024. However, the negative externalities facing the financial condition of transit are nationwide and more acute in localities without sales’ tax subsidies like Los Angeles. In efforts to manage the current environment, staff will continue to build on the increased technical capacity of its financial modeling in Fiscal Year 2024. The current ten-year projection is prioritized to meet the operational goals of 100% scheduled service and recruiting operators. These goals facilitate the service metrics of passenger trips and vehicle revenue miles, which will drive allocations for local subsidies in Fiscal Year 2025. Staff is forward planning its financial strategy within the context of wage increases across the department given its comparative position among municipal bus operators. Staff is also developing contingency plans to offset possible long-

term declines in revenues from local subsidies through the use of federal formula grants for capital maintenance. Additionally, department staff maintain active leadership roles in regional entities which influence the direction funding allocations and advocate for transit resources. Several efforts to communicate what is being termed the “transit fiscal cliff” are underway and seek to gain additional operating support from the state and federal government.

Transportation’s 2024 financial imperative is to invest in providing 100% of scheduled fixed-route service to avoid reduced allocations from local subsidies in Fiscal Year 2025.

- **Equipment Replacement Fund (ERF):** Transportation Department staff will continue working with on implementing the results of its vehicle utilization and electrification analysis, with a goal of enhancing and automating the funding needs for the ERF as was begun in Fiscal Year 2023. Staff has begun expansion of its use of capital asset management software to include whole life costing and is assessing the total cost of each fleet asset over its lifecycle to inform future year funding requests. Continuation of the goal to have an automated forecasting of fleet capital needs and associated expenditures to replace existing manual process will also continue in Fiscal Year 2024.
- **Grant Management:** Staff will continue to actively manage its grant portfolio and increase collaboration with the Finance Department. Transportation will expand the role of a new accountant staff position to assist in the reconciliation and audit preparation for planned 2024 audits. Transportation will assist in any efforts to implement grants management efforts citywide.

#### **DEPARTMENTAL INITIATIVES**

- **Workforce Management & Business Process Improvements:** Transportation Department staff will continue with the implementation of the Scheduling and Workforce Management software, MAIOR. The software is integrated with the existing CleverCAD system that provides fixed-route scheduling and run-cutting tasks. Staff will continue collaborating with the Finance and Human Resources department to modernize timekeeping and records system to align with city, state, and federal regulations. Efforts to track costs associated to facilities asset management will continue using work order management software (Mainstar) capturing costs associated with the maintenance of facilities, management of projects, and efforts to forecast capital equipment replacement.
- **Transportation Asset Management Master Plan:** Staff will be incorporating the findings of the Transportation Facility Condition Assessment and the Long-Term Electrification Transition Plan that were both completed during FY 2021-2022 into the Transportation Asset Management Plan. The plan will include a ten-year forecast of capital improvements required to maintain our assets in a state of good repair. This Plan will guide immediate and short-term capital improvement projects for all assets and outline software enhancements used to manage the operations, maintenance and replacements as required.



# Transportation Administration (20370100)

## Division Mission

To provide efficient and effective administrative oversight for all transportation services.

## Division Description

Culver City Municipal Bus Lines provides public transit service on seven regular routes throughout Culver City. Major employment, health, commercial, educational, and recreational centers are serviced by Culver CityBus. Administrative responsibilities include planning service; securing adequate local, state and federal revenues; preparing the annual budget; recording service statistics; providing staff for city-wide committees or task forces; participating in public transit industry activities; and providing general oversight to the municipal bus operations, the equipment maintenance division and equipment replacement program.

## Expenditure Summary for 20370100

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	594,301	2,030,432	2,176,423	145,991	7.2%
Operating and Maintenance	588,005	2,714,830	3,913,151	1,198,321	44.1%
Capital	87,154	260,185	155,000	(105,185)	(40.4)%
<b>Total</b>	<b>1,269,460</b>	<b>5,005,447</b>	<b>6,244,574</b>	<b>1,239,127</b>	<b>24.8%</b>

**Expenditures and Appropriations by Object of Expense for 20370100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
1,211,793	1,219,270	1,219,270	411100	Regular Salaries	1,287,986	68,716	5.3%
70,427	85,476	85,476	411200	Part-Time Salaries	85,476	0	0.0%
9,402	2,550	2,550	411310	Overtime-Regular	2,550	0	0.0%
26,563	32,760	32,760	431000	Deferred Compensation	31,200	(1,560)	(5.0)%
90,340	86,167	86,167	432000	Social Security	102,115	15,948	15.6%
78,940	71,474	71,474	433000	Retirement - Employer	94,011	22,537	24.0%
175,633	186,402	186,402	433050	Retirement-Unfunded Liability	193,264	6,862	3.6%
(1,369,307)	0	0	433100	PERS Ret - Actuarial	0	0	0.0%
2,729	0	0	433200	PARS Retirement	4,274	4,274	100.0%
88,096	93,739	93,739	434000	Workers Compensation	125,589	31,850	25.4%
126,103	155,980	155,980	435000	Group Insurance	145,750	(10,230)	(7.0)%
6,712	7,150	12,350	435400	Retiree Health Savings	20,150	7,800	38.7%
39,826	44,670	44,670	435500	Retiree Insurance	38,760	(5,910)	(15.2)%
1,477	2,994	2,994	436000	State Disability Insurance	1,578	(1,416)	(89.7)%
3,365	3,000	3,000	437000	Mgt Health Ben	5,000	2,000	40.0%
16,662	20,000	20,000	437500	Longevity Pay	22,000	2,000	9.1%
4,517	4,500	4,500	438000	Auto Allowance	4,500	0	0.0%
11,024	9,100	9,100	438500	Cell Phone Allowance	12,220	3,120	25.5%
<b>594,301</b>	<b>2,025,232</b>	<b>2,030,432</b>		<b>Personnel Total</b>	<b>2,176,423</b>	<b>145,991</b>	<b>6.7%</b>
<b>Operating and Maintenance</b>							
737	800	1,800	512100	Office Expense	2,300	500	21.7%
0	300	300	512200	Printing and Binding	300	0	0.0%
0	80	80	512300	Postage	80	0	0.0%
838	450	450	512400	Communications	450	0	0.0%
1,479	2,500	2,638	514100	Departmental Special Supplies	2,500	(138)	(5.5)%
12,224	29,491	29,491	516100	Training & Education	22,841	(6,650)	(29.1)%
12,656	75,000	75,000	516500	Conferences & Conventions	78,500	3,500	4.5%
1,079	6,242	6,242	516600	Special Events & Meetings	17,364	11,122	64.1%
44,075	61,000	61,000	516700	Memberships & Dues	49,435	(11,565)	(23.4)%
0	500	500	517100	Subscriptions	500	0	0.0%
77,528	72,500	80,145	517300	Advertising and Public Relatio	72,500	(7,645)	(10.5)%
3,208	5,000	5,000	517800	Employee Service Award Program	5,000	0	0.0%
5,029	4,876	4,876	517850	Employee Recognition Events	4,890	14	0.3%
1,496	0	0	600200	R&M - Equipment	0	0	0.0%
0	17,982	23,853	610100	Audit Services	17,982	(5,871)	(32.6)%
427,656	900,000	2,423,455	619800	Other Contractual Services	3,638,509	1,215,054	33.4%
<b>588,005</b>	<b>1,176,721</b>	<b>2,714,830</b>		<b>Operating and Maintenance Total</b>	<b>3,913,151</b>	<b>1,198,321</b>	<b>30.6%</b>

**Expenditures and Appropriations by Object of Expense for 20370100**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Capital</b>							
0	5,000	5,000	732120	Departmental Special Equipment	5,000	0	0.0%
87,154	174,000	255,185	732160	IT Equipment - Software	150,000	(105,185)	(70.1)%
<b>87,154</b>	<b>179,000</b>	<b>260,185</b>		<b>Capital Total</b>	<b>155,000</b>	<b>(105,185)</b>	<b>(67.9)%</b>
<b>1,269,460</b>	<b>3,380,953</b>	<b>5,005,447</b>		<b>Grand Total</b>	<b>6,244,574</b>	<b>1,239,127</b>	<b>19.8%</b>



## Transportation Operations (20370200)

### Division Mission

To provide safe, courteous, reliable, efficient, and accessible public transportation service to the residents of Culver City and surrounding communities.

### Division Description

The Operations Division of the Culver City Transportation Department is responsible for providing regularly scheduled transit service to the City and surrounding communities.

### Expenditure Summary for 20370200

	<b>Actual Expenditures 2021/2022</b>	<b>Adjusted Budget 2022/2023</b>	<b>City Council Adopted 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Personnel	14,754,939	17,732,357	18,096,743	364,386	2.1%
Operating and Maintenance	8,444,822	13,260,456	13,983,946	723,490	5.5%
Capital	2,261	0	0	0	0.0%
<b>Total</b>	<b>23,202,023</b>	<b>30,992,813</b>	<b>32,080,689</b>	<b>1,087,876</b>	<b>3.5%</b>

**Expenditures and Appropriations by Object of Expense for 20370200**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
7,571,834	9,716,444	9,716,444	411100	Regular Salaries	9,751,107	34,663	0.4%
119,707	38,750	38,750	411200	Part-Time Salaries	38,750	0	0.0%
988,125	215,840	215,840	411310	Overtime-Regular	215,840	0	0.0%
155,887	213,200	213,200	431000	Deferred Compensation	212,160	(1,040)	(0.5)%
640,665	768,910	768,910	432000	Social Security	806,427	37,517	4.7%
514,870	600,204	600,204	433000	Retirement - Employer	753,347	153,143	20.3%
1,800,826	1,870,614	1,870,614	433050	Retirement-Unfunded Liability	1,658,424	(212,190)	(12.8)%
1,639	0	0	433200	PARS Retirement	1,938	1,938	100.0%
823,941	865,250	865,250	434000	Workers Compensation	975,161	109,911	11.3%
1,693,854	2,296,275	2,296,275	435000	Group Insurance	2,352,590	56,315	2.4%
69,639	91,000	267,800	435400	Retiree Health Savings	280,800	13,000	4.6%
403,782	398,460	398,460	435500	Retiree Insurance	481,610	83,150	17.3%
(429,427)	0	0	435650	OPEB Liability Charge	0	0	0.0%
41,944	45,110	45,110	436000	State Disability Insurance	42,529	(2,581)	(6.1)%
2,596	2,500	2,500	437000	Mgt Health Ben	4,500	2,000	44.4%
343,506	420,000	420,000	437500	Longevity Pay	507,000	87,000	17.2%
11,550	13,000	13,000	438500	Cell Phone Allowance	14,560	1,560	10.7%
<b>14,754,939</b>	<b>17,555,557</b>	<b>17,732,357</b>		<b>Personnel Total</b>	<b>18,096,743</b>	<b>364,386</b>	<b>2.0%</b>
<b>Operating and Maintenance</b>							
1,910	2,000	4,500	512100	Office Expense	4,500	0	0.0%
61,717	60,000	60,000	512200	Printing and Binding	71,000	11,000	15.5%
1,486	2,500	2,500	512300	Postage	2,500	0	0.0%
46,715	21,570	56,570	512400	Communications	21,570	(35,000)	(162.3)%
47,075	43,000	43,000	513000	Utilities	43,000	0	0.0%
46,794	28,700	106,418	514100	Departmental Special Supplies	38,000	(68,418)	(180.0)%
118	0	0	514600	Small Tools & Equipment	0	0	0.0%
7,348	46,910	46,910	516100	Training & Education	20,000	(26,910)	(134.6)%
70	0	0	516500	Conferences & Conventions	0	0	0.0%
10,190	10,000	10,000	516600	Special Events & Meetings	10,000	0	0.0%
12,724	0	0	517300	Advertising and Public Relatio	0	0	0.0%
59,332	97,050	110,898	550000	Other Charges	82,050	(28,848)	(35.2)%
40,570	119,000	135,364	600100	R&M - Building	0	(135,364)	0.0%
1,976	5,000	5,000	600200	R&M - Equipment	0	(5,000)	0.0%
1,355,293	4,660,000	4,702,531	600800	Equip Maint Expenses	5,692,000	989,469	17.4%
0	1,000	1,000	605100	Rental of Equipment	1,000	0	0.0%
8,750	51,065	57,309	614100	Medical Services	71,265	13,956	19.6%
220,765	755,665	1,077,437	619800	Other Contractual Services	951,170	(126,267)	(13.3)%
355,718	355,718	355,718	650100	Insurance Premiums - Liability	550,000	194,282	35.3%

**Expenditures and Appropriations by Object of Expense for 20370200**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
211,307	506,014	506,014	650200	Insurance Premiums - Other	100,000	(406,014)	(406.0)%
0	250,000	250,000	660100	Liability Insurance Claims	250,000	0	0.0%
3,973,981	2,800,000	2,800,000	665100	Depreciation	2,800,000	0	0.0%
1,980,982	2,929,288	2,929,288	670100	Administrative Charges	3,275,891	346,603	10.6%
<b>8,444,822</b>	<b>12,744,480</b>	<b>13,260,456</b>		<b>Operating and Maintenance Total</b>	<b>13,983,946</b>	<b>723,490</b>	<b>5.2%</b>
<b>Capital</b>							
1,989	0	0	732150	IT Equipment - Hardware	0	0	0.0%
272	0	0	732160	IT Equipment - Software	0	0	0.0%
<b>2,261</b>	<b>0</b>	<b>0</b>		<b>Capital Total</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>23,202,023</b>	<b>30,300,037</b>	<b>30,992,813</b>		<b>Grand Total</b>	<b>32,080,689</b>	<b>1,087,876</b>	<b>3.4%</b>

# Transportation Operations-Facilities (20370210)

## Expenditures and Appropriations by Object of Expense for 20370210

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
0	0	0	550000	Other Charges	15,000	15,000	100.0%
0	0	0	600100	R&M - Building	190,000	190,000	100.0%
0	0	0	600200	R&M - Equipment	25,000	25,000	100.0%
0	0	0	619800	Other Contractual Services	173,537	173,537	100.0%
0	0	0		<b>Operating and Maintenance Total</b>	<b>403,537</b>	<b>403,537</b>	<b>100.0%</b>
0	0	0		<b>Grand Total</b>	<b>403,537</b>	<b>403,537</b>	<b>100.0%</b>

## Transportation Capital (20370300)

### Expenditures and Appropriations by Object of Expense for 20370300

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Capital</b>							
70,690	0	5,690,951	732100	Auto-Rolling Stock & Equipment	0	(5,690,951)	0.0%
286,199	0	778,109	732120	Departmental Special Equipment	0	(778,109)	0.0%
38,353	0	4,926	732150	IT Equipment - Hardware	0	(4,926)	0.0%
<b>395,242</b>	<b>0</b>	<b>6,473,985</b>		<b>Capital Total</b>	<b>0</b>	<b>(6,473,985)</b>	<b>0.0%</b>
<b>395,242</b>	<b>0</b>	<b>6,473,985</b>		<b>Grand Total</b>	<b>0</b>	<b>(6,473,985)</b>	<b>0.0%</b>

# Equipment Maintenance (30870400)

## Division Mission

To provide the City of Culver City with safe, efficient Equipment/Vehicle Maintenance Repair and Replacement Services through a workforce that places high value on communication, teamwork and quality of work.

## EMPLOYEE PURPOSE STATEMENT

The employees of the Equipment Maintenance and Fleet Services Division are comprised of a highly skilled technical workforce coming together as a team dedicated to providing quality and efficient service to the City of Culver City with Pride, Diligence and Commitment to Customer Service.

## Division Description

The Equipment Maintenance and Fleet Services Division is a full-service fleet organization providing equipment maintenance, repair, welding and asset replacement services for the City, and operates as an internal service fund. The primary objective of the Division is to provide fleet maintenance services that will maximize equipment availability and reliability with the lowest possible costs to all users. The Division administers the City's Equipment Replacement Fund, drafts new equipment specifications, manages the equipment acquisition and utilization process, and monitors and analyzes accidents and incidents involving City vehicles.

## Expenditure Summary for 30870400

	Actual Expenditures 2021/2022	Adjusted Budget 2022/2023	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
Personnel	4,142,398	5,088,291	5,466,552	378,261	7.4%
Operating and Maintenance	4,029,361	4,066,701	4,487,525	420,824	10.3%
Capital	120,461	121,220	116,784	(4,436)	(3.7)%
<b>Total</b>	<b>8,292,220</b>	<b>9,276,212</b>	<b>10,070,861</b>	<b>794,649</b>	<b>8.6%</b>

**Expenditures and Appropriations by Object of Expense for 30870400**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Personnel</b>							
2,630,945	2,818,420	2,818,420	411100	Regular Salaries	2,977,949	159,529	5.4%
85,922	55,957	55,957	411310	Overtime-Regular	55,957	0	0.0%
48,108	52,000	52,000	431000	Deferred Compensation	55,120	3,120	5.7%
206,724	208,273	208,273	432000	Social Security	228,663	20,390	8.9%
180,420	169,751	169,751	433000	Retirement - Employer	220,392	50,641	23.0%
517,830	533,187	533,187	433050	Retirement-Unfunded Liability	466,199	(66,988)	(14.4)%
(451,817)	0	0	433100	PERS Ret - Actuarial	0	0	0.0%
235,727	275,751	275,751	434000	Workers Compensation	329,542	53,791	16.3%
461,895	528,240	528,240	435000	Group Insurance	605,145	76,905	12.7%
19,619	21,450	61,750	435400	Retiree Health Savings	68,250	6,500	9.5%
228,026	226,850	226,850	435500	Retiree Insurance	274,000	47,150	17.2%
(166,602)	0	0	435650	OPEB Liability Charge	0	0	0.0%
13,285	12,592	12,592	436000	State Disability Insurance	12,665	73	0.6%
1,000	1,000	1,000	437000	Mgt Health Ben	1,500	500	33.3%
123,176	136,000	136,000	437500	Longevity Pay	164,000	28,000	17.1%
5,341	5,720	5,720	438500	Cell Phone Allowance	5,070	(650)	(12.8)%
2,800	2,800	2,800	440000	Uniform Allowance	2,100	(700)	(33.3)%
<b>4,142,398</b>	<b>5,047,991</b>	<b>5,088,291</b>		<b>Personnel Total</b>	<b>5,466,552</b>	<b>378,261</b>	<b>6.9%</b>
<b>Operating and Maintenance</b>							
435	2,500	2,500	512100	Office Expense	6,784	4,284	63.1%
40	150	150	512200	Printing and Binding	150	0	0.0%
947	1,000	1,000	512300	Postage	1,000	0	0.0%
1,677	910	910	512400	Communications	910	0	0.0%
70,151	79,568	79,568	513000	Utilities	79,568	0	0.0%
2,047	1,775	1,775	514000	Mandated Fees	5,059	3,284	64.9%
31,716	96,700	105,410	514100	Departmental Special Supplies	113,054	7,644	6.8%
55,919	37,586	37,495	514600	Small Tools & Equipment	41,779	4,284	10.3%
8,149	62,538	64,961	516100	Training & Education	69,405	4,445	6.4%
0	100	100	516600	Special Events & Meetings	100	0	0.0%
275	775	775	516700	Memberships & Dues	775	0	0.0%
4,690	0	0	517100	Subscriptions	0	0	0.0%
0	2,400	2,400	517800	Employee Service Award Program	2,400	0	0.0%
0	1,200	1,200	517850	Employee Recognition Events	1,050	(150)	(14.3)%
1,719,638	1,926,330	1,887,455	520000	Petroleum Products	2,118,963	231,508	10.9%
26,176	44,900	44,900	550000	Other Charges	44,900	0	0.0%
52,891	62,000	62,000	600100	R&M - Building	62,000	0	0.0%
1,748,372	1,305,440	1,305,440	600200	R&M - Equipment	1,443,383	137,943	9.6%
55,745	65,500	65,500	600800	Equip Maint Expenses	72,000	6,500	9.0%
12,577	12,551	12,551	605400	Amortization of Equipment	13,791	1,240	9.0%

**Expenditures and Appropriations by Object of Expense for 30870400**

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
1,012	4,500	4,988	614100	Medical Services	9,272	4,284	46.2%
144,992	220,500	240,672	619800	Other Contractual Services	316,284	75,612	23.9%
80,756	144,952	144,952	650300	Liability Reserve Charge	84,898	(60,054)	(70.7)%
11,158	0	0	665100	Depreciation	0	0	0.0%
<b>4,029,361</b>	<b>4,073,875</b>	<b>4,066,701</b>		<b>Operating and Maintenance Total</b>	<b>4,487,525</b>	<b>420,824</b>	<b>9.4%</b>
<b>Capital</b>							
13,374	2,500	2,500	732150	IT Equipment - Hardware	11,784	9,284	78.8%
107,087	105,000	118,720	732160	IT Equipment - Software	105,000	(13,720)	(13.1)%
<b>120,461</b>	<b>107,500</b>	<b>121,220</b>		<b>Capital Total</b>	<b>116,784</b>	<b>(4,436)</b>	<b>(3.8)%</b>
<b>8,292,220</b>	<b>9,229,366</b>	<b>9,276,212</b>		<b>Grand Total</b>	<b>10,070,861</b>	<b>794,649</b>	<b>7.9%</b>



## Rideshare (4147600)

### Expenditures and Appropriations by Object of Expense for 41070600

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
0	75,000	75,000	517700	Ride Share Program	75,000	0	0.0%
0	75,000	75,000		<b>Operating and Maintenance Total</b>	75,000	0	0.0%
0	75,000	75,000		<b>Grand Total</b>	75,000	0	0.0%

### Expenditures and Appropriations by Object of Expense for 41470600

Actual Expenditures 2021/2022	Adopted Budget 2022/2023	Adjusted Budget 2022/2023	Object	Object Description	City Council Adopted 2023/2024	Change from Prior Year Adjusted	% Change
<b>Operating and Maintenance</b>							
2,730	0	0	517700	Ride Share Program	0	0	0.0%
2,730	0	0		<b>Operating and Maintenance Total</b>	0	0	0.0%
2,730	0	0		<b>Grand Total</b>	0	0	0.0%

# Capital Improvements



# Capital Improvements

## FISCAL YEAR 2023-2024 CAPITAL IMPROVEMENT PROJECTS SUMMARY

Capital Improvement Projects are defined as infrastructure or equipment purchases or construction which result in a capitalized asset and have a useful (depreciation) life of two years or more. Projects included in the 2023-2024 Adopted Budget total \$33,323,818. This is a nominal increase over the past several years recognizing the ongoing importance of capital investments and addressing deferred maintenance. A transfer of funding of \$8,838,575 from the General Fund is programmed into Capital Projects. This money is supplemented with capital project categories that have dedicated funding (such as sewer projects, grant-funded projects, State Gas Tax funded projects, arts projects, and a transfer of funds from our self-insurance fund for a repair project).

A summary of the capital projects by project type follows:

CIP FUNDING USES	AMOUNT
Street & Alley Improvements	11,197,477
Equipment Improvements	7,169,541
Facilities Improvements	4,435,500
Parks & Park Facilities Projects	3,196,300
Urban Runoff Management	2,820,000
Sewer Improvement Projects	2,250,000
Technology Improvements	1,180,000
Traffic Signal & Lighting Improvements	875,000
Other	200,000
<b>TOTAL CIP FUNDING USES</b>	<b>\$ 33,323,818</b>

## EFFECT OF CAPITAL PROJECTS ON OPERATING COSTS

As the development of capital projects are completed, some additional operating and maintenance costs may be identified and deemed as necessary expenses incurred in order to optimize the safety, aesthetics and utility of completed capital improvement projects. The Culver Boulevard Stormwater Treatment (PR002) project is an example of a complex project that requires specialized and routine maintenance activities including landscaping and lighting, where an associated cost is incurred. The image shown on the right captures the early phases of development and construction of the stormwater treatment project. The image below shows the completed stormwater treatment project where the underground treatment facility has been submerged into the earth and covered with an adequately illuminated public walkway and natural green landscaping that requires ongoing maintenance and energy consumption.



Other types of capital improvement projects that require ongoing maintenance and incur annual operating expenses above and beyond the project design, implementation and construction activities includes



completed street improvement projects and bike lane improvement projects such as the La Ballona Safe Routes to School (PL006) project where changes to the roadway due to the installation of safety bollards currently necessitates the procurement and use of specialized equipment for ongoing maintenance and upkeep.

Current transportation related capital improvement projects such as the Transportation Facility Electrification (PB002) project are anticipated to continue incurring ongoing annual expenses related to

monitoring, maintaining, and management of the City’s electrification infrastructure. Another very closely related transportation focused capital improvement project with anticipated ongoing annual expenses is the Battery Electric Buses (PB001) project needed in order to increase departmental IT staffing with specific technical knowledge as well as contractual expenses to be incurred that are associated with system maintenance and operations.



New CIP Projects for Fiscal Year 2024 that are anticipated to incur an ongoing or periodic operating expense impact include the following:

**PT014 Bus Lane and Stop Video Enforcement** – This capital project is for the implementation of bus stop and bus



lane enforcement technology that will be used to detect and penalize unauthorized vehicles that stop or park in designated City bus stops that are reserved for safe passenger pick up and drop off. Capital project funding will be used to implement a video enforcement technology system with software capabilities that can cite violations of bus lane or bus stop encroachments by non-authorized vehicles. Operation of this program will require ongoing maintenance and repair/upgrade expenses, though a significant portion of these operating expenses are anticipated to be offset by the revenue collected from citations and fines issued to violators.

**PP018 Culver City Plunge Backup Pool Heater** – This capital project is for the replacement of the Culver City Plunge backup pool heater that has reached the full extent of its useful life. Regular maintenance and as needed repairs of the newly procured and installed aquatic equipment will result in some minimal operating expenses to be incurred on an ongoing/periodic basis.







**PF041 Public Works City Yard HVAC Replacement** - This capital project is for the replacement of 10 HVAC gas package units at the City Yard that have reached the full extent of their useful life. The decommissioned equipment will be replaced with 10 brand new, five-ton efficient HVAC heat pump package units. Regular maintenance and as needed repairs of the newly procured and installed heating and cooling equipment will result in some material operating expenses to be incurred on an ongoing/periodic basis.

**PF042 City Hall and Police Department Elevator Upgrades** - This capital project is for improvements to the elevator cabins at Culver City Hall and the Culver City Police Department. There is a safety based need to upgrade and maintain the elevators for the purpose of proactively preventing mechanical/electrical parts failure. Regular maintenance and occasional repairs are anticipated to incur minimal operating expense on an ongoing/periodic basis.



**CITY OF CULVER CITY  
FISCAL YEAR 2023/2024  
ADOPTED CAPITAL IMPROVEMENT BUDGET**

FUND	PROJ	PROJECT TITLE	FY2022/2023 Revised Budget	FY2022/2023 Estimated Spend	FY2023/2024 Estimated Carryover	FY2023/2024 Adopted Budget
202	PS005	Annual Street Pavement Rehabilitation Project	\$ 100,000	\$ -	\$ 100,000	\$ -
	PZ948	Transfer Station Improvements	\$ 447,772	\$ 10,166	\$ 437,606	\$ 500,000
		<b>202 - REFUSE DISPOSAL FUND Total</b>	<b>\$ 547,772</b>	<b>\$ 10,166</b>	<b>\$ 537,606</b>	<b>\$ 500,000</b>
203	PT014	Bus Lane and Stop Video Enforcement	\$ -	\$ -	\$ -	\$ 220,000
	PB001	Bus Replacement	\$ 6,429,484	\$ 30,286	\$ 6,399,198	\$ -
	PB002	Transportation Facility Electrification	\$ 9,842,729	\$ 2,390,942	\$ 7,451,788	\$ 1,200,000
	PB003	Paratransit Vehicle Electrification	\$ 364,129	\$ 363,316	\$ 813	\$ 1,050,000
	PB004	Circulator Vehicles	\$ 180,281	\$ 134,069	\$ 46,212	\$ -
	PB005	MicroTransit Vehicles	\$ 200,000	\$ -	\$ 200,000	\$ 1,253,066
	PB006	CityBus Tire Lease	\$ 60,563	\$ 61,584	\$ -	\$ 135,000
	PB007	Tactical Mobility Lane	\$ 200,000	\$ -	\$ 200,000	\$ -
	PB008	Transportation Facility Improvements	\$ 838,243	\$ 608,866	\$ 229,378	\$ 800,000
	PB009	Bus Stop Improvements	\$ 3,683,771	\$ 17,662	\$ 3,666,109	\$ 500,000
	PB010	Transportation Facility Video Surveillance	\$ 154,115	\$ 156,329	\$ -	\$ 30,000
	PB011	Transportation Vehicles	\$ -	\$ -	\$ -	\$ 130,000
	PB012	Transportation Equipment	\$ -	\$ -	\$ -	\$ 385,000
	PB014	Transportation Computer Equipment	\$ 112,000	\$ 54,119	\$ 57,881	\$ 70,000
	PB018	Shop Lifts	\$ -	\$ -	\$ -	\$ 600,000
	PS017	Tactical Mobility Lane	\$ 754,890	\$ 85,999	\$ 668,890	\$ -
	PS021	Jefferson Circulator	\$ 100,000	\$ -	\$ 100,000	\$ -
		<b>203 - MUNICIPAL BUS FUND Total</b>	<b>\$ 22,920,205</b>	<b>\$ 3,903,172</b>	<b>\$ 19,020,269</b>	<b>\$ 6,373,066</b>
204	PF036	Public Works/Engineering Office Construction/Conversion	\$ 25,000	\$ -	\$ 25,000	\$ -
	PS012	Sewer Emergency Notification System	\$ 153,993	\$ 92,229	\$ 61,764	\$ 200,000
	PW003	Fox Hills and Bristol Sewage Pump Station Diversion Pipelines	\$ 6,000,000	\$ 158,373	\$ 5,841,627	\$ 1,000,000
	PZ230	Sewer Local & Emergency Repair	\$ 340,169	\$ 294,520	\$ 45,649	\$ 750,000
	PZ521	Sewage Pump Station Improvements	\$ 264,136	\$ 50,000	\$ 214,136	\$ 300,000
	PZ874	Bankfield Pump Station Sewer	\$ 294,792	\$ 19,797	\$ 274,995	\$ -
	PZ946	Mesmer/Overland Sewer Pump Station Pipeline Diversion	\$ 1,392,749	\$ 1,126,026	\$ 266,723	\$ -
		<b>204 - SEWER ENTERPRISE FUND Total</b>	<b>\$ 8,470,839</b>	<b>\$ 1,740,945</b>	<b>\$ 6,729,894</b>	<b>\$ 2,250,000</b>
205	PT003	Municipal Fiber Network	\$ 78,515	\$ 78,515	\$ -	\$ -
		<b>205 - MUNICIPAL FIBER NETWORK FUND Total</b>	<b>\$ 78,515</b>	<b>\$ 78,515</b>	<b>\$ -</b>	<b>\$ -</b>
307	PB003	Paratransit Vehicle Electrification	\$ 148,369	\$ -	\$ 148,369	\$ -
	PE004	City Vehicle - Equipment Replacement	\$ 5,171,611	\$ 2,596,764	\$ 2,574,847	\$ 2,499,700
		<b>307 - EQUIPMENT REPLACEMENT FUND Total</b>	<b>\$ 5,319,980</b>	<b>\$ 2,596,764</b>	<b>\$ 2,723,216</b>	<b>\$ 2,499,700</b>
417	PS005	Annual Street Pavement Rehabilitation Project	\$ 789,960	\$ 5,840	\$ 784,120	\$ -
	PZ546	Pavement Management Masterplan	\$ 28,391	\$ 26,786	\$ 1,605	\$ -
	PZ554	Minor Pavement & Concrete Improve	\$ 20,056	\$ -	\$ 20,056	\$ -
	PZ599	Neighborhood Traffic Data Collection	\$ 150,000	\$ -	\$ 150,000	\$ -
		<b>417 - COMMUNITY DEVELOPMENT FUND Total</b>	<b>\$ 988,407</b>	<b>\$ 32,626</b>	<b>\$ 955,781</b>	<b>\$ -</b>
418	PL003	Traffic Signal Washington Bl/Cattaraugus	\$ 6,303	\$ -	\$ 6,303	\$ -
	PL004	Traffic System (TMSS) Gap Closure	\$ 11,532	\$ -	\$ 11,532	\$ -
	PL006	La Ballona Safe Routes to School Project	\$ 885,343	\$ -	\$ 885,343	\$ -
	PL007	Traffic Signal - Left Turn Upgrades	\$ 130,650	\$ -	\$ 130,650	\$ -
	PL015	Traffic Signal Fiber Optic Upgrades	\$ -	\$ -	\$ -	\$ 300,000
	PO009	NEIGHBORHOOD NTMP	\$ 150,000	\$ -	\$ 150,000	\$ -
	PS002	Traffic Sign Retroreflectivity Update	\$ 203,000	\$ -	\$ 203,000	\$ -
	PS003	Traffic Signal Left-Turn Phasing	\$ 43,791	\$ -	\$ 43,791	\$ -
	PS005	Annual Street Pavement Rehabilitation Project	\$ 953,046	\$ 10,400	\$ 942,646	\$ 1,683,730
	PS008	Ped and Bicycle Programs (Match)	\$ 100,000	\$ -	\$ 100,000	\$ -
	PS017	Tactical Mobility Lane	\$ 52,883	\$ 23,343	\$ 29,540	\$ 1,535,632
	PS018	Ballona Creek Bike/Ped Path Sustainability, Safety and Accessibility Enhancements	\$ 603,732	\$ 292,182	\$ 311,550	\$ -
	PS020	West Washington Bl. AIP and Median Island Improvements	\$ 287,000	\$ -	\$ 287,000	\$ -
	PS034	Higuera Bridge Ramp - Ballona Creek (CIP Cleanup PZ964)	\$ 10,000	\$ 10,000	\$ -	\$ -
	PZ428	Curb, Gutter, Sidewalk Replacement	\$ 117,520	\$ -	\$ 117,520	\$ -
	PZ553	Higuera Street Bridge Replacement	\$ 1,149,846	\$ -	\$ 1,149,846	\$ -
	PZ684	Street Light Upgrades	\$ 24,815	\$ -	\$ 24,815	\$ -
	PZ826	Citywide Traffic Counts	\$ 30,000	\$ -	\$ 30,000	\$ 150,000
	PZ941	Safe Routes to School	\$ 200,000	\$ -	\$ 200,000	\$ -
	PZ964	Higuera Bridge Ramp - Ballona Creek	\$ -	\$ -	\$ -	\$ 40,000
		<b>418 - SPECIAL GAS TAX FUND Total</b>	<b>\$ 4,959,461</b>	<b>\$ 335,925</b>	<b>\$ 4,623,536</b>	<b>\$ 3,709,362</b>
419	PP010	Upgrade Vet's Ball Field Lighting	\$ 350,000	\$ -	\$ 350,000	\$ -
	PP013	Culver City Park Fields	\$ 200,524	\$ 30,300	\$ 170,224	\$ -
	PP015	Media Park Construction Drawings	\$ 110,000	\$ -	\$ 110,000	\$ -

