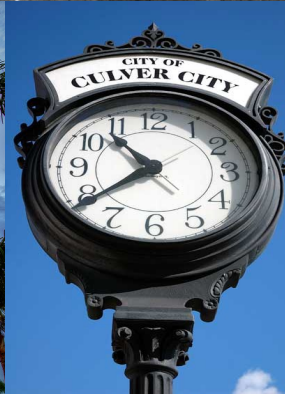
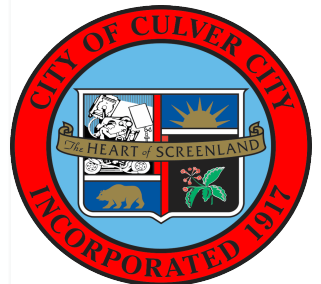


CITY OF CULVER CITY ADOPTED BUDGET FISCAL YEAR 2016—2017 MANAGEMENT PLAN, LINE ITEM DETAIL & CAPITAL IMPROVEMENT PLAN



100

Culver CITY
CENTENNIAL
CELEBRATION



CITY OF CULVER CITY ADOPTED BUDGET FISCAL YEAR 2016-2017

Management Plan, Line Item Detail & Capital Improvement Plan

CITY COUNCIL

Jim B. Clarke, Mayor

Jeffrey Cooper, Vice Mayor

Göran Eriksson, Council Member

Meghan Sahli-Wells, Council Member

Thomas Aujero Small, Council Member

CITY MANAGER

John Nachbar

CHIEF FINANCIAL OFFICER

Jeff S. Muir

BUDGET TEAM

Kambiz Borhani, Assistant Chief Financial Officer

Mary V. Noller, Budget & Financial Operations Manager

Erica McAdoo, Senior Budget Management Analyst

Michelle Villongco, Associate Analyst

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Culver City
California**

For the Fiscal Year Beginning

July 1, 2015

Executive Director

The 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 1, 2015**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication 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 2015-2016

Presented to the

City of Culver City

For meeting the criteria established to achieve the Operating Budget Excellence Award.

February 23, 2016



A handwritten signature in dark ink, appearing to read "Jesse Takahashi".

Jesse Takahashi
CSMFO President

A handwritten signature in dark ink, appearing to read "Michael Gomez".

Michael Gomez, Chair
Professional Standards and
Recognition Committee

Dedicated Excellence in Municipal Financial Reporting



Culver CITY

CITY MANAGER'S OFFICE

9770 CULVER BOULEVARD, CULVER CITY, CALIFORNIA 90232-0507

(310) 253-6000

FAX (310) 253-6010

JOHN M. NACHBAR
City Manager

City Manager's Budget Message and Transmittal of the Adopted Budget for Fiscal Year 2016-17 for the City of Culver City

In compliance with the requirements of the City Charter, I am pleased to present the Fiscal Year 2016-17 Adopted Budget to the City Council and the community. This budget provides for the continuation of current levels of City services in addition to recommendations for increasing service in targeted areas.

ECONOMY AND OVERVIEW

Fiscal Year 2015-2016 continued to illustrate a recovered economy. As of July, California's unemployment rate was 5.5%, versus 6.0% a year ago. Job growth has improved throughout the year, with Los Angeles County unemployment figures at 5.3%. Gross Domestic Product (GDP) grew by 2.4% in 2015, and is forecasted to grow modestly over the next two years at 2.5% in 2016 and 2017. California GDP growth outpaced the national trend, growing at an estimated 3.9% in 2015. Regional home prices increased, with total home sales in the region also improving over the last year. Interest rates remain very low, and inflation has stayed below 2%. International economic concerns still linger, and are being monitored closely with consideration of economic impact on California. Nonetheless, the consensus from economic experts seems to be at least several more years of slow but steady economic growth.

California's financial position continues in a positive direction. Strengthened revenues are being programmed towards the State's 'Rainy Day Fund,' addressing existing long-term liabilities, and increased education funding. It is not anticipated cities will see many benefits from the State's improved condition, beyond the unlikelihood of further local revenue diversions.

Locally, the economy for Culver City has also improved. The 0.5% transactions and use tax (Measure Y) generated over \$9 million for the City in both Fiscal Year 2014-15 and Fiscal Year 2015-16. Overall growth in the other major revenue sources, such as Sales Tax, Business Tax, Utility Users' Tax and Transient Occupancy Tax have continued, and development related fees and charges remain strong. Values in Culver City's housing market also showed improvement, with a sharp increase of approximately 13.8% in housing median value over the prior year. The adopted budget for 2016-17 marks the fourth consecutive year where projected ongoing revenues cover ongoing expenditures.

The major developments that were held up for several years due to the redevelopment dissolution process (the transit oriented development at Washington and National, the development of the Parcel B and Town Plaza site downtown, and the market hall development

Culver City Employees take pride in effectively providing the highest levels of service to enrich the quality of life for the community by building on our tradition of nearly one hundred years of public service, by our present commitment, and by our dedication to meet the challenges of the future.

at Washington and Centinela) continue to move towards reality. These projects will result in both one-time development fees and ongoing tax revenues.

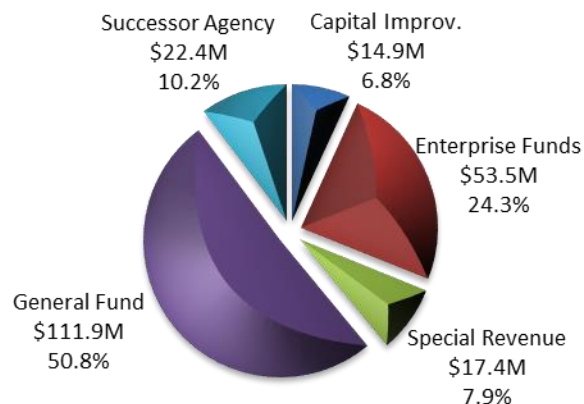
The most significant obstacle facing the City, which has been discussed repeatedly over the last several years, is the increasing costs from CalPERS needed to ensure the long-term viability of our pension system. Another area of financial uncertainty has been in the area of urban water runoff (previously referred to as 'storm water') treatment mandates. This budget proposes another year of improvements towards compliance in urban water runoff mitigation. Deferred infrastructure investment has also been a steady theme of concern. While it remains an issue going forward, this budget also adopts another year of significant capital investments. Finally, staff has discussed with City Council the fact that Measure Y was approved with an automatic sunset. This significant revenue source will cease in 2023 without further action by the voters.

The prudent financial management of the City during and after the recession, coupled with some one-time cash windfalls as a result of property sales, has placed the City in a very cash-strong position, with reserves well in excess of our reserve requirement. This allows for some significant investments in one-time costs and further aggressive infrastructure investments to be proposed in this budget. While I have proposed several targeted operational enhancements in this budget, this is unlikely to continue at such a level in subsequent budgets without significant improvements to our revenues beyond what we are projecting. The General Fund Financial Forecast bears this out, and should be our guide to ensure we focus on the long-term financial sustainability of Culver City.

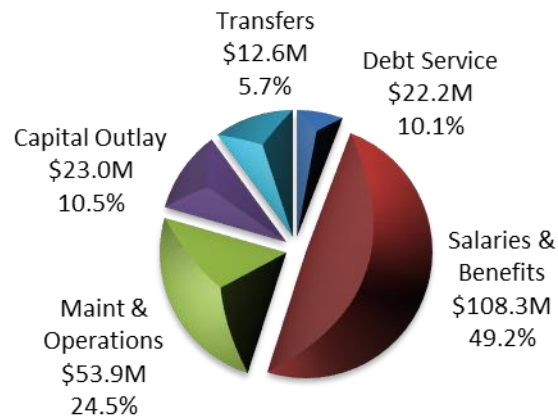
Adopted Citywide Budget

The total Adopted Appropriations for Fiscal Year 2016-17 are \$220.1 million for all funds. This includes \$17.9 million in expenses towards internal service fund activities. Comparably, the total expenditures in the Fiscal Year 2015-2016 Adopted Budget totaled \$202.0 million. The major variance between the two years are increases in the General Fund, special revenues funds, Successor Agency and capital funds partially offset by a decrease for enterprise funds. The following graphics provide additional information:

Citywide Expenditures by Fund

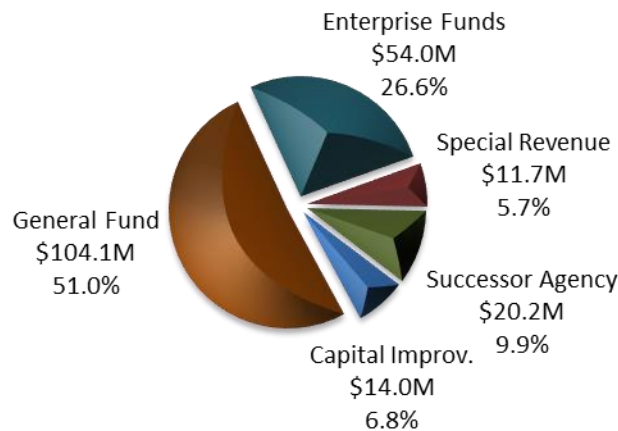


Citywide Expenditures by Category



Adopted citywide revenues of \$204.0 million and the use of reserves and fund balances of \$16.1 million were recommended to fund the Fiscal Year 2016-17 citywide expenses budget of \$220.1 million. For Fiscal Year 2015-16, citywide revenues totaled \$182.0 million. The main variances are increases in the General Fund, capital funds, enterprise funds and Successor Agency.

Citywide Revenue by Fund



Culver City Fund Groups

In accordance with Generally Acceptable Accounting Principles (GAAP), the City uses several fund types where revenues are deposited and expenditures are released. Within this Budget Message, the focus is on five of these fund types. “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. “Internal Service Funds” receive their income from charges to other funds in the City. “Special Revenue Funds” are used to account for the proceeds of specific revenue sources that are restricted to expenditures for specified purposes. “Capital Projects Funds” are

used to account for significant capital acquisition and construction projects separately from other operations. The “General Fund” is where general taxes like property and sales taxes are placed and where expenditures for many broad operations (like Police, Fire, and Parks) are released. While all funds are subject to economic forces, the General Fund is often the fund most subject to economic fluctuation. Also, the General Fund has been, and continues to be, subject to state “redirections” or take-aways. Because of these points, most of the comments contained in this message revolve around the General Fund and will be addressed last.

ENTERPRISE FUNDS

Refuse Fund

For Fiscal Year 2016-17, the Refuse Fund proposed to add two Sanitation Drivers and two Scout Vehicle Operators to handle the added workload of implementing the food waste recycling program. Additional revenues for this program are not assumed in this budget due to uncertainty as to when it will be fully operational, but once it is operating, staff will have a better feel for the amount of fee revenues it will generate to the fund going forward. Another major one-time enhancement included in this budget is for the purchase of residential automated containers, ten 40-yard bins, and new plastic bins for the food waste recycling program. Staff proposed to use fund balance to cover the cost of all operations in the Refuse fund this year in lieu of a rate increase. However, future rate increases will be likely.

Transportation Fund

Culver City Bus relies on an unpredictable and complex combination of Federal, State, and County funding sources, as well as local farebox receipts, to fund operations. Funding from the County is tied to sales tax revenues, so economic cycles can result in swings in available funding. Federal funding has been erratic as well. The recent improvements in the overall economy (particularly sales tax) have provided additional funding for transportation, and the financial position of the Fund has improved.

For Fiscal Year 2016-17, major ongoing enhancements include one new Fleet Services Assistant position, increased costs for the annual lease of tires, increased costs for necessary facility improvements and a property lease for off-site bus storage due to space constraints at its facility. There are a number of capital investments planned as well, including replacing an in-ground heavy-duty vehicle lift, replacing CNG tanks for six buses, installing a new wheelchair restraint system in all buses, and required upgrades to the radio communication systems.

Sewer Fund

The largest operating expense on an annual basis 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 user charges which are billed as part of the property tax bills issued by the County of Los Angeles.

There is very little change to the Sewer Fund budget this year. It will share fifty percent of the cost of an additional Maintenance Worker I with the General Fund. Significant Capital Improvement Projects for sewer main rehabilitation and pump station upgrades were budgeted in Fiscal Year 2015-16, and are still underway. Once completed, these projects will reduce ongoing operating and maintenance costs, as well as improve overall system reliability and decrease the potential for sewer overflows.

INTERNAL SERVICE FUNDS

Self-Insurance Fund

The Self Insurance Fund (SIF) is currently in a healthy financial condition, but due to the unknown nature of claims against the City will always be subject to volatility. The purpose of having a healthy cash balance in the SIF is to safeguard the General Fund from a severe financial impact due to a particularly expensive lawsuit or workers' compensation claim.

For Fiscal Year 2016-17, the City will be seeking its excess insurance coverage independently. This is expected to result in a significant savings in insurance costs versus what we were experiencing in the insurance pool the City previously participated in. The savings will phase in over time through somewhat decreased charges to other funds.

Equipment Replacement Fund

The purpose of the Equipment Replacement Fund 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 2016-17, ten (10) vehicles are scheduled to be replaced and/or upgraded using Equipment Replacement funds. Additionally, components for the Fire Department's self-contained breathing apparatus (SCBA) will be purchased. The total replacement amount for vehicles and special equipment in Fiscal Year 2016-17 is estimated to be \$1.1 million. The total amortization charges to all departments is approximately \$1.4 million.

Equipment Maintenance Fund

The Equipment Maintenance Fund accounts for all activities of the City's central fleet and equipment maintenance operations. The costs of the fund are distributed to those divisions within the City with vehicles or other equipment that requires centralized maintenance. No major enhancements are recommended for this budget.

SPECIAL REVENUE FUNDS

Urban Runoff Mitigation Fund

This fund is used to account for all activities associated with the mitigation and clean-up of urban water runoff. We have previously referred to this as 'storm water,' but runoff occurs whether

there are storms or not. Culver City sits in two different runoff watersheds. The majority of the City feeds into the Ballona Creek watershed, and a portion of the City feeds into the Marina del Rey watershed. The federal Clean Water Act established the National Pollutant Discharge Elimination System (NPDES) permit program. Our Los Angeles Regional Water Quality Control Board has imposed remarkably stringent discharge requirements for urban runoff that reaches our watersheds. These requirements phase in from 2015 through 2021.

We have known for many years that the cost of improvements necessary to meet these requirements would be an enormous number. Culver City cooperatively participated with the other members of our watersheds to develop Enhanced Watershed Management Plans (EWMPs) that would identify the mitigation efforts that would allow compliance with NPDES requirements, and provide an estimated cost for such efforts. Staff estimates a cost of at least \$120 million in Culver City capital costs to comply. For the City to pursue implementation of the EWMPs, a separate funding source is required in order to issue bonds to finance the construction. This means voter approval of some form of special tax. Staff worked with a consultant to determine what level of support might exist in the community to fund these efforts. For single family residences, an amount of \$99 annually was established, and for multi-family residential dwelling units, an amount of \$69 annually was established. A ballot measure has been included for this coming November's special municipal election. Ultimately, the City can only do what the electorate is willing to pay for.

Proposition A and C Funds

Proposition A and Proposition C are sales tax overrides that were approved by the voters of Los Angeles County to fund transportation related activities. Activities funded in the proposed Fiscal Year 2016-17 budget include the City's Paratransit Services Program (which provides transportation to Culver City residents who are disabled and unable to use local fixed route transportation) and eligible operational expenses in the Transportation Department.

Grants Fund

The Grants Fund is used to account for various sources of grant revenues received by the City. These include programs and activities such as the Senior Nutrition Program, which serves balanced nutritional meals five times a week to seniors - both at the Culver City Senior Center and also through the Home Delivered Meal Program; and the La Ballona Creek Bikeway improvement and maintenance program, which helps maintain Culver City's portion of this popular and heavily traveled bikeway system.

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 parking structures and lots formerly owned and operated by the Culver City Redevelopment Agency are accounted for in this fund, as well as the revenues and expenditures associated with the City's parking meters.

A significant project to upgrade all of the parking access and revenue control system equipment to a modern pay-by-foot system at the parking structures is included in this budget.

Successor Agency to the Culver City Redevelopment Agency

The elimination of the Redevelopment Agency (RDA), back 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 should receive property tax from the County twice per year in order to pay enforceable obligations of the former RDA. A small portion of the funding received, called the Administrative Cost Allowance, will reimburse the General Fund for some staff time and other associated administrative costs. Included in this adopted budget is funding for the 2016-17 fiscal year, which has been approved by the Department of Finance.

Culver City Housing Authority

The Culver City Housing Authority was established to account for the former Low/Moderate Income Housing funds (LMIHF) of the Redevelopment Agency (RDA). Funding was primarily geared towards the Rental Assistance Program, homeless outreach and services, and administrative costs. While the cash transferred to the Housing Authority upon dissolution of the former RDA has been nearly depleted, an early pay-off of a loan provided a significant cash infusion to the fund. Additionally, analysis has shown that beginning in Fiscal Year 2017-18, the Successor Agency will be in a position to request funding from the tax increment associated with the former RDA to pay off debts owed to the Housing Authority. This will allow funding for staff costs, programs, and some level of affordable housing projects over the next decade.

CAPITAL PROJECTS FUNDS

The City continues to prioritize investing in ongoing maintenance, improvement and renovation of its infrastructure. Allocations for Capital Improvement Projects in all funds for Fiscal Year 2016-17 exceeds last year's investments for a record total of \$20,343,948 (excluding carryover funds from the prior fiscal year and transfers to operating divisions).

The following Sources and Uses tables provide a summary of the projects recommended for the 2016-17 Fiscal Year:

CIP FUNDING SOURCES	AMOUNT
Capital Grants Fund (423)	\$ 7,128,073
Parking Authority Fund (475)	3,680,000
Improvements & Acquisition Fund (420)	2,786,000
Municipal Fiber Network Fund (205)	1,500,000
Facilities Planning Reserves (420)	1,521,000
Urban Runoff Mitigation Fund (434)	847,000
Sewer Enterprise Fund (204)	500,000
Gas Tax Fund (418)	419,000
Developer Mitigation Funds & Other Funds (420)	950,000
Recreation Facilities Reserves & Donations (420)	393,000
Measure R (431)	226,658
Refuse Fund (202)	182,000
CDBG - Capital (428)	162,255
Park Facilities Fund (Develop In-lieu Fees) (419)	48,412
TOTAL CIP FUNDING:	\$ 20,343,398

CIP FUNDING USES	AMOUNT
Traffic Signal & Lighting Improvements	\$ 6,120,000
Parking Improvements	3,650,000
Street & Alley Improvements	2,966,182
Urban Runoff Management	1,796,136
Facilities Improvements	1,786,000
Technology Improvements	1,571,000
Other	1,131,625
Parks & Park Facilities Projects	797,455
Sewer Improvement Projects	525,000
TOTAL CIP FUNDING:	\$ 20,343,398

For Fiscal Year 2016-17, staff recommended that the General Fund transfer \$4,700,000 to fund capital projects in the Improvements and Acquisitions Fund (Fund 420). This is a substantial increase over the past several years, as the City recognizes the importance of increasing capital investments and addressing deferred maintenance. The significance of capital improvement investments was further emphasized by the City Council in 2014 with the adoption of revised Financial Policies (City Council Policy 5002) and City Council Policy 5003, which annually committed a portion of the General Fund Balance to Facilities Planning Reserves and Recreational Facilities Reserves.

A summary listing of the projects funded by the General Fund is listed below:

PROJECT TITLE	AMOUNT
Arterial Street Pavement Rehab	\$ 835,000
Traffic Signal Replace/Upgrade	395,000
Higuera Bridge Ramp - Ballona Creek	206,000
Citywide Water Conservation Program	175,000
Curb, Gutter, Sidewalk Replacement	150,000
Street Light Upgrades	150,000
Traffic Signal Wash BI/Cattaraugus	150,000
Citywide Bridge Repairs	100,000
Washington-Culver Pedestrian And Cyclist Safety	100,000
Neighborhood Traffic Mgmt Program	85,000
Technology Replacement Fund	71,000
Media Park Lighting	54,000
Alley Reconstruction – Citywide	50,000
Minor Pavement & Concrete Improve	50,000
Upgrade Park Irrigation Systems	50,000
Other Miscellaneous Projects	165,000
<i>Subtotal: General Fund Balance</i>	<i>\$ 2,786,000</i>
Vet's Memorial Bldg Refurbish	\$ 625,000
Building Repairs	518,000
PD Flooring	200,000
Facilities Assessment Study	100,000
Other Miscellaneous Facilities Projects	78,000
<i>Subtotal: Facilities Planning Reserves</i>	<i>\$ 1,521,000</i>
Blair Hills Playground Rehabilitation	\$ 275,000
Other Miscellaneous Recreational Projects	118,000
<i>Subtotal: Recreational Facilities Reserves</i>	<i>\$ 393,000</i>
TOTAL IMPROVEMENTS & ACQUISITIONS (420) FUNDED PROJECTS:	\$ 4,700,000

Further detail of the table above, and all capital projects, is available in the Capital Improvements section of the Adopted Budget document, starting on page 501.

Culver City remains committed to investing in its infrastructure and facilities, including land, building, technology, machinery and equipment, park facilities, roads, highways, and bridges. Resources will continue to be dedicated towards addressing the City's ongoing maintenance needs and the amount of deferred maintenance from prior years. The future costs of ignoring these issues far exceed the price tag of prioritizing them today.

GENERAL FUND

Overview

The Adopted Fiscal Year 2016-17 General Fund Budget is primarily a continuation of current service levels. However, there are approximately \$2.0 million in ongoing targeted enhancements being recommended, including the addition of four new Police Officers as part of a redistricting effort within the Police Department. The Police Department has also requested a civilian position to assist with their growing information technology and data archiving needs, which is reflected as a new Systems Support Manager position, and will be managed by the Information Technology Department. Additionally, the Police Department has recommended several new intersections for red light camera enforcement which will increase our costs paid to the vendor, but should also result in increased fine revenue. The creation of an Advance Planning Division within the Community Development Department is being recommended, which includes a net of one new full-time position and one new non-benefitted, part-time position. A reorganization between the City Manager's Office and City Clerk Department is also recommended resulting in one new Assistant to the City Manager position, and conversion of the Assistant City Manager position to a City Clerk. A new Parking Meter Technician position is recommended in Public Works based on the maintenance requirements of additional meters and new technology, but is offset by an increased transfer from the Parking Authority. The General Fund will also share half of the cost of a new Maintenance Worker I position with the Sewer Fund.

Below is a summary of the main ongoing enhancement items in the General Fund:

DEPARTMENT	DESCRIPTION	ADOPTED AMOUNT
IT	New Staff - Systems Support Manager	158,460
Police	New Staff - Four (4) Police Officers	487,720
Police	Additional Photo Enforcement Approaches	285,000
Police	Maintenance and Contractual Services Increases	148,446
CDD	Net Cost of Staffing for Advance Planning Division	159,688
City Manager	New Staff - Assistant to the City Manager	163,580
Public Works	New Staff - Parking Meter Technician	81,445
Public Works	New Staff - Maintenance Worker (50%)	33,693
Public Works	Supplies and Contractual Services Increases	92,250
HR	New Staff - Part-Time Admin Clerk	43,230
Fire	Increase Hourly Rate for Ambulance Operators	64,840
Fire	Equipment replacement costs; contractual service increases	27,535
Miscellaneous	All other items	294,998
	TOTAL	2,040,885

Please know I carefully weighed the input provided by the City's Boards and Commissions, and wish to express to them my sincere appreciation for their well considered thoughts and guidance. This process influenced my decision to add additional part-time hours and funding for contractual

services to the PRCS department, and funding from the Cultural Trust Fund for the Community Cultural Plan.

The remaining miscellaneous enhancements included in the Adopted Fiscal Year 2016-17 budget are detailed in the Adopted Reductions/Enhancements schedule following this message in the budget document.

The Adopted General Fund Budget also includes funding for a number of one-time, or non-operational, items. As mentioned previously, it is recommended that \$2.8 million of excess General Fund reserves, \$1.5 million of Facilities Planning Reserves, and \$0.4 million of Recreation Facilities Reserves (for a total of \$4.7 million) be transferred out for capital projects. Additionally, a total of \$3,994,520 is approved for the following items:

DEPARTMENT	DESCRIPTION	ADOPTED AMOUNT
City Clerk	Special Election	100,000
City Attorney	Legal Services - Oil Field; LAX Expansion; Historic Preservation, Telecomm Ordinance update; Municipal Fiber project, etc.	510,000
Non-Departmental	Centennial Celebration	25,000
IT	Maintenance Costs	65,736
IT	Replacement Color Copier	65,000
PRCS	Chairs for VETS; thermal pool blankets; pool shade structures	82,164
Police	Body Worn Cameras	300,000
Police	Recording System Hardware & Software	43,800
Police	Two Police vehicles	95,265
Police	eTickets Hardware & Software	50,970
Fire	Contract Plan Check Services	30,000
Fire	Fire Fighter Protective Clothing	47,000
Comm Dev	General Plan Update	1,500,000
Comm Dev	Mansionization Study Consultant	150,000
Comm Dev	Pass-through Building Inspection Services	330,000
Comm Dev	Contract Code Enforcement Officer	101,400
Public Works	Contract Bicycle & Pedestrian Coordinator	50,120
Public Works	Contract Inspection Services	100,000
Public Works	Traffic Signal and Street Light Pole Stock	50,000
Miscellaneous	All other items	298,065
	TOTAL	3,994,520

General Fund Specifics

The following table summarizes the adopted revenue budget for the General Fund for Fiscal Year 2016-17, with comparisons to the adopted budget and estimated amounts for Fiscal Year 2015-16:

<i>(in thousands)</i>	ADOPTED 2015-16	ESTIMATED 2015-16	ADOPTED 2016-17	VARIANCE EST. 15-16 to 16-17
OPERATING REVENUES				
Property Tax	4,895	5,395	6,099	704
Sales Tax	22,161	22,059	21,528	(531)
Measure Y- Sales Tax	8,651	9,000	9,304	304
Business Tax	11,915	11,915	12,213	298
Utility Tax	15,911	14,395	14,897	502
Transient Occupancy Tax	6,180	7,000	7,210	210
Other Taxes	3,902	4,752	3,925	(827)
Licenses & Permits	3,668	3,441	3,955	514
Intergovernmental	4,136	4,210	4,328	118
Charges for Services	7,976	8,357	8,343	(14)
Fines & Forfeitures	4,218	4,086	4,378	292
Use of Money & Property	823	693	834	141
Interfunds and Transfers In	5,778	5,928	6,747	819
Other	334	745	311	(434)
TOTAL REVENUE	100,548	101,976	104,072	2,096

Overall, adopted operating revenues are anticipated to increase by approximately \$2.1 million compared to Fiscal Year 2015-16 estimated amounts.

- Property Taxes are estimated to rise both as a result of improving assessed valuation and additional pass-through payments from the Successor Agency.
- Sales Tax is estimated to decrease slightly as a result of the elimination of the Sales Tax Triple-Flip¹, which inflated Fiscal Year 2015-16 with some one-time receipts.
- Measure Y, Business Tax and Transient Occupancy Tax revenues also increase based on the assumption of further economic growth.
- Utility Taxes increase primarily due to rate increases for electricity and the more consistent application of UUT against pre-paid wireless services.
- Other Taxes drop significantly based on strong receipts from Commercial and Industrial Development Tax and Real Estate Transfer Tax during the current year that is not assumed to recur during Fiscal Year 2016-17.

¹ In March 2004, the voters of California approved Proposition 57, the California Economic Recovery Bond Act. The measure authorized the issuance of \$15 billion in "Economic Recovery Bonds" to close the state's operating budget deficit. Under Proposition 57, the bonds are repaid from a dedicated 0.25 percent increase in the state sales and use tax. The city/county portion of the sales and use tax rate imposed Bradley-Burns Uniform Sales Tax law is reduced by 0.25 percent, such that there is no net impact on the total rate. Cities and counties are reimbursed for the reduced sales and use tax revenue with transfers of local property tax revenues that would otherwise have gone to schools. Schools are made whole from the state general fund and experience no negative impact. This mechanism is known as the "triple flip."

- Licenses and Permits and Charges for Services are estimated to increase due to increasing development activity.
- Interfunds and Transfers In are up due to a transfer in from the Housing Authority to cover most of the Housing staffing costs, an increase in the transfer from the Parking Authority to cover the cost of the Parking Meter Technician, and increased payments from other funds for General Fund services.

The following table summarizes the adopted expenditure budget for the General Fund for Fiscal Year 2016-17, with comparisons to the adopted budget and estimated amounts for Fiscal Year 2015-16:

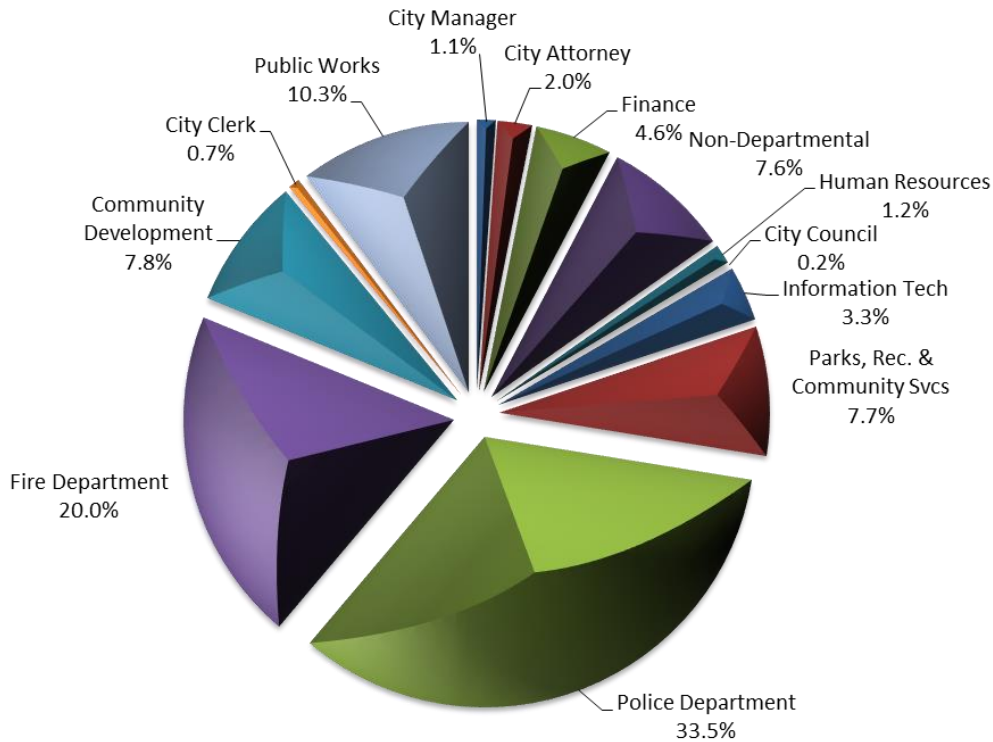
<i>(in thousands)</i>	ADOPTED 2015-16	ESTIMATED 2015-16	ADOPTED 2016-17	VARIANCE ESTIMATED TO PROPOSED
Personnel Costs	76,300	75,021	79,985	4,964
Operating O&M	13,589	14,237	15,219	982
Internal Service Fund Charges	7,251	7,253	7,201	52
Total Operating Expenditures	97,140	96,511	102,405	5,894
One-Time Expenditures				
One-Time O&M	2,074	2,074	3,923	1,849
Transfer to CIP	3,353	5,853	4,700	(1,153)
Loan to Municipal Fiber Network Fund		11,500		(11,500)
Urban Runoff Mitigation Fund	4,580	4,580	847	(3,733)
Total One-Time	10,007	24,007	9,470	(14,537)
Total Expenditures	\$ 107,147	\$ 120,518	\$ 111,875	\$ (8,643)

The Adopted Fiscal Year 2016-17 General Fund operating expenditure budget is approximately \$8.6 million less than the estimated expenditures for Fiscal Year 2015-16.

- Personnel costs are up due to the additional positions recommended in the budget, cost of living increases as part of employee bargaining agreements, inflation in medical premiums and pension expenses. Pension expenses increase by approximately \$1.7 million due to increasing employer contribution rates, which will be discussed further below.
- Operations and Maintenance costs also rise due to inflation, additional costs for more red light enforcement and maintenance agreement costs
- Adopted one-time expenditures are down significantly (\$6.5 million) versus the prior year as there was an \$11.5 million transfer to fund the construction and operation of a Municipal Fiber Network, along with a \$4.5 million transfer to the Urban Runoff Mitigation Fund approved during Fiscal Year 2015-16. However, there is still a significant amount of reserves for capital, infrastructure investment and other one-time needs that have been recommended.

The following graph is helpful in understanding the current allocation of resources by department:

General Fund Expenditures by Department



Retirement Costs

Over the past several years, we have consistently discussed the dramatic increase in CalPERS employer contribution rates that are a result of changes to CalPERS actuarial assumptions (decreased interest earnings assumption and increased mortality assumption) and asset smoothing policies. Even with significant improvement in the stock market, these increases will take place. Although, CalPERS has decided to phase them in over a five year period. But this will obviously put pressure on our budget as a greater portion will be dedicated to retirement costs. In Fiscal Year 2016-17, the Non-Sworn employer contribution rate will increase from 20.628% to 21.763% of salary. The Sworn employer contribution rate will increase from 42.037% to 46.877%. Based on information from CalPERS, by Fiscal Year 2021-22 the Non-Sworn rate is expected to rise to about 27.1% and the Sworn rate to 60.3%. Based on the recent labor agreements with all of the public safety groups, the increase in the Sworn rate will be shared by employees and the City when it goes above 50%.

Urban Water Runoff Requirements

As described previously, the City faces a potentially enormous cost to implement mitigation measures in dealing with urban runoff discharge requirements. The coming year may determine what actions can realistically be pursued based on what our electorate might be willing to fund.

Deferred Infrastructure Maintenance

Sufficient funding for deferred maintenance continues to be an ongoing struggle for Culver City. While the City has been able to appropriate some significant funding from the General Fund Fund Balance for one-time deferred maintenance projects over the last several years, there is still no stable, ongoing revenue stream to fund necessary deferred maintenance projects into the future. Similar to the storm water improvements, funding the deferred maintenance issue will require either identifying new revenue sources or ultimately compete with other General Fund services for funding.

Financial Forecast

As mentioned previously, the Adopted Fiscal Year 2016-17 Budget anticipates recurring revenues to cover recurring expenditures. The General Fund Financial Forecast extends through Fiscal Year 2023-24 to show the result of Measure Y sunseting in 2023. The table below shows the updated General Fund Financial Forecast with Fiscal Year 2016-17 used as the base year.

General Fund Forecast [in thousands]									
	15-16 Est	16-17 Proj	17-18 Proj	18-19 Proj	19-20 Proj	20-21 Proj	21-22 Proj	22-23 Proj	23-24 Proj
RESOURCES									
Beginning Balance *	71.9	53.4	45.6	55.8	54.1	51.8	50.0	49.1	48.3
OPERATING REVENUES									
Operating Revenue	93.0	94.4	97.0	99.1	101.3	103.8	106.8	109.9	112.2
Measure Y	9.0	9.3	9.7	10.0	10.4	10.8	11.2	11.5	0.0
Additional Operating Rev from Development	0.0	0.3	0.0	0.1	0.4	0.9	0.9	0.0	0.0
TOTAL REVENUES	102.0	104.1	106.7	109.2	112.1	115.5	118.9	121.5	112.2
OPERATING EXPENDITURES									
Current Service Budget	(96.5)	(104.7)	(108.1)	(111.3)	(114.8)	(117.2)	(119.7)	(122.2)	(124.9)
2% Assumed Savings - Vacancies, O&M, etc.	0.0	2.3	2.2	2.2	2.3	2.3	2.4	2.4	2.5
TOTAL OPERATING EXPENDITURES	(96.5)	(102.4)	(106.0)	(109.1)	(112.5)	(114.8)	(117.3)	(119.8)	(122.4)
OPERATING SURPLUS / (DEFICIT)	5.5	1.7	0.8	0.1	(0.4)	0.7	1.6	1.7	(10.2)
ONE-TIME ITEMS AND INFRASTRUCTURE INVESTMENTS									
One-Time Revenue - Development	0.0	0.0	1.0	0.7	0.6	0.0	0.0	0.0	0.0
One-Time Revenue - Sale of Properties	0.0	0.0	11.0	0.0	0.0	0.0	0.0	0.0	0.0
One-time Enhancement Costs	(2.1)	(3.9)	(0.5)	(0.5)	(0.5)	(0.5)	(0.5)	(0.5)	(0.5)
Advance to Urban Runoff Mitigation Fund	(4.6)	(0.8)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Loan to Municipal Fiber Network Fund	(11.5)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
General Infrastructure Funding	(5.9)	(4.7)	(2.0)	(2.0)	(2.0)	(2.0)	(2.0)	(2.0)	(2.0)
Net One-time Items and Infrastructure	(24.0)	(9.5)	9.5	(1.8)	(1.9)	(2.5)	(2.5)	(2.5)	(2.5)
GROSS SURPLUS / (DEFICIT)	(18.5)	(7.8)	10.3	(1.7)	(2.3)	(1.8)	(0.9)	(0.8)	(12.7)
30% Contingency Reserve Requirement	29.0	30.7	31.8	32.7	33.7	34.4	35.2	35.9	36.7
Facilities Planning Reserve (40% of any gross surplus fees)	6.8	5.3	8.7	7.9	7.2	6.4	5.7	4.9	4.2
	0.7	0.6	0.6	0.6	0.5	0.5	0.5	0.5	0.5
UNASSIGNED FUND BALANCE	16.9	9.0	14.8	13.0	10.4	8.6	7.7	6.9	(5.9)
ENDING TOTAL BALANCE	53.4	45.6	55.8	54.1	51.8	50.0	49.1	48.3	35.6
* NOTE: Excludes Non-Spendable Reserves (Land Held for Resale, Loans Receivable, etc.)									

Important assumptions in this forecast are as follows:

- Reflects increased Employer Rates based on CalPERS Actuarial Report and CalPERS estimates for actuarial changes
- Reflects 2% SIO Increases for all Safety for FY 2016-17 and beyond
- Reflects 2% COLA adjustments for non-Safety for FY 2016-17 and beyond
- Reflects full Annual Required Contribution for OPEB
- Reflects Measure Y sunset in FY 2023-24
- Reflects \$2 million annually towards capital improvements after FY 2016-17
- Assumes continued gradual economic recovery (no double-dip)
- Assumes increased revenues from known developments
- Assumes no further General Fund support to Urban Runoff projects after FY 2016-17

As can be seen, with these assumptions the General Fund operating revenues should slightly outpace operating expenditures by the end of the forecast prior to the sunset of Measure Y. The

positive takeaway is that with Measure Y, the City seems well poised to absorb the increases in pension costs without reductions to services. But without significant unforeseen revenue gains in other areas, or dramatic expenditure reductions, the City will need to pursue the renewal of Measure Y at some point in the future. The General Fund is not in a position to support further major investment into the Urban Runoff Mitigation fund. Any significant investment to reach compliance in this area will require some form of voter support.

Conclusion and Acknowledgments

I am pleased to provide this adopted budget document to the City Council and the community. This budget provides for the continuation of services, improvement of specific service levels, particularly in public safety and funding of critical capital improvements which will benefit the City and improve its environment and fiscal position. As we look forward to solving the challenges before us, we should be proud of our many achievements to date. In a region where change is swift and expectations high, it is important to celebrate our many accomplishments as we prepare to celebrate our City centennial and move into the future.

I would like to acknowledge that preparation of this budget could not have been accomplished without the combined efforts of City staff and the willingness of the Department Directors and Division Managers to take a critical examination of their individual budgets. Special thanks to the budget staff of the Finance Department who have worked tirelessly to construct and produce this budget.

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. And 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.

We are pleased to work with a dedicated City Council, a professional City workforce, and a highly engaged community. Staff and I stand ready to discuss issues and respond to Council questions on the Adopted Fiscal Year 2016-17 Budget.

Respectfully submitted,



John M. Nachbar
City Manager

With contribution from,



Jeff S. Muir
Chief Financial Officer

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**CITY OF CULVER CITY
ADOPTED REDUCTIONS/ENHANCEMENTS
FISCAL YEAR 2016-2017**

			DEPT REQUESTS			CITY MGR RECOMM			
DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	COMMENTS
CITY COUNCIL									
General Fund									
10110000	516500	Conferences and Conventions - To allow for opportunities for New Council Members to attend conferences	-	3,825	3,825	-	3,825	3,825	
TOTAL CITY MANAGER						-	3,825	3,825	
CITY MANAGER									
General Fund									
10110100	411100	New Staff - Assistant to the City Manager	-	-	-	-	163,580	163,580	
10110100	411100	Eliminate Assistant City Manager position	-	-	-	-	(301,515)	(301,515)	
TOTAL CITY MANAGER						-	(137,935)	(137,935)	
CITY CLERK									
General Fund									
10111100	610600	Special Municipal Election November 2016	100,000	-	100,000	100,000	-	100,000	
10111100	411100	New Staff - City Clerk (includes Y rating)	-	-	-	-	301,515	301,515	
TOTAL CITY CLERK						100,000	301,515	401,515	
CITY ATTORNEY									
General Fund									
10113100	411100	Reclassification of part-time Clerk to full-time Administrative Clerk	-	8,420	8,420	-	8,420	8,420	
10113100	611300	Zoning & Environmental issues including IOF Specific Plan Project, LAX Expansion & Overflights, upcoming Historic Preservation update	615,000	-	615,000	400,000	-	400,000	
10113100	611600	Telecom Ordinance Update; Municipal Fiber Project; Claims Cost Recovery	120,000	-	120,000	110,000	-	110,000	
TOTAL CITY ATTORNEY						735,000	8,420	743,420	
FINANCE									
General Fund									
10114200	411200	624 additional part-time hours for Account Clerk	-	12,138	12,138	-	12,138	12,138	
10114500	411200		-	12,138	12,138	-	12,138	12,138	
10114100	619100	Subscriptions to Financial Transparency websites	-	30,000	30,000	-	30,000	30,000	
10114100	610100	Additional funding for Internal Controls audit contract	20,000	-	20,000	20,000	-	20,000	
10114500	619800	Inventory Management Consultant (Valuation, Stratification & Counting)	7,500	-	7,500	7,500	-	7,500	
10114100	516500	Membership and Conferences for new Assistant CFO position	-	2,000	2,000	-	-	-	
10114100	619700	Document imaging and archiving of City records	7,500	-	7,500	7,500	-	7,500	
1014100	517000	Funding for electronic recording and transcribing Finance Advisory Committee's meeting minutes	-	2,500	2,500	-	-	-	
TOTAL FINANCE						35,000	54,275	89,275	
NON-DEPARTMENTAL									
General Fund									
10116100	516600	Funding for Centennial Celebration	25,000	-	25,000	25,000	-	25,000	
General Fund (101) Proposed Changes Subtotal						25,000	-	25,000	
Equip. Replacement Fund									
30716100	740100	Funding for Chair Replacement Program	25,000	-	25,000	25,000	-	25,000	
Equip. Replacement Fund (307) Proposed Changes Subtotal						25,000	-	25,000	
TOTAL NON-DEPARTMENTAL						50,000	-	50,000	

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HUMAN RESOURCES									
General Fund									
10122100	411100	New Staff - HR Tech for Recruitment services	-	90,555	90,555	-	-	-	
10122100	411100	Reclassification of Secretary to HR Tech	-	-	-	-	10,950	10,950	
10122100	411200	New Staff - Administrative Clerk	-	-	-	-	43,230	43,230	
10122100	411200	Five (5) part-time temporary Student Workers for citywide summer work program	-	5,038	5,038	-	5,038	5,038	
10122100	514100	Automated Performance Management System implementation	25,000	-	25,000	25,000	-	25,000	
10122100	516600	Employee appreciation and recognition program	-	30,000	30,000	-	25,000	25,000	
10122100	512100	Confidential personnel files scanning services	-	4,000	4,000	-	4,000	4,000	
10122100	610300	Workplace investigations and assessments, other misc personnel matters	-	30,000	30,000	-	20,000	20,000	
General Fund (101) Proposed Changes Subtotal			25,000	159,593	184,593	25,000	108,218	133,218	
Risk Management									
30922200	614100	Pre/Post and ongoing employment medical exams, vaccinations and other medical related services	-	10,000	10,000	-	10,000	10,000	
30922200	514160	Employee health and wellness program	-	7,000	7,000	-	7,000	7,000	
Risk Mgmt Fund (309) Proposed Changes Subtotal			-	17,000	17,000	-	17,000	17,000	
TOTAL HUMAN RESOURCES			25,000	176,593	201,593	25,000	125,218	150,218	
INFORMATION TECHNOLOGY									
General Fund									
10124100	411100	Reclassification of Telecommunications Analyst to Network Administrator	-	8,270	8,270	-	8,270	8,270	Offset by \$8,270: Reduction of Other Contractual Services (619800) to fund reclassification
10124100	600200	Increase repairs & maintenance to accommodate for multi-year contracts, increases, and new maint.	65,736	-	65,736	65,736	-	65,736	
10124200	732120	Color Copier to support Graphics operations	65,000	-	65,000	65,000	-	65,000	
General Fund (101) Proposed Changes Subtotal			130,736	8,270	139,006	130,736	8,270	139,006	
Equip. Replacement Fund									
30724100	732150	Increase for projected infrastructure end-of-life and hardware/software replacements	263,500	-	263,500	263,500	-	263,500	
Equip. Replacement Fund (307) Proposed Changes Subtotal			263,500	-	263,500	263,500	-	263,500	
Building Surcharge Fund									
41224100	600200	Increase for projected annual maintenance expenditure	-	4,302	4,302	-	4,302	4,302	
41224100	619800	Professional Development Services for Phase II of Permitting Project	73,037	-	73,037	73,037	-	73,037	
41224100	516100	Training for Accela Automation (IT staff and end-users in operating divisions)	-	12,000	12,000	-	12,000	12,000	
Building Surcharge Fund (412) Proposed Changes Subtotal			73,037	16,302	89,339	73,037	16,302	89,339	
TOTAL INFORMATION TECHNOLOGY			467,273	24,572	491,845	467,273	24,572	491,845	
PARKS, RECREATION AND COMMUNITY SERVICES									
General Fund									
10130220	411200	Reclassification of Recreation Leader II to Administrative Clerk	-	10,755	10,755	-	10,755	10,755	Offset by \$10,755: Offset by revenue (Pool Rental & Passes)
10130400	411200	1,500 addition hours for Recreation Specialist	-	28,597	28,597	-	-	-	
10130110	619800	On-call technician service for lighting equipment	-	5,000	5,000	-	5,000	5,000	Offset by \$5,000: Offset by revenues from Auditorium Rentals. Renters pay a service fee to cover the full burden rate for these optional services
10130300	411100	Reclassification of Administrative Secretary to Associate Analyst	-	6,932	6,932	-	6,930	6,930	
10130300	411100	Reclassification of Student Worker III to Maintenance Worker I (part-time)	-	28,235	28,235	-	28,235	28,235	Offset by \$18,235: Offset by Prop A R&M funds for maintenance duties performed at Prop A funded sites.
10130220	619800	Funding for AquaFit Classes contract	-	6,500	6,500	-	6,500	6,500	Offset by \$6,500: Offset by revenues from Aquatics Contract Classes
10130110	740100	Replacement of 225 chairs and 3 chair racks for VETS building	24,743	-	24,743	24,743	-	24,743	
10130220	732120	Replacement of 9 thermal pool blankets	25,240	-	25,240	25,240	-	25,240	
10130220	732120	Purchase of 2 cantilever shade structures to be placed over bleachers	32,181	-	32,181	32,181	-	32,181	

**CITY OF CULVER CITY
ADOPTED REDUCTIONS/ENHANCEMENTS
FISCAL YEAR 2016-2017**

			DEPT REQUESTS			CITY MGR RECOMM			
DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	COMMENTS
10130400	619800	Increase in Security Guard hourly rate	-	1,735	1,735	-	1,735	1,735	
10130400	619800	Counseling Services	-	-	-	10,000	-	10,000	
10130110	619800	Consultant for renovation of VETS building's food and beverage area	5,000	-	5,000	5,000	-	5,000	
10130110	732120	Upgrade VETS building's (auditorium) stage lighting equipment	125,000	-	125,000	-	-	-	Moved to CIP and funded by Facilities Planning Reserve
10130300	619800	Landscape Architectural Services	-	-	-	15,000	-	15,000	
General Fund (101) Proposed Changes Subtotal			212,164	87,754	299,918	112,164	59,155	171,319	
Operating Grants									
41430907	600100	Culver City Park Nature Trail - Remove & replace existing wood treads, rails, handrails and caps.	244,366	-	244,366	244,366	-	244,366	Offset by \$244,366: Prop A Repairs & Maintenance funds may be used for the remove/replacement of project elements originally installed as part of a Prop A funded project
Operating Grants (414) Proposed Changes Subtotal			244,366	-	244,366	244,366	-	244,366	
TOTAL PARKS, RECREATION AND COMMUNITY SERVICES			456,530	87,754	544,284	356,530	59,155	415,685	
POLICE									
General Fund									
10140200	732120	Body-Worn Cameras	300,000	-	300,000	300,000	-	300,000	
10140200	517100	Body-Worn Cameras - Annual Maintenance Agreement	-	20,000	20,000	-	20,000	20,000	
10140200	411100	New Staff - Six (6) Police Officers	-	731,580	731,580	-	487,720	487,720	Dept request of Six (6) Police Officers. Four (4) Officers recommended by City Mgr.
10140200	411100	New Staff - Systems Development Manager	-	158,460	158,460	-	158,460	158,460	
10140200	550110	Rifles & Accessories (cases, mounts)	300,000	-	300,000	-	-	-	
10140200	732120	3-D Crime Scene Scanner	104,025	-	104,025	-	-	-	
10140200	732120	Evidence Lockers	54,750	-	54,750	-	-	-	
10140200	732100	Six (6) electrical bicycles	36,000	-	36,000	-	-	-	
10140200	550110	Guns	5,000	-	5,000	5,000	-	5,000	
10140200	550110	Tasers & Holsters	11,000	-	11,000	11,000	-	11,000	
10140200	550110	Tactical Vests	9,000	-	9,000	9,000	-	9,000	
10140200	732150	Wi-Fi Hardware for Body-Worn Cameras	16,425	-	16,425	16,425	-	16,425	
10140200	517100	Wi-Fi Subscription for Body-Worn Cameras	-	3,600	3,600	-	3,600	3,600	
10140200	517100	3-D Crime Scene Scanner - Annual Maintenance Agreement	-	8,500	8,500	-	8,500	8,500	
10140200	732150	eTickets for Motor Unit - Hardware	24,970	-	24,970	24,970	-	24,970	
10140200	732160	eTickets for Motor Unit - Software	26,000	-	26,000	26,000	-	26,000	
10140200	517100	eTickets for Motor Unit - Annual Maintenance Agreement	-	4,240	4,240	-	4,240	4,240	
10140200	732150	Recording System Hardware & Software - Three Rooms at PD Station	43,800	-	43,800	43,800	-	43,800	
10140200	732160	Recording System Equipment Maintenance Agreement	-	7,000	7,000	-	7,000	7,000	
10140200	619800	Additional Photo Enforcement Approaches; 3 relocates and 5 new locations	30,000	426,000	456,000	30,000	285,000	315,000	Offset by \$450,000 in estimated Photo Enforcement revenue.
10140200	732100	Two (2) Police Vehicles	95,265	-	95,265	95,265	10,375	105,640	
10140200	619800	Commline- In-Car Camera & Mobile Data Center Maintenance Agreement	-	33,606	33,606	-	33,606	33,606	
10140200	619800	Vital Medical Services - Pre booking medical clearance	-	30,000	30,000	-	30,000	30,000	
10140200	619800	Automated Parking Enforcement Maintenance Agreement (Contract approved by City Council on 11/9/15)	-	30,000	30,000	-	30,000	30,000	
10140200	619800	Janitorial Services - increase from 3 days to 4 days per week	-	9,500	9,500	-	9,500	9,500	
10140400	619800	Coyote Management Plan (Trapper)	-	12,000	12,000	-	12,000	12,000	
10140200	619800	Range Mining	-	2,000	2,000	-	2,000	2,000	
General Fund (101) Proposed Changes Subtotal			1,056,235	1,476,486	2,532,721	561,460	1,102,001	1,663,461	
Asset Seizure Fund									
41640454	550110	Rifles & Accessories (cases, mounts)	-	-	-	300,000	-	300,000	
41640454	732120	3-D Crime Scene Scanner	-	-	-	104,025	-	104,025	
41640454	732120	Evidence Lockers	-	-	-	54,750	-	54,750	
41640454	732100	Six (6) electrical bicycles	-	-	-	36,000	-	36,000	
Asset Seizure Fund (416) Proposed Changes Subtotal			-	-	-	494,775	-	494,775	
TOTAL POLICE			1,056,235	1,476,486	2,532,721	1,056,235	1,102,001	2,158,236	

**CITY OF CULVER CITY
ADOPTED REDUCTIONS/ENHANCEMENTS
FISCAL YEAR 2016-2017**

			DEPT REQUESTS			CITY MGR RECOMM			
DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	COMMENTS
FIRE									
General Fund									
10145300	411200	Increase hourly rate of Ambulance Operators	-	64,840	64,840	-	64,840	64,840	
10145300	514100	Increase EMS Supplies	-	8,000	8,000	-	8,000	8,000	
10145200	514100	Purchase of firefighter protective clothing (turnouts)	47,000	-	47,000	47,000	-	47,000	
10145600	411100	Fire Protection Specialist Overlap 2 months	21,640	-	21,640	21,640	-	21,640	
10145600	619800	Plan Check services	45,000	-	45,000	30,000	-	30,000	
10145300	619800	Increase in ambulance billing service (contract approved by City Council on 3/14/16)	-	19,535	19,535	-	19,535	19,535	
General Fund (101) Proposed Changes Subtotal			113,640	92,375	206,015	98,640	92,375	191,015	
					-			-	
Equip Replacement Fund									
30770500	732120	Replacement of Self Contained Breathing Apparatus (SCBA)	80,988	-	80,988	80,988	-	80,988	
Equipment Replacement Fund (307) Proposed Changes Subtotal			80,988	-	80,988	80,988	-	80,988	
TOTAL FIRE			194,628	92,375	287,003	179,628	92,375	272,003	
COMMUNITY DEVELOPMENT									
General Fund									
10150400	411100	New Staff - Advance Planning Manager	-	158,570	158,570	-	158,570	158,570	Offset by vacant Assistant Planner \$93,533
10150200	411100	Eliminate vacant Assistant Planner position	-	(93,533)	(93,533)	-	(93,533)	(93,533)	
10150400	411100	New Staff - Associate Planner - Advance Planning Division	-	110,370	110,370	-	110,370	110,370	
10150400	411100	Reclassification of Associate Analyst to Planning Technician II	-	95,235	95,235	-	95,235	95,235	Offset by current budgeted position \$132,224
10150100	411100	Eliminate vacant Associate Analyst position	-	(132,224)	(132,224)	-	(132,224)	(132,224)	
10150400	411200	New Staff - Administrative Intern	-	21,250	21,250	-	21,250	21,250	
10150500	411100	Eliminate vacant Administrative Secretary position	-	-	-	-	(38,862)	(38,862)	50% General Fund (101), 50% Section 8 Housing (426)
10150500	411100	New Staff - Housing Assistant	-	-	-	-	50,890	50,890	50% General Fund (101), 50% Section 8 Housing (426)
10150500	411100	Reclassification of Housing Specialist to Housing Supervisor	-	9,140	9,140	-	9,140	9,140	
10150150	411100	Reclassification of Permit Technician	-	-	-	-	7,830	7,830	
10150200	619800	General Plan and Environmental Impact Report	2,000,000	-	2,000,000	1,500,000	-	1,500,000	
10150200	516100	Consultant for Mansionization Study	150,000	-	150,000	150,000	-	150,000	
10150100	516100	Training for Accela	10,000	-	10,000	10,000	-	10,000	
10150150	619800	Pass-through - Building Inspection Services	330,000	-	330,000	330,000	-	330,000	Offset by increase of \$275,000 in Building Permit Fees, and \$55,000 in Plan Check Fees
10150120	619800	Economic Development Plan (EDP) - Re-Imagine Fox Hills Study	25,000	-	25,000	25,000	-	25,000	
10150250	619800	Code Enforcement Officer to assist with Smoking Ban in Multi-Unit Housing Ordinance	101,400	-	101,400	101,400	-	101,400	
10150250	516100	Certification Exams, Continuing Education Training	-	6,000	6,000	-	1,000	1,000	
10150250	516700	Increase in membership dues of CA Association of Code Enforcement Officers	-	1,000	1,000	-	1,000	1,000	
10150250	619800	Abatement Expenditures for Vacant and Abandoned Property	-	13,000	13,000	-	7,500	7,500	
10150250	514100	Increased Office Expense for Additional Staff	-	2,500	2,500	-	-	-	
10150250	514600	Increased tools for Additional Staff	-	500	500	-	-	-	
10150200	516100	Training	-	1,000	1,000	-	-	-	
10150120	619800	Event Coordinator Consultant	-	30,000	30,000	-	-	-	
10150120	619800	West Washington District - Area Improvement Program - Banner Program	15,000	-	15,000	15,000	-	15,000	
10150120	619800	Farmer's Market parking relocation, signage & notifications.	10,000	-	10,000	10,000	-	10,000	
10150120	619800	Farmer's Market permits & licenses	-	5,000	5,000	-	5,000	5,000	
10150120	619800	CoStar subscription (for available commercial listings)	-	5,232	5,232	-	5,232	5,232	
10150200	619800	Traffic Engineering Consultant, Special Studies such as Noise, Parking, Traffic, Environmental, CEQA Analysis and Commission Minutes	20,000	-	20,000	20,000	-	20,000	
10150250	619800	Pass-through - Process Server Small Claims Court	-	500	500	-	500	500	
10150120	514100	Funding for additional signage or landscaping program in Corporate Pointe	35,000	-	35,000	35,000	-	35,000	Offset by funds from developer IDS.
General Fund (101) Proposed Changes Subtotal			2,696,400	233,540	2,929,940	2,196,400	208,898	2,405,298	