FUND	PROJ	PROJECT TITLE	FY2022/2023 Revised Budget	FY2022/2023 Estimated Spend	FY2023/2024 Estimated Carryover	FY2023/2024 Adopted Budget
	PP016	Playground Equip Repair at Parks - CIP Life Cleanup (PZ898)	\$ 30,456	\$ 10,312	\$ 20,144	\$ -
	PZ594	Fencing Replacement at Parks	\$ 11,663	\$ -	\$ 11,663	\$ -
	PZ612	Upgrade Park Irrigation Systems	\$ 107,603	\$ 71,968	\$ 35,634	\$ -
	PZ640	Resurface/Restripe Sports Courts	\$ 268,104	\$ 23,109	\$ 244,996	\$ -
	PZ731	Lindberg Park	\$ 50,627	\$ -	\$ 50,627	\$ -
	PZ876	Vet's Memorial Bldg Refurbish	\$ 67,461	\$ -	\$ 67,461	\$ -
	PZ899	Park Facilities Improvements	\$ 90,612	\$ 37,461	\$ 53,151	\$ -
	PZ922	Booster Pump Replacement Project	\$ 50,000	\$ -	\$ 50,000	\$ -
		<b>419 - PARK FACILITIES FUND Total</b>	<b>\$ 1,337,050</b>	<b>\$ 173,150</b>	<b>\$ 1,163,900</b>	<b>\$ -</b>
420	PF040	Police Station PA/Intercom/Police Radio System	\$ -	\$ -	\$ -	\$ 300,000
	PP021	Hirsch Pad installation at four Park Sites	\$ -	\$ -	\$ -	\$ 70,000
	PP023	Parks Master Plan	\$ -	\$ -	\$ -	\$ 750,000
	PF038	City Hall Security Gates	\$ -	\$ -	\$ -	\$ 200,000
	PE002	Radio System Replacement	\$ 193,794	\$ 141,896	\$ 51,898	\$ 616,775
	PE005	Veterans Memorial HVAC Replacement + Decarbonization	\$ 23,000	\$ 86,791	\$ 143,209	\$ -
	PE006	Air Purification Improvements	\$ 95,000	\$ -	\$ 95,000	\$ -
	PE007	Council Chambers Audio Visual Replacement	\$ 700,000	\$ -	\$ 700,000	\$ -
	PF019	City Hall - Centennial Garden	\$ 40,336	\$ -	\$ 40,336	\$ -
	PF020	Police Building Locker Rooms/Restrooms Rehabilitation	\$ 559,291	\$ 17,491	\$ 541,800	\$ -
	PF022	Veterans Memorial Complex/Senior Center Microgrid	\$ 82,000	\$ -	\$ 82,000	\$ -
	PF025	Bicycle and Pedestrian Action Plan Implementation	\$ 200,000	\$ -	\$ 200,000	\$ 200,000
	PF027	Rehab/Update Forensic Lab Counter & Cabinetry	\$ -	\$ -	\$ -	\$ 50,000
	PF029	Ivy Substation Building Improvements	\$ 511,326	\$ 8,740	\$ 502,586	\$ 228,500
	PF036	Public Works/Engineering Office Construction/Conversion	\$ 25,000	\$ -	\$ 25,000	\$ -
	PF037	CCAD BID Improvements	\$ 100,000	\$ -	\$ 100,000	\$ -
	PL004	Traffic System (TMSS) Gap Closure	\$ 288,530	\$ -	\$ 288,530	\$ -
	PL012	Automation of Lighting Timers (Downtown, Field Lights)	\$ 60,000	\$ -	\$ 60,000	\$ -
	PO004	Tree Grate Replacement	\$ 20,000	\$ -	\$ 20,000	\$ -
	PO012	5-Year Update to Hazard Mitigation Plan	\$ 115,000	\$ -	\$ 115,000	\$ -
	PP002	Parks Power Gearbox Replacement	\$ 125,000	\$ -	\$ 125,000	\$ -
	PP012	Swing Gate Installation - Culver city park	\$ 40,000	\$ 36,000	\$ 4,000	\$ -
	PP014	Park Playground Rehabilitation	\$ 400,000	\$ -	\$ 400,000	\$ -
	PS001	Concrete Street Rehabilitation	\$ 200,000	\$ 30,200	\$ 169,800	\$ -
	PS002	Traffic Sign Retroreflectivity Update	\$ 232,000	\$ -	\$ 232,000	\$ -
	PS005	Annual Street Pavement Rehabilitation Project	\$ -	\$ -	\$ -	\$ 1,000,000
	PS006	ADA Transition Plan	\$ 20,000	\$ -	\$ 20,000	\$ -
	PS014	Jackson Avenue Pedestrian Walkway Renovation	\$ 250,000	\$ 354,439	\$ 217,345	\$ -
	PS018	Ballona Creek Bike/Ped Path Sustainability, Safety and Accessibility Enhancements	\$ 230,000	\$ -	\$ 230,000	\$ -
	PS019	Overland/Ranch/Kelmore Intersection Redesign - Quick Build	\$ 34,622	\$ 9,961	\$ 24,661	\$ -
	PS022	Galvin Street Parkway Expansion	\$ 100,000	\$ -	\$ 100,000	\$ -
	PS023	Main Street Bollards	\$ 350,000	\$ 252,017	\$ 97,983	\$ 155,000
	PS024	Ince/Lucerne Intersection Redesign	\$ 50,000	\$ -	\$ 50,000	\$ 25,000
	PS025	Arts District Parking Study	\$ 150,000	\$ -	\$ 150,000	\$ -
	PS026	Melvil St Roadway Closure	\$ 100,000	\$ -	\$ 100,000	\$ -
	PS034	Higuera Bridge Ramp - Ballona Creek (CIP Cleanup PZ964)	\$ 399,585	\$ 49,585	\$ 350,000	\$ -
	PT001	Wireless Deployment Strategy	\$ 76,591	\$ 68,319	\$ 8,272	\$ 85,000
	PT007	Citywide Electronic Doc. Mgt. Sys.	\$ 67,988	\$ 22,988	\$ 45,000	\$ 75,000
	PT010	Technology Innovation and Enhancements	\$ 56,668	\$ 171	\$ 56,497	\$ -
	PT011	Network Rewiring at Police Department	\$ 85,775	\$ 85,993	\$ -	\$ -
	PT012	Public Safety Camera Replacement	\$ 352,196	\$ 364,422	\$ -	\$ -
	PT013	Development of Interactive Map and GIS Supporting Information	\$ 100,000	\$ -	\$ 100,000	\$ -
	PZ295	Alley Reconstruction - Citywide	\$ 1,230	\$ -	\$ 1,230	\$ -
	PZ388	Technology Replacement Fund	\$ 31,074	\$ -	\$ 31,074	\$ 350,000
	PZ428	Curb, Gutter, Sidewalk Replacement	\$ 172,870	\$ -	\$ 172,870	\$ 550,000
	PZ429	Traffic Signal Upgrade and ITS Improvements	\$ 660,078	\$ 443,294	\$ 216,783	\$ 250,000
	PZ497	Stormwater MS4 Permit Compliance Program	\$ 40,883	\$ 3,591	\$ 37,292	\$ -
	PZ553	Higuera Street Bridge Replacement	\$ 598,190	\$ 55,483	\$ 542,706	\$ -
	PZ554	Minor Pavement & Concrete Improve	\$ 129,998	\$ 5,823	\$ 124,174	\$ -
	PZ599	Neighborhood Traffic Data Collection	\$ 257,377	\$ 88,128	\$ 169,249	\$ -
	PZ636	Finance System Replacement	\$ 68,848	\$ 68,848	\$ -	\$ 350,000
	PZ638	Median Island Rehabilitation	\$ 54,824	\$ -	\$ 54,824	\$ -
	PZ684	Street Light Upgrades	\$ 100,864	\$ 3,414	\$ 97,450	\$ -
	PZ754	Ficus Tree Replacement	\$ 25,000	\$ -	\$ 25,000	\$ -
	PZ811	Citywide Speed Survey	\$ 252,475	\$ -	\$ 252,475	\$ -
	PZ826	Citywide Traffic Counts	\$ 12,069	\$ -	\$ 12,069	\$ -
	PZ844	UST Upgrades on City Property	\$ 69,639	\$ 582	\$ 63,819	\$ -
	PZ845	Asbestos Abatement	\$ 17,500	\$ -	\$ 17,500	\$ -
	PZ902	Public Safety CAD/RMS/Mobile Units	\$ 190,293	\$ 190,293	\$ -	\$ -

FUND	PROJ	PROJECT TITLE	FY2022/2023 Revised Budget	FY2022/2023 Estimated Spend	FY2023/2024 Estimated Carryover	FY2023/2024 Adopted Budget
	PZ922	Booster Pump Replacement Project	\$ 950	\$ -	\$ 950	\$ -
	PZ929	Real Time Motorist Info System	\$ 72,308	\$ -	\$ 72,308	\$ -
	PZ938	Citywide Bridge Repairs	\$ 71,431	\$ -	\$ 71,431	\$ 50,000
	PZ941	Safe Routes to School	\$ 369,273	\$ 82,000	\$ 287,273	\$ -
	PZ964	Higuera Bridge Ramp - Ballona Creek	\$ 95,331	\$ 445,331	\$ -	\$ -
		<b>420 - CAPITAL IMPROV AND ACQ FUND Total</b>	<b>\$ 9,726,207</b>	<b>\$ 2,915,800</b>	<b>\$ 7,696,394</b>	<b>\$ 5,305,275</b>
420F	PF041	Public Works City Yard HVAC replacement	\$ -	\$ -	\$ -	\$ 150,000
	PF039	Police Station Building Improvements - Painting & Window Replacement	\$ -	\$ -	\$ -	\$ 300,000
	PP017	Blanco Park Building/Trailer replacement	\$ -	\$ -	\$ -	\$ 150,000
	PP018	Culver City Plunge Backup pool heater	\$ -	\$ -	\$ -	\$ 130,000
	PF042	City Hall and Police Department Elevator upgrades	\$ -	\$ -	\$ -	\$ 200,000
	PP022	Assessment of Culver City Park Hillside Slope	\$ -	\$ -	\$ -	\$ 200,000
	PP020	Senior Center Outdoor Patio Remodel	\$ -	\$ -	\$ -	\$ 160,000
	PF013	Fire Station Renovations	\$ 304,253	\$ 70,248	\$ 234,005	\$ 175,000
	PF023	Energy Efficiency Projects	\$ 50,000	\$ -	\$ 50,000	\$ -
	PF028	Parks Building Renovations	\$ 100,000	\$ -	\$ 100,000	\$ 100,000
	PP011	Plunge Vessel Resurfacing/ pool deck replacement/repair	\$ 10,188	\$ -	\$ 10,188	\$ 200,000
	PZ132	Building Repairs	\$ 1,228,699	\$ 193,555	\$ 1,035,144	\$ 200,000
	PZ830	Skateboard Park Office	\$ -	\$ -	\$ -	\$ 200,000
	PZ876	Vet's Memorial Bldg Refurbish	\$ 17,537	\$ -	\$ 17,537	\$ -
		<b>420F - Facilities Planning Reserve Total</b>	<b>\$ 1,710,677</b>	<b>\$ 263,803</b>	<b>\$ 1,446,874</b>	<b>\$ 2,165,000</b>
420M	PL005	Adaptive Traffic Control System	\$ 536,557	\$ 155,754	\$ 377,923	\$ -
	PL008	Network-wide Signal System Synch	\$ 165,006	\$ 33,447	\$ 131,559	\$ -
	PL010	Matteson-I-405 Area Traffic Review	\$ 146,947	\$ 42,100	\$ 104,847	\$ 175,000
	PO008	Rancho Higuera NTMP	\$ 89,444	\$ 13,962	\$ 78,482	\$ -
	PZ460	Culver Blvd Realignment	\$ 39,857	\$ 39,857	\$ -	\$ -
		<b>420M - Mitigation Funds Total</b>	<b>\$ 977,811</b>	<b>\$ 285,120</b>	<b>\$ 692,811</b>	<b>\$ 175,000</b>
420R	PP019	Parks Feasibility Study	\$ -	\$ -	\$ -	\$ 300,000
	PP008	Lindberg Park Improvement Project	\$ 2,325	\$ -	\$ 2,325	\$ -
	PP009	Sports Field Renovations	\$ -	\$ -	\$ -	\$ 26,300
	PP010	Upgrade Vet's Ball Field Lighting	\$ -	\$ -	\$ -	\$ 100,000
	PP013	Culver City Park Fields	\$ -	\$ -	\$ -	\$ 800,000
	PZ594	Fencing Replacement at Parks	\$ -	\$ -	\$ -	\$ 35,000
	PZ612	Upgrade Park Irrigation Systems	\$ 3,762	\$ 3,055	\$ 707	\$ 75,000
	PZ899	Park Facilities Improvements	\$ 1,192	\$ -	\$ 1,192	\$ 32,000
		<b>420R - Recreation Facilities Reserve Total</b>	<b>\$ 7,279</b>	<b>\$ 3,055</b>	<b>\$ 4,224</b>	<b>\$ 1,368,300</b>
420S	PS005	Annual Street Pavement Rehabilitation Project	\$ 1,936,129	\$ 31,891	\$ 1,907,239	\$ 360,000
		<b>420S - Sewer Fund Transfer Total</b>	<b>\$ 1,936,129</b>	<b>\$ 31,891</b>	<b>\$ 1,907,239</b>	<b>\$ 360,000</b>
423	PF024	Expo to Downtown Multi-modal Corridor	\$ -	\$ -	\$ -	\$ 1,456,529
	PF034	Interim Housing - Deano's	\$ 17,674,635	\$ 14,855,340	\$ 2,819,295	\$ -
	PF035	Permanent Housing - Sunburst	\$ 7,678,823	\$ 7,692,059	\$ -	\$ -
	PL005	Adaptive Traffic Control System	\$ 109,255	\$ -	\$ 109,255	\$ -
	PL006	La Ballona Safe Routes to School Project	\$ 567,120	\$ -	\$ 567,120	\$ -
	PL007	Traffic Signal - Left Turn Upgrades	\$ 1,955,057	\$ 86,493	\$ 1,868,564	\$ -
	PL008	Network-wide Signal System Synch	\$ 146,042	\$ 94,559	\$ 51,483	\$ -
	PL013	Signalized Intersection Safety Improvements	\$ 2,766,760	\$ 212,133	\$ 2,554,627	\$ -
	PO001	Urban Forest Mgt & Succession Plan	\$ 1,664	\$ -	\$ 1,664	\$ -
	PP001	Hetzler Road Pedestrian Trail	\$ 6,936	\$ -	\$ 6,936	\$ -
	PR001	Washington Boulevard Stormwater Diversion	\$ 492,407	\$ 42,385	\$ 450,022	\$ -
	PR002	Culver Boulevard Stormwater Treatment	\$ 2,036,959	\$ 79,351	\$ 1,957,608	\$ -
	PS005	Annual Street Pavement Rehabilitation Project	\$ 70,100	\$ -	\$ 70,100	\$ -
	PS018	Ballona Creek Bike/Ped Path Sustainability, Safety and Accessibility Enhancements	\$ -	\$ -	\$ -	\$ 1,952,500
	PS019	Overland/Ranch/Kelmore Intersection Redesign - Quick Build	\$ 137,120	\$ 124,781	\$ 12,339	\$ -
	PS027	Overland Ave High Friction Surface Treatment (HFST)	\$ 667,000	\$ -	\$ 667,000	\$ 10,000
	PS028	Un-signalized Intersection Safety Improvements	\$ 1,545,700	\$ 67,099	\$ 1,478,601	\$ -
	PS029	Overland-Playa Pedestrian and Bicycle Improvements	\$ -	\$ -	\$ -	\$ 842,496
	PZ460	Culver Blvd Realignment	\$ 171,737	\$ 5,959	\$ 165,778	\$ -
	PZ497	Stormwater MS4 Permit Compliance Program	\$ 492,540	\$ -	\$ 492,540	\$ -
	PZ551	Interpretive Nature Trail	\$ 52,821	\$ 26,337	\$ 26,484	\$ -
	PZ553	Higuera Street Bridge Replacement	\$ 3,233,764	\$ 3,119,711	\$ 114,053	\$ -
	PZ731	Lindberg Park	\$ 202,505	\$ -	\$ 202,505	\$ -
	PZ929	Real Time Motorist Info System	\$ 947,470	\$ -	\$ 947,470	\$ -
	PZ938	Citywide Bridge Repairs	\$ 234,163	\$ -	\$ 234,163	\$ -
	PZ941	Safe Routes to School	\$ 36,539	\$ -	\$ 36,539	\$ -
	PZ964	Higuera Bridge Ramp - Ballona Creek	\$ 285,994	\$ 285,994	\$ -	\$ -
		<b>423 - CAPITAL GRANTS (CIP) FUND Total</b>	<b>\$ 41,513,111</b>	<b>\$ 26,692,201</b>	<b>\$ 14,834,146</b>	<b>\$ 4,261,525</b>
424	PL008	Network-wide Signal System Synch	\$ 200,000	\$ -	\$ 200,000	\$ -



FUND	PROJ	PROJECT TITLE	FY2022/2023 Revised Budget	FY2022/2023 Estimated Spend	FY2023/2024 Estimated Carryover	FY2023/2024 Adopted Budget
	PL014	Traffic Signal Battery Backup System	\$ 150,000	\$ 150,000	\$ -	\$ -
		<b>424 - Proposition C Total</b>	<b>\$ 350,000</b>	<b>\$ 150,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>
428	PS011	CDBG Sidewalk Barrier Removal & Repair Project	\$ 608,493	\$ 354,439	\$ 254,054	\$ 150,345
		<b>428 - CDBG - CAPITAL FUND Total</b>	<b>\$ 608,493</b>	<b>\$ 354,439</b>	<b>\$ 254,054</b>	<b>\$ 150,345</b>
431	PS005	Annual Street Pavement Rehabilitation Project	\$ 398,501	\$ 22,954	\$ 375,547	\$ -
	PS017	Tactical Mobility Lane	\$ -	\$ -	\$ -	\$ 680,967
	PZ950	Ped Improv-Intersects w/Bus Stops	\$ 68,225	\$ -	\$ 68,225	\$ -
		<b>431 - MEASURE R Total</b>	<b>\$ 466,726</b>	<b>\$ 22,954</b>	<b>\$ 443,772</b>	<b>\$ 680,967</b>
434	PR001	Washington Boulevard Stormwater Diversion	\$ 10,697,814	\$ 666,977	\$ 10,030,837	\$ -
	PR002	Culver Boulevard Stormwater Treatment	\$ 1,790,203	\$ 455,375	\$ 1,334,829	\$ -
	PR004	Stormwater Quality Master Plan	\$ 231,233	\$ 62,211	\$ 169,023	\$ -
	PR005	Mesmer Dry Weather Diversion Project	\$ 1,124,407	\$ 848,802	\$ 275,605	\$ -
	PW004	Syd Kronenthal Park Stormwater Quality Improvement Project	\$ 100,000	\$ -	\$ 100,000	\$ 1,500,000
	PW005	Catch Basin Trash TMDL Retrofit	\$ 60,000	\$ -	\$ 60,000	\$ -
	PW006	Citywide Stormwater Quality Implementation Phase I	\$ 1,468,022	\$ 465,900	\$ 1,002,122	\$ 800,000
	PZ497	Stormwater MS4 Permit Compliance Program	\$ 1,345,566	\$ 559,621	\$ 785,945	\$ -
	PZ948	Transfer Station Improvements	\$ 13,002	\$ 8,815	\$ 4,187	\$ -
		<b>434 - URBAN RUNOFF MITIGATION Total</b>	<b>\$ 16,830,247</b>	<b>\$ 3,067,701</b>	<b>\$ 13,762,548</b>	<b>\$ 2,300,000</b>
435	PF025	Bicycle and Pedestrian Action Plan Implementation	\$ 275,000	\$ 17,500	\$ 257,500	\$ -
	PL014	Traffic Signal Battery Backup System	\$ -	\$ -	\$ -	\$ 150,000
	PL015	Traffic Signal Fiber Optic Upgrades	\$ 300,000	\$ -	\$ 300,000	\$ -
	PO008	Rancho Higuera NTMP	\$ 185,000	\$ -	\$ 185,000	\$ -
	PO011	Metro Bike Share Program	\$ 436,723	\$ -	\$ 436,723	\$ -
	PS017	Tactical Mobility Lane	\$ 422,683	\$ 77,683	\$ 345,000	\$ 440,498
	PS030	Complete Streets Design Guidelines	\$ 64,780	\$ -	\$ 64,780	\$ 64,780
	PS031	Farragut Dr Bike Boulevard Project	\$ 250,000	\$ -	\$ 250,000	\$ -
	PZ923	Fox Hills Neighborhood Traffic Management and Bikeway Project	\$ 588,933	\$ 279,563	\$ 309,370	\$ -
		<b>435 - MEASURE M Total</b>	<b>\$ 2,523,119</b>	<b>\$ 374,746</b>	<b>\$ 2,148,373</b>	<b>\$ 655,278</b>
438	PW006	Citywide Stormwater Quality Implementation Phase I	\$ -	\$ -	\$ -	\$ 520,000
		<b>438 - MEASURE W Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 520,000</b>
475	PA001	Parking Meters Relocation Project	\$ 407,500	\$ -	\$ 407,500	\$ -
	PA003	Ince Parking Structure Lighting	\$ 17,080	\$ -	\$ 17,080	\$ -
	PA004	PARCS Equipment Replacement	\$ 158,807	\$ 101,816	\$ 56,991	\$ -
	PA006	City-Owned Parking Lot Improvements	\$ 863,904	\$ -	\$ 863,904	\$ -
	PA007	Ince Parking Structure - Parking Office Improvements	\$ 62,000	\$ -	\$ 62,000	\$ -
	PF023	Energy Efficiency Projects	\$ 62,239	\$ -	\$ 62,239	\$ -
	PF032	Pay on Foot Security Cameras	\$ 25,000	\$ -	\$ 25,000	\$ -
	PF033	Ince Parking Structure Sewer Lateral Rehabilitation	\$ 119,045	\$ 1,925	\$ 117,120	\$ -
	PO007	Traffic Sign Replacement	\$ 100,000	\$ -	\$ 100,000	\$ 50,000
	PT009	Enterprise Camera System	\$ 921,800	\$ -	\$ 921,800	\$ -
	PZ923	Fox Hills Neighborhood Traffic Management and Bikeway Project	\$ 180,000	\$ 18,000	\$ 162,000	\$ -
	PZ929	Real Time Motorist Info System	\$ 111,789	\$ -	\$ 111,749	\$ -
	PZ949	New Parking Meter Installation	\$ 3,006,793	\$ 126,315	\$ 2,880,478	\$ -
		<b>475 - CULVER CITY PARKING AUTHORITY Total</b>	<b>\$ 6,035,957</b>	<b>\$ 248,056</b>	<b>\$ 5,787,861</b>	<b>\$ 50,000</b>
476	PF035	Permanent Housing - Sunburst	\$ 7,300,000	\$ 6,615,692	\$ 684,308	\$ -
		<b>476 Housing Authority Total</b>	<b>\$ 7,300,000</b>	<b>\$ 6,615,692</b>	<b>\$ 684,308</b>	<b>\$ -</b>
485	PS020	West Washington Bl. AIP and Median Island Improvements	\$ 1,402,745	\$ -	\$ 1,402,745	\$ -
	PS032	TOD Crosswalk Construction Management	\$ 530,000	\$ -	\$ 530,000	\$ -
	PZ553	Higuera Street Bridge Replacement	\$ 444,398	\$ 287,686	\$ 156,713	\$ -
		<b>485 - COOP Unrestricted CAP Funds Total</b>	<b>\$ 2,377,143</b>	<b>\$ 287,686</b>	<b>\$ 2,089,458</b>	<b>\$ -</b>
		<b>Grand Total</b>	<b>\$ 136,985,128</b>	<b>\$ 50,184,407</b>	<b>\$ 87,706,264</b>	<b>\$ 33,323,818</b>

# Appendix A

## APPENDIX A

### CITY OF CULVER CITY COUNCIL POLICY STATEMENT

Policy Number **5001**

General Subject: Budget

Date Issued 1/23/95

Specific Subject: Budget Development and  
Administration

Date Revised 06/23/14

Effective Date 06/24/14

Resolution No. 2014-R058

#### **PURPOSE:**

To establish the policy for the preparation, adoption, and administration of the City's Annual Budget.

#### **STATEMENT OF POLICY:**

##### A. Budget Development.

###### General

The City Manager shall prepare and submit a proposed budget to the City Council at least 45 days prior to the beginning of the upcoming fiscal year, as required by Section 801 of the City Charter. The budget shall be adopted by July 1, of each year, as required by Section 803 of the City Charter. The budget shall incorporate a results-based budgeting approach that allows the public and the City Council to prioritize City expenditures strategically aligned with core community values. The operating budget shall serve as the annual financial plan of the City for implementing the goals and objectives of the City Council, City Manager and departments. The budget shall provide the necessary resources to accomplish City Council determined service levels.

City Council directs and controls the planned use of reserves through budget appropriation process. Appropriations for operating expenditures shall be balanced in relation to current revenue sources and will not over-rely on one-time revenue sources or reserves. This is not intended to limit the periodic use of financial resources that were accumulated over time for a specific project or purpose.

The budget may be developed with one or more contingency plans to protect against volatile or unexpected events. When significant uncertainty exists concerning revenue volatility or threatening/pending obligations, the City Council and City Manager reserve the right to impose any special fiscal

control measures, including a personnel hiring freeze, and other spending controls, whenever circumstances warrant. The City Council may authorize the use of Contingency Reserves only during emergency situations as set forth by Council Policy 5002. Any approved use of contingency reserves shall require the City Manager to present a plan to City Council to replenish reserves within five years.

### Revenues

1. The City will estimate annual General Fund revenues using an objective, analytical process; specific assumptions will be documented and maintained. Budgeted revenues will be estimated conservatively using accepted standards and estimates provided by the state, other governmental agencies, and/or reliable economic forecasters when available.
2. Specific revenue sources will not be dedicated for specific purposes, unless required by law or Generally Accepted Accounting Principles (GAAP). All non-restricted revenues will be deposited in the General Fund and appropriated through the budget process.
3. The City shall prepare a comprehensive report at mid-year which discusses revenue projections in light of actual receipts, and shall provide new projections, as appropriate.

### Appropriations

1. The City will estimate annual General Fund expenditures using current position control and payroll data, actual pay and benefit factors for the upcoming year when available, estimated pay and benefit factors when actuals are not available, and estimated inflation rates. Estimates will be based on data provided by the state, other governmental agencies, and/or reliable economic forecasters when available.

#### B. Organization of the Annual Budget.

The Annual Budget is published in one volume, generally organized into the following sections:

- An introductory section which includes the City Manager's Budget Message and a list of reductions and enhancements.
- A Budget Summary section that includes various charts and summary tables of revenue, expenditure and authorized position information.

- A Revenue Detail section which includes line-item level revenue information for each fund.
- A section with departmental information including mission descriptions, work plans, position detail and line-item level expenditure data by division.
- The Capital Improvements section provides a summary of current and future planned projects, basic descriptions of each project, the funding source and the scope of work to be performed. CIPs are generally major facility or infrastructure improvement projects managed by the Public Works Department, although other departments do manage certain projects.

C. Budget Assumptions.

1. If not otherwise communicated to the City Manager during the course of the current fiscal year, it is assumed the City Council has determined that the current array and level of City services is reasonable and desirable.
2. Each department's existing on-going funding level provides the starting point for implementation for the following budget cycle. The existing base budget should be thoroughly examined throughout the annual budget process to assure alignment with City Council and community priorities.
3. Residential/commercial and outside regional growth impact may not affect all City departments equally.
4. Generally inflation impacts all departments equally.
5. As a results-based system, performance expectations and service objectives of all departments need to be clearly established and understood.
6. The City shall ensure adequate funding is available for operation and maintenance of any proposed capital facilities or other public improvements, or new project construction will be delayed.
7. Elected officials provide policy direction. The City Manager and Executive Management then have the flexibility to administer operations within that overall policy framework.
8. Council will approve and maintain a balanced budget during the fiscal year.

D. Budget Process.

During January of each year, the Finance Department shall prepare updated revenue estimates and fund balance projections for the current year (Mid-Year Review) and prepare a forecast of preliminary revenue projections for at least the next five fiscal years (Financial Forecast). These reports will be presented to City Council by the end of February. At the same City Council meeting, there will be a public comment period to solicit any public input on the budget for the upcoming year. A second public comment period may be held in March. Also in March of each year, the Finance Department shall issue budget instructions and packets to each department for use in preparation of the next year's City budget. Included in these instructions will be budget guidelines and appropriation targets for each department. These guidelines will be developed by the Chief Financial Officer and approved by the City Manager.

During this period, City Commissions, Boards and Committees may submit budget recommendations to their appropriate Department Director liaisons and the City Manager for consideration.

After further refinements of revenue estimates and the completion of Department proposed expenditure appropriation requests, the Finance Department will summarize department requests for review by the City Manager. After the City Manager has reviewed and amended the Department Head requests, the Finance Department shall prepare the City Manager's proposed budget for the next fiscal year and shall submit it to the City Council. The City Council shall hold as many budget study sessions as it deems necessary. All proposed Council changes to the City Manager's proposed budget shall be itemized on a budget checklist of revisions. The City Council shall hold a public hearing and adopt the proposed budget with any checklist revisions on or before July 1 by formal budget resolution. When adopted, the proposed budget along with the finalized checklist, become the final budget.

E. Administration of the Annual Budget.

During the budget year, Department Heads and their designated representatives may authorize only those expenditures that are based on appropriations previously approved by City Council action, and only from accounts under their organizational responsibility. Any unexpended appropriations, except valid encumbrances, expire at fiscal year end unless specifically re-appropriated by the City Manager for expenditure during the new fiscal year. Department Heads are responsible for not authorizing expenditures above budget appropriations in any given expenditure classification within their purview, without additional appropriation or transfer as specified further below. Appropriation control shall be maintained within each division or project level unit, aggregating individual line-item accounts into Classifications of: Salaries and Benefits, Operations and Maintenance, Capital Outlay and Other Financing Uses.

The following broad parameters shall govern the transfer of appropriations during the year:

1. Overall appropriation control is established at the fund level. Appropriation authority may not be transferred from one fund to another.
2. Position control is established by the adopted budget. City Manager approval and then City Council approval is required for any new, substitute or reclassified positions.
3. The purchase of capital equipment shall require specific budget appropriation. Any changes or additions to capital accounts after the budget is adopted shall require City Manager approval and identification of the source of funds for transfer.
4. Significant changes in department or division operations affecting service or service levels different from that approved in the adopted budget shall have the prior approval of the City Manager and, as appropriate, the City Council.

Appropriations may be transferred, amended or reduced subject to the following limitations:

Departmental Authority

1. Transfers within Divisions or Projects. Appropriation transfers between line items of the same Classification within a division or project budget may be requested by the Department Director and approved by the Chief Financial Officer.
2. Transfers between Departmental Divisions or Projects. If a total departmental budget, within a specific Classification, is not exceeded, upon a request by the Department Director the Chief Financial Officer has the authority to transfer funds within that Classification and Department, to make the most efficient use of funds appropriated by the City Council.

City Manager Authority

1. Transfers between Departments. Funds may be realigned between one Department and another, within the same Classification, with City Manager approval. For example, if a Fire Department function and the employee who accomplishes it are replaced by a slightly different function assigned to the Police Department, the City Manager may authorize the transfer of appropriate funds to support this function.
2. New Appropriations. During the Budget Year, the City Council may

appropriate additional funds for special purposes by a City Council Budget Amendment, which requires a 4/5 vote approval. The City Manager has authority to approve requests for budget increases not to exceed \$30,000 per department per fiscal year. Additionally, under the following circumstances the City Manager may approved budget increases in excess of \$30,000:

- a. To cover contract costs incurred for tax audits that are performed on a contingency fee basis.
  - b. To cover contract costs based on the volume of transactions incurred in connection with red-light enforcement activities, with a corresponding revenue budget increase.
  - c. To cover reimbursable contract costs such as plan review services, building inspection services, recreation enrichment classes and youth sport programs, or other services to be reimbursed by an applicant
3. Appropriated Reserves. No direct expenditures shall be charged to the Appropriated Reserves account. Transfer requests from the Appropriated Reserves account to a departmental operating account shall be approved by the City Manager.
  4. Equipment Replacement Fund. The City Manager may approve appropriation adjustments of up to 5% of the cost of an individual piece of equipment when the actual cost exceeds the budget estimate.
  5. Strike Team Reimbursements. The City Manager may increase the budgeted revenues and appropriations of the Fire Department for the Administrative Surcharge and Apparatus Reimbursement portion of Strike Team Reimbursements to purchase items directly related to strike team deployments.
  6. Central Stores. The City Manager is authorized to increase revenues and appropriations in the Central Stores fund as necessary.
  7. Grants & Donations. The City Manager may accept grants or donations of up to \$30,000 on behalf of the City. The City Council will be formally notified of such actions on a quarterly basis by way of the City Manager newsletter to the City Council.

Additionally, grant appropriations approved by City Council may be carried forward to the following fiscal year(s) as long as the grant terms remain valid, the expenditures are consistent with the previous Council authorization, and the funds would otherwise need to be returned to the granting or donor agency. Also, see Council Policy 5002 for specific grant acceptance and administration procedures.



Grant agreements and restricted donations in excess of \$30,000 must be specifically approved by the City Council. Occasionally, the terms and conditions of a grant are approved by City Council in a year prior to when the program activity will take place and therefore, the funds are not appropriated to carry out the grant at that time. In such cases, the City Manager may appropriate the funds when they are received, provided the expenditures clearly meet the amount, terms, nature and intent of the grant or donation previously approved by City Council.

8. Transfers between Expenditure Categories. Any reprogramming of funds among the three Classifications (Salaries and Benefits, Maintenance and Operations, and Capital Outlay and Other Financing Sources) within a given fund requires the City Manager's approval.
9. Capital Improvement Projects (CIP). Appropriation for capital improvement projects may be transferred from one funding source to another with the approval of the City Manager. Additionally, the following transfers may occur:
  - a. Excess Project Appropriations or savings may be transferred to a "Project Savings Account," within the same fund. Such savings may be re-appropriated to a new or existing project with the approval of City Council. Any appropriation balance remaining in the Project Savings account will lapse at Fiscal Year End.
  - b. Excess Project Appropriations may also be transferred from one CIP project to another, provided that the projects utilize the same funding source and are for substantially the same project purpose. Project appropriation transfers of this nature require the approval of the City Manager.

All proposed budget amendments and transfers will be submitted to the Chief Financial Officer for review and processing prior to City Manager or Council authorization.

In annual budget funds (General Fund and most Special Revenue Funds), all unexpended and unencumbered appropriations will be canceled on June 30 of each fiscal year, unless a re-appropriation is specifically approved by the City Manager. Multi-year funds will carry unexpended appropriations forward, adding any additional appropriations approved by the City Council for the new budget year.

- F. Management Authorization & Responsibilities. . Once the final Budget has been approved by the City Council, specific City Council approval to make expenditures consistent with the Budget will not be required except as provided by other Council Policies and Administrative Procedures. It is the responsibility of the City Manager and management to administer the City's budget within the framework of policy and appropriation as approved by the City Council.
1. The Chief Financial Officer is responsible for checking purchase requests against availability of funds and authorization as per the approved Budget.
  2. Unless otherwise directed, routine filling of vacancies in staff positions authorized within the Budget, will not require further City Council approval. However, new positions, not addressed by the adopted budget, do require City Council approval.
  3. At fiscal year end, the Chief Financial Officer is authorized to record accruals and transfers between funds and accounts in order to close projects or the books of accounts of the City of Culver City in accordance with generally accepted governmental accounting principles as established by the Government Accounting Standards Board, Government Finance Officers Association, and other appropriate accounting pronouncements. Any net shortage within a Fund will be recorded as a decrease in Fund Balance. Any net excess will be recorded as an increase to one or more appropriate Reserve Accounts as recommended by the Chief Financial Officer and approved by the City Manager or as is otherwise dictated by Council Financial Policies (5002). The net change in fund balances will be reported to City Council through various documents including Year-End Financial Reports, the Comprehensive Annual Financial Report (CAFR), Budget Documents and other financial presentations. Funds that exceeded appropriations during the year or ended the year with a deficit fund balance are reported annually in the CAFR notes to the financial statements. (Information regarding the policy parameters and administration of City Reserves is contained in City Council Policy 5002.)

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# Appendix B

**CITY OF CULVER CITY  
COUNCIL POLICY STATEMENT**

**Policy Number: 5002**

General Subject: Finance and Budget

Date Issued: 06/12/2023

Specific Subject: Financial Policies

Effective Date: 06/12/2023

Resolution No: 2023-R044

**I. PURPOSE:**

To establish a comprehensive set of financial policies for the City that will serve as a guideline for operational and strategic decision making related to financial matters.

**II. STATEMENT OF POLICY:**

The following financial policies are intended to establish a comprehensive set of guidelines for use by the City Council and City staff on decision-making that has a fiscal impact. The goal is to maintain the City's financial stability in order to be able to continually adapt to local and regional economic changes. Such policies will allow the City to maintain and enhance a sound fiscal condition. This policy should be implemented in conjunction with associated subsidiary policies, i.e. Budget Development and Administration (5001), Purchasing Policy, Investment Policy, etc.

These financial policies will be reviewed annually to ensure that they remain current. The policy will be included as part of the City's annual Adopted Budget. The City's comprehensive financial policies shall be in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).

Long-term Financial Planning  
Auditing, Financial Reporting and Disclosure  
Revenue Collection  
Cash Management  
Capital Improvement Projects  
Financial Reserves  
Grant Administration  
Debt Management

**III. LONG-TERM FINANCIAL PLANNING:**

1. The City shall create a General Fund Financial Forecast that looks forward at least five fiscal years into the future. The City shall consider immediate proactive measures when deficits between anticipated revenues and expenditures exist, even in outer years. The Forecast shall be updated as part of the Mid-Year Budget Report and as part of the annual Proposed budget.
2. The City Council, City Manager and Executive Management will consider the

effects of proposals for new or enhanced services, employee negotiations, tax/fee changes, or similar items, on the General Fund Financial Forecast. The City should be able to fund any such enhancements or changes in both the short-term and long-term.