**CITY OF CULVER CITY
ADOPTED REDUCTIONS/ENHANCEMENTS
FISCAL YEAR 2016-2017**

			DEPT REQUESTS			CITY MGR RECOMM			
DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	COMMENTS
Section 8 - Housing									
42650510	411100	Reclassification of Housing Assistant to Housing Specialist	-	7,100	7,100	-	7,100	7,100	
42650510	411100	Eliminate vacant Administrative Secretary position	-	-	-	-	(38,862)	(38,862)	50% General Fund (101), 50% Section 8 Housing (426)
42650510	411100	New Staff - Housing Assistant position	-	-	-	-	50,890	50,890	50% General Fund (101), 50% Section 8 Housing (426)
Section-8 Housing Fund (426) Proposed Changes Subtotal			-	7,100	7,100	-	19,128	19,128	
Parking Authority									
47555580	619800	Maintenance of Watseka Parking Structure	49,051	-	49,051	49,051	-	49,051	
47555560	619800	Graffiti Removal	-	500	500	-	500	500	
47555100	513000	Water & Power service for properties located at: Robertson, Venice, Canfield, Media Park, and Culver	-	20,000	20,000	-	20,000	20,000	
47555310	513000	Utilities for Cardiff Parking Structure	-	2,500	2,500	-	2,500	2,500	
47555310	512400	Communications for Cardiff Parking Structure	-	3,000	3,000	-	3,000	3,000	
47555380	513000	Utilities for Ince Parking Structure	-	2,000	2,000	-	2,000	2,000	
47555380	512400	Communications Ince Parking Structure	-	5,500	5,500	-	5,500	5,500	
47555560	513000	Utilities for Virginia Parking Lot	-	2,500	2,500	-	3,000	3,000	
47555580	513000	Utilities for Watseka Parking Structure	-	3,000	3,000	-	3,000	3,000	
47555580	512400	Communications for Watseka Parking Structure	-	5,000	5,000	-	5,000	5,000	
47555100	619800	Backflow Device Services for all Parking Structures	-	500	500	-	500	500	
47555100	619800	Parking Management (Venice Lot)	-	5,000	5,000	-	5,000	5,000	
47555100	619800	Temporary Fencing & Repairs	4,500	-	4,500	4,500	-	4,500	
47555100	619800	Landscape Services	-	40,560	40,560	-	40,560	40,560	
47555100	512100	Title Company	10,000	-	10,000	10,000	-	10,000	
47555100	610100	Property Tax Reimbursement	8,000	-	8,000	8,000	-	8,000	
47555100	600200	Repairs & Maintenance for Citywide Parking Lots	-	23,000	23,000	-	23,000	23,000	
47555100	520200	Increase Credit Card Fees expense due to increase in credit card usage for payment from customers	-	-	-	-	100,000	100,000	
Parking Authority Fund (475) Proposed Changes Subtotal			71,551	113,060	184,611	71,551	213,560	285,111	
Housing Authority									
47650510	611600	Legal services for SB1818 and proposed Affordable Housing Incentive Program.	-	70,000	70,000	-	70,000	70,000	
47650510	619100	Financial analysis related to SB1818 and proposed Affordable Housing Incentive Program.	-	30,000	30,000	-	30,000	30,000	
Housing Authority Fund (476) Proposed Changes Subtotal			-	100,000	100,000	-	100,000	100,000	
TOTAL COMMUNITY DEVELOPMENT			2,767,951	453,700	3,221,651	2,267,951	541,586	2,809,537	
PUBLIC WORKS									
General Fund									
10160230	619800	Janitorial Services rate increase	-	16,520	16,520	-	10,000	10,000	
10160150	411100	New Staff - Two (2) Traffic Engineer Contract Employees	-	120,040	120,040	-	120,040	120,040	
10160150	619800	Reduce Traffic Engineering Services line item. Traffic Engineering Consultants being converted to Contract Employees	-	(105,000)	(105,000)	-	(105,000)	(105,000)	
10160100	411100	New Staff - Contract Bicycle & Pedestrian Coordinator	50,120	-	50,120	50,120	-	50,120	
10160250	514100	Signage and traffic painting materials	-	16,250	16,250	-	16,250	16,250	
10160230	619800	Increase in rates for various Building Maintenance vendors	-	43,688	43,688	-	30,000	30,000	
10160210	411100	New Staff - Maintenance Worker I	-	33,692	33,692	-	33,693	33,693	
10160150	619800	Consultant Inspector	-	150,000	150,000	100,000	-	100,000	
10161050	411100	New Staff - Assistant Engineer (Traffic)	-	103,995	103,995	-	-	-	
10160240	732120	Restock traffic signal & street light pole inventory. Stock is depleting due to increase in knockdowns	75,000	-	75,000	50,000	-	50,000	
10160210	619800	Funding for enhancement of annual alley maintenance (skip loader rental and temp employees)	-	36,000	36,000	-	36,000	36,000	
10160260	411100	New Staff - Parking Meter Technician	-	81,445	81,445	-	81,445	81,445	Offset by increased transfer from Parking Authority
10160150	411100	Reclassification of Associate Engineer to Senior Management Analyst	-	5,800	5,800	-	5,800	5,800	Funding breakdown: 50% Refuse, 40% General Fund, 10% Sewer
10161050	411200	New Staff - Administrative Intern	-	21,250	21,250	-	-	-	

**CITY OF CULVER CITY
ADOPTED REDUCTIONS/ENHANCEMENTS
FISCAL YEAR 2016-2017**

			DEPT REQUESTS			CITY MGR RECOMM			
DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	COMMENTS
10160250	732100	New Vehicle for Graffiti Crew Leader to transport equipment for jobs/projects and to inspect	-	43,800	43,800	-	-	-	
		New Staff - Facility Maintenance Worker	-	75,805	75,805				
10160150	411100	Reclassification of Permit Technician	-	-	-	-	7,830	7,830	
10160240	411100	Salary adjustment for HVAC Maintenance Worker to reflect need to maintain/troubleshoot new technology with regards to EMS installation citywide	-	4,950	4,950	-	4,950	4,950	
General Fund (101) Proposed Changes Subtotal			125,120	648,235	773,355	200,120	241,008	441,128	
Refuse Fund									
20260410	619800	Janitorial Services rate increase	-	1,000	1,000	-	1,000	1,000	
20260410	619800	Solid Waste Transport rate increase	-	45,000	45,000	-	45,000	45,000	
20260400	619800	Street Sweeper rate & service increase	-	25,000	25,000	-	25,000	25,000	
20260400	619800	Support and maintenance of RAMS system	-	5,000	5,000	-	5,000	5,000	
20260400	411100	New Staff - Two (2) Sanitation Drivers	-	153,670	153,670	-	153,670	153,670	
20260400	411100	New Staff - Two (2) Scout Vehicle Operators	-	138,330	138,330	-	138,330	138,330	
20260400	619800	Consultant for Solid & Organic Waste (AB1826/AB341)	50,000	-	50,000	50,000	-	50,000	
20260400	619800	Consultant for route audit of commercial routes (7)	10,000	-	10,000	10,000	-	10,000	
20260400	411100	Reclassification of Associate Engineer to Senior Management Analyst	-	7,250	7,250	-	7,250	7,250	Funding breakdown: 50% Refuse, 40% General Fund, 10% Sewer
20260400	516100	RAMS - Advanced Training	2,000	-	2,000	2,000	-	2,000	
20260400	411100	Reclassification of part-time Administrative Clerk to full-time	-	4,360	4,360	-	4,360	4,360	
20260400	732120	Purchase of residential automated containers, 40 yard bins (10) and 2/3 yard plastic bins (100-200) for food waste recycling program	150,015	-	150,015	150,015	-	150,015	
20260400	516500	RAMS Conference & WasteCON Conference	2,000	-	2,000	2,000	-	2,000	
Refuse Fund (202) Proposed Changes Subtotal			214,015	379,610	593,625	214,015	379,610	593,625	
Sewer Fund									
20460300	411100	New Staff - Maintenance Worker I	-	33,693	33,693	-	33,693	33,693	
20460300	411100	Reclassification of Associate Engineer to Senior Management Analyst	-	1,450	1,450	-	1,450	1,450	Funding breakdown: 50% Refuse, 40% General Fund, 10% Sewer
Sewer Fund (204) Proposed Changes Subtotal			-	35,143	35,143	-	35,143	35,143	
Building Surcharge Fund									
41260150	411200	New Staff - Administrative Intern	-	21,250	21,250	-	21,250	21,250	
Building Surcharge Fund (412) Proposed Changes Subtotal			-	21,250	21,250	-	21,250	21,250	
TOTAL PUBLIC WORKS			339,135	1,084,238	1,423,373	414,135	677,010	1,091,145	
TRANSPORTATION									
Transportation Fund									
20370200	619800	Bus Schedule Design/Service Changes; Investigations	-	20,500	20,500	-	20,500	20,500	
20370100	516100	Training for new FTA's EEO & DBE regulations and Finance Systems	2,450	-	2,450	2,450	-	2,450	
20370200	411100	New Staff - Fleet Services Assistant	-	69,776	69,776	-	69,510	69,510	
20370200	411100	Reclassification of Clerk Typist to Admin Clerk (2 positions)	-	12,000	12,000	-	12,000	12,000	
20370200	516100	Accident Investigations, DMV, Safety & Security Planning	23,000	-	23,000	23,000	-	23,000	
20370200	516600	Transportation Safety Awards Banquet	12,000	-	12,000	12,000	-	12,000	
20370100	517300	Promotional printing products for Centennial Celebration	5,000	-	5,000	5,000	-	5,000	
20370300	732120	In-ground Heavy-duty Vehicle Lift Replacement	400,000	-	400,000	400,000	-	400,000	
20370300	732120	Mobile Vehicle Lifts	66,000	-	66,000	66,000	-	66,000	
20370300	732120	Radio Communications Modification Project	100,000	-	100,000	100,000	-	100,000	
20370303	732120	Annual Bus Tire Lease	-	130,000	130,000	-	130,000	130,000	
20370300	732120	QPODS Wheelchair Restraint Systems - All Buses	150,000	-	150,000	150,000	-	150,000	
20370300	732120	Facility Capital Projects	-	150,000	150,000	-	150,000	150,000	
20370300	732120	CNG Tank Replacements for Six (6) Buses	252,000	-	252,000	252,000	-	252,000	
20370300	732120	Facility Security Improvements	38,325	-	38,325	38,325	-	38,325	
20370300	810200	Off-site Property Lease for Bus Storage	-	120,000	120,000	-	120,000	120,000	
20370300	732120	Infrastructure Improvements associated with Off-site Property Lease	15,000	-	15,000	15,000	-	15,000	
20370300	732130	Replacement of Printer/Copier equipment	15,000	-	15,000	15,000	-	15,000	
Transportation (Fund 203) Proposed Changes Subtotal			1,078,775	502,276	1,581,051	1,078,775	502,010	1,580,785	

CITY OF CULVER CITY
ADOPTED REDUCTIONS/ENHANCEMENTS
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DIVISION	OBJECT	DESCRIPTION OF REQUEST SUBMITTED BY DEPT	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	ONE-TIME PROPOSED INCREASE/ DECREASE	ONGOING PROPOSED INCREASE/ DECREASE	TOTAL	COMMENTS
Equipment Maint. Fund									
30870400	514100	Stormwater Pollution Prevention Program	-	9,000	9,000	-	9,000	9,000	
30870400	411100	New Staff - Fleet Services Technician	-	78,635	78,635	-	-	-	
30870400	411100	Reclassifying of Welder to Senior Welder	-	4,530	4,530	-	4,530	4,530	
30870400	516100	Fleet Data Management software training	10,000	-	10,000	10,000	-	10,000	
30870400	619800	Increase in rates for various vendors	-	4,167	4,167	-	4,167	4,167	
Equipment Maintenance Fund (Fund 308) Proposed Changes Subtotal			10,000	96,332	106,332	10,000	17,697	27,697	
Operating Grant Fund									
41470420	619800	Taxi services for Paratransit customers	-	10,000	10,000	-	10,000	10,000	
41470600	517700	Employee Electric Vehicle Program incentives	-	4,000	4,000	-	4,000	4,000	
Operating Grant Fund (Fund 414) Proposed Changes Subtotal			-	14,000	14,000	-	14,000	14,000	
TOTAL TRANSPORTATION			1,088,775	612,608	1,701,383	1,088,775	533,707	1,622,482	
TOTAL GENERAL FUND (101)			5,254,295	2,701,468	7,955,763	3,994,520	2,050,025	6,044,545	
TOTAL REFUSE FUND (202)			214,015	379,610	593,625	214,015	379,610	593,625	
TOTAL TRANSPORTATION FUND (203)			1,078,775	502,276	1,581,051	1,078,775	502,010	1,580,785	
TOTAL SEWER FUND (204)			-	35,143	35,143	-	35,143	35,143	
TOTAL EQUIPMENT REPLACEMENT FUND (307)			369,488	-	369,488	369,488	-	369,488	
TOTAL EQUIPMENT MAINTENANCE FUND (308)			10,000	96,332	106,332	10,000	17,697	27,697	
TOTAL RISK MANAGEMENT FUND (309)			-	17,000	17,000	-	17,000	17,000	
TOTAL BUILDING SURCHARGE FUND (412)			73,037	37,552	110,589	73,037	37,552	110,589	
TOTAL OPERATING GRANT FUND (414)			244,366	14,000	258,366	244,366	14,000	258,366	
TOTAL OPERATING ASSET SEIZURE FUND (416)			-	-	-	494,775	-	494,775	
TOTAL SECTION-8 HOUSING FUND (426)			-	7,100	7,100	-	19,128	19,128	
TOTAL PARKING AUTHORITY FUND (475)			71,551	113,060	184,611	71,551	213,560	285,111	
TOTAL HOUSING AUTHORITY FUND (476)			-	100,000	100,000	-	100,000	100,000	
TOTAL ALL FUNDS			7,315,527	4,003,541	11,319,068	6,550,527	3,385,724	9,936,251	

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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 Marina del Rey small craft harbor and the Pacific Ocean. 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 39,579.

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 advent 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.

The past few decades have seen the City undergo a period of transition from a suburban oriented community to a unique urban environment within the developing Westside hub of Los Angeles County. The opening of Fox Hills Mall in 1975 (now named Westfield Culver City) provided the City and surrounding area with a major shopping facility with excellent local employment opportunities and generated significant sales tax revenue to the City. In addition, Sony Entertainment purchased the former MGM studio site and has revitalized the extensive studio facilities. The City's downtown has undergone a major transformation with a multiplex movie theater and several retail and food establishments. The Kirk Douglas Theatre opened in the fall of 2004 and offers live stage entertainment. Proposed new development on the Parcel B site is expected to bring even more business to the downtown area.

GOVERNMENT AND ADMINISTRATION

Culver City was incorporated as a general law city on September 17, 1917 and will celebrate its 99th Anniversary this year. The City Charter was revised by voters in April 2006. As of July 1, 2006, Culver City operates under a City Council/City Manager form of government rather than the City Council/Administrator form that it had since 1947. This allows the City Council to focus on making policy decisions while the day-to-day functions will be 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 in order to provide the opportunity for persons with varying 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, Human Resources Officer, Chief Information Officer, Parks, Recreation and Community Services Director, Police Chief, Fire Chief, Community Development Director, Public Works Director, and Transportation Director are exempt and serve as "at will" employees. Many remaining positions, including division head and line staff, are filled by appointment based on Civil Service rules and regulations. Presently, the City has approximately 691 employees in regular status and has direct responsibility for the provision of all municipal services in the City with exception of library service and health department service, both of 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), and two high schools (Culver City High School and Culver Park High).

Abutting the City's eastern boundary is the West Los Angeles Community College. This two-year facility 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 churches, and two local newspapers. Twelve banks have branches in the City.

The City's Parks, Recreation and Community Service's Department provides professional supervision for 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 furnishes modern facilities for the community and is the site of many community events.

The local area is served by Los Angeles International Airport, two railroads and the Ports of Los Angeles and Long Beach. Buses, Metro Expo Line and a subway system provide area public transportation. 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 and the Santa Monica Municipal Bus lines to provide convenient connections for those who use public transit.

STRATEGIC PLANNING

Recognizing the many economic, social and environmental changes which are impacting the Culver City community, the City Council previously initiated "Direction 21," a broad citizen-based strategic planning process for developing and achieving a collective vision for the future of the City. Over many months, participants in this process identified and analyzed the key factors impacting our community and recommended/prioritized goals, objectives and action strategies in the areas of City appearance/identity, commercial/residential mix, government financing, transportation/traffic, education and recreation/culture/entertainment needed to attain our vision of Culver City.

The Adopted 2016-2017 City Budget continues as a framework for continuing many key aspects of the Direction 21 Action Plan along with the City's General Plan update, and an Economic Development Strategy Plan. The City will initiate research for a comprehensive General Plan update beginning this fiscal year, along with Zoning and Municipal Code updates related to mobility issues. Continued implementation of projects that are consistent with various City Council approved plans, such as the Bicycle and Pedestrian Master Plan, Economic Development Implementation Plan, and the Disaster Preparedness Plan, ensure the City is on the right path in shaping constructive improvement and growth for residents, businesses and visitors. Communities use strategic planning to provide direction to City officials regarding their vision, their priorities and desires for the future.

GUIDE TO THE 2016-2017 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 2016-2017 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 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 2016-2017 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.

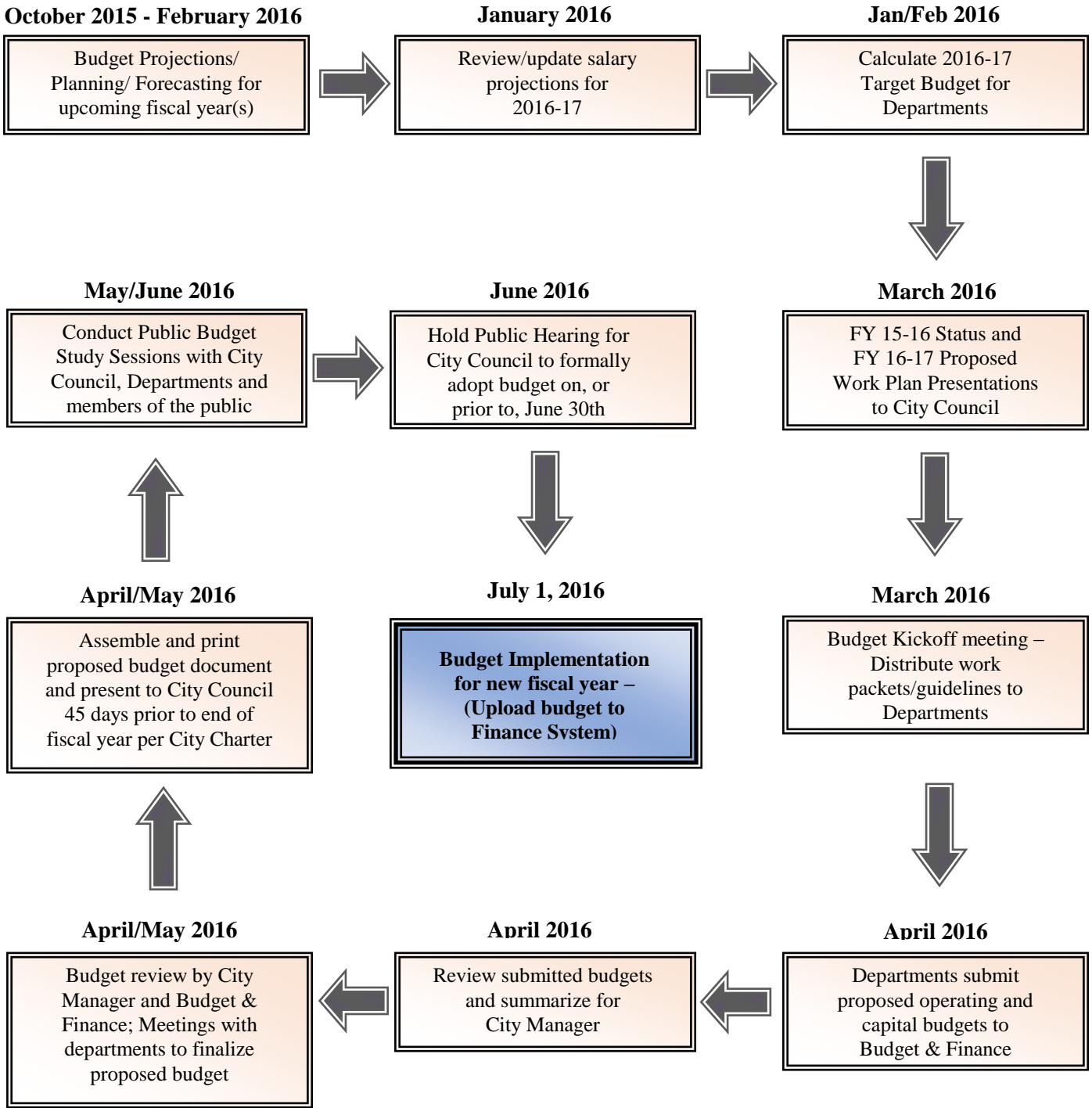
Frequent budget analyses are provided to the City Council during the year comparing budget to actual revenues and expenditures. Revised projections of budget estimates are also included, as appropriate. Each year the Finance Department's Accounting division also prepares a Comprehensive Annual Financial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

In order to provide an effective foundation for development of the 2016-2017 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 as a result 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 2015-16 budget process and Fiscal Year 2016-17 proposed budget process.



POLICY IMPLEMENTATION

The resulting establishment of programs and allocations of financial resources in the Adopted 2016-2017 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, which were submitted in late spring and updated and amended by the Council in June 2014, are included in Appendix B.

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 Comprehensive Annual Financial Report (CAFR). 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:

Governmental and Proprietary Funds		
Major and Non-Major Funds		
GOVERNMENTAL		PROPRIETARY
<i>Major</i>	<i>Non-Major</i>	<i>Major</i>
General Fund	Gas Tax	Refuse
Housing Authority	Operating Grants	Transportation
Improvement & Acquisition	Section 8 Housing	Sewer
Capital Improvement Grants	Art in Public Places	
	New Dev Impact Fund	
	CDBG Operating	
	Landscape Maint	
	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	

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.

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.

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 is good, although there are some difficult financial issues that face the City. 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.

An assessment of City facilities and parks was completed by 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 over \$3 million of funding in each of the last two fiscal years for urgent and immediate facility repairs that will assist in lessening future deferred maintenance needs. It is currently recommended to earmark at least \$2 million in each year hereafter for infrastructure needs.

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. Measure Y revenues (the City's ½ cent Transaction Tax) is shown in a separate line and currently is due to 'sunset' in Fiscal Year 2022-23. It is clear that this loss of revenue will severely inhibit the City's ability to continue its current service levels and obligations. (Note: amounts in table shown in thousands.)

GENERAL FUND 10-YEAR FORECAST

General Fund Forecast [in thousands]										
	2015-16 Estimate	2016-17 Projection	2017-18 Projection	2018-19 Projection	2019-20 Projection	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
RESOURCES										
Beginning Balance *	71,896	53,355	45,552	55,820	54,144	51,820	50,012	49,075	48,280	35,555
OPERATING REVENUES										
Operating Revenue	92,976	94,444	97,047	99,094	101,269	103,813	106,836	109,929	112,184	114,503
Measure Y	9,000	9,304	9,685	10,024	10,380	10,788	11,158	11,538	0	0
Additional Operating Rev from Development	0	324	0	83	404	900	900	0	0	0
TOTAL REVENUES	101,976	104,072	106,732	109,201	112,053	115,501	118,894	121,467	112,184	114,503
OPERATING EXPENDITURES										
Current Service Budget	(96,511)	(104,702)	(108,125)	(111,303)	(114,771)	(117,153)	(119,723)	(122,207)	(124,906)	(127,597)
2% Assumed Savings - Vacancies, O&M, etc.	0	2,296	2,161	2,226	2,294	2,343	2,393	2,444	2,497	2,550
TOTAL OPERATING EXPENDITURES	(96,511)	(102,405)	(105,964)	(109,077)	(112,477)	(114,809)	(117,330)	(119,763)	(122,409)	(125,046)
OPERATING SURPLUS / (DEFICIT)	5,466	1,667	768	124	(424)	692	1,564	1,704	(10,225)	(10,543)
ONE-TIME ITEMS AND INFRASTRUCTURE INVESTMENTS										
One-Time Revenue - Development	0	0	1,000	700	600	0	0	0	0	0
One-Time Revenue - Sale of Properties	0	0	11,000	0	0	0	0	0	0	0
One-time Enhancement Costs	(2,074)	(3,923)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)
Advance to Urban Runoff Mitigation Fund	(4,580)	(847)	0	0	0	0	0	0	0	0
Loan to Municipal Fiber Network Fund	(11,500)	0	0	0	0	0	0	0	0	0
General Infrastructure Funding	(5,854)	(4,700)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
Net One-time Items and Infrastructure	(24,007)	(9,470)	9,500	(1,800)	(1,900)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)
GROSS SURPLUS / (DEFICIT)	(18,541)	(7,803)	10,268	(1,676)	(2,324)	(1,808)	(936)	(796)	(12,725)	(13,043)
30% Contingency Reserve Requirement	28,953	30,722	31,789	32,723	33,743	34,443	35,199	35,929	36,723	37,514
Facilities Planning Reserve (40% of any gross surplus)	6,824	5,303	8,661	7,911	7,161	6,411	5,661	4,911	4,161	3,411
PRCS fees)	708	560	555	550	545	540	535	530	525	520
UNASSIGNED FUND BALANCE	16,869	8,966	14,815	12,960	10,371	8,618	7,680	6,910	(5,854)	(18,934)
ENDING TOTAL BALANCE	53,355	45,552	55,820	54,144	51,820	50,012	49,075	48,280	35,555	22,511
* NOTE: Excludes Non-Spendable Reserves (Land Held for Resale, Loans Receivable, etc.)										

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 liability, and capital improvement program.

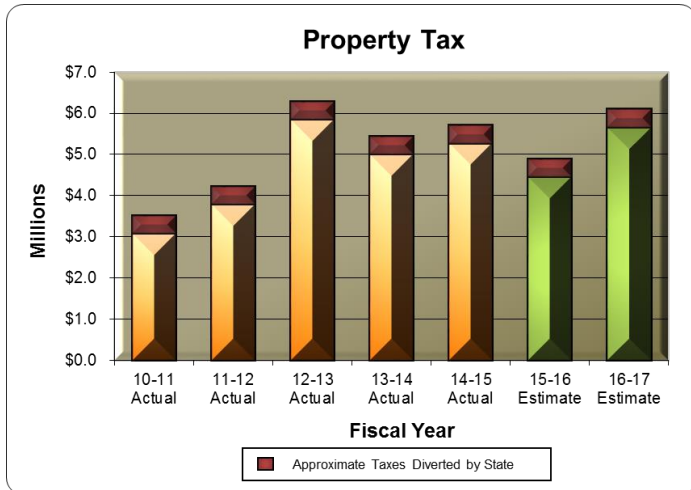
COST ALLOCATION

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

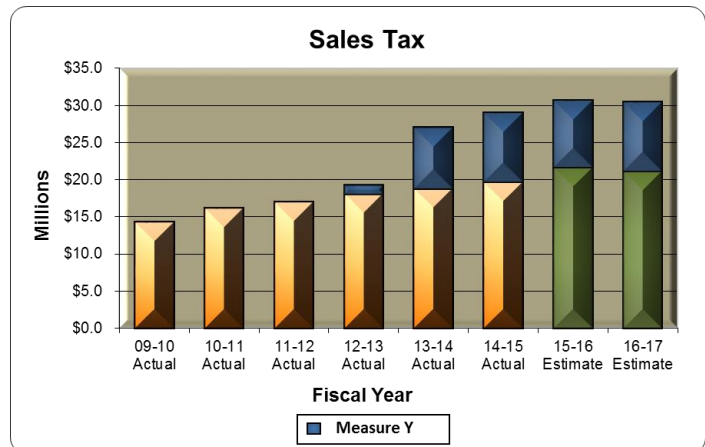
Rationales for revenue estimates are included in the discussion of specific tax types below. Major revenue sources, such as sales taxes, are described in some detail while other more minor revenues are grouped by category.



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. FY 2012-2013 includes a one-time distribution of monies from former redevelopment tax increment. For 2016-2017, adopted property taxes are \$6,099,000, or 5.9 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 9.5 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. An additional 0.5 percent is authorized by "Proposition A" and 0.5 percent by "Proposition C," both of which are levied within Los Angeles County for various transportation purposes.

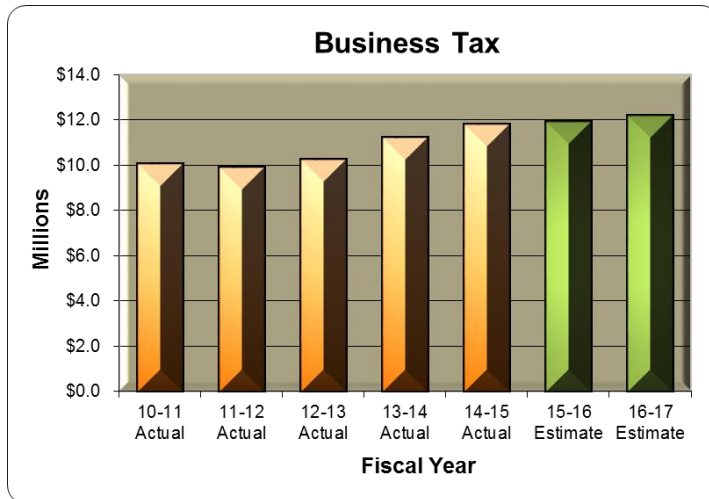


Sales Tax is the City's largest revenue source representing approximately 29.3 percent of total fiscal 2016-2017 General Fund revenue. Total revenues adopted for 2016-2017 of \$30,449,000 represent a slight decrease from the preliminary year-end total for 2016-2017. Sales Tax receipts began to recover in fiscal 2010-2011 and since then have continued to show a strong and steady improvement.

In November 2012, Culver City residents overwhelming voted for a 10-year ½ cent Transaction Tax. The Transaction Tax took effect on April 1, 2013. Receipts in Fiscal Year 2015-2016 are estimated to be \$9,000,000. Adopted revenues from this source in Fiscal Year 2016-2017 are \$9,304,000.

Beginning in 2004-2005, a State initiated “triple-flip” of revenues was put into effect. Under the triple-flip, the State takes 25% of local Sales Tax receipts and substitutes it with Property Tax revenues. Fiscal 2015-2016 saw the end of this revenue diversion.

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 2016-2017, revenues are approved to be \$383,000.

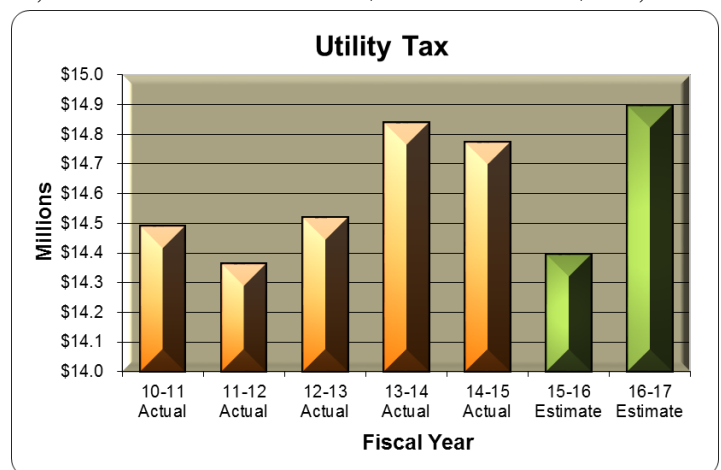


Business Taxes: Culver City Municipal Code requires a tax certificate as a pre-requisite for conducting businesses, trades or professions in the City. The Code further imposes an annual tax for the privilege of conducting such businesses at different rates, depending on the type of business. The Business Tax receipts increased steadily from fiscal year 2002-2003 to fiscal 2008-09. Fiscal 2009-2010 saw a decline due to the downturn in the economy and loss of businesses in the city. The revenue for fiscal 2016-2017 is approved to be \$12,213,000, or 11.7 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 approved for 2016-2017 from franchise fees is \$1,525,000, or 1.5 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. The revenue for fiscal 2016-2017 is approved to be \$1,500,000, or 1.5 percent of total General Fund revenues.

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. Utility taxes equal 14.3 percent of the total General Fund budget for fiscal 2016-2017 and are collectively the second largest revenue source for the General Fund. The adopted revenue for fiscal 2016-2017 is \$14,897,000.



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 8.0 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.

Adopted Transient Occupancy Taxes for Culver City are \$7,210,000, or 6.9 percent, for fiscal year 2016-2017.

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 in a given year. For fiscal year 2016-2017 the adopted tax revenue from this source is \$900,000. Past fiscal years saw some large new development projects in the city which brought in significant revenues in this category. These revenues were mainly used to fund one-time purchases. Fiscal year 2009-10 saw a sharp drop in this category due to the dry financial markets which kept developers from moving forward with their developments. Fiscal year 2016-2017 sees continued signs of growth in this category.

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 \$3,955,270 by City departments.

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 2016-2017, revenue approved for intergovernmental revenues is \$4,328,380; the motor vehicle in-lieu tax represents approximately 98.4 percent of the total category, or \$4,257,580.

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. The budgetary estimate for this overall category of revenues is \$8,342,564 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 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 \$4,378,000, or 4.2 percent of total General Fund revenues for fiscal 2016-2017. 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 on the basis of proportionate balances. Overall, earnings for 2016-2017 are \$834,480.

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 2016-2017 are approved at \$12,496,375.

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 on the basis of water consumption. Commercial/industrial users are billed on the basis of both flow and strength criteria.

Adopted Sewer Operating revenues for 2016-2017 are \$10,595,500. 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 last refinanced in 2009.

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, 2015, the legal debt limit for the City of Culver City was approximately \$1,309,920,687. This is based on an assessed value of \$8.324 billion (see Appendix E). The city initially issued wastewater revenue bonds in 1991, which were last refinanced in 2009. 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.)

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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.

Population (July 2015)	39,717	Fire Stations	3	Age Distribution	
Size	5.11 square miles	Police Stations	4	Age 18 and under	21%
Elevation	50'-250'	Buses		Age 19-24	8%
Climate	Mild	Culver City Municipal Bus Lines		Age 25-34	19%
Government	Council/City Manager	Metropolitan Transit Authority (MTA)		Age 35-44	15%
Retail Sales Tax:	\$0.0950	Libraries	1	Age 45-54	14%
Housing Values (2013)		Parks	11	Age 55-64	11%
Single family home, median sale price	\$765,700	Public Schools		Age 65 and Over	12%
Condo, median sale price	\$373,840	Elementary	5	Median Age	36.6 years
Property Tax:		Middle	1	Population Diversity	
Of property value	1%	High Schools	2	Caucasian	49%
People per dwelling	2.33	Community College	1	Asian	14%
Commercial Space		Educational Attainment		African American	9%
per sq. ft. per month	\$2.60	High School Grad or Higher	92.8%	Latino	23%
Utilities		Bachelor's Degree or Higher	52.8%	Other	5%
Golden State Water Company		Graduate or Profess. Degree	21.6%	Income Distribution (2014)	
The Gas Company				Under \$24,999	20%
Southern California Edison				\$25,000 - \$49,999	25%
Time Warner				\$50,000 - \$99,999	29%
AT&T				\$100,000 - \$149,999	14%
Verizon				Over \$150,000	12%
Comcast				Income Distribution (2012)	
				Average Household Income	\$105,916
				Median Household Income	\$ 79,292
				State Median Income	\$ 58,321

Culver CITY
Budget Calendar
Fiscal Year 2016 - 17

OB=Operating Budget

CIP=Capital Improvement Program

SA=Successor Agency

BUDGET	DUE DATE	PARTICIPANTS	TASK/ACTIVITY
OB/CIP	1/25/2016	Budget & Finance	Preliminary General Fund Year-End Report on FY14-15
OB/CIP/SA	Week of 1/18/2016	Budget & Finance	Mid-Year Budget Review Process Kick-Off
OB/CIP	2/8/2016	Budget & Finance	Print Public Notice (for 2/22/2016)
OB/CIP/SA	Week of 2/8/2016	City Manager/ Executive Management/ Budget & Finance	Mid-Year Review Departmental Meetings with City Manager (if needed)
OB/CIP/SA	2/22/2016	City Council/ City Manager / Budget & Finance / Executive Management	City Council Presentation - Presentation of Mid-Year Results - Projection for year-end and Updated 5-Year Forecast - Pre-Proposed Budget Public Comment Period
OB/CIP/SA	2/1 - 4/8/2016	Commissions / Boards / Committees	Commissions, Boards & Committee Discussion on Budget/Work Plan Recommendations
OB/CIP	3/7/2016, 3/8/2016, 3/21/2016	City Council/ City Manager / Budget & Finance / Executive Management	- Department Presentations & Discussions of FY15-16 Work Plan Status Updates & Proposed FY16-17 Work Plans - Department Presentations & Discussions of Grant Funding Utilization and Opportunities - City Council Input on Work Plans & Priorities and Grant Funds
OB/CIP/SA	3/7/2016	Budget & Finance	Public Notification of Budget Input Box
OB/CIP/SA	3/22/2016	Budget & Finance / Executive Management	Budget Kickoff - Distribute work packets/guidelines, and other materials - Distribute Capital Project Forms - Presentation on Budget Preparation
OB/CIP/SA	4/8/2016	Commissions / Boards / Committees	Commission, Boards & Committees Recommendations Due to Applicable Department Director and City Manager
OB/CIP	4/11/2016	Executive Management	Budget Materials Due from Departments - Departments Submit Proposed Budget - Departments Submit Proposed Capital Improvement Projects
OB/CIP/SA	4/12 - 4/22/2016	City Manager/ Executive Management/ Budget & Finance	Departments meet with City Manager (as necessary)
OB/CIP	4/25/2016	Budget & Finance	Print Public Notice (for 5/9/2016)

Culver CITY
Budget Calendar
Fiscal Year 2016 - 17

OB=Operating Budget

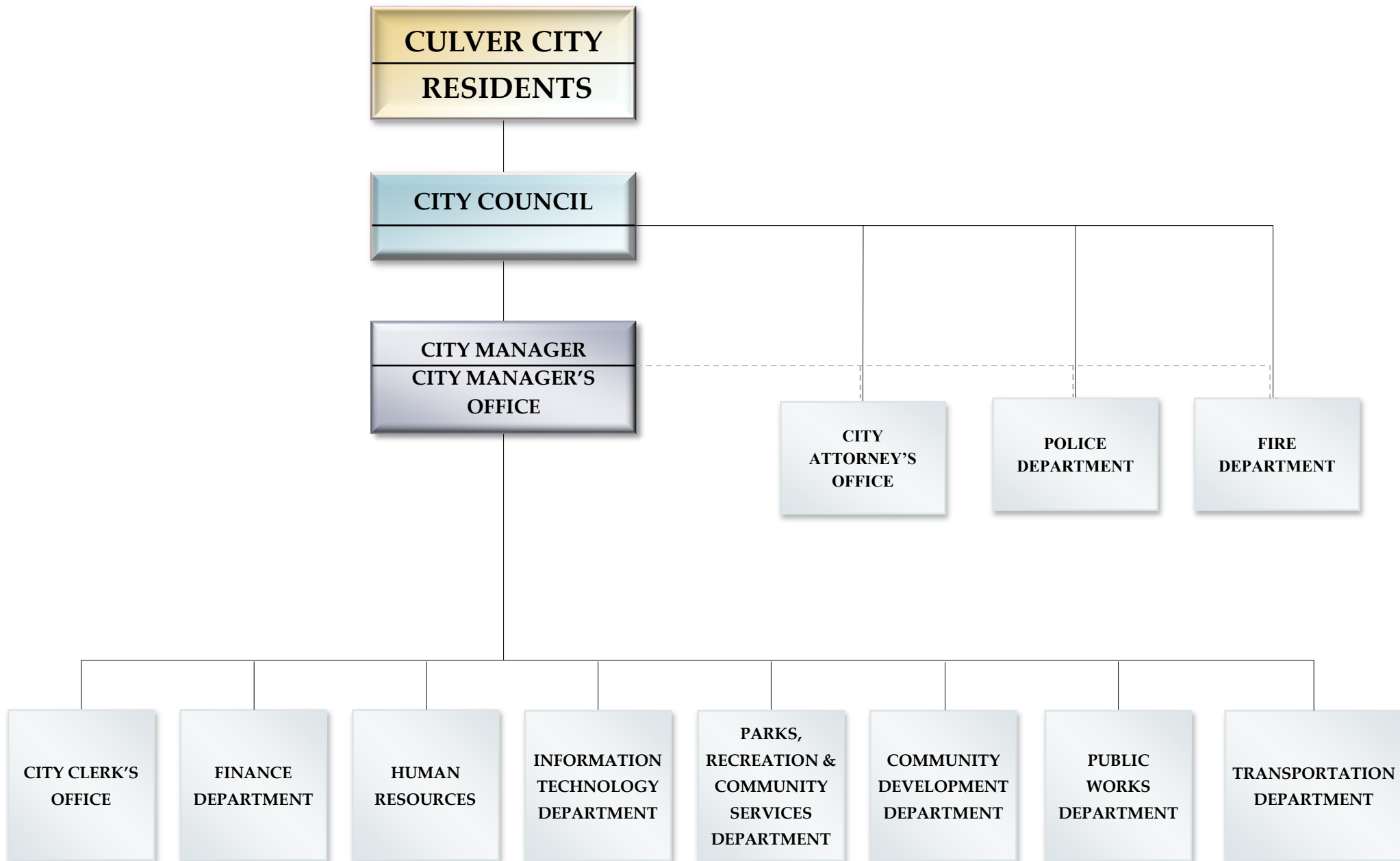
CIP=Capital Improvement Program

SA=Successor Agency

BUDGET	DUE DATE	PARTICIPANTS	TASK/ACTIVITY
OB/CIP/SA	4/25- 5/4/2016	Budget & Finance	Prepare and assemble 2016-17 Proposed Budget and Related Documents / Prepare Gann Limit / Prepare "Budget at a Glance"
OB/CIP/SA	Week of 5/2/2016	Information Technology Dept. - Graphic Services	Print Proposed Budget Documents
OB/CIP/SA	5/9/2016	City Council/City Manager/Budget & Finance	Presentation of Proposed Budget / Public Comment
OB/CIP/SA	5/23/2016 & 6/6/2016 (Tentative)	City Council/City Manager/Budget & Finance/Executive Management	Departmental Presentations to City Council
OB/CIP	5/23/2016	Budget & Finance	Print Public Notice (for 6/6/2016)
OB/CIP	6/6/2016	City Council	2nd Public Comment Period on Proposed Budget
OB/CIP	6/6/2016	Budget & Finance	Print Public Notice (for 6/20/2016)
OB/CIP/SA	6/27/2016	City Council/City Manager/Budget & Finance	Final budget Public Hearing / Budget Adoption - Adopt 16-17 Budget and Prop 4 Gann Limit - Adopt 16-17 Capital Budget
OB/CIP/SA	7/1/2016	Budget & Finance	Implement Adopted 2016-17 Budget
OB/CIP/SA	July / August 2016	Budget & Finance	Update budget book to reflect City Council decisions and update final 2015-16 accomplishments
OB/CIP/SA	July / August 2016	IT/Graphic Services	Print Adopted Budget Document
OB/CIP/SA	July / August 2016	Budget & Finance	Post Adopted Budget on City Website

CULVER CITY OVERVIEW ORGANIZATIONAL CHART

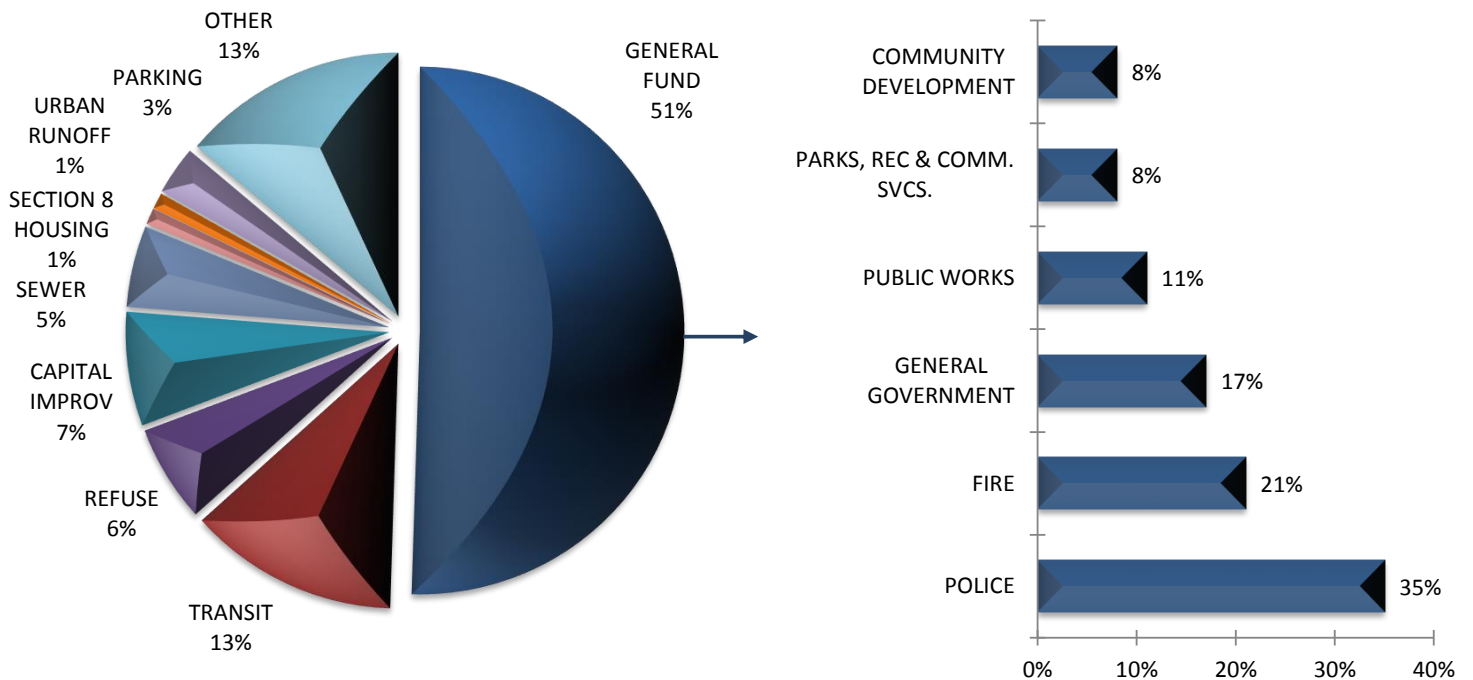
FISCAL YEAR 2016-17



CITY OF CULVER CITY ADOPTED ANNUAL BUDGET 2016-17 EXPENDITURES AND OTHER FINANCING USES

**TOTAL CITY
\$220,109,311**

**GENERAL FUND
\$111,875,488**

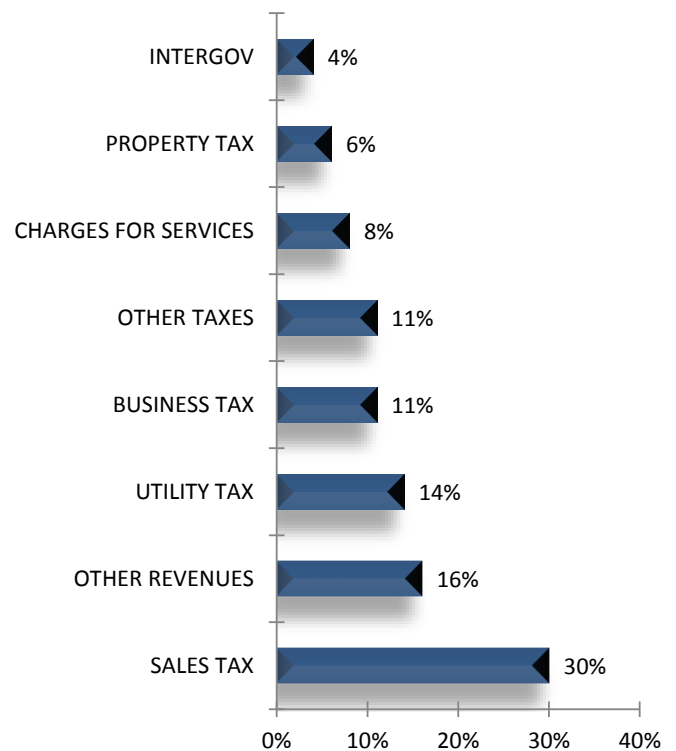
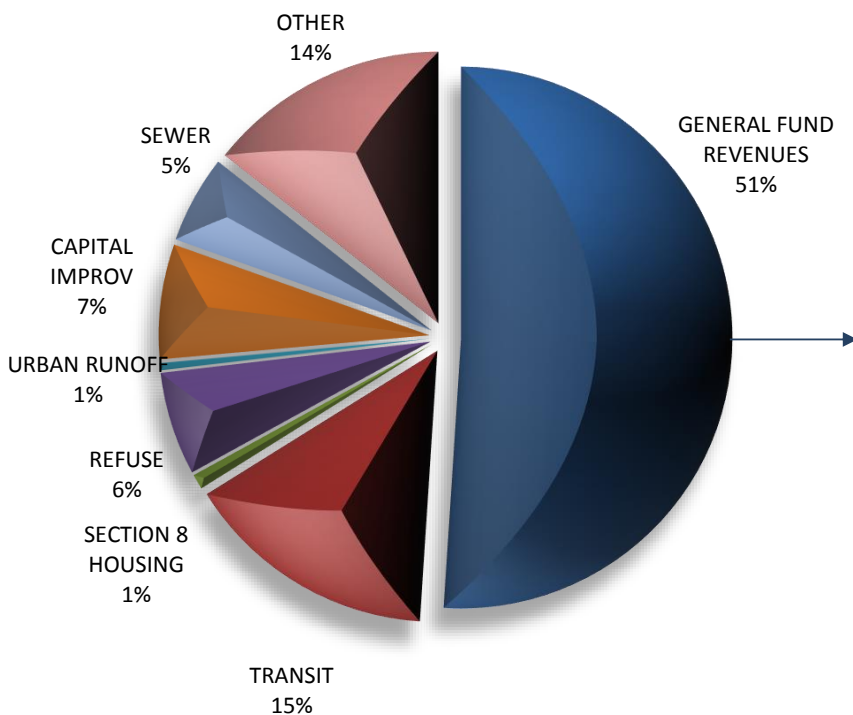


Includes Transfers-Out (Other Financing Sources) of \$12,617,839 from Total City, of which \$5,604,691 is from General Fund. Does not include internal service fund expenditures.

CITY OF CULVER CITY ADOPTED ANNUAL BUDGET 2016-17 REVENUES AND OTHER FINANCING SOURCES

**TOTAL CITY
\$203,959,271**

**GENERAL FUND
\$104,072,175**



Includes Transfers-In (Other Financing Sources) of \$12,617,839 to Total City, of which \$2,180,000 is to the General Fund. Does not include internal service fund revenues.

**CITY OF CULVER CITY
REVENUES AND EXPENDITURES BY FUND
FISCAL YEAR 2015-16**

	APPROPRIABLE FUND BALANCE July 1, 2015	ESTIMATED REVENUE 2015-16	ESTIMATED TRANSFERS IN	ESTIMATED EXPENDITURES 2015-16	ESTIMATED TRANSFERS OUT	ESTIMATED APPROPRIABLE June 30, 2016	ESTIMATED CHANGE IN FUND BALANCE
<u>GENERAL FUND</u>							
101 GENERAL FUND	71,896,000	100,276,000	1,700,000	98,584,000	21,934,000	53,354,000	(18,542,000)
TOTAL GENERAL FUND	71,896,000	100,276,000	1,700,000	98,584,000	21,934,000	53,354,000	(18,542,000)
<u>SPECIAL REVENUE FUNDS</u>							
412 BUILDING SURCHARGE	607,964	230,000	0	489,943	0	348,021	(259,943)
413 ARTS IN PUBLIC PLACES	1,479,151	675,000	0	593,051	0	1,561,100	81,949
414 OPERATING GRANTS	(4,691)	1,310,198	167,406	1,674,009	0	(201,096)	(196,405)
427 CDBG GRANT	0	28,633	0	28,633	0	0	0
415 PROP A LOCAL RETURN	937,565	720,101	0	0	714,001	943,665	6,100
416 ASSET SEIZURE	1,173,366	125,000	0	108,286	0	1,190,080	16,714
424 PROP C LOCAL RETURN	1,071,357	505,000	0	0	524,651	1,051,706	(19,651)
426 SECTION 8 HOUSING	1,218,199	1,850,000	0	1,850,000	0	1,218,199	0
434 URBAN RUNOFF MITIGATION	0	0	6,030,000	30,000	0	6,000,000	6,000,000
475 CC PARKING AUTHORITY	379,733	3,400,000	800,000	3,010,000	1,000,000	569,733	190,000
476 CC HOUSING AUTHORITY	707,544	879,203	0	436,749	0	1,149,998	442,454
481 ECON DEV PROGS	3,410,504	40,000	0	0	0	3,450,504	40,000
485 COOP AGRMNT-UNRESTRICTED	6,095,017	350,000	0	30,000	0	6,415,017	320,000
TOTAL SPEC REVENUE FUNDS	17,075,709	10,113,135	6,997,406	8,250,671	2,238,652	23,696,927	6,621,218
<u>ENTERPRISE/USER FEE FUNDS</u>							
202 REFUSE FUND*	3,335,559	12,265,000	0	13,016,500	950,000	1,634,059	(1,701,500)
203 BUS FUND**	10,865,222	33,186,441	1,243,559	39,289,600	300,000	5,705,622	(5,159,600)
204 SEWER FUND***	21,265,458	9,352,000	0	13,500,000	0	17,117,458	(4,148,000)
205 MUNICIPAL FIBER OPTIC	0	0	11,500,000	2,500,000	0	9,000,000	9,000,000
425 SPECIAL ASSESMENT & DIST	289,448	115,000	0	115,000	0	289,448	0
TOTAL ENTERPRISE	35,755,687	54,918,441	12,743,559	68,421,100	1,250,000	33,746,587	(2,009,100)
<u>CAPITAL FUNDS</u>							
417 NEW DEV IMPACT FEE	319,776	2,000	0	35,000	0	286,776	(33,000)
418 SPECIAL GAS TAX	2,119,916	891,603	0	1,150,000	400,000	1,461,519	(658,397)
419 PARK FACILITIES	431,050	235,000	0	383,181	0	282,869	(148,181)
420 CAPITAL IMPV/ACQ (I & A)	2,738,666	5,435,000	5,049,000	9,500,000	0	3,722,666	984,000
421 PARKING IMPROVEMENT	2,462,541	20,000	0	0	800,000	1,682,541	(780,000)
423 GRANTS CAPITAL (CIP)	(1,827,403)	10,958,932	0	8,585,691	0	545,838	2,373,241
428 CDBG GRANT-CAPITAL	0	244,159	0	0	0	244,159	244,159
431 MEASURE R	120,342	500,000	0	202,687	172,313	245,342	125,000
432 CAPITAL GRANT FUND	26,309	1,550	0	1,550	0	26,309	0
484 1993 BONDS	0	2,323,000	0	2,307,314	0	15,686	15,686
486 1999 BONDS	2,773,049	20,000	0	2,772,076	0	20,973	(2,752,076)
487 2002 BONDS	13,970,220	150,000	0	13,963,405	0	156,815	(13,813,405)
TOTAL CAPITAL FUNDS	23,134,466	20,781,244	5,049,000	38,900,904	1,372,313	8,691,493	(14,442,973)
<u>INTERNAL SERVICE FUNDS</u>							
307 EQUIP. REPLACEMENT	10,623,462	1,810,000	305,000	4,300,000	0	8,438,462	(2,185,000)
308 EQUIP. MAINT	1,117,217	8,101,100	0	8,154,000	0	1,064,317	(52,900)
309 SELF INSURANCE	8,852,088	7,019,400	0	6,575,000	0	9,296,488	444,400
310 CENTRAL STORES	0	1,550,000	0	1,550,000	0	0	0
TOTAL INTERNAL SVCS	20,592,767	18,480,500	305,000	20,579,000	0	18,799,267	(1,793,500)
<u>OTHER</u>							
550 CC SUCCESSION AGY RDA	15,919,396	26,461,058	0	31,579,021	0	10,801,433	(5,117,963)
TOTAL OTHER	15,919,396	26,461,058	0	31,579,021	0	10,801,433	(5,117,963)
TOTAL BUDGET BEFORE ADJUSTMENTS	184,374,025	231,030,378	26,794,965	266,314,696	26,794,965	149,089,707	(35,284,318)
LESS INTERNAL SVCS	20,592,767	18,480,500	305,000	20,579,000	0	18,799,267	(1,793,500)
TOTAL BUDGET	163,781,258	212,549,878	26,489,965	245,735,696	26,794,965	130,290,440	(33,490,818)

* Refuse Expenditures include a budgeted depreciation amount of \$514,980, which when excluded increases the ending fund balance.

** Transit Expenditures include a budgeted depreciation amount of \$2,800,000, which when excluded increases the ending fund balance.

*** Sewer Expenditures include a budgeted depreciation amount of \$1,022,730, which when excluded increases the ending fund balance.