3. The City shall develop and implement a financial plan to address its funding needs for issues like deferred maintenance and unfunded liabilities, which will be included in the General Fund Financial Forecast.
4. The City shall seek a balance in the overall revenue structure between more stable revenue sources (e.g. Property Tax and Utility Taxes) and economically sensitive revenue sources (e.g. Sales Tax and Transient Occupancy Tax).
5. The City will proactively seek to protect and expand its tax base by encouraging a healthy underlying economy.
6. The City will work to enhance and protect the property values of all Culver City residents and property owners.
7. The City shall encourage the economic development of the community as a whole in order to provide stable and increasing revenue streams. It should be the City's goal to not only attract new businesses but also to retain successful businesses in the City. Objectives of the revenue strategy should also include: avoiding an over reliance on revenue from any one particular industry; recruitment and retention efforts to ensure a balance of revenue sources; ensuring compatible uses; encouraging business synergies; and promoting the growth of amenities and ancillary services to support business districts and established industries.
8. The City shall develop and maintain methods for the evaluation of future development and related fiscal impacts on the City budget.
9. Every reasonable effort will be made to establish revenue measures which will cause the transients and recreation visitors to Culver City to carry a fair portion of the expenses incurred by the City as a result of their use of public facilities.
10. The City will establish appropriate cost-recovery targets for its fee structure and will annually adjust its Master Fee Schedule to ensure that the fees continue to meet cost recovery targets. The Finance Department may study, internally or using an outside consultant, the costs of providing such services and recommend fees to each department.
11. Special services, which can be identified with the recipients, will be self-supported from service fees to the maximum extent possible. Service fees shall be established in the Master Fee Schedule in compliance with applicable State law, and shall be periodically reviewed for compliance with applicable State law.
12. The City will oppose efforts of the State and County governments to divert revenues from the City or to increase unfunded service mandate of City taxpayers.
13. The City will seek additional intergovernmental funding and grants, with a priority on funding one-time capital projects. Grant-funded projects that require multi-year support will be reviewed by City Council.

14. The City will not rely on one-time revenue sources to fund operations. One-time revenues sources, whenever possible, will be used to fund one-time projects, augment reserve balances or fund unfunded liabilities.

#### **IV. AUDITING, FINANCIAL REPORTING AND DISCLOSURE POLICIES:**

Accounting standards boards and regulatory agencies set the minimum standards and disclosure requirements for annual financial reports and continuing disclosure requirements associated with municipal securities. The City places a high value on transparency and full disclosure in all matters concerning the City's financial position and results of operations. To this end, the City endeavors to make superior disclosure in the City's Comprehensive Annual Financial Report and Continuing Disclosure filings by going above and beyond the minimum reporting requirements including certificate of achievement programs and voluntary event disclosure filings.

The City prepares its financial statements in conformance with Generally Accepted Accounting Principles (GAAP). Responsibility for the accuracy and completeness of the financial statements rests with the City. However, the City retains the services of an external accounting firm to audit the financial statements on an annual basis. The primary point of contact for the auditor is the Chief Financial Officer, but the auditors will have direct access to the City Manager, City Attorney, Financial Planning and Budget Subcommittee or City Council on any matters they deem appropriate.

The financial statement audit and compliance audits will be conducted in accordance with the United States Generally Accepted Auditing Standards (GAAS), standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller of the United States, and standards set by regulatory agencies if applicable.

After soliciting and receiving written proposals from qualified independent accounting firms, the Chief Financial Officer shall submit a recommendation to the Financial Planning and Budget Subcommittee and City Council. Under the premise that multi-year audit agreements are more cost efficient, allow for greater continuity and reduce audit disruption, the City may engage auditors in multi-year contracts, but the term of each contract shall not exceed five years. Generally, the City will request proposals for audit services every five years. It is the City's policy to require mandatory audit firm rotation after ten years of consecutive service.

After audit results have been communicated to the City, the Finance Department is then responsible for responding to all findings within six months to the City Manager and Financial Planning and Budget Subcommittee and appropriate regulatory agencies, if applicable.

#### **V. REVENUE COLLECTION POLICY:**

1. The City will pursue revenue collection and auditing to ensure that monies due the City are accurately received in a timely manner.
2. The City will seek reimbursement from the appropriate agency for State and Federal mandated costs whenever possible and cost-effective.
3. The City should centralize accounts receivable/collection activities wherever

possible so that all receivables are handled consistently.

4. Accounts receivable management and diligent oversight of collections from all revenue sources are imperative. Sound financial management principles include the establishment of an allowance for doubtful accounts. Efforts will be made to pursue the timely collection of delinquent accounts. When such accounts are deemed uncollectible, they should be written-off from the financial statements.
  - a. The Chief Financial Officer, with the approval of the City Manager, is authorized to write off uncollectible individual accounts less than or equal to \$1,000.00. In such cases, the Chief Financial Officer must prepare a memorandum for City Manager review and approval documenting the accounts to be written off, the age of the debt, reasons for writing off each account and evidence of collection attempts taken on the account.
  - b. Past due accounts of \$1,000.00 or greater may be written off with approval by the City Council. To write off accounts exceeding \$1,000, the Chief Financial Officer must prepare an Agenda Report for City council review and approval documenting the accounts to be written off, the age of the debt, reasons for writing off each account and evidence of collection attempts taken on the account.

#### **VI. CASH MANAGEMENT POLICY:**

1. Cash and investment programs will be maintained in accordance with California Government Code Section 53600 et seq. and the City's adopted Investment Policy and will ensure that proper controls and safeguards are maintained. Pursuant to State law, the City, at least annually, revises, and the City Council affirms, a detailed Investment Policy.
2. Reports on the City's investment portfolio and cash position will be developed and presented to the City Council on at least a quarterly basis, in conformity with the California Government Code.
3. City funds will be managed in a prudent and diligent manner with emphasis on safety, liquidity, and yield, in that order.

#### **VII. CAPITAL IMPROVEMENT PROJECTS POLICY:**

1. A five-year Capital Improvement Plan shall be developed and updated annually, including anticipated funding sources. Capital improvement projects are defined as infrastructure or equipment purchases or construction which result in a capitalized asset and have a useful (depreciable) life of two years or more.
2. The capital improvement plan will identify, where applicable, current operating maintenance costs and funding streams available to repair and/or replace deteriorating infrastructure and to avoid significant unfunded liabilities.
3. The City should develop and implement a post-implementation evaluation of its infrastructures condition on a specified periodic basis, estimating the remaining



useful life, and projecting replacement costs.

4. The City shall actively pursue outside funding sources for all Capital Improvement Projects. Outside funding sources, such as grants, shall be used to finance only those Capital Improvement Projects that are consistent with the five-year Capital Improvement Project and local governmental priorities, and whose operating and maintenance costs have been included in future operating budget forecasts.
5. Capital improvement lifecycle costs will be coordinated with the development of the Operating Budget. Future operating, maintenance and replacement costs associated with new capital improvements will be forecasted, matched to available revenue sources, and included in the Operating Budget. Capital project contract awards will include a fiscal impact statement disclosing the expected operating impact of the project and when such cost is expected to occur.
6. Financing of capital improvement projects shall be considered pursuant to the Debt Management Policy section.

#### **VIII. FINANCIAL RESERVES POLICY:**

Prudent financial management dictates that some portion of the funds available to the City be reserved for future use.

As a general budget principle concerning the use of reserves, the City Council decides whether to appropriate funds from Reserve accounts. Even though a project or other expenditure qualifies as a proper use of Reserves, the Council may decide that it is more beneficial to use current year operating revenues or bond proceeds instead, thereby retaining the Reserve funds for future use. Reserve funds will not be spent for any function other than the specific purpose of the Reserve account from which they are drawn without specific direction in the annual budget; or by a separate City Council action. Information regarding Annual Budget Adoption and Administration is contained in City Council Policy 5001.

##### Governmental Funds and Fund Balance Defined

Governmental Funds including the General Fund, Special Revenue Funds, Capital Projects Funds, Debt Service Funds and Permanent Funds have a short-term or current flow of financial resources, measurement focus and basis of accounting and therefore, exclude long-term assets and long-term liabilities. The term Fund Balance, used to describe the resources that accumulate in these funds, is the difference between the fund assets and fund liabilities of these funds. Fund Balance is similar to the measure of net working capital that is used in private sector accounting. By definition, both Fund Balance and Net Working Capital exclude long-term assets and long-term liabilities.

##### Proprietary Funds and Net Working Capital Defined

Proprietary Funds including Enterprise Funds and Internal Service Funds have a long-term or economic resources measurement focus and basis of accounting and therefore, include long-term assets and liabilities. This basis of accounting is very similar to that used in private sector. However, instead of Retained Earnings, the term Net Position is

Position includes both long-term assets and liabilities, the most comparable measure of proprietary fund financial resources to governmental Fund Balance is Net Working Capital, which is the difference between current assets and current liabilities. Net Working Capital, like Fund Balance, excludes long-term assets and long-term liabilities.

### Governmental Fund Reserves (Fund Balance)

For Governmental Funds, the Governmental Accounting Standards Board (“GASB”) Statement No. 54 defines five specific classifications of fund balance. The five classifications are intended to identify whether the specific components of fund balance are available for appropriation and are therefore “Spendable.” The classifications also are intended to identify the extent to which fund balance is constrained by special restrictions, if any. Applicable only to governmental funds, the five classifications of fund balance are as follows:

<u>CLASSIFICATIONS</u>	<u>NATURE OF RESTRICTION</u>
Non-spendable	Cannot be readily converted to cash
Restricted	Externally imposed restrictions
Committed	City Council imposed commitment
Assigned	City Manager/CFO assigned purpose/intent
Unassigned	Residual balance not otherwise restricted

- A. Non-spendable fund balance: That portion of fund balance that includes amounts that are either (a) not in a spendable form, or (b) legally or contractually required to be maintained intact. Examples of Non-spendable fund balance include:
1. Reserve for Inventories: The value of inventories purchased by the City but not yet issued to the operating Departments is reflected in this account.
  2. Reserve for Long Term Receivables and Advances: This Reserve is used to identify and segregate that portion of the City’s financial assets which are not due to be received for an extended period, so are not available for appropriation during the budget year.
  3. Reserve for Prepaid Assets: This reserve represents resources that have been paid to another entity in advance of the accounting period in which the resource is deducted from fund balance. A common example is an insurance premium, which is typically payable in advance of the coverage period. Although prepaid assets have yet to be deducted from fund balance, they are no longer available for appropriation.
- B. Restricted fund balance: The portion of fund balance that reflects constraints placed on the use of resources (other than non-spendable items) that are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation. The City operates approximately twenty special revenue funds that account for items such as gas tax revenues distributed by the State, local return portions of County-wide sales tax overrides dedicated to transportation, grants from federal or State agencies with specific spending restrictions, Section 8 and CDBG

number of others. Since these funds are established because of the specific spending limitations on them, any year-end balances are still restricted for these purposes. Some specific examples of restricted fund balance are:

1. Reserve for Debt Service: Funds are placed in this Reserve at the time debt is issued. The provisions governing the Reserve, if established, are in the Bond Indenture and the Reserve itself is typically controlled by the Trustee.
  2. Park In Lieu: Per CCMC 15.06.305 and California Government Code Section 664777 (The 1975 “Quimby Act”), a dedication of land or payment of fees for park or recreational purposes in conjunction with residential development is required. The fees collected can only be used for specific park or recreation purposes as outlined in CCMC 15.06.305 through 15.06.330.
- C. Committed fund balance: That portion of a fund balance that includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action by the government’s highest level of decision making authority, and remain binding unless removed in the same manner. The City considers a resolution to constitute a formal action for the purposes of establishing committed fund balance. The action to constrain resources must occur within the fiscal reporting period; however, the amount can be determined subsequently. City Council imposed Commitments are as follows:
1. Contingency Reserve: The Contingency Reserve shall have a target balance of thirty percent (30%) of General Fund “Operating Budget” as originally adopted. Operating Budget for this purpose shall include current expenditure appropriations and shall exclude Capital Improvement Projects and Transfers Out. Appropriation and/or access to these funds are reserved for emergency situations only. The parameters by which the Contingency Reserve could be accessed would include the following circumstances:
    - a. A catastrophic loss of critical infrastructure requiring an expenditure of greater than or equal to five percent (5%) of the General Fund, Operating Budget, as defined above.
    - b. A State or Federally declared state of emergency where the City response or related City loss is greater than or equal to five percent (5%) of the General Fund, Operating Budget.
    - c. Any settlement arising from a claim or judgment where the loss exceeds the City’s insured policy coverage by an amount greater than or equal to five percent (5%) of the General Fund, Operating Budget.
    - d. Deviation from budgeted revenue projections in the top three General Fund revenue categories, namely, Sales Taxes, Utility Users’ Taxes and Business Taxes in a cumulative amount greater than or equal to five percent (5%) of the General Fund, Operating Budget.
    - e. Any action by another government that eliminates or shifts revenues from the City amounting to greater than or equal to five percent (5%) of the General Fund, Operating Budget.
    - f. Inability of the City to meet its debt service obligations in any given year.

- g. Any combination of factors 1) a.-f. amounting to greater than or equal to five percent (5%) of the General Fund, Operating Budget in any one fiscal year.

Use of the Contingency Reserve must be approved by the City Council. Should the Contingency Reserve commitment be used, the City Manager shall present a plan to City Council to replenish the reserve within five years.

2. Facilities Planning Reserve: The Facilities Planning Reserve has been established to offset the cost of replacement or major refurbishment to critical City facilities such as, but not limited to, the City Hall building and Police Department buildings, Fire Stations, and other Facility Improvement Projects. Use of this Reserve must be approved by City Council. This Reserve shall be funded by allocations of General Fund surplus revenues, as defined later in this policy, or by specific City Council allocations. The eligible uses of this reserve include the cash funding of public facility improvements or the servicing of related debt.
3. Recreational Facilities: City Council Policy 5003 requires ten percent (10%) of gross annual revenues derived from specified recreational classes and rentals to be set aside for the refurbishment of certain recreational facilities, fee-based activity programs and equipment used in connection with fee-based recreation classes.
4. Public Safety Equipment Replacement Reserve: The Public Safety Equipment Replacement Reserve has been established to secure funding for critical safety related equipment such as: personal protective equipment for police and fire, emergency medical equipment, fire suppression equipment, hazardous materials equipment, extrication equipment, body-worn cameras, in-car cameras/arbitrator system, unmanned aerial vehicle, equipment to secure perimeters, other non-lethal equipment, and litter baskets. Use of this Reserve must be approved by City Council. This Reserve shall be funded by allocations of General Fund surplus revenues, as defined later in this Policy, or by specific City Council allocations.

D. Assigned fund balance: That portion of a fund balance that includes amounts that are constrained by the City's intent to be used for specific purposes but that are not restricted or committed. This policy hereby delegates the authority to the City Manager or Chief Financial Officer to modify or create new assignments of fund balance. Constraints imposed on the use of assigned amounts may be changed by the City Manager or Chief Financial Officer. Appropriations of balances are subject to Council Policy 5001 concerning budget adoption and administration. Examples of assigned fund balance may include but are not limited to:

1. Reserves for Encumbrances: Purchase Orders and contracts executed by the City express an intent to purchase goods or services. Generally, such documents include a cancellation clause, where the City would then only be responsible to pay for goods received or services provided. The City recognizes the obligation to pay for these goods and services as a reservation of fund balance, but because the City can ultimately free itself of this obligation if necessary, it does not meet the requirements of the more restrictive fund balance categorizations.
2. Change in Fair Market Value of Investments: As dictated by GASB 31, the City

practice is necessary to ensure that the City's investment assets are shown at their true value as of the balance sheet. However, in a fluctuating interest rate environment, this practice records market value gains or losses which may never be actually realized. The City Manager or Chief Financial Officer may elect to reserve a portion of fund balance associated with an unrealized market value gain. However, it is impractical to assign a portion of fund balance associated with an unrealized market value loss.

When the City Manager or Chief Financial Officer authorizes a change in General Fund, Assigned Fund Balance, City Council shall be notified quarterly.

- E. Unassigned fund balance: The residual portion of available fund balance that is not otherwise restricted, committed or assigned.

#### **IX. GENERAL FUND SURPLUS:**

At the end of each fiscal year, the difference between General Fund revenues and expenditures results in either a surplus (adding to fund balance) or deficit (subtracting from fund balance). In the case of a surplus, the policy for allocation shall follow these priorities:

1. Full funding of the Contingency Reserve.
2. If the Contingency Reserve is fully funded, 10% of the remaining surplus amount, but no more than \$1,000,000, shall be placed in the Public Safety Equipment Replacement Reserve, 40% of the remaining surplus amount shall be placed in the Facilities Planning Reserve, and the remainder shall revert to Unassigned fund balance.

The City Manager may recommend a different allocation for approval by the City Council.

#### **X. PROPRIETARY FUND RESERVES (NET WORKING CAPITAL):**

In the case of Proprietary Funds (Enterprise and Internal Service Funds), Generally Accepted Accounting Principles ("GAAP") does not permit the reporting of reserves on the face of City financial statements. However, this does not preclude the City from setting policies to accumulate financial resources for prudent financial management of its proprietary fund operations. Since proprietary funds may include both long-term capital assets and long-term liabilities, the most comparable measure of liquid financial resources that is similar to fund balance in proprietary funds is net working capital which is the difference between current assets and current liabilities. For all further references to reserves in Proprietary Funds, Net Working Capital is the intended meaning.

##### **A. Refuse Disposal Fund**

1. Stabilization and Contingency Reserve: This Reserve is used to provide sufficient funds to support seasonal variations in cash flows and in more extreme conditions, to maintain operations for a reasonable period of time so the City may reorganize in an orderly manner or effectuate a rate increase to offset sustained cost increases. The intent of the Reserve is to provide funds to offset

cost increases that are projected to be short-lived, thereby partially eliminating the volatility in annual rate adjustments. It is not intended to offset ongoing, long-term pricing structure changes. The target level of this reserve is twenty-five percent (25%) of the annual operating budget. This reserve level is intended to provide a reorganization period of 3 months with zero income or 12 months at a twenty-five percent (25%) loss rate. The City Council must approve the use of these funds, based on City Manager recommendation. Funds collected in excess of the Stabilization reserve target would be available to offset future rate adjustments, while extended reserve shortfalls would be recovered from future rate increases. Should catastrophic losses to the fleet or transfer station occur, the Stabilization and Contingency Reserve may be called upon to avoid disruption to refuse disposal.

#### B. Municipal Bus Lines Fund

1. Stabilization and Contingency Reserve: This Reserve is used to provide sufficient funds to support seasonal variations in cash flows and in more extreme conditions, to maintain operations for a reasonable period of time so the City may reorganize in an orderly manner or effectuate a fare increase to offset sustained cost increases. The intent of the Reserve is to provide funds to offset cost increases that are projected to be short-lived, thereby partially eliminating the volatility in fare adjustments. It is not intended to offset ongoing, long-term cost of operations changes. The target level of this reserve is twenty-five percent (25%) of the annual operating budget. This reserve level is intended to provide a reorganization period of 3 months with zero income or 12 months at a twenty-five percent (25%) loss rate. The City Council must approve the use of these funds, based on City Manager recommendation. Funds collected in excess of the Stabilization reserve target would be available to offset future fare adjustments, while extended reserve shortfalls would be recovered from future fare increases. Should catastrophic losses to the fleet or transportation building occur, the Stabilization and Contingency Reserve may be called upon to avoid disruption to public transportation.

#### C. Sewer Enterprise Fund

1. Stabilization and Contingency Reserve: This Reserve is used to provide sufficient funds to support seasonal variations in cash flows and in more extreme conditions, to maintain operations for a reasonable period of time so the City may reorganize in an orderly manner or effectuate a rate increase to offset sustained cost increases. The intent of the Reserve is to provide funds to offset cost increases that are projected to be short-lived, thereby partially eliminating the volatility in annual rate adjustments. It is not intended to offset ongoing, long-term pricing structure changes. The target level of this reserve is fifty percent (50%) of the annual operating budget. This reserve level is intended to provide a reorganization period of 6 months with zero income or 24 months at a twenty-five percent (25%) loss rate. The City Council must approve use of these funds, based on City Manager recommendation. Funds collected in excess of the Stabilization reserve target would be available to offset future rate adjustments, while extended reserve shortfalls would be recovered from future rate increases. Should catastrophic losses to the infrastructure system occur, the Stabilization and Contingency Reserve may be called upon to avoid disruption to sewer service.



2. Infrastructure Replacement Funding Policy: This funding policy is intended to be a temporary repository for cash flows associated with the funding of infrastructure replacement projects provided by the Sewer Master Plan. The contribution rate is intended to level-amortize the cost of infrastructure replacement projects over a long period of time. The annual funding rate of the Sewer Master Plan is targeted at an amount that, when combined with prior or future year contributions, is sufficient to provide for the eventual replacement of assets as scheduled in the plan. This contribution policy should be updated periodically based on the most current Wastewater Master Plan. There are no minimum or maximum balances contemplated by this funding policy. However, the contributions level should be reviewed periodically or as major updates to the Wastewater Master Plan occur. Annual funding is contingent on many factors and may ultimately involve a combined strategy of cash funding and debt issuance with the intent to normalize the burden on Sewer customer rates.

#### D. Internal Service Funds

##### Background.

Internal Service Funds are used to centrally manage and account for specific program activity in a centralized cost center. Their revenue generally comes from internal charges to departmental operating budgets rather than direct appropriations. They have several functions.

They work well in normalizing departmental budgeting for programs that have life-cycles greater than one year; thereby facilitating level budgeting for expenditures that will, by their nature, be erratic from year to year. This also facilitates easier identification of long term trends.

They act as a strategic savings plan for long-term assets and liabilities.

From an analytical standpoint, they enable appropriate distribution of city-wide costs to individual departments, thereby more readily establishing true costs of various operations.

Since departmental charges to the internal service fund duplicate the ultimate expenditure from the internal service fund, they are eliminated when consolidating entity-wide totals.

The measurement criteria, cash flow patterns, funding horizon and acceptable funding levels are unique to each program being funded. Policy regarding target balance and/or contribution policy, gain/loss amortization assumption, source data, and governance for each of the City's Internal Service Funds is set forth as follows:

1. For all Internal Service Funds: The Chief Financial Officer may transfer part or all of any unencumbered fund balance between the Internal Service Funds provided that the withdrawal of funds from the transferred fund would not cause insufficient reserve levels or insufficient resources to carry out its intended purpose. This action is appropriate when the decline in cash balance in any fund is precipitated by an off-trend non-recurring event. The Chief Financial Officer will make such recommendations as part of the annual budget adoption or

through separate Council action.

2. Equipment Maintenance Fund and Equipment Replacement Fund: The Equipment Maintenance and Replacement Funds receive operating money from the Departments to provide equipment maintenance and to fund the regular replacement of major pieces of equipment (mostly vehicles) at their economic obsolescence.

- a. Equipment Maintenance Fund: The Equipment Maintenance Fund acts solely as a cost allocation center (vs. a pre-funding center) and is funded on a pay-as-you-go basis by departmental maintenance charges by vehicle type and usage requirement. Because of this limited function, the target year-end balance is zero.

Contribution rates (departmental charges) are set to include the direct costs associated with maintaining the City vehicle fleet, including fleet maintenance employee salary and benefits, operating expenses, administrative overhead and maintenance related capital outlay. Maintenance facility improvements and replacement costs are to be provided outside of this cost unit.

Because of the limited purpose of this fund, a gain/loss assumption is not needed.

Source data is ongoing city fleet inventory and maintenance cost information. Governance is achieved through annual management adjustment of contribution rates on the basis of maintenance cost by vehicle and distribution of costs based on fleet use by department/division.

- b. Equipment Replacement Fund: Operating Departments are charged annual amounts sufficient to accumulate funds for the replacement of vehicles, communications equipment, technology equipment and other equipment replacement determined appropriate by the Chief Financial Officer. The City Manager recommends annual rate adjustments as part of the budget preparation process. These adjustments are based on pricing, future replacement schedules and other variables.

The age and needs of the equipment inventory vary from year to year. Therefore, the year-end fund balance will fluctuate in direct correlation to accumulated depreciation. In general, it will increase in the years preceding the scheduled replacement of relatively large percentage of the equipment, on a dollar value basis. However, rising equipment costs, dissimilar future needs, replacing equipment faster than their expected life or maintaining equipment longer than their expected life all contribute to variation from the projected schedule.

In light of the above, the target funding level is not established in terms of a flat dollar figure or even a percentage of the overall value of the equipment inventory. It is established at fifty percent (50%) of the current accumulated depreciation value of the equipment inventory, calculated on a replacement value basis. This will be reconciled annually as part of the year-end close out process by the Finance Department. If departmental replacement



charges for equipment prove to be excessive or insufficient with regard to this target funding level, new rates established during the next budget cycle will be adjusted with a view toward bringing the balance back to the target level over a three-year period.

### 3. Self-Insurance Fund

#### Background

The Self-insurance fund pays for insurance premiums, benefit and settlement payments, and administrative and operating expenses. It is supported by charges to other City funds for the services it provides. These annual charges for service shall reflect the five-year historical experience and shall be set to equal the annual expenses of the fund.

#### Policy & Practice

Self-insurance reserves (Liability and Workers' compensation) will be maintained at a level which, together with purchased insurance policies, adequately indemnify the City's property, liability, and health benefit risk from one-time fluctuations. A qualified actuarial firm shall be retained on an annual basis in order to recommend appropriate funding levels, which will be approved by Council. The City shall maintain minimum reserves equal to 60% of the five-year average of total Self-Insurance Fund costs, with a maximum of 100%.

To lessen the impact of short-term annual rate change fluctuation, City management may implement one-time fund transfers (rather than department rate increases) when funding shortfalls appear to be due to unusually sharp and non-recurring factors. Excess reserves in other areas may be transferred to the internal service fund in these instances but such transfers should not exceed the funding necessary to reach the one hundred percent (100%) reserve level defined above.

### 4. Compensated Absences

#### Fund Background

The primary purpose of flex leave, vacation leave and sick leave is to provide compensated time off as appropriate and approved. However, under certain circumstances, typically at separation from service, some employees have the option of receiving cash-out payments for some accumulated leave balances. The Compensated Absences Fund is utilized primarily as a budget smoothing technique for any such leave bank liquidations. The primary purpose of the Compensated Absences Fund is to maintain a balance sufficient to facilitate this smoothing.

#### Policy and Practice

The contribution rate will be set to cover estimated annual cash flows based on a three-year trailing average.

The minimum cash reserve should not fall below that three-year average. The maximum cash reserve should not exceed fifty percent (50%) of the long term liability. The target cash reserve shall be the median difference between the minimum and maximum figures.

Each department will make contributions to the Compensated Absences Fund through its operating budget as a specified percentage of salary. The Chief Financial Officer will review and recommend adjustments to the percentage of salary required during the annual budget development process. This percentage will be set so as to maintain the reserve within the parameters established above.

## 5. Post Retirement Funding Policies

### a. Pension Funding:

- i) California Public Employees Retirement System (CalPERS): The City's principal Defined Benefit Pension program is provided through contract with CalPERS. The City's contributions to the plan include a fixed employer paid member contribution and an actuarially determined employer contribution that fluctuates each year based on an annual actuarial plan valuation. This variable rate employer contribution includes the normal cost of providing the contracted benefits plus or minus an amortization of plan changes and net actuarial gains and losses since the last valuation period.

It is the City's policy to make contributions to the plan equaling at least one hundred percent (100%) of the actuarially required contribution (annual pension cost). Because the City pays the entire actuarially required contribution each year, by definition, its net pension obligation at the end of each year is \$0. Any unfunded actuarial liability (UAL) is amortized and paid in accordance with the actuary's funding recommendations. The City will strive to maintain its UAL within a range that is considered acceptable to actuarial standards. The City Council shall consider increasing the annual CalPERS contribution should the UAL status fall below acceptable actuarial standards.

### b. Other Post-Employment Benefits (OPEB Funding):

#### Background.

The City's OPEB funding obligations consists of two retiree medical plans.

#### New Plan. Effective July 1, 2011, the City and its employee associations

agreed to major changes to the Post Employment Healthcare Plan. New employees participate in a program that requires certain defined employee and employer contributions while the employee is in active service. However, once the contributions have been made to the employee's account, the City has transferred a substantial portion of the

funding risk to the employee.

Old Plan. Eligible employees who retired prior to the “New Plan” and active employees were eligible to continue to receive post-retirement medical benefits (a defined benefit plan). The cost was divided among the City, current employees and certain retirees. In the past, this program was largely funded on a pay-as-you-go basis, so there was a significant unfunded liability. Recognizing this problem, the City began contributing to this obligation in 2010. In 2012, these assets were placed in a pre-funding trust. The City’s intention is to amortize the remaining unfunded liability within 25 years.

Policy & Practice.

New Plan. Consistent with agreements between the City and employee associations, the new defined contribution plan will be one hundred percent (100%) funded, on an ongoing basis, as part of the annual budget process. Funds to cover this expenditure will be contained within the salary section of each department’s annual operating budget.

Old Plan. The City’s policy is to prefund the explicit (cash subsidy) portion of the Actuarial Accrued Liability (AAL) of the remnants of the old plan over a 25- year amortization period, or less. This amount will be based on the Annual Required Contribution (ARC) determined by a biennial actuarial review; subject to review and analysis by the City. The City will strive to maintain a funded status that will be within a range that is considered acceptable to actuarial standards. The City Council shall consider increasing the annual OPEB contribution should the funded status fall below acceptable actuarial standards. The City Council shall also consider increasing the annual OPEB contribution when possible to reduce the amortization period.

## **XI. GRANT ADMINISTRATION POLICY**

### **A. Grant Application and Responsibility**

Individual departments are encouraged to investigate sources of funding relevant to their respective departmental activities.

The individual department applying for a grant or receiving a restricted donation shall generally be considered the Program Administrator of the grant. The Budget and Accounting Divisions in the Finance Department may assist in the financial administration and reporting of the grant but the Program Administrator is ultimately responsible for meeting all terms and conditions of the grant, insuring that only allowable costs are charged to the grant program and is responsible for adhering to City budgeting and fiscal procedures. Individual Departments and Program Administrators are not authorized to execute grant contracts. Grant contracts should be reviewed by the City Attorney’s office and executed by the City Manager and/or City Council.

### **B. Grant Acceptance & Appropriation by City Council**

Even though the funding source for an activity may be provided by a grantor/donor, only City Council can appropriate funds for official City activities except as authorized by Council Policy 5001 (Budget Adoption and Administration). Therefore, prior to the acceptance of a grant, the City Manager and City Council shall:

1. Approve the terms and conditions of the proposed grant including the specific City obligations that may be created by the grant contract in terms of required City matching expenditures or staff activities, even if the expenditures were previously appropriated through the budget adoption process.
2. Approve budget appropriations for the grant expenditures and City matching expenditures unless previously appropriated through the budget adoption process.
3. Approve and execute the Grant Contract(s).

Note: The City Council review and approval of items 1 and 3 are not required if the grant is under \$30,000, pursuant to Council Policy 5001.

Any budget amendments requested by the Program Administrator or operating department shall be reviewed by the Budget Division of the Finance Department and submitted as a staff report to the Council for their review and approval. The Budget Division of the Finance Department along with the Program Administrator shall determine the proper amount of the appropriation request during the current and future fiscal year(s).

#### C. Timely Reimbursement

The Program Administrator is responsible and should pursue and/or request grant reimbursements or draw-downs on a timely basis. If requested, the Accounting Division of the Finance Department will assist with grant reimbursements or draw-downs. All checks shall be made payable to the City of Culver City and remitted to the Program Administrator.

Grant checks should be deposited immediately with the Revenue Division of the Finance Department along with supporting documentation received by the Program Administrator. Copies should also be forwarded to the Accounting Division of the Finance Department.

The Program Administrator will keep the Budget and Accounting Divisions of the Finance Department apprised of the annual estimated grant revenues and expenditures and a tentative schedule of cash-flows for the grant program.

#### D. Financial and Grant Reporting

Grant reporting requirements vary widely by grant and sometimes include monthly, quarterly, and or annual reporting. Subsequent to the approval of a grant application, and during the project period, any required reports shall be the responsibility of the Program Administrator, or if requested by the Program Administrator, in conjunction with the Accounting Division of the Finance

Department. Program Administrators submitting their own reports shall forward a copy of each report to the Accounting Division of the Finance Department.

E. Grants Containing Direct Federal Assistance of Federal “Pass-Through” Funds

Program Administrators acknowledge that Federal Funds or Federal Funds that “pass-through” state and local programs are required to be reported on the City’s Schedule of Federal Financial Assistance and included in the City’s annual Single Audit (compliance audit of all Federal Funds). Program Administrators will identify and keep the Accounting Division apprised of those grant programs that contain direct Federal Funding or Federal pass-through funds, identifying the Catalog of Federal Domestic Assistance (CFDA) number when at all possible.

F. Record Keeping & Retention Requirements

For the purpose of Grantor inquiries and grant specific compliance audits, Program Administrators are responsible for maintaining adequate records to evidence that program activities and expenditures met the terms and conditions of the grant and that all grant reporting requirements were met timely. Record retention requirements vary by grant, but it is recommended that grant records should be maintained for a minimum of the life-of-the-grant plus three years, unless otherwise specified by the grant contract.

G. Documents to be forwarded to Accounting

Information received from a granting or donor agency that is pertinent to the terms, conditions, approval, extension, denial, revocation, and administration of a grant shall be forwarded to the OMB of the Finance Department including but not limited to:

- Grant Award Notification
- Expenditure Authorization Date (if applicable) Grant Contracts
- Grant Extension Letters
- Grant Termination Letter
- Program and or Financial Reports
- Notices of Questioned Costs or instances of non-compliance
- Any Document setting or modifying terms and conditions of the grant

## **XII. DEBT MANAGEMENT POLICIES:**

The City is committed to fiscal sustainability by employing long-term financial planning efforts, maintaining appropriate reserves levels and employing prudent practices in governance, management, budget administration and financial reporting.

Debt levels and their related annual costs are important long-term obligations that must be managed within available resources. A disciplined thoughtful approach to debt management includes policies that provide guidelines for the City to manage its debt program in-line with those resources. Therefore, the objective of this policy is to provide written guidelines and restrictions concerning the amount and type of debt issued by the City and the ongoing management of the debt portfolio.

This debt management policy is intended to improve the quality of decisions, provide justification for the structure of debt issuance, identify policy goals and demonstrate a commitment to long-term financial planning, including a multi-year capital plan. Adherence to a debt management policy signals to rating agencies and the capital markets that a government is well managed and should meet its obligations in a timely manner.

#### A. Conditions and Purposes of Debt Issuance

##### 1. Acceptable Conditions of the Use of Debt

- a. It meets the City's goal of distributing the payments for the asset over its useful life so that benefits more closely match costs for both current and future residents.
- b. It is the most cost-effective funding means available to the City, taking into account cash flow needs and other funding alternatives.
- c. It is fiscally prudent and meets the guidelines of this Policy. Any consideration of debt financing shall consider financial alternatives, including pay-as-you-go funding, proceeds derived from development or redevelopment of existing land and capital assets owned by the City, and use of existing or future cash reserves, or combinations thereof.

##### 2. Acceptable Uses of Debt

The City will consider financing for the acquisition, substantial refurbishment, replacement or expansion of physical assets, including land improvements. The primary purpose of debt is to finance one of the following:

- a. Acquisition and or improvement of land, right-of-way or long-term easements.
- b. Acquisition of a capital asset with a useful life of 3 or more years.
- c. Construction or reconstruction of a facility.
- d. Refunding, refinancing, or restructuring debt, subject to refunding objectives and parameters discussed in Section E.
- e. Although not the primary purpose of the financing effort, project reimbursables that include project planning design, engineering and other preconstruction efforts; project-associated furniture fixtures and equipment; capitalized interest, original issuer's discount, underwriter's discount and other costs of issuance.
- f. Interim or cash flow financing, such as anticipation notes.

##### 3. Prohibited Uses of Debt

Prohibited uses of debt include the following:

- a. Financing of operating costs except for anticipation notes with a term of less than one year.
- b. Debt issuance used to address budgetary deficits.
- c. Debt issued for periods exceeding the useful life of the asset or projects to be financed.

## B. Use of Alternative Debt Instruments

The City recognizes that there are numerous types of financing structures and funding sources available, each with specific benefits, risks, and costs. All potential funding sources are reviewed by management within the context of the Debt Policy and the overall portfolio to ensure that any financial product or structure is consistent with the City's objectives. Regardless of what financing structure(s) is utilized, due-diligence review must be performed for each transaction, including the quantification of potential risks and benefits, and analysis of the impact on City creditworthiness and debt affordability and capacity.

### 1. Variable Rate Debt

Variable rate debt affords the City the potential to achieve a lower cost debt depending on market conditions. However, the City will seek to limit the use of variable-rate debt due to the potential risks of such instruments.

#### a. Purpose

The City shall consider the use of variable rate debt for the purposes of:

- i) Reducing the costs of debt issues.
- ii) Increasing flexibility for accelerating principal repayment and amortization.
- iii) Enhancing the management of assets and liabilities (matching short-term "priced debt" with the City's short-term investments).
- iv) Diversifying interest rate exposure.