**CITY OF CULVER CITY
REVENUES AND EXPENDITURES BY FUND
FISCAL YEAR 2016-17**

	APPROPRIABLE FUND BALANCE July 1, 2016	ESTIMATED REVENUE 2016-17	ESTIMATED TRANSFERS IN	ESTIMATED EXPENDITURES 2016-17	ESTIMATED TRANSFERS OUT	ESTIMATED APPROPRIABLE June 30, 2017	ESTIMATED CHANGE IN FUND BALANCE
GENERAL FUND							
101 GENERAL FUND	53,354,000	101,892,175	2,180,000	106,270,797	5,604,691	45,550,687	(7,803,313)
TOTAL GENERAL FUND	53,354,000	101,892,175	2,180,000	106,270,797	5,604,691	45,550,687	(7,803,313)
SPECIAL REVENUE FUNDS							
412 BUILDING SURCHARGE	348,021	171,500	0	308,920	0	210,601	(137,420)
413 ARTS IN PUBLIC PLACES	1,561,100	201,750	0	633,398		1,129,452	(431,648)
414 OPERATING GRANTS	(201,096)	927,210	244,711	1,171,321	0	(200,496)	600
427 CDBG GRANT	0	28,814	0	28,746	0	68	68
415 PROP A LOCAL RETURN	943,665	715,501	0	0	741,499	917,667	(25,998)
416 ASSET SEIZURE	1,190,080	1,500	0	494,775	0	696,805	(493,275)
424 PROP C LOCAL RETURN	1,051,706	351,500	0	0	411,020	992,186	(59,520)
426 SECTION 8 HOUSING	1,218,199	1,826,300	0	2,008,744	0	1,035,755	(182,444)
434 URBAN RUNOFF MITIGATION	6,000,000	3,500	847,000	1,406,552	0	5,443,948	(556,052)
475 CC PARKING AUTHORITY	569,733	3,034,000	3,450,000	5,190,361	1,080,000	783,372	213,639
476 CC HOUSING AUTHORITY	1,149,998	122,000	0	728,827	400,000	143,171	(1,006,827)
481 ECON DEV PROGS	3,450,504	0	0	0	3,450,000	504	(3,450,000)
485 COOP AGRMNT-UNRESTRICTED	6,415,017	0	0	0	0	6,415,017	0
TOTAL SPEC REVENUE FUNDS	23,696,927	7,383,575	4,541,711	11,971,644	6,082,519	17,568,050	(6,128,877)
ENTERPRISE/USER FEE FUNDS							
202 REFUSE FUND*	1,634,059	12,496,375	0	13,499,850	0	630,584	(1,003,475)
203 BUS FUND**	5,705,622	29,639,325	1,196,128	27,607,075	300,000	8,634,000	2,928,378
204 SEWER FUND***	17,117,458	10,595,500	0	10,490,751	0	17,222,207	104,749
205 MUNICIPAL FIBER NETWORK	9,000,000	5,000	0	1,500,000	0	7,505,000	(1,495,000)
425 SPECIAL ASSESMENT & DIST	289,448	84,533	0	105,315	0	268,666	(20,782)
TOTAL ENTERPRISE	33,746,587	52,820,733	1,196,128	53,202,991	300,000	34,260,457	513,870
CAPITAL FUNDS							
417 NEW DEV IMPACT FEE	286,776	3,000	0	0	0	289,776	3,000
418 SPECIAL GAS TAX	1,461,519	826,600	0	419,000	400,000	1,469,119	7,600
419 PARK FACILITIES	282,869	42,500	0	48,412		276,957	(5,912)
420 CAPITAL IMPV/ACQ (I & A)	3,722,666	375,000	4,700,000	5,650,000	0	3,147,666	(575,000)
421 PARKING IMPROVEMENT	1,682,541	0	0	0	0	1,682,541	0
423 GRANTS CAPITAL (CIP)	545,838	7,376,794	0	7,128,073	0	794,559	248,721
428 CDBG GRANT-CAPITAL	244,159	162,255	0	162,255	0	244,159	0
431 MEASURE R	245,342	227,658	0	226,658	230,629	15,713	(229,629)
432 CAPITAL GRANT FUND	26,309	0	0	0	0	26,309	0
486 COOP AGRMNT-1999 BONDS	15,686	0	0	0	0	15,686	0
486 COOP AGRMNT-1999 BONDS	20,973	0	0	0	0	20,973	0
487 COOP AGRMNT-2002 BONDS	156,815	0	0	0	0	156,815	0
TOTAL CAPITAL FUNDS	8,691,493	9,013,807	4,700,000	13,634,398	630,629	8,140,273	(551,220)
INTERNAL SERVICE FUNDS							
307 EQUIP. REPLACEMENT	8,438,462	1,451,968	0	1,217,488	0	8,672,942	234,480
308 EQUIP. MAINT	1,064,317	8,352,095	0	8,194,601	0	1,221,811	157,494
309 SELF INSURANCE	9,296,488	7,010,000	0	6,770,669	0	9,535,819	239,331
310 CENTRAL STORES	0	1,750,000	0	1,750,000	0	0	0
TOTAL INTERNAL SVCS	18,799,267	18,564,063	0	17,932,758	0	19,430,572	631,305
OTHER							
550 CC SUCESSOR AGY RDA	10,801,433	20,231,142	0	22,411,642	0	8,620,933	(2,180,500)
TOTAL OTHER	10,801,433	20,231,142	0	22,411,642	0	8,620,933	(2,180,500)
TOTAL BUDGET BEFORE ADJUSTMENTS	149,089,707	209,905,495	12,617,839	225,424,230	12,617,839	133,570,972	(15,518,735)
LESS INTERNAL SVCS	18,799,267	18,564,063	0	17,932,758	0	19,430,572	631,305
TOTAL BUDGET	130,290,440	191,341,432	12,617,839	207,491,472	12,617,839	114,140,400	(16,150,040)

* Refuse Expenditures include a budgeted depreciation amount of \$514,980, which when excluded increases the ending fund balance.

** Transit Expenditures include a budgeted depreciation amount of \$2,800,000, which when excluded increases the ending fund balance.

*** Sewer Expenditures include a budgeted depreciation amount of \$1,022,730, which when excluded increases the ending fund balance.

**CITY OF CULVER CITY
SUMMARY OF REVENUES
FISCAL 2016-17**

	ACTUAL RECEIPTS <u>2014-15</u>	ADOPTED BUDGET <u>2015-16</u>	ESTIMATED RECEIPTS <u>2015-16</u>	ADOPTED <u>2016-17</u>	CHANGE FROM PRIOR YEAR <u>ADJUSTED</u>	% <u>VARIANCE</u>
<u>GENERAL FUND</u>						
PROPERTY TAX	5,714,273	4,895,000	4,895,000	6,099,000	1,204,000	24.6%
SALES TAX	19,698,255	21,767,000	21,665,000	21,145,000	(520,000)	(2.4%)
SALES TAX-MEASURE Y	9,319,093	8,651,000	9,000,000	9,304,000	304,000	3.4%
PUBLIC SAFETY SALES TAX	408,035	394,000	394,000	383,000	(11,000)	(2.8%)
BUSINESS LICENSE TAX	11,808,710	11,915,000	11,915,000	12,213,000	298,000	2.5%
FRANCHISE TAX	1,516,279	1,502,000	1,502,000	1,525,000	23,000	1.5%
REAL PROP TRANS TAX	4,294,892	1,500,000	2,500,000	1,500,000	(1,000,000)	(40.0%)
UTILITY TAXES	14,774,331	15,911,000	14,395,000	14,897,000	502,000	3.5%
TRANS OCC TAX	6,699,816	6,180,000	7,000,000	7,210,000	210,000	3.0%
COM/IND DEV TAX	966,603	900,000	750,000	900,000	150,000	20.0%
LICENSES AND PERMITS	3,420,936	3,667,500	3,341,175	3,955,270	614,095	18.4%
INTERGOVERNMENTAL	4,306,470	4,136,315	4,209,765	4,328,380	118,615	2.8%
CHARGES FOR SERVICES	8,238,269	7,975,560	8,526,033	8,342,564	(183,469)	(2.2%)
FINES AND FORFEITS	4,104,462	4,217,672	4,186,000	4,378,000	192,000	4.6%
USE OF MONEY & PROPERTY	1,505,144	823,480	713,000	834,480	121,480	17.0%
OTHER REVENUES	14,693,326	334,000	1,255,031	310,750	(944,281)	(75.2%)
OTHER	6,683,207	5,778,083	5,928,083	6,746,731	818,648	13.8%
TOTAL GENERAL FUND	118,152,100	100,547,610	102,175,087	104,072,175	1,897,088	1.9%
<u>SPECIAL REVENUE FUNDS</u>						
BUILDING SURCHARGE	197,677	173,200	247,566	171,500	(76,066)	(30.7%)
GRANTS OPERATING FUND	1,358,664	870,186	1,212,008	1,171,921	(40,087)	(3.3%)
CDBG OPERATING GRANT FUND	28,491	28,633	23,023	28,814	5,791	25.2%
PROP A LOCAL RETURN FUND	700,068	720,101	708,127	715,501	7,374	1.0%
PROP C LOCAL RETURN FUND	584,023	364,045	590,610	351,500	(239,110)	(40.5%)
ASSET SEIZURES FUND	347,122	0	142,621	1,500	(141,121)	(98.9%)
SECTION 8 HOUSING	1,372,635	1,854,662	1,673,828	1,826,300	152,472	9.1%
CAPITAL GRANTS FUND	177	0	165	0	(165)	(100.0%)
URBAN RUNOFF MITIGATION FUND	0	5,530,000	6,030,000	850,500	(5,179,500)	(85.9%)
CC PARKING AUTHORITY	335,184	3,405,000	3,800,000	6,484,000	2,684,000	70.6%
CC HOUSING AUTHORITY	483,911	56,900	400,000	122,000	(278,000)	(69.5%)
ECON DEV PROGS	1,480,004	0	24,136	0	(24,136)	(100.0%)
COMMUNITY IMPROV FUND	252,877	0	393,661	0	(393,661)	(100.0%)
COMMUNITY IMPROV 1999	18,739	0	17,367	0	(17,367)	(100.0%)
COMMUNITY IMPROV 2002	94,241	0	87,504	0	(87,504)	(100.0%)
COMMUNITY IMPROV 2011A	27,987	0	0	0	0	0.0%
COMMUNITY IMPROV 2011B	5,949	0	5,001	0	(5,001)	(100.0%)
TOTAL SPECIAL REVENUE FUNDS	7,287,750	13,002,727	15,355,616	11,723,536	(3,632,080)	(23.7%)

**CITY OF CULVER CITY
SUMMARY OF REVENUES
FISCAL 2016-17**

	ACTUAL RECEIPTS <u>2014-15</u>	ADOPTED BUDGET <u>2015-16</u>	ESTIMATED RECEIPTS <u>2015-16</u>	ADOPTED <u>2016-17</u>	CHANGE FROM PRIOR YEAR <u>ADJUSTED</u>	% <u>VARIANCE</u>
<u>ENTERPRISE FUNDS</u>						
REFUSE FUNDS	11,855,938	12,264,713	12,264,713	12,496,375	231,662	1.9%
MUNICIPAL BUS	21,841,529	27,189,999	20,826,177	30,835,453	10,009,276	48.1%
SEWER FUND	9,330,320	9,351,693	9,494,654	10,595,500	1,100,846	11.6%
MUNICIPAL FIBER NETWORK	0	0	0	5,000	5,000	0.0%
SPECIAL ASSESSMENT & DIST	92,098	84,333	122,251	84,533	(37,718)	(30.9%)
TOTAL ENTERPRISE FUNDS	43,119,884	48,890,738	42,707,795	54,016,861	11,309,066	26.5%
<u>CAPITAL IMPROVEMENT FUNDS</u>						
ARTS IN PUBLIC PLACES	154,792	208,600	784,608	201,750	(582,858)	(74.3%)
NEW DEV. IMPACT FEE FUND	241,173	0	1,871	3,000	1,129	60.3%
SPECIAL GAS TAX FUND	1,036,035	871,544	789,656	826,600	36,944	4.7%
PARK FACILITIES FUND	46,115	2,500	280,842	42,500	(238,342)	(84.9%)
CAPITAL IMPV/ACQ FUND	3,777,022	3,743,524	4,498,600	5,075,000	576,400	12.8%
PARKING IMPROVEMENT FUND	1,781,836	0	21,690	0	(21,690)	(100.0%)
GRANTS CAPITAL FUND	1,916,044	0	1,335,639	7,376,794	6,041,156	452.3%
CDBG CAPITAL GRANT FUND	150,821	165,000	0	162,255	162,255	0.0%
MEASURE R FUND	432,473	450,000	405,184	227,658	(177,526)	(43.8%)
TOTAL CAPITAL IMPROVEMENT FUNDS	9,538,681	5,441,168	8,118,090	13,915,557	5,797,468	71.4%
<u>INTERNAL SERVICE FUNDS</u>						
EQUIPMENT REPLACEMENT	1,969,922	1,987,697	2,033,187	1,451,968	(581,219)	(28.6%)
EQUIPMENT MAINTENANCE	7,823,102	7,922,928	8,101,103	8,352,095	250,992	3.1%
SELF INSURANCE	6,816,539	7,028,000	7,019,400	7,010,000	(9,400)	(0.1%)
STORES	1,350,400	1,750,000	1,750,000	1,750,000	0	0.0%
TOTAL INTERNAL SERVICE FUNDS	17,959,963	18,688,625	18,903,690	18,564,063	(339,627)	(1.8%)
CC SUCESSOR AGENCY FUNDS TOTAL	55,668,627	14,110,209	15,000,000	20,231,142	5,231,142	34.9%
TOTAL OPERATING AND CIP FUNDS	251,727,005	200,681,077	202,260,277	222,523,334	20,263,057	10.0%
LESS: INTERNAL SERVICE FUNDS	17,959,963	18,688,625	18,903,690	18,564,063	(339,627)	(1.8%)
TOTAL BUDGET	233,767,043	181,992,452	183,356,587	203,959,271	20,602,684	11.2%

CITY OF CULVER CITY
RECAP OF APPROPRIATION BY DEPARTMENT
FISCAL YEAR 2016-17

	ACTUAL EXPEND <u>2014-15</u>	ADOPTED BUDGET <u>2015-16</u>	ADJUSTED BUDGET * <u>2015-16</u>	ADOPTED BUDGET <u>2016-17</u>	CHANGE FROM PRIOR YEAR <u>ADJUSTED</u>	% CHANGE FROM PRIOR YEAR <u>ADJUSTED</u>
<u>GENERAL FUND</u>						
GENERAL GOVERNMENT						
CITY COUNCIL	182,034	196,630	192,833	199,406	6,573	3.41%
CITY MANAGER	1,343,225	1,435,142	1,356,032	1,206,863	(149,169)	-11.00%
CITY CLERK	288,298	509,440	477,825	775,490	297,665	62.30%
CITY ATTORNEY	2,046,177	2,231,240	2,185,759	2,282,675	96,916	4.43%
FINANCE	4,792,755	5,151,520	5,058,631	5,110,503	51,872	1.03%
NON-DEPARTMENTAL	3,452,100	4,416,603	4,359,193	4,481,948	122,755	2.82%
NON-DEPARTMENTAL <i>(excess approp.)</i>	0	0	0	(1,633,400)	(1,633,400)	0.00%
HUMAN RESOURCES	1,105,479	1,152,226	1,149,128	1,312,166	163,038	14.19%
INFORMATION TECH	3,200,767	3,804,788	3,624,798	4,178,035	553,237	15.26%
TOTAL GENERAL GOVERNMENT	16,410,834	18,897,588	18,404,199	17,913,686	(490,513)	-2.67%
PARKS, REC. & COMMUNITY SVCS	7,414,638	8,047,538	7,885,314	8,565,780	680,466	8.63%
POLICE DEPARTMENT	32,011,889	35,409,255	35,246,474	37,177,815	1,931,341	5.48%
FIRE DEPARTMENT	19,015,671	21,229,887	20,553,258	22,269,646	1,716,388	8.35%
COMMUNITY DEVELOPMENT	6,222,661	6,619,383	7,009,852	8,871,056	1,861,204	26.55%
PUBLIC WORKS	9,895,993	9,980,879	11,135,937	11,472,814	336,877	3.03%
Transfers	3,390,984	5,220,324	10,738,524	5,604,691	(5,133,833)	-47.81%
TOTAL GENERAL FUND	94,362,670	105,404,854	110,973,558	111,875,488	901,930	0.81%
<u>SPECIAL REVENUE FUNDS</u>						
TOTAL BUILDING SURCHARGE	83,156	238,175	147,253	308,920	161,667	109.79%
TOTAL GRANTS	1,435,139	1,017,958	870,186	1,171,321	301,135	34.61%
TOTAL CDBG-OPERATING	28,491	25,736	28,633	28,746	113	0.39%
TOTAL SEC. 8 FUND	1,639,630	1,987,423	1,989,808	2,008,744	18,936	0.95%
TOTAL PROP A FUND	686,592	686,592	714,001	741,499	27,498	3.85%
TOTAL PROP C FUND	1,126,193	569,510	1,049,302	411,020	(638,282)	-60.83%
TOTAL ASSET SEIZURE FUND	137,504	140,468	0	494,775	494,775	0.00%
TOTAL CAPITAL GRANTS FUND	0	1,550	1,550	0	(1,550)	-100.00%
TOTAL URBAN RUNOFF FUND	0	5,530,000	6,030,000	1,406,552	(4,623,448)	-76.67%
TOTAL CC PARKING AUTHORITY	207,090	356,400	4,528,975	6,270,361	1,741,386	38.45%
TOTAL CC HOUSING AUTHORITY	1,178,029	1,483,659	387,769	1,128,827	741,058	191.11%
TOTAL ECON DEV PROGS	3,209,896	31,000	31,000	3,450,000	3,419,000	11029.03%
TOTAL SPECIAL REVENUE FUNDS	9,739,304	12,068,471	15,778,477	17,420,765	1,642,288	10.41%

**CITY OF CULVER CITY
RECAP OF APPROPRIATION BY DEPARTMENT
FISCAL YEAR 2016-17**

	ACTUAL EXPEND <u>2014-15</u>	ADOPTED BUDGET <u>2015-16</u>	ADJUSTED BUDGET * <u>2015-16</u>	ADOPTED BUDGET <u>2016-17</u>	CHANGE FROM PRIOR YEAR <u>ADJUSTED</u>	% CHANGE FROM PRIOR YEAR <u>ADJUSTED</u>
<u>ENTERPRISE AND USER FEE FUNDS **</u>						
TOTAL REFUSE	11,964,460	12,353,376	14,573,013	13,499,850	(1,073,163)	-7.36%
TOTAL TRANSIT	22,676,252	24,361,895	27,572,683	27,907,075	334,392	1.21%
TOTAL SEWER	12,022,082	10,800,090	24,411,458	10,490,751	(13,920,707)	-57.03%
TOTAL MUNICIPAL FIBER NETWORK	0	265,000	10,000,000	1,500,000	(8,500,000)	-85.00%
TOTAL LANDSCAPE	16,566	152,685	98,215	105,315	7,100	7.23%
TOTAL ENTERPRISE	46,679,360	47,933,046	76,655,370	53,502,991	(23,152,379)	-30.20%
CAPITAL IMPROVEMENT FUNDS	7,899,388	12,972,976	27,458,860	14,898,425	(12,560,435)	-45.74%
INTERNAL SERVICE FUNDS	17,877,931	18,314,449	21,753,318	17,932,788	(3,820,530)	-17.56%
SUCCESSOR AGENCY FUNDS	11,085,816	27,911,910	27,911,910	22,411,642	(5,500,268)	-19.71%
TOTAL BUDGET BEFORE ADJ.	187,644,469	224,605,705	280,531,492	238,042,099	(42,489,393)	-15.15%
LESS INTERNAL SERVICE FUND	17,877,931	18,314,449	21,753,318	17,932,788	(3,820,530)	-17.56%
TOTAL BUDGET	169,766,538	206,291,256	258,778,174	220,109,311	(38,668,863)	-14.94%

* The adjusted Budget equals the adopted budget plus any unspent carryovers and/or encumbrances and any budget changes made throughout the year.

** Includes appropriations for capital improvement projects only funded by Enterprise funds.

**CITY OF CULVER CITY
RECAP OF APPROPRIATION BY DEPARTMENT
FISCAL YEAR 2016-17**

	ACTUAL EXPEND <u>2014-15</u>	ADOPTED BUDGET <u>2015-16</u>	ESTIMATED EXPEND <u>2015-16</u>	PERSONNEL SERVICES <u>2016-17</u>	MAINT. & OPERATIONS <u>2016-17</u>	ADOPTED BUDGET		TOTAL <u>2016-17</u>	CHANGE FROM PRIOR YR <u>ADJUSTED</u>
						CAPITAL OUTLAY <u>2016-17</u>	OTHER <u>2016-17</u>		
<u>GENERAL FUND</u>									
<u>GENERAL GOVERNMENT</u>									
10110000 CITY COUNCIL	182,034	196,630	192,833	159,631	39,775	0	0	199,406	6,573
10110100 CITY MANAGER	1,343,225	1,435,142	1,356,032	1,156,323	50,540	0	0	1,206,863	(149,169)
10111100 CITY CLERK	288,298	509,440	477,825	577,139	198,351	0	0	775,490	297,665
10113100 CITY ATTORNEY	2,046,177	2,231,240	2,185,759	1,413,101	869,574	0	0	2,282,675	96,916
10114100 FINANCE ADMIN	978,361	1,294,120	1,229,200	969,530	464,145	0	0	1,433,675	204,475
10114200 GENERAL ACCOUNTING	622,024	655,242	655,242	660,285	10,232	0	0	670,517	15,275
10114300 BUDGET & FINANCIAL OPERATIONS	1,053,753	1,137,408	1,127,624	905,000	15,945	0	0	920,945	(206,679)
10114400 TREASURY	1,407,101	1,463,161	1,451,549	1,332,641	120,820	0	0	1,453,461	1,912
10114500 PURCHASING	731,516	601,589	595,016	534,153	97,752	0	0	631,905	36,889
10116100 NON-DEPARTMENTAL	3,452,100	4,416,603	4,359,193	57,760	3,414,188	0	1,010,000	4,481,948	122,755
10116100 NON-DEPARTMENTAL (<i>excess approp.</i>)	0	0	0	0	0	0	(1,633,400)	(1,633,400)	(1,449,000)
10122100 HUMAN RESOURCES	1,105,479	1,152,226	1,149,128	1,142,271	169,895	0	0	1,312,166	163,038
10124100 INFORMATION TECHNOLOGY	2,899,476	3,457,299	3,283,027	2,460,056	1,080,943	0	0	3,540,999	257,972
10124200 GRAPHIC SERVICES	301,291	347,489	341,771	149,536	201,072	65,000	0	415,608	73,837
10124300 IT PUBLIC SAFETY	0	0	0	221,428	0	0	0	221,428	221,428
TOTAL GENERAL GOVERNMENT	16,410,834	18,897,588	18,404,199	11,738,854	6,733,232	65,000	(623,400)	17,913,686	(306,113)
<u>PARKS, RECREATION AND COMMUNITY SERVICES DEPT.</u>									
10130100 ADMINISTRATION DIVISION	668,474	662,603	662,603	610,506	63,495	0	0	674,001	11,398
10130110 VETERANS MEMORIAL BUILDING	686,128	646,045	634,958	364,586	268,823	24,743	0	658,152	23,194
10130200 RECREATION DIVISION	759,845	773,757	769,839	738,066	26,709	0	0	764,775	(5,064)
10130211 PARKS & PLAYGROUNDS	229,599	257,098	257,098	268,929	5,202	0	0	274,131	17,033
10130212 CAMP PROGRAMS	208,201	256,996	252,189	177,072	94,336	0	0	271,408	19,219
10130220 AQUATICS	479,423	487,565	480,121	485,301	51,501	57,421	0	594,223	114,102
10130233 CULVER CITY AFTER SCHOOL PROG	155,769	174,536	174,254	168,078	16,367	0	0	184,445	10,191
10130240 SPORTS PROGRAMS	7,916	75,022	66,814	23,694	60,000	0	0	83,694	16,880
10130250 REC. & ENRICHMENT CLASSES	658,899	723,100	675,304	232,919	579,325	0	0	812,244	136,940
10130260 TEEN CENTER	96,571	110,340	90,340	102,112	15,321	0	0	117,433	27,093
10130270 YOUTH MENTORING PROGRAM	13,310	14,474	14,474	15,336	119	0	0	15,455	981
10130280 COMMUNITY EVENT/EXCURSIONS	24,612	25,733	25,733	15,350	11,563	0	0	26,913	1,180
10130285 COMM. EVT-FIESTA LA BALLONA	70,651	81,390	72,930	0	74,400	0	0	74,400	1,470
10130300 PARKS DIVISION	2,368,077	2,660,382	2,610,382	1,913,811	887,777	0	0	2,801,588	191,206
10130400 SENIOR AND SOCIAL SVCS	904,836	992,360	992,344	1,055,852	50,922	0	0	1,106,774	114,430
10130430 RSVP	82,326	106,137	105,931	98,589	7,555	0	0	106,144	213
TOTAL PARKS, REC. & COMM. SVCS.	7,414,638	8,047,538	7,885,314	6,270,201	2,213,415	82,164	0	8,565,780	680,466
<u>PUBLIC SAFETY</u>									
<u>POLICE</u>									
10140100 OFC OF THE POLICE CHIEF	980,259	997,985	997,985	1,047,068	13,981	0	0	1,061,049	63,064
10140200 OPERATING BUREAUS	29,111,090	32,398,641	32,235,860	30,024,821	3,440,733	596,260	0	34,061,814	1,825,954
10140300 POLICE COMMUNICATION	1,750,816	1,826,843	1,826,843	1,840,683	16,666	0	0	1,857,349	30,506
10140400 ANIMAL CONTROL	169,724	185,786	185,786	107,778	89,825	0	0	197,603	11,817
TOTAL POLICE	32,011,889	35,409,255	35,246,474	33,020,350	3,561,205	596,260	0	37,177,815	1,931,341
<u>FIRE</u>									
10145100 OFC OF THE FIRE CHIEF	1,112,139	1,150,461	1,106,234	1,120,099	51,792	0	0	1,171,891	65,657
10145200 FIRE SUPPRESSION	10,423,208	11,246,830	10,929,538	10,969,139	991,184	0	0	11,960,323	1,030,785
10145300 EMERGENCY MEDICAL	5,309,398	6,416,664	6,238,737	6,088,142	655,649	0	0	6,743,791	505,054
10145400 EMERGENCY PREP	226,914	243,494	243,494	229,630	27,257	0	0	256,887	13,393
10145600 FIRE PREVENTION	1,339,899	1,556,699	1,454,496	1,442,477	102,717	0	0	1,545,194	90,698
10145700 TELECOMMUNICATIONS	604,113	615,739	580,759	390,728	200,832	0	0	591,560	10,801
TOTAL FIRE	19,015,671	21,229,887	20,553,258	20,240,215	2,029,431	0	0	22,269,646	1,716,388
TOTAL PUBLIC SAFETY	51,027,560	56,639,142	55,799,732	53,260,565	5,590,636	596,260	0	59,447,461	3,647,729

**CITY OF CULVER CITY
RECAP OF APPROPRIATION BY DEPARTMENT
FISCAL YEAR 2016-17**

	ACTUAL EXPEND 2014-15	ADOPTED BUDGET 2015-16	ESTIMATED EXPEND 2015-16	PERSONNEL SERVICES 2016-17	MAINT. & OPERATIONS 2016-17	ADOPTED BUDGET		TOTAL 2016-17	CHANGE FROM PRIOR YR ADJUSTED
						CAPITAL OUTLAY 2016-17	OTHER 2016-17		
COMMUNITY DEVELOPMENT									
10150100 ADMINISTRATION	541,625	658,413	626,253	586,946	19,412	0	0	606,358	(19,895)
10150120 ECONOMIC DEVELOPMENT	1,472,931	1,601,333	1,444,718	1,126,924	459,477	0	0	1,586,401	141,683
10150150 BUILDING SAFETY	1,811,872	1,995,533	1,737,580	1,623,324	444,084	0	0	2,067,408	329,828
10150200 PLANNING	1,243,318	2,088,785	1,391,423	1,172,894	1,747,048	0	0	2,919,942	1,528,519
10150250 ENFORCEMENT SERVICES	696,221	819,463	818,743	746,541	166,559	0	0	913,100	94,357
10150300 REDEVELOPMENT	0	0	0	0	0	0	0	0	0
10150400 ADVANCED PLANNING	0	0	0	203,332	0	0	0	203,332	203,332
10150500 AGENCY HOUSING & REHAB.	456,694	991,135	991,135	563,181	11,334	0	0	574,515	(416,620)
TOTAL COMMUNITY DEVELOPMENT	6,222,661	6,619,383	7,009,852	6,023,142	2,847,914	0	0	8,871,056	1,861,204
PUBLIC WORKS									
10160100 ADMINISTRATION	646,742	966,190	956,382	688,588	18,993	0	0	707,581	(248,801)
10160150 ENGINEERING	2,024,813	2,239,764	2,106,437	1,931,551	175,665	0	0	2,107,216	779
10160200 MAINT OPERATIONS	326,088	407,249	407,249	399,317	13,656	0	0	412,973	5,724
10160210 STREETS	2,098,781	2,291,392	2,279,700	1,700,038	700,472	7,116	0	2,407,626	127,926
10160220 TREES MAINTENANCE	979,230	1,144,859	1,125,752	273,816	863,361	3,000	0	1,140,177	14,425
10160230 MAINT- BLDGS	1,775,579	2,095,606	2,072,720	1,440,428	820,757	0	0	2,261,185	188,465
10160240 MAINT- ELECTRICAL	1,304,694	1,372,140	1,350,975	1,165,671	316,115	50,000	0	1,531,786	180,811
10160250 GRAFFITI ABATEMENT	335,235	371,797	371,278	316,570	64,462	0	0	381,032	9,754
10160260 MAINT- PARKING METERS	252,905	334,541	334,541	181,102	219,801	0	0	400,903	66,362
10160460 ENVIRONMENTAL MGMT	151,926	130,903	130,903	117,562	4,773	0	0	122,335	(8,568)
TOTAL PUBLIC WORKS	9,895,993	9,980,879	11,135,937	8,214,643	3,198,055	60,116	0	11,472,814	336,877
10116100 TRANSFERS-OUT/EQUIP REPLC	305,000	305,000	305,000	0	0	0	0	0	(305,000)
10116100 TRANSFERS-OUT/GRANTS	350	0	0	0	0	0	57,691	57,691	0
10116100 TRANSFERS-OUT/I & A (CAPITAL)	3,085,634	335,324	5,353,524	0	0	0	4,700,000	4,700,000	(653,524)
10116100 TRANSFERS-OUT/URBAN RUNOFF FUND	0	4,580,000	5,080,000	0	0	0	847,000	847,000	(4,233,000)
10116100 TRANSFERS-OUT/SUCCESSOR AGENCY	0	0	0	0	0	0	0	0	0
TOTAL GENERAL FUND	94,362,670	105,404,854	110,973,558	85,507,405	20,583,252	803,540	4,981,291	111,875,488	901,930
SPECIAL REVENUE FUNDS									
GRANTS OPERATING FUND									
41430410 Senior Nutrition - CI	199,692	214,693	268,174	170,943	101,706	0	0	272,649	4,475
41430415 Senior Nutrition - CII & 3B	53,112	91,510	27,841	28,710	26,841	0	0	55,551	27,710
41430430 RSVP	33,144	0	0	0	0	0	0	0	0
41430902 Parks Division (Dog Park)	7,158	19,750	0	0	0	0	0	0	0
41430906 Prop A (Parks Div)	0	29,424	29,424	18,235	0	0	0	18,235	(11,189)
41430907 CC Nature Park Trail	0	0	0	0	244,366	0	0	244,366	244,366
41440230 COPS/SLESF/Bulte	76,382	86,344	86,344	99,314	936	0	0	100,250	13,906
41440913 Police - Misc DOJ Grants	66,569	0	0	0	0	0	0	0	0
41440914 Office/Criminal Justice Plng	54,065	0	0	0	0	0	0	0	0
41440919 AB 109-PublicSafetyRealignment	306,416	27,246	0	0	0	0	0	0	0
41440920 DOJ-Byrne JAG 2011 Program	14,278	0	0	0	0	0	0	0	0
41440921 DOJ-Byrne JAG 2013 Program	11,090	0	0	0	0	0	0	0	0
41440922 DOJ-Byrne JAG 2014 Program	12,951	0	0	0	0	0	0	0	0
41440923 SelectiveTrafficEnforc:OTSFY15	33,862	4,475	0	0	0	0	0	0	0
41440926 DOJ-Coverdell Forensic SciFY15	0	17,245	0	0	0	0	0	0	0
41445904 Emergency Management Performan	48,683	31,993	8,247	0	8,000	0	0	8,000	(247)
41445906 Fire	7,295	0	0	0	0	0	0	0	0
41445907 LACCDR	26,297	3,702	0	0	0	0	0	0	0
41460902 Bikeways (TDA Article 3)	25,886	26,000	26,000	0	26,000	0	0	26,000	0
41460903 Building Maintenance	82,370	82,370	80,000	0	80,000	0	0	80,000	0
41460904 Used Oil Block Grant	20,218	0	0	0	0	0	0	0	0
41460905 Recycling	1,349	9,188	0	0	0	0	0	0	0
41460906 CalRecycle HHW	14,675	0	0	0	0	0	0	0	0
41460907 M-J Hazard Mitigation Plan	309	100,430	0	0	0	0	0	0	0
41460908 CicLAvia - Open Streets	0	453,600	0	0	0	0	0	0	0
41470420 Para Transit Services	235,263	285,196	264,156	163,454	118,816	0	0	282,270	18,114
41470600 Rideshare	29,997	35,000	35,000	0	39,000	0	0	39,000	4,000
41470620 AQMD - AB2766	74,078	175,592	45,000	0	0	45,000	0	45,000	0
TOTAL GRANTS OPERATING FUND	1,435,139	1,017,958	870,186	480,656	645,665	45,000	0	1,171,321	301,135

**CITY OF CULVER CITY
RECAP OF APPROPRIATION BY DEPARTMENT
FISCAL YEAR 2016-17**

	ACTUAL EXPEND 2014-15	ADOPTED BUDGET 2015-16	ESTIMATED EXPEND 2015-16	PERSONNEL SERVICES 2016-17	MAINT. & OPERATIONS 2016-17	ADOPTED BUDGET		TOTAL 2016-17	CHANGE FROM PRIOR YR ADJUSTED
						CAPITAL OUTLAY 2016-17	OTHER 2016-17		
<u>BUILDING SURCHARGE FUND</u>									
41250150 BUILDING SAFETY	332	4,000	4,000	0	4,000	0	0	4,000	0
41224100 INFORMATION TECH	82,824	440,943	104,928	140,964	135,706	7,000	0	283,670	178,742
41260150 ENGINEERING	0	45,000	38,325	21,250	0	0	0	21,250	(17,075)
TOTAL BUILDING SURCHARGE FUND	83,156	238,175	147,253	162,214	139,706	7,000	0	308,920	161,667
<u>SECTION 8 FUND</u>									
42650510 GRANTS/SECT. 8 HOUSING	1,639,630	1,989,808	1,989,808	172,537	1,836,207	0	0	2,008,744	18,936
42650700 HOUSING DEPT SERVICES	0	0	0	0	0	0	0	0	0
TOTAL SECTION 8 FUND	1,639,630	1,987,423	1,989,808	172,537	1,836,207	0	0	2,008,744	18,936
<u>PROP A FUND</u>									
41516100 TRANSFERS-OUT/TRANSIT	686,592	714,001	714,001	0	0	0	741,499	741,499	27,498
TOTAL PROP A FUND	686,592	686,592	714,001	0	0	0	741,499	741,499	27,498
<u>PROP C FUND</u>									
42416100 TRANSFERS-OUT/MUNI BUS FUND	563,097	524,651	524,651	0	0	0	224,000	224,000	(300,651)
42416100 TRANSFERS-OUT/GRANTS	563,097	524,651	524,651	0	0	0	187,020	187,020	(337,631)
42480000 CAPITAL IMPROVEMENT PROJ	0	0	0	0	0	0	0	0	0
TOTAL PROP C FUND	1,126,193	569,510	1,049,302	0	0	0	411,020	411,020	(638,282)
<u>ASSET SEIZURE FUND</u>									
41640451 ST. ASSET SEIZURE FDS 15%	15,390	0	0	0	0	0	0	0	0
41640454 JUSTICE DEPT. GRANT	122,114	140,468	0	0	300,000	194,775	0	494,775	494,775
TOTAL ASSET SEIZURE FUND	137,504	140,468	0	0	300,000	194,775	0	494,775	494,775
<u>CDBG - OPERATING GRANTS</u>									
42750110 CDBG GENERAL ADMIN	0	0	0	0	0	0	0	0	0
42730440 DISABILITY SERVICES	28,491	28,633	28,633	28,497	249	0	0	28,746	113
TOTAL CDBG - OPERATING GRANTS	28,491	25,736	28,633	28,497	249	0	0	28,746	113
<u>CAPITAL GRANTS FUND</u>									
43245700 HOMELAND SECURITY - SHSG	0	1,550	1,550	0	0	0	0	0	(1,550)
TOTAL CAPITAL GRANTS FUND	0	1,550	1,550	0	0	0	0	0	(1,550)
<u>URBAN RUNOFF MITIGATION FUND</u>									
434 URBAN RUNOFF MITIGATION	0	5,530,000	6,030,000	0	560,000	846,552	0	1,406,552	(4,623,448)
TOTAL URBAN RUNOFF MITIGATION FUND	0	0	6,030,000	0	560,000	846,552	0	1,406,552	(4,623,448)
<u>CULVER CITY PARKING AUTHORITY</u>									
475 CC PARKING AUTHORITY	207,090	3,474,750	4,528,975	0	1,510,361	3,680,000	1,080,000	6,270,361	1,741,386
TOTAL CULVER CITY PARKING AUTHORITY	207,090	356,400	4,528,975	0	1,510,361	3,680,000	1,080,000	6,270,361	1,741,386
<u>CULVER CITY HOUSING AUTHORITY</u>									
476 CC HOUSING AUTHORITY	1,178,029	387,769	387,769	0	728,827	0	400,000	1,128,827	741,058
TOTAL CULVER CITY HOUSING AUTHORITY	1,178,029	1,483,659	387,769	0	728,827	0	400,000	1,128,827	741,058
<u>COMMUNITY IMPROVEMENT FUNDS</u>									
481 ECON DEV PROGS	3,209,896	31,000	31,000	0	0	0	3,450,000	3,450,000	3,419,000
482 LOW MOD HOUSING	7,584	0	0	0	0	0	0	0	0
TOTAL COMMUNITY IMPROVEMENT FUNDS	3,217,481	1,217,846	31,000	0	0	0	3,450,000	3,450,000	3,419,000
TOTAL SPECIAL REVENUE FUNDS	9,739,304	13,255,317	15,778,477	843,904	5,721,015	4,773,327	6,082,519	17,420,765	1,642,288

CITY OF CULVER CITY
RECAP OF APPROPRIATION BY DEPARTMENT
FISCAL YEAR 2016-17

	ACTUAL EXPEND 2014-15	ADOPTED BUDGET 2015-16	ESTIMATED EXPEND 2015-16	PERSONNEL SERVICES 2016-17	MAINT. & OPERATIONS 2016-17	ADOPTED BUDGET		TOTAL 2016-17	CHANGE FROM PRIOR YR ADJUSTED
						CAPITAL OUTLAY 2016-17	OTHER 2016-17		
<u>ENTERPRISE AND USER FEE FUNDS</u>									
<u>REFUSE FUND</u>									
20216100 Non-Departmental	39,972	950,000	950,000	0	0	0	0	0	(950,000)
20260400 Refuse Collection - Admin	7,943,792	8,230,380	8,213,579	4,273,477	4,237,017	150,015	(146,000)	8,514,509	300,930
20260410 Transfer Station - Admin	3,558,003	4,583,454	4,471,678	911,349	3,473,576	0	170,295	4,555,220	83,542
20260430 Recycling	279,991	242,363	242,363	234,432	13,689	0	0	248,121	5,758
20280000 Projects	142,703	0	695,393	0	0	182,000	0	182,000	(513,393)
TOTAL REFUSE	11,964,460	12,353,376	14,573,013	5,419,258	7,724,282	332,015	24,295	13,499,850	(1,073,163)
<u>TRANSPORTATION FUND</u>									
20316100 NON-DEPARTMENTAL	300,000	300,000	300,000	0	0	0	300,000	300,000	0
20370100 TRANSPORTATION ADMIN	1,222,256	3,988,534	2,561,764	1,111,267	1,267,215	0	0	2,378,482	(183,282)
20370200 TRANSPORTATION OPERATIONS	16,789,385	20,627,351	21,242,375	13,936,686	7,597,382	0	0	21,534,068	291,693
20370214 PREVENTATIVE MAINTENANCE FY14	3,654,662	3,000,000	2,500,000	0	2,500,000	0	0	2,500,000	0
20370300 TRANSPORTATION CAPITAL	268,247	8,364,227	653,000	0	0	934,325	120,000	1,054,325	401,325
20370302 6-BUS PURCHASE 2014	0	276,154	0	0	0	0	0	0	0
20370303 BUS TIRE LEASE FY14	108,138	121,762	0	0	0	130,000	0	130,000	130,000
20370306 CNG STATION COMPRESSORS	0	974,584	0	0	0	0	0	0	0
20370307 1996 TRANSIT COPS	64,400	0	0	0	0	0	0	0	0
20370308 BUS SECURITY CAMERAS	178,587	304,293	302,880	0	0	0	0	0	(302,880)
20380000 PROJECTS	90,577	0	12,664	0	10,200	0	0	10,200	(2,464)
TOTAL TRANSIT	22,676,252	24,361,895	27,572,683	15,047,953	11,374,797	1,064,325	420,000	27,907,075	334,392
<u>SEWER FUND</u>									
20460300 Wastewater Maintenance	8,050,700	8,655,663	8,482,405	1,489,556	6,874,382	21,613	0	8,385,551	(96,854)
20460310 Hyperion Plant Debt Service	824,417	1,605,200	1,605,200	0	0	0	1,605,200	1,605,200	0
20480000 Projects	3,146,965	8,850,000	14,323,853	0	0	500,000	0	500,000	(13,823,853)
TOTAL SEWER	12,022,082	10,800,090	24,411,458	1,489,556	6,874,382	521,613	1,605,200	10,490,751	(13,920,707)
<u>MUNICIPAL FIBER NETWORK FUND</u>									
20524500 Municipal Fiber Network Ops	0	265,000	0	0	0	0	0	0	0
20580000 Projects	0	0	10,000,000	0	0	1,500,000	0	1,500,000	(8,500,000)
TOTAL MUNICIPAL FIBER NETWORK	0	265,000	10,000,000	0	0	1,500,000	0	1,500,000	(8,500,000)
<u>ASSESMENT & SPECIAL DISTRICTS</u>									
42516510 W Wash Landscape Maint Dist #1	7,846	18,744	17,300	0	21,100	0	0	21,100	3,800
42516520 W Wash Landscape Maint Dist #2	7,531	17,325	16,800	0	20,100	0	0	20,100	3,300
42516543 Landscape Maint Dist #1	0	68,494	43,494	10,000	33,494	0	0	43,494	0
42516545 Higuera St Lndscp/Lghtng Dist	1,189	20,621	20,621	5,400	15,221	0	0	20,621	0
42516570 Arts Business Improvement Dist	0	27,500	0	0	0	0	0	0	0
TOTAL LANDSCAPE MAINT	16,566	152,685	98,215	15,400	89,915	0	0	105,315	7,100
TOTAL ENTERPRISE	46,679,360	47,933,046	76,655,370	21,972,167	26,063,376	3,417,953	2,049,495	53,502,991	(23,152,379)
<u>CAPITAL IMPROVEMENT FUNDS</u>									
413 ARTS IN PUBLIC PLACES	154,180	593,051	260,000	0	195,500	437,898	0	633,398	373,398
417 NEW DEV. IMPACT FEE	77,564	318,454	318,454	0	0	0	0	0	(318,454)
418 SPECIAL GAS TAX	542,563	2,824,246	2,824,246	0	0	419,000	400,000	819,000	(2,005,246)
419 PARK FACILITIES	60,424	383,181	383,181	0	0	48,412	0	48,412	(334,769)
420 CAP IMPR. & ACQUISITION	3,579,794	13,490,062	13,490,062	0	0	5,650,000	0	5,650,000	(7,840,062)
421 PARKING IMPROVEMENT	949,020	800,000	800,000	0	0	0	0	0	(800,000)
423 GRANTS CAPITAL	1,974,537	8,585,691	8,585,691	0	0	7,128,073	0	7,128,073	(1,457,618)
428 CDBG - CAPITAL GRANTS	134,167	236,795	236,795	0	0	162,255	0	162,255	(74,540)
429 PROP 1B	0	0	0	0	0	0	0	0	0
430 TRFC CNGSTN RELIEF FUNDS	0	0	0	0	0	0	0	0	0
431 MEASURE R	427,139	560,431	560,431	0	0	226,658	230,629	457,287	(103,144)
TOTAL CAPITAL IMPROVEMENT PROJ.	7,899,388	12,972,976	27,458,860	0	195,500	14,072,296	630,629	14,898,425	(12,560,435)

**CITY OF CULVER CITY
RECAP OF APPROPRIATION BY DEPARTMENT
FISCAL YEAR 2016-17**

	ACTUAL EXPEND <u>2014-15</u>	ADOPTED BUDGET <u>2015-16</u>	ESTIMATED EXPEND <u>2015-16</u>	PERSONNEL SERVICES <u>2016-17</u>	MAINT. & OPERATIONS <u>2016-17</u>	ADOPTED BUDGET		TOTAL <u>2016-17</u>	CHANGE FROM PRIOR YR <u>ADJUSTED</u>
						CAPITAL OUTLAY <u>2016-17</u>	OTHER <u>2016-17</u>		
INTERNAL SERVICE FUNDS									
30724100 EQUIP REPLCMNT - IT	166,356	320,087	165,000	0	0	263,500	0	263,500	98,500
30770500 EQUIP REPLACEMENT (DIV.645)	1,327,181	5,937,603	4,604,500	0	0	928,988	0	928,988	(3,675,512)
30716100 EQUIP REPLACEMENT - NON-DEPT	0	200,000	100,000	0	0	25,000	0	25,000	(75,000)
30780000 PROJECTS	388,726	0	11,078	0	0	0	0	0	(11,078)
30870400 EQUIP MAINTENANCE	7,526,459	8,154,402	8,101,103	4,849,972	3,344,659	0	0	8,194,631	93,528
30922200 SELF INSURANCE - WORK COMP	690,102	718,782	706,147	330,887	404,219	0	0	735,106	28,959
30913400 SELF INSURANCE - LIABILITY	916,495	993,861	993,861	240,242	785,000	0	0	1,025,242	31,381
30922210 IOD	629,009	511,629	511,629	608,399	1,922	0	0	610,321	98,692
30922220 PREMIUMS/CLAIMS	4,580,409	4,660,000	4,660,000	0	4,400,000	0	0	4,400,000	(260,000)
30980000 PROJECTS	0	0	150,000	0	0	0	0	0	(150,000)
31014600 CENTRAL STORES	1,484,237	1,503,440	1,525,000	0	1,525,000	0	0	1,525,000	0
31016100 NON-DEPARTMENTAL	168,959	245,000	225,000	0	225,000	0	0	225,000	0
TOTAL INTERNAL SERVICE FUNDS	17,877,931	18,314,449	21,753,318	6,029,500	10,685,800	1,217,488	0	17,932,788	(3,820,530)
TOTAL SUCCESSOR AGENCY FUNDS	11,085,816	27,911,910	27,911,910	0	1,336,500	0	21,075,142	22,411,642	(5,500,268)
UNADJUSTED TOTAL	187,644,469	181,034,780	280,531,492	114,352,976	64,585,443	24,284,604	34,819,076	238,042,099	(42,489,393)
LESS: INTERNAL SERVICE FUND CHARGES	17,877,931	18,314,449	21,753,318	6,029,500	10,685,800	1,217,488	0	17,932,788	(3,820,530)
TOTAL BUDGET	169,766,538	162,720,331	258,778,174	108,323,476	53,899,643	23,067,116	34,819,076	220,109,311	(38,668,863)

CITY OF CULVER CITY

SUMMARY OF BUDGET TRANSFERS

FISCAL 2016-17

DESCRIPTION	GENERAL FUND	GRANTS FUND	PROP A FUND	PROP C FUND	BUS FUND	GAS FUND	I & A FUND	URBAN RUNOFF FUND	ECON DEV FUND	PARKING AUTH FUND	HOUSING AUTH FUND	MEASURE R FUND
CONTRIBUTION TO BUS/ PARATRANSIT/ CAPITAL/ MEASURE R		187,020	(741,499)	(411,020)	1,196,128							(230,629)
TRANSFER FROM TRANSIT FUND FOR POLICE SERVICES	300,000				(300,000)							
TRANSFER IN FROM GAS FUND	400,000					(400,000)						
CAPITAL IMPROVEMENT & ACQUISITION (I & A)	(4,700,000)						4,700,000					
TRANSFER FROM PARKING AUTHORITY	1,080,000									(1,080,000)		
TRANSFER FROM HOUSING AUTHORITY TO GENERAL FUND	400,000										(400,000)	
TRANSFER FROM GENERAL FUND TO URBAN RUNOFF FUND	(847,000)							847,000				
TRANSFER FROM GENERAL FUND TO GRANTS OPERATING FUND	(57,691)	57,691										
TRANSFER BALANCE FROM ECON DEV FUND TO PARKING AUTHORITY FUND									(3,450,000)	3,450,000		

CITY OF CULVER CITY
COMPARISON OF PERSONNEL POSITION ALLOCATIONS
FISCAL YEAR 2016-17

DIV NO.	DIVISION NAME	2014-15	2015-16	CHANGE FROM		COMMENTS
		ADJUSTED	ADJUSTED	2016-17 ADOPTED	PRIOR YEAR ADJUSTED	
GENERAL FUND						
GENERAL GOVERNMENT						
10110000	CITY COUNCIL	5.00	5.00	5.00	0.00	
10110100	CITY MANAGER	5.00	5.00	5.00	0.00	
10111100	CITY CLERK	1.95	1.95	2.95	1.00	Add one (1) City Clerk position
10113100	CITY ATTORNEY	5.64	5.64	5.65	0.01	Reclass Clerk/RPT to full-time
10114100	FINANCE ADMINISTRATION	3.50	4.50	4.50	0.00	
10114200	GENERAL ACCOUNTING	4.00	4.00	4.00	0.00	
10114300	BUDGET & FINANCIAL OPERATIONS	7.95	7.00	7.00	0.00	
10114400	TREASURY	12.50	11.50	11.50	0.00	
10114500	PURCHASING	3.00	4.00	4.00	0.00	
10122100	HUMAN RESOURCES	6.75	6.75	6.75	0.00	
10124100	INFORMATION TECHNOLOGY	13.30	13.50	14.00	0.50	Add 0.50 of Systems Support Manager position
10124200	GRAPHIC SERVICES	1.00	1.00	1.00	0.00	
10124300	PUBLIC SAFETY IT SUPPORT	0.00	0.00	2.50	2.50	Transfer two (2) IT Analysts from 10140200-Operating Bureaus; add 0.50 Systems Support Manager position
TOTAL GENERAL GOVT.		69.59	69.84	73.85	4.01	
PARKS, RECREATION AND COMMUNITY SERVICES DEPT.						
10130100	ADMINISTRATION	3.00	3.00	3.00	0.00	
10130110	VETERANS MEMORIAL BUILDING	1.00	1.00	1.00	0.00	
10130200	RECREATION DIVISION	5.63	5.63	5.63	0.00	
10130220	AQUATICS	1.00	1.00	1.00	0.00	
10130300	PARKS DIVISION	14.96	14.96	15.94	0.98	Add (0.98) Maintenance Worker I/RPT position
10130400	SENIOR AND SOCIAL SVCS DIVISION	4.79	4.79	4.79	0.00	
10130430	RSVP	0.77	0.90	0.90	0.00	
TOTAL PARKS, RECREATION & COMMUNITY SERVICES		31.15	31.28	32.26	0.98	
POLICE DEPARTMENT						
10140100	OFC. OF THE CHIEF	3.00	3.00	3.00	0.00	
10140200	OPERATING BUREAUS	140.80	142.82	144.82	2.00	Add four (4) Police Officer positions; Transfer two (2) IT Analysts to 10124300-Public Safety IT Support Division
10140300	POLICE COMMUNICATIONS	13.00	13.00	13.00	0.00	
10140400	ANIMAL CONTROL	1.00	1.00	1.00	0.00	
TOTAL POLICE		157.80	159.82	161.82	2.00	

CITY OF CULVER CITY
COMPARISON OF PERSONNEL POSITION ALLOCATIONS
FISCAL YEAR 2016-17

DIV NO.	DIVISION NAME	2014-15	2015-16	CHANGE FROM		COMMENTS
		ADJUSTED	ADJUSTED	2016-17 ADOPTED	PRIOR YEAR ADJUSTED	
<u>FIRE DEPARTMENT</u>						
10145100	OFC. OF THE CHIEF	3.50	3.50	3.50	0.00	
10145200	SUPPRESSION/EMG	34.98	34.98	34.98	0.00	
10145300	EMERG. MED. SVC.	23.00	23.00	23.00	0.00	
10145400	EMERG. PREPAREDNESS	1.50	1.50	1.50	0.00	
10145600	FIRE PREVENTION	5.50	5.98	5.98	0.00	
10145700	TELECOMMUNICATIONS	2.98	2.98	2.98	0.00	
TOTAL FIRE		71.46	71.94	71.94	0.00	
<u>COMMUNITY DEVELOPMENT</u>						
10150100	COMM. DEV. ADMIN.	3.00	3.00	2.00	-1.00	Eliminate one (1) Associate Analyst position
10150120	ECONOMIC DEVLEOPMENT	5.50	5.50	5.50	0.00	
10150150	BUILDING SAFETY	10.95	10.95	10.95	0.00	
10150200	PLANNING	8.00	8.00	7.00	-1.00	Eliminate one (1) Assistant Planner position
10150250	ENFORCEMENT SERVICES	6.00	6.00	6.00	0.00	
10150400	ADVANCE PLANNING	0.00	0.00	3.00	3.00	Add one (1) Advance Planning Manager position; add one (1) Associate Planner position; add one (1) Planning Technician II
10150500	AGNY. HOU. & REHAB.	3.00	3.00	3.00	0.00	
TOTAL COMM. DEV.		36.45	36.45	37.45	1.00	
<u>PUBLIC WORKS</u>						
10160100	PUBLIC WORKS ADM.	3.25	3.25	3.25	0.00	
10160150	ENGINEERING	9.75	9.75	9.75	0.00	
10160200	MAINT. OPERATIONS	1.72	1.72	1.72	0.00	
10160210	STREETS	12.85	12.85	13.85	1.00	Add one (1) Maintenance Worker I position
10160220	TREE MAINTENANCE	2.00	2.00	2.00	0.00	
10160230	BUILDING MAINT.	8.50	9.50	9.50	0.00	
10160240	ELECTRICAL MAINT.	6.50	7.50	7.50	0.00	
10160250	GRAFITI ABATEMENT	3.00	3.00	3.00	0.00	
10160260	PARKING MAINT.	1.00	1.00	2.00	1.00	Add one (1) Parking Meter Technician position
10160460	ENVIRONMENTAL PROGRAMS & OPS	0.55	0.55	0.55	0.00	
TOTAL PUBLIC WORKS		49.12	51.12	53.12	2.00	
TOTAL - GENERAL FUND EMPLOYEES		415.57	420.45	430.44	9.99	

CITY OF CULVER CITY
COMPARISON OF PERSONNEL POSITION ALLOCATIONS
FISCAL YEAR 2016-17

DIV NO.	DIVISION NAME	2014-15	2015-16	CHANGE FROM		COMMENTS
		ADJUSTED	ADJUSTED	2016-17 ADOPTED	PRIOR YEAR ADJUSTED	
GRANTS OPERATING FUND						
41430410	SR. NUTRITION PROGRAM	1.00	1.00	1.00	0.00	
41430430	R.S.V.P.	0.13	0.00	0.00	0.00	
41440230	C.O.P.S.	1.00	1.00	1.00	0.00	
41470420	PARATRANSIT	2.00	2.00	2.00	0.00	
TOTAL GRANTS		4.13	4.00	4.00	0.00	
BUILDING SURCHARGE FUND						
41224100	INFORMATION TECHNOLOGY	0.20	1.00	1.00	0.00	
TOTAL BUIDLING SURCHARGE FUND		0.20	1.00	1.00	0.00	
CDBG-OPERATING GRANTS						
42730440	DISABILITY SERVICES	0.31	0.31	0.31	0.00	
TOTAL CDBG OPERATING		0.31	0.31	0.31	0.00	
SECTION 8 FUND						
42650700	SECTION 8 HOUSING	1.50	1.50	1.50	0.00	
TOTAL SECTION 8 FUND		1.50	1.50	1.50	0.00	
ENTERPRISE AND USER FEE FUNDS						
20260400	REFUSE COLLECTION	31.77	32.77	37.29	4.52	Reclass Administrative Clerk/RPT to full-time; add two (2) Sanitation Driver positions; add two (2) Scout Vehicle Operator positions; transfer 0.50 of Sr. Management Analyst from 20460300-Sewer Operations
20260410	TRANSFER STATION	7.90	7.94	7.94	0.00	
20260430	RECYCLING	1.25	1.25	1.25	0.00	
TOTAL REFUSE		40.92	41.96	46.48	4.52	
20370100	TRANSIT ADMIN.	5.00	6.00	6.00	0.00	
20370200	TRANSIT OPERATION	146.36	146.36	147.36	1.00	Add one (1) Fleet Services Assistant position
TOTAL TRANSIT		151.36	152.36	153.36	1.00	
20460300	SEWER MAINTENANCE	10.88	10.88	11.38	0.50	Transfer 0.50 of Sr. Management Analyst to 20260400-Refuse Collection; add one (1) Maintenance Worker I position
TOTAL SEWER		10.88	10.88	11.38	0.50	
INTERNAL SERVICE FUNDS						
30870400	EQUIPMENT MAINTENANCE	38.00	39.00	39.00	0.00	
30922200	RISK MGMT. - WORK COMP	2.25	2.25	2.25	0.00	
30913400	RISK MGMT - LIABILITY	1.34	1.34	1.35	0.01	Reclass Clerk/RPT to full-time
TOTAL INTERNAL SVC.		41.59	42.59	42.60	0.01	
GRAND TOTAL - CITY		666.46	675.05	691.07	16.02	