#### b. Considerations and Limitations on Variable-Rate Debt

The City may consider the use of all alternative structures and modes of variable rate debt to the extent permissible under State law and will make determinations among different types of modes of variable-rate debt based on cost, benefit, and risk factors. The Chief Financial Officer shall consider the following factors in considering whether to utilize variable rate debt:

- i) Any variable rate debt should not exceed 20% of total City General Fund supported debt.
- ii) Any variable rate debt should be fully hedged by expected future Facility Financing Plan reserves or unrestricted General Fund reserve levels.
- iii) Whether interest cost and market conditions (including the shape of the yield curves and relative value considerations) are



- unfavorable for issuing fixed rate debt.
- iv) The likelihood of projected debt service savings when comparing the cost of fixed rate bonds.
- v) Costs, implementation and administration are quantified and considered.
- vi) Cost and availability of liquidity facilities (lines of credit necessary for variable rate debt obligations and commercial paper in the event that the bonds are not successfully remarketed) are quantified and considered.
- vii) Ability to convert debt to another mode (daily, monthly, fixed) or redeem at par at any time is permitted.
- viii) The findings of a thorough risk management assessment.

c. Risk Management

Any issuance of variable rate debt shall require a rigorous risk assessment, including, but not limited to factors discussed in this section. Variable rate debt subjects the City to additional financial risks (relative to fixed rate bonds), including interest rate risk, tax risk, and certain risks related to providing liquidity for certain types of variable rate debt.

The City will properly manage the risks as follows:

- i) **Interest Rate Risk and Tax Risk** – The risk that market interest rates increase on variable-rate debt because of market conditions, changes in taxation of municipal bond interest, or reductions in tax rates. **Mitigation** – Limit total variable rate exposure per the defined limits and match the variable rate liabilities with short term assets.
- ii) **Liquidity/Remarketing Risk** – The risk that holders of variable rate bonds exercise their “put” option, tender their bonds, and the bonds cannot be remarketed requiring the bond liquidity facility provider to repurchase the bonds. This will result in the City paying a higher rate of interest to the facility provider and the potential rapid amortization of the repurchased bonds. **Mitigation** – Limit total direct variable-rate exposure. Seek liquidity facilities which allow for longer (5-10 years) amortization of any draws on the facility. Secure credit support facilities that result in bond ratings of the highest short-term ratings and long-term ratings not less than AA. If the City’s bonds are downgraded below these levels as a result of the facility provider’s ratings, a replacement provider shall be sought.
- iii) **Liquidity/Rollover Risk** – The risk that arises due to the shorter term of most liquidity provider agreements (1-5 years) relative to the longer-term amortization schedule of the City’s variable-rate bonds. In particular, (1) the City may incur higher renewal fees when renewal agreements are negotiated and (2) the liquidity bank market constricts such that it is difficult to secure third party liquidity at any interest rate. **Mitigation** – Negotiate longer terms on provider contracts to minimize the number of rollovers.



## 2. Derivatives

The use of certain derivative products to hedge variable rate debt, such as interest rate swaps, may be considered to the extent the City has such debt outstanding or under consideration. The City will exercise extreme caution in the use of derivative instruments for hedging purposes, and will consider their utilization only when sufficient understanding of the products and sufficient expertise for their appropriate use has been developed. A comprehensive derivative policy will be adopted by the City prior to any utilization of such instruments.

## C. Refunding Guidelines

The Chief Financial Officer shall monitor at least annually all outstanding City debt obligations for potential refinancing opportunities. The City will consider refinancing of outstanding debt to achieve annual savings. Absent a compelling economic reason or financial benefit to the City, any refinancing should not result in any increase to the weighted average life of the refinanced debt.

The City will generally seek to achieve debt service savings which, on a net present value basis, are at least 3% of the debt being refinanced. The net present value assessment shall factor in all costs, including issuance, escrow, and foregone interest earnings of any contributed funds on hand. Any potential refinancing shall additionally consider whether an alternative refinancing opportunity with higher savings is reasonably expected in the future.

Any potential refinancing executed more than 90 days in advance of the outstanding debt optional call date shall require a higher savings threshold. Consideration of this method of refinancing shall place greater emphasis on determining whether an alternative refinancing opportunity with higher savings is reasonably expected in the future.

## D. Market Communication, Administration, and Reporting

1. Rating Agency Relations and Annual or Ongoing Surveillance. The Chief Financial Officer shall be responsible for maintaining the City's relationships with Standard & Poor's Ratings Services, Fitch Ratings and Moody's Investor's Service. The City is committed to maintaining its existing rating levels. In addition to general communication, the Chief Financial Officer shall:

- a. Ensure the rating agencies are provided updated financial information of the City as it becomes publicly available.
- b. Communicate with credit analysts at each agency at least once each year, or as may be requested by the agencies.
- c. Prior to each proposed new debt issuance, schedule meetings or conference calls with agency analysts and provide a thorough update on the City's financial position, including the impacts of the proposed debt issuance.

2. Council and Financial Planning and Budget Subcommittee

Communication. The Chief Financial Officer should report feedback from rating agencies, when and if available, regarding the City's financial strengths and weaknesses and recommendations for addressing any weaknesses as they pertain to maintaining the City's existing credit ratings.

3. Continuing Disclosure Compliance. The City shall remain in compliance with Security and Exchange Commission Rule 15c2-12 by filing its annual financial statements and other financial and operating data for the benefit of its bondholders within 270 days of the close of the fiscal year, or as required in any such agreement for any debt issue. The City shall maintain a log or file evidencing that all continuing disclosure filings have been made promptly.
4. Debt Issue Record-Keeping. A copy of all debt-related records shall be retained at the City's offices. At minimum, these records shall include all official statements, bond legal documents/transcripts, resolutions, trustee statements, leases, and title reports for each City financing (to the extent available).
5. Arbitrage Rebate. The use of bond proceeds and their investments must be monitored to ensure compliance with all Internal Revenue Code Arbitrage Rebate Requirements. The Chief Financial Officer shall ensure that all bond proceeds and investments are tracked in a manner which facilitates accurate calculation; and, if a rebate payment is due, such payment is made in a timely manner.

#### E. Credit Ratings.

The City will consider published ratings agency guidelines regarding best financial practices and guidelines for structuring its capital funding and debt strategies to maintain the highest possible credit ratings consistent with its current operating and capital needs.

#### F. Legal Debt Limit.

Culver City Charter section 1603 indicates that the City shall not incur bonded indebtedness which shall in the aggregate exceed the sum of fifteen percent (15%) of the total assessed valuation, for purposes of City taxation, of all the real and personal property within the City. While this limit defines the absolute maximum legal debt limit for the City, it is not an effective indicator of the City's affordable debt capacity.

#### G. Affordability.

Prior to the issuance of debt to finance a project, the City will carefully consider the overall long-term affordability of the proposed debt issuance. The City shall not assume more debt without conducting an objective analysis of the City's ability to assume and support additional debt service payments. The City will consider its long-term revenue and expenditure trends, the impact on operational flexibility and the overall debt burden on the taxpayers. The evaluation process shall include a review of generally accepted measures of affordability and will strive to achieve and or maintain debt levels consistent with its current operating and capital needs. The Chief Financial Officer shall review benchmarking results of other California cities of comparable size with the City's Financial Planning and Budget

Subcommittee prior to any significant project financing.

1. General Fund-Supported Debt. General Fund Supported Debt generally includes Certificates of Participation (COPs) and Lease Revenue Bonds (LRBs) which are lease obligations that are secured by an installment sale or by a lease- back arrangement between the City and another public entity. The general operating revenues of the City are pledged to pay the lease payments, which are, in turn, used to pay debt service on the bonds or Certificates of Participation.

These obligations do not constitute indebtedness under the state constitutional debt limitation and, therefore, are not subject to voter approval.

Payments to be made under valid leases are payable only in the year in which use and occupancy of the leased property is available, and lease payments may not be accelerated. Lease financing requires the fair market rental value of the leased property to be equal to or greater than the required debt service or lease payment schedule. The lessee (City) is obligated to place in its Annual Budget the rental payments that are due and payable during each fiscal year the lessee has use of the leased property.

The City should strive to maintain its net General Fund-backed debt service at or less than 8% of available annually budgeted revenue. This ratio is defined as the City's annual debt service requirements on Certificates of Participation and Lease Revenue Bonds compared to total General Fund Revenues net of interfund transfers. This ratio, which pertains to only general fund backed debt, is often referred to as "lease burden."

2. Revenue Bonds. Long-term obligations payable solely from specific pledged sources, in general, are not subject to a debt limitation. Examples of such long-term obligations include those which achieve the financing or refinancing of projects provided by the issuance of debt instruments that are payable from restricted revenues or user fees (Enterprise Revenues) and revenues generated from a project.

In determining the affordability of proposed revenue bonds, the City will perform an analysis comparing projected annual net revenues (exclusive of depreciation which is a non-cash related expense) to estimated annual debt service. The City should strive to maintain a coverage ratio of 125% using historical and/or projected net revenues to cover annual debt service for bonds. The City may require a rate increase to cover both operations and debt service costs, and create debt service reserve funds to maintain the required coverage ratios.

3. Special Districts Financing. The City's Special Districts primarily consist of 1913/1915 Act Assessment Districts (Assessment Districts). The City will consider requests for Special District formation and debt issuance when such requests address a public need or provide a public benefit. Each application will be considered on a case by case basis, and the Finance Department may not recommend a financing if it is determined that the financing could be detrimental to the debt position or the best interests of the City.

4. **Conduit Debt.** Conduit financing provides for the issuance of securities by a government agency to finance a project of a third party, such as a non-profit organization or other private entity. The City may sponsor conduit financings for those activities that have a general public purpose and are consistent with the City's overall service and policy objectives. Unless a compelling public policy rationale exists, such conduit financings will not in any way pledge the City's faith and credit.

#### H. Structure of Debt

1. **Term of Debt** – Debt will be structured with the goal of distributing the payments for the asset over its useful life so that benefits more closely match costs for both current and future residents. Borrowings by the City should be of a duration that does not exceed the useful life of the improvement that it finances. The standard term of long-term borrowing is typically 15-30 years.
2. **Rapidity of Debt Payment** – Accelerated repayment schedules reduce debt burden faster and reduce total borrowing costs. The Finance Department will amortize debt through the most financially advantageous debt structure and to the extent possible, match the City's projected cash flow to the anticipated debt service payments. "Backloading" of debt service will be considered only when one or more of the following occur:
  - a. Natural disasters or extraordinary or unanticipated external factors make payments on the debt in early years prohibitive.
  - b. The benefits derived from the debt issuance can clearly be demonstrated to be greater in the future than in the present.
  - c. Such structuring is beneficial to the City's aggregate overall debt payment schedule or achieves measurable interest savings.
  - d. Such structuring will allow debt service to more closely match project revenues during the early years of the project's operation.
3. **Level Payment** – To the extent practical, bonds will be amortized on a level repayment basis, and revenue bonds will be amortized on a level repayment basis considering the forecasted available pledged revenues to achieve the lowest rates possible. Bond repayments should not increase on an annual basis in excess of 2% without a dedicated and supporting revenue funding stream.
4. **Serial Bonds, Term Bonds, and Capital Appreciation Bonds** – For each issuance, the City will select serial bonds or term bonds, or both. On the occasions where circumstances warrant, Capital Appreciation Bonds (CABs) may be used. The decision to use term, serial, or CAB bonds is driven based on market conditions.
5. **Reserve Funds** – The City shall strive to maintain fund balance in the Facilities Planning Reserve at a level equal to or greater than the

maximum annual debt service of existing obligations.

***\*This Policy supersedes Policy No. 5002 issued on January 23, 1995 by Resolution No. 95-R00, revised on July 16, 2007 by Resolution No. 2007-R043, revised on June 22, 2009 by Resolution No. 2009-R051, and revised on June 23, 2014 by Resolution No. 2014-R056.***

# Appendix C

## APPENDIX C

### CITY OF CULVER CITY COUNCIL POLICY STATEMENT

Policy Number **5003**

General Subject: Finance

Date Issued **6/24/14**Specific Subject: Recreational Facilities  
Reserve

Dates Revised

Effective Date **6/24/14**Resolution No. **2014-R057**

#### **PURPOSE:**

To set aside a portion of fees to mitigate additional facility or equipment wear and tear created by fee based programs that are not self-supporting.

#### **STATEMENT OF POLICY:**

The instructional recreational programs for children and adults provided by the Parks, Recreation & Community Services Department will be conducted for a fee to offset associated cost with managing such programs. Registration fees will be based on an amount sufficient to acquire independent contractors, class materials and the administrative overhead and a facility use fee. Occasionally, it may be necessary to conduct programs in which revenues are not sufficient to be self-supporting. The Parks, Recreation & Community Services Director or designee is authorized to enter into agreements for securing independent contractors for approved instructional recreation activities.

Certain fee based activities create additional wear and tear on equipment and facilities. In these cases, it is appropriate to set aside a portion of the annual fees to replace or mitigate the accelerated aging of the equipment or facility being used. A sum of money equivalent to 10% of the gross annual revenues derived from park and facility rental fees, program fees, class fees, etc. shall be set aside into a Recreational Facilities Reserve for equipment replacement or facility refurbishment. Following is a comprehensive list of revenue codes from the PRCS Department that will be the basis of this calculation:

<u>Object</u>	<u>Title</u>
365160	After School Program
365710	Senior Center Rental
365720	Teen Center Rental
365730	Meeting Room Rental
365740	Auditorium Rental
365210	Day Camp Fees

365220	Youth Camp Fees
365240	Recreation Park & Picnic Permits
365250	Park Programs Revenue
365310	Youth Sports Program Revenue
365350	Adult Sports Program Revenue
365410	Classes – Contracted Fees
365510	City Plunge (Pool) Admissions
365520	Pool Rentals & Passes
365530	Aquatics Programs
365540	Aquatics Contract Classes



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# Appendix D

## APPENDIX D

### GLOSSARY OF TERMS

**Accounting System** – The total structure of records and procedures which identify, record, classify, summarize and report information on the financial position and results of operations of a government.

**Accrual Basis of Accounting** – The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Unbilled utility receivables are accrued at fiscal year end.

**Activity** – A specific and distinguishable unit of work of service performed.

**Actuarial** – A process or methodology that makes future assumptions to determine present contribution requirements to achieve future funding levels that addresses current risk and time.

**Adoption** – Formal action by the City Council, which sets the spending path for the fiscal year.

**Allocation** – The amount approved by legislative action for planned purchases of goods or services.

**Amortization** – 1) The paying off of debt with a fixed repayment schedule in regular installments over a period of time; 2) The spreading out of capital expenses for intangible assets over a specific period of time (usually over the asset's useful life) for accounting and tax purposes.

**Annual Comprehensive Financial Report (ACFR)** – The official annual report of the City's financial condition at the conclusion of the fiscal year. The report is prepared to conform to Generally Accepted Accounting Principles (GAAP) for governmental units and presentation of the financial data in conformity with the Adopted Budget.

**Appropriation** – A legal authorization granted by the City Council, which permits officials to

incur obligations against and to make expenditures of governmental resources for specific purposes.

**Art in Public Places Fund** – To account for the "Arts in Public Places" program.

**Assessed Property Value** – The dollar value set upon real estate or other property by the County Assessor.

**Assets** – Property owned by a government, which has monetary value.

**Asset Seizures Fund** – Funds received from federal and local seized and forfeited properties.

**Audit** – A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to: (1) ascertain whether financial statements fairly present financial position and results of operations; (2) test whether transactions have been legally performed; (3) identify areas for possible improvements in accounting practices and procedures; (4) ascertain whether transactions have been recorded accurately and consistently; and (5) ascertain the stewardship of officials responsible for governmental resources.

**Balance Sheet** – A statement purporting to present the financial position of an entity by disclosing the value of its assets, liabilities, and equities as of a specific date.

**Balanced Budget** – A budget in which estimated revenues equal estimated expenses.

**Bond** – A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date[s]) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt.

## GLOSSARY OF TERMS

**Bond Rating** – An evaluation of a bond issuer’s credit quality and perceived ability to pay the principal and interest on time and in full. Two agencies regularly review city bonds and generate bond ratings: Moody’s Investors Service and Standard and Poor’s Rating Group.

**Budget** – An annual financial plan that identifies revenues, specific types and levels of services to be provided, and establishes the amount of money which can be spent.

**Budget Adoption** – Formal action by the City Council, which sets the spending path for the year.

**Budget Amendment** – A formal action approved by the City Council to adjust the fiscal year adopted budget. The City Council has the sole responsibility for adopting the City’s budget, and may amend or supplement the budget at any time after adoption. A budget amendment requires a 4/5’s vote by the City Council.

**Budget Calendar** – The schedule of key dates or milestones which a government follows in the preparation and adoption of the budget.

**Budget Message** – Included in the opening section of the budget, the Budget Message provides the City Council and the Public with a general summary of the most important aspects of the budget, comparative data from previous years, goals and objectives, and the views and recommendations of the City Controller and the Chief Administrative Officer.

**Budget Monitoring** – The evaluation of a governmental unit or fund in accordance with an approved budget for the purpose of keeping expenditures within the limits of available appropriations and available revenues.

**Budget Policies** – General and specific guidelines adopted by the City Council that govern the financial plan’s preparation and administration.

**Budgetary Control** – The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

**CalPERS** – State of California Public Employee’s Retirement System.

**CNG** – Compressed Natural Gas, which can reduce emitted toxic soot, is an alternative fuel for vehicles.

**Capital Assets** – Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

**Capital Grants Fund** – To account for capital grant funds resulting from the City’s federal, state and local operating grants, and the qualified expenditure of these restricted funds.

**Capital Improvement Program (CIP)** – Annual appropriations in the City’s budget for capital improvement projects such as street or park improvements, building construction, and various kinds of major facility maintenance. Capital improvement projects are supported by a five-year expenditure plan which details funding sources and expenditure amounts. They are often multi-year projects which require funding beyond the one year period of the annual budget.

**Capital Outlay** – Expenditures for the acquisition and/or construction of capital assets.

**Cash Basis of Accounting** – A basis of accounting under which transactions are recognized only when cash is received or disbursed.

**Central Stores** – For the timely purchase of needed materials, supplies and auto parts in advance of actual need.

**Community Development Block Grant (CDBG)** – A U.S. Department of Housing and

## GLOSSARY OF TERMS

Urban Development grant to support economic development projects and social services for designated low-income areas.

**Consumer Price Index (CPI)** – A statistical description of price levels provided by the U.S. Department of Labor. The change in this index from year to year is used to measure the cost of living and economic inflation.

**Contingency** – A budgetary reserve set aside for emergency or unanticipated expenditures, revenue shortfalls and/or unknown expenditures, such as those for pending employee association salary settlements. Also referred to as appropriated reserves.

**Cost Accounting** – Accounting which assembles and records all costs incurred to carry out a particular activity or to deliver a particular service.

**Debt** – An obligation from the borrowing of money or from the purchase of goods and services. Debts of governments include bonds, time warrants, and notes.

**Debt Financing** – Issuance of bonds and other debt instruments to finance municipal improvements and services.

**Debt Instrument** – Methods of borrowing funds, including General Obligation (G.O.) bonds, revenue bonds, lease/purchase agreements, lease-revenue bonds, tax allocation bonds, Certificates of Participation (COPs), and assessment district bonds (LIDs). (See Bonds.)

**Debt Service** – Payment of the principal and interest on an obligation resulting from the issuance of bonds, notes, or Certificates of Participation (COPs).

**Debt Service Requirement** – The amount of money required to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

**Deficit** – (1) The excess of an entity's liabilities over its assets (see *Fund Balance*), or (2) the excess of expenditures or expenses over revenues during a single accounting period.

**Department** – An operational and budgetary unit designated by the City Council to define and organize City operations, or a group of related operations within a function area.

**Depreciation** – (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence; (2) That portion of the cost of a capital asset that is charged as an expense during a particular period.

**Division** – An organizational unit consisting of program(s) or activity(ies) within a department which furthers the objectives of the City Council by providing services or a product.

**Encumbrance** – Commitments against an approved budget for unperformed (executory) contracts for goods or services. They cease to be encumbrances when the obligations are paid or otherwise terminated. (See also *Purchase Orders*)

**Encumbrance Accounting** – Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is utilized as an extension of the formal budgetary integration in the governmental funds. Encumbrances provide authority to complete these transactions as expenditures and represent commitments related to unperformed contracts for goods or services.

**Enterprise Fund** - A type of fund established to account for the total costs of those governmental facilities and services which are operated in a manner similar to private enterprises. These funds are entirely or predominately self-supporting.

## GLOSSARY OF TERMS

**Equipment Maintenance Fund** – For all activities of the City's central equipment maintenance operations.

**Equipment Replacement Fund** – To hold annual replacement payments from designated user departments and to use those funds to purchase equipment for general City purposes.

**Expenditure** – The actual payment for goods and services.

**Expense** – Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest, or other charges.

**Expense Category** – Three expense object categories: Salaries and Wages; Supplies and Expenses; and Capital Outlay.

**Fee** – The payment of a fee for direct receipt of a public service by the party who benefits from the service.

**Fiduciary Funds** - Funds that contain assets held for others which cannot be used to support the government's own programs.

**Fiscal Year** – The period designated by the City for the beginning and ending of financial transactions. The Culver City fiscal year begins July 1 and ends June 30 of each year.

**Fixed Assets** – Non-consumable assets of long-term nature such as land, buildings, machinery, furniture, and other equipment.

**Franchise Fee** – A fee levied on a public service corporation in return for granting a privilege or permitting the use of public property. These fees are usually passed on the corporations' customers as a cost of doing business. Services subject to franchise fees include but are not limited to electricity, telephone, and natural gas.

**Fringe Benefits** – These include employee retirement, social security, health, dental, life insurance, workers compensation, uniforms and deferred compensation plans.

**Full-Time Equivalent (FTE)** – The amount of time a regular full or part-time position has been budgeted for in terms of the amount of time an employee works in a year, except as noted. Part-time services provided by casual/seasonal employees such as those for summer recreation programs are not included.

**Fund** – Municipal governments organize and operate their accounting systems on a fund basis. The formal definition of the fund is an independent financial and accounting entity with a self-balancing set of accounts in which cities record financial transactions relating to revenues, expenditures, assets and liabilities. Each fund has a budget with exception of the General Fund (which accounts for general purpose actions and has unrestricted revenue sources). Each remaining fund typically has a unique funding source and purpose. Establishing funds enables the City to account for the use of restricted revenue sources and carry on specific activities or pursue specific objectives.

**Fund Balance** – The difference between the assets (revenues and other resources) and liabilities (expenditures incurred or committed to) of a particular fund.

**Gann Appropriations Limit** – Article XIII B of the State constitution was amended by Proposition 4 (Gann Initiative) in 1979. Article XIII B limits growth in the spending of tax proceeds to tax proceeds appropriated in the "base Year" of 1978-79 times the product of the allowable annual percentage change in cost-of-living factor and the allowable annual percentage change in a population change factor. The cost-of-living factor is the larger of the annual percentage change in the State per capita personal income or the annual percentage change in the local non-residential assessed valuation due to new construction. The population change factor is the larger of the annual percentage change of the jurisdiction's population or the annual percentage population

## GLOSSARY OF TERMS

change of the county in which the jurisdiction is located.

**Gas Tax Fund** - To account for the City's share of state gasoline tax collection in accordance with the provisions of the State of California Streets and Highway Code.

**General Fund** – The primary operating funds of the City, all revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund. With the exception of subvention or grant revenues restricted for specific uses, General Fund resources can be utilized for any legitimate governmental purpose. Usually, the General Fund is the largest fund in the municipality.

**General Obligation Bonds** – Bonds for which the City pledges its full faith and credit for repayment. Debt Service is paid from property tax revenue levied (in the case of voter-approval bonds) or other general revenue.

**General Revenue** – The revenues of a government other than those derived from and retained in a Proprietary, Special Revenue, or Trust and Agency Fund.

**Generally Accepted Accounting Principles (GAAP)** – Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local government is the GASB.

**Governmental Accounting Standards Board (GASB)** – The authoritative accounting and financial reporting standard-setting body for government entities.

**Governmental Funds** – Funds that track the basic activities of government. The primary governmental fund is the general fund.

**Grants** – Contributions of cash or other assets from another governmental agency to be used or expended for a specified purpose, activity or facility.

**Graphic Services Fund** – for City mail/postage services, in-house printing services and copying services.

**Indirect Costs** – Costs associated with, but not directly attributable to the providing of a product or service. These are usually costs incurred by other departments in the support of operating departments.

**Infrastructure** – Facilities on which the continuance and growth of a community depend on such as roads, water lines, sewers, public buildings, parks and so forth.

**Innovation Fund** – Fund set aside for "grants" or "loans" to City departments/divisions to cover one-time costs of innovative programs to improve productivity and/or community services.

**Interfund Transfers** – When the City moves money between its various funds, it makes an interfund transfer, referred to as transfers-in and transfers-out. In aggregate, transfers in and out offset each other for the fiscal year.

**Internal Service Fund** – Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, on a cost-reimbursement basis.

**Landscape Maintenance Fund** – To account for monies from homeowners for landscaping services of private property within the City.

**Lease Purchase Agreement** – Contractual agreements which are termed leases, but whose lease amount is applied to the purchase.

## GLOSSARY OF TERMS

**Levy** – (verb) To impose taxes, specials assessments or service charges for the support of governmental activities; (noun) the total amount of taxes, and/or special assessments and/or service charges imposed by a governmental agency.

**Liability** – Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date. Note: The term does not include encumbrances.

**Line Item** – A specific item or group of similar items defined by detail in a unique account in the financial records. Revenue and expenditure justifications are reviewed, anticipated and appropriated at this level.

**Long-Term Debt** – Debt with a maturity of more than one year after the date of issue.

**Major Fund** – Per GASB Statement No. 34, the general fund and any other governmental or enterprise fund whose revenues, expenditures/expenses, assets, or liabilities are at least 10 percent of the corresponding element total for all governmental or enterprise funds (excluding extraordinary items) and at least 5 percent of the aggregate amount for all governmental and enterprise funds for the same element. Each major fund is reported in a separate column on the fund financial statements in the Comprehensive Annual Financial Report (CAFR).

**Non-major funds** are aggregated and reported in a single column on the appropriate financial statements.

**Micrographics Service Fund** – For the costs of microfilm services.

**Mission** – A description of the basic purpose and responsibility of the division or department.

**Modified Accrual Basis of Accounting** – The modified accrual basis of accounting is used by all governmental fund types, expendable trust

funds and agency funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). “Measurable” means the amount of the transaction can be determined, and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Those revenues susceptible to accrual include property taxes remitted within 60 days after year-end, interest on investments, and certain other intergovernmental revenues. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due, or when amounts have been accumulated in the debt service fund for payments to be made early in the following year.

**Municipal Code** – A book that contains the City Council approved ordinances currently in effect. The Code defines City policy with respect to areas such as planning, etc.

**New Development Impact Fund** – To record fees collected on new non-residential development in excess of 5,000 square feet.

**Non-major Funds** - (*See definition for Major Funds*)

**Objective** – Desired output oriented accomplishments which can be measured and achieved within a given time frame. Achievement of the objective/advances the organization has toward a corresponding goal.

**Object of Expense** – The individual expenditure accounts used to record each type of expenditure City operations may incur. For budgeting purposes, objects of expenditure are categorized into groups of similar types of expenditures called major categories of expenditure. The principal objects of expenditure used in the budget are:

- **Personnel Services** – Salaries and fringe benefits paid to City employees. This category includes items such as



## GLOSSARY OF TERMS

health/dental insurance, retirement and deferred compensation.

- **Maintenance and Operations** – Supplies and other materials/services used in the normal operations of City departments. Maintenance and operations costs include items such as books, chemicals and construction materials, consultant contracts and internal service fund charges, advertising, travel and utilities.
- **Capital Outlay** – A budget category which budgets all equipment having a unit cost of more than \$500 and an estimated useful life of more than one year. This includes furniture, automobiles, machinery, equipment and other relatively minor fixed assets.

**Operating Budget** – Plans for current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending, and service delivery activities of a government are controlled.

**Operating Grants Fund** – To account for operating grant funds resulting from the City's federal, state and local operating grants, and the qualified expenditure of these restricted funds.

**Ordinance** – A formal legislative enactment by the governing board (City Council) of a municipality. If it is not in conflict with any higher form of law, it has the full force and effect of law within the boundaries of the municipality to which it applies.

**Park Facilities Fund** – To account for monies from subdivision/residential development impact fees for the improvement and expansion of public parks and facilities throughout the City.

**Parking Capital Improvement Fund** – For the accumulation of parking meter collections and other parking lot revenues for major parking improvement by action of the City Council.

**Performance Indicator** – A measure used to identify departmental or divisional achievements in numerical or statistical terms.

**Proprietary Fund** – To account for a government's ongoing organizations and activities that are similar to businesses found in the private sector. These funds are considered self-supporting in that the services rendered by them are generally financed through user charges or on a cost reimbursement basis. There are two types of proprietary funds: Enterprise Funds and Internal Service Funds. (See individual definitions in this glossary.)

**Purchase Order** – A document issued to authorize a vendor to deliver specified merchandise or render a specified service for a stated estimated price. Outstanding purchase orders are called encumbrances.

**Reconciliation** – A detailed explanation of changes in financial activities from one period to another or from one accounting basis to another.

**Refuse Disposal Fund** – To account for the operation of the City's refuse disposal, transfer station operation, recycling efforts and street sweeping services.

**Reserve** – An account which the City uses either to set aside revenues that it does not need to spend in the current fiscal year or to earmark revenues for a specific future purpose. Reserves are typically established and budgeted through City Council policy action.

**Resolution** – A special or temporary order of a legislative body requiring less formality than an ordinance.

**Revenue** – Sources of income which the City receives during a fiscal year. Examples of revenue includes taxes, intergovernmental grants, charges for services, resources forwarded from the prior year, operating transfers from other funds, and other financing

## GLOSSARY OF TERMS

sources such as the proceeds derived from the sale of fixed assets.

**Resolution** – A special order of the City Council which 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 adopted City budget is approved by resolution and requires a majority vote of the Council members present at budget adoption time. During the fiscal year other budget modifications made by the City Council require a majority plus one vote.

**Self Insurance** – A term often used to describe the retention by an entity of a risk or loss arising out of the ownership of property or the activity of the agency.

**Sewer Fund** – To account for revenues collected through sewer charge fees and sewer facilities charges.

**Special Assessment** – A compulsory levy imposed on certain properties to defray part, or all, of the cost of a specific improvement or service deemed to primarily benefit those properties.

**Special Revenue Funds** – A Special Revenue Fund is separately administered because restrictions have been placed on how revenues may be spent by the City Council, the State of California or the Federal government. Two examples are the State of California Gas Tax Fund and Federal government Community Development Block Grant funds.

**Taxes** – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include charges for services rendered only to those paying such charges as for sewer or refuse service.

**Transportation Fund** – To account for the operation, as well as the capital assets, of the City's transportation system.

**Unencumbered Balance** – The amount of an appropriation that is neither amended nor encumbered. It is essentially the amount of money still available for future purchases.

**Urban Runoff** – Storm water and dry weather runoff/discharge that flows to the ocean.

**User Charges/Fees** – The payments of a fee for direct receipt of a public service by the party benefiting from the service.

**Vehicle License Fee** – Vehicle License Fee (VLF) is an annual fee on the ownership of registered vehicles in California in place of taxing vehicles as personal property since 1935. The VLF is paid to the Department of Motor Vehicles (DMV) at the time of annual vehicle registration. The fee is charged in addition to other fees, such as the vehicle registration fee, air quality fees, and commercial vehicle weight fees.

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# Appendix E

## APPENDIX E

### ACRONYMS

<b>AB</b>	Assembly Bill	<b>CIP</b>	Capital Improvement Project or Program
<b>ACFR</b>	Annual Comprehensive Financial Report	<b>CMP</b>	Congestion Management Program
<b>ADT</b>	Average Daily Traffic	<b>CNG</b>	Compressed Natural Gas
<b>AIP</b>	Area Improvement Plan	<b>COG</b>	Council of Governments
<b>AQMD</b>	Air Quality Management District	<b>COLA</b>	Cost of Living Adjustment
<b>ARRA</b>	American Recovery and Reinvestment Act	<b>COPS</b>	Citizens' Option for Public Safety
<b>ATP</b>	Active Transportation Program	<b>CPI</b>	Consumer Price Index
<b>ATS</b>	Automated Traffic System	<b>DAT</b>	Disaster Awareness Training
<b>ATSAC</b>	Automated Traffic Surveillance and Control	<b>EEO</b>	Equal Employment Opportunity
<b>AVL</b>	Automatic Vehicle Locator	<b>EIR</b>	Environmental Impact Report
<b>AVR</b>	Average Vehicle Ridership	<b>EOC</b>	Emergency Operations Center
<b>BID</b>	Business Improvement District	<b>ERAF</b>	Educational Revenues Augmentation Fund
<b>BPAP</b>	Bicycle and Pedestrian Action Plan	<b>ERF</b>	Equipment Replacement Fund
<b>CalPERS</b>	California Public Employee's Retirement System	<b>FAA</b>	Federal Aviation Administration
<b>CCARES</b>	Culver City Amateur Radio Emergency Service	<b>FAC</b>	Finance Advisory Committee
<b>CCEA</b>	Culver City Employees' Association	<b>FAP</b>	Fare Allocation Plan
<b>CCMC</b>	Culver City Municipal Code	<b>FEHA</b>	Fair Employment and Housing Act
<b>CCMG</b>	Culver City Management Group	<b>FEMA</b>	Federal Emergency Management Agency
<b>CCPMG</b>	Culver City Police Management Group	<b>FMR</b>	Fair Market Rent
<b>CCPOA</b>	Culver City Police Officers Association	<b>FSS</b>	Family Self Sufficiency
<b>CCRA</b>	Culver City Redevelopment Agency	<b>FTA</b>	Federal Transportation Administration
<b>CCUSD</b>	Culver City Unified School District	<b>FTE</b>	Full-time Equivalent
<b>CDBG</b>	Community Development Block Grant	<b>GAAP</b>	Generally Accepted Accounting Principals
<b>CEQA</b>	California Environmental Quality Act	<b>GARE</b>	Government Alliance on Race and Equity
<b>CERT</b>	Community Emergency Response Team	<b>GASB</b>	Governmental Accounting Standards Board
<b>CHS</b>	Comprehensive Housing Strategy	<b>GIASP</b>	General Industrial Activities Storm Water NPDES Permit
		<b>GDP</b>	Gross Domestic Product

## ACRONYMS

<b>GFOA</b>	Government Finance Officers Association	<b>OES</b>	Office of Emergency Services
<b>GIS</b>	Geographical Information Systems	<b>OPEB</b>	Other Post Employment Benefits
<b>GPU</b>	General Plan Update	<b>OSHA</b>	Occupational Safety and Health Administration
<b>HCVP</b>	Housing Choice Voucher Program	<b>PERS</b>	Public Employee Retirement System
<b>HIPPA</b>	Health Insurance Portability and Accountability Act	<b>PHA</b>	Public Housing Agency
<b>HUD</b>	Department of Housing and Urban Development	<b>PROP A and PROP C</b>	Proposition A and Proposition C programs are two one-half cent sales tax measures approved by Los Angeles County voters to finance a countywide transit development program
<b>I &amp; A</b>	Improvements and Acquisitions	<b>PSAF</b>	Public Safety Sales Tax
<b>ICRMA</b>	Independent Cities Risk Management Authority	<b>PTA</b>	Public Transportation Account
<b>IOD</b>	Injured On Duty	<b>RAP</b>	Rental Assistance Program
<b>IT</b>	Information Technology	<b>RDA</b>	Redevelopment Agency
<b>JPA</b>	Joint Powers Authority	<b>RFP</b>	Request for Proposal
<b>LED</b>	Light Emitting Diodes	<b>RFQ</b>	Request for Quotation
<b>LLEBG</b>	Local Law Enforcement Block Grant Program	<b>RHNA</b>	Regional Housing Needs Assessment
<b>LWCG</b>	Land, Water and Conservation Grant	<b>RPT</b>	Regular Part-time
<b>MAP</b>	Mortgage Assistance Program	<b>RSVP</b>	Retired Senior Volunteer Program
<b>MOE</b>	Maintenance of Effort	<b>SB</b>	Senate Bill
<b>MOU</b>	Memorandum of Understanding	<b>SCAG</b>	Southern California Association of Governments
<b>MSW</b>	Municipal Solid Wastes	<b>SEMP</b>	Section 8 Management Assessment Program
<b>MTA</b>	Metropolitan Transportation Authority	<b>SERF</b>	Supplemental Equipment Replacement Fund
<b>NPDES</b>	National Pollutant Discharge Elimination System	<b>SIF</b>	Self-Insurance Fund
<b>NPP</b>	Neighborhood Preservation Program	<b>SOP</b>	Standard Operating Procedures
<b>NTD</b>	National Transit Database	<b>SRTS</b>	Safe Routes to School
<b>NTMP</b>	Neighborhood Traffic Management Plan	<b>SSMP</b>	Sewer System Management Plan
<b>OB</b>	Operating Budget		

**ACRONYMS**

<b>STA</b>	State Transportation Assistance
<b>STPL</b>	Surface Transportation Program Local
<b>TCO</b>	Temporary Certificate of Occupancy
<b>TCRF</b>	Traffic Congestion Relief Fund
<b>TCRP</b>	Technical Cooperative Research Project
<b>TDA</b>	Transit Development Act
<b>TMDL</b>	Total Maximum Daily Load
<b>TI</b>	Tax Increment <i>or</i> Tenant Improvement
<b>TOD</b>	Transit Oriented Development
<b>TOT</b>	Transient Occupancy Tax
<b>TSR</b>	Traffic Signal Repair
<b>UASI</b>	Urban Area Security Initiative
<b>UFS</b>	Universal Fare System
<b>UUT</b>	Utility User Tax
<b>VMC</b>	Veterans' Memorial Complex
<b>VRH</b>	Vehicle Revenue Hours
<b>VRM</b>	Vehicle Revenue Miles
<b>WCCOG</b>	Westside Cities Council of Governments
<b>WDR</b>	Waste Discharge Requirements
<b>WLAC</b>	West Los Angeles Community College

# Appendix F



**OBJECT ACCOUNT NUMBERS  
DESCRIPTION**

**NO.**

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**PERSONNEL SERVICES**

Includes expenditures for salaries, wages and related employee benefits for all persons employed by the City.

**411100 REGULAR SALARIES**

Compensation paid to personnel employed in the Classified Service of the City. This category also includes those employees hired on a provisional basis and Excepted employees who work in excess of 1,000 hours per fiscal year.

**411200 PART-TIME SALARIES**

Compensation paid to persons employed for extra work, seasonal work, special part-time work, and any other temporary work not exceeding 1,000 hours in a fiscal year.

**411310 OVERTIME SALARIES**

Extra compensation for regular employees' extended duties/time for which compensation has been specifically authorized by the Chief Administrative Officer.

**411700 CONTRACT LABOR**

Contract part-time employees from employment agencies, i.e. Office Team, Apple One Employment, etc.

**431000 DEFERRED COMPENSATION**

Payment to a Deferred Compensation investment plan for eligible employees.

**432000 SOCIAL SECURITY**

Employer's expenses paid to the State of California Social Security Program for California Public Agencies. (Includes Medicare).

**433000 RETIREMENT - EMPLOYER**

Employer's expenses for the Public Employee's Retirement System.

**OBJECT ACCOUNT NUMBERS  
DESCRIPTION**

**NO.**

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**433500 RETIREMENT - EMPLOYEE**

Payments to PERS for a portion or all of an employee's contribution for State Retirement Plan.

**434000 WORKERS' COMPENSATION INSURANCE**

Departmental/Divisional expenses for Workers' Compensation Insurance. The City uses a self-insurance program for this purpose.

**435000 GROUP INSURANCE**

Employer's expenses for group health, life, dental and vision care.

**435400 RETIREE HEALTH SAVINGS**

Employer's expenses for retiree's health savings account

**435500 RETIREE INSURANCE**

Employer's expenses for retiree's medical insurance

**435600 RETIREE MEDICAL PREFUNDING**

Employer's expenses towards the funding of future retirement liabilities

**435700 RETIREE MEDICAL PREFUNDING FEE %**

Employer's expenses towards fees associated with retiree medical prefunding

**436000 STATE DISABILITY INSURANCE**

Employer's portion of State Disability Insurance for CCEA group.

**437000 MANAGEMENT HEALTH BENEFIT**

Expenses for Management Wellness Benefits health services.

**437500 LONGEVITY PAY**

Payments to eligible full-time employees for continues service to the City.

**OBJECT ACCOUNT NUMBERS  
DESCRIPTION****NO.**

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**438000 AUTO ALLOWANCE – PAYROLL**

Stipend paid to eligible employees to cover costs of routine business related travel in personal vehicles.

**438500 CELL PHONE ALLOWANCE**

Stipend paid to eligible employees to cover costs of business related phone calls.

**439000 EDUCATION REIMBURSEMENT**

Reimbursement payments to employees for approved training and educational expenditures (i.e. tuition, fees, book, etc.)

**440000 UNIFORM ALLOWANCE - PAYROLL**

Stipend paid to eligible employees for uniform allowances, uniform maintenance/rental and repair costs.

**OBJECT ACCOUNT NUMBERS  
DESCRIPTION**

**NO.**

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**MAINTENANCE AND OPERATIONS**

Includes expenditures for articles and commodities which are consumed or materially altered when used, and for services other than employee services which may be required by the City.

**512100 OFFICE EXPENSE**

Expenditures relating to general office supplies (e.g. pencils, pens, erasers, etc.), blueprints, standard forms, maps, etc.

**512200 PRINTING AND BINDING**

Includes expenses for printing and other duplication costs.

**512300 POSTAGE**

Includes expenses for postage handling and mailroom distribution services, whether on a direct expenditure basis or as a charge-back from Graphic Services.

**512400 COMMUNICATIONS**

Expenses for lease or purchase, installation, operations, service charges and rate charges for voice telephone systems, and other communications.

**513000 UTILITIES**

Includes electricity, gas, water, refuse, and sewer use charges.

**514000 MANDATED FEES**

Includes expenses for mandatory fees as required by a State or regulatory entity, such as for the purpose of accreditation, etc.

**514100 DEPARTMENTAL SPECIAL SUPPLIES/EXPENSES**

Includes expenses for all items of specialized nature to the particular department, which are not included in other accounts. For example:

Ammunition	Awards and badges
Engineering drafting supplies	Photo and lab supplies
Court costs	Radio and recording supplies
Games, decorations, balls	

**OBJECT ACCOUNT NUMBERS  
DESCRIPTION**

**NO.**

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**514200 DANCES AND SPECIAL PROGRAMS**

Includes expenses for all items of specialized nature for community-related dances and special events programs (e.g. Teen Center, etc.)

**514300 MUNICIPAL CODE REVISIONS**

Includes expenses for codification services and printing.

**514400 LEGAL SUPPLEMENTS AND POCKET PARTS**

Includes expenses for law book replacements/revisions of single volumes and supplements to update.

**514500 CANINE PROGRAM EXPENSE**

Expenses related to K-9 program in Police Department, such as dog food, veterinary care, etc.

**514600 SMALL TOOLS AND FIELD EQUIPMENT**

Includes expenses for small tools, minor equipment, gloves, etc.

**516100 TRAINING AND EDUCATION**

Authorized expenses for employees attending approved education and training programs per Council policy. Includes travel and other associated, approved expenses. Also includes City expenses in establishing and conducting in-house training programs or payment of expense for group training programs.

**516500 CONFERENCE AND CONVENTIONS**

Includes expenses and/or reimbursements for registration, travel, meals, lodging and other costs while attending a conference, convention or special event as a representative of the City, subject to provisions of the Council Policy Statement relating thereto. Does not include training courses, sessions, institutes, etc. (See 516100)

**516600 SPECIAL EVENTS OR MEETINGS**

Includes expenses for scheduled monthly/quarterly organizational meeting or other special meetings, i.e. appearances before legislative committees, trips to other cities, etc. Usually does not require the individual to stay overnight.

**OBJECT ACCOUNT NUMBERS  
DESCRIPTION**

**NO.**

**516700 MEMBERSHIPS AND DUES**

Includes expenses for memberships and dues to organizations. Includes memberships in organizations in which the City participates, i.e. League of California Cities.

**517000 CITY COMMISSION EXPENSES**

Expenses related to conducting Commission meetings, including commissioner stipends, meeting transcription services, and reimbursements of approved out-of-pocket expenses incurred in connection with services performed by members of Commissions.

**517100 SUBSCRIPTIONS**

Includes expenses for special legal publications and general subscriptions.

**517300 ADVERTISING AND PUBLIC RELATIONS**

Expenses associated with promotional, legal advertising, public notices, and personnel recruiting advertising in newspapers, magazines and other media. Includes amounts paid for newsletters, brochures, flyers and other outreach supplies and expenses of community programs as authorized by the City Council such as trophies, plaques, awards and similar promotional items. For example:

Legal notices	Christmas decorations	Personnel recruiting advertising
Bus advertising	Fiesta La Ballona	Public notices

**517400 POLICE INVESTIGATION**

Expenses associated with Police investigations and criminal extraditions.

**517500 CONTRIBUTIONS TO AGENCIES**

Includes contributions to other governmental agencies and/or non-profit organizations engaged in activities supplemental to those of the City. Payments made to or on behalf of agencies, such as schools, Chamber of Commerce, Visitors' and Convention Bureau, may be charged to this account. (See Non-departmental Budget 1016100.)

**517700 RIDE SHARE PROGRAM**

Expenses related to the Ride Share Program, including employee inventive payouts and transit reimbursement payments.

**OBJECT ACCOUNT NUMBERS  
DESCRIPTION**

**NO.**

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**517800 EMPLOYEE SERVICE AWARD PROGRAM**

Includes all costs associated with the employee incentive awards program, including monetary payments and associated material costs such as paper certificates, etc.

**517850 EMPLOYEE RECOGNITION EVENTS**

Includes expenditures for gifts, events, and activities in recognition of work-related milestones (e.g. retirement), achievements (e.g. superior work performance) or celebrations.

**517900 RESERVE PROGRAM**

Expenses related to Reserve Programs in the Police Department and Fire Department, such as uniforms, etc.

**518000 VOLUNTEER PROGRAM**

Expense of reimbursing volunteers for out-of-pocket expenses.

**518300 MILEAGE REIMBURSEMENT**

Reimbursement to employees for mileage expenses incurred with the use of personal vehicles for City business purposes.

**520000 PETROLEUM PRODUCTS**

Includes gasoline, diesel, kerosene, solvents, oils, grease and other petroleum products ordered by the Garage.

**520200 CREDIT CARD FEES**

Expenses associated with payment transactions fees and charged by credit/debt card processors.

**550110 UNIFORMS**

Expenses associated with City-provided uniforms and safety equipment, including uniform purchase, rentals, repairs and replacement.

**550120 LAUNDRY**

Includes charges for laundering of bedding, linen and rags.

**OBJECT ACCOUNT NUMBERS  
DESCRIPTION**

**NO.**

**600100 REPAIRS & MAINTENANCE (R&M) - BUILDINGS**

Includes expenses incurred in non-capital maintenance of buildings; i.e. custodian supplies, light bulbs, door locks, minor plumbing repairs, air conditioning, heating, security systems, elevator maintenance etc. Also includes maintenance/repair contracts.

**600200 REPAIRS & MAINTENANCE (R&M) - EQUIPMENT**

Includes the cost of service and maintenance agreements, parts and repairs of all equipment other than vehicles and radio and communications equipment.

**600500 REPAIRS & MAINTENANCE (R&M) -IT EQUIPMENT**

Expense for repair of IT equipment including PC, servers, network, and printers.

**600800 EQUIPMENT MAINTENANCE EXPENSES**

- a) Includes cost of service and maintenance agreements, parts and repairs of all vehicles maintained by the City Garage.
- b) Includes charges to City Departments by the Garage fund for vehicle fuel maintenance and repairs.

**600900 CENTRAL STORES**

Expenses for purchase of items through the Stores Fund for stock and later distribution to users as needed.

**605100 RENTAL OF DEPARTMENTAL SPECIAL EQUIPMENT**

Expenses for rental and leases. Includes costs of postage meters, copy-lease agreements, equipment rentals, i.e. autos, trucks, trailers, compressors, etc.

**605400 AMORTIZATION OF EQUIPMENT**

Includes amortization costs of all participating vehicles, computer equipment, and radio equipment.

**605500 RENTAL OF BUILDING**

Expenditures for operational leases of buildings either temporarily or for long-range use.

**610100 AUDIT SERVICES**

Expenses associated with services performed by persons or an organization concerned with examining, verifying, and reporting on the accounting records of the City.



**OBJECT ACCOUNT NUMBERS  
DESCRIPTION**

**NO.**

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**610200 MARKETING SERVICES**

Payments for services providing marketing, advertising and promotional services supporting City operations.

**610300 PERSONNEL SERVICES**

Includes expenses relating to development and conduct of employment examinations, salary and classification studies, employee background examinations and Employee Assistance Programs.

**610400 CONSULTING SERVICES**

Expenses associated with contracts for consulting, management or professional support services that are technical in nature, not previously classified in any of the above (i.e. Audit Services, Marketing Services, or Personnel Services).

**610600 ELECTION SERVICES**

Includes all items of expenses incurred for General or Special Municipal Elections.

**611200 LEGAL SERVICES – PERSONNEL GRIEVANCES**

Includes expenses for legal services to the City provided by personnel not employed by the City related to personnel grievances. Services may include fees for special counsel, court reporting services, hearing examiners, investigative services, legal consultation, etc.

**611300 LEGAL SERVICES – LAND USE**

Includes expenses for legal services to the City provided by personnel not employed by the City related to land use. Services may include fees for special counsel, court reporting services, hearing examiners, investigative services, legal consultation, etc.

**611600 LEGAL SERVICES – MISCELLANEOUS**

Includes expenses for legal service needs not classified elsewhere

**612100 ENGINEERING SERVICES**

Expenses for professional or technical services for activities relating to engineering.

**612300 PROPERTY MANAGEMENT SERVICES**

Expenses incurred for the care, maintenance, record keeping, physical inventory and control of property (building and structures) belonging to or in the custody of the City.

**OBJECT ACCOUNT NUMBERS  
DESCRIPTION**

**NO.**

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**612800 TRAFFIC ENGINEERING SERVICES**

Expenses for professional or technical services for activities relating to traffic engineering.

**614100 MEDICAL SERVICES**

Includes costs of general medical supplies

**615100 REFUSE DISPOSAL SERVICES - TRASH**

Expenses related to landfill waste disposal fees

**618500 RENTS/SUBSIDY PAYMENTS (RELOCATED FROM RENTS AND LEASES)**

Disbursement of Section 8 Funds for subsidized rents.

**619100 FISCAL SERVICES**

Includes payments for financial services rendered to the City. Includes consultative costs for special reviews, cost allocation plans, user fee studies, bank analysis, etc.

**619500 GRAFFITI REMOVAL**

Expenses of or relating to graffiti removal.

**619600 DRUG TESTING PROGRAM**

Expenses for personnel drug testing services.

**619700 MICROGRAPHIC SERVICES**

Expenses for microfilming.

**619800 OTHER CONTRACTUAL SERVICES**

Includes contractual agreements for City maintenance, repair or service needs not elsewhere classified (usually of a non-professional type), such as refuse dumping, street sweeping, custodial services, food services, taxi service, tree trimming, etc.

**650100 INSURANCE PREMIUMS - LIABILITY**

Expenses of public liability insurance premiums.

**OBJECT ACCOUNT NUMBERS  
DESCRIPTION**

**NO.**

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**650200 INSURANCE PREMIUMS - OTHERS**

For expenses of insurance premiums or uninsured expenditures not considered as general public liability; i.e. fire damages, earthquake, flood, travel, bonding, etc.

**650300 LIABILITY RESERVE CHARGES**

Charges assessed against departments/divisions for the liability reserve of the self-insurance program.

**650400 WORKERS' COMPENSATION INSURANCE PREMIUMS**

Expenses of Workers' Compensation Insurance premiums.

**660100 LIABILITY INSURANCE CLAIMS**

Expenses in paying direct liability payments, and/or advances to the City's liability insurance administrator, special legal costs and awards of damages.

**660200 WORKERS' COMPENSATION INSURANCE CLAIMS**

Expenses in paying directly to employees or vendors claims/charges related to employee injuries, treatments, litigation, rehabilitation costs and/or advances to City's Workers' Compensation administrators.

**660300 UNEMPLOYMENT INSURANCE CLAIMS**

Expenses of payments or charges made by the State or Federal governments relating to unemployment services or reimbursements.

**665100 DEPRECIATION**

Expense of straight-line depreciation of actual cost of equipment.

**670100 ADMINISTRATIVE CHARGES**

Includes administrative charges by the City's General fund to the Enterprise funds and other expenses not elsewhere classified.

**OBJECT ACCOUNT NUMBERS  
DESCRIPTION**

**NO.**

**CAPITAL OUTLAY**

Includes the expenditures for acquisition of land, buildings, improvements other than buildings and equipment whose life cycle and cost are generally subject to individually being approved in the budget. The items generally will be recorded as Fixed Assets or in an equipment or insurance inventory record.

**730100 IMPROVEMENTS OTHER THAN BUILDINGS**

Includes expenditures for the acquisition of/or the construction, alteration or other improvements to facilities other than buildings. Examples would include such things as sprinkler systems, statues, monuments or fountains, playground facilities, etc., and would also include architectural fees and engineering costs related.

**732100 AUTOMOTIVE - ROLLING STOCK AND EQUIPMENT**

Includes expenditures for autos, trucks, street-sweepers, compactor bodies on refuse trucks, truck mounted water or oil tanks, etc. Also includes costs for transportation, vehicle preparation and inspections. Major rebuild, repair or overhaul might also be charged to this account. (See 8103 for Lease Purchase of Automotive Rolling Stock.) Breakdown as follows:

**732120 DEPARTMENTAL SPECIAL EQUIPMENT**

Includes expenditures for special equipment peculiar to a department or activity not elsewhere classified. Examples are:

Lathes, drill presses	Parking meters
Central computer and components	Fire hose, valves, nozzles
Playground and pool equipment	Electrical and light equipment
Telephones	Mobil and portable radios
Testing equipment	Reprographic equipment

**732150 INFORMATION TECHNOLOGY EQUIPMENT - HARDWARE**

Purchase of IT equipment including PCs, servers, networks, and printers.

**740100 FURNITURE AND FURNISHINGS**

Includes expenses for all furniture and furnishings normally used in offices, auditoriums, and buildings. For example:

Rugs, drapes, shades	Pictures, planters, shelving	Lamps, heaters, fans
Chairs, desks, tables	File cabinets, bookcases	

**OBJECT ACCOUNT NUMBERS  
DESCRIPTION**

**NO.**

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**DEBT SERVICE**

Includes the expenses of retiring the principal and paying interest costs on authorized bonds or other debts of the City, or authorized in grant funded programs from the Federal or State governments.

**810100 BOND PRINCIPAL PAYMENTS**

Account used to account for the payments for bond principal payments.

**810400 LOAN PRINCIPAL PAYMENTS**

Account used to account for the payments for loan principal payments.

**820100 BOND INTEREST PAYMENTS**

Account used to account for the payments for bond interest payments.

**820400 LOAN INTEREST PAYMENTS**

Account used to account for the payments for loan interest payments.

**OBJECT ACCOUNT NUMBERS  
DESCRIPTION**

**NO.**

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**INTER-FUND TRANSFERS**

Includes object accounts used to transfer money between the City's various funds.

**910200 APPROPRIATED RESERVE GENERAL FUND**

Appropriations in the budget which is used as a contingency from which supplemental appropriations can be transferred to departmental budgets to meet unanticipated circumstances. Transfers are approved by the CAO, City Accountant, or the City Council, depending on authority provided within the Resolution adopting the Annual Budget.

No expenditures are made from these account, only transfers.

**952101 TRANSFERS OUT TO – FUND 101**

Account in the budget used to capture funds transferred out to Fund 101 – General Fund.

**952203 TRANSFERS OUT TO – FUND 203**

Account in the budget used to capture funds transferred out to Fund 203 – Municipal Bus Fund.

**952411 TRANSFERS OUT TO – FUND 411**

Account in the budget used to capture funds transferred out to Fund 411 – Para Transit.

**952414 TRANSFERS OUT TO – FUND 414**

Account in the budget used to capture funds transferred out to Fund 414 – Operating Grants Fund.

**952415 TRANSFERS OUT TO – FUND 415**

Account in the budget used to capture funds transferred out to Fund 415 – Prop A Local Return Fund.

**952418 TRANSFERS OUT TO – FUND 418**

Account in the budget used to capture funds transferred out to Fund 418 – Special Gas Tax Fund.

**952420 TRANSFERS OUT TO – FUND 420**

Account in the budget used to capture funds transferred out to Fund 420 – General Fund.

**952424 TRANSFERS OUT TO – FUND 424**

Account in the budget used to capture funds transferred out to Fund 424 – Prop C Local Return Fund.

**OBJECT ACCOUNT NUMBERS  
DESCRIPTION**

**NO.**

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**952431 TRANSFERS OUT TO – FUND 431**

Account in the budget used to capture funds transferred out to Fund 431 – Measure R.

**952475 TRANSFERS OUT TO – FUND 475**

Account in the budget used to capture funds transferred out to Fund 475 – Culver City Parking Authority.

**952476 TRANSFERS OUT TO – FUND 476**

Account in the budget used to capture funds transferred out to Fund 476 – Culver City Housing Authority.

# Appendix G



## APPENDIX G

### CITY OF CULVER CITY LEGAL DEBT MARGIN INFORMATION Last Ten Fiscal Years

Fiscal Year	Total Assessed Valuation	Debt Limit Percentage	Debt Limit	Amount of Debt Applicable to the Limit	Legal Debt Margin	Total net debt applicable to the limit as a percentage of debt limit
2013	7,752,446,647	15%	1,162,866,997	-	1,162,866,997	0.00%
2014	8,323,791,063	15%	1,248,568,659	-	1,248,568,659	0.00%
2015	8,732,804,582	15%	1,309,920,687	-	1,309,920,687	0.00%
2016	9,169,218,845	15%	1,375,382,827	-	1,375,382,827	0.00%
2017	9,949,044,594	15%	1,492,356,689	-	1,492,356,689	0.00%
2018	10,555,362,319	15%	1,583,304,348	-	1,583,304,348	0.00%
2019	11,323,006,988	15%	1,698,451,048	-	1,698,451,048	0.00%
2020	12,281,599,213	15%	1,842,239,882	-	1,842,239,882	0.00%
2021	13,423,021,867	15%	2,013,453,280	-	2,013,453,280	0.00%
2022	14,248,320,150	15%	2,137,248,023	-	2,137,248,023	0.00%

Note: In accordance with California Government Code, total general obligation bonds outstanding cannot exceed 15 percent of total assessed valuation. For the 10 years ending June 30, 2021, the City was not obligated in any manner for general obligation bonds.

CITY OF CULVER CITY  
 COMPUTATION OF LEGAL DEBT MARGIN  
 JUNE 30, 2022  
 (in thousands)

Total gross assessed value	\$	14,248,320,150
Debt limit - 15% of total assessed value	\$	2,137,248,023
Amount of debt applicable to debt limit		-
Total bonded debt		-
Less assets in Debt Service Funds available for Payment of Principal		-
Total amount of debt applicable to debt limit		-
Legal debt margin	\$	2,137,248,023

Source: City of Culver City - Accounting Division

**City of Culver City**  
**Wastewater Facilities Refunding Revenue Bonds**  
**2009 Series A**  
**Annual Debt Service Schedule**

Set forth below is the expected annual schedule of principal and interest payments (assuming no optional redemption prior to maturity) due with respect to the Bonds.

<b>Bond Year Ending September 1st</b>	<b>Principal</b>	<b>Interest</b>	<b>Total Annual Debt Service</b>
2015	\$ 760,000	\$ 830,650	\$ 1,590,650
2016	790,000	804,475	1,594,475
2017	815,000	773,431	1,588,431
2018	850,000	739,212	1,589,212
2019	885,000	700,650	1,585,650
2020 - 2024	5,115,000	2,780,639	7,895,639
2025 - 2029	6,590,000	1,265,718	7,855,718
2030	1,530,000	38,250	1,568,250
<b>TOTAL</b>	<b>\$ 17,335,000</b>	<b>\$ 7,933,025</b>	<b>\$ 25,268,025</b>

NOTE: The Bonds do not constitute a general indebtedness or a pledge of the full faith and credit of the City within the meaning of any constitutional or statutory provision or limitation of indebtedness. The 2009 Series A Wastewater Bonds are supported by the wastewater revenues. Accordingly, they are exempted from the City's legal debt limit.

# Appendix H

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**RESOLUTION NO. 2023-R 042**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CULVER CITY, CALIFORNIA, APPROVING THE MUNICIPAL BUDGET FOR THE FISCAL YEAR 2023-2024 AFTER PUBLIC HEARING HELD PURSUANT TO THE PROVISIONS OF THE CITY CHARTER.

WHEREAS, the various departments and offices of the City of Culver City have submitted their proposed budget for the fiscal year 2023-2024;

WHEREAS, conferences have been held with all departments and offices relative to their requests and the City Manager has made his recommendations in connection therewith to the City Council; and

WHEREAS, these budgets have been consolidated into a preliminary 2023-2024 municipal budget ("Preliminary Budget"); and

WHEREAS, the City Council has considered the recommendations of the City Manager, and has proposed adjustments in the 2023-2024 Preliminary Budget as shown in Exhibits "A," "B," "C," "D," "E," "F," and "G" attached hereto and incorporated herein; and

WHEREAS, pursuant to the City Charter, a public hearing on the budget was duly held at the regular meeting of the City Council on Monday, June 12, 2023; and

WHEREAS, at the conclusion of the hearing the City Council further considered the Preliminary Budget as amended.

NOW, THEREFORE, the City Council of the City of Culver City, California, DOES HEREBY RESOLVE as follows:

1. The proposed 2023-2024 budget, entitled "City of Culver City Proposed 2023-2024 Budget" on file in the Office of the City Clerk, as amended by Exhibits "A," "B," "C," "D," "E," "F," and "G" attached thereto and incorporated herein, is hereby adopted as the General Municipal Budget for the fiscal year 2023-2024.

1           2.     The City Clerk is directed to maintain three copies of the General  
2 Municipal Budget on file at all times for inspection by the public.

3           3.     The 2023-2024 capital improvement budget (CIB) is modified to  
4 accommodate the release of appropriations from certain projects to CIB fund balances.  
5 Such amounts will be determined upon the closing of the City's books for fiscal year 2022-  
6 2023.

7           4.     The actual account balances as of June 30, 2023, for the Capital  
8 Improvement Projects shall be rebudgeted in the fiscal year 2023-2024 budget. Estimates  
9 of resulting "carry-over" amounts are attached hereto as Exhibit "E". In addition, grants  
10 or reimbursements for the costs of the rebudgeted capital projects will also be rebudgeted  
11 in fiscal year 2023-2024 and attached hereto as Exhibit "E".

12           5.     The actual account balances as of June 30, 2023 for Bond funded  
13 projects shall be re-budgeted in the fiscal year 2023-2024 budget with the approval of the  
14 City Manager or his/her designee.

15           6.     Work programs in the published adopted budget and work program  
16 and workload status performance indicators have been revised to reflect necessary  
17 updates and direction from the City Council on May 15 and 16, 2023.

18           7.     Unencumbered account balances may be carried over and  
19 rebudgeted in the fiscal 2023-2024 budget with the approval of the City Manager or  
20 his/her designee.

21           8.     The adopted budget shall be administered in accordance with the  
22 guidelines contained in the City of Culver City's Budget Development and Administration  
23 Policy. The City Manager or his/her designee shall be given authority to approve  
24 appropriations as outlined in the aforementioned Policy.


25           9.     City staff members are authorized hereunder to proceed with the  
26 acquisition of equipment detailed on Exhibit "F" without further City Council approval,  
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1 provided the total purchase price for each item, including sales tax, delivery charges, and  
2 any modifications charges do not exceed the budgeted appropriation for that item.

3 10. The City Manager or his/her designee is authorized hereunder to  
4 proceed with purchases of goods and services under Blanket Purchase Orders for  
5 vendors identified in Exhibit G provided the total cost for goods and services procured  
6 under each Blanket Purchase Order does not exceed the "not-to-exceed" amount  
7 identified in Exhibit G. The Purchasing Officer is authorized hereunder to increase each  
8 Blanket Purchase Order identified in Exhibit G in an amount not to exceed the Purchasing  
9 Officer's purchasing authority of \$50,000 per Blanket Purchase Order.


10 APPROVED and ADOPTED this 12th day of June, 2023.

11  
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13 \_\_\_\_\_  
14 ALBERT VERA, Mayor  
15 City of Culver City, California

16 ATTEST:

17   
18 \_\_\_\_\_  
19 JEREMY BOCCHINO, City Clerk

20 APPROVED AS TO FORM:

21   
22 \_\_\_\_\_  
23 HEATHER BAKER, City Attorney

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**CITY OF CULVER CITY  
REVENUES AND EXPENDITURES BY FUND  
FISCAL YEAR 2023/24**

	Appropriable Fund Balance July 1, 2023	Estimated Revenue 2023-2024	Estimated Transfers In	Estimated Expenditures 2023-2024	Estimated Transfers Out	Estimated Appropriable June 30, 2024	Estimated Change In Fund Balance
<b>GENERAL FUND</b>							
101 General Fund	136,920,926	156,555,394	3,897,144	168,239,141	8,838,575	120,295,748	(16,625,178)
<b>Total General Fund</b>	<b>136,920,926</b>	<b>156,555,394</b>	<b>3,897,144</b>	<b>168,239,141</b>	<b>8,838,575</b>	<b>120,295,748</b>	<b>(16,625,178)</b>
<b>SPECIAL REVENUE FUNDS</b>							
410 AQMD	328,419	10,000	0	320,666	0	17,753	(310,666)
411 Paratransit	(64,061)	128,403	250,000	928,838	0	(614,496)	(550,435)
412 Building Surcharge	232,192	311,000	0	726,902	0	(183,710)	(415,902)
413 Arts in Public Places	3,475,816	579,000	0	570,882	0	3,483,934	8,118
414 Operating Grants	3,695,923	1,349,097	0	505,917	850,000	3,689,103	(6,820)
415 Prop A Local Return	1,272,474	1,170,945	0	0	2,432,418	11,001	(1,261,473)
416 Asset Seizure	430,655	10,000	0	0	0	440,655	10,000
424 Prop C Local Return	1,552,302	974,144	0	0	2,314,446	212,000	(1,340,302)
425 Special Assessment Districts	658,273	98,216	0	106,865	0	649,624	(8,649)
426 Section 8 Housing	1,136,562	1,343,400	0	1,883,921	0	596,041	(540,521)
427 CDBG Grant	0	37,600	0	37,600	0	0	0
434 CC Safe/Clean Water Protection	9,566,110	2,133,000	0	2,300,000	0	9,399,110	(167,000)
436 BSCC-Youth Reinvestment Grant	98,256	0	0	0	0	98,256	0
437 Mobility Improvement Fund	80,000	2,600,000	0	0	0	2,680,000	2,600,000
438 LA County Measure W	5,332,388	530,000	0	520,000	0	5,342,388	10,000
475 CC Parking Authority	16,143,523	5,608,131	0	2,103,600	1,200,000	18,448,054	2,304,531
476 CC Housing Authority	32,154,540	0	0	6,155,682	1,147,144	24,851,714	(7,302,826)
485 COOP Unrestricted	9,826,765	0	0	0	0	9,826,765	0
<b>Total Special Revenue Funds</b>	<b>85,920,137</b>	<b>16,882,936</b>	<b>250,000</b>	<b>16,160,873</b>	<b>7,944,008</b>	<b>78,948,192</b>	<b>(6,971,945)</b>
<b>ENTERPRISE/USER FEE FUNDS</b>							
202 Refuse Fund*	7,019,183	21,703,629	0	22,594,781	0	6,128,031	(891,152)
203 Bus Fund**	1,616,856	41,866,456	4,806,864	45,348,374	300,000	2,641,802	1,024,946
204 Sewer Fund***	24,620,047	9,369,000	0	13,597,115	0	20,391,932	(4,228,115)
205 Municipal Fiber Network	(4,309,081)	2,063,885	0	2,473,885	0	(4,719,081)	(410,000)
<b>Total Enterprise Funds</b>	<b>28,947,005</b>	<b>75,002,970</b>	<b>4,806,864</b>	<b>84,014,155</b>	<b>300,000</b>	<b>24,442,684</b>	<b>(4,504,321)</b>
<b>CAPITAL FUNDS</b>							
417 New Development Impact Fee	954,005	50,000	0	0	0	1,004,005	50,000
418 Special Gas Tax	5,235,955	2,146,377	0	3,709,362	400,000	3,272,970	(1,962,985)
419 Park Facilities	1,095,821	120,000	0	0	0	1,215,821	120,000
420 Capital Imp/Acq (I & A)	5,856,041	535,000	8,838,575	9,373,575	0	5,856,041	0
423 Grants Capital (CIP)	14,118,795	4,261,525	0	4,261,525	0	14,118,795	0
428 CDBG Grant Capital	(67,044)	150,345	0	150,345	0	(67,044)	0
431 Measure R	672,884	721,608	0	680,967	310,000	403,525	(269,359)
435 Measure M	1,985,830	825,822	0	655,278	0	2,156,374	170,544
<b>Total Capital Funds</b>	<b>29,852,287</b>	<b>8,810,677</b>	<b>8,838,575</b>	<b>18,831,052</b>	<b>710,000</b>	<b>27,960,487</b>	<b>(1,891,800)</b>
<b>INTERNAL SERVICE FUNDS</b>							
307 Equipment Replacement	8,755,053	2,999,377	0	2,741,200	0	9,013,230	258,177
308 Equipment Maint/Fleet Svcs	0	10,708,006	0	10,070,861	0	637,145	637,145
309 Self Insurance	4,229,814	11,968,036	0	12,440,017	0	3,757,833	(471,981)
310 Central Stores	176,238	2,535,400	0	2,562,450	0	149,188	(27,050)
<b>Total Internal Services</b>	<b>13,161,105</b>	<b>28,210,819</b>	<b>0</b>	<b>27,814,528</b>	<b>0</b>	<b>13,557,396</b>	<b>396,291</b>
<b>OTHER</b>							
550 CC Successor Agency (RDA)	19,695,385	14,899,940	0	12,367,488	0	22,227,837	2,532,452
<b>Total Other</b>	<b>19,695,385</b>	<b>14,899,940</b>	<b>0</b>	<b>12,367,488</b>	<b>0</b>	<b>22,227,837</b>	<b>2,532,452</b>
<b>Total Budget Before Adjustment:</b>	<b>314,496,845</b>	<b>300,362,736</b>	<b>17,792,583</b>	<b>327,427,237</b>	<b>17,792,583</b>	<b>287,432,344</b>	<b>(27,064,501)</b>
Less Internal Services	13,161,105	28,210,819	0	27,814,528	0	13,557,396	396,291
<b>Total Budget</b>	<b>301,335,740</b>	<b>272,151,917</b>	<b>17,792,583</b>	<b>299,612,709</b>	<b>17,792,583</b>	<b>273,874,948</b>	<b>(27,460,792)</b>



**EXHIBIT B  
CITY OF CULVER CITY  
SUMMARY OF REVENUES  
FISCAL 2023-2024**

	PROPOSED 2023-2024	ADDITIONS/ REDUCTIONS FROM BUDGET MEETINGS	WITH CHANGES/ CORRECTIONS 2023-2024	COMMENTS
<b><u>GENERAL FUND</u></b>				
PROPERTY TAX	13,795,388	0	13,795,388	
SALES TAX	25,031,467	0	25,031,467	
SALES TAX-MEASURE CC	11,539,000	0	11,539,000	
SALES TAX-MEASURE C	5,782,000	0	5,782,000	
PUBLIC SAFETY SALES TAX	500,000	0	500,000	
BUSINESS LICENSE TAX	22,200,000	0	22,200,000	
CANNABIS TAX	1,700,000	0	1,700,000	
FRANCHISE TAX	1,475,000	0	1,475,000	
REAL PROP TRANS TAX	8,000,000	0	8,000,000	
UTILITY TAXES	15,347,292	0	15,347,292	
TRANS OCC TAX	12,000,000	0	12,000,000	
COM/IND DEV TAX	500,000	0	500,000	
LICENSES AND PERMITS	4,645,000	0	4,645,000	
INTERGOVERNMENTAL	7,614,733	0	7,614,733	
CHARGES FOR SERVICES	10,905,707	0	10,905,707	
FINES AND FORFEITS	3,735,500	0	3,735,500	
USE OF MONEY & PROPERTY	2,697,905	258,000	2,955,905	Increase from Municipal Fiber Loan Interest Adjustments to Cost Allocation from Transit Fund (-\$3,354); Refuse Fund (\$594); Sewer Fund (\$897).
OTHER REVENUES	12,727,409	(1,863)	12,725,546	
<b>TOTAL GENERAL FUND</b>	<b>160,196,401</b>	<b>256,137</b>	<b>160,452,538</b>	
<b><u>SPECIAL REVENUE FUNDS</u></b>				
AQMD FUND	10,000	0	10,000	
PARATRANSIT FUND	378,403	0	378,403	
BUILDING SURCHARGE	311,000	0	311,000	
ARTS IN PUBLIC PLACES	579,000	0	579,000	
GRANTS OPERATING FUND	1,349,097	0	1,349,097	
SPECIAL ASSESSMENT & DIST	98,216	0	98,216	
PROP A LOCAL RETURN FUND	1,170,945	0	1,170,945	
PROP C LOCAL RETURN FUND	974,144	0	974,144	
ASSET SEIZURES FUND	10,000	0	10,000	
SECTION 8 HOUSING	1,343,400	0	1,343,400	
CDBG OPERATING GRANT FUND	40,000	(2,400)	37,600	Adjustment to correct actual amount to be received.
CC SAFE/CLEAN WATER PROTECTION	2,133,000	0	2,133,000	
LA COUNTY MEASURE W	0	530,000	530,000	Adjustment to correct actual amount to be received.
BSCC-YOUTH REINVESTMENT GRANT	0	0	0	
MOBILITY IMPROVEMENT FUND	1,100,000	1,500,000	2,600,000	Adjustment based on anticipated projects in FY 23-24.
CC PARKING AUTHORITY	5,608,131	0	5,608,131	
CC HOUSING AUTHORITY	0	0	0	
ECON DEV PROGS	0	0	0	
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>15,105,336</b>	<b>2,027,600</b>	<b>17,132,936</b>	