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Revenue Detail Fiscal 2016-17

			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
101 - General Fund Revenues								
Taxes								
10116100	311100	Current - Secured	4,392,241	4,400,000	4,400,000	5,604,000	1,204,000	27.4%
10116100	311120	Prior Year	2,349	0	0	0	0	0.0%
10116100	311130	Interest & Penalties	5,928	0	0	0	0	0.0%
10116100	311220	Tax Increment-Pass-Throu	1,313,755	495,000	495,000	495,000	0	0.0%
10114400	312100	UUT-Electricity	6,797,406	7,044,000	6,720,000	6,922,000	202,000	3.0%
10114400	312110	UUT-Gas	942,031	1,009,000	840,000	890,000	50,000	6.0%
10114400	312120	UUT-Water	1,447,254	1,479,000	1,200,000	1,188,000	-12,000	-1.0%
10114400	312130	UUT-Telecommunications	4,955,051	5,479,000	4,685,000	4,966,000	281,000	6.0%
10114400	312137	UUT-Telecomm (Contra)	-267,272	0	0	0	0	0.0%
10114400	312140	UUT-Cable TV	899,860	900,000	950,000	931,000	-19,000	-2.0%
10116100	313000	Sales Tax	14,945,809	19,320,000	19,218,000	21,145,000	1,927,000	10.0%
10116100	313010	Sales Tax In-Lieu	4,752,447	2,447,000	2,447,000	0	-2,447,000	-100.0%
10116100	313020	Sales Tax - Measure Y	9,319,093	8,651,000	9,000,000	9,304,000	304,000	3.4%
10116100	314000	PSAF Tax	408,035	394,000	394,000	383,000	-11,000	-2.8%
10114400	315100	Business License Tax	10,802,008	11,254,000	11,254,000	11,613,000	359,000	3.2%
10114400	315110	Business License Fee	689,274	560,000	560,000	500,000	-60,000	-10.7%
10114400	315120	Business License Penaltie	317,428	101,000	101,000	100,000	-1,000	-1.0%
10114400	316000	Franchise Tax	1,516,279	1,502,000	1,502,000	1,525,000	23,000	1.5%
10114400	317000	Real Property Transfer Tax	4,294,892	1,500,000	2,500,000	1,500,000	-1,000,000	-40.0%
10114400	318000	Transient Occupancy Tax	6,702,924	6,180,000	7,000,000	7,210,000	210,000	3.0%
10114400	318020	Transient Occupancy Tx-P	-3,108	0	0	0	0	0.0%
10116100	319000	Comm Industrial Develop T	966,603	900,000	750,000	900,000	150,000	20.0%
10116100	319500	Condominium Tax	300	0	0	0	0	0.0%
Taxes Sub Total			75,200,587	73,615,000	74,016,000	75,176,000	1,160,000	1.6%
Licenses & Permits								
10150150	321000	Building Permits	1,519,396	1,846,000	1,250,000	1,946,335	696,335	55.7%
10150150	321010	Bldg Standards Admin Sur	394	0	2,500	435	-2,065	-82.6%
10150150	321100	Other License & Permits -	0	0	125	0	-125	-100.0%
10150150	322000	Electric Permits	356,370	400,000	550,000	392,000	-158,000	-28.7%
10150150	323000	Residential Building Recor	46,818	33,000	50,000	50,000	0	0.0%
10150150	324000	Plumbing and Heating	559,025	525,000	580,000	614,000	34,000	5.9%
10116100	325000	Utilities	93,838	50,000	100,000	75,000	-25,000	-25.0%
10116100	326000	Filming Permit	37,290	40,000	40,000	40,000	0	0.0%
10130200	326000	Filming Permit	53,263	45,000	50,000	53,000	3,000	6.0%
10116100	327000	Taxi Cab Permit	44,110	75,000	45,000	75,000	30,000	66.7%
10140200	328100	Police Alarm Permits	59,611	50,000	35,000	35,000	0	0.0%
10140400	328520	Dog Licenses	36,042	42,000	36,000	35,000	-1,000	-2.8%
10145600	329000	Fire Detection / Suppressio	94,739	95,000	110,000	100,000	-10,000	-9.1%
10145600	330000	Studio Inspection Fees	55,160	52,000	55,000	52,000	-3,000	-5.5%
10145600	330100	Other License & Permits -	41,413	40,000	40,000	35,000	-5,000	-12.5%
10145600	330150	Fire Permit Surcharge	4,640	7,500	4,500	4,000	-500	-11.1%
10160150	331000	Street Permits	201,614	150,000	175,000	150,000	-25,000	-14.3%
10160150	331150	Storefront Encroach Permit	50	0	50	0	-50	-100.0%
10160150	331200	Outdoor Dining Permit	168,157	175,000	175,000	185,000	10,000	5.7%
10160150	331300	Banner Permit	377	500	0	500	500	0.0%
10160210	332000	House Moving Permits	11,473	10,000	10,000	10,000	0	0.0%
10116100	334300	Developer In-Lieu Fee	0	0	0	35,000	35,000	0.0%

**Revenue Detail
Fiscal 2016-17**

			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
10150120	334300	Developer In-Lieu Fee	0	0	0	35,000	35,000	0.0%
10114400	335100	Committee on Permits & Li	23,907	20,000	20,000	20,000	0	0.0%
10116100	335200	Tobacco Retailer's License	13,249	11,500	13,000	13,000	0	0.0%
Licenses & Permits		Sub Total	3,420,936	3,667,500	3,341,175	3,955,270	614,095	18.4%
Fines & Forfeitures								
10140200	328150	Police False Alarm Chgs	36,009	28,000	100,000	50,000	-50,000	-50.0%
10140200	338100	Court Fines - General	1,917,889	2,000,000	1,985,000	1,775,000	-210,000	-10.6%
10140200	338200	Vehicle Code Fines	2,147,699	2,186,172	2,100,300	2,550,000	449,700	21.4%
10114400	338300	Admin Citations	200	0	100	0	-100	-100.0%
10140400	338300	Admin Citations	600	500	0	0	0	0.0%
10150250	338300	Admin Citations	2,065	3,000	600	3,000	2,400	400.0%
Fines & Forfeitures		Sub Total	4,104,462	4,217,672	4,186,000	4,378,000	192,000	4.6%
Intergovernmental								
10160240	339110	LA DOT & Caltrans (State)	12,550	5,800	5,800	5,800	0	0.0%
10116100	339140	CNG Excise Tax Credit	4,815	0	0	0	0	0.0%
10140200	342100	Post Program	22,567	20,000	20,000	0	-20,000	-100.0%
10116100	343000	SB 90 Reimbursement	308,244	0	100,000	0	-100,000	-100.0%
10145300	343820	State of Calif - GEMT	49,995	30,000	0	40,000	40,000	0.0%
10116100	345010	State Motor VLF In-Lieu	3,879,512	4,055,515	4,055,515	4,257,580	202,065	5.0%
10116100	345100	Home Owners Exemption	28,787	25,000	28,000	25,000	-3,000	-10.7%
10130110	346740	LA County Arts Com Grant	0	0	450	0	-450	-100.0%
Intergovernmental		Sub Total	4,306,470	4,136,315	4,209,765	4,328,380	118,615	2.8%
Charges for Services								
10111100	353100	Passport Processing Fee	9,090	10,000	9,000	10,000	1,000	11.1%
10150200	364100	Plan Zone, Subdivision	433,847	375,000	500,000	450,000	-50,000	-10.0%
10150200	364300	Plng Svcs Reimbursement	-16	0	0	0	0	0.0%
10150120	364350	405 Specific Plan Reimbur	-166	0	0	0	0	0.0%
10150200	364400	Business Planning Review	14,295	13,000	13,000	13,000	0	0.0%
10150200	364500	Community Benefit Contrib	99,563	100,000	99,563	100,000	437	0.4%
10130240	365110	Special Events	30	0	0	0	0	0.0%
10130280	365110	Special Events	6,230	0	0	0	0	0.0%
10130285	365125	Fiesta - Rides	48,619	46,800	48,000	53,000	5,000	10.4%
10130260	365130	Concessions Revenue	4,041	3,500	1,800	3,500	1,700	94.4%
10130285	365135	Fiesta - Vendors	38,008	35,200	35,200	36,250	1,050	3.0%
10130285	365136	Fiesta - Sponsors	14,978	15,000	15,000	15,000	0	0.0%
10130233	365150	After School Program	242,876	209,700	230,000	230,000	0	0.0%
10130200	365160	Non-Resident Admin Char	20,766	20,000	20,000	18,000	-2,000	-10.0%
10130211	365210	Day Camp Fees	0	45,000	45,000	0	-45,000	-100.0%
10130212	365210	Day Camp Fees	291,150	217,000	240,000	210,000	-30,000	-12.5%
10130212	365220	Youth Camp Fees	94,240	103,000	94,000	60,000	-34,000	-36.2%
10130211	365240	Recreation Park & Picnic P	132,418	102,000	120,000	105,000	-15,000	-12.5%
10130211	365250	Park Programs Revenue	19,125	24,000	19,000	20,000	1,000	5.3%
10130240	365310	Youth Sports Program Rev	-1,035	75,200	0	76,000	76,000	0.0%
10130240	365350	Adult Sports Program Rev	74,858	70,000	80,000	69,600	-10,400	-13.0%
10130250	365410	Classes - Contracted Fees	767,480	795,930	770,000	731,000	-39,000	-5.1%
10130220	365510	City Plunge (Pool) Admissi	145,514	125,000	140,000	125,000	-15,000	-10.7%
10130220	365520	Pool Rental & Passes	119,821	120,000	135,000	130,755	-4,245	-3.1%
10130220	365530	Aquatics Programs	44,085	60,000	60,000	60,000	0	0.0%
10130220	365540	Aquatics Contract Classes	23,963	32,930	24,000	32,000	8,000	33.3%

**Revenue Detail
Fiscal 2016-17**

			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
10130260	365600	Membership Fees	26,457	20,000	40,000	20,000	-20,000	-50.0%
10130400	365600	Membership Fees	15,000	11,200	0	11,200	11,200	0.0%
10130110	365710	Senior Center Rental	76,086	60,000	60,000	45,000	-15,000	-25.0%
10130110	365720	Teen Center Rental	63,649	50,000	60,000	50,000	-10,000	-16.7%
10130110	365730	Meeting Room Rental	362,943	300,000	320,000	275,000	-45,000	-14.1%
10130110	365740	Auditorium Rental	226,206	175,000	200,000	125,000	-75,000	-37.5%
10130300	365800	LA County Library-Kaizuka	15,545	17,100	17,100	18,809	1,709	10.0%
10145200	367210	Strike Team	24,538	100,000	377,717	100,000	-277,717	-73.5%
10145200	367300	Fire Inspection - Business	540,373	450,000	475,000	450,000	-25,000	-5.3%
10145200	367310	Fire Inspection - Penalties	17,052	4,000	10,000	5,000	-5,000	-50.0%
10145600	367320	Penalty/Adm. Charges	1,400	0	100	0	-100	-100.0%
10145200	367400	Ambulance Fees	1,556,495	1,550,000	1,500,000	1,500,000	0	0.0%
10145600	367500	Hazardous Materials Fees	132,558	130,000	130,000	125,000	-5,000	-3.8%
10140200	367900	Sfty Special Event/Filming	0	0	0	300,000	300,000	0.0%
10145200	367900	Sfty Special Event/Filming	0	0	0	210,000	210,000	0.0%
10145300	367900	Sfty Special Event/Filming	0	0	0	130,000	130,000	0.0%
10145600	367900	Sfty Special Event/Filming	0	0	0	20,000	20,000	0.0%
10140200	368100	Special Police Services	93,334	100,000	90,000	95,000	5,000	5.6%
10140200	368300	Live Scan Fees	160,318	150,000	150,000	165,000	15,000	10.0%
10140200	368500	DNA Services	3,660	4,000	3,000	2,750	-250	-8.3%
10140400	368600	Animal Control Fees	535	500	500	1,200	700	140.0%
10160210	369100	Street Division Services	25,917	22,000	25,000	22,000	-3,000	-12.0%
10160220	369120	Tree Removal Service	0	1,000	0	1,000	1,000	0.0%
10160150	369410	Stormwater Plan Ck Fees	13,431	10,000	0	5,000	5,000	0.0%
10160150	369420	Banner Installation/Remov	1,865	3,000	1,000	1,000	0	0.0%
10160150	369450	Engineeing Svs Fees/Char	481	3,000	3,000	3,000	0	0.0%
10160150	369460	Traffic Impact Study Fee	14,532	8,000	3,000	20,000	17,000	566.7%
10160150	369470	Discretionary Plan Review	860	0	0	0	0	0.0%
10160150	369480	Utility Svc Admin Fee	0	10,000	0	0	0	0.0%
10150250	370110	Code Enforcement Fees	178	1,000	1,000	1,000	0	0.0%
10116100	370610	P-Card Incentive Program	8,914	2,500	9,000	10,000	1,000	11.1%
10116100	370620	Credit Card Convenience F	5,340	5,000	5,000	5,000	0	0.0%
10113100	370710	City Property Damages Re	134,434	20,000	20,000	20,000	0	0.0%
10150120	371000	Work for Others	0	0	91,500	0	-91,500	-100.0%
10145600	371300	Plan Check Fees	317,981	275,000	275,000	275,000	0	0.0%
10150150	371300	Plan Check Fees	1,288,898	1,500,000	1,580,553	1,422,500	-158,053	-10.0%
10160150	371300	Plan Check Fees	215,024	175,000	175,000	100,000	-75,000	-42.9%
10116100	371560	City Hall - P1 Parking	42,720	60,000	45,000	100,000	55,000	122.2%
10150120	372160	Film Parking	207,767	160,000	160,000	160,000	0	0.0%
Charges for Services		Sub Total	8,238,269	7,975,560	8,526,033	8,342,564	-183,469	-2.2%
Use of Money & Prop								
10116100	382000	Interest Income	446,424	400,000	400,000	450,000	50,000	12.5%
10116100	382010	Net Incr/Decr Fair Val Inve	12,635	0	0	0	0	0.0%
10116100	382100	Interest Income-Notes Rec	10,821	0	15,000	0	-15,000	-100.0%
10116100	383150	Rent/Concession - Other	0	39,000	0	0	0	0.0%
10160410	383150	Rent/Concession - Other	78,000	78,000	78,000	78,000	0	0.0%
10150120	383160	Farmers Market Income	134,609	130,000	130,000	130,000	0	0.0%
10116100	383170	Rent/Profit-Pacific Theater	735,083	0	0	0	0	0.0%
10150120	383190	Leases - Econ Dev Agrmnt	62,324	70,000	70,000	70,000	0	0.0%
10160410	386600	Loan Payments	25,248	106,480	20,000	106,480	86,480	432.4%

**Revenue Detail
Fiscal 2016-17**

			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
Use of Money & Prop	Sub Total		1,505,144	823,480	713,000	834,480	121,480	17.0%
Other Revenue								
10116100	339135	Utility Credit Payment	6,820	0	0	0	0	0.0%
10116100	339200	Westfield Sign Revenue	225,000	225,000	225,000	225,000	0	0.0%
10111100	386100	Miscellaneous Revenue	213	100	6,550	100	-6,450	-98.5%
10113100	386100	Miscellaneous Revenue	42,400	0	386	0	-386	-100.0%
10114400	386100	Miscellaneous Revenue	-6,211	0	94	0	-94	-100.0%
10116100	386100	Miscellaneous Revenue	77,137	0	93,011	0	-93,011	-100.0%
10122100	386100	Miscellaneous Revenue	235	0	0	0	0	0.0%
10130110	386100	Miscellaneous Revenue	4,050	0	900	0	-900	-100.0%
10130285	386100	Miscellaneous Revenue	0	0	0	500	500	0.0%
10130300	386100	Miscellaneous Revenue	850	0	7,010	0	-7,010	-100.0%
10130400	386100	Miscellaneous Revenue	1,658	43,900	16,039	35,000	18,961	118.2%
10140200	386100	Miscellaneous Revenue	19,637	12,000	24,622	6,000	-18,622	-75.6%
10145200	386100	Miscellaneous Revenue	7,316	0	0	0	0	0.0%
10145600	386100	Miscellaneous Revenue	291	0	71	0	-71	-100.0%
10150120	386100	Miscellaneous Revenue	2,420	2,500	0	2,500	2,500	0.0%
10150150	386100	Miscellaneous Revenue	6,841	1,350	1,231	1,500	269	21.9%
10150200	386100	Miscellaneous Revenue	130	500	50	500	450	900.0%
10150250	386100	Miscellaneous Revenue	5	0	0	0	0	0.0%
10160100	386100	Miscellaneous Revenue	334	0	0	0	0	0.0%
10160150	386100	Miscellaneous Revenue	8,036	12,000	2,495	3,000	505	20.2%
10160220	386100	Miscellaneous Revenue	1,944	0	870	0	-870	-100.0%
10160240	386100	Miscellaneous Revenue	0	0	2,912	0	-2,912	-100.0%
10116100	386103	Elec Veh/Plug-In Hybrd Pr	0	0	216	0	-216	-100.0%
10114400	386105	Unidentified Revenue	8,486	0	515	0	-515	-100.0%
10130200	386110	Coins-Over/Short	3,265	0	81,789	0	-81,789	-100.0%
10122100	386200	Donations	500	0	0	0	0	0.0%
10130233	386200	Donations	129	150	0	150	150	0.0%
10130260	386200	Donations	3,099	1,500	0	1,500	1,500	0.0%
10130300	386200	Donations	7,240	0	0	0	0	0.0%
10130400	386200	Donations	45,000	35,000	35,000	35,000	0	0.0%
10116100	386300	Sale of Property	11,696	0	1,270	0	-1,270	-100.0%
10116100	386350	Land Sale Proceeds	14,214,806	0	755,000	0	-755,000	-100.0%
10114500	386400	Discounts Earned	1	0	0	0	0	0.0%
Other Revenue	Sub Total		14,693,326	334,000	1,255,031	310,750	-944,281	-75.2%
Other-Transfers								
10116100	391203	Trsf In From - Fund 203	300,000	300,000	300,000	300,000	0	0.0%
10116100	391418	Trsf In From - Fund 418	350,000	400,000	400,000	400,000	0	0.0%
10116100	391421	Trsf In From - Fund 421	900,000	0	0	0	0	0.0%
10116100	391475	Trsf In From - Fund 475	0	1,000,000	1,000,000	1,080,000	80,000	8.0%
10116100	391476	Trsf In From - Fund 476	456,632	0	0	400,000	400,000	0.0%
Other-Transfers	Sub Total		2,006,632	1,700,000	1,700,000	2,180,000	480,000	28.2%
Cost Allocation Rec								
10160300	375000	Admin Cost Alloc (Interfun	641,661	596,818	596,818	583,460	-13,358	-2.2%
10160400	375000	Admin Cost Alloc (Interfun	1,596,694	1,385,512	1,385,512	1,628,457	242,945	17.5%
10170100	375000	Admin Cost Alloc (Interfun	1,207,219	1,495,753	1,495,753	1,524,814	29,061	1.9%
10116100	375100	Admin Cost-Successor Ag	1,231,001	600,000	750,000	830,000	80,000	10.7%
Cost Allocation Rec	Sub Total		4,676,575	4,078,083	4,228,083	4,566,731	338,648	8.0%

**Revenue Detail
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			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
General Fund Total			118,152,400	100,547,610	102,175,087	104,072,175	1,897,088	1.9%
202 - Refuse Disposal Fund Revenues								
Licenses & Permits								
20260430	333500	Recycling Plan Permit Fee	11,440	9,000	9,000	9,000	0	0.0%
Licenses & Permits Sub Total			11,440	9,000	9,000	9,000	0	0.0%
Intergovernmental								
20260400	339140	CNG Excise Tax Credit	41,253	0	0	0	0	0.0%
20260430	343500	Dept/Conservation-Recycli	9,496	10,000	10,000	0	-10,000	-100.0%
Intergovernmental Sub Total			50,749	10,000	10,000	0	-10,000	-100.0%
Charges for Services								
20260400	352000	Refuse Disposal	3,343,984	3,601,856	3,601,856	3,532,589	-69,267	-1.9%
20260400	352100	Can Service	38,009	33,554	33,554	41,898	8,344	24.9%
20260400	352200	Bin Service	5,402,364	5,512,215	5,512,215	5,545,402	33,187	0.6%
20260400	352300	Drop Box Service	501,671	518,600	518,600	546,228	27,628	5.3%
20260400	352400	Bin Rental Charges	201,904	213,219	213,219	210,367	-2,852	-1.3%
20260400	352510	Tonnage Charges	839,568	972,101	972,101	893,971	-78,130	-8.0%
20260400	352520	Tonnage Charges - Green	33,005	28,507	28,507	46,371	17,864	62.7%
20260400	352530	Tonnage Charges - Inerts	196,664	76,541	76,541	227,552	151,011	197.3%
20260400	352540	Tonnage Charges - Wood	135	24,075	24,075	0	-24,075	-100.0%
20260400	352560	Tonnage Charges - Other	128,571	215,530	215,530	444,088	228,558	106.0%
20260400	352600	Interest & Penalties	96,682	134,929	134,929	104,231	-30,698	-22.8%
20260400	352700	Special Services	380,173	398,728	398,728	410,880	12,152	3.0%
20260400	352900	Sale of Recycle Items	599,639	496,958	496,958	473,798	-23,160	-4.7%
Charges for Services Sub Total			11,762,370	12,226,813	12,226,813	12,477,375	250,562	2.0%
Use of Money & Prop								
20216100	382000	Interest Income	15,862	18,900	18,900	10,000	-8,900	-47.1%
20216100	382010	Net Incr/Decr Fair Val Inve	3,764	0	0	0	0	0.0%
Use of Money & Prop Sub Total			19,626	18,900	18,900	10,000	-8,900	-47.1%
Other Revenue								
20260400	386100	Miscellaneous Revenue	11,752	0	0	0	0	0.0%
Other Revenue Sub Total			11,752	0	0	0	0	0.0%
Refuse Disposal Fund Total			11,855,938	12,264,713	12,264,713	12,496,375	231,662	1.9%

203 - Municipal Bus Fund Revenues

Intergovernmental								
20370200	313500	Measure R - OP	2,092,620	1,992,875	1,992,875	2,102,170	109,295	5.5%
20370200	313510	Measure R-Local Return Tr	0	172,094	172,094	0	-172,094	-100.0%
20370300	313540	Measure R - Clean Fuel	0	262,386	399,401	0	-399,401	-100.0%
20370200	339140	CNG Excise Tax Credit	349,881	350,000	350,000	375,000	25,000	7.1%
20370200	340910	FTA - 5307 (Sect 9)	0	0	0	2,500,000	2,500,000	0.0%
20370214	340910	FTA - 5307 (Sect 9)	2,079,368	2,500,000	2,500,000	0	-2,500,000	-100.0%
20370300	340910	FTA - 5307 (Sect 9)	0	1,045,311	1,045,311	0	-1,045,311	-100.0%
20370302	340910	FTA - 5307 (Sect 9)	94,093	0	0	0	0	0.0%
20370303	340910	FTA - 5307 (Sect 9)	76,900	100,000	100,000	97,500	-2,500	-2.5%
20370304	340910	FTA - 5307 (Sect 9)	0	0	4,431,555	0	-4,431,555	-100.0%
20370306	340910	FTA - 5307 (Sect 9)	0	809,655	809,655	0	-809,655	-100.0%
20370309	340910	FTA - 5307 (Sect 9)	0	0	0	649,450	649,450	0.0%
20370307	340915	FTA 5307 (Sct 9)-COPS	784,344	810,000	810,000	0	-810,000	-100.0%

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			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
20370200	342200	STA Grant	645,792	767,342	767,342	414,727	-352,615	-46.0%
20370300	342200	STA Grant	0	37,424	37,424	0	-37,424	-100.0%
20370200	342300	TDA Grant	5,145,474	4,896,078	4,896,078	5,165,678	269,600	5.5%
20370300	342500	AQMD-AB2766Subvention	0	0	0	46,000	46,000	0.0%
20370306	342500	AQMD-AB2766Subvention	0	0	0	110,000	110,000	0.0%
20370300	342600	AQMD - Discretionary	0	75,000	75,000	36,000	-39,000	-52.0%
20370200	343590	CalCap&Trade LCTOP Lo	34,529	0	0	56,805	56,805	0.0%
20370200	346310	Prop A Disc	3,255,542	3,245,288	3,245,288	3,326,445	81,157	2.5%
20370300	346363	Prop 1B - PTIMSEA	0	1,054,000	2,004,000	0	-2,004,000	-100.0%
20370300	346367	Prop 1B Transit Security	187,321	0	0	0	0	0.0%
20370308	346367	Prop 1B Transit Security	52,031	66,090	66,090	66,090	0	0.0%
20370300	346368	Metro Prop 1B Bridge Tran	60,467	204,459	204,459	0	-204,459	-100.0%
20370300	346369	Metro Prop 1B Bridge Fun	0	402,419	402,419	402,419	0	0.0%
20370200	346510	Prop C Disc - Transit Svc	227,638	232,123	232,123	236,417	4,294	1.8%
20370200	346520	Prop C Disc - BSIP Overcr	159,075	162,208	162,208	165,209	3,001	1.9%
20370200	346530	Prop C Disc - Foothill Mitig	144,761	147,400	147,400	150,655	3,255	2.2%
20370200	346560	Prop C Disc - Security	335,430	312,307	312,307	313,167	860	0.3%
20370200	346580	Prop C Disc - MOSIP	600,000	730,291	730,291	306,649	-423,642	-58.0%
20370300	346580	Prop C Disc - MOSIP	173,082	225,000	225,000	700,000	475,000	211.1%
20370303	346580	Prop C Disc - MOSIP	0	20,000	20,000	32,500	12,500	62.5%
20370300	346675	MTA - Bus Signal Priority P	56,955	0	0	2,920,000	2,920,000	0.0%
20370300	346680	MTA - Real Time Bus Arriv	28,529	0	0	2,920,000	2,920,000	0.0%
20370300	346685	Metro Call for Projects	0	0	4,208,074	0	-4,208,074	-100.0%
Intergovernmental		Sub Total	16,583,831	20,619,750	30,346,394	23,092,881	-7,253,513	-23.9%
Charges for Services								
20370200	355010	Farebox Revenues	2,918,652	3,100,000	3,100,000	2,881,000	-219,000	-7.1%
20370200	355020	TAP Card Sales	220,016	195,000	195,000	300,000	105,000	53.8%
20370200	355060	EZ Pass Revenue	320,526	425,000	425,000	300,000	-125,000	-29.4%
20370200	355070	BruinGO Program	205,584	200,000	200,000	210,000	10,000	5.0%
20370200	355080	Access Services	93,055	80,000	80,000	100,000	20,000	25.0%
20370200	355090	Rider Relief	2,684	2,300	2,300	2,500	200	8.7%
20380000	365600	Membership Fees	5,300	4,850	12,664	10,200	-2,464	-19.5%
Charges for Services		Sub Total	3,765,817	4,007,150	4,014,964	3,803,700	-211,264	-5.3%
Use of Money & Prop								
20316100	382000	Interest Income	7,190	35,300	35,300	35,000	-300	-0.8%
20370200	382000	Interest Income	34,481	21,800	21,800	25,000	3,200	14.7%
20316100	382010	Net Incr/Decr Fair Val Inve	11,717	0	0	0	0	0.0%
20370200	383150	Rent/Concession - Other	65,361	65,361	65,361	65,361	0	0.0%
Use of Money & Prop		Sub Total	118,749	122,461	122,461	125,361	2,900	2.4%
Other Revenue								
20370200	346595	EIR Transit Mitigation Fund	0	1,034,892	1,034,892	1,433,090	398,198	38.5%
20370300	346595	EIR Transit Mitigation Fund	0	0	1,334,856	902,093	-432,763	-32.4%
20370200	365655	Advertising - Bus	216,795	150,000	150,000	220,000	70,000	46.7%
20370100	386100	Miscellaneous Revenue	0	500	500	200	-300	-60.0%
20370200	386100	Miscellaneous Revenue	12,753	12,000	4,186	12,000	7,814	186.7%
20370200	386300	Sale of Property	-75,772	0	0	50,000	50,000	0.0%
Other Revenue		Sub Total	153,776	1,197,392	2,524,434	2,617,383	92,949	3.7%

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			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
Other-Transfers								
20316100	391415	Trsf In From - Fund 415	686,592	714,001	714,001	741,499	27,498	3.9%
20316100	391424	Trsf In From - Fund 424	369,196	357,245	357,245	224,000	-133,245	-37.3%
20316100	391431	Trsf In From - Fund 431	163,569	172,000	172,000	230,629	58,629	34.1%
Other-Transfers		Sub Total	1,219,357	1,243,246	1,243,246	1,196,128	-47,118	-3.8%
Municipal Bus Fund Total			21,841,529	27,189,999	38,251,499	30,835,453	-7,416,046	-19.4%

204 - Sewer Enterprise Fund Revenues

Licenses & Permits								
20460300	333000	Sewer Permit - Operating	512	0	0	0	0	0.0%
Licenses & Permits		Sub Total	512	0	0	0	0	0.0%
Intergovernmental								
20460300	339140	CNG Excise Tax Credit	1,308	0	0	0	0	0.0%
Intergovernmental		Sub Total	1,308	0	0	0	0	0.0%
Charges for Services								
20460300	357100	Sewer - Operating	8,541,072	8,890,993	8,890,993	9,100,000	209,007	2.4%
20460300	357110	Ind Waste Inspection Fees	92,707	125,000	125,000	125,000	0	0.0%
20460300	357120	Permit Sewer Facility - LA	514,993	300,000	300,000	630,000	330,000	110.0%
20460300	357125	Permit-Sewer Facility - CC	0	0	0	715,000	715,000	0.0%
Charges for Services		Sub Total	9,148,771	9,315,993	9,315,993	10,570,000	1,254,007	13.5%
Use of Money & Prop								
20416100	382000	Interest Income	0	0	0	0	0	0.0%
20460300	382000	Interest Income	111,113	35,200	35,200	25,000	-10,200	-29.0%
20460310	382000	Interest Income	448	500	500	500	0	0.0%
20416100	382010	Net Incr/Decr Fair Val Inve	32,329	0	0	0	0	0.0%
Use of Money & Prop		Sub Total	143,890	35,700	35,700	25,500	-10,200	-28.6%
Other Revenue								
20460300	386100	Miscellaneous Revenue	35,839	0	0	0	0	0.0%
Other Revenue		Sub Total	35,839	0	0	0	0	0.0%
Sewer Enterprise Fund Total			9,330,320	9,351,693	9,351,693	10,595,500	1,243,807	13.3%

205 - Municipal Fiber Network Fund Revenues

Use of Money & Prop								
20516100	382000	Interest Income	0	0	0	5,000	5,000	0.0%
Use of Money & Prop		Sub Total	0	0	0	5,000	5,000	0.0%
Municipal Fiber Network Fund Total			0	0	0	5,000	5,000	0.0%

307 - Equipment Replacement Fund Revenues

Charges for Services								
30770500	359100	Vehicle Amortization	1,548,009	1,651,239	1,651,239	1,379,820	-271,419	-16.4%
Charges for Services		Sub Total	1,548,009	1,651,239	1,651,239	1,379,820	-271,419	-16.4%
Use of Money & Prop								
30770500	382000	Interest Income	59,055	19,800	19,800	15,000	-4,800	-24.2%
30716100	382010	Net Incr/Decr Fair Val Inve	10,130	0	0	0	0	0.0%
30760410	386600	Loan Payments	13,550	57,148	57,148	57,148	0	0.0%
Use of Money & Prop		Sub Total	82,735	76,948	76,948	72,148	-4,800	-6.2%
Other Revenue								
30716100	386100	Miscellaneous Revenue	1,276	0	0	0	0	0.0%

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			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
30770500	386100	Miscellaneous Revenue	32,635	0	0	0	0	0.0%
30716100	386300	Sale of Property	211	0	0	0	0	0.0%
30716100	386400	Discounts Earned	56	0	0	0	0	0.0%
Other Revenue	Sub Total		34,177	0	0	0	0	0.0%
Other-Transfers								
30716100	391101	Trsf In From - Fund 101	305,000	305,000	305,000	0	-305,000	-100.0%
Other-Transfers	Sub Total		305,000	305,000	305,000	0	-305,000	-100.0%
Equipment Replacement Fund Total			1,969,922	2,033,187	2,033,187	1,451,968	-581,219	-28.6%
308 - Equipment Maint Fund Revenues								
Intergovernmental								
30870400	339140	CNG Excise Tax Credit	440	0	0	0	0	0.0%
Intergovernmental	Sub Total		440	0	0	0	0	0.0%
Charges for Services								
30870400	360100	Equip Maint - Labor	4,841,978	4,977,151	4,977,151	5,435,631	458,480	9.2%
30870400	360110	Equip Maint - Commere	356,145	0	0	0	0	0.0%
30870400	360120	Equip Maint - Fuel	1,376,021	1,680,100	1,680,100	1,618,225	-61,875	-3.7%
30870400	360130	Equip Maint - Parts	1,243,691	1,443,852	1,443,852	1,296,739	-147,113	-10.2%
Charges for Services	Sub Total		7,817,836	8,101,103	8,101,103	8,350,595	249,492	3.1%
Use of Money & Prop								
30870400	382000	Interest Income	5,495	0	0	1,500	1,500	0.0%
30816100	382010	Net Incr/Decr Fair Val Inve	-669	0	0	0	0	0.0%
Use of Money & Prop	Sub Total		4,826	0	0	1,500	1,500	0.0%
Equipment Maint Fund Total			7,823,102	8,101,103	8,101,103	8,352,095	250,992	3.1%
309 - Risk Management Fund Revenues								
Intergovernmental								
30922200	341300	Fed Emerg Mgmt Agency (627	0	0	0	0	0.0%
Intergovernmental	Sub Total		627	0	0	0	0	0.0%
Charges for Services								
30922200	361000	Liability Reserve Fees	1,650,075	1,925,000	1,925,000	1,925,000	0	0.0%
30922200	362000	Workers Comp Reserve Fe	4,474,302	4,275,000	4,275,000	4,275,000	0	0.0%
30922200	362500	Property Insurance Fees	626,443	800,000	800,000	800,000	0	0.0%
Charges for Services	Sub Total		6,750,820	7,000,000	7,000,000	7,000,000	0	0.0%
Use of Money & Prop								
30922200	382000	Interest Income	45,546	19,400	19,400	10,000	-9,400	-48.5%
30916100	382010	Net Incr/Decr Fair Val Inve	8,332	0	0	0	0	0.0%
Use of Money & Prop	Sub Total		53,878	19,400	19,400	10,000	-9,400	-48.5%
Other Revenue								
30922200	386100	Miscellaneous Revenue	11,213	0	0	0	0	0.0%
Other Revenue	Sub Total		11,213	0	0	0	0	0.0%
Risk Management Fund Total			6,816,539	7,019,400	7,019,400	7,010,000	-9,400	-0.1%
310 - Stores Fund Revenues								
Charges for Services								
31016100	363100	Telephone Cost Allocation	147,065	250,000	250,000	250,000	0	0.0%
31014600	363110	Stores Charges	1,203,335	1,500,000	1,500,000	1,500,000	0	0.0%
Charges for Services	Sub Total		1,350,400	1,750,000	1,750,000	1,750,000	0	0.0%

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			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
Stores Fund Total			1,350,400	1,750,000	1,750,000	1,750,000	0	0.0%
412 - Building Surcharge Fund Revenues								
Licenses & Permits								
41250150	321100	Other License & Permits -	193,899	170,000	170,000	170,000	0	0.0%
Licenses & Permits Sub Total			193,899	170,000	170,000	170,000	0	0.0%
Use of Money & Prop								
41216100	382000	Interest Income	3,358	3,200	3,200	1,500	-1,700	-53.1%
41216100	382010	Net Incr/Decr Fair Val Inve	420	0	0	0	0	0.0%
Use of Money & Prop Sub Total			3,778	3,200	3,200	1,500	-1,700	-53.1%
Building Surcharge Fund Total			197,677	173,200	173,200	171,500	-1,700	-1.0%
413 - Cultural Trust Fund Revenues								
Licenses & Permits								
41310400	334200	Art in Public Places Fee	0	200,000	200,000	200,000	0	0.0%
41350600	334200	Art in Public Places Fee	144,584	0	0	0	0	0.0%
Licenses & Permits Sub Total			144,584	200,000	200,000	200,000	0	0.0%
Use of Money & Prop								
41316100	382000	Interest Income	8,480	8,600	8,600	1,750	-6,850	-79.7%
41316100	382010	Net Incr/Decr Fair Val Inve	1,728	0	0	0	0	0.0%
Use of Money & Prop Sub Total			10,208	8,600	8,600	1,750	-6,850	-79.7%
Cultural Trust Fund Total			154,792	208,600	208,600	201,750	-6,850	-3.3%
414 - Operating Grants Fund Revenues								
Intergovernmental								
41470420	339140	CNG Excise Tax Credit	3,501	1,500	1,500	1,500	0	0.0%
41430430	340500	Retired Senior Volunteer P	32,794	0	0	0	0	0.0%
41430410	340600	NSIP Senior Nutr Title III C	16,421	16,384	16,384	16,384	0	0.0%
41430415	340600	NSIP Senior Nutr Title III C	4,695	4,325	4,325	4,325	0	0.0%
41430415	340700	LAC CSS Title III-B	998	1,000	1,000	1,000	0	0.0%
41430410	340800	LAC CSS Title III C	139,881	139,564	139,564	139,564	0	0.0%
41430415	340800	LAC CSS Title III C	41,011	42,618	42,618	41,618	-1,000	-2.3%
41460908	341160	CMAQ-Open Street Events	0	0	453,600	0	-453,600	-100.0%
41440913	341410	DOJ-Bulletproof Vest Gran	22,059	0	0	0	0	0.0%
41440920	341435	DOJ-2015 PaulCoverdell F	14,278	0	0	0	0	0.0%
41440921	341435	DOJ-2015 PaulCoverdell F	11,090	0	0	0	0	0.0%
41440922	341435	DOJ-2015 PaulCoverdell F	12,951	0	0	0	0	0.0%
41440923	341448	Selective Traffic Enforcem	27,445	0	0	0	0	0.0%
41440913	341460	CalMMET	43,780	0	0	0	0	0.0%
41440919	341461	AB 109-PublicSafetyRealig	144,223	0	0	0	0	0.0%
41440926	341462	Coverdell Forensic Scienc	0	0	17,245	0	-17,245	-100.0%
41460902	342400	TDA 3 - Bikeways (Gas Ta	25,886	26,000	26,000	26,000	0	0.0%
41470600	342500	AQMD-AB2766Subvention	0	35,000	35,000	39,000	4,000	11.4%
41470620	342500	AQMD-AB2766Subvention	123,156	45,000	155,000	45,000	-110,000	-71.0%
41440230	342700	COPS/SLESF/Brulte Reve	106,230	100,000	100,000	100,000	0	0.0%
41440914	342760	OCJP Grant Revenue	54,163	0	0	0	0	0.0%
41460907	343205	Office of Emergency Servic	5,271	0	0	0	0	0.0%
41445904	343206	Emergency Managemnt Per	1,015	8,247	31,993	8,000	-23,993	-75.0%
41460905	343500	Dept/Conservation-Recycli	10,537	0	0	0	0	0.0%
41460906	343510	CalRecycle HHW	22,000	0	0	0	0	0.0%

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			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
41470420	346200	Prop A Incentive	62,987	80,000	80,000	85,000	5,000	6.3%
41430902	346330	Prop A: Maint & Srvc.	7,158	0	19,750	0	-19,750	-100.0%
41430906	346330	Prop A: Maint & Srvc.	0	29,088	29,088	18,235	-10,853	-37.3%
41430907	346330	Prop A: Maint & Srvc.	0	0	0	244,366	244,366	0.0%
41460903	346330	Prop A: Maint & Srvc.	139,284	80,000	82,370	80,000	-2,370	-2.9%
41460909	346330	Prop A: Maint & Srvc.	0	0	301,729	0	-301,729	-100.0%
41470420	346700	County Paratransit Reimbu	515	5,000	5,000	1,000	-4,000	-80.0%
41445907	346735	LA CNTY COMM DISTR R	30,000	0	0	0	0	0.0%
Intergovernmental		Sub Total	1,103,328	613,726	1,542,166	850,992	-691,174	-44.8%
Charges for Services								
41470420	356100	Dial-a-Ride	4,966	5,000	5,000	5,000	0	0.0%
41470420	356110	Extended Areas	810	750	750	750	0	0.0%
Charges for Services		Sub Total	5,776	5,750	5,750	5,750	0	0.0%
Use of Money & Prop								
41416100	382000	Interest Income	263	0	0	0	0	0.0%
41440230	382000	Interest Income	13	0	0	250	250	0.0%
41470620	382000	Interest Income	1,068	0	0	600	600	0.0%
41416100	382010	Net Incr/Decr Fair Val Inve	-199	0	0	0	0	0.0%
Use of Money & Prop		Sub Total	1,145	0	0	850	850	0.0%
Other Revenue								
41440919	386100	Miscellaneous Revenue	0	0	157	0	-157	-100.0%
41430410	386200	Donations	43,389	55,896	55,896	59,010	3,114	5.6%
41460909	386200	Donations	0	0	14,585	0	-14,585	-100.0%
41470420	386200	Donations	4,367	4,500	4,500	2,000	-2,500	-55.6%
41430415	386210	Donations - Home Delivery	6,408	22,908	22,908	8,608	-14,300	-62.4%
Other Revenue		Sub Total	54,165	83,304	98,046	69,618	-28,428	-29.0%
Other-Transfers								
41416100	391101	Trsf In From - Fund 101	0	0	0	57,691	57,691	0.0%
41430430	391101	Trsf In From - Fund 101	350	0	0	0	0	0.0%
41470420	391424	Trsf In From - Fund 424	163,905	167,406	167,406	187,020	19,614	11.7%
41470600	391424	Trsf In From - Fund 424	29,997	0	0	0	0	0.0%
Other-Transfers		Sub Total	194,251	167,406	167,406	244,711	77,305	46.2%
Operating Grants Fund Total			1,358,664	870,186	1,813,368	1,171,921	-641,447	-35.4%
415 - Prop A Local Return Fund Revenues								
Intergovernmental								
41516100	346100	Prop A Local Return	693,440	714,001	714,001	714,001	0	0.0%
Intergovernmental		Sub Total	693,440	714,001	714,001	714,001	0	0.0%
Use of Money & Prop								
41516100	382000	Interest Income	5,500	6,100	6,100	1,500	-4,600	-75.4%
41516100	382010	Net Incr/Decr Fair Val Inve	1,128	0	0	0	0	0.0%
Use of Money & Prop		Sub Total	6,628	6,100	6,100	1,500	-4,600	-75.4%
Prop A Local Return Fund Total			700,068	720,101	720,101	715,501	-4,600	-0.6%
416 - Asset Seizure Fund Revenues								
Intergovernmental								
41640454	341500	Asset Seizure - Justice	372,227	0	140,468	0	-140,468	-100.0%
41640452	341600	Asset Seizure - Treasury	19,505	0	0	0	0	0.0%

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			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
41640450	342800	Asset Seizure - State	-50,810	0	0	0	0	0.0%
41640451	342900	Asset Seizure - State 15%	-9,018	0	0	0	0	0.0%
Intergovernmental	Sub Total		331,903	0	140,468	0	-140,468	-100.0%
Use of Money & Prop								
41616100	382000	Interest Income	6,510	0	0	1,500	1,500	0.0%
41616100	382010	Net Incr/Decr Fair Val Inve	900	0	0	0	0	0.0%
Use of Money & Prop	Sub Total		7,409	0	0	1,500	1,500	0.0%
Other Revenue								
41640450	386300	Sale of Property	4,945	0	0	0	0	0.0%
41640454	386300	Sale of Property	2,865	0	0	0	0	0.0%
Other Revenue	Sub Total		7,810	0	0	0	0	0.0%
Asset Seizure Fund Total			347,122	0	140,468	1,500	-138,968	-98.9%

417 - Community Development Fund Revenues

Licenses & Permits								
41750100	334110	Comm Dev Impact Fees -	0	0	0	0	0	0.0%
41750100	334120	Comm Dev Impact Fees -	218,508	0	0	0	0	0.0%
41750100	334130	Comm Dev Impact Fees -	21,284	0	0	0	0	0.0%
Licenses & Permits	Sub Total		239,792	0	0	0	0	0.0%
Use of Money & Prop								
41750100	382000	Interest Income	1,555	0	0	3,000	3,000	0.0%
41716100	382010	Net Incr/Decr Fair Val Inve	-174	0	0	0	0	0.0%
Use of Money & Prop	Sub Total		1,381	0	0	3,000	3,000	0.0%
Community Development Fund Total			241,173	0	0	3,000	3,000	0.0%

418 - Special Gas Tax Fund Revenues

Intergovernmental								
41860210	344050	Gas Tax - 2103	378,342	234,026	234,026	93,800	-140,226	-59.9%
41860210	344100	Gas Tax - 2105	221,377	208,468	208,468	248,400	39,932	19.2%
41860210	344200	Gas Tax - 2106	135,303	152,780	152,780	126,000	-26,780	-17.5%
41860210	344300	Gas Tax - 2107	283,322	277,169	277,169	344,900	67,731	24.4%
41860150	344400	Gas Tax - 2107.5	6,000	0	0	0	0	0.0%
41860210	344400	Gas Tax - 2107.5	0	18,000	18,000	6,000	-12,000	-66.7%
Intergovernmental	Sub Total		1,024,344	890,443	890,443	819,100	-71,343	-8.0%
Use of Money & Prop								
41816100	382000	Interest Income	11,341	1,159	1,159	7,500	6,341	547.0%
41816100	382010	Net Incr/Decr Fair Val Inve	351	0	0	0	0	0.0%
Use of Money & Prop	Sub Total		11,691	1,159	1,159	7,500	6,341	547.0%
Special Gas Tax Fund Total			1,036,035	891,603	891,603	826,600	-65,003	-7.3%

419 - Park Facilities Fund Revenues

Charges for Services								
41916100	366000	Park Facilities - Quimby	43,188	0	0	40,000	40,000	0.0%
Charges for Services	Sub Total		43,188	0	0	40,000	40,000	0.0%
Use of Money & Prop								
41916100	382000	Interest Income	2,267	3,233	3,233	2,500	-733	-22.7%
41916100	382010	Net Incr/Decr Fair Val Inve	659	0	0	0	0	0.0%
Use of Money & Prop	Sub Total		2,927	3,233	3,233	2,500	-733	-22.7%
Park Facilities Fund Total			46,115	3,233	3,233	42,500	39,267	1214.7%

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			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
420 - Capital Improv and Acq Fund Revenues								
Use of Money & Prop								
42016100	382000	Interest Income	29,954	51,046	51,046	15,000	-36,046	-70.6%
42016100	382010	Net Incr/Decr Fair Val Inve	7,337	0	0	0	0	0.0%
42016100	383150	Rent/Concession - Other	360,000	360,000	360,000	360,000	0	0.0%
Use of Money & Prop Sub Total			397,291	411,046	411,046	375,000	-36,046	-8.8%
Other Revenue								
42080000	339100	Playa Vista/Sunkist NTMP	11,075	231,520	231,520	0	-231,520	-100.0%
42080000	339105	Playa Vista Rdwy/Cap Enh	0	788,056	788,056	0	-788,056	-100.0%
42080000	339115	West LA College Mitigation	1,502	2,238,873	2,238,873	0	-2,238,873	-100.0%
42080000	339120	SONY Revenue	15,000	0	0	0	0	0.0%
42080000	348200	So Cal Edison Rebate	231,521	0	0	0	0	0.0%
42080000	348210	Energy Effcy-Loan, Reb & I	0	1,403,361	1,403,361	0	-1,403,361	-100.0%
42016100	386100	Miscellaneous Revenue	25,000	0	0	0	0	0.0%
42080000	386100	Miscellaneous Revenue	0	10,000	10,000	0	-10,000	-100.0%
42080000	386200	Donations	10,000	0	0	0	0	0.0%
Other Revenue Sub Total			294,098	4,671,810	4,671,810	0	-4,671,810	-100.0%
Other-Transfers								
42016100	391101	Trsf In From - Fund 101	3,085,634	5,401,824	5,401,824	4,700,000	-701,824	-13.0%
Other-Transfers Sub Total			3,085,634	5,401,824	5,401,824	4,700,000	-701,824	-13.0%
Capital Improv and Acq Fund Total			3,777,022	10,484,680	10,484,680	5,075,000	-5,409,680	-51.6%
421 - Parking Improvement Fund Revenues								
Licenses & Permits								
42116100	326000	Filming Permit	301,129	0	0	0	0	0.0%
Licenses & Permits Sub Total			301,129	0	0	0	0	0.0%
Charges for Services								
42160260	371505	Parking Meter Credit Cards	620,292	0	0	0	0	0.0%
42160260	371510	Culver, Main	162	20,838	20,838	0	-20,838	-100.0%
42160260	371520	Culver, Cardiff	14,210	24,290	24,290	0	-24,290	-100.0%
42160260	371530	Culver, Watseka	39,309	5,191	5,191	0	-5,191	-100.0%
42160260	371540	Culver, Lincoln	4,463	0	0	0	0	0.0%
42160260	371550	Culver, Overland	4,661	17,339	17,339	0	-17,339	-100.0%
42160260	371600	Irving, Van Buren	61,771	0	0	0	0	0.0%
42160260	371630	National, Wash	63,852	0	0	0	0	0.0%
42160260	371640	Sepulveda, Washington, V	13,198	21,302	21,302	0	-21,302	-100.0%
42160260	371650	Sepulveda, Washington, Br	93,828	0	0	0	0	0.0%
42160260	371660	Stellar Drive	21,005	0	0	0	0	0.0%
42160260	371680	Washington, Elenda, Overl	76,709	0	0	0	0	0.0%
42160260	371690	Washington, Landmark	22,907	4,093	4,093	0	-4,093	-100.0%
42160260	371700	Washington Pl - Fwy	44,683	0	0	0	0	0.0%
42160260	371710	Wash, Walnut	91,485	0	0	0	0	0.0%
42160260	371720	Wash, Zanja, Michael	85,382	0	0	0	0	0.0%
42160260	371730	Wash, Overland, Jean	58,207	0	0	0	0	0.0%
42160260	371740	Media Park	20,711	289	289	0	-289	-100.0%
42160260	371770	Overland / Overland Parkin	20,045	0	0	0	0	0.0%
42160260	371780	Preferential Parking	62,609	0	0	0	0	0.0%
42160260	371820	Key Program Sales	17,546	955	955	0	-955	-100.0%

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			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
42160260	371840	Jefferson Bl. (Street Meter	21,601	0	0	0	0	0.0%
42160260	371850	Fox Hills (96 meters)	8,650	0	0	0	0	0.0%
Charges for Services	Sub Total		1,467,283	94,297	94,297	0	-94,297	-100.0%
Use of Money & Prop								
42116100	382000	Interest Income	12,939	0	0	0	0	0.0%
42116100	382010	Net Incr/Decr Fair Val Inve	484	0	0	0	0	0.0%
Use of Money & Prop	Sub Total		13,424	0	0	0	0	0.0%
Parking Improvement Fund Total			1,781,836	94,297	94,297	0	-94,297	-100.0%

423 - Capital Grants (CIP) Fund Revenues

Intergovernmental								
42380000	339110	LA DOT & Caltrans (State)	432,901	514,579	514,579	0	-514,579	-100.0%
42380000	339111	LA DOT & Caltrans (Feder	63,832	0	0	2,722,000	2,722,000	0.0%
42380000	340860	Dpt/Interior-Land&WaterCo	0	0	0	172,043	172,043	0.0%
42380000	340870	EPA - Brownfield Grant	477,460	7,540	7,540	0	-7,540	-100.0%
42380000	341000	US Dept/Transportation-ST	437,865	909,226	909,226	0	-909,226	-100.0%
42380000	341100	Fed Hwy Administration Gr	211,192	893,082	893,082	2,083,000	1,189,918	133.2%
42380000	341120	SAFETEA-LU Earmark	0	25,600	25,600	0	-25,600	-100.0%
42380000	341700	American Recovery Reinve	0	50,721	50,721	0	-50,721	-100.0%
42380000	342620	AQMD - Tree Planting	0	12,193	12,193	0	-12,193	-100.0%
42380000	343110	State Trans Imp Prog (STI	45,284	1,688,910	1,688,910	343,110	-1,345,800	-79.7%
42380000	343455	Prop 50-Cal River Pkwy	0	0	0	0	0	0.0%
42380000	343459	BH Conservancy-Higuera	45,000	15,000	15,000	0	-15,000	-100.0%
42380000	343511	CalRecycle Rubberized Si	0	0	0	183,880	183,880	0.0%
42380000	343830	STOFCALIF-URBAN FOR	75,000	0	0	0	0	0.0%
42380000	346500	Prop C Discretionary	8,101	308,343	308,343	350,000	41,657	13.5%
42380000	346570	Prop C Disc-Call/Proj	0	1,195,034	1,195,034	0	-1,195,034	-100.0%
42380000	346670	MTA - Flex Funds (Federal	0	858,000	858,000	615,625	-242,375	-28.2%
42380000	346720	LA Co Dept Public Works	0	2,438,000	2,438,000	0	-2,438,000	-100.0%
42380000	346750	County NPDES Reimburse	119,410	485,000	485,000	0	-485,000	-100.0%
42380000	346763	State Bicycle Rack Grant	0	45,000	45,000	0	-45,000	-100.0%
42380000	346800	County Regional Park/Ope	0	250,000	250,000	767,136	517,136	206.9%
42380000	346803	County Regional Park/Ope	0	150,000	150,000	0	-150,000	-100.0%
42380000	346830	Prop A - Excess Funds	0	0	0	0	0	0.0%
42380000	346840	Prop 1B Bond Funds	0	240,776	240,776	0	-240,776	-100.0%
Intergovernmental	Sub Total		1,916,044	10,087,003	10,087,003	7,236,794	-2,850,209	-28.3%
Other Revenue								
42380000	348350	Cal State Parks Foundatio	0	0	0	30,000	30,000	0.0%
42380000	399901	Baldwin Hills Conservation	0	1,207,973	1,207,973	110,000	-1,097,973	-90.9%
Other Revenue	Sub Total		0	1,207,973	1,207,973	140,000	-1,067,973	-88.4%
Capital Grants (CIP) Fund Total			1,916,044	11,294,975	11,294,975	7,376,794	-3,918,181	-34.7%

424 - Prop C Local Return Fund Revenues

Intergovernmental								
42416100	346400	Prop C Local Return	576,311	357,245	357,245	350,000	-7,245	-2.0%
Intergovernmental	Sub Total		576,311	357,245	357,245	350,000	-7,245	-2.0%
Use of Money & Prop								
42416100	382000	Interest Income	6,477	6,800	6,800	1,500	-5,300	-77.9%
42416100	382010	Net Incr/Decr Fair Val Inve	1,235	0	0	0	0	0.0%

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			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
Use of Money & Prop	Sub Total		7,711	6,800	6,800	1,500	-5,300	-77.9%
Prop C Local Return Fund Total			584,023	364,045	364,045	351,500	-12,545	-3.4%
425 - Special Assessment & Districts Revenues								
Charges for Services								
42516543	365910	Landscaping Dist #1	40,205	40,638	40,638	40,638	0	0.0%
42516545	365920	Higuera St. Ldscp & Lghtg	19,280	19,402	19,402	19,402	0	0.0%
42516510	365930	W Wash Landscape Maint	9,751	11,046	11,046	11,046	0	0.0%
42516520	365930	W Wash Landscape Maint	15,404	6,947	6,947	6,947	0	0.0%
42516570	365940	Arts Business Improv Distri	0	0	57,425	0	-57,425	-100.0%
42516550	369500	Albright Ave St Light Asses	6,134	6,000	6,000	6,000	0	0.0%
Charges for Services	Sub Total		90,772	84,033	141,458	84,033	-57,425	-40.6%
Use of Money & Prop								
42516540	382000	Interest Income	1,181	0	0	500	500	0.0%
42516543	382000	Interest Income	0	200	200	0	-200	-100.0%
42516545	382000	Interest Income	0	100	100	0	-100	-100.0%
42516100	382010	Net Incr/Decr Fair Val Inve	144	0	0	0	0	0.0%
Use of Money & Prop	Sub Total		1,325	300	300	500	200	66.7%
Special Assessment & Districts Total			92,098	84,333	141,758	84,533	-57,225	-40.4%
426 - Section 8 Fund Revenues								
Intergovernmental								
42650510	340220	HUD Revenue - Voucher	1,184,415	1,632,000	1,632,000	1,600,000	-32,000	-2.0%
42650510	340300	Hud Revenue - Port Ins HA	3,044	2,000	2,000	2,000	0	0.0%
42650510	340410	Admin Fees	0	65,662	65,662	69,000	3,338	5.1%
42650510	340420	Admin Fees - Voucher	149,369	150,000	150,000	150,000	0	0.0%
42650510	340423	Admin Fees - Coordinator	32,550	0	0	0	0	0.0%
Intergovernmental	Sub Total		1,369,378	1,849,662	1,849,662	1,821,000	-28,662	-1.5%
Use of Money & Prop								
42616100	382000	Interest Income	44	0	0	300	300	0.0%
42650510	382000	Interest Income	-87	0	0	0	0	0.0%
Use of Money & Prop	Sub Total		-43	0	0	300	300	0.0%
Other Revenue								
42650510	386100	Miscellaneous Revenue	1,650	5,000	5,000	5,000	0	0.0%
42650510	386115	Fraud Recovery Admin	1,650	0	0	0	0	0.0%
Other Revenue	Sub Total		3,300	5,000	5,000	5,000	0	0.0%
Section 8 Fund Total			1,372,635	1,854,662	1,854,662	1,826,300	-28,362	-1.5%
427 - CDBG - Operating Fund Revenues								
Intergovernmental								
42730440	340100	Comm Dev Block Grant (C	28,491	28,633	28,633	28,814	181	0.6%
Intergovernmental	Sub Total		28,491	28,633	28,633	28,814	181	0.6%
CDBG - Operating Fund Total			28,491	28,633	28,633	28,814	181	0.6%
428 - CDBG - Capital Fund Revenues								
Intergovernmental								
42880000	340100	Comm Dev Block Grant (C	150,821	223,927	223,927	162,255	-61,672	-27.5%
42880000	341700	American Recovery Reinve	0	20,232	20,232	0	-20,232	-100.0%
Intergovernmental	Sub Total		150,821	244,159	244,159	162,255	-81,904	-33.5%
CDBG - Capital Fund Total			150,821	244,159	244,159	162,255	-81,904	-33.5%