**EXHIBIT B  
CITY OF CULVER CITY  
SUMMARY OF REVENUES  
FISCAL 2023-2024**

	PROPOSED 2023-2024	ADDITIONS/ REDUCTIONS FROM BUDGET MEETINGS	WITH CHANGES/ CORRECTIONS 2023-2024	COMMENTS
<b><u>ENTERPRISE FUNDS</u></b>				
REFUSE FUNDS	21,703,629	0	21,703,629	
				Corrections to duplicate requested amounts (- \$2,058,071); correction to align with capital grant reimbursements (-\$8,141,546); reduction of grant funding not yet approved (- \$2,000,000).
MUNICIPAL BUS	58,872,937	(12,199,617)	46,673,320	
SEWER FUND	9,819,000	(450,000)	9,369,000	Adjustment to Sewer Operating Revenue
				Adjustment to Fiber related revenue accounts to better align with true estimates
MUNICIPAL FIBER NETWORK	3,616,314	(1,552,429)	2,063,885	
<b>TOTAL ENTERPRISE FUNDS</b>	<b>94,011,880</b>	<b>(14,202,046)</b>	<b>79,809,834</b>	
<b><u>CAPITAL IMPROVEMENT FUNDS</u></b>				
NEW DEV. IMPACT FEE FUND	50,000	0	50,000	
SPECIAL GAS TAX FUND	2,146,377		2,146,377	
PARK FACILITIES FUND	120,000	0	120,000	
				Increased transfer-in from General Fund for CIP PP023 - Park Master Plan.
CAPITAL IMPV/ACQ FUND	8,623,575	750,000	9,373,575	
GRANTS CAPITAL FUND	4,261,525	0	4,261,525	
				Adjustment to correct actual amount to be received.
CDBG CAPITAL GRANT FUND	0	150,345	150,345	
MEASURE R FUND	721,608	0	721,608	
MEASURE M FUND	825,822	0	825,822	
<b>TOTAL CAPITAL IMPROVEMENT FUNDS</b>	<b>16,748,907</b>	<b>900,345</b>	<b>17,649,252</b>	
<b><u>INTERNAL SERVICE FUNDS</u></b>				
EQUIPMENT REPLACEMENT	2,999,377	0	2,999,377	
EQUIPMENT MAINTENANCE	10,708,006	0	10,708,006	
SELF INSURANCE	11,968,036		11,968,036	
				Increase to Central Stores revenue to offset increase to expenditure account.
STORES	2,035,400	500,000	2,535,400	
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>27,710,819</b>	<b>500,000</b>	<b>28,210,819</b>	
CC SUCCESSOR AGENCY FUNDS TOTAL	14,899,940	0	14,899,940	
<b>TOTAL OPERATING AND CIP FUNDS</b>	<b>328,673,283</b>	<b>(10,517,964)</b>	<b>318,155,319</b>	
LESS: INTERNAL SERVICE FUNDS	27,710,819	500,000	28,210,819	
<b>TOTAL BUDGET</b>	<b>300,962,464</b>	<b>(11,017,964)</b>	<b>289,944,500</b>	

**EXHIBIT C**  
**CITY OF CULVER CITY**  
**RECAP OF APPROPRIATION BY DEPARTMENT**  
**FISCAL YEAR 2023-2024**

	CITY MGR RECOMM 2023-2024	ADDITIONS/ REDUCTIONS FROM BUDGET MEETINGS	WITH CHANGES/ CORRECTIONS 2023-2024	COMMENTS
<b><u>GENERAL FUND</u></b>				
<b>GENERAL GOVERNMENT</b>				
CITY COUNCIL	241,131	(35,400)	205,731	Reduce meeting stipend that was incorrectly added to salary projection estimates. Add funding for (1) Communications & Public Information manager positions (\$215,245); reallocate funding for miscellaneous employee's MOU (\$271,210); add Management Analyst position in Cultural Affairs (\$146,850).
CITY MANAGER	5,805,853	633,305	6,439,158	Add funding for bridge position \$36,750; add funding for training of new positions (\$3,600) reallocate funding for miscellaneous employee's MOU (\$107,200).
CITY ATTORNEY	2,710,493	147,550	2,858,043	Add funding for minimum wage study (\$150,000); reallocate funding for miscellaneous employee's MOU (\$355,300).
FINANCE	6,998,955	505,300	7,504,255	Reallocate funding for miscellaneous employee's MOU (\$126,040).
HUMAN RESOURCES	2,537,623	126,040	2,663,663	Add funding for Sister Cities (\$31,960); add funding for Special Events Grants (\$30,000); reallocate funding for miscellaneous employee's MOU to appropriate General Fund Departments (-\$2,860,000).
NON-DEPARTMENTAL <i>approp.)</i>	9,869,464 (4,500,000)	(2,798,040) 0	7,071,424 (4,500,000)	Reallocate funding for miscellaneous employee's MOU (\$236,230).
INFORMATION TECH	6,267,973	236,230	6,504,203	
TOTAL GENERAL GOVERNMENT	29,931,492	(1,185,015)	28,746,477	
PARKS, REC. & COMMUNITY SVCS	11,422,948	277,740	11,700,688	Reallocate funding for miscellaneous employee's MOU (\$277,740).
HOUSING & HUMAN SERVICES	15,733,131	207,890	15,941,021	Reallocate funding for miscellaneous employee's MOU (\$207,890).
POLICE DEPARTMENT	53,649,963	312,690	53,962,653	Reallocate funding for miscellaneous employee's MOU (\$312,690).
FIRE DEPARTMENT	32,309,448	126,360	32,435,808	Add funding for CPI increase to nurse practioner contract (\$20,000); reallocate funding for miscellaneous employee's MOU (\$106,360).
PLANNING & DEVELOPMENT	7,304,863	202,923	7,507,786	Correction to equipment maintenance account (-\$198,047); add funding for city sign ordinance (\$70,000); development applications (\$20,000), zoning updates (\$25,000); object design standards (\$30,000); reallocate funding for miscellaneous employee's MOU (\$255,970).
PUBLIC WORKS	17,442,301	502,407	17,944,708	Correction to equipment maintenance account (-\$210,963); add funding for sustainable business certificate program (\$110,000); reallocate funding for miscellaneous employee's MOU (\$603,370).
Transfers	8,088,575	750,000	8,838,575	Increase transfer-out to Fund 420 - Improvement & Acquisition Fund.
<b>TOTAL GENERAL FUND</b>	<b>175,882,721</b>	<b>1,194,995</b>	<b>177,077,716</b>	

**EXHIBIT C**  
**CITY OF CULVER CITY**  
**RECAP OF APPROPRIATION BY DEPARTMENT**  
**FISCAL YEAR 2023-2024**

	CITY MGR RECOMM 2023-2024	ADDITIONS/ REDUCTIONS FROM BUDGET MEETINGS	WITH CHANGES/ CORRECTIONS 2023-2024	COMMENTS
<b><u>SPECIAL REVENUE FUNDS</u></b>				
TOTAL AQMD	320,666	0	320,666	
TOTAL PARATRANSIT	890,378	38,460	928,838	Additional funding for miscellaneous employee's MOU (\$38,460).
TOTAL BUILDING SURCHARGE	715,072	11,830	726,902	Additional funding for miscellaneous employee's MOU (\$11,830).
TOTAL GRANTS	1,349,097	6,820	1,355,917	Additional funding for miscellaneous employee's MOU (\$6,820).
TOTAL ARTS IN PUBLIC PLACES	570,882	0	570,882	
TOTAL ASSESSMENT DISTRICTS	106,865	0	106,865	
TOTAL CDBG-OPERATING	2,386	35,214	37,600	Adjust funding to correct amount to be received (\$35,214).
TOTAL SEC. 8 FUND	1,870,301	13,620	1,883,921	Additional funding for miscellaneous employee's MOU (\$13,620).
TOTAL PROP A FUND	2,432,418	0	2,432,418	
TOTAL PROP C FUND	2,314,446	0	2,314,446	
TOTAL ASSET SEIZURE FUND	0	0	0	
TOTAL CC SAFE/CLEAN WATER PRT	2,300,000	0	2,300,000	
TOTAL LA COUNTY MEASURE W	520,000	0	520,000	
TOTAL BSCC-YTH REINVSTMNT GRN	0	0	0	
TOTAL CC PARKING AUTHORITY	3,303,600	0	3,303,600	
TOTAL CC HOUSING AUTHORITY	7,302,826	0	7,302,826	
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>23,998,937</b>	<b>105,944</b>	<b>24,104,881</b>	
<b><u>ENTERPRISE AND USER FEE FUNDS</u></b>				
TOTAL REFUSE	20,700,043	1,894,738	22,594,781	Correction to equipment maintenance account (\$1,344,996); adjustment to overtime inadvertently omitted (\$157,488); adjustment to administrative charges for cost allocation plan (\$594); additional funding for miscellaneous employee's MOU (\$391,660).
TOTAL TRANSIT	41,768,582	3,879,792	45,648,374	Correction to equipment maintenance account (\$2,611,576); adjustment to overtime inadvertently omitted (\$218,390); adjustment to administrative charges for cost allocation plan (-\$3,354); additional funding for miscellaneous employee's MOU (\$1,053,180).
TOTAL SEWER	13,485,516	111,599	13,597,115	Adjustment to overtime inadvertently omitted (\$15,912); adjustment to administrative charges for cost allocation plan (\$897); additional funding for miscellaneous employee's MOU (\$94,790).
TOTAL MUNICIPAL FIBER NTWRK	3,611,311	(1,137,426)	2,473,885	Adjustment to initial appropriations to better align with actual projects (\$1,386,000); adjust amount for loan interest payment (\$248,574).
<b>TOTAL ENTERPRISE</b>	<b>79,565,452</b>	<b>4,748,703</b>	<b>84,314,155</b>	
<b>CAPITAL IMPROVEMENT FUNDS</b>	<b>18,800,707</b>	<b>740,345</b>	<b>19,541,052</b>	Add funding to Fund 420 - Improvement & Acquisition for; PP023 - Parks Master Plan (\$750,000); adjust funding to correct amount to be received (-\$9,655).

**EXHIBIT C**  
**CITY OF CULVER CITY**  
**RECAP OF APPROPRIATION BY DEPARTMENT**  
**FISCAL YEAR 2023-2024**

	CITY MGR RECOMM 2023-2024	ADDITIONS/ REDUCTIONS FROM BUDGET MEETINGS	WITH CHANGES/ CORRECTIONS 2023-2024	COMMENTS
				Equipment Maintenance/Fleet Services: Correction to equipment maintenance account (-\$394,199); adjustment to overtime inadvertently omitted (\$55,957); additional funding for miscellaneous employee's MOU (\$276,960). Risk Management Fund: adjustment to overtime inadvertently omitted (\$5,650); additional funding for miscellaneous employee's MOU (\$73,765); add funding for bridge position (\$12,1250); add funding for higher than anticipated liability insurance premiums (\$200,000); additional funding for Central Stores (\$500,000).
<b>INTERNAL SERVICE FUNDS</b>	27,084,145	730,383	27,814,528	
<b>SUCCESSOR AGENCY FUNDS</b>	12,367,488	0	12,367,488	
<b>TOTAL BUDGET BEFORE ADJ.</b>	337,699,450	7,520,370	345,219,820	
<b>LESS INTERNAL SERVICE FUND</b>	27,084,145	730,383	27,814,528	
<b>TOTAL BUDGET</b>	310,615,305	6,789,987	317,405,292	

**EXHIBIT D  
CITY OF CULVER CITY  
COMPARISON OF PERSONNEL POSITION ALLOCATIONS  
FISCAL YEAR 2023-2024**

DIV NO.	DIVISION NAME	Proposed 2023-2024	Additions/ Reductions From Budget Meetings	Proposed with Changes/ Corrections 2023-2024	Comments
<b>GENERAL FUND</b>					
<u>GENERAL GOVERNMENT</u>					
10110000	City Council	5.00		5.00	
10110100	City Manager	6.00	1.00	7.00	Add one (1) Communications and Public Information Manager position..
10110200	Internal Audit	1.00		1.00	
10110400	Cultural Affairs	2.00	1.00	3.00	Add one (1) Management Analyst position..
10110500	Economic Development	5.25		5.25	
10111100	City Clerk	4.00		4.00	
10113100	City Attorney	5.65	0.85	6.50	Add .85 Paralegal position, will offset elimination through attrition of .85 Legal Operations Manager position which is funded through December 2023.
10114100	Finance Administration	5.00		5.00	
10114200	Accounting Operations	6.00		6.00	
10114300	Budget & Financial Operations	8.00		8.00	
10114400	Treasury	9.00		9.00	
10114500	Purchasing	5.00		5.00	
10122100	Human Resources	13.75		13.75	
10124100	Information Technology	17.50		17.50	
10124200	Graphic Services	1.00		1.00	
10124300	Information Technology-Public Safety	2.50		2.50	
	<b>Total General Government</b>	<b>96.65</b>	<b>2.85</b>	<b>99.50</b>	
<u>PARKS, RECREATION &amp; COMMUNITY SERVICES DEPARTMENT</u>					
10130100	Administration	2.00		2.00	
10130200	Recreation Division	8.00		8.00	
10130220	Aquatics	1.50		1.50	
10130300	Parks Division	16.00		16.00	
10130400	Senior & Social Services Division	6.69		6.69	
	<b>Total Parks, Recreation &amp; Community Services</b>	<b>34.19</b>	<b>0.00</b>	<b>34.19</b>	
<u>HOUSING &amp; HUMAN SERVICES DEPARTMENT</u>					
10135100	Agency Housing & Rehab	5.75		5.75	
10135200	Recreation Division	7.00		7.00	
10135300	Human Services/Crisis Intervention	6.50		6.50	
10135400	Rent Stabilization	3.00		3.00	
	<b>Total Parks, Recreation &amp; Community Services</b>	<b>22.25</b>	<b>0.00</b>	<b>22.25</b>	
<u>POLICE DEPARTMENT</u>					
10140100	Office of the Chief	2.00		2.00	
10140200	Operating Bureaus	154.84		154.84	
	<b>Total Police</b>	<b>156.84</b>	<b>0.00</b>	<b>156.84</b>	

**EXHIBIT D  
CITY OF CULVER CITY  
COMPARISON OF PERSONNEL POSITION ALLOCATIONS  
FISCAL YEAR 2023-2024**

DIV NO.	DIVISION NAME	Proposed 2023-2024	Additions/ Reductions From Budget Meetings	Proposed with Changes/ Corrections 2023-2024	Comments
<u>FIRE DEPARTMENT</u>					
10145100	Office of the Chief	3.50		3.50	
10145200	Fire Suppression	34.98		34.98	
10145300	Emergency Medical Services	29.00		29.00	
10145400	Emergency Preparedness	1.50		1.50	
10145600	Community Risk Reduction	7.96		7.96	
10145700	Communications	2.98		2.98	
	<b>Total Fire</b>	<b>79.92</b>	<b>0.00</b>	<b>79.92</b>	
<u>PLANNING &amp; DEVELOPMENT DEPARTMENT</u>					
10153100	Planning & Development Admin	2.00		2.00	
10150200	Current Planning	9.00		9.00	
10150400	Advance Planning	3.00		3.00	
10150150	Building Safety	14.00		14.00	
	<b>Total Community Development</b>	<b>28.00</b>	<b>0.00</b>	<b>28.00</b>	
<u>PUBLIC WORKS</u>					
10160100	Public Works Admin	3.25		3.25	
10160150	Engineering	9.50		9.50	
10160170	Mobility & Traffic Engineering	4.50		4.50	
10160200	Maintenance Operations	2.50		2.50	
10160210	Streets Maintenance	13.85		13.85	
10160220	Tree Maintenance	2.00		2.00	
10160230	Building Maintenance	11.50		11.50	
10160240	Electrical Maintenance	7.50		7.50	
10160250	Graffiti Abatement	3.00		3.00	
10160260	Parking Meter Maintenance	3.00		3.00	
10160460	Environmental Programs/Operations	1.45		1.45	
	<b>Total Public Works</b>	<b>62.05</b>	<b>0.00</b>	<b>62.05</b>	
<b>TOTAL - GENERAL FUND EMPLOYEES</b>		<b>479.90</b>	<b>2.85</b>	<b>482.75</b>	
<b>GRANTS OPERATING FUND</b>					
41440230	COPS	1.00		1.00	
	<b>Total Operating Grants</b>	<b>1.00</b>	<b>0.00</b>	<b>1.00</b>	
<b>PARATRANSIT FUND</b>					
41170420	Paratransit	8.00		8.00	
	<b>Total Paratransit Fund</b>	<b>8.00</b>	<b>0.00</b>	<b>8.00</b>	
<b>BUILDING SURCHARGE FUND</b>					
41224100	Information Technology	1.00		1.00	
	<b>Total Building Surcharge Fund</b>	<b>1.00</b>	<b>0.00</b>	<b>1.00</b>	
<b>CDBG-OPERATING GRANTS</b>					
42730440	Disability Services	0.31		0.31	
	<b>Total CDBG Operating</b>	<b>0.31</b>	<b>0.00</b>	<b>0.31</b>	

**EXHIBIT D  
CITY OF CULVER CITY  
COMPARISON OF PERSONNEL POSITION ALLOCATIONS  
FISCAL YEAR 2023-2024**

DIV NO.	DIVISION NAME	Proposed 2023-2024	Additions/ Reductions From Budget Meetings	Proposed with Changes/ Corrections 2023-2024	Comments
<b>SECTION 8 FUND</b>					
42650700	Section 8 Housing	1.50		1.50	
	<b>Total Section 8 Fund</b>	<b>1.50</b>	<b>0.00</b>	<b>1.50</b>	
<b>ENTERPRISE AND USER FEE FUNDS</b>					
20214500	Purchasing	0.63		0.63	
20260400	Refuse Collection	47.50		47.50	
20260410	Transfer Station	7.00		7.00	
	<b>Total Refuse</b>	<b>55.13</b>	<b>0.00</b>	<b>55.13</b>	
20314500	Purchasing	2.37		2.37	
20370100	Transit Administration	12.00		12.00	
20370200	Transit Operations	143.00		143.00	
	<b>Total Transit</b>	<b>157.37</b>	<b>0.00</b>	<b>157.37</b>	
20460300	Sewer Maintenance	11.45		11.45	
	<b>Total Sewer</b>	<b>11.45</b>	<b>0.00</b>	<b>11.45</b>	
<b>INTERNAL SERVICE FUNDS</b>					
30870400	Equipment Maintenance/Fleet Svcs	35.00		35.00	
30922200	Risk Management - Worker's Comp	2.25		2.25	
30913400	Risk Management - Liability	1.35	0.15	1.50	Add .15 Paralegal position, will offset elimination through attrition of .15 Legal Operations Manager which is funded through December 2023.
	<b>Total Internal Service Funds</b>	<b>38.60</b>	<b>0.15</b>	<b>38.75</b>	
<b>GRAND TOTAL - CITY</b>		<b>754.26</b>	<b>3.00</b>	<b>757.26</b>	



**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Mgr Recomm 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>10110000 City Council</b>					
Councilmembers	4.00	4.00	4.00	0.00	0.0%
Mayor	1.00	1.00	1.00	0.00	0.0%
<b>Total Positions</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	<b>0.0%</b>

## Regular Positions

	Actual 2021/2022	Adjusted 2022/2023	City Mgr Recomm 2023/2024	Change from Prior Year Adjusted	% Change
<b>10110100 City Manager</b>					
Administrative Clerk	1.00	1.00	1.00	0.00	0.0%
Assistant City Manager	1.00	2.00	2.00	0.00	0.0%
Assistant to the City Manager	2.00	2.00	2.00	0.00	0.0%
City Manager	1.00	1.00	1.00	0.00	0.0%
Communication & Public Information Manager *	0.00	0.00	1.00	1.00	100.0%
<b>Division Total</b>	<b>5.00</b>	<b>6.00</b>	<b>7.00</b>	<b>1.00</b>	<b>16.7%</b>
<b>10110200 Internal Audit Division</b>					
Sr. Management Analyst	0.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>0.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10110400 Cultural Affairs</b>					
Cultural Affairs Manager	1.00	1.00	1.00	0.00	0.0%
Management Analyst **	0.00	1.00	2.00	0.00	100.0%
Public Art Coordinator	1.00	0.00	0.00	0.00	0.0%
<b>Division Total</b>	<b>2.00</b>	<b>2.00</b>	<b>3.00</b>	<b>1.00</b>	<b>50.0%</b>
<b>10110500 Economic Development</b>					
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Deputy Com Dev Dir/Econ Dev Mgr.	1.00	0.00	0.00	0.00	0.0%
Economic Development Director	0.00	1.00	1.00	0.00	0.0%
Economic Dev Project Manager	3.00	2.00	2.00	0.00	0.0%
Special Events Coordinator	0.00	1.00	1.00	0.00	0.0%
Structural Rehab Specialist	0.25	0.25	0.25	0.00	0.0%
<b>Division Total</b>	<b>5.25</b>	<b>5.25</b>	<b>5.25</b>	<b>0.00</b>	<b>0.0%</b>
<b>10111100 City Clerk</b>					
Admin Clerk	1.00	1.00	1.00	0.00	0.0%
City Clerk	1.00	1.00	1.00	0.00	0.0%
City Clerk Specialist	1.00	1.00	1.00	0.00	0.0%
Deputy City Clerk	0.00	1.00	1.00	0.00	0.0%
Management Analyst	1.00	0.00	0.00	0.00	0.0%
<b>Division Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>16.25</b>	<b>18.25</b>	<b>20.25</b>	<b>2.00</b>	<b>11.0%</b>

\* Add one (1) Communication & Public Information Manager position

\*\* Add one (1) Management Analyst position

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Mgr Recomm 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>10113100 City Attorney</b>					
Assistant City Attorney	1.00	1.00	1.00	0.00	0.0%
City Attorney	0.75	0.75	0.75	0.00	0.0%
Administrative Clerk	0.50	0.50	0.50	0.00	0.0%
Deputy City Attorney II	0.90	0.90	0.90	0.00	0.0%
Legal Operations Manager *	0.85	0.85	0.85	0.00	0.0%
Legal Secretary	0.75	0.00	0.00	0.00	0.0%
Deputy City Attorney III	0.90	0.90	0.90	0.00	0.0%
Paralegal *	0.00	0.75	1.60	0.85	113.3%
<b>Division Total</b>	<b>5.65</b>	<b>5.65</b>	<b>6.50</b>	<b>0.85</b>	<b>15.0%</b>
<b>30913400 SIF Liability</b>					
City Attorney	0.25	0.25	0.25	0.00	0.0%
Administrative Clerk	0.50	0.50	0.50	0.00	0.0%
Deputy City Attorney II	0.10	0.10	0.10	0.00	0.0%
Legal Operations Manager *	0.15	0.15	0.15	0.00	0.0%
Legal Secretary	0.25	0.00	0.00	0.00	0.0%
Deputy City Attorney III	0.10	0.10	0.10	0.00	0.0%
Paralegal *	0.00	0.25	0.40	0.15	60.0%
<b>Division Total</b>	<b>1.35</b>	<b>1.35</b>	<b>1.50</b>	<b>0.15</b>	<b>11.1%</b>
<b>Total Positions</b>	<b>7.00</b>	<b>7.00</b>	<b>8.00</b>	<b>1.00</b>	<b>14.3%</b>

\* Add one (1) Paralegal position, will offset elimination through attrition of one (1) Legal Operations Manager position which is funded through December 2023.

## Regular Positions

	Actual 2021/2022	Adjusted 2022/2023	City Mgr Recomm 2023/2024	Change from Prior Year Adjusted	% Change
<b>10114100 Finance Administration</b>					
Assistant Chief Financial Officer	0.00	1.00	1.00	0.00	0.0%
Associate Analyst	0.50	1.00	1.00	0.00	0.0%
Chief Financial Officer	1.00	1.00	1.00	0.00	0.0%
Sr. Financial Systems Business Analyst	2.00	2.00	2.00	0.00	0.0%
Sr. Management Analyst	1.00	0.00	0.00	0.00	0.0%
<b>Division Total</b>	<b>4.50</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10114200 General Accounting</b>					
Accountant	1.00	1.00	1.00	0.00	0.0%
Accountant II	2.00	2.00	2.00	0.00	0.0%
Accounting & Investment Manager	1.00	1.00	1.00	0.00	0.0%
Senior Accountant	2.00	2.00	2.00	0.00	0.0%
<b>Division Total</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10114300 Budget &amp; Financial Operations</b>					
Accounting Technician	1.00	1.00	1.00	0.00	0.0%
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Finance Manager	1.00	1.00	1.00	0.00	0.0%
Payroll Analyst	1.00	1.00	1.00	0.00	0.0%
Payroll Supervisor	1.00	1.00	1.00	0.00	0.0%
Payroll Technician	1.00	1.00	1.00	0.00	0.0%
Senior Account Clerk	1.00	1.00	1.00	0.00	0.0%
Senior Management Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10114400 Treasury</b>					
Account Clerk	1.00	1.00	1.00	0.00	0.0%
Accounting Technician	1.00	1.00	1.00	0.00	0.0%
Associate Analyst	0.50	0.00	0.00	0.00	0.0%
Code Enforcement Officer **	0.50	0.50	0.00	-0.50	-100.0%
Management Analyst	1.00	1.00	1.00	0.00	0.0%
Revenue & Budget Supervisor #	1.00	1.00	1.00	0.00	0.0%
Senior Account Clerk	5.00	5.00	5.00	0.00	0.0%
<b>Division Total</b>	<b>10.00</b>	<b>9.50</b>	<b>9.00</b>	<b>-0.50</b>	<b>-5.3%</b>
<b>10114500 Purchasing</b>					
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Buyer	1.00	1.00	1.00	0.00	0.0%
Financial Systems & Purchasing Manager	1.00	1.00	1.00	0.00	0.0%
Purchasing Supervisor	1.00	1.00	1.00	0.00	0.0%
Stores Specialist	1.00	1.00	1.00	0.00	0.0%
Warehouse Supervisor	0.00	0.00	0.00	0.00	0.0%
<b>Division Total</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	<b>0.0%</b>

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Mgr Recomm 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>20214500 Purchasing</b>					
Stores Specialist	0.63	0.63	0.63	0.00	0.0%
<b>Division Total</b>	<b>0.63</b>	<b>0.63</b>	<b>0.63</b>	<b>0.00</b>	<b>0.0%</b>
<b>20314500 Purchasing</b>					
Stores Specialist	2.37	2.37	2.37	0.00	0.0%
<b>Division Total</b>	<b>2.37</b>	<b>2.37</b>	<b>2.37</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>36.50</b>	<b>36.50</b>	<b>36.00</b>	<b>-0.50</b>	<b>-1.4%</b>

\* Transfer 0.5 Code Enforcement Officer to 10153200 - Enforcement Services

# Vacant position frozen, no appropriation included in FY 23-24 for Revenue & Budget Supervisor position.

## Regular Positions

	Actual 2021/2022	Adjusted 2022/2023	City Mgr Recomm 2023/2024	Change from Prior Year Adjusted	% Change
<b>10122100 Human Resources</b>					
Administrative Clerk	1.00	0.00	0.00	0.00	0.0%
Administrative Secretary	0.00	1.00	1.00	0.00	0.0%
Assistant City Manager	0.75	0.00	0.00	0.00	0.0%
Human Resources Analyst	4.00	4.00	4.00	0.00	0.0%
Human Resources Associate/Conf	2.00	2.00	2.00	0.00	0.0%
Human Resources Director	0.75	0.75	0.75	0.00	0.0%
Human Resources Tech/Conf *	5.00	5.00	4.00	-1.00	-20.0%
Management Analyst *	0.00	0.00	1.00	1.00	100.0%
Sr. Human Resources Manager/Equity Officer	0.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>13.50</b>	<b>13.75</b>	<b>13.75</b>	<b>0.00</b>	<b>0.0%</b>
<b>30922200 Risk Management</b>					
Assistant City Manager	0.25	0.00	0.00	0.00	0.0%
Claims and Safety Coordinator	0.00	0.00	0.00	0.00	0.0%
Claims and Safety Technician	0.00	0.00	0.00	0.00	0.0%
Human Resources Associate	1.00	1.00	1.00	0.00	0.0%
Human Resources Director	0.25	0.25	0.25	0.00	0.0%
Risk Manager	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>2.50</b>	<b>2.25</b>	<b>2.25</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>16.00</b>	<b>16.00</b>	<b>16.00</b>	<b>0.00</b>	<b>0.0%</b>

\* Reclass one (1) vacant Human Resources Technician position to a Management Analyst position.

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Mgr Recomm 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>10124100 Information Technology</b>					
Chief Information Officer	1.00	1.00	1.00	0.00	0.0%
GIS Analyst	1.00	1.00	1.00	0.00	0.0%
GIS Technician	1.00	1.00	1.00	0.00	0.0%
Information Systems Analyst	1.50	3.00	3.00	0.00	0.0%
Information Tech Analyst	1.00	1.00	1.00	0.00	0.0%
Information Tech Security Analyst	0.00	0.00	1.00	1.00	100.0%
Network Administrator	3.00	3.00	3.00	0.00	0.0%
Service Desk Technician	2.00	2.00	2.00	0.00	0.0%
Sr. Computer Program Analyst	2.00	2.00	2.00	0.00	0.0%
Systems Support Manager	1.50	1.50	1.50	0.00	0.0%
Webmaster	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>15.00</b>	<b>16.50</b>	<b>17.50</b>	<b>1.00</b>	<b>6.1%</b>
<b>41224100 Information Technology</b>					
Sr. Computer Program Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10124200 Graphic Services</b>					
Graphic Services Supervisor	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10124300 Information Technology - Public Safety</b>					
Systems Support Manager	0.50	0.50	0.50	0.00	0.0%
Information Tech Analyst	2.00	2.00	2.00	0.00	0.0%
<b>Division Total</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>19.50</b>	<b>21.00</b>	<b>22.00</b>	<b>1.00</b>	<b>4.8%</b>

\* Add one (1) Information Technology Security Analyst position.

## Regular Positions

	Actual 2021/2022	Adjusted 2022/2023	City Mgr Recomm 2023/2024	Change from Prior Year Adjusted	% Change
<b>10130100 PR&amp;CS Administration</b>					
PR&CS Director	1.00	1.00	1.00	0.00	0.0%
Secretary *	1.00	1.00	0.00	-1.00	-100.0%
Sr. Management Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>3.00</b>	<b>3.00</b>	<b>2.00</b>	<b>-1.00</b>	<b>-33.3%</b>
<b>10130200 Recreation Services</b>					
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Recreation & Community Svcs Coordinator	4.00	4.00	4.00	0.00	0.0%
Recreation & Community Svcs Manager	1.00	1.00	1.00	0.00	0.0%
Recreation & Community Svcs Supervisor	2.00	2.00	2.00	0.00	0.0%
<b>Division Total</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10130220 Pool &amp; Aquatics Programs</b>					
Sr. Pool Managers/RPT	0.00	1.50	1.50	0.00	0.0%
<b>Division Total</b>	<b>0.00</b>	<b>1.50</b>	<b>1.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10130300 Parks Division</b>					
Associate Analyst *	0.00	0.00	1.00	1.00	100.0%
Facilities Maint Crew Leader	1.00	1.00	1.00	0.00	0.0%
Irrigation Maintenance Technician	1.00	1.00	1.00	0.00	0.0%
Maintenance Worker II	3.00	3.00	3.00	0.00	0.0%
Maintenance Worker I	4.00	4.00	4.00	0.00	0.0%
Park Maintenance Crew Leader	3.00	3.00	3.00	0.00	0.0%
Park Maintenance Supervisor	1.00	1.00	1.00	0.00	0.0%
Parks Manager	1.00	1.00	1.00	0.00	0.0%
Irrigation Maintenance Technician	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>15.00</b>	<b>15.00</b>	<b>16.00</b>	<b>1.00</b>	<b>6.7%</b>
<b>10130400 Community Services</b>					
Administrative Clerk	1.00	1.00	1.00	0.00	0.0%
Recreation & Community Svcs Coordinator	3.00	3.00	3.00	0.00	0.0%
Recreation & Community Svcs Manager	1.00	1.00	1.00	0.00	0.0%
Recreation & Community Svcs Supervisor	1.69	1.69	1.69	0.00	0.0%
<b>Division Total</b>	<b>6.69</b>	<b>6.69</b>	<b>6.69</b>	<b>0.00</b>	<b>0.0%</b>
<b>42730440 Disability Services</b>					
Recreation & Community Svcs Supervisor	0.31	0.31	0.31	0.00	0.0%
<b>Division Total</b>	<b>0.31</b>	<b>0.31</b>	<b>0.31</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>33.00</b>	<b>34.50</b>	<b>34.50</b>	<b>0.00</b>	<b>0.0%</b>

\* Reclass one (1) vacant Secretary position to Associate Analyst position.



**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Mgr Recomm 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>10135100 Agency Housing and Rehab</b>					
Clerk	1.00	1.00	1.00	0.00	0.0%
Housing Assistant	1.50	0.00	0.00	0.00	0.0%
Housing & Human Services Director	0.00	1.00	1.00	0.00	0.0%
Housing & Human Services Project Manager	0.00	1.00	1.00	0.00	0.0%
Housing & Rent Stabilization Manager	1.00	0.00	0.00	0.00	0.0%
Housing Supervisor	1.00	1.00	1.00	0.00	0.0%
Occupancy Specialist	1.00	1.00	1.00	0.00	0.0%
Structural Rehab Specialist	0.75	0.75	0.75	0.00	0.0%
<b>Division Total</b>	<b>6.25</b>	<b>5.75</b>	<b>5.75</b>	<b>0.00</b>	<b>0.0%</b>
<b>10135200 Enforcement Services</b>					
Code Enforcement Analyst	1.00	1.00	1.00	0.00	0.0%
Code Enforcement Officer *	1.50	1.50	2.00	0.50	33.3%
Enforcement Services Manager	1.00	1.00	1.00	0.00	0.0%
Park Patrol Officer	2.00	2.00	2.00	0.00	0.0%
Secretary	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>6.50</b>	<b>6.50</b>	<b>7.00</b>	<b>0.50</b>	<b>7.7%</b>
<b>10135300 Human Services/Crisis Intervention</b>					
Housing Services/Crisis Intervention Manager	0.00	1.00	1.00	0.00	0.0%
Housing Assistant	0.00	0.50	0.50	0.00	0.0%
Management Analyst	0.00	1.00	1.00	0.00	0.0%
Mental Health Clinician	0.00	1.00	1.00	0.00	0.0%
Mental Health Specialist	0.00	1.00	1.00	0.00	0.0%
Case Manager/Mental Health	0.00	2.00	2.00	0.00	0.0%
<b>Division Total</b>	<b>0.00</b>	<b>6.50</b>	<b>6.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10135400 Rent Stabilization</b>					
Admin Clerk	1.00	1.00	1.00	0.00	0.0%
Housing & Rent Stabilization Coordinator	1.00	1.00	1.00	0.00	0.0%
Rent Stabilization Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>42635510 Grants/Section 8 Housing</b>					
Housing Assistant	0.50	0.50	0.50	0.00	0.0%
Housing Specialist	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>17.25</b>	<b>23.25</b>	<b>23.75</b>	<b>0.50</b>	<b>2.2%</b>

\* Transfer in 0.5 Code Enforcement Officer from 10114400 - Treasury

## Regular Positions

	Actual 2021/2022	Adjusted 2022/2023	City Mgr Recomm 2023/2024	Change from Prior Year Adjusted	% Change
<b>10140100 Office of the Police Chief</b>					
Administrative Secretary	1.00	1.00	1.00	0.00	0.0%
Chief of Police	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10140200 Operating Bureaus</b>					
Animal Services Officer	2.00	2.00	2.00	0.00	0.0%
Administrative Services Manager *	0.00	0.00	1.00	1.00	100.0%
Assistant Police Chief	1.00	1.00	1.00	0.00	0.0%
Automated Enforcement Tech	1.00	1.00	1.00	0.00	0.0%
Comm. Services Officer	7.84	7.84	7.84	0.00	0.0%
Custodian	1.00	1.00	1.00	0.00	0.0%
Forensic Specialist	2.00	2.00	2.00	0.00	0.0%
Forensic Supervisor	0.00	1.00	1.00	0.00	0.0%
Jailer	5.00	5.00	5.00	0.00	0.0%
Management Analyst	5.00	5.00	5.00	0.00	0.0%
Parking Enforcement Officer	10.00	10.00	10.00	0.00	0.0%
Parking Supervisor	1.00	1.00	1.00	0.00	0.0%
Police Captain	2.00	2.00	2.00	0.00	0.0%
Police Lieutenant	8.00	8.00	8.00	0.00	0.0%
Police Officer	80.00	80.00	80.00	0.00	0.0%
Police Records/Property Supervisor	1.00	1.00	1.00	0.00	0.0%
Police Records Tech	7.00	7.00	7.00	0.00	0.0%
Police Sergeant	17.00	17.00	17.00	0.00	0.0%
Property Technician	1.00	1.00	1.00	0.00	0.0%
Sr. Forensic Specialist	1.00	0.00	0.00	0.00	0.0%
Sr. Jailer	1.00	1.00	1.00	0.00	0.0%
Sr. Management Analyst *	1.00	1.00	0.00	-1.00	-100.0%
<b>Division Total</b>	<b>154.84</b>	<b>154.84</b>	<b>154.84</b>	<b>0.00</b>	<b>0.0%</b>
<b>41440230 COPS</b>					
Property Technician	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>157.84</b>	<b>157.84</b>	<b>157.84</b>	<b>0.00</b>	<b>0.0%</b>

\* Reclass one (1) Senior Management Analyst position to Administrative Services Manager position.