**Revenue Detail
Fiscal 2016-17**

			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
429 - Prop 1B Street Improvement Revenues								
Other-Transfers								
42916100	391420	Trsf In From - Fund 420	2,369	0	0	0	0	0.0%
Other-Transfers Sub Total			2,369	0	0	0	0	0.0%
Prop 1B Street Improvement Total			2,369	0	0	0	0	0.0%
431 - Measure R Revenues								
Intergovernmental								
43116100	313500	Measure R - OP	0	1,500,000	1,500,000	0	-1,500,000	-100.0%
43180000	313520	Measure R Local Return	431,491	444,000	444,000	226,658	-217,342	-49.0%
Intergovernmental Sub Total			431,491	1,944,000	1,944,000	226,658	-1,717,342	-88.3%
Use of Money & Prop								
43116100	382000	Interest Income	867	5,133	5,133	1,000	-4,133	-80.5%
43116100	382010	Net Incr/Decr Fair Val Inve	115	0	0	0	0	0.0%
Use of Money & Prop Sub Total			983	5,133	5,133	1,000	-4,133	-80.5%
Measure R Total			432,473	1,949,133	1,949,133	227,658	-1,721,475	-88.3%
432 - Capital Grants Fund Revenues								
Intergovernmental								
43245700	341210	Homeland Security Grant	0	0	0	0	0	0.0%
Intergovernmental Sub Total			0	0	0	0	0	0.0%
Use of Money & Prop								
43216100	382000	Interest Income	146	0	0	0	0	0.0%
43216100	382010	Net Incr/Decr Fair Val Inve	31	0	0	0	0	0.0%
Use of Money & Prop Sub Total			177	0	0	0	0	0.0%
Capital Grants Fund Total			177	0	0	0	0	0.0%
434 - Urban Runoff Mitigation Revenues								
Use of Money & Prop								
43416100	382000	Interest Income	0	0	0	3,500	3,500	0.0%
Use of Money & Prop Sub Total			0	0	0	3,500	3,500	0.0%
Other-Transfers								
43416100	391101	Trsf In From - Fund 101	0	4,580,000	5,080,000	847,000	-4,233,000	-83.3%
43416100	391202	Trsf In From - Fund 202	0	950,000	950,000	0	-950,000	-100.0%
Other-Transfers Sub Total			0	5,530,000	6,030,000	847,000	-5,183,000	-86.0%
Urban Runoff Mitigation Total			0	5,530,000	6,030,000	850,500	-5,179,500	-85.9%
475 - Culver City Parking Authority Revenues								
Charges for Services								
47560260	371505	Parking Meter Credit Cards	-104	500,000	500,000	600,000	100,000	20.0%
47560260	371510	Culver, Main	0	0	0	4,000	4,000	0.0%
47560260	371520	Culver, Cardiff	0	0	0	3,500	3,500	0.0%
47560260	371530	Culver, Watseka	0	40,000	40,000	40,000	0	0.0%
47560260	371540	Culver, Lincoln	0	3,000	3,000	3,000	0	0.0%
47560260	371550	Culver, Overland	0	0	0	2,000	2,000	0.0%
47560260	371600	Irving, Van Buren	911	50,000	50,000	50,000	0	0.0%
47560260	371630	National, Wash	1,260	50,000	50,000	50,000	0	0.0%
47560260	371640	Sepulveda, Washington, V	0	0	0	47,500	47,500	0.0%
47560260	371650	Sepulveda, Washington, Br	0	70,000	70,000	70,000	0	0.0%

**Revenue Detail
Fiscal 2016-17**

			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
47560260	371660	Stellar Drive	0	15,000	15,000	16,000	1,000	6.7%
47560260	371680	Washington, Elenda, Overl	1,356	60,000	60,000	60,000	0	0.0%
47560260	371690	Washington, Landmark	0	28,000	28,000	3,000	-25,000	-89.3%
47560260	371700	Washington Pl - Fwy	0	40,000	40,000	15,000	-25,000	-62.5%
47560260	371710	Wash, Walnut	0	75,000	75,000	75,000	0	0.0%
47560260	371720	Wash, Zanja, Michael	-20	65,000	65,000	65,000	0	0.0%
47560260	371730	Wash, Overland, Jean	0	45,000	45,000	65,000	20,000	44.4%
47560260	371740	Media Park	850	18,000	18,000	20,000	2,000	11.1%
47560260	371770	Overland / Overland Parkin	578	20,000	20,000	20,000	0	0.0%
47560260	371780	Preferential Parking	0	55,000	55,000	85,000	30,000	54.5%
47555310	371790	Cardiff Parking	15,341	25,000	25,000	28,000	3,000	12.0%
47555560	371795	Virginia Parking Lot	0	140,000	140,000	140,000	0	0.0%
47560260	371820	Key Program Sales	0	20,000	20,000	1,500	-18,500	-92.5%
47560260	371840	Jefferson Bl. (Street Meter	167	21,500	21,500	21,500	0	0.0%
47560260	371850	Fox Hills (96 meters)	0	7,500	7,500	7,500	0	0.0%
47555580	372050	RDA Watseka Parking	0	150,000	150,000	200,000	50,000	33.3%
47555100	372060	RDA Venice Parking Lot -	0	20,000	20,000	25,000	5,000	25.0%
47555100	372080	RDA Sony Parking - 9099	0	60,000	60,000	150,000	90,000	150.0%
47555100	372090	RDA Parking Meters - Oth	0	4,000	4,000	4,000	0	0.0%
47555100	372100	RDA Robertson Bl Parking	0	15,000	15,000	20,000	5,000	33.3%
47555380	372130	Ince Parking Structure Rev	0	350,000	350,000	400,000	50,000	14.3%
47555100	372150	RDA - 3825 Canfield Parki	0	15,000	15,000	35,000	20,000	133.3%
47555100	372170	8906 Venice Parking Lot	0	15,000	15,000	5,000	-10,000	-66.7%
47555310	372200	Transient Parking	312,717	260,000	260,000	290,000	30,000	11.5%
47555380	372200	Transient Parking	0	170,000	170,000	190,000	20,000	11.8%
47555580	372200	Transient Parking	0	190,000	190,000	220,000	30,000	15.8%
Charges for Services	Sub Total		333,056	2,597,000	2,597,000	3,031,500	434,500	16.7%
Use of Money & Prop								
47555100	382000	Interest Income	0	8,000	8,000	0	-8,000	-100.0%
47555310	382000	Interest Income	2,043	0	0	2,500	2,500	0.0%
47516100	382010	Net Incr/Decr Fair Val Inve	85	0	0	0	0	0.0%
Use of Money & Prop	Sub Total		2,129	8,000	8,000	2,500	-5,500	-68.8%
Other-Transfers								
47516100	391421	Trsf In From - Fund 421	0	800,000	800,000	0	-800,000	-100.0%
47516100	391481	Trsf In From - Fund 481	0	0	0	3,450,000	3,450,000	0.0%
Other-Transfers	Sub Total		0	800,000	800,000	3,450,000	2,650,000	331.3%
Culver City Parking Authority Total			335,184	3,405,000	3,405,000	6,484,000	3,079,000	90.4%
476 - Culver City Housing Authority Revenues								
Use of Money & Prop								
47650730	382100	Interest Income-Notes Rec	886	6,900	6,900	0	-6,900	-100.0%
47680000	382100	Interest Income-Notes Rec	404,640	0	0	0	0	0.0%
47650700	383150	Rent/Concession - Other	49,900	50,000	50,000	122,000	72,000	144.0%
47650760	383150	Rent/Concession - Other	15,900	0	0	0	0	0.0%
Use of Money & Prop	Sub Total		471,326	56,900	56,900	122,000	65,100	114.4%
Other Revenue								
47680000	386100	Miscellaneous Revenue	5,000	0	0	0	0	0.0%
47616100	399100	Other Fin Source-Special It	0	0	0	0	0	0.0%
Other Revenue	Sub Total		5,000	0	0	0	0	0.0%

**Revenue Detail
Fiscal 2016-17**

			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
Other-Transfers								
47616100	391482	Trsf In From - Fund 482	7,584	0	0	0	0	0.0%
47616100	391550	Trsf In From - Fund 550	0	0	0	0	0	0.0%
Other-Transfers		Sub Total	7,584	0	0	0	0	0.0%
Culver City Housing Authority Total			483,911	56,900	56,900	122,000	65,100	114.4%
481 - Econ Dev Programs & Operations Revenues								
Charges for Services								
48155000	372030	RDA Virginia Parking Lot	128,532	0	0	0	0	0.0%
48155580	372050	RDA Watseka Parking	117,739	0	0	0	0	0.0%
48155000	372060	RDA Venice Parking Lot -	15,900	0	0	0	0	0.0%
48155000	372080	RDA Sony Parking - 9099	67,250	0	0	0	0	0.0%
48155100	372090	RDA Parking Meters - Oth	4,601	0	0	0	0	0.0%
48155000	372100	RDA Robertson Bl Parking	14,040	0	0	0	0	0.0%
48155380	372130	Ince Parking Structure Rev	333,962	0	0	0	0	0.0%
48155000	372150	RDA - 3825 Canfield Parki	14,900	0	0	0	0	0.0%
48155000	372170	8906 Venice Parking Lot	13,720	0	0	0	0	0.0%
48155380	372200	Transient Parking	229,517	0	0	0	0	0.0%
48155580	372200	Transient Parking	241,155	0	0	0	0	0.0%
Charges for Services		Sub Total	1,181,317	0	0	0	0	0.0%
Use of Money & Prop								
48155000	382000	Interest Income	22,105	0	0	0	0	0.0%
48116100	382010	Net Incr/Decr Fair Val Inve	2,451	0	0	0	0	0.0%
48155000	382100	Interest Income-Notes Rec	60,467	0	0	0	0	0.0%
48155440	383120	Rental Ivy Substation	802	0	0	0	0	0.0%
48155000	383170	Rent/Profit-Pacific Theater	65,654	0	0	0	0	0.0%
Use of Money & Prop		Sub Total	151,478	0	0	0	0	0.0%
Other Revenue								
48155000	386220	Contribution fr Developers	147,209	0	0	0	0	0.0%
Other Revenue		Sub Total	147,209	0	0	0	0	0.0%
Econ Dev Programs & Operations Total			1,480,004	0	0	0	0	0.0%
485 - COOP Unrestricted CAP Funds Revenues								
Use of Money & Prop								
48516100	382000	Interest Income	5,836	0	0	0	0	0.0%
48516100	382010	Net Incr/Decr Fair Val Inve	635	0	0	0	0	0.0%
48580000	383000	Rental Income	235,407	0	0	0	0	0.0%
Use of Money & Prop		Sub Total	241,877	0	0	0	0	0.0%
Other Revenue								
48580000	386220	Contribution fr Developers	11,000	0	0	0	0	0.0%
48580000	386350	Land Sale Proceeds	0	4,202,000	4,202,000	0	-4,202,000	-100.0%
Other Revenue		Sub Total	11,000	4,202,000	4,202,000	0	-4,202,000	-100.0%
COOP Unrestricted CAP Funds Total			252,877	4,202,000	4,202,000	0	-4,202,000	-100.0%
486 - COOP 1999 TaxExempt Bonds Revenues								
Use of Money & Prop								
48616100	382000	Interest Income	15,481	0	0	0	0	0.0%
48655000	382000	Interest Income	0	50,000	50,000	0	-50,000	-100.0%
48616100	382010	Net Incr/Decr Fair Val Inve	3,259	0	0	0	0	0.0%

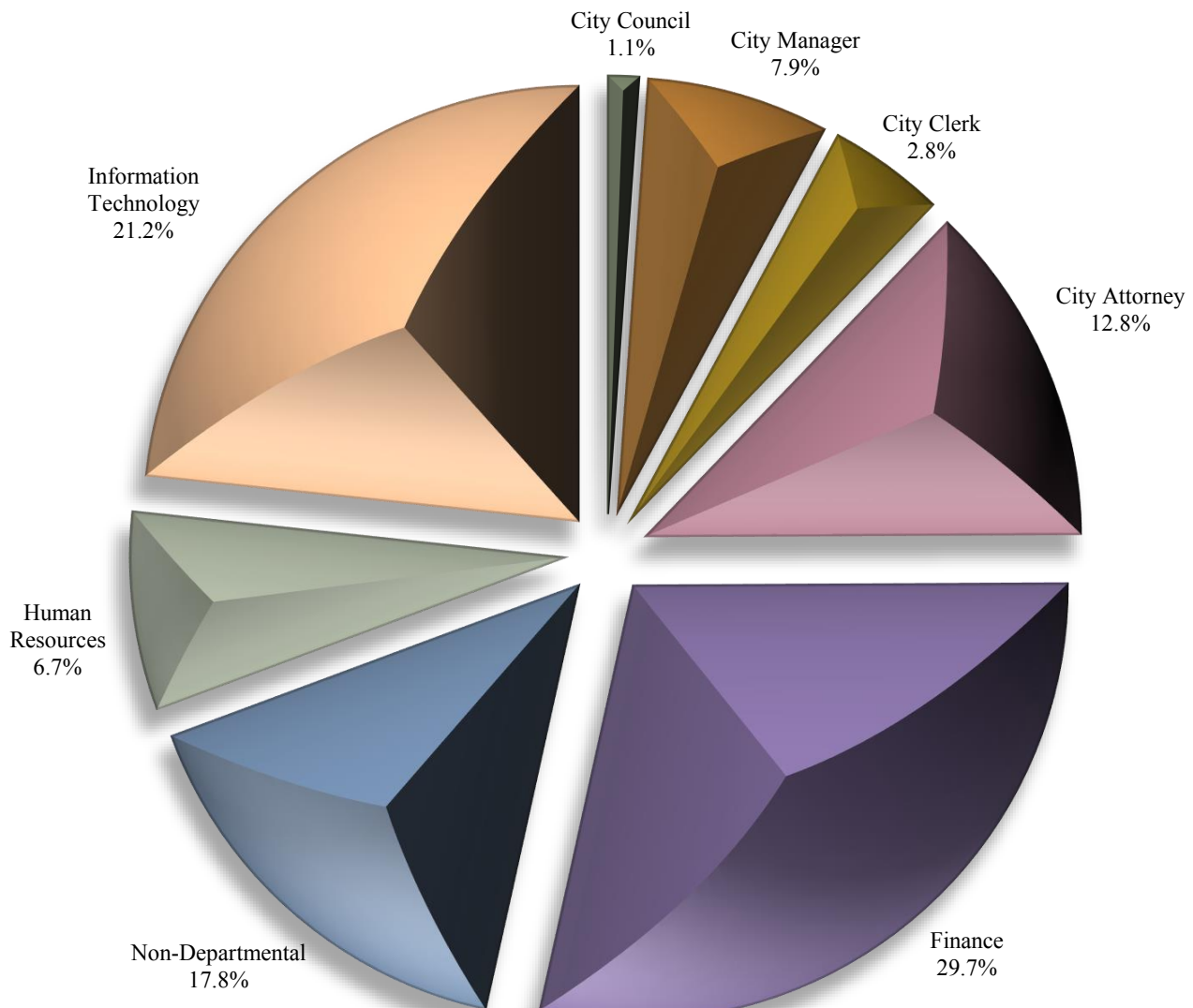
**Revenue Detail
Fiscal 2016-17**

			2014-15 Actual	2015-16 Adopted Budget	2015-16 Adjusted Budget	2016-17 Adopted Budget	Change	% Change
Use of Money & Prop	Sub Total		18,739	50,000	50,000	0	-50,000	-100.0%
COOP 1999 Tax Exempt Bonds Total			18,739	50,000	50,000	0	-50,000	-100.0%
487 - COOP 2002 Tax Exempt Bonds Revenues								
Use of Money & Prop								
48716100	382000	Interest Income	77,803	0	0	0	0	0.0%
48755000	382000	Interest Income	0	150,000	150,000	0	-150,000	-100.0%
48716100	382010	Net Incr/Decr Fair Val Inve	16,438	0	0	0	0	0.0%
Use of Money & Prop	Sub Total		94,241	150,000	150,000	0	-150,000	-100.0%
COOP 2002 Tax Exempt Bonds Total			94,241	150,000	150,000	0	-150,000	-100.0%
488 - COOP 2011 Tax Exempt Bonds Pro Revenues								
Use of Money & Prop								
48816100	382000	Interest Income	2,054	0	0	0	0	0.0%
Use of Money & Prop	Sub Total		2,054	0	0	0	0	0.0%
Other-Transfers								
48816100	391489	Trsf In From - Fund 489	25,933	0	0	0	0	0.0%
Other-Transfers	Sub Total		25,933	0	0	0	0	0.0%
COOP 2011 Tax Exempt Bonds Pro Total			27,987	0	0	0	0	0.0%
489 - 2011 Taxable Bonds Revenues								
Use of Money & Prop								
48916100	382000	Interest Income	4,972	0	0	0	0	0.0%
48916100	382010	Net Incr/Decr Fair Val Inve	977	0	0	0	0	0.0%
Use of Money & Prop	Sub Total		5,949	0	0	0	0	0.0%
2011 Taxable Bonds Total			5,949	0	0	0	0	0.0%
550 - Successor Agency - RORF Revenues								
Taxes								
55090000	311210	Tax Increment	28,127,418	13,279,510	13,279,510	20,231,142	6,951,632	52.3%
Taxes	Sub Total		28,127,418	13,279,510	13,279,510	20,231,142	6,951,632	52.3%
Use of Money & Prop								
55090000	382000	Interest Income	27,143	0	0	0	0	0.0%
55090860	382000	Interest Income	5,026	0	0	0	0	0.0%
55090161	382010	Net Incr/Decr Fair Val Inve	2,764	0	0	0	0	0.0%
55090000	382100	Interest Income-Notes Rec	11,685	0	0	0	0	0.0%
Use of Money & Prop	Sub Total		46,617	0	0	0	0	0.0%
Other Revenue								
55090000	386100	Miscellaneous Revenue	66,924	763,775	763,775	0	-763,775	-100.0%
55090161	386225	Contribution fr Culver City	3,800,000	0	0	0	0	0.0%
55090161	399100	Other Fin Source-Special It	12,541,853	0	0	0	0	0.0%
Other Revenue	Sub Total		16,408,777	763,775	763,775	0	-763,775	-100.0%
Successor Agency - RORF Total			44,582,812	14,043,285	14,043,285	20,231,142	6,187,857	44.1%
Total All Funds			240,641,490	224,960,730	239,290,782	222,523,334	-16,767,448	-7.0%

ADOPTED 2016-17 BUDGET

GENERAL GOVERNMENT

\$17,913,686



FOOTNOTE: CHART EXCLUDES RISK MANAGEMENT AND CENTRAL STORES AS THESE INTERNAL SERVICE COSTS ARE DISTRIBUTED TO ALL DEPARTMENTAL BUDGETS

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2016-17
ADOPTED BUDGET

CITY COUNCIL

RESP. MGR.: MAYOR & COUNCILMEMBERS

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	151,262	157,121	159,631	2,510	1.6%
Maint & Operations	30,772	39,509	39,775	266	0.7%
Division Total	182,034	196,630	199,406	2,776	1.4%



2016-17
ADOPTED BUDGET

CITY COUNCIL

RESP. MGR.: MAYOR & COUNCILMEMBERS

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>10000 City Council</u>					
Councilmembers	4.00	4.00	4.00	0.00	0.0%
Mayor	1.00	1.00	1.00	0.00	0.0%
Total Positions	5.00	5.00	5.00	0.00	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

ADMINISTRATION			101					10110000
			GENERAL FUND					City Council
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
32,417	32,710	32,710	411100	Regular Salaries	32,710	0	0.0%	
578	615	615	432000	Social Security	623	8	1.3%	
4,685	5,033	5,033	433000	Retirement - Employer	5,297	264	5.2%	
1,736	1,458	1,458	434000	Workers Compensation	1,494	36	2.5%	
57,094	58,885	58,885	435000	Group Insurance	61,087	2,202	3.7%	
43,603	47,000	47,000	435500	Retiree Insurance	47,000	0	0.0%	
3,320	3,620	3,620	435600	Retiree Medical Prefunding	3,620	0	0.0%	
7,830	7,800	7,800	438500	Cell Phone Allowance	7,800	0	0.0%	
151,262	157,121	157,121	Total	Personnel Services	159,631	2,510	1.6%	
772	1,000	1,900	512100	Office Expense	1,000	-900	-47.4%	
372	0	0	512200	Printing and Binding	0	0	0.0%	
1,111	1,550	1,550	512400	Communications	1,550	0	0.0%	
2,145	0	0	514100	Departmental Special Supplies	0	0	0.0%	
7,714	7,500	11,000	516500	Conferences & Conventions	12,000	1,000	9.1%	
1,133	0	0	516600	Special Events & Meetings	0	0	0.0%	
16,735	25,000	24,397	619800	Other Contractual Services	25,000	603	2.5%	
789	662	662	650300	Liability Reserve Charge	225	-437	-66.0%	
30,772	35,712	39,509	Total	Maint & Operations	39,775	266	0.7%	
182,034	192,833	196,630	Division Total		199,406	2,776	1.4%	

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2016-17
ADOPTED BUDGET

CITY MANAGER

RESP. MGR.: JOHN NACHBAR

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 Department Heads: Assistant City Manager, Human Resources Director, Parks, Recreation and Community Services Director, Community Development Director, Public Works Director, Transportation Director, Information Technology Director and Chief Financial Officer. 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 policies which will enhance the effectiveness and efficiency of City operations; develops and maintains intergovernmental relationships and intra-agency activities beneficial to the City, 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 legislation support or opposition.

Starting in Fiscal Year 2014/2015, the City Manager's Office will also include the Cultural Affairs function. Reflecting the resources available, the Cultural Affairs function will focus on Historic Preservation, Art in Public Places, and providing support to the Cultural Affairs Commission and the Cultural Affairs Foundation.

EXPENDITURE SUMMARY		ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>101 – GENERAL FUND</i>						
10100	City Manager's Office	1,343,225	1,435,142	1,206,863	-228,279	-15.9%
	Fund Total	1,343,225	1,435,142	1,206,863	-228,279	-15.9%
<i>413 – CULTURAL ARTS FUND</i>						
10400	Art Fund	154,180	593,051	633,398	40,347	6.8%
	Fund Total	154,180	593,051	633,398	40,347	6.8%
Department Total		1,497,405	2,028,193	1,840,261	-187,932	-9.3%



2016-17
ADOPTED BUDGET

CITY MANAGER

RESP. MGR.: JOHN NACHBAR

FUNDING SUMMARY	ACTUAL RECEIPTS 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Art in Public Places Fee	144,584	200,000	200,000	0	0.0%
General Revenues	1,352,821	1,828,193	1,640,261	-187,932	-10.3%
Department Total	1,497,405	2,028,193	1,840,261	-187,932	-9.3%

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>10100 City Manager</u>					
Administrative Clerk	1.00	1.00	1.00	0.00	0.0%
Assistant City Manager *	1.00	1.00	0.00	-1.00	-100.0%
Assistant to the City Manager **	1.00	1.00	2.00	1.00	100.0%
City Manager	1.00	1.00	1.00	0.00	0.0%
Cultural Affairs Coordinator	1.00	1.00	1.00	0.00	0.0%
Total Positions	5.00	5.00	5.00	0.00	0.0%

* Elimination of one (1) Assistant City Manager position

** Addition of one (1) Assistant to the City Manager position



2016-17
ADOPTED
BUDGET

CITY MANAGER

RESP. MGR.: JOHN NACHBAR

FISCAL YEAR 2015-16 WORK PLANS

- Successfully conclude negotiations with the Culver City Firefighters' Association and prepare for negotiations with the Culver City Police Management Group.

03/07/16 Status - COMPLETED: The City Council was presented the tentative agreements with the Culver City Firefighters' Association and the Culver City Police Management Group on June 22, 2015. The City Council adopted resolutions approving both agreements. Note: Current agreements with the Culver City Employees' Association and Culver City Management Group expire on 06/30/17. The current agreement with the Culver City Police Officers' Association expires on 06/30/19 and with the Culver City Fire Management Group expires 12/31/19.

- Consistent with City Council direction, lead the City's efforts to manage the relationship between the City/Successor Agency and the State of California (including the State Department of Finance and the State Controller's Office) related to the implementation of the State Department of Finance Approved Long Range Property Management Plan and the disposition of the assets of the former Culver City Redevelopment Agency (former CCRA) in accordance with the State's Dissolution Law.

03/07/16 Status - ONGOING: The State Department of Finance approved the Long Range Property Management Plan on March 18, 2014. This approval has allowed the City to proceed with the disposition of former Culver City Redevelopment Agency's (former CCRA) assets. These efforts are ongoing.

- Working with the City Council's Ad-Hoc Parking and Traffic Subcommittee, continue efforts to address parking and traffic issues throughout the City, especially in the downtown area.

03/07/16 Status - ONGOING: The City Council's Ad-Hoc Parking and Traffic Subcommittee reviewed an update to the Walker Parking Study. The Subcommittee's recommendations and the Walker Parking Study were considered by the City Council on January 25, 2016. With the support of the Downtown Business Association, on February 8 and 22, 2016, the City Council adopted Resolutions implementing the meter and structured parking fee adjustments as recommended in the Walker Parking Study. In addition, RFPs for both parking facilities operations and parking facility technology are underway. The addition of modern parking technology will significantly upgrade the City's facilities.

- Continue efforts to evaluate and improve administrative processes throughout the City, including the completion and presentation to the City Council of recommendations related to the evaluation of the City's development review process currently underway.



2016-17
ADOPTED
BUDGET

CITY MANAGER

RESP. MGR.: JOHN NACHBAR

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

03/07/16 Status - ONGOING: In Fiscal Year 2015/2016, the City has partially implemented a state-of-the art development permit processing system (known as Accela). Staff is currently reviewing the draft report prepared by Matrix Consultants on the City's development review process, and will be working to implement its recommendations over the coming months.

- Coordinate efforts with the Community Development Department to implement the City Council adopted Economic Development Implementation Plan.

03/07/16 Status - ONGOING: On February 22, 2016, the City Council adopted an Ordinance establishing the Culver City Arts District Improvement District. As a part of the Economic Development Implementation Plan, the City will be facilitating efforts in other areas of the City to create similar stakeholder-led districts.

- Coordinate efforts with the Public Works and Transportation Departments to further implement the use of alternative modes of transportation.

03/07/16 Status - ONGOING: Several City-supported projects have been approved that include bicycle and pedestrian elements that are consistent with the City Council approved Bicycle and Pedestrian Master Plan, including the Washington/National Transit Oriented Development Project. The Transportation Department has received City Council approval to purchase additional alternative fuel vehicles to further expand Culver CityBus service. Line 7 now provides fixed-route service connecting the Hayden Tract with the Culver City Station on the Exposition Line and downtown Culver City. The Public Works Department is beginning the update of the Bicycle and Pedestrian Master Plan.

- Coordinate efforts of various City Departments to move forward with the former CCRA projects at Washington/National and Parcel B, among others. Moving forward from the dissolution of the former CCRA, explore ways the City can encourage appropriate private development in the areas near the Culver City METRO Exposition Line Light Rail Station and the Hayden Tract.

03/07/16 Status - ONGOING: Parcel B and the Ivy Station Transit Oriented Development have both concluded negotiations. Consistent with the City Council's direction, staff is working with the development teams to prepare final agreements and readying the related properties to be transferred to the developers in each case. The Platform and Access Culver City developments adjacent to the Culver City METRO Exposition Line Light Rail Station are nearing completion and will soon be occupied. The long-awaited construction contract for the public-private partnership Hayden Tract Spur Parking Project is scheduled for presentation to the City Council on March 14, 2016.



2016-17
ADOPTED
BUDGET

CITY MANAGER

RESP. MGR.: JOHN NACHBAR

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- In light of the dissolution of the former CCRA, assist the City Council and staff in efforts to explore creative methods to build affordable housing.

03/07/16 Status - ONGOING: A report prepared by the Community Development Department addressing these issues is imminent.

- With the input of the Cultural Affairs Commission, examine the subject of historic preservation. Continue to support the implementation of the Art in Public Places and Historic Preservation Programs as associated with the development process; support collections management of permanent artworks throughout the City; and support the Performing Arts Grant Program administered by the Parks, Recreation, and Community Services Department and funded in part by the Cultural Trust Fund.

03/07/16 Status - ONGOING: Effective in August 2014, the Cultural Affairs function was transferred into the City Manager's Office. The Cultural Affairs Coordinator has been part of the City team implementing the Accela permit software to ensure development projects subject to the Art in Public Places Program (APPP) requirement are identified and any revenue due to the City per Ordinance is captured. Currently there are over a dozen new development projects with an APPP requirement being fulfilled with the commission of permanent site-specific art, including the recently approved concept by Refik Anadol for the C3 project at 5800 Bristol Pkwy. The Cultural Affairs Coordinator worked closely with the developer and Planning staff on the historic preservation portion of The Culver Studios' CPA #6 and the adaptive reuse plans of the former Culver City Ice Arena. Recent collections management efforts include the completion of condition inspections of more than 50 artworks sited on private property with on-going follow-up with property owners. In January 2016, the City Council awarded \$65,000 in Performing Arts Grants to 17 organizations in support of artistic performances throughout the City during calendar year 2016.

- Facilitate the completion of a report on the Creative Economy in Culver City.

03/07/16 Status - ONGOING: The City has entered into a contract with the Los Angeles County Economic Development Corporation (LAEDC) for consulting services related to the preparation of this report. Initial employment, establishment and payroll data have been received from the EDD which will be supplemented with data provided by various City departments and the CCUSD.



2016-17
ADOPTED
BUDGET

CITY MANAGER

RESP. MGR.: JOHN NACHBAR

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Pursuant to the direction of the City Council, lead efforts to establish a municipal fiber optic network to the City's business community.

03/07/16 Status - ONGOING: On November 9, 2015, the City Council took several actions, including approving a consultant agreement with Mox Networks, LLC for the design and development of the Municipal Fiber Network and authorized the City Manager to negotiate and execute certain agreements related to the operations and maintenance of the Municipal Fiber Network. Staff continues to work with Mox and other stakeholders to move this project forward. The project team completed an evaluation of City infrastructure in locations where the new fiber strands will be installed in existing conduit. The evaluation confirmed that the new fiber can co-exist with current assets in areas where the project will leverage the City's conduit system. The project team is working toward completing the engineering drafting and design of the network. Staff is planning to return to City Council in May to request approval to release the RFP soliciting bids for the construction phase of the project.

- Facilitate the timely completion of work plan items City-wide.

03/07/16 Status - ONGOING

- Continue and further improve efforts to evaluate and identify grant funding opportunities throughout the City.

03/07/16 Status - ONGOING: The City Manager's Office coordinates a monthly staff meeting to review current grant opportunities for all City Departments (or those opportunities that may involve more than one Department) and to ensure existing grants are being efficiently managed. Throughout Fiscal Year 2015/2016, numerous grant applications were presented and received City Council approval to proceed with the application and acceptance process.

- Engage the services of a professional public relations firm in an on-call capacity in the case such services become necessary during the fiscal year (in the case of an emergency or crisis).

03/07/16 Status - ONGOING: This task is being pursued in coordination with the next bulleted item.

- Retain a communications consultant to assist in assessing and improving the City's overall communications strategy.



2016-17
ADOPTED
BUDGET

CITY MANAGER

RESP. MGR.: JOHN NACHBAR

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

03/07/16 Status - ONGOING: This effort was begun over the last four to five weeks. It's presently in the reconnaissance phase, in the midst of meeting and interviewing potential firms for consideration, gathering information and determining the appropriate path forward. Based on progress so far, it is apparent that significant improvements can be achieved, although the effort may require additional personnel resources.

- (Joint Project with the City Attorney's Office) As directed by the City Council, prepare amendments to the City's Tobacco Retailer Licensing Ordinance to Include E-Cigarettes.

03/07/16 Status - COMPLETED: Ordinance was adopted by the City Council on August 10, 2015.

FISCAL YEAR 2016-17 WORK PLANS

- Consistent with City Council direction, lead the City's efforts to manage the relationship between the City/Successor Agency and the State of California (including the State Department of Finance and the State Controller's Office) related to the implementation of the State Department of Finance Approved Long Range Property Management Plan and the disposition of the assets of the former Culver City Redevelopment Agency (former CCRA) in accordance with the State's Dissolution Law.
- Working with the City Council's Ad-Hoc Parking and Traffic Subcommittee, continue efforts to address parking and traffic issues throughout the City, especially in the downtown area.
- Continue efforts to evaluate and improve administrative processes throughout the City, including the completion and presentation to the City Council of recommendations related to the evaluation of the City's development review process currently underway.
- Coordinate efforts with the Community Development Department to implement the City Council adopted Economic Development Implementation Plan.
- Coordinate efforts with the Public Works and Transportation Departments to further implement the use of alternative modes of transportation.
- Coordinate efforts of various City Departments to move forward with the former CCRA projects at Washington/National and Parcel B, among others. Moving forward from the dissolution of the former CCRA, explore ways the City can encourage appropriate private development in the areas near the Culver City METRO Exposition Line Light Rail Station and the Hayden Tract.
- In light of the dissolution of the former CCRA, assist the City Council and staff in efforts to explore creative methods to build affordable housing.



2016-17
ADOPTED
BUDGET

CITY MANAGER

RESP. MGR.: JOHN NACHBAR

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

- With the input of the Cultural Affairs Commission, examine the subject of historic preservation. Continue to support the implementation of the Art in Public Places and Historic Preservation Programs as associated with the development process; support collections management of permanent artworks throughout the City; and support the Performing Arts Grant Program administered by the Parks, Recreation, and Community Services Department and funded in part by the Cultural Trust Fund.
- Facilitate an update of the City's Historic Preservation Program, beginning with revisions to the Municipal Code.
- Facilitate the completion of a report on the Creative Economy in Culver City.
- Pursuant to the direction of the City Council, lead efforts to establish a municipal fiber optic network to the City's business community.
- Facilitate the timely completion of work plan items City-wide.
- Continue and further improve efforts to evaluate and identify grant funding opportunities throughout the City.
- Engage the services of a professional public relations firm in an on-call capacity in the case such services become necessary during the fiscal year (in the case of an emergency or crisis).
- Retain a communications consultant to assist in assessing and improving the City's overall communications strategy.
- Prepare for negotiations with the Culver City Employees' Association and Culver City Management Group.
- (Joint Project with the City Attorney's Office) Utilizing the recently City Council approved California Public Utilities Commission regulated franchise as a guide, conclude the update of the City's oil pipeline franchise renewals.
- (Joint Project with the City Attorney's Office and other City Departments) Conduct a comprehensive update on the CCMC provisions, purchasing policies, RFB, RFP and RFQ documents, bid protest procedures, and insurance and indemnity issues relating to City contracting and purchasing. (Anticipate bringing CCMC amendments to City Council during second quarter of Fiscal Year 2016/2017.)
- Continue coordinating efforts with the Culver City Centennial Celebration Committee to implement Centennial-related events.

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

ADMINISTRATION			101		10110100		
			GENERAL FUND		City Manager's Office		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
795,396	780,516	788,689	411100	Regular Salaries	687,326	-101,363	-12.9%
34,784	17,680	17,680	431000	Deferred Compensation	17,680	0	0.0%
42,408	41,477	41,477	432000	Social Security	40,936	-541	-1.3%
138,984	157,334	157,334	433000	Retirement - Employer	147,152	-10,182	-6.5%
32,375	32,802	32,802	434000	Workers Compensation	38,924	6,122	18.7%
71,930	75,900	75,900	435000	Group Insurance	72,416	-3,484	-4.6%
3,190	3,250	3,250	435400	Retiree Health Savings	3,250	0	0.0%
93,096	100,000	100,000	435500	Retiree Insurance	100,000	0	0.0%
58,720	64,040	64,040	435600	Retiree Medical Prefunding	64,040	0	0.0%
219	210	210	436000	State Disability Insurance	214	4	1.9%
1,500	2,000	2,000	437000	Mgt Health Ben	2,000	0	0.0%
1,163	1,200	1,200	437500	Longevity Pay	2,400	1,200	100.0%
16,262	16,200	16,200	438000	Auto Allowance	16,200	0	0.0%
4,698	4,680	4,680	438500	Cell Phone Allowance	4,680	0	0.0%
1,294,726	1,297,289	1,305,462	Total	Personnel Services	1,197,218	-108,244	-8.3%
1,229	3,500	3,500	512100	Office Expense	3,500	0	0.0%
186	0	0	512200	Printing and Binding	0	0	0.0%
2,223	3,075	3,075	512400	Communications	3,075	0	0.0%
228	200	200	514100	Departmental Special Supplies	200	0	0.0%
559	1,000	1,000	516100	Training & Education	1,000	0	0.0%
1,666	6,000	6,000	516500	Conferences & Conventions	6,830	830	13.8%
2,104	1,500	1,500	516600	Special Events & Meetings	1,500	0	0.0%
1,400	2,700	2,700	516700	Memberships & Dues	2,700	0	0.0%
17,720	20,720	20,720	517100	Subscriptions	20,720	0	0.0%
0	150	150	517850	Employee Recognition Events	150	0	0.0%
6,481	0	0	550140	Employee Reimb-Gen	0	0	0.0%
0	5,000	75,937	619800	Other Contractual Services	5,000	-70,937	-93.4%
14,704	14,898	14,898	650300	Liability Reserve Charge	5,865	-9,033	-60.6%
48,499	58,743	129,680	Total	Maint & Operations	50,540	-79,140	-61.0%
0	0	0	910300	Projected Excess Appropriation	(40,895)	-40,895	0.0%
0	0	0	Total	Inter-Fund Transfers	(40,895)	-40,895	0.0%
1,343,225	1,356,032	1,435,142	Division Total		1,206,863	-228,279	-15.9%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

ADMINISTRATION			413		41310400		
			CULTURAL TRUST FUND		Art Fund		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	0	2,000	512100	Office Expense	0	-2,000	-100.0%
0	0	1,000	512200	Printing and Binding	0	-1,000	-100.0%
164	0	3,836	514100	Departmental Special Supplies	0	-3,836	-100.0%
2,724	0	1,276	516500	Conferences & Conventions	1,350	74	5.8%
487	0	1,513	516600	Special Events & Meetings	0	-1,513	-100.0%
1,561	1,500	2,439	516700	Memberships & Dues	2,300	-139	-5.7%
2,250	2,000	8,500	517000	City Commission Expenses	8,000	-500	-5.9%
0	100	200	517100	Subscriptions	100	-100	-50.0%
0	250	2,750	517300	Advertising and Public Relatio	250	-2,500	-90.9%
44,602	146,150	341,875	619800	Other Contractual Services	183,500	-158,375	-46.3%
51,787	150,000	365,389	Total	Maint & Operations	195,500	-169,889	-46.5%
39,238	110,000	225,762	730100	Improvements other than Bldg	437,898	212,136	94.0%
0	0	1,900	732150	IT Equipment - Hardware	0	-1,900	-100.0%
39,238	110,000	227,662	Total	Capital Outlay	437,898	210,236	92.3%
91,025	260,000	593,051	Division Total		633,398	40,347	6.8%



2016-17
ADOPTED BUDGET

CITY CLERK

RESP. MGR.: SERENA WRIGHT-BLACK

DEPARTMENT 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.

DEPARTMENT 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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	235,510	270,001	577,139	307,138	113.8%
Maint & Operations	52,788	239,439	198,351	-41,088	-17.2%
Division Total	288,298	509,440	775,490	266,050	52.2%



2016-17
ADOPTED BUDGET

CITY CLERK

RESP. MGR.: SERENA WRIGHT-BLACK

FUNDING SUMMARY	ACTUAL RECEIPTS 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Passport Processing Fee	9,090	9,000	10,000	1,000	11.1%
Miscellaneous Revenue	213	6,550	100	-6,450	-98.5%
General Revenues	278,995	493,890	765,390	271,500	55.0%
Department Total	288,298	509,440	775,490	266,050	52.2%

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>11100 City Clerk</u>					
City Clerk *	0.00	0.00	1.00	1.00	100.0%
Clerk Typist/RPT	0.95	0.95	0.95	0.00	0.0%
Management Analyst	1.00	0.00	0.00	0.00	0.0%
Sr. Management Analyst	0.00	1.00	1.00	0.00	0.0%
Division Total	1.95	1.95	2.95	1.00	51.3%
Total Positions	1.95	1.95	2.95	1.00	51.3%

* Addition of one (1) City Clerk position

CASUAL PT POSITIONS	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Clerk/Exempt PT	1,000	1,000	1,000	0	0.0%
Division Total	1,000	1,000	1,000	0	0.0%
Total Hours	1,000	1,000	1,000	0	0.0%



2016-17
ADOPTED BUDGET

CITY CLERK

RESP. MGR.: SERENA WRIGHT-BLACK

FISCAL YEAR 2015-16 WORK PLANS

- If funds are appropriated for this purpose, implement a voter education and outreach program for the 2016 General Municipal Election.

03/07/16 Status – NEARING COMPLETION: As part of the City Council Adopted Budget for Fiscal Year 2015/2016, the City Council provided funding for a Voter Outreach and Education Program. At the City Council's January 25, 2016 Regular Meeting, the City Council and Culver City Community were introduced to Birdee, the mascot of the Culver City Counts Voter Education and Outreach Program. Pursuant to City Council direction provided on February 22, 2016, banners featuring Birdee will be placed over three streets in Culver City and in the Fox Hills Neighborhood during the week of March 14, 2016.

- Effectively administer the General Municipal Election to be held on April 12, 2016 (including any Charter Amendments the City Council may deem appropriate to place before the voters).

03/07/16 Status – NEARING COMPLETION: Beginning on December 21, 2015 with the opening of the candidate filing period and continuing until April 25, 2016, the City Clerk's Office has and will continue to effectively administer the 2016 General Municipal Election. With respect to Charter Amendments, the Assistant City Manager/City Clerk and Assistant City Attorney met with the members of the City Council's Ad-Hoc Charter Review Subcommittee in April and November of 2015. The Subcommittee's recommendations were presented to the City Council on February 8, 2016, and the City Council directed that proposed amendments be placed on the ballot for a November 2016 special election. A Resolution Calling the Election is scheduled to be considered by the City Council on March 14, 2016.

- Continue working with all City Departments to conclude the City-wide implementation of the GRANICUS agenda processing and government transparency system.

03/07/16 Status - ONGOING: After six months of preparation involving training representatives from all City Departments, GRANICUS was officially launched at the Regular Meeting of the City Council held on July 27, 2015. Subsequently, the City's four Commissions also have completely implemented GRANICUS. The City Clerk's Office continues to coordinate meetings of the Secretaries of the City's Commissions, Committees, and Board to make improvements to the GRANICUS system implementation.



2016-17
ADOPTED BUDGET

CITY CLERK

RESP. MGR.: SERENA WRIGHT-BLACK

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Begin planning for Phase II of the City-wide document management, retention, and destruction program - replacement of SIRE's electronic document management functions.

03/07/16 Status - ONGOING: Implementation of GRANICUS involves the migration of some of the City's public documents (historic meeting agendas and related media) from the current SIRE system into GRANICUS. The IT Department is taking the lead in working with GRANICUS to complete that migration. The City Clerk's Office is working with the IT Department to find a replacement for the SIRE system's non-meeting related records.

- Complete the process for the Assistant City Manager/City Clerk and one additional staff member in the City Clerk's Office to become Notaries Public.

03/07/16 Status - ONGOING: Both the City Clerk and Deputy City Clerk are working to complete the pre-test requirements for Notary Public. The Assistant City Manager/City Clerk and Senior Management Analyst/Deputy City Clerk are also pursuing the professional designation of Certified Municipal Clerk (CMC). Achievement of the Notary Public designation shall continue in Fiscal Year 2016/2017. CMC designation is scheduled to be achieved in Fiscal Year 2017/2018.

- (Joint Project with the City Attorney's Office and Community Development Department) Outreach and Education Program for Implementation of the Ordinance Prohibiting Smoking in Multi-Family Housing. Full implementation of the Ordinance will be complete by the end of Fiscal Year 2015/2016.

03/07/16 Status - COMPLETED: Both the City Attorney's Office and the City Clerk's Office continue to be involved with the implementation of the City's outreach and education program. Full implementation of the Ordinance will be complete by May 26, 2016.

- (Joint with the City Attorney's Office) Update City Council Policies and Administrative Procedures.

03/07/16 Status - ONGOING: As time permits, these City Council Policies and Administrative Procedures will continue to be updated.

- (Joint Project with the City Attorney's Office) City Charter Review



CITY CLERK

RESP. MGR.: SERENA WRIGHT-BLACK

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

03/07/16 Status – NEARING COMPLETION: The Assistant City Manager/City Clerk and Assistant City Attorney met with the City Council's Ad-Hoc Charter Review Subcommittee on several occasions. On February 22, 2016 the City Council considered the recommendation of the Subcommittee and directed the City Manager to place on the agenda of a future City Council meeting resolutions calling an election for November 8, 2016 at which the voters shall consider various amendments to the City Charter. These resolutions are scheduled to be presented to the City Council on March 14, 2016.

- (Joint Project with the City Attorney's Office) Campaign Finance Ordinance Review

03/07/16 Status - COMPLETED: After numerous meeting with the City Council's Ad-Hoc Subcommittee and informational question/answer meeting with the community, and thorough discussion by the City Council at several City Council meetings, the updated Campaign Finance Ordinance was adopted by the City Council on September 15, 2015 (and became effective on October 15, 2015). Subsequent to its adoption, the City Attorney's Office and City Clerk's Office jointly prepared a Frequently Asked Questions page for the City's website to provide the public with important information concerning the Ordinance.

FISCAL YEAR 2016-17 WORK PLANS

- Should the City Council determine to adopt the proposed resolutions calling a Special Municipal Election on November 8, 2016, coordinate such election with the Los Angeles County Registrar/Recorder-County Clerk's Office.
- Continue working with all City Departments to conclude the City-wide implementation of the GRANICUS agenda processing and government transparency system and continue coordination of its continued use and constant upgrade throughout the City.
- Begin planning for Phase II of the City-wide document management, retention, and destruction program - replacement of SIRE's electronic document management functions.
- Continue the process for the Assistant City Manager/City Clerk and the Senior Management Analyst/Deputy City Clerk to achieve the designation of Certified Municipal Clerk (CMC).
- Complete the process for the Assistant City Manager/City Clerk and one additional staff member in the City Clerk's Office to become Notaries Public.
- (Joint with the City Attorney's Office) Update City Council Policies and Administrative Procedures.

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

CITY CLERK			101		10111100		
			GENERAL FUND		City Clerk		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
130,953	138,021	138,021	411100	Regular Salaries	356,358	218,337	158.2%
0	16,590	16,590	411200	Part-Time Salaries	16,257	-333	-2.0%
927	0	0	411310	Overtime-Regular	0	0	0.0%
5,220	5,200	5,200	431000	Deferred Compensation	9,360	4,160	80.0%
9,792	11,088	11,088	432000	Social Security	22,035	10,947	98.7%
22,977	30,946	30,946	433000	Retirement - Employer	80,157	49,211	159.0%
6,138	4,373	4,373	434000	Workers Compensation	5,364	991	22.7%
16,198	16,750	16,750	435000	Group Insurance	32,348	15,598	93.1%
1,305	1,300	1,300	435400	Retiree Health Savings	2,600	1,300	100.0%
28,487	31,000	31,000	435500	Retiree Insurance	31,000	0	0.0%
12,080	13,180	13,180	435600	Retiree Medical Prefunding	13,180	0	0.0%
165	153	153	436000	State Disability Insurance	220	67	43.8%
500	500	500	437000	Mgt Health Ben	1,000	500	100.0%
769	900	900	437500	Longevity Pay	1,200	300	33.3%
0	0	0	438000	Auto Allowance	4,500	4,500	0.0%
0	0	0	438500	Cell Phone Allowance	1,560	1,560	0.0%
235,510	270,001	270,001	Total	Personnel Services	577,139	307,138	113.8%
4,183	3,000	3,000	512100	Office Expense	3,000	0	0.0%
980	0	0	512200	Printing and Binding	0	0	0.0%
1,058	1,465	1,465	512400	Communications	1,465	0	0.0%
5,481	5,314	5,314	514100	Departmental Special Supplies	5,314	0	0.0%
10,221	1,500	1,500	514300	Municipal Code Revisions	1,500	0	0.0%
0	3,000	3,000	516100	Training & Education	2,760	-240	-8.0%
2,639	5,000	5,000	516500	Conferences & Conventions	6,901	1,901	38.0%
100	2,000	2,000	516600	Special Events & Meetings	2,000	0	0.0%
0	2,500	2,500	516700	Memberships & Dues	2,500	0	0.0%
8,885	37,500	42,915	517300	Advertising and Public Relatio	17,500	-25,415	-59.2%
0	59	59	517850	Employee Recognition Events	103	44	74.6%
631	2,000	2,000	600200	R&M - Equipment	2,000	0	0.0%
16,020	20,000	20,000	610400	Consulting Services	20,000	0	0.0%
(200)	90,000	96,200	610600	Election Services	100,000	3,800	4.0%
0	32,500	52,500	619800	Other Contractual Services	32,500	-20,000	-38.1%
2,788	1,986	1,986	650300	Liability Reserve Charge	808	-1,178	-59.3%
52,788	207,824	239,439	Total	Maint & Operations	198,351	-41,088	-17.2%
288,298	477,825	509,440	Division Total		775,490	266,050	52.2%



2016-17
ADOPTED BUDGET

CITY ATTORNEY

RESP. MGR.: CAROL SCHWAB

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 EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>101 – GENERAL FUND</i>						
13100	City Attorney	2,046,177	2,231,240	2,282,675	51,435	2.3%
	Fund Total	2,046,177	2,231,240	2,282,675	51,435	2.3%
<i>309 - SELF INSURANCE FUND</i>						
13400	City Attorney - Risk Mgt	916,495	993,861	1,025,242	31,381	3.2%
	Fund Total	916,495	993,861	1,025,242	31,381	3.2%
Department Total		2,962,672	3,225,101	3,307,917	82,816	2.6%



2016-17
ADOPTED BUDGET

CITY ATTORNEY

10113100 – CITY ATTORNEY

RESP. MGR.: CAROL SCHWAB

DEPARTMENT MISSION

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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 EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,273,959	1,358,315	1,413,101	54,786	4.0%
Maint & Operations	772,218	872,925	869,574	-3,351	-0.4%
Division Total	2,046,177	2,231,240	2,282,675	51,435	2.3%


 2016-17
ADOPTED BUDGET

CITY ATTORNEY

RESP. MGR.: CAROL SCHWAB

FUNDING SUMMARY	ACTUAL RECEIPTS 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
City Property Damages Recovery	134,434	20,000	20,000	0	0.0%
Liability Reserve Fees	1,650,075	1,925,000	1,925,000	0	0.0%
Miscellaneous Revenue	42,400	386	0	-386	-100.0%
General Revenues	1,135,763	1,279,715	1,362,917	83,202	6.5%
Department Total	2,962,672	3,225,101	3,307,917	82,816	2.6%

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>13100 City Attorney</u>					
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%
Clerk/RPT *	0.49	0.49	0.00	-0.49	-100.0%
Administrative Clerk *	0.00	0.00	0.50	0.50	100.0%
Deputy City Attorney II	0.90	0.90	0.90	0.00	0.0%
Dpty City Atty II/Asst City Prosecutor	0.90	0.00	0.00	0.00	0.0%
Legal Operations Manager	0.85	0.85	0.85	0.00	0.0%
Legal Secretary	0.75	0.75	0.75	0.00	0.0%
Sr. Deputy City Attorney	0.00	0.90	0.90	0.00	0.0%
Division Total	5.64	5.64	5.65	0.01	0.2%

21150 SIF Liability

City Attorney	0.25	0.25	0.25	0.00	0.0%
Clerk/RPT *	0.49	0.49	0.00	-0.49	-100.0%
Administrative Clerk *	0.00	0.00	0.50	0.50	100.0%
Deputy City Attorney II	0.10	0.10	0.10	0.00	0.0%
Deputy City Attorney II/Asst City Prosec	0.10	0.00	0.00	0.00	0.0%
Legal Operations Manager	0.15	0.15	0.15	0.00	0.0%
Legal Secretary	0.25	0.25	0.25	0.00	0.0%
Sr. Deputy City Attorney	0.00	0.10	0.10	0.00	0.0%
Division Total	1.34	1.34	1.35	0.01	0.7%

Total Positions	6.98	6.98	7.00	0.02	0.3%
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* Reclassification of Clerk/RPT to Administrative Clerk full-time



CITY ATTORNEY

RESP. MGR.: CAROL SCHWAB

FISCAL YEAR 2015-16 WORK PLANS

- Provide legal assistance to other Departments relating to their respective Work Programs.

Status (a/o 04/12/16): Ongoing.

- 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. (Due to a large number of new appointees this Fiscal Year, we have scheduled the next AB1234/Brown Act/Conflict of Interest Training for June 18, 2015.)

Status (a/o 04/12/16): Completed and ongoing. The AB1234/Brown Act/Conflict of Interest Training was held on June 18, 2015, as planned. This training is now conducted annually in June of each year, and as needed, after new appointments are made to the various City commissions, boards and committees.

- Oil Drilling: 1) Ordinance/Regulations (Joint project with Community Development Department.) (Anticipate completion of Draft EIR for Specific Plan during the second quarter of Fiscal Year 15-16.); and 2) Monitoring and commenting on, when applicable, federal, state and local agency regulations relating to oil drilling operations (i.e. fracking, air and water quality, etc.). (Joint project with Community Development Department.)

Status (a/o 04/12/16): 1) In progress. The Draft Specific Plan document and Draft EIR for the Specific Plan are expected to be completed by first or second quarter of Fiscal Year 2016-2017. 2) Discussion of fracking regulations to be folded into the Specific Plan process. Staff continues to monitor and, when applicable, comment on, federal, state and local agency regulations relating to oil drilling operations (i.e. fracking, air and water quality, etc.).

- Assist with update of City Council Policies and Administrative Procedures (Assist City Manager's and City Clerk's Offices.)

Status (a/o 04/12/16): Ongoing. As time permits, these City Council Policies and Administrative Procedures will continue to be updated.

- Monitor Medical Marijuana case law and prepare any required amendments to Culver City Municipal Code. (The City's Municipal Code is still in compliance.)

Status (a/o 04/12/16): Ongoing. Our Office has been monitoring the status of medical marijuana laws in California and the U.S., including other cities' regulations. The State passed significant changes to medical marijuana laws at the end of 2015, which are being phased into effect through 2018. While the Culver City Municipal Code (CCMC) is still in compliance, prior to the State's new regulations going into effect (which are unreleased, at this time, and in the process of being written) our Office will be bringing discussion items and potentially changes to the CCMC, to address components of the law such as delivery and cultivation of medical marijuana. Anticipate bringing any necessary CCMC amendments to the City Council during Fiscal Year 16-17.



CITY ATTORNEY

RESP. MGR.: CAROL SCHWAB

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Telecommunications Ordinance Update (Joint project with Public Works and Community Development Departments). (Anticipate completing during first quarter of Fiscal Year 15-16.)

Status (a/o 04/12/16): In progress. Significant revisions (including reorganization of the provisions) to the Ordinance were close to completion prior to the end of Fiscal Year 14-15. However, due to continuing developments in state and federal law regarding the processing of applications by local government for the installation of wireless antennas, this Work Plan has been modified to address these new legislative requirements. This will allow the City to complete a comprehensive update to the existing regulations. Our Office is now assisting the Public Works Department with developing design and use standards and a more comprehensive application form than is currently being used. This updated comprehensive application will benefit the Planning Division as well, as they are also subject to these new legislative changes. As a second phase, our Office will evaluate whether such design and use standards need to be included in the Ordinance update. In the interim, an Ordinance narrowly addressing the processing of encroachment permits (change from City Council approval to administrative approval) will be presented to City Council for consideration prior to the end of Fiscal Year 15-16.

- Implementation of Emergency Preparedness Ordinance, including review of Disaster Preparedness Plan (Assist the Fire Department as needed.) (Fire Department anticipates bringing to City Council during second quarter of Fiscal Year 15-16.)

Status (a/o 04/12/16): The City's draft Emergency Operations Plan was sent to the State for approval in July 2015, but it is not yet approved. Upon approval, our Office will assist the Fire Department in bringing it to City Council for approval, and at that time will also bring other companion issues via resolution to the City Council.

- Assist Information Technology Department with the drafting and implementation of new policies and procedures relating to Email Retention, Social Media and Electronically Stored Information (ESI) (Joint project with Information Technology.)

Status (a/o 04/12/16): To be carried over to the next fiscal year. Activity for this work program has been on hold pending the selection of an Email/Cloud storage solution. The IT Department is pilot testing Microsoft's Office 365 Cloud solution, which also includes an E-Discovery module, and will be looking toward implementation beginning the end of Fiscal Year 15-16. Our Office will work in coordination with IT to establish policies related to Email retention and Electronically Stored Information when this effort is initiated. IT is coordinating with the City Manager's Office in relation to the City's Social Media strategy and policies, and our Office will assist with these efforts in addressing pertinent legal issues.



CITY ATTORNEY

RESP. MGR.: CAROL SCHWAB

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Campaign Finance and Activity Ordinance update. (Anticipate bringing to City Council during the first quarter of Fiscal Year 15-16.)

Status (a/o 04/12/16): Completed. After numerous meetings with the City Council Ad Hoc Subcommittee, an informational, question/answer meeting with the Community, and thorough discussion by the City Council at several City Council meetings, the updated Campaign Finance Ordinance was adopted by the City Council on September 15, 2015 and became effective on October 15, 2015. Subsequent to its adoption, the City Attorney's Office and City Clerk's Office jointly prepared a Frequently Asked Questions page for the City's website to provide the public with important information concerning the Ordinance.

- Massage Business Ordinance update. (Anticipate bringing to City Council during the second or third quarter of Fiscal Year 15-16.)

Status (a/o 04/12/16): In progress. Since the passage of new state law effective January 1, 2015, our Office has analyzed the League of California Cities' recommendations and draft ordinances of other cities to update the City's massage business ordinance. On April 13, 2015, in accordance with state law, the City Council adopted a 45-day moratorium on the issuance of any new permit, license, approval or entitlement pertaining to new massage establishments or the location or relocation of massage establishments within the City. On May 26, 2015 and March 14, 2016, respectively, two extensions of the moratorium were adopted, as permitted by state law. The purpose of the moratorium is to study the existing regulations, as well as other cities' regulations, in order to create proper rules, criteria and conditions of approval that are consistent with state law. The moratorium expires on April 11, 2017, and our Office anticipates bringing a proposed Ordinance to City Council well before that date.

- Assist with Pipeline Franchise renewals (Assist City Manager's Office.)

Status (a/o 04/12/16): In progress. Utilizing the recently City Council approved California Public Utilities Commission regulated franchise as a guide, continuing with the update of the City's oil pipeline franchise renewals.

- Zoning Code Amendments—multiple amendments/updates to Zoning Code (Assist Community Development Department.) (Amendments will be considered throughout Fiscal Year 15-16.)

Status (a/o 04/12/16): In progress. Working in partnership with the Community Development Department regarding several Zoning Code Amendments to update and clarify provisions in the Zoning Code. This work commenced during Fiscal Year 13-14 and continued through Fiscal Year 14-15. Thus far in Fiscal Year 15-16, amendments to development standards to address large single family residential homes have been completed. Various other amendments will continue into Fiscal Year 16-17 and include amendments relating to parking, signs, definitions of Planning and Zoning terms, ancillary structures, outdoor dining, short-term rentals and neighborhood-specific development standards.



CITY ATTORNEY

RESP. MGR.: CAROL SCHWAB

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Animal Services Ordinance Update to establish administrative procedures for barking dogs, potentially dangerous dogs and other animal nuisances. (Joint project with Police Department.) (Anticipate completing during first quarter of Fiscal Year 15-16.)

Status (a/o 04/12/16): In progress. In cooperation with the Police Department, our Office originally anticipated bringing this to the City Council prior to the end of Fiscal Year 15-16. However, several other issues have come to the forefront, such as issues with wild animals, and, as a result, the scope of staff's review and proposed revisions has broadened. Thus, the proposed amendments and additions to the Animal Services Ordinance will be carried over to Fiscal Year 16-17.

- City Charter Review (Joint project with the City Clerk's Office.) (We anticipate the City Council's Charter Review Subcommittee's recommendations will be presented to the City Council during the first quarter of Fiscal Year 15-16.)

Status (a/o 04/12/16): Completed. The Assistant City Manager/City Clerk and Assistant City Attorney met with the City Council's Ad-Hoc Charter Review Subcommittee on several occasions. On February 22, 2016 the City Council considered the recommendation of the Subcommittee and directed the City Manager to place on the agenda of a future City Council meeting resolutions calling an election for November 8, 2016, at which the voters shall consider various amendments to the City Charter. These resolutions were adopted by the City Council on March 14, 2016.

- LAX (Our Office will continue to oversee litigation and other issues regarding LAX, including, overflight concerns, Specific Plan expansion project, new and proposed development adjacent to LAX, and proposed transit facility.)

Status (a/o 04/12/16): Ongoing. Our Office continues to work with the City's Transportation and Public Works Departments as well as outside consultants, on transit and traffic issues pertaining to the LAX Specific Plan expansion project, the "LAMP" (Landside) development and the Northside development. Additionally, staff has continued to meet with the FAA, LAWA and regional elected officials and their staffs to address noise and air quality issues surrounding the frequency and altitude of overflights.

- Outreach and Education Program for Implementation of Ordinance Prohibiting Smoking in Multi-Family Housing. (Joint project with City Manager's Office and Community Development Department.) (Will continue to assist with outreach and education, including three additional community meetings with landlords, tenants and HOAs, which have been scheduled for June 25th, July 9th and July 23rd of 2015. Full implementation of the Ordinance will be complete by the end of Fiscal Year 15-16.)

Status (a/o 04/12/16): Completed. Our Office continues to be involved with the implementation of the City's outreach and education program. Our Office attended and presented at several community meetings held at various locations during the first quarter of Fiscal Year 15-16 to provide outreach and education regarding the requirements of the smoking ban. In addition, throughout Fiscal Year 15-16 thus far, the Enforcement Services Division has made presentations about the smoking ban to numerous multi-unit housing properties upon request. Our Office has assisted, and will continue to assist, with these efforts as needed. Full implementation of the Ordinance will be complete by May 26, 2016.



CITY ATTORNEY

RESP. MGR.: CAROL SCHWAB

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Visioning of Proposed Hospitality & Entertainment District Specific Plan (Assist the Community Development Department in evaluating pertinent legal issues involving signage component.)

Status (a/o 04/12/16): Completed and presented to City Council during last quarter of Fiscal Year 14-15.

- Amendments to the City's Tobacco Retailer Licensing Ordinance to Include E-Cigarettes (Joint project with the City Manager's Office and Finance Department.) (Per City Council direction on February 23, 2015, prepare amendments to the Tobacco Retailer Licensing Ordinance to require a license for the sale of electronic smoking devices (e-cigarettes) and prohibit the sale of e-cigarettes to minors.) (Anticipate bringing a proposed Ordinance to City Council during first quarter of Fiscal Year 15-16.)

Status (a/o 04/12/16): Completed. Ordinance was adopted by the City Council on August 10, 2015.

- Municipal Fiber Network Project (Assist Information Technology Department with Project as needed.)

Status (a/o 04/12/16): Ongoing. On November 9, 2015, the City Council took several actions, including approving a consultant agreement with Mox Networks, LLC for the design and development of the Municipal Fiber Network and authorized the City Manager to negotiate and execute certain agreements related to the operations and maintenance of the Municipal Fiber Network. Our Office continues to work with City staff, Mox and other stakeholders to move this project forward. The project team completed an evaluation of City infrastructure in locations where the new fiber strands will be installed in existing conduit. The evaluation confirmed that the new fiber can co-exist with current assets in areas where the project will leverage the City's conduit system. The project team is working toward completing the engineering drafting and design of the network. Staff is planning to return to City Council in May to request approval to release the RFP soliciting bids for the construction phase of the project.

- Multi-Hazard Mitigation Plan (Assist Public Works Department as needed.)

Status (a/o 04/12/16): In progress. Our Office participates on the Steering Committee for the Multi Jurisdiction Hazard Mitigation Plan (MJHMP), along with staff from the Public Works Department, other City departments, and the School District. Thus far during Fiscal Year 2015-2016, there has been extensive community outreach and numerous meetings of the steering committee, as well as several public meetings where City Council and the community were updated on the MJHMP status. After a draft of the MJHMP is complete, it will be reviewed by City staff and presented for public comment.

- Implementation of New Stormwater Regulations (Assist Public Works Department as needed.)

Status (a/o 04/12/16): Completed. Ordinance approved by City Council during Fiscal Year 14-15.



CITY ATTORNEY

RESP. MGR.: CAROL SCHWAB

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Monitoring Grant Opportunities (None available at this time. Will continue to monitor eCivis and other resources for available grant opportunities.)

Status (a/o 04/12/16): Ongoing. Have continued to monitor eCivis and other resources for available grant opportunities. None are available at this time.

FISCAL YEAR 2016-17 WORK PLANS

- Provide legal assistance to other Departments relating to their respective Work Plans.
- 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 during the last quarter of Fiscal Year 15-16.)
- Oil Drilling: 1) Ordinance/Regulations (Joint project with Community Development Department.) (Anticipate completion of Draft Specific Plan and related Draft EIR by first or second quarter of Fiscal Year 16-17.); and 2) Monitoring and, when applicable, commenting on, federal, state and local agency regulations relating to oil drilling operations (i.e. fracking, air and water quality, etc.). (Joint project with Community Development Department.)
- Assist with update of City Council Policies and Administrative Procedures (Assist City Manager's and City Clerk's Offices.)
- Monitor Medical Marijuana case law and prepare any required amendments to Culver City Municipal Code (CCMC). (While the CCMC is still in compliance, our Office will be bringing to City Council, during Fiscal Year 16-17, discussion items and potential changes to the CCMC to address components of new state law such as delivery and cultivation of medical marijuana.)
- Telecommunications Ordinance and Procedures Update, Including Review of Design and Use Standards (Joint project with Public Works and Community Development Departments). (Anticipate completing procedural revisions, to modify encroachment permit process from City Council approval to administrative approval, prior to the end of Fiscal Year 15-16. If remaining organizational and other amendments to CCMC to be completed by the end of the second quarter of Fiscal Year 16-17.)
- Implementation of Emergency Preparedness Ordinance, including review of Disaster Preparedness Plan (Assist the Fire Department as needed.) (Submitted to State in June 2015 and pending approval.)



2016-17
ADOPTED BUDGET

CITY ATTORNEY

RESP. MGR.: CAROL SCHWAB

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

- Assist Information Technology Department with the drafting and implementation of new policies and procedures relating to Email Retention, Social Media and Electronically Stored Information (ESI) (Joint project with Information Technology.)
- Massage Business Ordinance update. (The moratorium expires on April 11, 2017; anticipate bringing a proposed Ordinance to City Council well before that date.)
- Assist with Pipeline Franchise renewals (Assist City Manager's Office.)
- Zoning Code Amendments—multiple amendments/updates to Zoning Code (Assist Community Development Department.) (Amendments will be considered throughout Fiscal Year 16-17.)
- Animal Services Ordinance Update to establish administrative procedures for barking dogs, potentially dangerous dogs and other animal nuisances. (Joint project with Police Department.) (Anticipate completing during Fiscal Year 16-17.)
- LAX/FAA Overflights (Our Office will continue to oversee litigation and other issues regarding LAX, including, overflight concerns, Specific Plan expansion project, new and proposed development adjacent to LAX, and proposed transit facility.)
- Municipal Fiber Network Project (Assist Information Technology Department with Project as needed.)
- Multi Jurisdiction Hazard Mitigation Plan (Assist Public Works Department as needed.)
- Contracting/Purchasing Ordinance and Policies Update Working Group Project (Joint Project with City Manager's Office and other City Departments, including Finance and Public Works Departments) – Conduct a comprehensive update of the CCMC provisions, purchasing policies, RFB, RFP and RFQ documents and bid protest procedures, and review insurance and indemnity issues, relating to City contracting and purchasing. (Anticipate bringing CCMC amendments to City Council during second quarter of Fiscal Year 2016/2017.)
- Update to City's Historic Preservation Program, Including Culver City Municipal Code Amendments (Joint Project with City Manager's Office).
- Monitoring Grant Opportunities (None available at this time. Will continue to monitor eCivis and other resources for available grant opportunities.)

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

CITY ATTORNEY			101		10113100		
			GENERAL FUND		City Attorney		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
856,444	864,888	864,888	411100	Regular Salaries	895,813	30,925	3.6%
0	836	836	411310	Overtime-Regular	836	0	0.0%
19,999	19,592	19,592	431000	Deferred Compensation	19,641	49	0.3%
49,027	48,280	48,280	432000	Social Security	47,832	-448	-0.9%
143,688	168,211	168,211	433000	Retirement - Employer	183,560	15,349	9.1%
39,807	36,051	36,051	434000	Workers Compensation	43,803	7,752	21.5%
24,887	67,883	67,883	435000	Group Insurance	67,883	0	0.0%
3,774	3,662	3,662	435400	Retiree Health Savings	3,677	15	0.4%
54,628	60,000	60,000	435500	Retiree Insurance	60,000	0	0.0%
67,260	73,360	73,360	435600	Retiree Medical Prefunding	73,360	0	0.0%
312	294	294	436000	State Disability Insurance	313	19	6.5%
2,500	2,200	2,200	437000	Mgt Health Ben	2,200	0	0.0%
3,012	6,075	6,075	437500	Longevity Pay	6,075	0	0.0%
4,517	3,375	3,375	438000	Auto Allowance	4,500	1,125	33.3%
4,103	3,608	3,608	438500	Cell Phone Allowance	3,608	0	0.0%
1,273,959	1,358,315	1,358,315	Total	Personnel Services	1,413,101	54,786	4.0%
3,936	4,363	4,363	512100	Office Expense	4,363	0	0.0%
1,111	1,540	1,540	512400	Communications	1,540	0	0.0%
1,626	1,959	1,959	514100	Departmental Special Supplies	1,959	0	0.0%
15,411	12,865	12,865	514400	Legal-Suplmt & Pocket Part	12,865	0	0.0%
4,612	4,500	4,500	516100	Training & Education	4,500	0	0.0%
511	500	500	516600	Special Events & Meetings	500	0	0.0%
2,005	2,225	2,225	516700	Memberships & Dues	2,225	0	0.0%
320	670	670	517100	Subscriptions	670	0	0.0%
0	210	210	517850	Employee Recognition Events	210	0	0.0%
128	370	370	600200	R&M - Equipment	370	0	0.0%
53,956	50,000	50,000	611200	Legal Services - Personnel Gri	50,000	0	0.0%
440,927	515,000	560,481	611300	Legal Services - Land Use	500,000	-60,481	-10.8%
229,587	216,868	216,868	611600	Legal Services - Miscellaneous	283,773	66,905	30.9%
18,088	16,374	16,374	650300	Liability Reserve Charge	6,599	-9,775	-59.7%
772,218	827,444	872,925	Total	Maint & Operations	869,574	-3,351	-0.4%
2,046,177	2,185,759	2,231,240	Division Total		2,282,675	51,435	2.3%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

CITY ATTORNEY			309	30913400			
			RISK MANAGEMENT FUND		City Attorney - Risk Mgt		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
149,397	141,704	141,704	411100	Regular Salaries	169,516	27,812	19.6%
2,969	3,288	3,288	431000	Deferred Compensation	3,239	-49	-1.5%
7,641	8,469	8,469	432000	Social Security	8,696	227	2.7%
19,908	29,652	29,652	433000	Retirement - Employer	33,042	3,390	11.4%
0	16,131	16,131	435000	Group Insurance	16,131	0	0.0%
793	888	888	435400	Retiree Health Savings	873	-15	-1.7%
4,250	4,640	4,640	435600	Retiree Medical Prefunding	4,640	0	0.0%
147	151	151	436000	State Disability Insurance	167	16	10.6%
0	300	300	437000	Mgt Health Ben	300	0	0.0%
0	2,025	2,025	437500	Longevity Pay	2,025	0	0.0%
0	1,125	1,125	438000	Auto Allowance	1,125	0	0.0%
0	488	488	438500	Cell Phone Allowance	488	0	0.0%
185,106	208,861	208,861	Total	Personnel Services	240,242	31,381	15.0%
35,370	35,000	35,000	619800	Other Contractual Services	35,000	0	0.0%
696,020	750,000	750,000	660100	Liability Insurance Claims	750,000	0	0.0%
731,390	785,000	785,000	Total	Maint & Operations	785,000	0	0.0%
916,495	993,861	993,861	Division Total		1,025,242	31,381	3.2%



2016-17
ADOPTED BUDGET

FINANCE

RESP. MGR.: JEFF MUIR

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 EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>101 – GENERAL FUND</i>						
14100	Finance Administration	978,361	1,294,120	1,433,675	139,555	10.8%
14200	General Accounting	622,024	655,242	670,517	15,275	2.3%
14300	Budget & Financial Ops	1,053,753	1,137,408	920,945	-216,463	-19.0%
14400	Treasury	1,407,101	1,463,161	1,453,461	-9,700	-0.7%
14500	Purchasing	731,516	601,589	631,905	30,316	5.0%
	Fund Total	4,792,755	5,151,520	5,110,503	-41,017	-0.8%
<i>310 - CENTRAL STORES</i>						
14600	Central Stores	1,484,237	1,503,440	1,525,000	21,560	1.4%
	Fund Total	1,484,237	1,503,440	1,525,000	21,560	1.4%
Department Total		6,276,992	6,654,960	6,635,503	-19,457	-0.3%



2016-17
ADOPTED BUDGET

FINANCE

RESP. MGR.: JEFF MUIR

FUNDING SUMMARY	ACTUAL RECEIPTS 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Committee on Permits & License	23,907	20,000	20,000	0	0.0%
Admin Citations	200	100	0	-100	-100.0%
Stores Charges	1,203,335	1,500,000	1,500,000	0	0.0%
Miscellaneous Revenue	-6,211	94	0	-94	-100.0%
Unidentified Revenue	8,486	515	0	-515	-100.0%
General Revenues	5,047,276	5,134,251	5,115,503	-18,748	-0.4%
Department Total	6,276,992	6,654,960	6,635,503	-19,457	-0.3%

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>14100 Finance Administration</u>					
Administrative Secretary	0.50	0.00	0.00	0.00	0.0%
Asst. Chief Financial Officer	1.00	1.00	1.00	0.00	0.0%
Associate Analyst	0.00	0.50	0.50	0.00	0.0%
Chief Financial Officer	1.00	1.00	1.00	0.00	0.0%
Sr. Financial Systems Analyst	1.00	1.00	1.00	0.00	0.0%
Sr. Management Analyst	0.00	1.00	1.00	0.00	0.0%
Division Total	3.50	4.50	4.50	0.00	0.0%
<u>14200 General Accounting</u>					
Accountant	1.00	1.00	1.00	0.00	0.0%
Accountant II	1.00	1.00	1.00	0.00	0.0%
Accounting Division Manager	1.00	1.00	1.00	0.00	0.0%
Senior Accountant	1.00	1.00	1.00	0.00	0.0%
Division Total	4.00	4.00	4.00	0.00	0.0%


 2016-17
ADOPTED BUDGET

FINANCE

RESP. MGR.: JEFF MUIR

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>14300 Budget & Financial Operations</u>					
Account Clerk	0.95	0.00	0.00	0.00	0.0%
Accountant II	1.00	1.00	1.00	0.00	0.0%
Accounting Technician	1.00	1.00	1.00	0.00	0.0%
Budget & Financial Ops Manager	1.00	1.00	1.00	0.00	0.0%
Sr. Management Analyst	1.00	0.00	0.00	0.00	0.0%
Payroll Technician	1.00	1.00	1.00	0.00	0.0%
Senior Account Clerk	2.00	3.00	3.00	0.00	0.0%
Division Total	7.95	7.00	7.00	0.00	0.0%
<u>14400 Treasury</u>					
Account Clerk/RPT *	0.00	0.00	0.98	0.98	-100.0%
Accountant	1.00	1.00	1.00	0.00	0.0%
Accountant II	1.00	1.00	1.00	0.00	0.0%
Accounting Technician	1.00	1.00	1.00	0.00	0.0%
Administrative Secretary	0.50	0.00	0.00	0.00	0.0%
Associate Analyst	1.00	1.50	1.50	0.00	0.0%
Business Tax Inspector	1.00	1.00	1.00	0.00	0.0%
Treasury Division Manager	1.00	1.00	1.00	0.00	0.0%
Senior Account Clerk	6.00	5.00	5.00	0.00	0.0%
Division Total	12.50	11.50	12.48	0.98	8.5%
<u>14500 Purchasing</u>					
Associate Analyst	0.00	1.00	1.00	0.00	0.0%
Buyer	1.00	1.00	1.00	0.00	0.0%
Warehouse Supervisor	1.00	1.00	1.00	0.00	0.0%
Stores Specialist	1.00	1.00	1.00	0.00	0.0%
Division Total	3.00	4.00	4.00	0.00	0.0%
Total Positions	30.95	31.00	31.98	0.98	3.2%

* Additio of (0.98) of Account Clerk/RPT. (Eliminated casual part-time hours.)



FINANCE

RESP. MGR.: JEFF MUIR

CASUAL PT POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>14400 Treasury</u>					
Account Clerk *	936	936	0	-936	-100.0%
Division Total	936	936	0	-936	-100.0%
<u>14500 Purchasing</u>					
Account Clerk	936	0	0	0	0.0%
Division Total	936	0	0	0	0.0%
Total Hours	1,872	936	0	-936	-100.0%

* *Reclassified to Account Clerk/RPT*



FINANCE

RESP. MGR.: JEFF MUIR

FISCAL YEAR 2015-16 WORK PLANS

Perform Mock IRS Audit of Payroll (Pending approval of one-time funding)

- RFP and award contract for an audit of payroll practices and compliance with IRS guidelines.

RFP completed, agreement awarded to Moss Adams LLP. Completion will carry over to FY 2016/17.

Establish Contract City-wide Internal Audit Function (Pending approval of one-time and on-going funding)

- RFP and award contract with a qualified audit firm to perform a City-wide fraud risk assessment (one-time) and internal audit services (on-going).

RFP completed, agreement awarded to Moss Adams LLP. Completion of internal control review and enterprise risk assessment estimated by end of June. On-going internal audit work will commence in FY 2016/17.

Financial System Implementation

- Implementation of replacement for existing timekeeping software. Implement CAFR Statement Builder. Provide user support and training. Continue to identify applications of the new system to improve business processes.

Implementation of timekeeping system is underway, with likely completion in early FY 2016/17. CAFR Statement Builder implementation was delayed due to staff turnover, and is expected to be completed during FY 2016/17.

Staffing of Finance Advisory Committee

- Continued support of the FAC and their Work Plan. Significant staff time is required.

On-going.

Lockbox Payment Processing Implementation

- Implement lockbox payment processing for high volume monthly invoices.

Based on a technology upgrade and interface capabilities, internal staff is able to process payments more effectively and this project is no longer being pursued.

Business Tax Auditing

- After lockbox implementation, utilize existing staff for auditing of business tax filings.

Based on significant staff turnover, this item will be re-evaluated during FY 2016/17.



FINANCE

RESP. MGR.: JEFF MUIR

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

Financial and Departmental Policies

- Complete policies and procedures manual for Finance Department.

Delayed due to turnover in the Assistant Chief Financial Officer position. Deferred to FY 2016/17.

Redevelopment Agency Wind-Down

- Continued preparation of bi-annual ROPS documents, payment of enforceable obligations, and navigation of State and County issues.

On-going. Converted to annual ROPS process in January 2016.

FISCAL YEAR 2016-17 WORK PLANS

Complete IRS Review of Payroll

- Review of payroll practices and compliance with IRS guidelines.

Continue Internal Audit Function

- Based on Enterprise Risk Assessment and Internal Control Review, prioritized individual areas will begin to be audited in FY 2016/17.

Financial System Implementation

- Complete implementation of replacement for existing timekeeping software. Complete implementation CAFR Statement Builder. Provide user support and training. Continue to identify applications of the new system to improve business processes.

RFP for Banking Services

- Create an RFP for banking services to ensure best pricing for required services.

RFP for City-wide Historical Document Digitization

- Complete an RFP process for a vendor to provide historical document digitization that is usable by all City departments, subject to appropriations.

Municipal Code Updates

- Updates for commercial refuse late charges and taxi permitting requirements.

Financial and Departmental Policies

- Complete policies and procedures manual for Finance Department.



2016-17
ADOPTED BUDGET

FINANCE

RESP. MGR.: JEFF MUIR

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

Staffing of Finance Advisory Committee

- Continued support of the FAC and their Work Plan. Significant staff time is required.

Redevelopment Agency Wind-Down

- Continued preparation of bi-annual ROPS documents, payment of enforceable obligations, and navigation of State and County issues.

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2016-17
ADOPTED BUDGET

10114100 – FINANCE ADMINISTRATION

RESP. MGR.: JEFF MUIR

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	616,663	766,150	969,530	203,380	26.5%
Maint & Operations	361,698	527,970	464,145	-63,825	-12.1%
Division Total	978,361	1,294,120	1,433,675	139,555	10.8%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FINANCE			101 GENERAL FUND		10114100 Finance Administration		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
394,685	512,005	487,648	411100	Regular Salaries	636,224	148,576	30.5%
897	0	0	411310	Overtime-Regular	0	0	0.0%
9,431	8,839	8,839	431000	Deferred Compensation	17,160	8,321	94.1%
22,945	30,046	30,046	432000	Social Security	38,473	8,427	28.0%
66,704	100,366	100,366	433000	Retirement - Employer	132,075	31,709	31.6%
17,628	16,737	16,737	434000	Workers Compensation	22,314	5,577	33.3%
26,893	38,958	38,958	435000	Group Insurance	36,032	-2,926	-7.5%
1,664	2,274	2,274	435400	Retiree Health Savings	2,925	651	28.6%
37,307	40,000	40,000	435500	Retiree Insurance	40,000	0	0.0%
30,810	33,600	33,600	435600	Retiree Medical Prefunding	33,600	0	0.0%
116	122	122	436000	State Disability Insurance	132	10	8.2%
1,500	1,500	1,500	437000	Mgt Health Ben	2,000	500	33.3%
4,517	4,500	4,500	438000	Auto Allowance	4,500	0	0.0%
1,566	1,560	1,560	438500	Cell Phone Allowance	4,095	2,535	162.5%
616,663	790,507	766,150	Total	Personnel Services	969,530	203,380	26.5%
3,160	4,000	4,130	512100	Office Expense	4,000	-130	-3.1%
582	810	810	512400	Communications	810	0	0.0%
5,017	2,000	2,000	514100	Departmental Special Supplies	2,000	0	0.0%
165	2,000	2,000	516100	Training & Education	5,750	3,750	187.5%
5,967	3,000	3,000	516500	Conferences & Conventions	6,200	3,200	106.7%
635	500	500	516600	Special Events & Meetings	750	250	50.0%
1,395	1,500	1,500	516700	Memberships & Dues	2,500	1,000	66.7%
768	926	926	517850	Employee Recognition Events	953	27	2.9%
0	100	100	518300	Auto Mileage Reimbursement	100	0	0.0%
65,070	130,000	140,000	610100	Audit Services	125,000	-15,000	-10.7%
170,761	150,755	150,755	619100	Fiscal Services	191,720	40,965	27.2%
18,990	15,000	23,182	619700	Micrographic Services	22,500	-682	-2.9%
81,183	120,500	191,465	619800	Other Contractual Services	98,500	-92,965	-48.6%
8,007	7,602	7,602	650300	Liability Reserve Charge	3,362	-4,240	-55.8%
361,698	438,693	527,970	Total	Maint & Operations	464,145	-63,825	-12.1%
978,361	1,229,200	1,294,120	Division Total		1,433,675	139,555	10.8%



2016-17
ADOPTED BUDGET

FINANCE

10114200 – GENERAL ACCOUNTING

RESP. MGR.: IRIS KYM

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 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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	606,677	637,734	660,285	22,551	3.5%
Maint & Operations	15,347	17,508	10,232	-7,276	-41.6%
Division Total	622,024	655,242	670,517	15,275	2.3%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FINANCE			101 GENERAL FUND		10114200 General Accounting		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
361,570	368,030	368,030	411100	Regular Salaries	371,236	3,206	0.9%
0	0	0	411200	Part-Time Salaries	12,138	12,138	0.0%
0	4,025	4,025	411310	Overtime-Regular	4,025	0	0.0%
6,832	10,400	10,400	431000	Deferred Compensation	10,400	0	0.0%
27,754	28,243	28,243	432000	Social Security	28,491	248	0.9%
64,510	74,041	74,041	433000	Retirement - Employer	78,879	4,838	6.5%
17,846	16,751	16,751	434000	Workers Compensation	17,139	388	2.3%
39,114	39,595	39,595	435000	Group Insurance	41,013	1,418	3.6%
2,610	2,600	2,600	435400	Retiree Health Savings	2,600	0	0.0%
53,005	58,000	58,000	435500	Retiree Insurance	58,000	0	0.0%
30,690	33,470	33,470	435600	Retiree Medical Prefunding	33,470	0	0.0%
1,040	679	679	436000	State Disability Insurance	694	15	2.2%
500	1,000	1,000	437000	Mgt Health Ben	1,000	0	0.0%
1,207	900	900	437500	Longevity Pay	1,200	300	33.3%
606,677	637,734	637,734	Total	Personnel Services	660,285	22,551	3.5%
2,379	3,000	3,000	512100	Office Expense	3,000	0	0.0%
0	500	500	512200	Printing and Binding	500	0	0.0%
106	150	150	512400	Communications	150	0	0.0%
1,670	1,500	1,500	514100	Departmental Special Supplies	1,500	0	0.0%
580	1,000	1,000	516100	Training & Education	0	-1,000	-100.0%
0	1,000	1,000	516500	Conferences & Conventions	0	-1,000	-100.0%
0	250	250	516700	Memberships & Dues	0	-250	-100.0%
2,507	2,500	2,500	619800	Other Contractual Services	2,500	0	0.0%
8,105	7,608	7,608	650300	Liability Reserve Charge	2,582	-5,026	-66.1%
15,347	17,508	17,508	Total	Maint & Operations	10,232	-7,276	-41.6%
622,024	655,242	655,242	Division Total		670,517	15,275	2.3%



2016-17
ADOPTED BUDGET

FINANCE

10114300 – BUDGET & FINANCIAL OPERATIONS

RESP. MGR.: MARY NOLLER

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,026,302	1,080,210	950,000	-130,210	-12.1%
Maint & Operations	27,451	57,198	15,945	-41,253	-72.1%
Projected Excess Appropriation	0	0	-45,000	-45,000	0.0%
Division Total	1,053,753	1,137,408	920,945	-216,463	-19.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FINANCE			101		10114300		
			GENERAL FUND		Budget & Financial Operations		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
630,523	649,531	658,985	411100	Regular Salaries	550,353	-108,632	-16.5%
1,426	4,025	4,025	411310	Overtime-Regular	4,025	0	0.0%
10,792	10,400	10,400	431000	Deferred Compensation	10,400	0	0.0%
46,341	45,575	45,575	432000	Social Security	38,485	-7,090	-15.6%
113,033	129,709	129,709	433000	Retirement - Employer	117,272	-12,437	-9.6%
30,744	27,473	27,473	434000	Workers Compensation	29,896	2,423	8.8%
104,738	108,125	108,125	435000	Group Insurance	103,472	-4,653	-4.3%
5,220	5,200	5,200	435400	Retiree Health Savings	4,550	-650	-12.5%
23,300	25,000	25,000	435500	Retiree Insurance	25,000	0	0.0%
48,530	52,930	52,930	435600	Retiree Medical Prefunding	52,930	0	0.0%
1,688	1,588	1,588	436000	State Disability Insurance	1,642	54	3.4%
1,000	1,000	1,000	437000	Mgt Health Ben	500	-500	-50.0%
8,968	10,200	10,200	437500	Longevity Pay	10,500	300	2.9%
0	0	0	438500	Cell Phone Allowance	975	975	0.0%
1,026,302	1,070,756	1,080,210	Total	Personnel Services	950,000	-130,210	-12.1%
11,465	10,000	10,330	512100	Office Expense	10,000	-330	-3.2%
318	440	440	512400	Communications	440	0	0.0%
849	1,000	1,000	514100	Departmental Special Supplies	1,000	0	0.0%
590	1,000	1,000	516100	Training & Education	0	-1,000	-100.0%
0	1,250	1,250	516500	Conferences & Conventions	0	-1,250	-100.0%
265	500	500	516700	Memberships & Dues	0	-500	-100.0%
0	200	200	600200	R&M - Equipment	0	-200	-100.0%
0	30,000	30,000	619800	Other Contractual Services	0	-30,000	-100.0%
13,964	12,478	12,478	650300	Liability Reserve Charge	4,505	-7,973	-63.9%
27,451	56,868	57,198	Total	Maint & Operations	15,945	-41,253	-72.1%
0	0	0	910300	Projected Excess Appropriation	(45,000)	-45,000	0.0%
0	0	0	Total	Inter-Fund Transfers	(45,000)	-45,000	0.0%
1,053,753	1,127,624	1,137,408	Division Total		920,945	-216,463	-19.0%



2016-17
ADOPTED BUDGET

FINANCE

10114400 – REVENUE ADMINISTRATION

RESP. MGR.: NAGAM RAO

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 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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,287,178	1,322,464	1,332,641	10,177	0.8%
Maint & Operations	119,923	140,697	120,820	-19,877	-14.1%
Division Total	1,407,101	1,463,161	1,453,461	-9,700	-0.7%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FINANCE			101 GENERAL FUND		10114400 Treasury		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
747,789	740,577	752,189	411100	Regular Salaries	753,300	1,111	0.1%
12,590	16,349	16,349	411200	Part-Time Salaries	16,349	0	0.0%
442	4,840	4,840	411310	Overtime-Regular	4,840	0	0.0%
14,090	14,041	14,041	431000	Deferred Compensation	14,040	-1	0.0%
57,153	56,048	56,048	432000	Social Security	55,097	-951	-1.7%
137,095	152,271	152,271	433000	Retirement - Employer	159,277	7,006	4.6%
41,363	36,897	36,897	434000	Workers Compensation	35,761	-1,136	-3.1%
99,308	100,128	100,128	435000	Group Insurance	103,040	2,912	2.9%
6,941	6,826	6,826	435400	Retiree Health Savings	6,825	-1	0.0%
89,360	95,000	95,000	435500	Retiree Insurance	95,000	0	0.0%
71,690	78,190	78,190	435600	Retiree Medical Prefunding	78,190	0	0.0%
2,722	2,485	2,485	436000	State Disability Insurance	2,522	37	1.5%
500	500	500	437000	Mgt Health Ben	500	0	0.0%
5,435	6,000	6,000	437500	Longevity Pay	7,200	1,200	20.0%
700	700	700	440000	Uniform Allowance	700	0	0.0%
1,287,178	1,310,852	1,322,464	Total	Personnel Services	1,332,641	10,177	0.8%
9,820	10,000	10,000	512100	Office Expense	11,000	1,000	10.0%
1,323	1,830	1,830	512400	Communications	1,830	0	0.0%
2,613	2,000	2,000	514100	Departmental Special Supplies	2,000	0	0.0%
196	2,000	2,000	516100	Training & Education	0	-2,000	-100.0%
(667)	1,000	1,000	516500	Conferences & Conventions	0	-1,000	-100.0%
160	250	250	516600	Special Events & Meetings	0	-250	-100.0%
160	250	250	516700	Memberships & Dues	0	-250	-100.0%
450	0	0	517100	Subscriptions	0	0	0.0%
256	400	400	600200	R&M - Equipment	400	0	0.0%
1,268	2,000	2,000	600800	Equip Maint Expenses	2,000	0	0.0%
3,201	79	79	605400	Amortization of Equipment	72	-7	-8.9%
82,087	96,000	96,000	610100	Audit Services	90,000	-6,000	-6.3%
270	8,130	8,130	619800	Other Contractual Services	8,130	0	0.0%
18,786	16,758	16,758	650300	Liability Reserve Charge	5,388	-11,370	-67.8%
119,923	140,697	140,697	Total	Maint & Operations	120,820	-19,877	-14.1%
1,407,101	1,451,549	1,463,161	Division Total		1,453,461	-9,700	-0.7%



2016-17
ADOPTED BUDGET

FINANCE

10114500 – PURCHASING

RESP. MGR.: KAMBIZ BORHANI

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	644,242	498,903	534,153	35,250	7.1%
Maint & Operations	87,274	102,686	97,752	-4,934	-4.8%
Division Total	731,516	601,589	631,905	30,316	5.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FINANCE			101 GENERAL FUND		10114500 Purchasing		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
375,573	273,124	273,124	411100	Regular Salaries	289,558	16,434	6.0%
9,957	0	0	411200	Part-Time Salaries	12,138	12,138	0.0%
27,988	4,570	4,570	411310	Overtime-Regular	4,570	0	0.0%
3,339	2,080	2,080	431000	Deferred Compensation	3,141	1,061	51.0%
29,319	20,675	20,675	432000	Social Security	21,888	1,213	5.9%
64,059	55,742	55,742	433000	Retirement - Employer	62,548	6,806	12.2%
17,636	17,732	17,732	434000	Workers Compensation	12,562	-5,170	-29.2%
47,322	52,790	52,790	435000	Group Insurance	54,734	1,944	3.7%
3,170	2,600	2,600	435400	Retiree Health Savings	2,612	12	0.5%
11,204	13,000	13,000	435500	Retiree Insurance	13,000	0	0.0%
43,100	47,010	47,010	435600	Retiree Medical Prefunding	47,010	0	0.0%
1,598	1,130	1,130	436000	State Disability Insurance	1,201	71	6.3%
500	0	0	437000	Mgt Health Ben	0	0	0.0%
6,960	7,800	7,800	437500	Longevity Pay	7,800	0	0.0%
653	650	650	438500	Cell Phone Allowance	650	0	0.0%
1,864	0	0	440000	Uniform Allowance	741	741	0.0%
644,242	498,903	498,903	Total	Personnel Services	534,153	35,250	7.1%
3,617	5,000	5,000	512100	Office Expense	2,000	-3,000	-60.0%
1,535	2,125	3,463	512400	Communications	2,125	-1,338	-38.6%
2,490	4,000	8,882	514100	Departmental Special Supplies	6,000	-2,882	-32.4%
0	750	0	516100	Training & Education	750	750	0.0%
0	1,000	2,102	516500	Conferences & Conventions	2,300	198	9.4%
0	500	500	516700	Memberships & Dues	500	0	0.0%
0	2,000	2,000	550110	Uniforms	2,000	0	0.0%
3,984	5,500	5,500	600800	Equip Maint Expenses	5,500	0	0.0%
2,278	1,823	1,823	605400	Amortization of Equipment	1,823	0	0.0%
65,361	65,361	65,361	605500	Rental of Building	65,361	0	0.0%
0	0	0	619800	Other Contractual Services	7,500	7,500	0.0%
8,010	8,054	8,054	650300	Liability Reserve Charge	1,893	-6,161	-76.5%
87,274	96,113	102,686	Total	Maint & Operations	97,752	-4,934	-4.8%
731,516	595,016	601,589	Division Total		631,905	30,316	5.0%



FINANCE

31014600 – CENTRAL STORES

RESP. MGR.: KAMBIZ BORHANI

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Maint & Operations	1,484,237	1,503,440	1,525,000	21,560	1.4%
Division Total	1,484,237	1,503,440	1,525,000	21,560	1.4%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FINANCE			310		31014600		
			STORES FUND		Central Stores		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
47	0	0	600100	R&M - Building	0	0	0.0%
1,484,190	1,525,000	1,503,440	600900	Central Stores	1,525,000	21,560	1.4%
1,484,237	1,525,000	1,503,440	Total	Maint & Operations	1,525,000	21,560	1.4%
1,484,237	1,525,000	1,503,440	Division Total		1,525,000	21,560	1.4%



HUMAN RESOURCES

RESP. MGR.: SERENA WRIGHT

DEPARTMENT MISSION

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

DEPARTMENT DESCRIPTION

The Culver City Human Resources Department is responsible for effectively administering the City's comprehensive Human Resource programs, including recruitment, testing, classification, compensation, benefits, training, Civil Service Rule administration, negotiation and contract administration, memoranda of understanding, compliance with laws, rules, regulations and council policies, oversight of Risk Management, and for providing administrative support to the City Manager, City Council and Civil Service Commission.

EXPENDITURE SUMMARY		ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>101 – GENERAL FUND</i>						
22100	Human Resources	1,105,479	1,152,226	1,312,166	159,940	13.9%
	Fund Total	1,105,479	1,152,226	1,312,166	159,940	13.9%
<i>309 - SELF INSURANCE FUND</i>						
22200	Risk Management	690,102	718,782	735,106	16,324	2.3%
22210	Employee Disability (IOD)	629,009	511,629	610,321	98,692	19.3%
22220	Premium/Claims	4,580,409	4,660,000	4,400,000	-260,000	-5.6%
	Fund Total	5,899,519	5,890,411	5,745,427	-144,984	-2.5%
Department Total		7,004,998	7,042,637	7,057,593	14,956	0.2%


 2016-17
ADOPTED BUDGET

HUMAN RESOURCES

RESP. MGR.: SERENA WRIGHT

FUNDING SUMMARY	ACTUAL RECEIPTS 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Fed Emerg Mgmt Agency (FEMA)	627	0	0	0	0.0%
Workers Comp Reserve Fees	4,474,302	4,275,000	4,275,000	0	0.0%
Property Insurance Fees	626,443	800,000	800,000	0	0.0%
Interest Income	45,546	19,400	10,000	-9,400	-48.5%
Miscellaneous Revenue	11,448	0	0	0	0.0%
Donations	500	0	0	0	0.0%
General Revenues	1,846,132	1,948,237	1,972,593	24,356	1.3%
Department Total	7,004,998	7,042,637	7,057,593	14,956	0.2%

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>22100 Human Resources</u>					
Human Resources Analyst	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 Associate/Conf	2.00	2.00	2.00	0.00	0.0%
Human Resources Tech/Conf *	1.00	1.00	2.00	1.00	100.0%
Secretary/Conf *	1.00	1.00	0.00	-1.00	-100.0%
Division Total	6.75	6.75	6.75	0.00	0.0%
<u>22200 Risk Management</u>					
Human Resources Director	0.25	0.25	0.25	0.00	0.0%
Claims and Safety Coordinator	1.00	1.00	1.00	0.00	0.0%
Claims and Safety Technician	1.00	1.00	1.00	0.00	0.0%
Division Total	2.25	2.25	2.25	0.00	0.0%
Total Positions	9.00	9.00	9.00	0.00	0.0%

* Reclassification of one (1) Secretary position to Human Resources Technician



HUMAN RESOURCES

RESP. MGR.: SERENA WRIGHT

CASUAL PT TIME HOURS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>22100 Human Resources</u>					
Administrative Clerk *	0	0	1,560	1,560	100.0%
Student Worker **	0	0	480	480	100.0%
Division Total	0	0	2,040	2,040	100.0%
Total Hours	0	0	2,040	2,040	100.0%

* Addition of 1,560 hours for Administrative Clerk

** Addition of 480 hours for Student Worker



HUMAN RESOURCES

RESP. MGR.: SERENA WRIGHT-BLACK

FISCAL YEAR 2015-16 WORK PLANS

Contract Negotiations

Human Resources will support the City Manager's Office in negotiations for successor Memorandum of Understanding with the following recognized bargaining units:

- Culver City Police Management Group – contract will expire on December 31, 2015

Status: Negotiations were successfully concluded in June 2015.

Employee Wellness Program

Develop an ongoing program to educate and motivate City employees to live a healthy lifestyle.

Status: Completed and ongoing. The Employee Wellness Program commenced in January 2016, offering physical fitness activities and educational workshop sessions. The associated employee website will launch in May 2015 and will provide additional resources, classes, contests and event schedules.

Student Work Program

Establish a partnership with local schools to develop a program which promotes public sector employment and exposes students to a variety of career paths while potentially earning school credit.

Status: Completed and ongoing. The Student Worker Program was presented to Culver City and Culver Park High School students in September 2015. The first session started in October 2015. To date, there have been 12 students placed in 5 different departments.

Succession Planning

Develop and implement organizational strategy to address potential workforce gap. Offer job-related training and mentoring to employees to prepare them for promotional opportunities.

Status: In development

Training and Development

Provide mandatory and discretionary training opportunities to City employees that will enhance professional and personal development.

Status: Completed and ongoing



HUMAN RESOURCES

RESP. MGR.: SERENA WRIGHT-BLACK

FISCAL YEAR 2016-17 WORK PLANS

Administrative Policies and Procedures

Review and update various personnel-related City policies and procedures.

Applicant Tracking System

Implement new Applicant Tracking System to assist with streamlining and improving the application and hiring processes.

City Department Support

Continue to provide advice and support to City staff related to implementation of their Work Programs and assist in addressing day-to-day issues that arise.

Contract Negotiations

Human Resources will support the City Manager's Office in negotiations for successor Memorandum of Understanding with the following recognized bargaining units:

- a. Culver City Management Group – contract will expire on June 30, 2017
- b. Culver City Employees Association – contract will expire on June 30, 2017

Employee Wellness Program

Continue to provide an Employee Wellness Program with the goal of educating and motivating City employees to live a healthy lifestyle.

Student Work Program

Continue partnership with local high schools to market and recruit eligible students to participate in the Student Worker Program.

Succession Planning

Develop and implement organizational strategy to address potential workforce gap. Offer job-related training and mentoring to employees to prepare them for promotional opportunities.

Training and Development

Continue to provide mandatory and discretionary training opportunities to City employees that will enhance professional and personal development.

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2016-17
ADOPTED BUDGET

HUMAN RESOURCES

10122100 – HUMAN RESOURCES

RESP. MGR.: SERENA WRIGHT-BLACK

DIVISION MISSION

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

DIVISION DESCRIPTION

The Culver City Human Resources Department is responsible for effectively administering the City's comprehensive Human Resource programs, including recruitment, testing, classification, compensation, benefits, training, Civil Service Rule administration, negotiation and contract administration, memoranda of understanding, compliance with laws, rules, regulations and council policies, and for providing administrative support to the City Manager, City Council and Civil Service Commission.

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	970,814	1,023,979	1,142,271	118,292	11.6%
Maint & Operations	134,664	128,247	169,895	41,648	32.5%
Division Total	1,105,479	1,152,226	1,312,166	159,940	13.9%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

HUMAN RESOURCES			101		10122100		
			GENERAL FUND		Human Resources		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
593,757	610,781	610,781	411100	Regular Salaries	667,794	57,013	9.3%
0	0	0	411200	Part-Time Salaries	37,818	37,818	0.0%
54	0	0	411310	Overtime-Regular	0	0	0.0%
15,485	15,597	15,597	431000	Deferred Compensation	15,630	33	0.2%
39,850	39,791	39,791	432000	Social Security	41,104	1,313	3.3%
102,458	121,909	121,909	433000	Retirement - Employer	135,041	13,132	10.8%
18,930	18,448	18,448	434000	Workers Compensation	20,009	1,561	8.5%
89,043	101,207	101,207	435000	Group Insurance	107,151	5,944	5.9%
4,316	4,384	4,384	435400	Retiree Health Savings	4,392	8	0.2%
42,811	45,000	45,000	435500	Retiree Insurance	45,000	0	0.0%
53,190	58,010	58,010	435600	Retiree Medical Prefunding	58,010	0	0.0%
1,222	1,132	1,132	436000	State Disability Insurance	1,162	30	2.7%
1,500	1,375	1,375	437000	Mgt Health Ben	1,000	-375	-27.3%
2,114	1,800	1,800	437500	Longevity Pay	2,100	300	16.7%
4,517	3,375	3,375	438000	Auto Allowance	4,500	1,125	33.3%
1,566	1,170	1,170	438500	Cell Phone Allowance	1,560	390	33.3%
970,814	1,023,979	1,023,979	Total	Personnel Services	1,142,271	118,292	11.6%
4,002	4,000	4,000	512100	Office Expense	8,000	4,000	100.0%
1,429	1,980	1,980	512400	Communications	1,980	0	0.0%
4,227	4,000	4,000	514100	Departmental Special Supplies	29,000	25,000	625.0%
0	7,000	7,000	514160	Employee Wellness Supplies	0	-7,000	-100.0%
13,436	8,520	8,520	516100	Training & Education	10,075	1,555	18.3%
1,991	3,000	3,000	516500	Conferences & Conventions	3,000	0	0.0%
45	30,000	30,000	516600	Special Events & Meetings	31,555	1,555	5.2%
1,400	1,080	1,080	516700	Memberships & Dues	1,080	0	0.0%
4,547	5,096	5,096	517000	City Commission Expenses	5,096	0	0.0%
0	300	300	517100	Subscriptions	300	0	0.0%
7,800	6,000	6,000	517300	Advertising and Public Relatio	6,000	0	0.0%
127	270	270	517850	Employee Recognition Events	270	0	0.0%
0	414	414	518300	Auto Mileage Reimbursement	414	0	0.0%
128	110	110	600200	R&M - Equipment	110	0	0.0%
46,691	25,000	28,098	610300	Personnel Services	50,000	21,902	77.9%
23,750	20,000	20,000	611200	Legal Services - Personnel Gri	20,000	0	0.0%
16,493	0	0	619800	Other Contractual Services	0	0	0.0%
8,598	8,379	8,379	650300	Liability Reserve Charge	3,015	-5,364	-64.0%
134,664	125,149	128,247	Total	Maint & Operations	169,895	41,648	32.5%
1,105,479	1,149,128	1,152,226	Division Total		1,312,166	159,940	13.9%



HUMAN RESOURCES

30922200 – RISK MANAGEMENT

RESP. MGR.: SERENA WRIGHT-BLACK

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	318,776	317,340	330,887	13,547	4.3%
Maint & Operations	371,325	401,442	404,219	2,777	0.7%
Division Total	690,102	718,782	735,106	16,324	2.3%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

HUMAN RESOURCES			309	30922200			
			RISK MANAGEMENT FUND		Risk Management		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
206,628	192,336	192,336	411100	Regular Salaries	202,581	10,245	5.3%
6,203	6,243	6,243	431000	Deferred Compensation	6,210	-33	-0.5%
14,155	13,974	13,974	432000	Social Security	14,248	274	2.0%
28,070	39,678	39,678	433000	Retirement - Employer	43,516	3,838	9.7%
6,760	5,664	5,664	434000	Workers Compensation	6,531	867	15.3%
16,266	18,844	18,844	435000	Group Insurance	17,330	-1,514	-8.0%
1,459	1,466	1,466	435400	Retiree Health Savings	1,458	-8	-0.5%
30,936	30,000	30,000	435500	Retiree Insurance	30,000	0	0.0%
6,250	6,820	6,820	435600	Retiree Medical Prefunding	6,820	0	0.0%
1,343	0	0	435650	OPEB Liability Charge	0	0	0.0%
207	175	175	436000	State Disability Insurance	178	3	1.7%
500	625	625	437000	Mgt Health Ben	500	-125	-20.0%
0	1,125	1,125	438000	Auto Allowance	1,125	0	0.0%
0	390	390	438500	Cell Phone Allowance	390	0	0.0%
318,776	317,340	317,340	Total	Personnel Services	330,887	13,547	4.3%
282	1,500	1,500	512100	Office Expense	1,500	0	0.0%
318	440	440	512400	Communications	440	0	0.0%
0	4,400	4,400	513000	Utilities	4,400	0	0.0%
17,301	32,000	32,000	514100	Departmental Special Supplies	32,000	0	0.0%
0	0	0	514160	Employee Wellness Supplies	7,000	7,000	0.0%
1,730	4,620	4,620	516100	Training & Education	4,620	0	0.0%
1,039	3,000	3,000	516500	Conferences & Conventions	3,000	0	0.0%
0	150	150	516600	Special Events & Meetings	150	0	0.0%
0	1,325	1,325	516700	Memberships & Dues	1,325	0	0.0%
0	3,300	3,300	517100	Subscriptions	3,300	0	0.0%
0	500	500	518300	Auto Mileage Reimbursement	500	0	0.0%
16,325	0	0	611200	Legal Services - Personnel Gri	0	0	0.0%
27,202	25,000	27,200	614100	Medical Services	35,000	7,800	28.7%
5,887	10,000	18,252	619600	Drug Testing Program	10,000	-8,252	-45.2%
297,653	300,000	302,183	619800	Other Contractual Services	300,000	-2,183	-0.7%
3,070	2,572	2,572	650300	Liability Reserve Charge	984	-1,588	-61.7%
518	0	0	665100	Depreciation	0	0	0.0%
371,325	388,807	401,442	Total	Maint & Operations	404,219	2,777	0.7%
690,102	706,147	718,782	Division Total		735,106	16,324	2.3%



HUMAN RESOURCES

30922210 – EMPLOYEE DISABILITY (IOD)

RESP. MGR.: SERENA WRIGHT-BLACK

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	623,495	506,635	608,399	101,764	20.1%
Maint & Operations	5,513	4,994	1,922	-3,072	-61.5%
Division Total	629,009	511,629	610,321	98,692	19.3%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

HUMAN RESOURCES			309		30922210		
			RISK MANAGEMENT FUND		Employee Disability (IOD)		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
431,760	375,000	375,000	411100	Regular Salaries	475,000	100,000	26.7%
6,511	5,000	5,000	411310	Overtime-Regular	5,000	0	0.0%
4,032	4,050	4,050	431000	Deferred Compensation	4,050	0	0.0%
15,241	0	0	432000	Social Security	0	0	0.0%
80,402	95,000	95,000	433000	Retirement - Employer	95,000	0	0.0%
3,491	0	0	433500	Retirement - Employee	0	0	0.0%
12,138	10,995	10,995	434000	Workers Compensation	12,759	1,764	16.0%
45,995	0	0	435000	Group Insurance	0	0	0.0%
2,574	0	0	435400	Retiree Health Savings	0	0	0.0%
12,000	13,090	13,090	435600	Retiree Medical Prefunding	13,090	0	0.0%
1,290	0	0	435650	OPEB Liability Charge	0	0	0.0%
645	500	500	436000	State Disability Insurance	500	0	0.0%
4,506	0	0	437500	Longevity Pay	0	0	0.0%
2,912	3,000	3,000	440000	Uniform Allowance	3,000	0	0.0%
623,495	506,635	506,635	Total	Personnel Services	608,399	101,764	20.1%
5,513	4,994	4,994	650300	Liability Reserve Charge	1,922	-3,072	-61.5%
5,513	4,994	4,994	Total	Maint & Operations	1,922	-3,072	-61.5%
629,009	511,629	511,629	Division Total		610,321	98,692	19.3%



HUMAN RESOURCES

30922220 – PREMIUMS/CLAIMS

RESP. MGR.: SERENA WRIGHT-BLACK

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Maint & Operations	4,580,409	4,660,000	4,400,000	-260,000	-5.6%
Division Total	4,580,409	4,660,000	4,400,000	-260,000	-5.6%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

HUMAN RESOURCES			309		30922220		
			RISK MANAGEMENT FUND		Premium/Claims		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
917,169	460,000	460,000	650100	Insurance Premiums - Liability	500,000	40,000	8.7%
694,697	885,000	885,000	650200	Insurance Premiums - Other	700,000	-185,000	-20.9%
328,749	215,000	215,000	650400	Workers Comp Ins Premiums	300,000	85,000	39.5%
2,575,169	3,000,000	3,000,000	660200	Workers Comp Ins Claims	2,800,000	-200,000	-6.7%
64,625	100,000	100,000	660300	Unemployment Insurance Claims	100,000	0	0.0%
4,580,409	4,660,000	4,660,000	Total	Maint & Operations	4,400,000	-260,000	-5.6%
4,580,409	4,660,000	4,660,000	Division Total		4,400,000	-260,000	-5.6%



INFORMATION TECHNOLOGY

RESP. MGR.: MICHELE WILLIAMS

DEPARTMENT MISSION

To provide technology services that enhance the productivity of City departments, facilitate collaboration for effective decision making, and enable information access to the public for more effective government transparency.

DEPARTMENT DESCRIPTION

Information Technology is responsible for providing centralized information processing, telecommunications, and network services to all departments and divisions within the City. Information Technology provides project management, systems planning, design, and programming support for the enhancement of existing systems, as well as for the development and implementation of new systems. Support services include: system analysis, application development, hardware maintenance, and training, and as they serve to increase employee productivity. Graphic Services provides custom printing support, fax and copier support, and mail services.