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Mgr Recomm 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>Sworn Officers</b>					
Chief of Police	1.00	1.00	1.00	0.00	0.0%
Assistant Police Chief	1.00	1.00	1.00	0.00	0.0%
Police Captain	2.00	2.00	2.00	0.00	0.0%
Police Lieutenant	8.00	8.00	8.00	0.00	0.0%
Police Sergeant	17.00	17.00	17.00	0.00	0.0%
Police Officer	80.00	80.00	80.00	0.00	0.0%
<b>Total Sworn</b>	<b>109.00</b>	<b>109.00</b>	<b>109.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Non-Sworn Personnel</b>					
Administrative Secretary	1.00	1.00	1.00	0.00	0.0%
Administrative Services Manager *	0.00	0.00	1.00	1.00	100.0%
Animal Services Officer	2.00	2.00	2.00	0.00	0.0%
Automated Enforcement Technician	1.00	1.00	1.00	0.00	0.0%
Comm. Services Officer	7.84	7.84	7.84	0.00	0.0%
Custodian	1.00	1.00	1.00	0.00	0.0%
Forensic Specialist	2.00	2.00	2.00	0.00	0.0%
Forensic Supervisor	0.00	1.00	1.00	0.00	0.0%
Jailer	5.00	5.00	5.00	0.00	0.0%
Management Analyst	5.00	5.00	5.00	0.00	0.0%
Parking Enforcement Officer	10.00	10.00	10.00	0.00	0.0%
Parking Supervisor	1.00	1.00	1.00	0.00	0.0%
Property Tech	2.00	2.00	2.00	0.00	0.0%
Police Records/Property Supervisor	1.00	1.00	1.00	0.00	0.0%
Police Records Tech	7.00	7.00	7.00	0.00	0.0%
Sr. Jailer	1.00	1.00	1.00	0.00	0.0%
Sr. Forensic Specialist	1.00	0.00	0.00	0.00	0.0%
Sr. Management Analyst *	1.00	1.00	0.00	-1.00	-100.0%
<b>Total Non-Sworn</b>	<b>48.84</b>	<b>48.84</b>	<b>48.84</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>157.84</b>	<b>157.84</b>	<b>157.84</b>	<b>0.00</b>	<b>0.0%</b>

\* Reclass one (1) Senior Management Analyst position to Administrative Services Manager position.

## Regular Positions

	Actual 2021/2022	Adjusted 2022/2023	City Mgr Recomm 2023/2024	Change from Prior Year Adjusted	% Change
<b>10145100 Office of the Fire Chief</b>					
Battalion Chief/Asst Fire Chief	1.00	1.00	1.00	0.00	0.0%
Fire Chief	1.00	1.00	1.00	0.00	0.0%
Secretary	0.50	0.50	0.50	0.00	0.0%
Sr. Management Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10145200 Fire Suppression</b>					
Battalion Chief	3.00	3.00	3.00	0.00	0.0%
Comm. Svcs. Officer/RPT	0.98	0.98	0.98	0.00	0.0%
Fire Capt/Training/15	1.00	1.00	1.00	0.00	0.0%
Fire Captain	12.00	12.00	12.00	0.00	0.0%
Fire Engineer	12.00	12.00	12.00	0.00	0.0%
Fire Fighter	6.00	6.00	6.00	0.00	0.0%
<b>Division Total</b>	<b>34.98</b>	<b>34.98</b>	<b>34.98</b>	<b>0.00</b>	<b>0.0%</b>
<b>10145300 Emergency Medical Services</b>					
Fire Capt./Admin./15	1.00	1.00	1.00	0.00	0.0%
Fire Fighter/Rescue/15	27.00	27.00	27.00	0.00	0.0%
Secretary	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>29.00</b>	<b>29.00</b>	<b>29.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10145400 Emergency Preparedness</b>					
Emergency Preparedness Coordinator	1.00	1.00	1.00	0.00	0.0%
Secretary	0.50	0.50	0.50	0.00	0.0%
<b>Division Total</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10145600 Community Risk Reduction</b>					
Battalion Chief/Fire Marshal/15	1.00	1.00	1.00	0.00	0.0%
Community Services Officer/RPT	1.96	1.96	1.96	0.00	0.0%
Fire Fighter/Inspector/15	1.00	1.00	1.00	0.00	0.0%
Fire Fighter/Inspector/20	1.00	1.00	1.00	0.00	0.0%
Fire Prevention Spclst/Plan Review	1.00	1.00	1.00	0.00	0.0%
Fire Prevention Spclst/HazMat/Pub Ed	1.00	1.00	1.00	0.00	0.0%
Permit Technician I	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>7.96</b>	<b>7.96</b>	<b>7.96</b>	<b>0.00</b>	<b>0.0%</b>
<b>10145700 Telecommunications</b>					
Community Services Officer/RPT	0.98	0.98	0.98	0.00	0.0%
Communications Supervisor	1.00	1.00	1.00	0.00	0.0%
Communications Tech	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>2.98</b>	<b>2.98</b>	<b>2.98</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>79.92</b>	<b>79.92</b>	<b>79.92</b>	<b>0.00</b>	<b>0.0%</b>

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Mgr Recomm 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
<b>Sworn Officers</b>					
Battalion Chief	3.00	3.00	3.00	0.00	0.0%
Battalion Chief/Asst Chief	1.00	1.00	1.00	0.00	0.0%
Battalion Chief/Fire Marshal/15	1.00	1.00	1.00	0.00	0.0%
Fire Captain	12.00	12.00	12.00	0.00	0.0%
Fire Captain/Admin/15	1.00	1.00	1.00	0.00	0.0%
Fire Chief	1.00	1.00	1.00	0.00	0.0%
Fire Engineer	12.00	12.00	12.00	0.00	0.0%
Fire Fighter	6.00	6.00	6.00	0.00	0.0%
Fire Fighter/Rescue/15%	27.00	27.00	27.00	0.00	0.0%
Fire Fighter/Inspector/15%	1.00	1.00	1.00	0.00	0.0%
Fire Fighter/Inspector/20%	1.00	1.00	1.00	0.00	0.0%
Fire Cap/Training/15%	1.00	1.00	1.00	0.00	0.0%
<b>Total Sworn</b>	<b>67.00</b>	<b>67.00</b>	<b>67.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Non-Sworn Personnel</b>					
Community Services Officer/RPT	3.92	3.92	3.92	0.00	0.0%
Communications Supervisor	1.00	1.00	1.00	0.00	0.0%
Communications Technician	1.00	1.00	1.00	0.00	0.0%
Emergency Preparedness Coordinator	1.00	1.00	1.00	0.00	0.0%
Fire Prevention Spclst/HazMat/Pub Ed	1.00	1.00	1.00	0.00	0.0%
Fire Prevention Spclst/Plan Review	1.00	1.00	1.00	0.00	0.0%
Permit Technician I	1.00	1.00	1.00	0.00	0.0%
Secretary	2.00	2.00	2.00	0.00	0.0%
Sr. Management Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Total Non-Sworn</b>	<b>12.92</b>	<b>12.92</b>	<b>12.92</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>79.92</b>	<b>79.92</b>	<b>79.92</b>	<b>0.00</b>	<b>0.0%</b>

## Regular Positions

	Actual 2021/2022	Adjusted 2022/2023	City Mgr Recomm 2023/2024	Change from Prior Year Adjusted	% Change
<b>10153100 Planning &amp; Development Admin</b>					
Community and Econ Develop. Director	1.00	0.00	0.00	0.00	0.0%
Planning & Development Director	0.00	1.00	1.00	0.00	0.0%
Senior Management Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10153200 Current Planning</b>					
Administrative Clerk	1.00	0.00	0.00	0.00	0.0%
Administrative Secretary	0.00	1.00	1.00	0.00	0.0%
Assistant Planner	1.00	1.00	1.00	0.00	0.0%
Associate Planner	2.00	2.00	2.00	0.00	0.0%
Current Planning Manager	1.00	1.00	1.00	0.00	0.0%
Planning Technician I	2.00	2.00	2.00	0.00	0.0%
Sr. Planner *	1.00	1.00	2.00	1.00	100.0%
<b>Division Total</b>	<b>8.00</b>	<b>8.00</b>	<b>9.00</b>	<b>1.00</b>	<b>12.5%</b>
<b>10153300 Advance Planning</b>					
Advance Planning Manager	1.00	1.00	1.00	0.00	0.0%
Advance Associate Planner	1.00	1.00	1.00	0.00	0.0%
Planning Technician II	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10153400 Building Safety</b>					
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Bldg & Safety Inspector	5.00	5.00	5.00	0.00	0.0%
Building Official	1.00	1.00	1.00	0.00	0.0%
Clerk Typist	1.00	1.00	1.00	0.00	0.0%
Deputy Building Official	1.00	1.00	1.00	0.00	0.0%
Permit Technician	1.00	1.00	1.00	0.00	0.0%
Permit Technician II	2.00	2.00	2.00	0.00	0.0%
Plan Check Engineer **	1.00	1.00	2.00	1.00	100.0%
<b>Division Total</b>	<b>13.00</b>	<b>13.00</b>	<b>14.00</b>	<b>1.00</b>	<b>7.7%</b>
<b>Total Positions</b>	<b>26.00</b>	<b>26.00</b>	<b>28.00</b>	<b>2.00</b>	<b>7.7%</b>

\* Add one (1) Senior Planner position, funded for FY 23-24 only.

\*\* Add one (1) Plan Check Engineer position.

**Regular Positions**

	Actual 2021/2022	Adjusted 2022/2023	City Mgr Recomm 2023/2024	Change from Prior Year Adjusted	% Change
<b>10160100 Public Works Administration</b>					
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Public Works Dir/City Engineer	1.00	1.00	1.00	0.00	0.0%
Management Analyst	0.70	0.70	0.70	0.00	0.0%
Sr. Management Analyst	0.55	0.55	0.55	0.00	0.0%
<b>Division Total</b>	<b>3.25</b>	<b>3.25</b>	<b>3.25</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160150 Engineering</b>					
Associate Engineer/10	1.75	1.75	1.75	0.00	0.0%
Engineering Services Manager	1.00	1.00	1.00	0.00	0.0%
Permit Technician	1.00	1.00	1.00	0.00	0.0%
Permit Technician II	1.50	1.50	1.50	0.00	0.0%
Public Works Inspector	1.00	1.00	1.00	0.00	0.0%
Senior Civil Engineer	1.50	1.50	1.50	0.00	0.0%
Sr. Management Analyst	0.75	0.75	0.75	0.00	0.0%
Sr. Public Works Inspector	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>9.50</b>	<b>9.50</b>	<b>9.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160170 Mobility &amp; Traffic Engineering</b>					
Mobility and Traffic Engineer	1.00	1.00	1.00	0.00	0.0%
Permit Technician II	0.50	0.50	0.50	0.00	0.0%
Senior Civil Engineer	1.00	1.00	1.00	0.00	0.0%
Sr. Engineering Tech	1.00	1.00	1.00	0.00	0.0%
Traffic Engineer Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160200 Maintenance Operations</b>					
Associate Analyst	0.50	0.50	0.50	0.00	0.0%
Maintenance Ops Manager	1.00	1.00	1.00	0.00	0.0%
Street Maintenance Supervisor	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160210 Streets</b>					
Associate Analyst	0.85	0.85	0.85	0.00	0.0%
Cement Finisher	1.00	1.00	1.00	0.00	0.0%
Heavy Equip. Operator	2.00	2.00	2.00	0.00	0.0%
Maintenance Worker I	2.00	2.00	2.00	0.00	0.0%
Maintenance Worker II	2.00	2.00	2.00	0.00	0.0%
Street Maintenance Crew Leader	2.00	2.00	2.00	0.00	0.0%
Traffic Painter	3.00	3.00	3.00	0.00	0.0%
Traffic Painting Crew Leader	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>13.85</b>	<b>13.85</b>	<b>13.85</b>	<b>0.00</b>	<b>0.0%</b>
<b>101602200 Trees Maintenance</b>					
Maintenance Worker I	1.00	1.00	1.00	0.00	0.0%
Urban Forester	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160230 Building Maintenance</b>					
Associate Analyst	0.50	0.50	0.50	0.00	0.0%

## Regular Positions

	Actual 2021/2022	Adjusted 2022/2023	City Mgr Recomm 2023/2024	Change from Prior Year Adjusted	% Change
Building Engineer	3.00	3.00	3.00	0.00	0.0%
Facility Maintenance Worker	4.00	4.00	4.00	0.00	0.0%
Maintenance Carpenter	1.00	1.00	1.00	0.00	0.0%
Maintenance Painter	1.00	1.00	1.00	0.00	0.0%
Maintenance Plumber	1.00	1.00	1.00	0.00	0.0%
Pool Maintenance Technician	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>11.50</b>	<b>11.50</b>	<b>11.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160240 Electrical Maintenance</b>					
Associate Analyst	0.50	0.50	0.50	0.00	0.0%
Facility & Electrical Maintenance Supervisor	1.00	1.00	1.00	0.00	0.0%
Facility Maintenance Worker	1.00	1.00	1.00	0.00	0.0%
HVAC Technician	1.00	1.00	1.00	0.00	0.0%
Maintenance Electrician	1.00	1.00	1.00	0.00	0.0%
Street Lights Technician	1.00	1.00	1.00	0.00	0.0%
Traffic Signal Technician	2.00	2.00	2.00	0.00	0.0%
<b>Division Total</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160250 Graffiti Abatement</b>					
Maintenance Worker I	2.00	2.00	2.00	0.00	0.0%
Facility Maintenance Crew Leader	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>10160260 Parking Meters-Maintenance</b>					
Parking Meter Technician	3.00	3.00	3.00	0.00	0.0%
<b>Division Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>20460300 Sewer Maintenance</b>					
Associate Analyst	0.65	0.65	0.65	0.00	0.0%
Associate Engineer/10	0.25	0.25	0.25	0.00	0.0%
Environmental Programs & Ops. Mgr	0.35	0.35	0.35	0.00	0.0%
Maintenance Worker I	1.00	1.00	1.00	0.00	0.0%
Management Analyst	0.15	0.15	0.15	0.00	0.0%
Senior Civil Engineer	1.50	1.50	1.50	0.00	0.0%
Sewage Lift Station Electro Mechanic *	1.00	1.00	2.00	1.00	100.0%
Sr. Management Analyst	0.55	0.55	0.55	0.00	0.0%
Subdrain Crew Leader	1.00	1.00	1.00	0.00	0.0%
Subdrain Worker	4.00	4.00	4.00	0.00	0.0%
<b>Division Total</b>	<b>10.45</b>	<b>10.45</b>	<b>11.45</b>	<b>1.00</b>	<b>9.6%</b>
<b>10160460 Environmental Programs &amp; Operations</b>					
Associate Engineer/WDR	1.00	1.00	1.00	0.00	0.0%
Environmental Programs & Ops. Mgr	0.05	0.05	0.05	0.00	0.0%
Sr. Management Analyst	0.40	0.40	0.40	0.00	0.0%
<b>Division Total</b>	<b>1.45</b>	<b>1.45</b>	<b>1.45</b>	<b>0.00</b>	<b>0.0%</b>
<b>20260400 Refuse Collection</b>					
Administrative Clerk	1.00	1.00	1.00	0.00	0.0%



**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Mgr Recomm 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Assistant Environmental Programs/Ops Mgr	1.00	1.00	1.00	0.00	0.0%
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Clerk/Typist	1.00	1.00	1.00	0.00	0.0%
Environmental Compliance Officer **	1.00	1.00	2.00	1.00	0.0%
Environmental Coordinator	1.00	1.00	1.00	0.00	0.0%
Environmental Prgms & Operations Mgr	0.60	0.60	0.60	0.00	0.0%
Management Analyst	1.15	1.15	1.15	0.00	0.0%
Roll-off Driver	3.00	3.00	3.00	0.00	0.0%
Sanitation Dispatcher	2.00	2.00	2.00	0.00	0.0%
Sanitation Driver	16.00	17.00	17.00	0.00	0.0%
Scout Vehicle Operator	13.00	14.00	14.00	0.00	0.0%
Sr. Management Analyst	0.75	0.75	0.75	0.00	0.0%
Solid Waste & Recycling Crew Supervisor	1.00	1.00	1.00	0.00	0.0%
Solid Waste Supervisor	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>44.50</b>	<b>46.50</b>	<b>47.50</b>	<b>1.00</b>	<b>2.2%</b>
<b>20260410 Transfer Station</b>					
Heavy Equipment Operator	2.00	2.00	2.00	0.00	0.0%
Laborer	3.00	3.00	3.00	0.00	0.0%
Sanitation Crew Supervisor	1.00	1.00	1.00	0.00	0.0%
Welder	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>124.00</b>	<b>126.00</b>	<b>128.00</b>	<b>2.00</b>	<b>1.6%</b>

\* Add one (1) Sewer Lift Station Electro Mechanic position

\*\* Add one (1) Environmental Compliance Officer position

## Regular Positions

	Actual 2021/2022	Adjusted 2022/2023	City Mgr Recomm 2023/2024	Change from Prior Year Adjusted	% Change
<b>20370100 Transit Administration</b>					
Accountant II	0.00	1.00	1.00	0.00	0.0%
Administrative Secretary	1.00	1.00	1.00	0.00	0.0%
Associate Analyst	2.00	2.00	2.00	0.00	0.0%
Management Analyst *	3.00	3.00	4.00	1.00	33.3%
Transportation Administration Manager ^	1.00	1.00	1.00	0.00	0.0%
Transportation Planning Manager	1.00	1.00	1.00	0.00	0.0%
Sr. Management Analyst	0.00	1.00	1.00	0.00	0.0%
Transportation Director	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>9.00</b>	<b>11.00</b>	<b>12.00</b>	<b>1.00</b>	<b>9.1%</b>
<b>20370200 Transit Operations</b>					
Administrative Clerk	2.00	2.00	2.00	0.00	0.0%
Administrative Secretary	1.00	1.00	1.00	0.00	0.0%
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Building Engineer	1.00	1.00	1.00	0.00	0.0%
Bus Operator	120.00	114.00	114.00	0.00	0.0%
Custodian	1.00	1.00	1.00	0.00	0.0%
Deputy Transportation Director	1.00	1.00	1.00	0.00	0.0%
Facility Maintenance Supervisor	1.00	1.00	1.00	0.00	0.0%
Facility Maintenance Worker	4.00	4.00	4.00	0.00	0.0%
Fleet Services Assistant	6.00	6.00	6.00	0.00	0.0%
Human Resources Technician	1.00	1.00	1.00	0.00	0.0%
Information Systems Analyst	0.50	0.00	0.00	0.00	0.0%
Secretary	1.00	1.00	1.00	0.00	0.0%
Transit Operation Manager	1.00	1.00	1.00	0.00	0.0%
Transportation Operations Supervisor	6.00	6.00	6.00	0.00	0.0%
Training & Safety Coordinator	1.00	1.00	1.00	0.00	0.0%
Transit Operations Analyst	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>149.50</b>	<b>143.00</b>	<b>143.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>30870400 Equipment Maintenance</b>					
Administrative Clerk	1.00	1.00	1.00	0.00	0.0%
Electronic Fleet Services Technician	2.00	2.00	2.00	0.00	0.0%
Fleet Services Assistant **	6.00	6.00	7.00	1.00	16.7%
Fleet Services Manager	1.00	1.00	1.00	0.00	0.0%
Fleet Services Supervisor	4.00	4.00	4.00	0.00	0.0%
Fleet Services Technician ***	5.00	5.00	6.00	1.00	20.0%
Management Analyst	1.00	1.00	1.00	0.00	0.0%
Secretary	1.00	1.00	1.00	0.00	0.0%
Sr. Fleet Services Technician	11.00	11.00	11.00	0.00	0.0%

**Regular Positions**

	<b>Actual 2021/2022</b>	<b>Adjusted 2022/2023</b>	<b>City Mgr Recomm 2023/2024</b>	<b>Change from Prior Year Adjusted</b>	<b>% Change</b>
Sr. Welder	1.00	1.00	1.00	0.00	0.0%
<b>Division Total</b>	<b>33.00</b>	<b>33.00</b>	<b>35.00</b>	<b>2.00</b>	<b>6.1%</b>
<b>41170420 Paratransit Services</b>					
Van Driver	2.00	8.00	8.00	0.00	0.0%
<b>Division Total</b>	<b>2.00</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Positions</b>	<b>193.50</b>	<b>195.00</b>	<b>198.00</b>	<b>3.00</b>	<b>1.5%</b>

- \* Add one (1) Management Analyst position
- \*\* Add one (1) Fleet Services Assistant position
- \*\*\* Add one (1) Fleet Services Technician position
- ^ Classification Specification pending approval

**ATTACHMENT FOR BUDGET RESOLUTION  
EXHIBIT E  
CITY OF CULVER CITY  
FISCAL YEAR 2023/2024  
PROPOSED CAPITAL IMPROVEMENT BUDGET**

FUND	PROJ	PROJECT TITLE	FY2022/2023 Revised Budget	FY2022/2023 Estimated Spend	FY2023/2024 Estimated Carryover	FY2023/2024 Proposed Budget
202	PS005	Annual Street Pavement Rehabilitation Project	\$ 100,000	\$ -	\$ 100,000	\$ -
	PZ948	Transfer Station Improvements	\$ 447,772	\$ 10,166	\$ 437,606	\$ 500,000
		<b>202 - REFUSE DISPOSAL FUND Total</b>	<b>\$ 547,772</b>	<b>\$ 10,166</b>	<b>\$ 537,606</b>	<b>\$ 500,000</b>
203	PT014	Bus Lane and Stop Video Enforcement	\$ -	\$ -	\$ -	\$ 220,000
	PB001	Bus Replacement	\$ 6,429,484	\$ 30,286	\$ 6,399,198	\$ -
	PB002	Transportation Facility Electrification	\$ 9,842,729	\$ 2,390,942	\$ 7,451,788	\$ 1,200,000
	PB003	Paratransit Vehicle Electrification	\$ 364,129	\$ 363,316	\$ 813	\$ 1,050,000
	PB004	Circulator Vehicles	\$ 180,281	\$ 134,069	\$ 46,212	\$ -
	PB005	MicroTransit Vehicles	\$ 200,000	\$ -	\$ 200,000	\$ 1,253,066
	PB006	CityBus Tire Lease	\$ 60,563	\$ 61,584	\$ -	\$ 135,000
	PB007	Tactical Mobility Lane	\$ 200,000	\$ -	\$ 200,000	\$ -
	PB008	Transportation Facility Improvements	\$ 838,243	\$ 608,866	\$ 229,378	\$ 800,000
	PB009	Bus Stop Improvements	\$ 3,683,771	\$ 17,662	\$ 3,666,109	\$ 500,000
	PB010	Transportation Facility Video Surveillance	\$ 154,115	\$ 156,329	\$ -	\$ 30,000
	PB011	Transportation Vehicles	\$ -	\$ -	\$ -	\$ 130,000
	PB012	Transportation Equipment	\$ -	\$ -	\$ -	\$ 385,000
	PB014	Transportation Computer Equipment	\$ 112,000	\$ 54,119	\$ 57,881	\$ 70,000
	PB018	Shop Lifts	\$ -	\$ -	\$ -	\$ 600,000
	PS017	Tactical Mobility Lane	\$ 754,890	\$ 85,999	\$ 668,890	\$ -
	PS021	Jefferson Circulator	\$ 100,000	\$ -	\$ 100,000	\$ -
		<b>203 - MUNICIPAL BUS FUND Total</b>	<b>\$ 22,920,205</b>	<b>\$ 3,903,172</b>	<b>\$ 19,020,269</b>	<b>\$ 6,373,066</b>
204	PF036	Public Works/Engineering Office Construction/Conversion	\$ 25,000	\$ -	\$ 25,000	\$ -
	PS012	Sewer Emergency Notification System	\$ 153,993	\$ 92,229	\$ 61,764	\$ 200,000
	PW003	Fox Hills and Bristol Sewage Pump Station Diversion Pipelines	\$ 6,000,000	\$ 158,373	\$ 5,841,627	\$ 1,000,000
	PZ230	Sewer Local & Emergency Repair	\$ 340,169	\$ 294,520	\$ 45,649	\$ 750,000
	PZ521	Sewage Pump Station Improvements	\$ 264,136	\$ 50,000	\$ 214,136	\$ 300,000
	PZ874	Bankfield Pump Station Sewer	\$ 294,792	\$ 19,797	\$ 274,995	\$ -
	PZ946	Mesmer/Overland Sewer Pump Station Pipeline Diversion	\$ 1,392,749	\$ 1,126,026	\$ 266,723	\$ -
		<b>204 - SEWER ENTERPRISE FUND Total</b>	<b>\$ 8,470,839</b>	<b>\$ 1,740,945</b>	<b>\$ 6,729,894</b>	<b>\$ 2,250,000</b>
205	PT003	Municipal Fiber Network	\$ 78,515	\$ 78,515	\$ -	\$ -
		<b>205 - MUNICIPAL FIBER NETWORK FUND Total</b>	<b>\$ 78,515</b>	<b>\$ 78,515</b>	<b>\$ -</b>	<b>\$ -</b>
307	PB003	Paratransit Vehicle Electrification	\$ 148,369	\$ -	\$ 148,369	\$ -
	PE004	City Vehicle - Equipment Replacement	\$ 5,171,611	\$ 2,596,764	\$ 2,574,847	\$ 2,499,700
		<b>307 - EQUIPMENT REPLACEMENT FUND Total</b>	<b>\$ 5,319,980</b>	<b>\$ 2,596,764</b>	<b>\$ 2,723,216</b>	<b>\$ 2,499,700</b>
417	PS005	Annual Street Pavement Rehabilitation Project	\$ 789,960	\$ 5,840	\$ 784,120	\$ -
	PZ546	Pavement Management Masterplan	\$ 28,391	\$ 26,786	\$ 1,605	\$ -
	PZ554	Minor Pavement & Concrete Improve	\$ 20,056	\$ -	\$ 20,056	\$ -
	PZ599	Neighborhood Traffic Data Collection	\$ 150,000	\$ -	\$ 150,000	\$ -
		<b>417 - COMMUNITY DEVELOPMENT FUND Total</b>	<b>\$ 988,407</b>	<b>\$ 32,626</b>	<b>\$ 955,781</b>	<b>\$ -</b>
418	PL003	Traffic Signal Washington Bl/Cattaraugus	\$ 6,303	\$ -	\$ 6,303	\$ -
	PL004	Traffic System (TMSS) Gap Closure	\$ 11,532	\$ -	\$ 11,532	\$ -
	PL006	La Ballona Safe Routes to School Project	\$ 885,343	\$ -	\$ 885,343	\$ -
	PL007	Traffic Signal - Left Turn Upgrades	\$ 130,650	\$ -	\$ 130,650	\$ -
	PL015	Traffic Signal Fiber Optic Upgrades	\$ -	\$ -	\$ -	\$ 300,000
	PO009	NEIGHBORHOOD NTMP	\$ 150,000	\$ -	\$ 150,000	\$ -
	PS002	Traffic Sign Retroreflectivity Update	\$ 203,000	\$ -	\$ 203,000	\$ -
	PS003	Traffic Signal Left-Turn Phasing	\$ 43,791	\$ -	\$ 43,791	\$ -
	PS005	Annual Street Pavement Rehabilitation Project	\$ 953,046	\$ 10,400	\$ 942,646	\$ 1,683,730
	PS008	Ped and Bicycle Programs (Match)	\$ 100,000	\$ -	\$ 100,000	\$ -
	PS017	Tactical Mobility Lane	\$ 52,883	\$ 23,343	\$ 29,540	\$ 1,535,632
	PS018	Ballona Creek Bike/Ped Path Sustainability, Safety and Accessibility Enhancements	\$ 603,732	\$ 292,182	\$ 311,550	\$ -
	PS020	West Washington Bl. AIP and Median Island Improvements	\$ 287,000	\$ -	\$ 287,000	\$ -
	PS034	Higuera Bridge Ramp - Ballona Creek (CIP Cleanup PZ964)	\$ 10,000	\$ 10,000	\$ -	\$ -
	PZ428	Curb, Gutter, Sidewalk Replacement	\$ 117,520	\$ -	\$ 117,520	\$ -
	PZ553	Higuera Street Bridge Replacement	\$ 1,149,846	\$ -	\$ 1,149,846	\$ -
	PZ684	Street Light Upgrades	\$ 24,815	\$ -	\$ 24,815	\$ -
	PZ826	Citywide Traffic Counts	\$ 30,000	\$ -	\$ 30,000	\$ 150,000
	PZ941	Safe Routes to School	\$ 200,000	\$ -	\$ 200,000	\$ -
	PZ964	Higuera Bridge Ramp - Ballona Creek	\$ -	\$ -	\$ -	\$ 40,000
		<b>418 - SPECIAL GAS TAX FUND Total</b>	<b>\$ 4,959,461</b>	<b>\$ 335,925</b>	<b>\$ 4,623,536</b>	<b>\$ 3,709,362</b>
419	PP010	Upgrade Vet's Ball Field Lighting	\$ 350,000	\$ -	\$ 350,000	\$ -
	PP013	Culver City Park Fields	\$ 200,524	\$ 30,300	\$ 170,224	\$ -
	PP015	Media Park Construction Drawings	\$ 110,000	\$ -	\$ 110,000	\$ -

**ATTACHMENT FOR BUDGET RESOLUTION  
EXHIBIT E  
CITY OF CULVER CITY  
FISCAL YEAR 2023/2024  
PROPOSED CAPITAL IMPROVEMENT BUDGET**

FUND	PROJ	PROJECT TITLE	FY2022/2023 Revised Budget	FY2022/2023 Estimated Spend	FY2023/2024 Estimated Carryover	FY2023/2024 Proposed Budget
	PP016	Playground Equip Repair at Parks - CIP Life Cleanup (PZ898)	\$ 30,456	\$ 10,312	\$ 20,144	\$ -
	PZ594	Fencing Replacement at Parks	\$ 11,663	\$ -	\$ 11,663	\$ -
	PZ612	Upgrade Park Irrigation Systems	\$ 107,603	\$ 71,968	\$ 35,634	\$ -
	PZ640	Resurface/Restripe Sports Courts	\$ 268,104	\$ 23,109	\$ 244,996	\$ -
	PZ731	Lindberg Park	\$ 50,627	\$ -	\$ 50,627	\$ -
	PZ876	Vet's Memorial Bldg Refurbish	\$ 67,461	\$ -	\$ 67,461	\$ -
	PZ899	Park Facilities Improvements	\$ 90,612	\$ 37,461	\$ 53,151	\$ -
	PZ922	Booster Pump Replacement Project	\$ 50,000	\$ -	\$ 50,000	\$ -
		<b>419 - PARK FACILITIES FUND Total</b>	<b>\$ 1,337,050</b>	<b>\$ 173,150</b>	<b>\$ 1,163,900</b>	<b>\$ -</b>
420	PF040	Police Station PA/Intercom/Police Radio System	\$ -	\$ -	\$ -	\$ 300,000
	PP021	Hirsch Pad installation at four Park Sites	\$ -	\$ -	\$ -	\$ 70,000
	PP023	Parks Master Plan	\$ -	\$ -	\$ -	\$ 750,000
	PF038	City Hall Security Gates	\$ -	\$ -	\$ -	\$ 200,000
	PE002	Radio System Replacement	\$ 193,794	\$ 141,896	\$ 51,898	\$ 616,775
	PE005	Veterans Memorial HVAC Replacement + Decarbonization	\$ 23,000	\$ 86,791	\$ 143,209	\$ -
	PE006	Air Purification Improvements	\$ 95,000	\$ -	\$ 95,000	\$ -
	PE007	Council Chambers Audio Visual Replacement	\$ 700,000	\$ -	\$ 700,000	\$ -
	PF019	City Hall - Centennial Garden	\$ 40,336	\$ -	\$ 40,336	\$ -
	PF020	Police Building Locker Rooms/Restrooms Rehabilitation	\$ 559,291	\$ 17,491	\$ 541,800	\$ -
	PF022	Veterans Memorial Complex/Senior Center Microgrid	\$ 82,000	\$ -	\$ 82,000	\$ -
	PF025	Bicycle and Pedestrian Action Plan Implementation	\$ 200,000	\$ -	\$ 200,000	\$ 200,000
	PF027	Rehab/Update Forensic Lab Counter & Cabinetry	\$ -	\$ -	\$ -	\$ 50,000
	PF029	Ivy Substation Building Improvements	\$ 511,326	\$ 8,740	\$ 502,586	\$ 228,500
	PF036	Public Works/Engineering Office Construction/Conversion	\$ 25,000	\$ -	\$ 25,000	\$ -
	PF037	CCAD BID Improvements	\$ 100,000	\$ -	\$ 100,000	\$ -
	PL004	Traffic System (TMSS) Gap Closure	\$ 288,530	\$ -	\$ 288,530	\$ -
	PL012	Automation of Lighting Timers (Downtown, Field Lights)	\$ 60,000	\$ -	\$ 60,000	\$ -
	PO004	Tree Grate Replacement	\$ 20,000	\$ -	\$ 20,000	\$ -
	PO012	5-Year Update to Hazard Mitigation Plan	\$ 115,000	\$ -	\$ 115,000	\$ -
	PP002	Parks Power Gearbox Replacement	\$ 125,000	\$ -	\$ 125,000	\$ -
	PP012	Swing Gate Installation - Culver city park	\$ 40,000	\$ 36,000	\$ 4,000	\$ -
	PP014	Park Playground Rehabilitation	\$ 400,000	\$ -	\$ 400,000	\$ -
	PS001	Concrete Street Rehabilitation	\$ 200,000	\$ 30,200	\$ 169,800	\$ -
	PS002	Traffic Sign Retroreflectivity Update	\$ 232,000	\$ -	\$ 232,000	\$ -
	PS005	Annual Street Pavement Rehabilitation Project	\$ -	\$ -	\$ -	\$ 1,000,000
	PS006	ADA Transition Plan	\$ 20,000	\$ -	\$ 20,000	\$ -
	PS014	Jackson Avenue Pedestrian Walkway Renovation	\$ 250,000	\$ 354,439	\$ 217,345	\$ -
	PS018	Ballona Creek Bike/Ped Path Sustainability, Safety and Accessibility Enhancements	\$ 230,000	\$ -	\$ 230,000	\$ -
	PS019	Overland/Ranch/Kelmore Intersection Redesign - Quick Build	\$ 34,622	\$ 9,961	\$ 24,661	\$ -
	PS022	Galvin Street Parkway Expansion	\$ 100,000	\$ -	\$ 100,000	\$ -
	PS023	Main Street Bollards	\$ 350,000	\$ 252,017	\$ 97,983	\$ 155,000
	PS024	Ince/Lucerne Intersection Redesign	\$ 50,000	\$ -	\$ 50,000	\$ 25,000
	PS025	Arts District Parking Study	\$ 150,000	\$ -	\$ 150,000	\$ -
	PS026	Melvil St Roadway Closure	\$ 100,000	\$ -	\$ 100,000	\$ -
	PS034	Higuera Bridge Ramp - Ballona Creek (CIP Cleanup PZ964)	\$ 399,585	\$ 49,585	\$ 350,000	\$ -
	PT001	Wireless Deployment Strategy	\$ 76,591	\$ 68,319	\$ 8,272	\$ 85,000
	PT007	Citywide Electronic Doc. Mgt. Sys.	\$ 67,988	\$ 22,988	\$ 45,000	\$ 75,000
	PT010	Technology Innovation and Enhancements	\$ 56,668	\$ 171	\$ 56,497	\$ -
	PT011	Network Rewiring at Police Department	\$ 85,775	\$ 85,993	\$ -	\$ -
	PT012	Public Safety Camera Replacement	\$ 352,196	\$ 364,422	\$ -	\$ -
	PT013	Development of Interactive Map and GIS Supporting Information	\$ 100,000	\$ -	\$ 100,000	\$ -
	PZ295	Alley Reconstruction - Citywide	\$ 1,230	\$ -	\$ 1,230	\$ -
	PZ388	Technology Replacement Fund	\$ 31,074	\$ -	\$ 31,074	\$ 350,000
	PZ428	Curb, Gutter, Sidewalk Replacement	\$ 172,870	\$ -	\$ 172,870	\$ 550,000
	PZ429	Traffic Signal Upgrade and ITS Improvements	\$ 660,078	\$ 443,294	\$ 216,783	\$ 250,000
	PZ497	Stormwater MS4 Permit Compliance Program	\$ 40,883	\$ 3,591	\$ 37,292	\$ -
	PZ553	Higuera Street Bridge Replacement	\$ 598,190	\$ 55,483	\$ 542,706	\$ -
	PZ554	Minor Pavement & Concrete Improve	\$ 129,998	\$ 5,823	\$ 124,174	\$ -
	PZ599	Neighborhood Traffic Data Collection	\$ 257,377	\$ 88,128	\$ 169,249	\$ -
	PZ636	Finance System Replacement	\$ 68,848	\$ 68,848	\$ -	\$ 350,000
	PZ638	Median Island Rehabilitation	\$ 54,824	\$ -	\$ 54,824	\$ -
	PZ684	Street Light Upgrades	\$ 100,864	\$ 3,414	\$ 97,450	\$ -
	PZ754	Ficus Tree Replacement	\$ 25,000	\$ -	\$ 25,000	\$ -