EXPENDITURE SUMMARY		ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>101 – GENERAL FUND</i>						
24100	Information Technology	2,899,476	3,457,299	3,540,999	83,700	2.4%
24200	Graphic Services	301,291	347,489	415,608	68,119	19.6%
24300	IT Public Safety	0	0	221,428	221,428	100.0%
	Fund Total	3,200,767	3,804,788	4,178,035	373,247	9.8%
<i>205 - MUNICIPAL FIBER NETWORK FUND</i>						
24500	Municipal Fiber Network Ops	0	265,000	0	-265,000	-100.0%
	Fund Total	0	265,000	0	-265,000	-100.0%
<i>307 - EQUIPMENT REPLACEMENT FUND</i>						
24100	Information Technology	166,356	303,822	263,500	-40,322	-13.3%
	Fund Total	166,356	303,822	263,500	-40,322	-13.3%
<i>412 - BUILDING SURCHARGE FUND</i>						
24100	Information Technology	82,824	440,943	283,670	-157,273	-35.7%
	Fund Total	82,824	440,943	283,670	-157,273	-35.7%
Department Total		3,449,946	4,814,552	4,725,205	-89,347	-1.9%



INFORMATION TECHNOLOGY

RESP. MGR.: MICHELE WILLIAMS

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>24100 Information Technology</u>					
Chief Information Officer	1.00	1.00	1.00	0.00	0.0%
Computer Programmer	1.00	0.00	0.00	0.00	0.0%
GIS Analyst	1.00	1.00	1.00	0.00	0.0%
Information Systems Analyst	1.50	1.50	1.50	0.00	0.0%
Information Tech Analyst	1.00	1.00	1.00	0.00	0.0%
Network Administrator *	2.00	2.00	3.00	1.00	50.0%
Service Desk Technician	2.00	2.00	2.00	0.00	0.0%
Sr. Computer Program Analyst	0.80	2.00	2.00	0.00	0.0%
Systems Support Manager **	0.00	0.00	0.50	0.50	100.0%
Tech. Services Manager/Ex	1.00	1.00	1.00	0.00	0.0%
Telecommunications Analyst *	1.00	1.00	0.00	-1.00	-100.0%
Webmaster	1.00	1.00	1.00	0.00	0.0%
Division Total	13.30	13.50	14.00	0.50	0.0%
<u>24100 Information Technology (Fund 412)</u>					
Sr. Computer Program Analyst	0.20	1.00	1.00	0.00	0.0%
Division Total	0.20	1.00	1.00	0.00	0.0%
<u>24200 Graphic Services</u>					
Graphic Services Supervisor	1.00	1.00	1.00	0.00	0.0%
Division Total	1.00	1.00	1.00	0.00	0.0%
<u>24300 Information Technology - Public Safety</u>					
Systems Support Manager **	0.00	0.00	0.50	0.50	100.0%
Information Tech Analyst ***	0.00	0.00	2.00	2.00	100.0%
Division Total	0.00	0.00	2.50	2.50	100.0%
Total Positions	14.50	15.50	18.50	3.00	19.4%

* Reclassification of one (1) Telecommunications Analyst to Network Administrator

** Add one (1) Systems Support Manager. 0.50 in 10124100 - Information Technology, and 0.50 in 10124300 - Information Technology - Public Safety

*** Transfer two (2) Information Technology Analysts from 10140200 - Police Operating Bureaus



INFORMATION TECHNOLOGY

RESP. MGR.: MICHELE WILLIAMS

CASUAL PT TIME HOURS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>24100 Information Technology</u>					
Administrative Intern/Ex	750	750	750	0	0.0%
GIS Intern/Ex	750	750	750	0	0.0%
Division Total	1,500	1,500	1,500	0	0.0%
Total Hours	1,500	1,500	1,500	0	0.0%



INFORMATION TECHNOLOGY

RESP. MGR.: MICHELE WILLIAMS

FISCAL YEAR 2015-16 WORK PLANS

IT Strategic Direction – Cloud Solutions

- Implement cloud E-mail, E-Discovery and productivity solution within the Microsoft Office 365 suite. Complete evaluation and implement cloud online backup/recovery solution.

Status: Microsoft Office 365 pilot is in progress. Rollout of cloud E-mail and calendar functions to City staff is planned for summer 2016. Rollout of online productivity applications (Word, Excel, etc.), file storage and the E-Discovery module (in coordination with the City Attorney's Office) will begin in FY 16-17.

A cloud online backup vendor has been selected. Approval, contracting, and setup is planned for summer 2016 with full deployment following completion of Microsoft Office 365 cloud E-mail project.

Continue working with the City Attorney's Office to establish policies related to Email retention and Electronically Stored Information (ESI).

CRM Enhancements & Website Redesign

- Launch redesigned website.

Status: The redesigned website was launched in January 2016. The new site has been well received by the public. Staff continues to work with department liaisons to ensure content is updated regularly and remains current.

Staff is working with the CRM vendor to develop a Culver City branded Android app to facilitate entering and tracking citizen requests into Culver City Connect. The iPhone app has already been made available.

The Department is also working through the City Manager's Office to establish a social media strategy and policies (in conjunction with the City Attorney's Office) to facilitate and advance the City's use of social media communication outlets.

Permitting Software Upgrade

- Complete upgrade of the City's Permitting System to include workflow, expanded online permitting, remote inspections, and interface to GIS.

Status: The new permitting system (Accela Automation) was launched in July 2016. The IT Department continues to work with all of the permitting divisions (Building Safety, Engineering, Fire Prevention, and Planning) to enhance system configurations and resolve post go-live issues. This project will continue into the next fiscal year which will include implementing additional functionality including online permitting, electronic plan submission, and remote inspections.



INFORMATION TECHNOLOGY

RESP. MGR.: MICHELE WILLIAMS

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

Technology Support

- Continue to provide technical support to city departments on the use of software and hardware where appropriate. Continue the citywide training program to enhance the technical skills of city employees. Proactively work with all city departments to analyze areas where technology can be implemented to enhance productivity and to leverage existing software solutions.

Status: IT is updating the City's VPN (Virtual Private Network) infrastructure to support the latest Windows releases and web browser based VPN software. The upgraded system will be implemented April 2016.

Uninterruptible Power Supply (UPS) units are used in various locations throughout the City to ensure continued network and phone communications in the event of a power outage. The batteries for all of the units are being evaluated and appropriate replacements are planned for summer 2016. The IT Department in collaboration with the Public Works Department will also analyze environmental issues in the data closets where the units are housed.

IT staff are working with the Finance Department to implement a new timecard entry and reporting system. Specifically, IT has installed and configured the network infrastructure to facilitate timeclock entry at various City locations for the system.

Installed and configuring the Housing Division's replacement applicant tracking system, Housing Pro.

Participated in the Transportation Department's RFP process to replace their Bus Computer Aided Dispatch / Automatic Vehicle Location system, and acquire a new Bus Signal Priority System and Intelligent Transit Sign system. IT will continue to provide technical support throughout the selection, acquisition and implementation of the new systems.

Continued providing technical support to the Transportation on three major schedule changes ("Shakes") and several minor schedule changes during the year. The Shake process encompasses new service schedules or route changes.

Technology Enhancement & Replacements

- Replace one-third of the City's obsolete PC inventory which equals approximately 137 workstations. This will be the third year of PC replacements. Once complete, it is expected that the replacement cycle will not begin again until FY 18/19.



INFORMATION TECHNOLOGY

RESP. MGR.: MICHELE WILLIAMS

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

Status: IT plans to complete the last cycle of PC replacements later this fiscal year. City Council approval will be requested for about 125 systems in May 2016. The exact number of units requiring replacement is being determined through an internal audit. The new units will be deployed in late early summer 2016.

A network performance audit is being conducted as part of a Cisco funded program at no cost to the City. The audit scope includes identifying performance issues and device end-of-life and or updates that may be required on all of the backbone network infrastructure.

Completed an evaluation of enterprise storage and will be increasing the available storage capacity to support data growth and new software projects.

WiFi Evaluation & Deployment

- Evaluate and update WiFi systems at City Hall and the Downtown corridor. Evaluate deploying WiFi to additional City locations.

Status: This project is currently on hold and will be re-initiated after the municipal fiber infrastructure is installed and available for City use.

Municipal Fiber Network Project

- Initiate and continue the implementation of a municipal fiber network which will be leveraged to provide high-speed and high-quality Internet access to local businesses, the Culver City school district.

Status: On November 9, 2015, the City Council took several actions, including approving a consultant agreement with Mox Networks, LLC for the design and development of the Municipal Fiber Network and authorized the City Manager to negotiate and execute certain agreements related to the operations and maintenance of the Municipal Fiber Network. Staff continues to work with Mox and other stakeholders to move this project forward. The project team completed an evaluation of city infrastructure in locations where the new fiber strands will be installed in existing conduit. The evaluation confirmed that the new fiber can co-exist with current assets in areas where the project will leverage the City's conduit system. The project team is working toward completing the engineering drafting and design of the network. Staff is planning to return to City Council in May to request approval to release the RFP soliciting bids for the construction phase of the project.

IT Service Desk Software

- Replace internal service desk software with a solution that allows end-users to initiate a request for services and offers a knowledge portal (FAQ's) for troubleshooting and incorporates an inventory tracking module.



INFORMATION TECHNOLOGY

RESP. MGR.: MICHELE WILLIAMS

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

Status: IT evaluated three software vendors and selected SysAid, a cloud based software. The system is currently being piloted in IT. The self-service portal and related modules are in development and will be deployed city-wide in summer 2016.

Parking Subcommittee Initiatives

- Provide technical support as required for technology initiatives related to Parking including the deployment of Automatic License plate readers, Automated/Online Residential Parking Permits, and support for upgrading the parking attendant software at City parking structures.

Status: IT participated in the RFP development for both the Parking Permit software and License Plate Reader projects. Also participated in the RFP development and evaluation of responses for the Parking Guidance System for downtown Culver City parking structures. IT staff will continue to provide technical support for these project efforts.

Department Grant Tracking

- The department continues to participate in the city-wide use of eCivis to identify, monitor and track grants.

Status: The IT Department is not currently managing any grant awards. Staff continues to monitor opportunities in the areas of Municipal Broadband Access, Online Government (including website, mobile services), and Geographical Information Systems.

FISCAL YEAR 2016-17 WORK PLANS

IT Strategic Direction – Cloud Solutions

- Complete cloud E-mail and calendar migration to Office 365. Implement productivity solutions, cloud storage, and E-Discovery module in Microsoft Office 365 and provide training to City. Implement cloud online backup/recovery solution.

Permitting Software Upgrade

- Initiate Phase II of this project which will include online permitting, remote inspections, streamlined workflow, electronic plan submissions, and additional interfaces to GIS.

Technology Support

- Continue to provide technical support to city departments on the use of software and hardware where appropriate. Continue the citywide training program to enhance the technical skills of city employees.



INFORMATION TECHNOLOGY

RESP. MGR.: MICHELE WILLIAMS

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

Proactively work with all city departments to analyze areas where technology can be implemented to enhance productivity and to leverage existing software solutions.

Technology Enhancement & Replacements

- Replace approximately 140 PCs' SATA disks with Solid State Drives. Replace Cisco upcoming end of life equipment as determined by audit and published EOL information. Work with Public Works to enhance cooling in City data closets and investigate a cost effective monitoring system for high temperature events.

Municipal Fiber Network Project

- Continue the implementation of a municipal fiber network which will be leveraged to provide high-speed and high-quality Internet access to local businesses, the Culver City school district.

IT Service Desk Software

- Implement SysAid modules for self-services including error reporting and password changes. Implement auditing and reporting modules for management. Investigate and implement work flow options for employee setups and changes, and project requests.

Parking Subcommittee Initiatives

- Provide technical support as required for technology initiatives related to Parking including the deployment of Automatic License plate readers, Automated/Online Residential Parking Permits, and support for upgrading the parking attendant software at City parking structures.

Department Grant Tracking

- The department continues to participate in the city-wide use of eCivis to identify, monitor and track grants.



INFORMATION TECHNOLOGY

10124100 – INFORMATION TECHNOLOGY

RESP. MGR.: MICHELE WILLIAMS

DIVISION MISSION

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

DIVISION DESCRIPTION

The Systems Development section of Information Technology provides analysis, design specification, implementation support, computer system maintenance, digital 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, hardware, and telecommunications.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,988,629	2,140,230	2,460,056	319,826	14.9%
Maint & Operations	910,847	1,317,069	1,080,943	-236,126	-17.9%
Division Total	2,899,476	3,457,299	3,540,999	83,700	2.4%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

INFORMATION TECHNOLOGY			101		10124100		
			GENERAL FUND		Information Technology		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
1,286,203	1,348,926	1,351,912	411100	Regular Salaries	1,582,874	230,962	17.1%
12,142	20,755	20,755	411200	Part-Time Salaries	10,362	-10,393	-50.1%
20,735	11,475	11,475	411310	Overtime-Regular	11,475	0	0.0%
16,577	16,742	16,742	431000	Deferred Compensation	20,800	4,058	24.2%
90,031	93,150	93,150	432000	Social Security	108,950	15,800	17.0%
228,821	273,812	273,812	433000	Retirement - Employer	333,047	59,235	21.6%
46,429	52,291	52,291	434000	Workers Compensation	64,843	12,552	24.0%
116,846	135,098	135,098	435000	Group Insurance	139,756	4,658	3.4%
8,256	8,513	8,513	435400	Retiree Health Savings	9,750	1,237	14.5%
29,558	32,000	32,000	435500	Retiree Insurance	32,000	0	0.0%
112,130	122,300	122,300	435600	Retiree Medical Prefunding	122,300	0	0.0%
4,136	4,127	4,127	436000	State Disability Insurance	4,714	587	14.2%
1,000	1,000	1,000	437000	Mgt Health Ben	1,250	250	25.0%
8,703	10,020	10,020	437500	Longevity Pay	10,200	180	1.8%
4,517	4,500	4,500	438000	Auto Allowance	4,500	0	0.0%
2,545	2,535	2,535	438500	Cell Phone Allowance	2,535	0	0.0%
0	0	0	440000	Uniform Allowance	700	700	0.0%
1,988,629	2,137,244	2,140,230	Total	Personnel Services	2,460,056	319,826	14.9%
391	220	220	512100	Office Expense	220	0	0.0%
13,689	13,530	13,530	512400	Communications	13,530	0	0.0%
9,780	10,000	10,000	514100	Departmental Special Supplies	10,000	0	0.0%
122	0	0	514600	Small Tools & Equipment	0	0	0.0%
17,034	30,000	30,000	516100	Training & Education	25,000	-5,000	-16.7%
674	2,000	2,000	516500	Conferences & Conventions	2,000	0	0.0%
589	600	600	516700	Memberships & Dues	600	0	0.0%
465	457	457	517850	Employee Recognition Events	457	0	0.0%
794,821	1,021,766	1,100,630	600200	R&M - Equipment	981,366	-119,264	-10.8%
52,196	43,460	135,883	619800	Other Contractual Services	38,000	-97,883	-72.0%
21,087	23,750	23,750	650300	Liability Reserve Charge	9,770	-13,980	-58.9%
910,847	1,145,783	1,317,069	Total	Maint & Operations	1,080,943	-236,126	-17.9%
2,899,476	3,283,027	3,457,299	Division Total		3,540,999	83,700	2.4%



2016-17
ADOPTED BUDGET

INFORMATION TECHNOLOGY

10124200 – GRAPHIC SERVICES

RESP. MGR.: DAVID VARGAS

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 twenty-five (25) satellite office locations where City departments can perform their own copying, emailing, faxing, and scanning for storage operations.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	143,059	145,162	149,536	4,374	3.0%
Maint & Operations	158,231	202,327	201,072	-1,255	-0.6%
Capital Outlay	0	0	65,000	65,000	0.0%
Division Total	301,291	347,489	415,608	68,119	19.6%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

INFORMATION TECHNOLOGY			101	10124200			
			GENERAL FUND	Graphic Services			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
80,025	77,802	77,802	411100	Regular Salaries	79,252	1,450	1.9%
0	959	959	411310	Overtime-Regular	959	0	0.0%
1,043	1,040	1,040	431000	Deferred Compensation	1,040	0	0.0%
5,651	5,387	5,387	432000	Social Security	5,486	99	1.8%
13,460	15,121	15,121	433000	Retirement - Employer	16,269	1,148	7.6%
2,793	2,012	2,012	434000	Workers Compensation	3,001	989	49.2%
17,465	18,020	18,020	435000	Group Insurance	18,702	682	3.8%
652	650	650	435400	Retiree Health Savings	650	0	0.0%
14,876	16,500	16,500	435500	Retiree Insurance	16,500	0	0.0%
6,760	7,370	7,370	435600	Retiree Medical Prefunding	7,370	0	0.0%
333	301	301	436000	State Disability Insurance	307	6	2.0%
143,059	145,162	145,162	Total	Personnel Services	149,536	4,374	3.0%
85,740	91,000	91,000	512300	Postage	101,000	10,000	11.0%
212	295	295	512400	Communications	295	0	0.0%
26,729	40,000	40,000	514100	Departmental Special Supplies	34,925	-5,075	-12.7%
0	1,000	1,000	516100	Training & Education	1,000	0	0.0%
9,677	21,500	26,823	600200	R&M - Equipment	21,500	-5,323	-19.8%
34,605	41,900	42,295	605100	Rental of Equipment	41,900	-395	-0.9%
1,268	914	914	650300	Liability Reserve Charge	452	-462	-50.5%
158,231	196,609	202,327	Total	Maint & Operations	201,072	-1,255	-0.6%
0	0	0	732120	Departmental Special Equipment	65,000	65,000	0.0%
0	0	0	Total	Capital Outlay	65,000	65,000	0.0%
301,291	341,771	347,489	Division Total		415,608	68,119	19.6%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

INFORMATION TECHNOLOGY			101	10124300				
			GENERAL FUND	IT Public Safety				
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	0	0	411100	Regular Salaries		152,914	152,914	0.0%
0	0	0	431000	Deferred Compensation		2,600	2,600	0.0%
0	0	0	432000			12,142	12,142	0.0%
0	0	0	433000	Retirement - Employer		33,429	33,429	0.0%
0	0	0	435000			18,013	18,013	0.0%
0	0	0	435400	Retiree Health Savings		975	975	0.0%
0	0	0	436000	State Disability Insurance		405	405	0.0%
0	0	0	437000	Mgt Health Ben		250	250	0.0%
0	0	0	440000	Uniform Allowance		700	700	0.0%
0	0	0	Total	Personnel Services		221,428	221,428	0.0%
0	0	0	Division Total			221,428	221,428	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

INFORMATION TECHNOLOGY				205		20524500			
				MUNICIPAL FIBER NETWORK FUND		Municipal Fiber Network Ops			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
0	0	265,000	619800	Other Contractual Services		0	-265,000	-100.0%	
0	0	265,000	Total	Maint & Operations		0	-265,000	-100.0%	
0	0	265,000	Division Total			0	-265,000	-100.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

INFORMATION TECHNOLOGY			307		30724100		
			EQUIPMENT REPLACEMENT FUND		Information Technology		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	0	16,265	619800	Other Contractual Services	0	-16,265	-100.0%
0	0	16,265	Total	Maint & Operations	0	-16,265	-100.0%
38	0	4,462	730100	Improvements other than Bldg	0	-4,462	-100.0%
166,317	165,000	299,360	732150	IT Equipment - Hardware	263,500	-35,860	-12.0%
166,356	165,000	303,822	Total	Capital Outlay	263,500	-40,322	-13.3%
166,356	165,000	320,087	Division Total		263,500	-56,587	-17.7%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

INFORMATION TECHNOLOGY			412	41224100			
			BUILDING SURCHARGE FUND		Information Technology		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
22,343	40,083	102,758	411100	Regular Salaries	107,132	4,374	4.3%
210	417	417	431000	Deferred Compensation	1,040	623	149.4%
1,463	3,085	3,085	432000	Social Security	7,058	3,973	128.8%
3,890	8,306	8,306	433000	Retirement - Employer	21,153	12,847	154.7%
0	3,350	3,350	435000		3,350	0	0.0%
131	261	261	435400	Retiree Health Savings	650	389	149.0%
88	181	181	436000	State Disability Insurance	401	220	121.5%
0	180	180	437500	Longevity Pay	180	0	0.0%
28,124	55,863	118,538	Total	Personnel Services	140,964	22,426	18.9%
0	0	0	516100	Training & Education	12,000	12,000	0.0%
0	0	9,600	517100	Subscriptions	0	-9,600	-100.0%
42,056	42,065	58,809	600200	R&M - Equipment	50,669	-8,140	-13.8%
11,996	0	139,345	619800	Other Contractual Services	73,037	-66,308	-47.6%
54,052	42,065	207,754	Total	Maint & Operations	135,706	-72,048	-34.7%
0	7,000	76,122	732150	IT Equipment - Hardware	7,000	-69,122	-90.8%
648	0	38,528	732160	IT Equipment - Software	0	-38,528	-100.0%
648	7,000	114,651	Total	Capital Outlay	7,000	-107,651	-93.9%
82,824	104,928	440,943	Division Total		283,670	-157,273	-35.7%



NON-DEPARTMENTAL

10116100 – 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 EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>101 – GENERAL FUND</i>						
16100	Non-Departmental	3,568,018	4,481,603	4,481,948	345	0.0%
Department Total		3,568,018	4,481,603	4,481,948	345	0.0%



2016-17
ADOPTED BUDGET

NON-DEPARTMENTAL

10116100 – NON-DEPARTMENTAL

FUNDING SUMMARY)		ADOPTED BUDGET 2014-15	ADOPTED BUDGET 2015-16	ADOPTED BUDGET 2016-17
<i>I. PERSONNEL SERVICES</i>				
435600	Retiree Medical Pre-Funding	52,960	57,760	57,760
435700	Retiree Medical Pre-Funding – Fee %	90,000	-	-
Total Personnel Services		142,960	57,760	57,760
<i>II. MEMBERSHIPS AND ADMINISTRATION</i>				
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	2,500
	Commissions	17,500	17,500	17,500
516600	Special Events and Meetings	30,000	30,000	30,000
516700	City-Wide Memberships & Dues	56,100	56,100	56,645
	COG-Westside COG	\$30,000		
	Independent Cities L.A. Co.	\$1,710		
	League of Calif. Cities, State	\$12,825		
	League of Calif. Cities, L.A. Co.	\$1,350		
	National League of Cities	\$3,260		
	So. Calif. Assn. of Govts. (SCAG)	\$4,000		
	US Conference of Mayors	\$3,500		
520200	Credit Card Fees	230,000	230,000	230,000
619800	Other Contractual Services	52,000	52,000	52,000
Total Memberships and Administration		403,100	403,100	403,645



NON-DEPARTMENTAL

10116100 – NON-DEPARTMENTAL

FUNDING SUMMARY <i>(cont'd)</i>	ADOPTED BUDGET 2014-15	ADOPTED BUDGET 2015-16	ADOPTED BUDGET 2016-17
<i>III. 513000 – CITY-WIDE UTILITY COSTS</i>	2,000,000	2,150,000	2,150,000
Total City-Wide Utilities	2,000,000	2,150,000	2,150,000
<i>IV. 517500 – CONTRIBUTIONS TO OTHER AGENCIES</i>			
A. DIRECT CONTRIBUTIONS TO COMMUNITY ORGANIZATIONS			
High School Graduation Party <i>(Plus "in kind" City services by Street Division and Attorney's Office).</i>	3,500	3,500	3,500
Independence Day, Exchange Club <i>(Plus "in kind" City services of approximately \$30,000 for Police security, parks, building and electrical maintenance, street crews, Fire services and event insurance.)</i>	24,000	24,000	24,000
Sister City Visitations <i>(Plus "in kind" City services of approximately \$3,000 for staff support, material and printing).</i>	16,600	16,600	16,600
Martin Luther King Jr. Day	5,000	5,000	5,000
Total Contributions to Community Organizations	49,100	49,100	49,100



2016-17
ADOPTED BUDGET

NON-DEPARTMENTAL

10116100 – NON-DEPARTMENTAL

FUNDING SUMMARY (cont'd)		ADOPTED BUDGET 2014-15	ADOPTED BUDGET 2015-16	ADOPTED BUDGET 2016-17
B.	DIRECT CONTRIBUTIONS TO OTHER AGENCIES			
	Culver City Schools – Sewer Service Charge	52,000	52,000	52,000
	Culver City Schools – Refuse Services	133,000	133,000	133,000
	Total Contributions to Other Agencies	185,000	185,000	185,000
V.	650200 – INSURANCE PREMIUMS – OTHER	626,443	626,443	626,443
VI.	910200 – CONTINGENCIES			
	Other Contingencies	850,000	850,000	850,000
	Appropriated Reserve	150,000	150,000	150,000
	Council Allocation	10,000	10,000	10,000
	Total Contingencies	1,010,000	1,010,000	1,010,000
	TOTAL NON-DEPARTMENTAL (16100)	4,441,603	4,481,603	4,481,948

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			101		10116100		
			GENERAL FUND		Non-Departmental		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
52,960	57,760	57,760	435600	Retiree Medical Prefunding	57,760	0	0.0%
52,960	57,760	57,760	Total	Personnel Services	57,760	0	0.0%
2,260,149	2,150,000	2,150,000	513000	Utilities	2,150,000	0	0.0%
4,337	15,000	15,000	514100	Departmental Special Supplies	15,000	0	0.0%
0	20,000	20,000	516100	Training & Education	20,000	0	0.0%
3	30,000	27,605	516600	Special Events & Meetings	30,000	2,395	8.7%
50,477	56,100	56,100	516700	Memberships & Dues	56,645	545	1.0%
0	0	2,395	517300	Advertising and Public Relatio	0	-2,395	-100.0%
251,237	234,100	243,927	517500	Contributions to Agencies	234,100	-9,827	-4.0%
259,193	230,000	230,000	520200	Credit Card Fees	230,000	0	0.0%
49,828	52,000	108,155	619800	Other Contractual Services	52,000	-56,155	-51.9%
12,891	0	3,916	619805	Other Contract Svcs-Ice Rink	0	-3,916	-100.0%
626,443	626,443	626,443	650200	Insurance Premiums - Other	626,443	0	0.0%
3,514,558	3,413,643	3,483,541	Total	Maint & Operations	3,414,188	-69,353	-2.0%
500	0	0	820300	Fiscal Agent Bond Fees	0	0	0.0%
500	0	0	Total	Debt Services	0	0	0.0%
0	1,010,000	99,756	910200	Appropriated Reserve	1,010,000	910,244	912.5%
0	-1,449,000	(1,449,000)	910300	Projected Excess Appropriation	(1,633,400)	-184,400	12.7%
305,000	305,000	305,000	952307	Trsf Out To - Fund 307	0	-305,000	-100.0%
350	0	0	952414	Trsf Out To - Fund 414	57,691	57,691	0.0%
3,085,634	3,353,524	5,353,524	952420	Trsf Out To - Fund 420	4,700,000	-653,524	-12.2%
0	4,580,000	5,080,000	952434	Trsf Out To - Fund 434	847,000	-4,233,000	-83.3%
7,917	0	0	953310	Other Fin Use-Special Items	0	0	0.0%
3,398,901	7,799,524	9,389,280	Total	Inter-Fund Transfers	4,981,291	-4,407,989	-46.9%
6,966,919	11,270,927	12,930,581	Division Total		8,453,239	-4,477,342	-34.6%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			202		20216100		
			REFUSE DISPOSAL FUND		Non-Departmental		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
39,972	0	0	550130	Bad Debt Expense	0	0	0.0%
39,972	0	0	Total	Maint & Operations	0	0	0.0%
0	950,000	950,000	952434	Trsf Out To - Fund 434	0	-950,000	-100.0%
0	950,000	950,000	Total	Inter-Fund Transfers	0	-950,000	-100.0%
39,972	950,000	950,000	Division Total		0	-950,000	-100.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			203		20316100			
			MUNICIPAL BUS FUND		Non-Departmental			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
300,000	300,000	300,000	952101	Trsf Out To - Fund 101	300,000	0	0.0%	
300,000	300,000	300,000	Total	Inter-Fund Transfers	300,000	0	0.0%	
300,000	300,000	300,000	Division Total		300,000	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL				307		30716100		
				EQUIPMENT REPLACEMENT FUND		Non-Departmental		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	100,000	200,000	740100	Furniture & Furnishings		25,000	-175,000	-87.5%
0	100,000	200,000	Total	Capital Outlay		25,000	-175,000	-87.5%
0	100,000	200,000	Division Total			25,000	-175,000	-87.5%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL				309		30916100		
				RISK MANAGEMENT FUND		Non-Departmental		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	0	24,000	512100	Office Expense		0	-24,000	-100.0%
0	0	24,000	Total	Maint & Operations		0	-24,000	-100.0%
0	0	24,000	Division Total			0	-24,000	-100.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			310		31016100		
			STORES FUND		Non-Departmental		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
168,959	225,000	225,000	512400	Communications	225,000	0	0.0%
0	0	20,000	550110	Uniforms	0	-20,000	-100.0%
168,959	225,000	245,000	Total	Maint & Operations	225,000	-20,000	-8.2%
168,959	225,000	245,000	Division Total		225,000	-20,000	-8.2%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			415			41516100		
			PROP A LOCAL RETURN FUND				Non-Departmental	
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
686,592	714,001	714,001	952203	Trsf Out To - Fund 203	741,499	27,498	3.9%	
686,592	714,001	714,001	Total	Inter-Fund Transfers	741,499	27,498	3.9%	
686,592	714,001	714,001	Division Total		741,499	27,498	3.9%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			424			42416100		
			PROP C LOCAL RETURN FUND				Non-Departmental	
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
369,196	357,245	357,245	952203	Trsf Out To - Fund 203	224,000	-133,245	-37.3%	
193,901	167,406	167,406	952414	Trsf Out To - Fund 414	187,020	19,614	11.7%	
563,097	524,651	524,651	Total	Inter-Fund Transfers	411,020	-113,631	-21.7%	
563,097	524,651	524,651	Division Total		411,020	-113,631	-21.7%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL				425		42516543		
				SPECIAL ASSESSMENT & DISTRICTS		Landscape Maint Dist #1		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
	0	10,000	10,000	411100	Regular Salaries	10,000	0	0.0%
	0	10,000	10,000	Total	Personnel Services	10,000	0	0.0%
	0	9,000	8,000	513000	Utilities	9,000	1,000	12.5%
	0	500	25,500	514100	Departmental Special Supplies	500	-25,000	-98.0%
	0	4,167	4,167	550000	Other Charges	4,167	0	0.0%
	0	19,827	20,827	619800	Other Contractual Services	19,827	-1,000	-4.8%
	0	33,494	58,494	Total	Maint & Operations	33,494	-25,000	-42.7%
	0	43,494	68,494	Division Total		43,494	-25,000	-36.5%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			425			42516545		
			SPECIAL ASSESSMENT & DISTRICTS				Higuera St Lndscp/Lghtng Dist	
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
0	5,400	5,400	411100	Regular Salaries	5,400	0	0.0%	
0	5,400	5,400	Total	Personnel Services	5,400	0	0.0%	
0	5,427	5,427	513000	Utilities	5,427	0	0.0%	
0	500	500	514100	Departmental Special Supplies	500	0	0.0%	
1,189	9,294	9,294	619800	Other Contractual Services	9,294	0	0.0%	
1,189	15,221	15,221	Total	Maint & Operations	15,221	0	0.0%	
1,189	20,621	20,621	Division Total		20,621	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL				425		42516570		
				SPECIAL ASSESSMENT & DISTRICTS		Arts Business Improvement Dist		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	0	2,000	512200	Printing and Binding		0	-2,000	-100.0%
0	0	500	514100	Departmental Special Supplies		0	-500	-100.0%
0	0	25,000	619800	Other Contractual Services		0	-25,000	-100.0%
0	0	27,500	Total	Maint & Operations		0	-27,500	-100.0%
0	0	27,500	Division Total			0	-27,500	-100.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			434			43416100		
			URBAN RUNOFF MITIGATION				Non-Departmental	
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	560,000	560,000	619800	Other Contractual Services		560,000	0	0.0%
0	560,000	560,000	Total	Maint & Operations		560,000	0	0.0%
0	560,000	560,000	Division Total			560,000	0	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			475			47516100		
			CULVER CITY PARKING AUTHORITY				Non-Departmental	
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
0	0	0	520200	Credit Card Fees	100,000	100,000	0.0%	
0	0	0	Total	Maint & Operations	100,000	100,000	0.0%	
0	1,000,000	1,000,000	952101	Trsf Out To - Fund 101	1,080,000	80,000	8.0%	
0	1,000,000	1,000,000	Total	Inter-Fund Transfers	1,080,000	80,000	8.0%	
0	1,000,000	1,000,000	Division Total		1,180,000	180,000	18.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			481			48116100		
			ECON DEV PROGRAMS & OPERATIONS				Non-Departmental	
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
0	0	0	952475	Trsf Out To - Fund 475	3,450,000	3,450,000	0.0%	
2,176,685	0	0	953310	Other Fin Use-Special Items	0	0	0.0%	
2,176,685	0	0	Total	Inter-Fund Transfers	3,450,000	3,450,000	0.0%	
2,176,685	0	0	Division Total		3,450,000	3,450,000	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			482			48216100			
			HOUSING FUNDS			Non-Departmental			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
7,584	0	0	952476	Trsf Out To - Fund 476		0	0	0.0%	
7,584	0	0	Total	Inter-Fund Transfers		0	0	0.0%	
7,584	0	0	Division Total			0	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL				485		48516100			
				COOP UNRESTRICTED CAP FUNDS			Non-Departmental		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
3,000,000	0	0	550130	Bad Debt Expense		0	0	0.0%	
3,000,000	0	0	Total	Maint & Operations		0	0	0.0%	
3,000,000	0	0	Division Total			0	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			486		48616100			
			COOP 1999 TAXEXEMPT BONDS		Non-Departmental			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
16,430	0	0	953310	Other Fin Use-Special Items	0	0	0.0%	
16,430	0	0	Total	Inter-Fund Transfers	0	0	0.0%	
16,430	0	0	Division Total		0	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			487		48716100			
			COOP 2002 TAX EXEMPT BONDS		Non-Departmental			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
46,955	0	0	953310	Other Fin Use-Special Items	0	0	0.0%	
46,955	0	0	Total	Inter-Fund Transfers	0	0	0.0%	
46,955	0	0	Division Total		0	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			488		48816100		
			COOP 2011 TAX EXEMPT BONDS PRO		Non-Departmental		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
800,000	0	0	550130	Bad Debt Expense	0	0	0.0%
800,000	0	0	Total	Maint & Operations	0	0	0.0%
9,197,373	0	0	953310	Other Fin Use-Special Items	0	0	0.0%
9,197,373	0	0	Total	Inter-Fund Transfers	0	0	0.0%
9,997,373	0	0	Division Total		0	0	0.0%

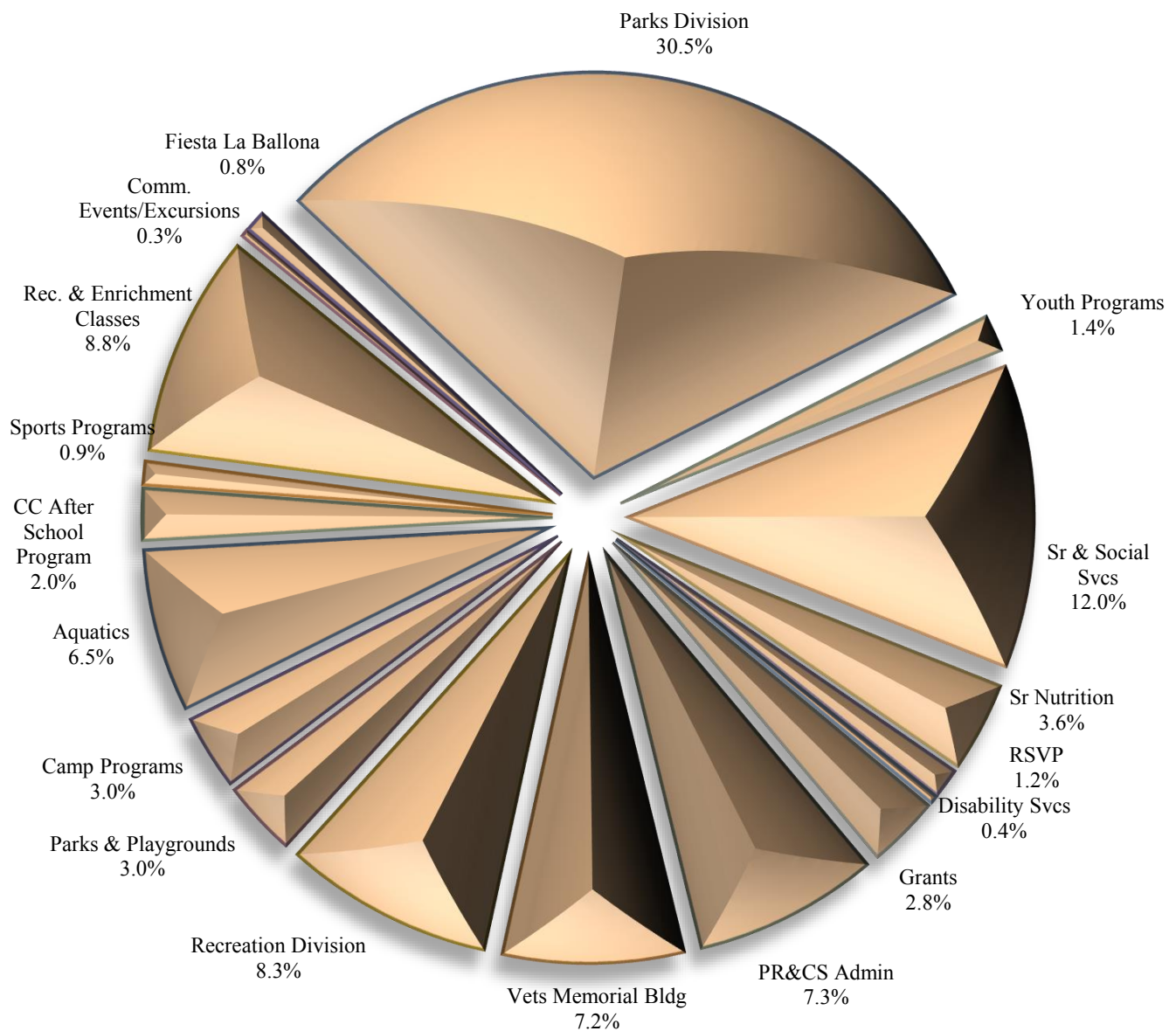
**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			489			48916100		
			2011 TAXABLE BONDS			Non-Departmental		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
25,933	0	0	952488	Trsf Out To - Fund 488		0	0	0.0%
1,096,493	0	0	953310	Other Fin Use-Special Items		0	0	0.0%
1,122,426	0	0	Total	Inter-Fund Transfers		0	0	0.0%
1,122,426	0	0	Division Total			0	0	0.0%

ADOPTED 2016-17 BUDGET

PARKS, RECREATION & COMMUNITY SERVICES DEPARTMENT

\$9,185,327



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PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DANIEL HERNANDEZ

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 the fourteen general fund categories and the four grant-supported categories shown below.

EXPENDITURE SUMMARY		ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>101 – GENERAL FUND</i>						
30100	PR&CS Administrative Div	668,474	662,603	674,001	11,398	1.7%
30110	Veteran's Memorial Complex	686,128	646,045	658,152	12,107	1.9%
30200	Recreation Division	759,845	773,757	764,775	-8,982	-1.2%
30211	Parks and Playgrounds Progs	229,599	257,098	274,131	17,033	6.6%
30212	Camp Programs	208,201	256,996	271,408	14,412	5.6%
30220	Pool and Aquatics Programs	479,423	487,565	594,223	106,658	21.9%
30233	Culver City After School Prog	155,769	174,536	184,445	9,910	5.7%
30240	Sports Programs	7,916	75,022	83,694	8,673	11.6%
30250	Rec and Enrichment Progs	658,899	723,100	812,244	89,144	12.3%
30260	Youth Center	96,571	110,340	117,433	7,093	6.4%
30270	Youth Mentoring Program	13,310	14,474	15,455	981	6.8%
30280	Comm Events & Excursions	24,612	25,733	26,913	1,180	4.6%
30285	Comm Evts-Fiesta La Ballona	70,651	81,390	74,400	-6,990	-8.6%
30300	Parks Division	2,368,077	2,660,382	2,801,588	141,206	5.3%
30400	Senior and Social Services	904,836	992,360	1,106,774	114,414	11.5%
30430	RSVP	82,326	106,137	106,144	7	0.0%
Fund Total		7,414,638	8,047,538	8,565,780	518,242	6.4%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DANIEL HERNANDEZ

EXPENDITURE SUMMARY		ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>414 - GRANTS OPERATING FUND</i>						
30410	Senior Nutrition - CI	199,692	214,693	272,649	57,956	27.0%
30415	Senior Nutrition - CII & 3B	53,112	91,510	55,551	-35,959	-39.3%
30430	RSVP	33,144	0	0	0	0.0%
30902	Parks Division (Dog Park)	7,158	19,750	0	-19,750	-100.0%
30906	Prop A (Parks Div)	0	29,424	18,235	-11,189	-38.0%
30907	CC Nature Park Trail	0	0	244,366	244,366	100.0%
Fund Total		293,105	355,377	590,801	235,424	66.2%
<i>427 - CDBG OPERATING FUND</i>						
30440	Disability	28,491	28,633	28,746	113	0.4%
Fund Total		28,491	28,633	28,746	113	0.4%
Department Total		7,736,234	8,431,548	9,185,327	753,779	8.9%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DANIEL HERNANDEZ

FUNDING SUMMARY	ACTUAL RECEIPTS 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Filming Permit	53,263	50,000	53,000	3,000	6.0%
Comm Dev Block Grant (CDBG)	28,491	28,633	28,814	181	0.6%
Retired Senior Volunteer Progr	32,794	0	0	0	0.0%
NSIP Senior Nutr Title III C	21,116	20,709	20,709	0	0.0%
LAC CSS Title III-B	998	1,000	1,000	0	0.0%
LAC CSS Title III C	180,892	182,182	181,182	-1,000	-0.5%
Prop A: Maint & Srvc.	7,158	48,838	262,601	213,763	437.7%
LA County Arts Com Grant	0	450	0	-450	-100.0%
Special Events	6,260	0	0	0	0.0%
Fiesta - Rides	48,619	48,000	53,000	5,000	10.4%
Concessions Revenue	4,041	1,800	3,500	1,700	94.4%
Fiesta - Vendors	38,008	35,200	36,250	1,050	3.0%
Fiesta - Sponsors	14,978	15,000	15,000	0	0.0%
After School Program	242,876	230,000	230,000	0	0.0%
Non-Resident Admin Charges	20,766	20,000	18,000	-2,000	-10.0%
Day Camp Fees	291,150	285,000	210,000	-75,000	-26.3%
Youth Camp Fees	94,240	94,000	60,000	-34,000	-36.2%
Recreation Park & Picnic Permi	132,418	120,000	105,000	-15,000	-12.5%
Park Programs Revenue	19,125	19,000	20,000	1,000	5.3%
Youth Sports Program Revenue	-1,035	0	76,000	76,000	100.0%
Adult Sports Program Revenue	74,858	80,000	69,600	-10,400	-13.0%
Classes - Contracted Fees	767,480	770,000	731,000	-39,000	-5.1%
City Plunge (Pool) Admissions	145,514	140,000	125,000	-15,000	-10.7%
Pool Rental & Passes	119,821	135,000	130,755	-4,245	-3.1%
Aquatics Programs	44,085	60,000	60,000	0	0.0%
Aquatics Contract Classes	23,963	24,000	32,000	8,000	33.3%
Membership Fees	41,457	40,000	31,200	-8,800	-22.0%
Senior Center Rental	76,086	60,000	45,000	-15,000	-25.0%
Teen Center Rental	63,649	60,000	50,000	-10,000	-16.7%
Meeting Room Rental	362,943	320,000	275,000	-45,000	-14.1%
Auditorium Rental	226,206	200,000	125,000	-75,000	-37.5%
LA County Library-Kaizuka Gard	15,545	17,100	18,809	1,709	10.0%
Miscellaneous Revenue	6,558	23,949	35,500	11,551	48.2%
Coins-Over/Short	3,265	81,789	0	-81,789	-100.0%
Donations	98,857	90,896	95,660	4,764	5.2%
Donations - Home Delivery	6,408	22,908	8,608	-14,300	-62.4%
Trsf In From - Fund 101	350	0	0	0	0.0%
General Revenues	4,423,033	5,106,094	5,978,139	872,045	17.1%

Department Total	7,736,234	8,431,548	9,185,327	753,779	8.9%
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PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DANIEL HERNANDEZ

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>30100 PR&CS Administration</u>					
Administrative Secretary	1.00	1.00	1.00	0.00	0.0%
PR&CS Director	1.00	1.00	1.00	0.00	0.0%
Sr. Management Analyst	1.00	1.00	1.00	0.00	0.0%
Division Total	3.00	3.00	3.00	0.00	0.0%
<u>30110 Veterans Memorial Complex</u>					
Special Events Coordinator	1.00	1.00	1.00	0.00	0.0%
Division Total	1.00	1.00	1.00	0.00	0.0%
<u>30200 Recreation</u>					
Recreation Coordinator	3.63	3.63	3.63	0.00	0.0%
Recreation Supervisor	2.00	2.00	2.00	0.00	0.0%
Division Total	5.63	5.63	5.63	0.00	0.0%
<u>30220 Pool & Aquatics Programs</u>					
Aquatics Coordinator	1.00	1.00	1.00	0.00	0.0%
Division Total	1.00	1.00	1.00	0.00	0.0%
<u>30300 Parks Division</u>					
Administrative Secretary *	1.00	1.00	0.00	-1.00	-100.0%
Associate Analyst *	0.00	0.00	1.00	1.00	100.0%
Facilities Maintenance Worker	1.00	0.00	0.00	0.00	0.0%
Facilities Maint Crewleader	0.00	1.00	1.00	0.00	0.0%
Irrigation Maintenance Technician	2.00	2.00	2.00	0.00	0.0%
Maintenance Worker II	1.00	1.00	1.00	0.00	0.0%
Maintenance Worker II/RPT	1.96	1.96	1.96	0.00	0.0%
Maintenance Worker I	3.00	3.00	3.00	0.00	0.0%
Maintenance Worker I/RPT **	0.00	0.00	0.98	0.98	100.0%
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%
Division Total	14.96	14.96	15.94	0.98	6.6%



PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DANIEL HERNANDEZ

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>30400 Senior & Social Services</u>					
Administrative Clerk	1.00	1.00	1.00	0.00	0.0%
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Senior Center Specialist	0.69	0.69	0.69	0.00	0.0%
Senior & Soc. Services Manager	1.00	1.00	1.00	0.00	0.0%
Senior Center Specialist	1.10	1.10	1.10	0.00	0.0%
Division Total	4.79	4.79	4.79	0.00	0.0%
<u>30430 Retired Sr. Volunteer Program (General Fund)</u>					
Senior Center Specialist	0.77	0.90	0.90	0.00	0.0%
Division Total	0.77	0.90	0.90	0.00	0.0%
<u>30410 Senior Nutrition Project</u>					
Senior Center Specialist	1.00	1.00	1.00	0.00	0.0%
Division Total	1.00	1.00	1.00	0.00	0.0%
<u>30430 Retired Sr. Volunteer Program (Grant Funded)</u>					
Senior Center Specialist	0.13	0.00	0.00	0.00	0.0%
Division Total	0.13	0.00	0.00	0.00	0.0%
<u>30440 Disability Services</u>					
Disability Specialist	0.31	0.31	0.31	0.00	0.0%
Division Total	0.31	0.31	0.31	0.00	0.0%
Total Positions	32.59	32.59	33.57	0.98	3.0%

* Reclassification of one (1) Administrative Secretary to Associate Analyst

** Addition of (0.98) Maintenance Worker I/RPT position



PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DANIEL HERNANDEZ

CASUAL PT TIME HOURS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>30110 Veterans Memorial Complex</u>					
Administrative Clerk	5,148	5,148	5,148	0	0.0%
Recreation Leader II	3,141	3,141	3,141	0	0.0%
Recreation Specialist	520	520	520	0	0.0%
Division Total	8,809	8,809	8,809	0	0.0%
<u>30211 Parks & Playgrounds Programs</u>					
Recreation Leader II	2,069	2,069	2,069	0	0.0%
Senior Recreation Leader	12,204	12,204	12,204	0	0.0%
Division Total	14,273	14,273	14,273	0	0.0%
<u>30212 Camp Programs</u>					
Recreation Leader I	886	886	886	0	0.0%
Recreation Leader II	2,518	2,518	2,518	0	0.0%
Recreation Specialist	468	468	468	0	0.0%
Senior Recreation Leader	4,488	5,460	5,460	0	0.0%
Division Total	8,360	9,332	9,332	0	0.0%
<u>30220 Pool & Aquatics Programs</u>					
Administrative Clerk *	0	0	1,500	1,500	100.0%
Cashier (Plunge)	0	0	0	0	0.0%
Life Guard	12,500	12,500	12,500	0	0.0%
Pool Manager	2,285	2,285	2,285	0	0.0%
Recreation Leader II *	2,284	2,284	784	-1,500	-65.7%
Swim Instructor	1,607	1,607	1,607	0	0.0%
Division Total	18,676	18,676	18,676	0	0.0%
<u>30233 Culver City After School Program</u>					
Recreation Specialist	1,970	1,970	1,970	0	0.0%
Recreation Leader II	2,140	2,140	2,140	0	0.0%
Senior Recreation Leader	4,744	4,744	4,744	0	0.0%
Division Total	8,854	8,854	8,854	0	0.0%



PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DANIEL HERNANDEZ

CASUAL PT TIME HOURS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>30250 Enrichment Classes</u>					
Admin Clerk	1,560	1,560	1,560	0	0.0%
Recreation Specialist	2,646	3,258	3,258	0	0.0%
Division Total	4,206	4,818	4,818	0	0.0%
<u>30260 Youth Center</u>					
Recreation Leader II	1,244	1,244	1,244	0	0.0%
Senior Recreation Leader	2,448	3,215	3,215	0	0.0%
Division Total	3,692	4,459	4,459	0	0.0%
<u>30270 Youth Mentoring Program</u>					
Student Worker	1,359	1,359	1,359	0	0.0%
Division Total	1,359	1,359	1,359	0	0.0%
<u>30280 Events/Excursions</u>					
Senior Recreation Leader	840	840	840	0	0.0%
Division Total	840	840	840	0	0.0%
<u>30300 Parks Division</u>					
Laborer **	0	1,500	0	-1,500	-100.0%
Division Total	0	1,500	0	-1,500	-100.0%
<u>30400 Senior & Social Services</u>					
Administrative Clerk	500	500	500	0	0.0%
Instructor of Prgms People w/Disab	410	410	410	0	0.0%
Recreation Leader II	2,792	2,792	2,792	0	0.0%
Senior Recreation Leader	2,512	5,012	5,012	0	0.0%
Division Total	6,214	8,714	8,714	0	0.0%



PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DANIEL HERNANDEZ

CASUAL PT TIME HOURS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>30410 Senior Nutrition Project</u>					
Administrative Clerk	0	938	938	0	0.0%
Senior Recreation Leader	1,875	937	937	0	0.0%
Division Total	1,875	1,875	1,875	0	0.0%
<u>30415 Senior Nutrition Project</u>					
Administrative Clerk	0	312	312	0	0.0%
Senior Recreation Leader	625	313	313	0	0.0%
Division Total	625	625	625	0	0.0%
<u>30906 Parks Division (Prop A)</u>					
Student Worker/III	2,040	2,040	2,040	0	0.0%
Division Total	2,040	2,040	2,040	0	0.0%
Total Hours	79,823	86,174	84,674	-1,500	-1.7%

* *Reclassification of 1,500 hours of Recreation Leader II to Administrative Clerk*** *Reclassification of Laborer to Maintenance Worker I/RPT*



PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DAN HERNANDEZ

FISCAL YEAR 2015-16 WORK PLANS

ADMINISTRATION

- Implement new Rules and Regulations recently adopted for ongoing operations of the Community Garden.

Completed – Community Garden operations are currently going well. Plot renters are complying with the Rules and Regulations. Both plot renters and staff are satisfied with Community Garden operations.

- Explore program areas and prioritize needs and augmentations based on current levels of service and if feasible, expand into new program areas. Current priorities include additional part-time positions for Teen Center, Teen Camp, Summer Camp; which are all offset by additional revenues and possible addition to Parks Maintenance Staff.

These part-time positions were approved during the Fiscal Year 2015-2016 budget process. The PRCS Department appreciates, and has benefitted greatly from, the additional staff hours.

- Continue to research, and when feasible, apply for any potential grant funding for program or capital projects.

Ongoing – During Fiscal Year 2015/2016, the following grant funds were approved:

- *The County of Los Angeles Regional Park and Open Space District (RPOSD) approved the use of the \$62,051 in Proposition A Cities Excess (Competitive) Funds remaining from the Syd Kronenthal Park Playground Project for Children Ages 5 – 12, toward the rehabilitation of the Playground for Children Ages 2 – 5.*
- *The RPOSD approved \$199,595 in Proposition A Maintenance and Servicing Excess (Competitive) Funds for the "Senior Center Audiovisual Systems Repair and Replacement Project," which will be managed by Public Works/Engineering.*
- *Through the efforts of PRCS Department and Public Works/Engineering staff, the Baldwin Hills Conservancy (BHC) awarded the City of Culver City, \$336,043 in BHC Proposition 84 Funds for the Culver City/Park to Playa – Ballona Creek Connection Project. It is anticipated that the Interpretive Nature Trail portion of the connection will be a repair/replacement project funded by \$224,366 in Proposition A Maintenance and Servicing (Allocated) Funds.*

SENIOR & SOCIAL SERVICES AND FACILITIES DIVISION

- Veterans Memorial Complex will continue to seek sponsorships, partnerships and funding to assist in replacing the Auditorium sound system, new emergency exiting signage, lighting and door hardware throughout the entire facility.



PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DAN HERNANDEZ

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

In Progress - Veterans Memorial Building (VMB) staff has completed its process of researching and requesting quotes from professional stage lighting and rigging companies for the technical update of the VMB stage. Partial funding has been identified for the lighting equipment upgrade through the efforts of the Cultural Affairs Foundation. Staff is participating in a working group with staff members from the Public Works, Fire, and Community Development Departments to update emergency exit signage, lighting and hardware for VMB.

- Senior Nutrition will research and establish cooperative partnership agreements to offer seminars, workshops, educational materials and referrals that promote better nutrition and health & wellness to the Culver City community.

Completed - Senior Nutrition Program researched and is working to establish a cooperative partnership agreement with an organization to provide a workshop for Teens on "Portion Control" in March which is "National Nutrition Month." In addition, staff referred Counseling Nutritional Services (CNS) to the Human Resource Department to make a presentation to City employees through Lunch n' Learn Focus on Healthy Carbs! Staff secured bi-lingual nutrition brochures for seniors from the Los Angeles Department of Community and Senior Services.

- The Plunge will create and implement an Outreach Marketing Plan that will increase community participation in the Recreation Swim Program. Our goal is to increase by 10% in youth, 5% in adult, and 2% in senior participation.

Completed - Plunge staff created and implemented a Recreation Swim Outreach Plan in FY2015. The primary goal was to provide increased access to a safe and comprehensive recreational swim program for the citizens of Culver City. Staff worked with key groups in Culver City & surrounding area that could benefit from the Recreation Swim program, including non-profit organizations, children's groups and groups that work with the senior population. The marketing plan included distributing 500 recreation swim passes to key community groups, including the Culver City Unified School District PTA organizations. The passes allowed a family of four, to access the Plunge during Recreational Swimming free of charge from May 25th, 2015 through September 7th, 2015. Of the 500 passes distributed, 176 passes were redeemed at the Plunge. The breakdown of the 176 passes were 204 youth, 180 adults and 22 seniors. Total visitors to the Plunge from this marketing promotion was 406. Plunge staff will continue the outreach program in 2016.

- Social & Disability Services will work with current non-profit partner Ministry for Persons with Disabilities and/or other community organizations to establish a plan and goals for future program sustainability for the monthly Dances for the Developmentally Disabled events.

Completed - Partner organization unfortunately disbanded and transferred their remaining funds (via check) to Culver City Senior Citizens Association, Inc. (CCSCA) to support the Social & Disability Services Programs. The monthly Dances for the Developmentally Disabled (DDD) event is now under the direction of the Parks, Recreation & Community Services Department. With monetary support from CCSCA, the program is coordinated by Disability & Social Services Specialist Darren Uhl and facilitated with part-time staff and many event volunteers. It continues to be offered free of charge at the Senior Center on the 2nd Friday of each month from 7:00 – 9:00 p.m.



PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DAN HERNANDEZ

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

RECREATION DIVISION

- Parks & Playgrounds: Collaborate with all Recreation Coordinators to cross train part time staff on current policies and procedures to utilize them to cover shifts in all programs.

In Progress - Cross training of part time staff is almost complete. All staff will be trained by June 30, 2016.

- Camp Programs: Develop interesting, enjoyable field trips that include the large and small amusement parks such as Mulligan's, Speed Zone, Magic Mountain and Knott's Berry Farm.

Completed - Some exciting new field trips were secured; including Discovery Cube Science Center, Skyzone, Riley's Farm, and John's Incredible Pizza.

- Camp Programs: Provide creative fun/hand-on activities to introduce Science, Technology, Engineering, and Math (STEM) concepts to the participants.

Completed - Day Campers visited Discovery Cube Science Center. They enjoyed hands-on projects such as how clouds are formed, seismographic technology, exploring the Boeing Rocket Lab and other fun activities. Also, campers visited Kidspace Children's Museum and participated in science workshops that explored the universe in a mini-solar system dome. Teen Campers activities include catapult designing, egg drop testing gravitational pull and a field trip to the Los Angeles Science Center & IMAX Theater.

- Culver City After-School Recreation Program (CCARP): Increase the participant's physical fitness in an effort to fight obesity and to promote a healthy active lifestyle by following the Dairy Council's nutrition education program.

Ongoing - Students are provided a daily healthy afternoon snack in accordance with the 2015 Dairy Council's healthy snack recommendations. CCARP students are lead in physical recreation activities daily. The students are provided at least 60 minutes every day participate in recreation activities and to play.

- Culver City After-School Recreation Program (CCARP): Continue to develop a collaborative partnership with CCUSD officials to keep all school principals informed of all incidents that occur on campus involving students in the CCARP program.

Ongoing - Staff provide monthly participant rosters to CCUSD school principals. Staff collaborated with Principal Dr. Shannon Garcia of El Rincon elementary to solve a few student issues and met with Principal Kim Indelicato, of Linwood Howe elementary, on the issue of CCARP's shared use of the school's library.

- Teen Center: Evaluate the success of the formal sponsorship program to support operational needs of the Culver City Teen Center.