**ATTACHMENT FOR BUDGET RESOLUTION  
EXHIBIT E  
CITY OF CULVER CITY  
FISCAL YEAR 2023/2024  
PROPOSED CAPITAL IMPROVEMENT BUDGET**

FUND	PROJ	PROJECT TITLE	FY2022/2023 Revised Budget	FY2022/2023 Estimated Spend	FY2023/2024 Estimated Carryover	FY2023/2024 Proposed Budget
	PZ811	Citywide Speed Survey	\$ 252,475	\$ -	\$ 252,475	\$ -
	PZ826	Citywide Traffic Counts	\$ 12,069	\$ -	\$ 12,069	\$ -
	PZ844	UST Upgrades on City Property	\$ 69,639	\$ 582	\$ 63,819	\$ -
	PZ845	Asbestos Abatement	\$ 17,500	\$ -	\$ 17,500	\$ -
	PZ902	Public Safety CAD/RMS/Mobile Units	\$ 190,293	\$ 190,293	\$ -	\$ -
	PZ922	Booster Pump Replacement Project	\$ 950	\$ -	\$ 950	\$ -
	PZ929	Real Time Motorist Info System	\$ 72,308	\$ -	\$ 72,308	\$ -
	PZ938	Citywide Bridge Repairs	\$ 71,431	\$ -	\$ 71,431	\$ 50,000
	PZ941	Safe Routes to School	\$ 369,273	\$ 82,000	\$ 287,273	\$ -
	PZ964	Higuera Bridge Ramp - Ballona Creek	\$ 95,331	\$ 445,331	\$ -	\$ -
		<b>420 - CAPITAL IMPROV AND ACQ FUND Total</b>	<b>\$ 9,726,207</b>	<b>\$ 2,915,800</b>	<b>\$ 7,696,394</b>	<b>\$ 5,305,275</b>
420F	PF041	Public Works City Yard HVAC replacement	\$ -	\$ -	\$ -	\$ 150,000
	PF039	Police Station Building Improvements - Painting & Window Replacement	\$ -	\$ -	\$ -	\$ 300,000
	PP017	Blanco Park Building/Trailer replacement	\$ -	\$ -	\$ -	\$ 150,000
	PP018	Culver City Plunge Backup pool heater	\$ -	\$ -	\$ -	\$ 130,000
	PF042	City Hall and Police Department Elevator upgrades	\$ -	\$ -	\$ -	\$ 200,000
	PP022	Assessment of Culver City Park Hillside Slope	\$ -	\$ -	\$ -	\$ 200,000
	PP020	Senior Center Outdoor Patio Remodel	\$ -	\$ -	\$ -	\$ 160,000
	PF013	Fire Station Renovations	\$ 304,253	\$ 70,248	\$ 234,005	\$ 175,000
	PF023	Energy Efficiency Projects	\$ 50,000	\$ -	\$ 50,000	\$ -
	PF028	Parks Building Renovations	\$ 100,000	\$ -	\$ 100,000	\$ 100,000
	PP011	Plunge Vessel Resurfacing/ pool deck replacement/repair	\$ 10,188	\$ -	\$ 10,188	\$ 200,000
	PZ132	Building Repairs	\$ 1,228,699	\$ 193,555	\$ 1,035,144	\$ 200,000
	PZ830	Skateboard Park Office	\$ -	\$ -	\$ -	\$ 200,000
	PZ876	Vet's Memorial Bldg Refurbish	\$ 17,537	\$ -	\$ 17,537	\$ -
		<b>420F - Facilities Planning Reserve Total</b>	<b>\$ 1,710,677</b>	<b>\$ 263,803</b>	<b>\$ 1,446,874</b>	<b>\$ 2,165,000</b>
420M	PL005	Adaptive Traffic Control System	\$ 536,557	\$ 155,754	\$ 377,923	\$ -
	PL008	Network-wide Signal System Synch	\$ 165,006	\$ 33,447	\$ 131,559	\$ -
	PL010	Matteson-I-405 Area Traffic Review	\$ 146,947	\$ 42,100	\$ 104,847	\$ 175,000
	PO008	Rancho Higuera NTMP	\$ 89,444	\$ 13,962	\$ 78,482	\$ -
	PZ460	Culver Blvd Realignment	\$ 39,857	\$ 39,857	\$ -	\$ -
		<b>420M - Mitigation Funds Total</b>	<b>\$ 977,811</b>	<b>\$ 285,120</b>	<b>\$ 692,811</b>	<b>\$ 175,000</b>
420R	PP019	Parks Feasibility Study	\$ -	\$ -	\$ -	\$ 300,000
	PP008	Lindberg Park Improvement Project	\$ 2,325	\$ -	\$ 2,325	\$ -
	PP009	Sports Field Renovations	\$ -	\$ -	\$ -	\$ 26,300
	PP010	Upgrade Vet's Ball Field Lighting	\$ -	\$ -	\$ -	\$ 100,000
	PP013	Culver City Park Fields	\$ -	\$ -	\$ -	\$ 800,000
	PZ594	Fencing Replacement at Parks	\$ -	\$ -	\$ -	\$ 35,000
	PZ612	Upgrade Park Irrigation Systems	\$ 3,762	\$ 3,055	\$ 707	\$ 75,000
	PZ899	Park Facilities Improvements	\$ 1,192	\$ -	\$ 1,192	\$ 32,000
		<b>420R - Recreation Facilities Reserve Total</b>	<b>\$ 7,279</b>	<b>\$ 3,055</b>	<b>\$ 4,224</b>	<b>\$ 1,368,300</b>
420S	PS005	Annual Street Pavement Rehabilitation Project	\$ 1,936,129	\$ 31,891	\$ 1,907,239	\$ 360,000
		<b>420S - Sewer Fund Transfer Total</b>	<b>\$ 1,936,129</b>	<b>\$ 31,891</b>	<b>\$ 1,907,239</b>	<b>\$ 360,000</b>
423	PF024	Expo to Downtown Multi-modal Corridor	\$ -	\$ -	\$ -	\$ 1,456,529
	PF034	Interim Housing - Deano's	\$ 17,674,635	\$ 14,855,340	\$ 2,819,295	\$ -
	PF035	Permanent Housing - Sunburst	\$ 7,678,823	\$ 7,692,059	\$ -	\$ -
	PL005	Adaptive Traffic Control System	\$ 109,255	\$ -	\$ 109,255	\$ -
	PL006	La Ballona Safe Routes to School Project	\$ 567,120	\$ -	\$ 567,120	\$ -
	PL007	Traffic Signal - Left Turn Upgrades	\$ 1,955,057	\$ 86,493	\$ 1,868,564	\$ -
	PL008	Network-wide Signal System Synch	\$ 146,042	\$ 94,559	\$ 51,483	\$ -
	PL013	Signalized Intersection Safety Improvements	\$ 2,766,760	\$ 212,133	\$ 2,554,627	\$ -
	PO001	Urban Forest Mgt & Succession Plan	\$ 1,664	\$ -	\$ 1,664	\$ -
	PP001	Hetzler Road Pedestrian Trail	\$ 6,936	\$ -	\$ 6,936	\$ -
	PR001	Washington Boulevard Stormwater Diversion	\$ 492,407	\$ 42,385	\$ 450,022	\$ -
	PR002	Culver Boulevard Stormwater Treatment	\$ 2,036,959	\$ 79,351	\$ 1,957,608	\$ -
	PS005	Annual Street Pavement Rehabilitation Project	\$ 70,100	\$ -	\$ 70,100	\$ -
	PS018	Ballona Creek Bike/Ped Path Sustainability, Safety and Accessibility Enhancements	\$ -	\$ -	\$ -	\$ 1,952,500
	PS019	Overland/Ranch/Kelmore Intersection Redesign - Quick Build	\$ 137,120	\$ 124,781	\$ 12,339	\$ -
	PS027	Overland Ave High Friction Surface Treatment (HFST)	\$ 667,000	\$ -	\$ 667,000	\$ 10,000
	PS028	Un-signalized Intersection Safety Improvements	\$ 1,545,700	\$ 67,099	\$ 1,478,601	\$ -
	PS029	Overland-Playa Pedestrian and Bicycle Improvements	\$ -	\$ -	\$ -	\$ 842,496
	PZ460	Culver Blvd Realignment	\$ 171,737	\$ 5,959	\$ 165,778	\$ -

**ATTACHMENT FOR BUDGET RESOLUTION  
EXHIBIT E  
CITY OF CULVER CITY  
FISCAL YEAR 2023/2024  
PROPOSED CAPITAL IMPROVEMENT BUDGET**

FUND	PROJ	PROJECT TITLE	FY2022/2023 Revised Budget	FY2022/2023 Estimated Spend	FY2023/2024 Estimated Carryover	FY2023/2024 Proposed Budget
	PZ497	Stormwater MS4 Permit Compliance Program	\$ 492,540	\$ -	\$ 492,540	\$ -
	PZ551	Interpretive Nature Trail	\$ 52,821	\$ 26,337	\$ 26,484	\$ -
	PZ553	Higuera Street Bridge Replacement	\$ 3,233,764	\$ 3,119,711	\$ 114,053	\$ -
	PZ731	Lindberg Park	\$ 202,505	\$ -	\$ 202,505	\$ -
	PZ929	Real Time Motorist Info System	\$ 947,470	\$ -	\$ 947,470	\$ -
	PZ938	Citywide Bridge Repairs	\$ 234,163	\$ -	\$ 234,163	\$ -
	PZ941	Safe Routes to School	\$ 36,539	\$ -	\$ 36,539	\$ -
	PZ964	Higuera Bridge Ramp - Ballona Creek	\$ 285,994	\$ 285,994	\$ -	\$ -
		<b>423 - CAPITAL GRANTS (CIP) FUND Total</b>	<b>\$ 41,513,111</b>	<b>\$ 26,692,201</b>	<b>\$ 14,834,146</b>	<b>\$ 4,261,525</b>
424	PL008	Network-wide Signal System Synch	\$ 200,000	\$ -	\$ 200,000	\$ -
	PL014	Traffic Signal Battery Backup System	\$ 150,000	\$ 150,000	\$ -	\$ -
		<b>424 - Proposition C Total</b>	<b>\$ 350,000</b>	<b>\$ 150,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>
428	PS011	CDBG Sidewalk Barrier Removal & Repair Project	\$ 608,493	\$ 354,439	\$ 254,054	\$ 150,345
		<b>428 - CDBG - CAPITAL FUND Total</b>	<b>\$ 608,493</b>	<b>\$ 354,439</b>	<b>\$ 254,054</b>	<b>\$ 150,345</b>
431	PS005	Annual Street Pavement Rehabilitation Project	\$ 398,501	\$ 22,954	\$ 375,547	\$ -
	PS017	Tactical Mobility Lane	\$ -	\$ -	\$ -	\$ 680,967
	PZ950	Ped Improv-Intersects w/Bus Stops	\$ 68,225	\$ -	\$ 68,225	\$ -
		<b>431 - MEASURE R Total</b>	<b>\$ 466,726</b>	<b>\$ 22,954</b>	<b>\$ 443,772</b>	<b>\$ 680,967</b>
434	PR001	Washington Boulevard Stormwater Diversion	\$ 10,697,814	\$ 666,977	\$ 10,030,837	\$ -
	PR002	Culver Boulevard Stormwater Treatment	\$ 1,790,203	\$ 455,375	\$ 1,334,829	\$ -
	PR004	Stormwater Quality Master Plan	\$ 231,233	\$ 62,211	\$ 169,023	\$ -
	PR005	Mesmer Dry Weather Diversion Project	\$ 1,124,407	\$ 848,802	\$ 275,605	\$ -
	PW004	Syd Kronenthal Park Stormwater Quality Improvement Project	\$ 100,000	\$ -	\$ 100,000	\$ 1,500,000
	PW005	Catch Basin Trash TMDL Retrofit	\$ 60,000	\$ -	\$ 60,000	\$ -
	PW006	Citywide Stormwater Quality Implementation Phase I	\$ 1,468,022	\$ 465,900	\$ 1,002,122	\$ 800,000
	PZ497	Stormwater MS4 Permit Compliance Program	\$ 1,345,566	\$ 559,621	\$ 785,945	\$ -
	PZ948	Transfer Station Improvements	\$ 13,002	\$ 8,815	\$ 4,187	\$ -
		<b>434 - URBAN RUNOFF MITIGATION Total</b>	<b>\$ 16,830,247</b>	<b>\$ 3,067,701</b>	<b>\$ 13,762,548</b>	<b>\$ 2,300,000</b>
435	PF025	Bicycle and Pedestrian Action Plan Implementation	\$ 275,000	\$ 17,500	\$ 257,500	\$ -
	PL014	Traffic Signal Battery Backup System	\$ -	\$ -	\$ -	\$ 150,000
	PL015	Traffic Signal Fiber Optic Upgrades	\$ 300,000	\$ -	\$ 300,000	\$ -
	PO008	Rancho Higuera NTMP	\$ 185,000	\$ -	\$ 185,000	\$ -
	PO011	Metro Bike Share Program	\$ 436,723	\$ -	\$ 436,723	\$ -
	PS017	Tactical Mobility Lane	\$ 422,683	\$ 77,683	\$ 345,000	\$ 440,498
	PS030	Complete Streets Design Guidelines	\$ 64,780	\$ -	\$ 64,780	\$ 64,780
	PS031	Farragut Dr Bike Boulevard Project	\$ 250,000	\$ -	\$ 250,000	\$ -
	PZ923	Fox Hills Neighborhood Traffic Management and Bikeway Project	\$ 588,933	\$ 279,563	\$ 309,370	\$ -
		<b>435 - MEASURE M Total</b>	<b>\$ 2,523,119</b>	<b>\$ 374,746</b>	<b>\$ 2,148,373</b>	<b>\$ 655,278</b>
438	PW006	Citywide Stormwater Quality Implementation Phase I	\$ -	\$ -	\$ -	\$ 520,000
		<b>438 - MEASURE W Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 520,000</b>
475	PA001	Parking Meters Relocation Project	\$ 407,500	\$ -	\$ 407,500	\$ -
	PA003	Ince Parking Structure Lighting	\$ 17,080	\$ -	\$ 17,080	\$ -
	PA004	PARCS Equipment Replacement	\$ 158,807	\$ 101,816	\$ 56,991	\$ -
	PA006	City-Owned Parking Lot Improvements	\$ 863,904	\$ -	\$ 863,904	\$ -
	PA007	Ince Parking Structure - Parking Office Improvements	\$ 62,000	\$ -	\$ 62,000	\$ -
	PF023	Energy Efficiency Projects	\$ 62,239	\$ -	\$ 62,239	\$ -
	PF032	Pay on Foot Security Cameras	\$ 25,000	\$ -	\$ 25,000	\$ -
	PF033	Ince Parking Structure Sewer Lateral Rehabilitation	\$ 119,045	\$ 1,925	\$ 117,120	\$ -
	PO007	Traffic Sign Replacement	\$ 100,000	\$ -	\$ 100,000	\$ 50,000
	PT009	Enterprise Camera System	\$ 921,800	\$ -	\$ 921,800	\$ -
	PZ923	Fox Hills Neighborhood Traffic Management and Bikeway Project	\$ 180,000	\$ 18,000	\$ 162,000	\$ -
	PZ929	Real Time Motorist Info System	\$ 111,789	\$ -	\$ 111,749	\$ -
	PZ949	New Parking Meter Installation	\$ 3,006,793	\$ 126,315	\$ 2,880,478	\$ -
		<b>475 - CULVER CITY PARKING AUTHORITY Total</b>	<b>\$ 6,035,957</b>	<b>\$ 248,056</b>	<b>\$ 5,787,861</b>	<b>\$ 50,000</b>
476	PF035	Permanent Housing - Sunburst	\$ 7,300,000	\$ 6,615,692	\$ 684,308	\$ -
		<b>476 Housing Authority Total</b>	<b>\$ 7,300,000</b>	<b>\$ 6,615,692</b>	<b>\$ 684,308</b>	<b>\$ -</b>
485	PS020	West Washington Bl. AIP and Median Island Improvements	\$ 1,402,745	\$ -	\$ 1,402,745	\$ -
	PS032	TOD Crosswalk Construction Management	\$ 530,000	\$ -	\$ 530,000	\$ -
	PZ553	Higuera Street Bridge Replacement	\$ 444,398	\$ 287,686	\$ 156,713	\$ -
		<b>485 - COOP Unrestricted CAP Funds Total</b>	<b>\$ 2,377,143</b>	<b>\$ 287,686</b>	<b>\$ 2,089,458</b>	<b>\$ -</b>
		<b>Grand Total</b>	<b>\$ 136,985,128</b>	<b>\$ 50,184,407</b>	<b>\$ 87,706,264</b>	<b>\$ 33,323,818</b>

**CITY OF CULVER CITY  
APPROVED VEHICLE REPLACEMENT  
FISCAL YEAR 2023/2024**

**EQUIPMENT IMPROVEMENTS**

**PE004 - CITY VEHICLE - EQUIPMENT REPLACEMENT**

<b>Department:</b>	Transportation
<b>Project Location:</b>	Transportation
<b>Start Date:</b>	7/1/2023
<b>Est. Completion Date:</b>	6/30/2024
<b>Current Project Status:</b>	Ongoing

**Project Description**

Scheduled replacement for City vehicles, based on age, condition, reliability and maintenance costs. Each item was reviewed with department director and both City Fleet and the Departments agree that the replacements should occur. All funding will come out of Equipment Replacement Funds and will be supplemented by AB 2766 Subvention Funding allocated to the City of Culver City by the South Coast Air Quality Management District for zero emission procurements as applicable.

**Financial Requirements**

Funding Source	YTD Costs	Carry-forward 2023/24	Proposed 2023/24	Planned 2024/25	Planned 2025/26	Planned 2026/27	Planned 2027/28	Total Project Costs
307 - Equipment Replacement Fund	0	2,574,847	2,499,700	0	0	0	0	\$5,074,547
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$2,574,847</b>	<b>\$2,499,700</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$5,074,547</b>



<b>EXHIBIT F - DETAIL FOR CIP PROJECT PE004:</b>			
<b>UNIT</b>	<b>DESCRIPTION</b>	<b>DIVISION</b>	<b>AMOUNT</b>
2085	2004 Ford F350	Suppression	\$ 110,000
1981	2014 Ford Explorer Det	Operating Bureaus	\$ 90,000
184	BMW Motor	Operating Bureaus	\$ 45,000
1585	2016 Ford Explorer BW	Operating Bureaus	\$ 90,000
1587	2016 Ford Explorer BW	Operating Bureaus	\$ 90,000
1775	2017 Chevrolet Tahoe BW	Operating Bureaus	\$ 90,000
1962	2009 Ford Escape	Operating Bureaus	\$ 90,000
2091	2007 Ford F150 BW	Operating Bureaus	\$ 95,000
2145	2009 Ford E350	Recreation	\$ 68,000
20114	2010 Ford Ranger	Building Maintenance	\$ 55,000
20116	2011 Ford F250	Building Maintenance	\$ 85,000
20108	2008 GMC Sierra	Graffiti Maintenance	\$ 85,000
2144	2009 GMC Stakebed	Environmental Programs & Operations	\$ 140,000
3307	2006 Ford F450 Stencil Truck	Streets	\$ 240,000
20112	2008 Ford F250	Streets	\$ 85,000
20120	2012 Ford F250	Sewer	\$ 85,500
N/A	Fuel Management System Upgrade	Fleet Services	\$ 91,200
2230	2001 Sterling Acterra	Tree Maintenance	\$ 360,000
20156	2019 Chevrolet Tahoe B/W	Operating Bureaus	\$ 90,000
20157	2019 Chevrolet Tahoe B/W	Operating Bureaus	\$ 90,000
2096	2023 Scout Truck (add'l funding)	Environmental Programs & Operations	\$ 45,000
2097	2023 Scout Truck (add'l funding)	Environmental Programs & Operations	\$ 45,000
2240	2012 Ford F350 Dump Truck	Streets	\$ 215,000
8535	2023 Weld Truck (add'l funding)	Fleet Services	\$ 20,000

**CITY OF CULVER CITY  
SUMMARY OF BLANKET PURCHASE ORDERS  
FISCAL YEAR 2023/2024**

<b>VENDOR NAME</b>	<b>NOT TO EXCEED</b>	<b>SUMMARY OF GOODS TO BE PROVIDED UNDER BLANKET ORDER</b>
ADVANCED BATTERY SYSTEMS	60,000	AUTO PARTS
BODYWORKS EQUIPMENT	75,000	AUTO PARTS
CUMMINS CAL PACIFIC LLC	180,000	BUS/TRUCK ENGINE PARTS
DELL COMPUTER CORP	100,000	COMPUTERS/LAPTOPS/HARDWARE
EDDING BROTHERS AUTO PARTS	200,000	AUTO PARTS
FRANKLIN TRUCK PARTS	55,000	AUTO PARTS
LIFE ASSIST	100,000	MEDICAL SUPPLIES
LOS ANGELES FREIGHTLINER	100,000	AUTO PARTS
OFFICEMAX/OFFICEDEPOT	175,000	GENERAL OFFICE SUPPLIES
QUINN COMPANY	75,000	AUTO PARTS
RUSH TRUCK CENTERS	150,000	AUTO PARTS
SOUTHERN CALIFORNIA HOSPITAL	75,000	PRE-BOOKING MEDICAL CLEARANCE
THE AFTERMARKET PARTS COMPANY LLC	475,000	BUS PARTS
TIREHUB	80,000	AUTO/TRUCK TIRES
VALLEY POWER SYSTEMS INC	75,000	BUS ENGINE PARTS
GRAINGER	75,000	AUTO PARTS AND MATERIALS
KIMBALL WEST	75,000	AUTO HARDWARE
O'REILLY AUTO PARTS	25,000	AUTO PARTS
FORD	25,000	AUTO PARTS
GENERAL MOTORS	25,000	AUTO PARTS
CATEPILLAR	25,000	FORKLIFT PARTS
HOME DEPOT	25,000	PARTS AND MATERIALS
 <b><u>GOVERNMENTAL ENTITY PAYMENTS:</u></b>		
CITY OF LOS ANGELES	APPROVED BUDGET	PAYMENTS FOR EQUIPMENT, GOODS, SUPPLIES OR SERVICES FROM GOVERNMENTAL & QUASI- GOVERNMENTAL ENTITIES
COUNTY OF LOS ANGELES		
LOS ANGELES SUPERIOR COURTS		
UNITED STATES POSTAL SERVICES		
STATE OF CALIFORNIA		
 <b><u>UTILITY PAYMENTS:</u></b>		
AT&T	APPROVED BUDGET	PAYMENTS FOR TELEPHONE, GAS, WATER, AND ELECTRIC UTILITY COSTS. COMBINED TOTAL EXPENDED WITH THESE VENDORS WILL NOT EXCEED THE APPROVED BUDGET FOR UTILITIES.
GOLDEN STATE WATER		
SOUTHERN CALIFORNIA EDISON		
SPECTRUM CABLE		
SPRINT		
T-MOBILE		
THE GAS COMPANY		
 <b><u>REFUSE DISPOSAL PAYMENTS:</u></b>		
CITY OF LONG BEACH SERRF	APPROVED BUDGET	PAYMENTS FOR LANDFILL USE. COMBINED TOTAL EXPENDED WITH THESE VENDORS WILL NOT EXCEED THE APPROVED BUDGET FOR REFUSE DISPOSAL.
LOS ANGELES SANITATION DISTRICT		
CHIQUITA CANYON LANDFILL		
SUNSHINE CANYON LANDFILL		
RCS TRUCKING		
WASTE MANAGEMENT - SIMI VALLEY LANDFILL		
WASTE MANAGEMENT - DOWNTOWN DIVERSION		
CROWN RECYCLING		

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# Appendix I

**RESOLUTION NO. 2023-R 041**

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A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
CULVER CITY, CALIFORNIA, APPROVING AND  
ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR  
FISCAL YEAR 2023-2024.

WHEREAS, the voters of California on November 6, 1979, added Article XIII B  
to the State Constitution placing various limitations on the appropriations of the State and  
local governments;

WHEREAS, Article XIII B, as amended by Proposition III, provides that the  
appropriations limit for the fiscal year 1990/1991, and years thereafter, is calculated by  
adjusting the base year appropriations of fiscal year 1986/1987 for the changes in the cost of  
living and City population;

WHEREAS, the City of Culver City has complied with all of the provisions of  
Article XIII B as amended in determining the appropriations limit for fiscal year 2023-2024;

WHEREAS, the information necessary for establishing appropriations limit for  
fiscal year 2023-2024 is attached in Exhibits "A" and "B," which are incorporated herein by  
this reference as though set forth in full.

NOW, THEREFORE, the City Council of the City of Culver City, California,  
DOES HEREBY RESOLVE as follows:


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1. The analysis of the effect of the appropriations limit on estimated revenue for fiscal year 2023-2024 is set forth in Exhibit "A," attached hereto and incorporated herein.

2. The appropriations limit for fiscal year 2023-2024 is hereby established as \$138,125,740 in accordance with Article XIII B of the State Constitution as more fully described in Exhibit "B", attached hereto and incorporated herein.

APPROVED and ADOPTED this 12th day of June, 2023.

  
\_\_\_\_\_  
ALBERT VERA, Mayor  
City of Culver City, California

ATTEST:

APPROVED AS TO FORM:

  
\_\_\_\_\_  
JEREMY BOCCHINO, City Clerk

  
\_\_\_\_\_  
HEATHER BAKER, City Attorney

## CITY OF CULVER CITY

## EXHIBIT A

## ANALYSIS OF EFFECT OF APPROPRIATIONS LIMIT ON ESTIMATED REVENUE

## FISCAL YEAR 2023-2024

Proposed Estimated Revenues for FY 2023-2024		<u>\$ 317,897,319</u>
Less Estimated Revenues for		
Enterprise Funds	\$ 79,809,834	
Internal Service Funds	<u>28,210,819</u>	<u>(108,020,653)</u>
Total Governmental Type Funds		209,876,666
Less Estimated Revenues not derived from the Proceeds of Taxes (see Schedule I)		<u>(85,283,465)</u>
Total Estimated Revenues derived from the Proceeds of Taxes (see Schedule I)		\$ 124,593,201
Less Voter Approved Indebtedness		0
Less Qualified Capital Outlay		(17,649,252)
Less Federal Mandates:		
PARS	131,511	
FLSA-Fire	<u>506,652</u>	<u>(638,163)</u>
Estimated FY 2023-2024 Revenues subject to Appropriations Limit		\$ 106,305,786
State Subvention pursuant to Government Code Section 7903		<u>\$ 7,500,000</u>
Total Estimated Revenues subject to Appropriations Limit		113,805,786
Appropriations Limit FY 2023-2024 (Exhibit B)		<u>138,125,740</u>
Amount Under Limit		<u><u>\$ 24,319,953</u></u>

## CITY OF CULVER CITY

## EXHIBIT B

## 2023-2024 APPROPRIATIONS LIMIT

1.	FY 2022-2023 Appropriations Limit	\$ 133,226,228
2.	2023-2024 Change in Per Capita Personal Income:	4.44%
3.	2022-2023 Change in Population:	-0.73%
4.	Ratio of Change: $(1.0444 \times 0.9927)^*$	<u>1.03678</u>
5.	FY 2023-2024 Appropriations Limit	<u>\$ 138,125,740</u>

\* Multiply FY 2022-2023 appropriations limit by the product of the percentage change in the California per capital personal income figure ( $[4.44 + 100]/100 = 1.0444$ ) times the percentage change in the Culver City population ( $[-0.73 + 100]/100 = 0.9927$ ) as provided by the Department of Finance.



## CITY OF CULVER CITY

## SCHEDULE I

## ANALYSIS OF ESTIMATED REVENUES

## FISCAL YEAR 2023-2024

<u>REVENUE</u>	<u>PROCEEDS OF TAXES</u>	<u>NON-PROCEEDS OF TAXES</u>
<u>GOVERNMENTAL TYPE FUNDS</u>		
<u>GENERAL FUND</u>		
PROPERTY TAXES	\$ 13,795,388	0
OTHER TAXES:		
Sales Tax	42,352,467	0
Public Safety Sales Tax	500,000	0
Transient Occupancy Tax	12,000,000	0
Franchise Tax	0	\$ 1,475,000
Business License Tax	22,200,000	0
Cannabis Tax	1,700,000	0
Real Property Transfer Tax	8,000,000	0
Utility User Tax	15,347,292	0
Com/Ind Development Tax	500,000	0
TOTAL OTHER TAXES	\$ 102,599,759	\$ 1,475,000
LICENSES AND PERMITS	0	4,645,000
FINES, FORFEITURES AND PENALTIES	0	3,735,500
USE OF MONEY AND PROPERTY	0	1,947,905
CHARGES FOR CURRENT SERVICE	0	10,905,707
INTER FUND/DEPARTMENTAL	0	12,393,546
INTERGOVERNMENTAL	7,614,733	0
OTHER REVENUE	0	332,000
TOTAL GENERAL FUND BEFORE INTEREST	\$ 124,009,880	\$ 35,434,658
PERCENT	77.8%	22.2%
INTEREST	583,321	166,679
TOTAL GENERAL FUND	\$ 124,593,201	\$ 35,601,337

## CITY OF CULVER CITY

## SCHEDULE I

## ANALYSIS OF ESTIMATED REVENUES

## FISCAL YEAR 2023-2024

	PROCEEDS OF TAXES	NON-PROCEEDS OF TAXES
PARATRANSIT FUND	0	\$ 378,403
GRANTS OPERATING FUND	0	1,349,097
BUILDING SURCHARGE FUND	0	311,000
SECTION 8 FUND	0	1,343,400
PROP A LOCAL RETURN	0	1,170,945
PROP C LOCAL RETURN	0	974,144
ASSET SEIZURE	0	10,000
SPECIAL GAS FUND	0	2,146,377
NEW DEVELOPMENT IMPACT FUND	0	50,000
PARK FACILITIES	0	120,000
CAPITAL IMPROVEMENT AND ACQUISITION	0	9,373,575
CAPITAL GRANTS	0	4,261,525
CDBG BLOCK GRANT FUNDS	0	187,945
ART IN PUBLIC PLACES	0	579,000
SPECIAL ASSESSMENT DISTRICTS	0	98,216
PARKING AUTHORITY	0	5,608,131
CC SAFE/CLEAN WATER PROTECTION	0	2,133,000
AQMD FUND	0	10,000
MOBILITY IMPROVEMENT FUND	0	2,600,000
SUCCESSOR AGENCY	0	14,899,940
MEASURE R FUNDS	0	721,608
MEASURE M FUNDS	0	825,822
LA COUNTY MEASURE W FUNDS	0	530,000
GRAND TOTAL	<u>\$ 124,593,201</u>	<u>\$ 85,283,465</u>

<b>Ten Year History of GANN Limit</b>			
<b>Fiscal Year</b>	<b>Estimated Rev Subject to Appropriations Limit</b>	<b>Appropriations Limit</b>	<b>Amount UNDER Limit</b>
2014-2015	\$ 57,716,563	\$ 90,141,522	\$ 32,424,958
2015-2016	\$ 69,260,506	\$ 93,996,702	\$ 24,736,196
2016-2017	\$ 72,436,718	\$ 99,638,591	\$ 27,201,873
2017-2018	\$ 72,876,898	\$ 103,769,842	\$ 30,892,944
2018-2019	\$ 99,862,221	\$ 107,610,469	\$ 7,748,248
2019-2020	\$ 76,653,930	\$ 112,826,305	\$ 36,172,376
2020-2021	\$ 66,096,281	\$ 117,666,714	\$ 51,570,433
2021-2022	\$ 93,841,536	\$ 124,471,221	\$ 30,629,686
2022-2023	\$ 104,135,696	\$ 133,226,228	\$ 29,090,532
2023-2024	\$ 113,805,786	\$ 138,125,740	\$ 24,319,953

The City of Culver City has historically fallen well below the Appropriations Limit each fiscal year. It is estimated that this trend will continue into the foreseeable future.

# Appendix J

**APPENDIX J  
FY 2023-2024 BUDGETS  
BENEFIT RATE TABLE**

<b>BENEFIT</b>	<b>2023-2024 BUDGET</b>		
<b><u>Retirement Rate (City Contribution)</u></b>	<i>FY 2022-2023</i>	<i>FY 2023-2024</i>	
Miscellaneous Employees -	0.09470	0.10770	
Safety Employees -	0.19500	0.21310	
Part-time employee (PARS) –	0.03500	0.03500	
<b><u>Deferred Retirement Rate (City Contribution to Employee Portion)</u></b>	<b><u>City Pay</u></b>	<b><u>Employee Pay</u></b>	<b><u>Total</u></b>
Management (non-Safety) – Classic	--	0.08/0.07	0.08/0.07
Management (non-Safety) - PEPR	--	0.0775	0.0775
General Services – Classic	--	0.08	0.08
General Services - PEPR	--	0.0775	0.0775
Fire – Classic	--	0.09	0.09
Fire - PEPR	--	0.1175	0.1175
Police – Classic	--	0.09	0.09
Police - PEPR	--	0.1175	0.1175
Fire Management – Classic	--	0.09	0.09
Fire Management – PEPR	--	0.1175	0.1175
Police Management – Classic	--	0.09	0.09
Police Management - PEPR	--	0.1175	0.1175
<b><u>Social Security and Medicare (City Contribution)</u></b>	Social Security - 6.2% of first \$160,200 of salary and overtime		
Social Security -			
Medicare -	Medicare - 1.45% of total salary and overtime		
<b><u>Deferred Compensation (Only)</u></b>			
General Management -	\$160.00/pay period = \$4,160.00/year		
Fire Management -	\$142.25/pay period = \$3,698.50/year		
Police Management -	\$125.00/pay period = \$3,250.00/year		
CCEA -	\$60.00/pay period = \$1,560.00/year		
<b><u>Group Insurance (includes Health, Dental, Vision Care, and Life)</u></b>	Cafeteria Allowance: Emp Only: \$854/month Emp +1: \$1,506/month Emp +2/more: \$1,885/month		
<b><u>State Disability Insurance (City Contribution – 50%)</u></b>	0.009 (City Contrib. = 0.0045) \$153,164 (Max Amount = \$1,378.48)		
General Service - Taxable Limit -			
<b><u>Survivor’s Pay Benefit</u></b>	0.98 per pay period (Safety management only)		

# Appendix K

**APPENDIX K**

Comparison of Major Revenues Among Westside Cities

City	Population <sup>1</sup>	Sales Tax Revenue <sup>2, 3</sup>	Sales Tax % of Total General Fund	Property Tax Revenue <sup>2</sup>	Property Tax % of Total General Fund	Total General Fund Revenue <sup>2</sup>
Culver City	39,682	37,830,897	28.9%	11,830,948	9.0%	130,960,546
Beverly Hills	31,658	45,489,219	14.8%	93,842,430	30.5%	307,275,837
Santa Monica	91,720	76,698,693	18.5%	75,980,972	18.3%	414,336,650
West Hollywood	34,793	36,258,528	34.0%	25,181,802	23.6%	106,724,949

<sup>1</sup> 2023 California Department of Finance City/County Population Estimates

<sup>2</sup> Fiscal Year 2021-22 Actual Receipts

<sup>3</sup> Culver City and Santa Monica totals do not include transaction taxes