In Progress - The sponsorship program will be evaluated by June 2016 after the 2nd Annual Healthy Families 5K Run/Walk. The City wide event allows the community to participate and donate to the Teen Center.



PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DAN HERNANDEZ

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Teen Center: Through our Youth Mentoring Program, set aside 25% of the 12 positions (3 positions total) to be offered to students who meet the "My Brother's Keeper" qualifications.

In Progress - One of the three positions was filled during summer 2015. We are looking to fulfill the other two positions in late May early June of 2016.

- Sports Programs: Revise existing Agreements with AYSO and Culver City Little League to include proportionate split of annual costs for daily cleaning and maintenance of Culver City Park upper level restrooms. All amendments should be finalized and executed no later than August 1, 2015.

Prior agreements expired in December 2015 and new 3-year Agreements for 2016-2018 have been drafted, with exception to the updated quoted cost for restroom cleaning services for the period of the new Agreement. Anticipate finalizing new Agreements with CCLL and AYSO no later than March 2016 for the start of CCLL's next season.

- Recreation Classes: Continue to improve program marketing and develop new class offerings based on customer interest obtained through quarterly surveys and expanded use of social media sites (Facebook and Twitter), as well as researching latest trends and popular activities in neighboring recreation centers.

Staff continues to regularly utilize Facebook for promoting class registration, new activity announcements, as well as spotlighting special events. No customer surveys were conducted for the fall 2015 session. We anticipate distributing surveys for winter 2016 and spring 2016. New contract class offerings include Songwriting (for Children and Adults) and C3Sunshine afterschool program at El Marino School.

- Recreation Classes: Plan, develop and implement an annual or bi-annual general information mailer (e.g. postcard, tri-fold, etc.) to be included in mass mailings to all Culver City residents. The mailer shall provide an overview of PRCS Department services and include website information, e-blast subscription information, social media information, and QR code to access PRCS Department's webpage.

New tri-fold general information mailer has been created highlighting the various types of services provided by the PRCS Department. Mailer is pending final review and approval before implementation. In the interim, a QR code was created and has been in use since summer 2015 for customers to access the Culver City Living brochure and our ActiveNet registration site with their smart phones.

- Fiesta La Ballona: Continue to analyze, develop and refine all elements of the event, including vendor opportunities, sponsorships, donations, revenue enhancement and space planning.

Staff worked with the Fiesta Committee toward the goals of the work program with the following results for Fiesta La Ballona 2015 which was held on August 28, 29 and 30, 2015:

- Revenue increased from \$100,000 in 2014 to \$115,000 in 2015.
- Introduced Friday night 2-for-1 carnival ride special resulting in largest overall turnout and ride revenue for a Friday night.



PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DAN HERNANDEZ

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- *Estimated total attendance broke the 30K mark, with biggest Friday night turnout ever.*
- *Added new Farmer's Market which brought on 20 additional vendors.*
- *Expanded sponsorship reach to include GEICO, KCET Los Angeles, Chick-fil-A, Southern California Gas Co., Golden State Water Co., Just Tires, ArcLight Cinemas*

- **Fiesta La Ballona:** Acquire and utilize necessary video equipment and software (e.g. Go-Pro) to capture, edit and publish a time-lapse video of entire Fiesta La Ballona set-up, events, and tear down at Veterans Park, to be used in conjunction with promoting and marketing the Fiesta.

Video equipment was not purchased for Fiesta 2015 as anticipated out of consideration for potential cost overrun on supplies (e.g. new Fiesta signage, additional portable restroom supplies, etc.). Anticipate using cost savings (if any) from remaining Fiesta 2015 budget to purchase necessary video equipment before the close of the current fiscal year. Otherwise, this project will be included for the 2016-17 Work Program instead.

PARKS DIVISION

- Continue upgrades at all outdated playgrounds for safety issues and ADA compliance, in priority order, per the Certified Playground Safety Audits: Blair Hills 2-12, Lindberg 2-5 and 5-12, Tellefson 2-5 and 5-12, and El Marino 2 to 5 ages.

The Syd Kronenthal (SK) Age 5 to 12 Playground project was completed in April 2015. The Syd Kronenthal Age 2 to 5 Playground was scoped as per the input from the community meeting in June 2015. The project is currently in the design phase and, pending City Council approval, staff hopes to begin advertising for construction bids soon.

- High Priority during the ongoing drought to continue to ensure compliance with AB 1881 (Water Model Ordinance) by:

- a) upgrading irrigation systems;

City Staff has completed the Studio Estates backflow, master valve and flow sensor upgrades, multiple medians and parkways have been converted to drip irrigation throughout the city, multiple mainlines and remote control valves have been upgraded at Culver City Park, Blair Hills Park, the Botts Field, Veterans Park ball fields, and Downtown Business District.

- b) conduct irrigation water audits at every city facility, park and parkway; and,

City Staff conducted and completed Irrigation Audits at City Hall, Studio Estates, Expo Line National Medians, and Media Park. City Staff is so short-handed with only two full-time irrigation employees to maintain the entire City's irrigation system, additional water audits were unable to be conducted or completed.



PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DAN HERNANDEZ

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- c) oversee the drought water conservation implementation plans, re: Turf Removal, Implementation of the Parkway Ordinance, Drought Tolerant Demonstration Plantings, as funding permits.

City Staff has been instrumental in implementing the city's water conservation plan, per the Governor's State Mandate and AB-1881 State Model Water Efficiency Landscape Ordinance, in working with Public Works, Community Development, PRCS, and local agencies. Parks Division designed and installed the Downtown Landscape, which converted about 50% of the outdated planting there to drought tolerant planting with drip and bubbler irrigation, as well as designed the Demonstration Lindblade Drought Tolerant Parkway Project that was a collaborative effort with Public Works, the business owner, Surfrider Foundation, and Parks. The project incorporated a bioswale and drought tolerant plantings, water recharge and a drip irrigation system. Parks has also cut back watering over 25% in all the parks, including turf, exceeding the state's goals. Parks is also participants in raising public awareness to the issue by actively participating in community workshops and working on the Sustainable and Parkway Ordinance Committees, whose goals are to encourage the public to convert turf to drought tolerant plantings and low use watering systems. Parks has provided guidelines and details of same to the committees, as well as participated in community workshops and public presentations. Parks is conducting ongoing research for alternate plant materials compatible with passive and active turf areas throughout the parks and the City.

- Studio Estates Re-landscaping – At the direction of the City Manager and City Council, Parks Division to upgrade Landscape Maintenance District Area 1: Studio Estates Paseo Common Area landscaping by \$25,000 that was put into the assessment for a one time landscape and irrigation system upgrade.

Ongoing – Please see item a above.

- New PAR Equipment replacement and upgrades at various park sites.

New PAR equipment was installed at Fox Hills Park. Replacement equipment for Lindberg, Vets, and Blanco Parks is being scoped for replacement by fiscal year end 2016.

FISCAL YEAR 2016-17 WORK PLANS

ADMINISTRATION

- Continue to research, and when feasible, apply for any potential grant funding for program or capital projects.
- Maintain an overall average of greater than or equal to 90% customer satisfaction rating on periodic parks and programs evaluations.



PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DAN HERNANDEZ

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

SENIOR & SOCIAL SERVICES AND FACILITIES DIVISION

- Aquatics: Develop a comprehensive Water Safety Presentation Plan, to include 4 age appropriate presentation. The target audience is preschool, elementary school, middle school and high school age children and their families.
- Disability & Social Services: Creation of a Disabled Recreation Program guide for parents and guardians wanting to involve their children and teens in specialized and/or inclusive activities.
- Senior Nutrition: Research and establish a cooperative partnership agreement with a college and/or organization to provide “free of charge” series of presentations to adolescents. The goal is to create and provide adolescents with wellness programs promoting healthful eating and physical activity for the fiscal year 2016-2017.
- Senior Programming: Review current programming and use of space to ensure efficiency and adjust schedule to make room for additional programs. This will include an exploration to determine the feasibility of offering 8:00 a.m. classes and some early weekends.
- Veterans Memorial Building: Continue efforts to fundraise, purchase and install new theatrical lighting equipment and new projection equipment.
- Volunteering: Research available online and software volunteer databases and recruitment/recordkeeping systems and make recommendation for best available option.

RECREATION DIVISION

- Culver City After School Program (CCARP): Increase the participant’s physical fitness in an effort to fight obesity and to promote a healthy active lifestyle by implementing the Lorena’s Links Golf program activities.
- Camp Program: Provide community cultural walking field trips to local parks, events, theaters and museums in the Culver City area.
- Teen Center: Research possible partnerships within the Culver City community to offer variety of specialty activities for Teen Center members.
- Parks & Playgrounds: Expand scheduled drop in programs to include activities at Veterans Memorial and Syd Kronenthal Parks at least 3 days a week. Those programs at sites currently running drop-in programs, including Culver West Alexander, Fox Hills and Lindberg Parks, will be enhanced, if feasible.
- Sports Programs: Explore the development of a viable contracted youth basketball league to meet during the summer “off season” without impacting existing City or CCUSD programs.



PARKS, RECREATION & COMMUNITY SERVICES

RESP. MGR.: DAN HERNANDEZ

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

- Recreation Classes: Continue to improve program marketing and develop new class offerings based on customer interest obtained through quarterly surveys and expanded use of social media sites (Facebook and Twitter), as well as researching latest trends and popular activities in neighboring recreation centers.
- Fiesta La Ballona: Continue to analyze, develop and refine all elements of the event, including vendor opportunities, sponsorships, donations, revenue enhancement and space planning to maximize use of Veterans Park.

PARKS DIVISION

- As soon as funding is identified, continue upgrades at all outdated playgrounds for safety issues and ADA compliance, per the Certified Playground Safety Audits, for the following projects (in priority order): (1) Blair Hills 2-12; (2) Lindberg 2-5 and 5-12; (3) Tellefson 2-5 and 5-12; and, (4) El Marino 2 to 5 ages.
- Senior Center Courtyard Renovation (PF007). The project is fully funded by the Mrs. Gladys L. Paetzold Bequest and 419 Funds. It is anticipated that the project will be completed during Fiscal Year 2016/2017.
- Studio Estates Landscaping. The project is fully funded by Landscape Maintenance District Number 1. It is anticipated that the project will be completed, and the plants will be in the plant warranty period by the end of Fiscal Year 2016/2017.
- Irrigation Audits for the Upgrade of Irrigation Systems (PZ612). There is a proposed request for \$50,000 in 420 funds to hire a consultant to do the necessary irrigation audits, so that the City-wide upgrade of irrigation systems can be completed. Areas to be included in the irrigation audits are medians, parks and City facilities, as funding allows. This project is necessary for the City to become compliant with AB 1881, the Water Model Ordinance.
- Upgrade of Irrigation Systems (PZ612). Carryover 419 and 420 Funds will be used to begin the upgrade of irrigations systems once the irrigation audits have been done. This project is necessary for the City to become compliant with AB 1881, the Water Model Ordinance.
- Culver City / Park to Playa – Ballona Creek Connection Project (Park to Playa Trail Segment 7; PZ551 - Interpretive Nature Trail). This project is fully funded by Baldwin Hills Conservancy Proposition 84 Funds (423 Funds) and 420 Funds. It is anticipated that the project will be completed by March 31, 2017.



PARKS, RECREATION & COMMUNITY SERVICES

10130100 – PR&CS ADMINISTRATION

RESP. MGR.: DANIEL HERNANDEZ

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	582,626	593,860	610,506	16,646	2.8%
Maint & Operations	85,848	68,743	63,495	-5,248	-7.6%
Division Total	668,474	662,603	674,001	11,398	1.7%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130100 PR&CS Administrative Division		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
347,471	342,452	342,452	411100	Regular Salaries	349,171	6,719	2.0%
1,274	0	0	411200	Part-Time Salaries	0	0	0.0%
0	3,499	3,499	411310	Overtime-Regular	3,499	0	0.0%
9,396	9,360	9,360	431000	Deferred Compensation	9,360	0	0.0%
22,704	22,323	22,323	432000	Social Security	22,700	377	1.7%
62,869	70,642	70,642	433000	Retirement - Employer	76,252	5,610	7.9%
19,666	19,438	19,438	434000	Workers Compensation	20,911	1,473	7.6%
33,732	34,770	34,770	435000	Group Insurance	36,032	1,262	3.6%
1,958	1,950	1,950	435400	Retiree Health Savings	1,950	0	0.0%
45,837	49,000	49,000	435500	Retiree Insurance	49,000	0	0.0%
30,360	33,110	33,110	435600	Retiree Medical Prefunding	33,110	0	0.0%
277	256	256	436000	State Disability Insurance	261	5	2.0%
1,000	1,000	1,000	437000	Mgt Health Ben	1,000	0	0.0%
0	0	0	437500	Longevity Pay	1,200	1,200	0.0%
4,517	4,500	4,500	438000	Auto Allowance	4,500	0	0.0%
1,566	1,560	1,560	438500	Cell Phone Allowance	1,560	0	0.0%
582,626	593,860	593,860	Total	Personnel Services	610,506	16,646	2.8%
1,590	1,000	1,000	512100	Office Expense	1,000	0	0.0%
1,058	1,465	1,465	512400	Communications	1,465	0	0.0%
0	550	550	514100	Departmental Special Supplies	600	50	9.1%
0	200	200	516100	Training & Education	250	50	25.0%
2,457	1,750	1,750	516500	Conferences & Conventions	1,950	200	11.4%
170	475	475	516600	Special Events & Meetings	475	0	0.0%
165	915	915	516700	Memberships & Dues	925	10	1.1%
2,900	3,000	3,000	517000	City Commission Expenses	3,000	0	0.0%
600	5,000	5,000	517500	Contributions to Agencies	5,000	0	0.0%
1,102	2,129	2,129	517850	Employee Recognition Events	2,229	100	4.7%
16	0	0	518300	Auto Mileage Reimbursement	0	0	0.0%
64,468	40,000	40,000	520210	ActiveNet Fees	40,000	0	0.0%
2,390	3,430	3,430	619800	Other Contractual Services	3,450	20	0.6%
8,932	8,829	8,829	650300	Liability Reserve Charge	3,151	-5,678	-64.3%
85,848	68,743	68,743	Total	Maint & Operations	63,495	-5,248	-7.6%
668,474	662,603	662,603	Division Total		674,001	11,398	1.7%



PARKS, RECREATION & COMMUNITY SERVICES

10130110 – VETERAN'S MEMORIAL BUILDING

RESP. MGR.: ARMANDO ABREGO

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	359,096	347,128	364,586	17,458	5.0%
Maint & Operations	281,048	269,389	268,823	-566	-0.2%
Capital Outlay	45,984	29,528	24,743	-4,785	-16.2%
Division Total	686,128	646,045	658,152	12,107	1.9%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130110 Veteran's Memorial Complex		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
98,669	99,836	99,836	411100	Regular Salaries	101,735	1,899	1.9%
143,757	120,450	120,450	411200	Part-Time Salaries	132,066	11,616	9.6%
129	1,346	1,346	411310	Overtime-Regular	1,346	0	0.0%
4,176	4,160	4,160	431000	Deferred Compensation	4,160	0	0.0%
14,447	13,565	13,565	432000	Social Security	14,140	575	4.2%
32,609	36,059	36,059	433000	Retirement - Employer	39,797	3,738	10.4%
13,417	14,382	14,382	434000	Workers Compensation	13,330	-1,052	-7.3%
17,465	18,020	18,020	435000	Group Insurance	18,702	682	3.8%
653	650	650	435400	Retiree Health Savings	650	0	0.0%
16,112	19,500	19,500	435500	Retiree Insurance	19,500	0	0.0%
16,510	18,010	18,010	435600	Retiree Medical Prefunding	18,010	0	0.0%
500	500	500	437000	Mgt Health Ben	500	0	0.0%
653	650	650	438500	Cell Phone Allowance	650	0	0.0%
359,096	347,128	347,128	Total	Personnel Services	364,586	17,458	5.0%
6,179	3,000	3,000	512100	Office Expense	3,000	0	0.0%
318	440	440	512400	Communications	440	0	0.0%
8,398	3,000	2,000	514100	Departmental Special Supplies	4,075	2,075	103.8%
7,157	10,000	10,000	514600	Small Tools & Equipment	10,000	0	0.0%
0	1,000	0	516100	Training & Education	1,000	1,000	0.0%
0	3,290	3,290	517300	Advertising and Public Relatio	3,300	10	0.3%
2,651	1,000	3,000	550110	Uniforms	3,000	0	0.0%
1,524	2,000	2,000	600200	R&M - Equipment	2,000	0	0.0%
248,727	228,040	239,127	619800	Other Contractual Services	240,000	873	0.4%
6,094	6,532	6,532	650300	Liability Reserve Charge	2,008	-4,524	-69.3%
281,048	258,302	269,389	Total	Maint & Operations	268,823	-566	-0.2%
45,984	29,528	29,528	740100	Furniture & Furnishings	24,743	-4,785	-16.2%
45,984	29,528	29,528	Total	Capital Outlay	24,743	-4,785	-16.2%
686,128	634,958	646,045	Division Total		658,152	12,107	1.9%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

10130200 - RECREATION

RESP. MGR.: DANIEL HERNANDEZ

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	728,889	738,410	738,066	-344	0.0%
Maint & Operations	30,956	35,347	26,709	-8,638	-24.4%
Division Total	759,845	773,757	764,775	-8,982	-1.2%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130200 Recreation Division		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
427,731	418,397	422,315	411100	Regular Salaries	413,005	-9,310	-2.2%
425	0	0	411200	Part-Time Salaries	0	0	0.0%
2,392	0	0	411310	Overtime-Regular	0	0	0.0%
7,298	7,280	7,280	431000	Deferred Compensation	6,240	-1,040	-14.3%
32,808	31,873	31,873	432000	Social Security	31,582	-291	-0.9%
77,325	87,029	87,029	433000	Retirement - Employer	90,646	3,617	4.2%
26,004	25,574	25,574	434000	Workers Compensation	25,954	380	1.5%
69,926	72,085	72,085	435000	Group Insurance	78,417	6,332	8.8%
3,908	3,900	3,900	435400	Retiree Health Savings	3,900	0	0.0%
30,618	33,500	33,500	435500	Retiree Insurance	33,500	0	0.0%
44,320	48,340	48,340	435600	Retiree Medical Prefunding	48,340	0	0.0%
1,119	1,014	1,014	436000	State Disability Insurance	982	-32	-3.2%
1,000	1,000	1,000	437000	Mgt Health Ben	1,000	0	0.0%
4,016	4,500	4,500	437500	Longevity Pay	4,500	0	0.0%
728,889	734,492	738,410	Total	Personnel Services	738,066	-344	0.0%
206	2,000	2,000	512100	Office Expense	1,545	-455	-22.8%
3,758	5,200	5,200	512400	Communications	5,200	0	0.0%
1,891	2,000	2,000	514100	Departmental Special Supplies	2,000	0	0.0%
2,821	4,150	4,150	516100	Training & Education	4,150	0	0.0%
1,939	1,200	1,200	516600	Special Events & Meetings	1,000	-200	-16.7%
760	1,100	1,100	516700	Memberships & Dues	1,000	-100	-9.1%
0	250	250	517300	Advertising and Public Relatio	1,250	1,000	400.0%
0	1,030	1,030	600200	R&M - Equipment	1,030	0	0.0%
5,518	5,000	5,000	600800	Equip Maint Expenses	3,821	-1,179	-23.6%
2,253	1,802	1,802	605400	Amortization of Equipment	1,802	0	0.0%
11,811	11,615	11,615	650300	Liability Reserve Charge	3,911	-7,704	-66.3%
30,956	35,347	35,347	Total	Maint & Operations	26,709	-8,638	-24.4%
759,845	769,839	773,757	Division Total		764,775	-8,982	-1.2%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

10130211 – PARKS AND PLAYGROUNDS

RESP. MGR.: DANIEL HERNANDEZ

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	221,831	248,553	268,929	20,376	8.2%
Maint & Operations	7,768	8,545	5,202	-3,343	-39.1%
Division Total	229,599	257,098	274,131	17,033	6.6%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130211 Parks and Playgrounds Programs		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
(33)	0	0	411100	Regular Salaries	0	0	0.0%
200,306	223,737	223,737	411200	Part-Time Salaries	241,401	17,664	7.9%
6	0	0	411310	Overtime-Regular	0	0	0.0%
2,892	4,907	4,907	432000	Social Security	5,295	388	7.9%
6,981	7,832	7,832	433000	Retirement - Employer	8,450	618	7.9%
11,679	12,077	12,077	434000	Workers Compensation	13,783	1,706	14.1%
221,831	248,553	248,553	Total	Personnel Services	268,929	20,376	8.2%
0	150	150	512100	Office Expense	150	0	0.0%
1,716	2,010	2,010	514100	Departmental Special Supplies	2,010	0	0.0%
748	600	600	550110	Uniforms	965	365	60.8%
0	300	300	600200	R&M - Equipment	0	-300	-100.0%
5,305	5,485	5,485	650300	Liability Reserve Charge	2,077	-3,408	-62.1%
7,768	8,545	8,545	Total	Maint & Operations	5,202	-3,343	-39.1%
229,599	257,098	257,098	Division Total		274,131	17,033	6.6%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

10130212 – CAMP PROGRAMS

RESP. MGR.: DANIEL HERNANDEZ

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	130,536	157,813	177,072	19,259	12.2%
Maint & Operations	77,664	99,183	94,336	-4,847	-4.9%
Division Total	208,201	256,996	271,408	14,412	5.6%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130212 Camp Programs		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
582	0	0	411100	Regular Salaries	0	0	0.0%
115,727	141,274	141,274	411200	Part-Time Salaries	159,375	18,101	12.8%
21	0	0	411310	Overtime-Regular	0	0	0.0%
2,190	3,098	3,098	432000	Social Security	3,038	-60	-1.9%
5,242	6,431	6,431	433000	Retirement - Employer	5,956	-475	-7.4%
6,775	7,010	7,010	434000	Workers Compensation	8,703	1,693	24.2%
130,536	157,813	157,813	Total	Personnel Services	177,072	19,259	12.2%
314	350	350	512100	Office Expense	350	0	0.0%
17,127	23,123	23,123	514100	Departmental Special Supplies	21,885	-1,238	-5.4%
843	2,500	2,500	514200	Dances & Special Programs	2,000	-500	-20.0%
119	400	400	516100	Training & Education	400	0	0.0%
39,190	44,167	44,167	516600	Special Events & Meetings	44,348	181	0.4%
55	930	930	550110	Uniforms	930	0	0.0%
16,939	19,722	24,529	619800	Other Contractual Services	23,112	-1,417	-5.8%
3,077	3,184	3,184	650300	Liability Reserve Charge	1,311	-1,873	-58.8%
77,664	94,376	99,183	Total	Maint & Operations	94,336	-4,847	-4.9%
208,201	252,189	256,996	Division Total		271,408	14,412	5.6%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

10130220 – POOL AND AQUATICS PROGRAMS

RESP. MGR.: ARMANDO ABREGO

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	395,842	430,398	485,301	54,903	12.8%
Maint & Operations	55,430	57,167	51,501	-5,666	-9.9%
Capital Outlay	28,151	0	57,421	57,421	0.0%
Division Total	479,423	487,565	594,223	106,658	21.9%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130220 Pool and Aquatics Programs		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
71,580	71,324	71,324	411100	Regular Salaries	72,770	1,446	2.0%
257,183	285,352	285,352	411200	Part-Time Salaries	331,398	46,046	16.1%
60	530	530	411310	Overtime-Regular	530	0	0.0%
1,040	1,040	1,040	431000	Deferred Compensation	1,040	0	0.0%
10,540	11,173	11,173	432000	Social Security	13,426	2,253	20.2%
22,063	24,702	24,702	433000	Retirement - Employer	27,061	2,359	9.5%
17,412	19,469	19,469	434000	Workers Compensation	21,972	2,503	12.9%
8,133	8,375	8,375	435000	Group Insurance	8,665	290	3.5%
650	650	650	435400	Retiree Health Savings	650	0	0.0%
6,870	7,490	7,490	435600	Retiree Medical Prefunding	7,490	0	0.0%
310	293	293	436000	State Disability Insurance	299	6	2.0%
395,842	430,398	430,398	Total	Personnel Services	485,301	54,903	12.8%
1,677	1,799	1,799	512100	Office Expense	2,000	201	11.2%
423	590	590	512400	Communications	590	0	0.0%
4,944	4,000	4,000	514100	Departmental Special Supplies	4,000	0	0.0%
4,457	4,000	4,000	514600	Small Tools & Equipment	4,000	0	0.0%
1,616	1,000	840	516100	Training & Education	1,000	160	19.0%
1,234	900	975	516500	Conferences & Conventions	1,000	25	2.6%
371	600	600	516600	Special Events & Meetings	1,000	400	66.7%
10	291	170	516700	Memberships & Dues	300	130	76.5%
0	2,200	2,200	550110	Uniforms	2,300	100	4.5%
32,791	25,500	33,150	619800	Other Contractual Services	32,000	-1,150	-3.5%
7,908	8,843	8,843	650300	Liability Reserve Charge	3,311	-5,532	-62.6%
55,430	49,723	57,167	Total	Maint & Operations	51,501	-5,666	-9.9%
28,151	0	0	732120	Departmental Special Equipment	57,421	57,421	0.0%
28,151	0	0	Total	Capital Outlay	57,421	57,421	0.0%
479,423	480,121	487,565	Division Total		594,223	106,658	21.9%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

10130233 – CULVER CITY AFTER SCHOOL PROGRAMS

RESP. MGR.: DANIEL HERNANDEZ

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	138,141	156,102	168,078	11,976	7.7%
Maint & Operations	17,628	18,434	16,367	-2,067	-11.2%
Division Total	155,769	174,536	184,445	9,910	5.7%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130233 Culver City After School Progr		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
124,339	139,712	139,712	411200	Part-Time Salaries	145,231	5,519	4.0%
1,851	4,041	4,041	432000	Social Security	9,155	5,114	126.6%
4,481	4,891	4,891	433000	Retirement - Employer	5,085	194	4.0%
7,469	7,458	7,458	434000	Workers Compensation	8,607	1,149	15.4%
138,141	156,102	156,102	Total	Personnel Services	168,078	11,976	7.7%
491	325	325	512100	Office Expense	325	0	0.0%
212	295	295	512400	Communications	295	0	0.0%
10,774	10,525	10,616	514100	Departmental Special Supplies	10,830	214	2.0%
779	950	950	514200	Dances & Special Programs	700	-250	-26.3%
627	700	700	550110	Uniforms	950	250	35.7%
1,353	1,970	2,161	619800	Other Contractual Services	1,970	-191	-8.8%
3,392	3,387	3,387	650300	Liability Reserve Charge	1,297	-2,090	-61.7%
17,628	18,152	18,434	Total	Maint & Operations	16,367	-2,067	-11.2%
155,769	174,254	174,536	Division Total		184,445	9,910	5.7%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

10130240 – SPORTS PROGRAMS

RESP. MGR.: DANIEL HERNANDEZ

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	7,279	8,000	23,694	15,694	196.2%
Maint & Operations	636	67,022	60,000	-7,022	-10.5%
Division Total	7,916	75,022	83,694	8,673	11.6%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130240 Sports Programs		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	0	0	411200	Part-Time Salaries	14,118	14,118	0.0%
46	0	0	411310	Overtime-Regular	0	0	0.0%
1	0	0	432000	Social Security	1,081	1,081	0.0%
2	0	0	433000	Retirement - Employer	495	495	0.0%
140	0	0	434000	Workers Compensation	0	0	0.0%
7,091	8,000	8,000	435500	Retiree Insurance	8,000	0	0.0%
7,279	8,000	8,000	Total	Personnel Services	23,694	15,694	196.2%
30	216	216	516700	Memberships & Dues	216	0	0.0%
543	58,598	66,806	619800	Other Contractual Services	59,784	-7,022	-10.5%
64	0	0	650300	Liability Reserve Charge	0	0	0.0%
636	58,814	67,022	Total	Maint & Operations	60,000	-7,022	-10.5%
7,916	66,814	75,022	Division Total		83,694	8,673	11.6%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

10130250 – RECREATION AND ENRICHMENT PROGRAMS

RESP. MGR.: DANIEL HERNANDEZ

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	95,508	105,909	232,919	127,010	119.9%
Maint & Operations	560,106	617,191	579,325	-37,866	-6.1%
Capital Outlay	3,285	0	0	0	0.0%
Division Total	658,899	723,100	812,244	89,144	12.3%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130250 Rec and Enrichment Programs		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
8,736	0	0	411100	Regular Salaries	0	0	0.0%
72,599	88,847	88,847	411200	Part-Time Salaries	208,567	119,720	134.7%
1,129	0	0	411310	Overtime-Regular	0	0	0.0%
2,878	3,223	3,223	432000	Social Security	5,039	1,816	56.3%
5,729	8,896	8,896	433000	Retirement - Employer	13,051	4,155	46.7%
4,438	4,943	4,943	434000	Workers Compensation	5,473	530	10.7%
0	0	0	435400	Retiree Health Savings	650	650	0.0%
0	0	0	436000	State Disability Insurance	139	139	0.0%
95,508	105,909	105,909	Total	Personnel Services	232,919	127,010	119.9%
1,474	1,750	1,750	512100	Office Expense	2,015	265	15.1%
0	0	0	512200	Printing and Binding	3,000	3,000	0.0%
0	0	0	512300	Postage	3,500	3,500	0.0%
5,067	4,000	6,250	514100	Departmental Special Supplies	4,000	-2,250	-36.0%
0	3,250	1,000	516500	Conferences & Conventions	0	-1,000	-100.0%
0	485	485	516700	Memberships & Dues	485	0	0.0%
65	0	0	518300	Auto Mileage Reimbursement	0	0	0.0%
479	500	500	550110	Uniforms	500	0	0.0%
551,006	557,165	604,961	619800	Other Contractual Services	565,000	-39,961	-6.6%
2,016	2,245	2,245	650300	Liability Reserve Charge	825	-1,420	-63.3%
560,106	569,395	617,191	Total	Maint & Operations	579,325	-37,866	-6.1%
3,285	0	0	732120	Departmental Special Equipment	0	0	0.0%
3,285	0	0	Total	Capital Outlay	0	0	0.0%
658,899	675,304	723,100	Division Total		812,244	89,144	12.3%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

10130260 – YOUTH CENTER

RESP. MGR.: DANIEL HERNANDEZ

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	82,069	94,065	102,112	8,047	8.6%
Maint & Operations	14,502	16,275	15,321	-954	-5.9%
Division Total	96,571	110,340	117,433	7,093	6.4%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130260 Youth Center		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
74,751	65,729	85,729	411200	Part-Time Salaries	91,226	5,497	6.4%
42	0	0	411310	Overtime-Regular	0	0	0.0%
1,084	1,962	1,962	432000	Social Security	2,411	449	22.9%
2,618	1,889	1,889	433000	Retirement - Employer	3,194	1,305	69.1%
3,574	4,485	4,485	434000	Workers Compensation	5,281	796	17.7%
82,069	74,065	94,065	Total	Personnel Services	102,112	8,047	8.6%
225	262	262	512100	Office Expense	262	0	0.0%
6,263	5,451	5,451	514100	Departmental Special Supplies	4,518	-933	-17.1%
905	2,045	2,045	514200	Dances & Special Programs	2,045	0	0.0%
2,292	2,879	2,879	516600	Special Events & Meetings	2,879	0	0.0%
559	787	787	550110	Uniforms	787	0	0.0%
2,634	2,814	2,814	619800	Other Contractual Services	4,034	1,220	43.4%
1,623	2,037	2,037	650300	Liability Reserve Charge	796	-1,241	-60.9%
14,502	16,275	16,275	Total	Maint & Operations	15,321	-954	-5.9%
96,571	90,340	110,340	Division Total		117,433	7,093	6.4%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

10130270 – YOUTH MENTORING PROGRAM

RESP. MGR.: DANIEL HERNANDEZ

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	12,990	14,164	15,336	1,172	8.3%
Maint & Operations	320	310	119	-191	-61.6%
Division Total	13,310	14,474	15,455	981	6.8%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130270 Youth Mentoring Program		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
11,705	12,844	12,844	411200	Part-Time Salaries	13,858	1,014	7.9%
170	187	187	432000	Social Security	201	14	7.5%
411	450	450	433000	Retirement - Employer	486	36	8.0%
705	683	683	434000	Workers Compensation	791	108	15.8%
12,990	14,164	14,164	Total	Personnel Services	15,336	1,172	8.3%
320	310	310	650300	Liability Reserve Charge	119	-191	-61.6%
320	310	310	Total	Maint & Operations	119	-191	-61.6%
13,310	14,474	14,474	Division Total		15,455	981	6.8%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

10130280 – COMMUNITY EVENTS

RESP. MGR.: DANIEL HERNANDEZ

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	17,777	14,207	15,350	1,143	8.0%
Maint & Operations	6,836	11,526	11,563	37	0.3%
Division Total	24,612	25,733	26,913	1,180	4.6%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130280 Community Events & Excursions		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
85	0	0	411100	Regular Salaries	0	0	0.0%
11,226	12,173	12,173	411200	Part-Time Salaries	13,134	961	7.9%
4,081	0	0	411310	Overtime-Regular	0	0	0.0%
33	0	0	431000	Deferred Compensation	0	0	0.0%
528	932	932	432000	Social Security	1,006	74	7.9%
457	427	427	433000	Retirement - Employer	460	33	7.7%
1,326	675	675	434000	Workers Compensation	750	75	11.1%
24	0	0	435400	Retiree Health Savings	0	0	0.0%
17	0	0	436000	State Disability Insurance	0	0	0.0%
17,777	14,207	14,207	Total	Personnel Services	15,350	1,143	8.0%
3,241	7,800	7,800	514100	Departmental Special Supplies	7,800	0	0.0%
2,992	3,420	3,420	619800	Other Contractual Services	3,650	230	6.7%
602	306	306	650300	Liability Reserve Charge	113	-193	-63.1%
6,836	11,526	11,526	Total	Maint & Operations	11,563	37	0.3%
24,612	25,733	25,733	Division Total		26,913	1,180	4.6%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

10130285 – COMM. EVENTS-FIESTA LA BALLONA

RESP. MGR.: DANIEL HERNANDEZ

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Maint & Operations	70,651	81,390	74,400	-6,990	-8.6%
Division Total	70,651	81,390	74,400	-6,990	-8.6%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130285 Comm Events-Fiesta La Ballona		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
2,133	5,000	5,000	514100	Departmental Special Supplies	5,000	0	0.0%
7,982	5,000	5,000	517300	Advertising and Public Relatio	5,000	0	0.0%
60,536	62,930	71,390	619800	Other Contractual Services	64,400	-6,990	-9.8%
70,651	72,930	81,390	Total	Maint & Operations	74,400	-6,990	-8.6%
70,651	72,930	81,390	Division Total		74,400	-6,990	-8.6%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

10130300 – PARKS DIVISION

RESP. MGR.: PATRICK REYNOLDS

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,600,989	1,733,896	1,913,811	179,915	10.4%
Maint & Operations	767,088	926,486	887,777	-38,709	-4.2%
Division Total	2,368,077	2,660,382	2,801,588	141,206	5.3%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130300 Parks Division		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
886,637	962,072	963,806	411100	Regular Salaries	1,096,245	132,439	13.7%
22,205	22,949	22,949	411200	Part-Time Salaries	0	-22,949	-100.0%
4,632	4,284	4,284	411310	Overtime-Regular	4,284	0	0.0%
19,443	20,800	20,800	431000	Deferred Compensation	22,880	2,080	10.0%
69,342	71,747	71,747	432000	Social Security	81,767	10,020	14.0%
166,654	197,331	197,331	433000	Retirement - Employer	227,710	30,379	15.4%
56,257	54,285	54,285	434000	Workers Compensation	59,267	4,982	9.2%
207,306	223,615	223,615	435000	Group Insurance	242,971	19,356	8.7%
9,052	9,750	9,750	435400	Retiree Health Savings	11,050	1,300	13.3%
45,515	49,000	49,000	435500	Retiree Insurance	49,000	0	0.0%
82,430	89,900	89,900	435600	Retiree Medical Prefunding	89,900	0	0.0%
3,118	3,079	3,079	436000	State Disability Insurance	3,683	604	19.6%
1,000	1,000	1,000	437000	Mgt Health Ben	1,000	0	0.0%
17,680	20,400	20,400	437500	Longevity Pay	20,700	300	1.5%
1,875	1,950	1,950	438500	Cell Phone Allowance	1,625	-325	-16.7%
7,843	0	0	440000	Uniform Allowance	1,729	1,729	0.0%
1,600,989	1,732,162	1,733,896	Total	Personnel Services	1,913,811	179,915	10.4%
1,550	1,500	1,500	512100	Office Expense	1,500	0	0.0%
85	100	100	512200	Printing and Binding	100	0	0.0%
1,111	1,540	1,540	512400	Communications	1,540	0	0.0%
77,630	86,260	86,260	513000	Utilities	86,260	0	0.0%
67,907	97,301	98,977	514100	Departmental Special Supplies	86,500	-12,477	-12.6%
500	1,250	1,250	516100	Training & Education	2,000	750	60.0%
1,911	2,000	2,000	516500	Conferences & Conventions	2,000	0	0.0%
85	500	500	516600	Special Events & Meetings	600	100	20.0%
938	750	750	516700	Memberships & Dues	921	171	22.8%
0	0	1,050	517500	Contributions to Agencies	0	-1,050	-100.0%
421	0	0	518300	Auto Mileage Reimbursement	0	0	0.0%
0	9,000	9,000	550110	Uniforms	9,000	0	0.0%
1,643	3,000	3,000	600200	R&M - Equipment	3,000	0	0.0%
146,734	200,000	200,000	600800	Equip Maint Expenses	200,000	0	0.0%
49,608	36,485	36,485	605400	Amortization of Equipment	36,172	-313	-0.9%
0	100	100	619600	Drug Testing Program	100	0	0.0%
366,413	413,779	459,319	619800	Other Contractual Services	449,154	-10,165	-2.2%
25,000	0	0	619810	Othr Cont Svcs-Dwntwn Lndscpng	0	0	0.0%
25,551	24,655	24,655	650300	Liability Reserve Charge	8,930	-15,725	-63.8%
767,088	878,220	926,486	Total	Maint & Operations	887,777	-38,709	-4.2%
2,368,077	2,610,382	2,660,382	Division Total		2,801,588	141,206	5.3%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

10130400 – SENIOR AND SOCIAL SERVICES

RESP. MGR.: ARMANDO ABREGO

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	859,480	944,831	1,055,852	111,021	11.8%
Maint & Operations	45,357	47,529	50,922	3,393	7.1%
Division Total	904,836	992,360	1,106,774	114,414	11.5%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130400 Senior and Social Services		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
407,664	416,260	416,260	411100	Regular Salaries	431,866	15,606	3.7%
101,612	134,831	134,831	411200	Part-Time Salaries	217,950	83,119	61.6%
317	551	551	411310	Overtime-Regular	551	0	0.0%
8,456	8,423	8,423	431000	Deferred Compensation	8,424	1	0.0%
31,685	33,608	33,608	432000	Social Security	32,795	-813	-2.4%
80,957	89,584	89,584	433000	Retirement - Employer	98,370	8,786	9.8%
29,960	30,850	30,850	434000	Workers Compensation	33,333	2,483	8.0%
61,793	64,548	64,548	435000	Group Insurance	66,068	1,520	2.4%
3,327	3,314	3,314	435400	Retiree Health Savings	3,315	1	0.0%
124,581	132,000	132,000	435500	Retiree Insurance	132,000	0	0.0%
23,160	25,260	25,260	435600	Retiree Medical Prefunding	25,260	0	0.0%
1,206	1,127	1,127	436000	State Disability Insurance	1,145	18	1.6%
500	500	500	437000	Mgt Health Ben	500	0	0.0%
2,677	3,000	3,000	437500	Longevity Pay	3,300	300	10.0%
979	975	975	438500	Cell Phone Allowance	975	0	0.0%
(19,395)	0	0	499500	Contra-Salaries	0	0	0.0%
859,480	944,831	944,831	Total	Personnel Services	1,055,852	111,021	11.8%
4,022	3,500	3,500	512100	Office Expense	3,500	0	0.0%
370	515	515	512400	Communications	515	0	0.0%
4,559	2,500	1,724	514100	Departmental Special Supplies	2,500	776	45.0%
389	500	222	516100	Training & Education	590	368	165.8%
3,134	2,000	3,054	516500	Conferences & Conventions	2,200	-854	-28.0%
55	430	239	516600	Special Events & Meetings	600	361	151.0%
630	660	660	516700	Memberships & Dues	660	0	0.0%
0	100	291	518300	Auto Mileage Reimbursement	100	-191	-65.6%
18,590	23,296	23,312	619800	Other Contractual Services	35,235	11,923	51.1%
13,607	14,012	14,012	650300	Liability Reserve Charge	5,022	-8,990	-64.2%
45,357	47,513	47,529	Total	Maint & Operations	50,922	3,393	7.1%
904,836	992,344	992,360	Division Total		1,106,774	114,414	11.5%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

10130430/41430430 – RSVP

RESP. MGR.: ARMANDO ABREGO

DIVISION MISSION

To help connect community members with diverse volunteer service opportunities while providing a much needed contribution to the community. In particular, to help older adults find a recognized role in the community and a meaningful life in retirement.

DIVISION DESCRIPTION

The Retired and Senior Volunteer Program (RSVP) strives to meet the critical needs of our community through senior volunteerism and to provide those age 55 and above with meaningful service opportunities.

The RSVP office provides volunteer referrals for community members of all ages seeking opportunities that will utilize and /or enhance their experiences, knowledge, and skills. This need continues to increase due to President Obama's call to service and economic conditions, which have caused 1) non-profits to operate with minimal staff 2) unemployed persons to seek opportunities to gain new skill sets and occupy their time.

The RSVP office also provides volunteer recruitment support and assistance for large-scale events sponsored by the City and/or local partner non-profit organizations.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	79,177	97,751	98,589	838	0.9%
Maint & Operations	3,148	8,386	7,555	-831	-9.9%
Division Total	82,325	106,137	106,144	7	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			101 GENERAL FUND		10130430 RSVP		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
59,741	62,765	62,765	411100	Regular Salaries	62,752	-13	0.0%
830	937	937	431000	Deferred Compensation	936	-1	-0.1%
2,676	4,596	4,596	432000	Social Security	4,746	150	3.3%
7,966	12,947	12,947	433000	Retirement - Employer	14,106	1,159	9.0%
(536)	0	0	433500	Retirement - Employee	0	0	0.0%
5,129	2,324	2,324	434000	Workers Compensation	1,860	-464	-20.0%
(2,621)	7,538	7,538	435000	Group Insurance	7,538	0	0.0%
518	586	586	435400	Retiree Health Savings	585	-1	-0.2%
5,320	5,800	5,800	435600	Retiree Medical Prefunding	5,800	0	0.0%
155	258	258	436000	State Disability Insurance	266	8	3.1%
79,177	97,751	97,751	Total	Personnel Services	98,589	838	0.9%
(9)	1,000	839	512100	Office Expense	1,000	161	19.2%
185	0	0	512400	Communications	0	0	0.0%
0	3,700	3,700	514100	Departmental Special Supplies	3,800	100	2.7%
0	2,250	2,617	516500	Conferences & Conventions	2,300	-317	-12.1%
173	0	0	516600	Special Events & Meetings	0	0	0.0%
0	175	175	516700	Memberships & Dues	175	0	0.0%
(68)	0	0	518000	Volunteer Program	0	0	0.0%
2,868	1,055	1,055	650300	Liability Reserve Charge	280	-775	-73.5%
3,148	8,180	8,386	Total	Maint & Operations	7,555	-831	-9.9%
82,326	105,931	106,137	Division Total		106,144	7	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			414	41430430			
			OPERATING GRANTS FUND		RSVP		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
9,444	0	0	411100	Regular Salaries	0	0	0.0%
149	0	0	411200	Part-Time Salaries	0	0	0.0%
110	0	0	431000	Deferred Compensation	0	0	0.0%
1,851	0	0	432000	Social Security	0	0	0.0%
3,590	0	0	433000	Retirement - Employer	0	0	0.0%
536	0	0	433500	Retirement - Employee	0	0	0.0%
1,056	0	0	434000	Workers Compensation	0	0	0.0%
2,621	0	0	435000	Group Insurance	0	0	0.0%
69	0	0	435400	Retiree Health Savings	0	0	0.0%
112	0	0	436000	State Disability Insurance	0	0	0.0%
19,537	0	0	Total	Personnel Services	0	0	0.0%
217	0	0	512100	Office Expense	0	0	0.0%
133	0	0	512400	Communications	0	0	0.0%
1,215	0	0	514100	Departmental Special Supplies	0	0	0.0%
2,500	0	0	516500	Conferences & Conventions	0	0	0.0%
3,720	0	0	516600	Special Events & Meetings	0	0	0.0%
4,367	0	0	518000	Volunteer Program	0	0	0.0%
1,454	0	0	650200	Insurance Premiums - Other	0	0	0.0%
13,607	0	0	Total	Maint & Operations	0	0	0.0%
33,144	0	0	Division Total		0	0	0.0%

2016-17
ADOPTED BUDGET

PARKS, RECREATION & COMMUNITY SERVICES

41430410/41430415 – SENIOR NUTRITION

RESP. MGR.: ARMANDO ABREGO

DIVISION MISSION

To serve well balanced nutritional lunches five days a week to registered Los Angeles County participants sixty (60) years and over in a safe and nurturing environment. In addition, the Home Delivered Meal Program delivers well balanced nutritional lunches five days a week and frozen meals on the weekends to the City of Culver City residents sixty (60) years and over.

DIVISION DESCRIPTION

The Senior Nutrition Program provides an opportunity for registered Los Angeles County participants sixty (60) years and over to enjoy a well-balanced nutritional lunches in a nurturing environment for a suggested donation of \$2.25. The program also home delivers lunches to those unable to join us for the congregate service. With the help of numerous volunteers, we are able to deliver lunches as well as follow up with home delivery clients by phone, through the Telephone Reassurance Program. Staff has secured a partnership with ENHANCE (Effective Nutritional Health Assessments and Networks of Care for the Elderly) to offer a diabetic support group.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	128,015	166,740	199,653	32,913	19.7%
Maint & Operations	124,788	139,463	128,547	-10,916	-7.8%
Division Total	252,803	306,203	328,200	21,997	7.2%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			414	41430410			
			OPERATING GRANTS FUND	Senior Nutrition - CI			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
50,031	73,124	55,614	411100	Regular Salaries	74,606	18,992	34.1%
9,470	45,156	13,656	411200	Part-Time Salaries	43,438	29,782	218.1%
868	1,040	790	431000	Deferred Compensation	1,040	250	31.6%
4,388	5,826	3,726	432000	Social Security	5,995	2,269	60.9%
10,958	16,680	12,580	433000	Retirement - Employer	17,954	5,374	42.7%
6,190	4,040	2,570	434000	Workers Compensation	7,348	4,778	185.9%
17,465	18,020	13,700	435000	Group Insurance	18,702	5,002	36.5%
543	650	490	435400	Retiree Health Savings	650	160	32.7%
217	304	234	436000	State Disability Insurance	310	76	32.5%
319	900	685	437500	Longevity Pay	900	215	31.4%
100,448	165,740	104,045	Total	Personnel Services	170,943	66,898	64.3%
0	500	500	512100	Office Expense	500	0	0.0%
223	500	500	514100	Departmental Special Supplies	250	-250	-50.0%
0	250	85	516100	Training & Education	0	-85	-100.0%
0	0	165	516700	Memberships & Dues	0	-165	-100.0%
96,208	99,349	107,563	619800	Other Contractual Services	99,849	-7,714	-7.2%
2,812	1,835	1,835	650300	Liability Reserve Charge	1,107	-728	-39.7%
99,243	102,434	110,648	Total	Maint & Operations	101,706	-8,942	-8.1%
199,692	268,174	214,693	Division Total		272,649	57,956	27.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			414	41430415			
			OPERATING GRANTS FUND	Senior Nutrition - CII & 3B			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
13,305	0	17,510	411100	Regular Salaries	18,894	1,384	7.9%
9,940	1,000	32,500	411200	Part-Time Salaries	6,298	-26,202	-80.6%
176	0	250	431000	Deferred Compensation	0	-250	-100.0%
924	0	2,100	432000	Social Security	809	-1,291	-61.5%
3,055	0	4,100	433000	Retirement - Employer	2,033	-2,067	-50.4%
0	0	1,470	434000	Workers Compensation	0	-1,470	-100.0%
0	0	4,320	435000	Group Insurance	0	-4,320	-100.0%
110	0	160	435400	Retiree Health Savings	650	490	306.3%
58	0	70	436000	State Disability Insurance	26	-44	-62.9%
0	0	215	437500	Longevity Pay	0	-215	-100.0%
27,566	1,000	62,695	Total	Personnel Services	28,710	-33,985	-54.2%
25,545	26,841	28,815	619800	Other Contractual Services	26,841	-1,974	-6.9%
25,545	26,841	28,815	Total	Maint & Operations	26,841	-1,974	-6.9%
53,112	27,841	91,510	Division Total		55,551	-35,959	-39.3%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			414		41430902		
			OPERATING GRANTS FUND		Parks Division (Dog Park)		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
7,158	0	0	411100	Regular Salaries	0	0	0.0%
7,158	0	0	Total	Personnel Services	0	0	0.0%
0	0	19,750	730100	Improvements other than Bldg	0	-19,750	-100.0%
0	0	19,750	Total	Capital Outlay	0	-19,750	-100.0%
7,158	0	19,750	Division Total		0	-19,750	-100.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			414	41430906				
			OPERATING GRANTS FUND	Prop A (Parks Div)				
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
0	26,471	26,471	411200	Part-Time Salaries	15,049	-11,422	-43.1%	
0	2,026	2,026	432000	Social Security	2,186	160	7.9%	
0	927	927	433000	Retirement - Employer	1,000	73	7.9%	
0	29,424	29,424	Total	Personnel Services	18,235	-11,189	-38.0%	
0	29,424	29,424	Division Total		18,235	-11,189	-38.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PARKS RECREATION & COMM SVS			414			41430907		
			OPERATING GRANTS FUND				CC Nature Park Trail	
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	0	0	600100	R&M - Building		244,366	244,366	0.0%
0	0	0	Total	Maint & Operations		244,366	244,366	0.0%
0	0	0	Division Total			244,366	244,366	0.0%



PARKS, RECREATION & COMMUNITY SERVICES

42730440 – DISABILITY SERVICES

RESP. MGR.: ARMANDO ABREGO

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	28,491	28,074	28,497	423	1.5%
Maint & Operations	0	559	249	-310	-55.5%
Division Total	28,491	28,633	28,746	113	0.4%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

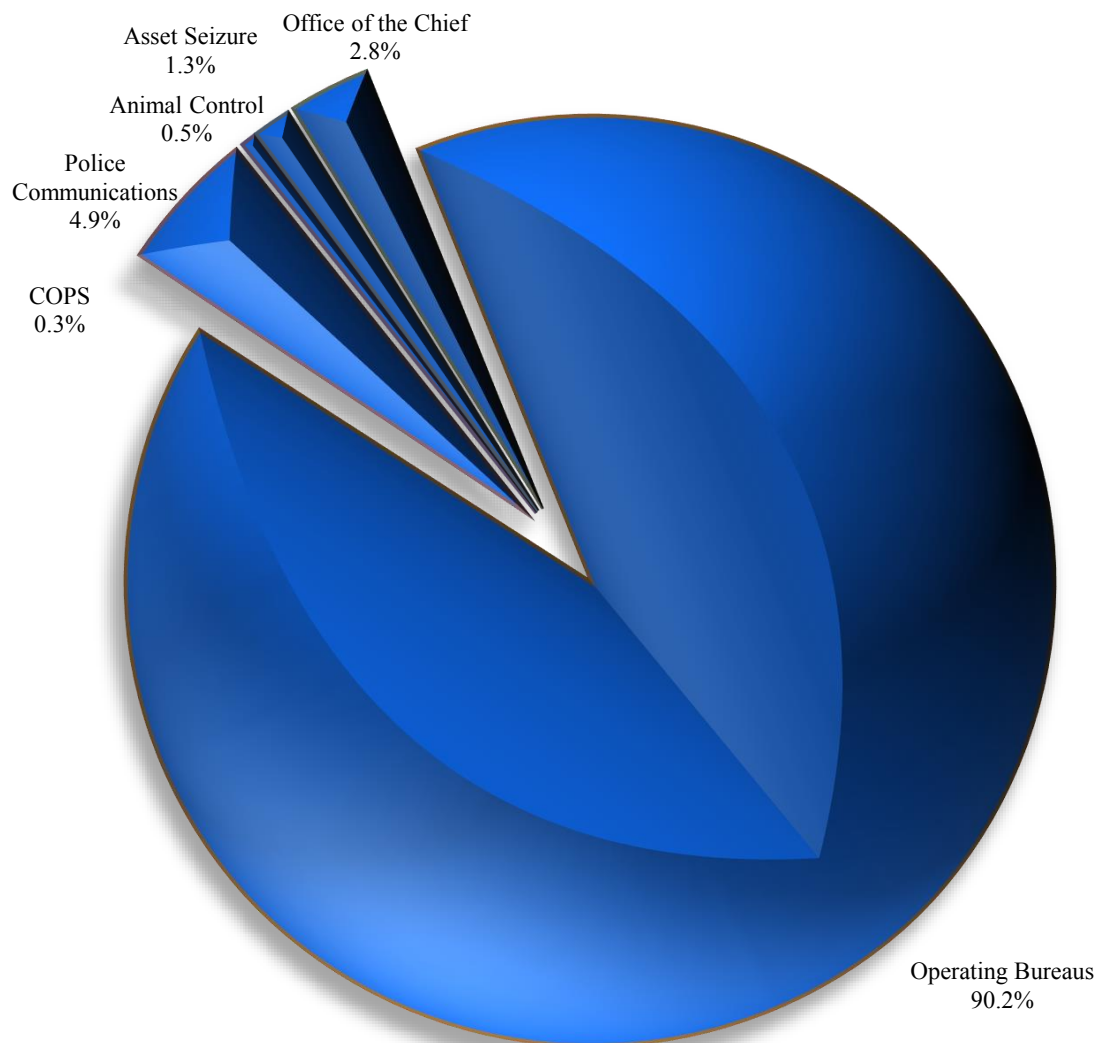
PARKS RECREATION & COMM SVS			427 CDBG - OPERATING FUND		42730440 Disability		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
9,096	26,843	26,843	411100	Regular Salaries	26,843	0	0.0%
19,395	0	0	411150	Salaries-Project	0	0	0.0%
0	1,231	1,231	434000	Workers Compensation	1,654	423	34.4%
28,491	28,074	28,074	Total	Personnel Services	28,497	423	1.5%
0	559	559	650300	Liability Reserve Charge	249	-310	-55.5%
0	559	559	Total	Maint & Operations	249	-310	-55.5%
28,491	28,633	28,633	Division Total		28,746	113	0.4%

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ADOPTED 2016-17 BUDGET

POLICE DEPARTMENT

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POLICE DEPARTMENT

RESP. MGR.: SCOTT BIXBY

DEPARTMENT MISSION

The Culver City Police Department is committed to enhancing our community's quality of life through a continued tradition of proactive police work, timely response, and public outreach.

DEPARTMENT DESCRIPTION

The Police Department is responsible for providing visible patrol, criminal investigations, follow up investigations, traffic accident investigations, and specialized investigations such as identity theft, vice offenses, and similar crimes. The Department attempts to enhance community safety through 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 EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>101 – GENERAL FUND</i>						
40100	Office of the Chief	980,259	997,985	1,061,049	63,064	6.3%
40200	Operating Bureaus	29,111,090	32,398,641	34,061,814	1,663,173	5.1%
40300	Police Communications	1,750,816	1,826,843	1,857,349	30,506	1.7%
40400	Animal Control	169,724	185,786	197,603	11,817	6.4%
Fund Total		32,011,889	35,409,255	37,177,815	1,768,560	5.0%
<i>414 - GRANTS OPERATING FUND</i>						
40230	COPS/SLESF/Brulte	76,382	86,344	100,250	13,906	16.1%
40913	Police - Misc DOJ Grants	53,342	0	0	0	0.0%
40914	Office/Criminal Justice Plng	54,065	0	0	0	0.0%
40919	AB 109-Pub Sfty Realign	306,416	27,246	0	-27,246	-100.0%
40920	DOJ-Byrne JAG 2011 Prog	14,278	0	0	0	0.0%
40921	DOJ-Byrne JAG 2013 Prog	11,090	0	0	0	0.0%
40922	DOJ-Byrne JAG 2014 Prog	12,951	0	0	0	0.0%
40923	Sltve Trfc Enfr: OTSFY15	33,862	4,475	0	-4,475	-100.0%
40926	DOJ-Coverdell Forensic	0	17,245	0	-17,245	-100.0%
Fund Total		562,386	135,310	100,250	-35,060	-25.9%
<i>416 - ASSET SEIZURE FUND</i>						
40451	St. Asset Seizure Fds 15%	15,390	0	0	0	0.0%
40454	Fed. Asset Seizure Justice	122,114	140,468	494,775	354,307	252.2%
Fund Total		137,504	140,468	494,775	354,307	252.2%
Department Total		32,711,779	35,685,033	37,772,840	2,087,807	5.9%


 2016-17
ADOPTED BUDGET

POLICE DEPARTMENT

RESP. MGR.: SCOTT BIXBY

FUNDING SUMMARY	ACTUAL RECEIPTS 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Police Alarm Permits	59,611	35,000	35,000	0	0.0%
Police False Alarm Chgs	36,009	100,000	50,000	-50,000	-50.0%
Dog Licenses	36,042	36,000	35,000	-1,000	-2.8%
Court Fines - General	1,917,889	1,985,000	1,775,000	-210,000	-10.6%
Vehicle Code Fines	2,147,699	2,100,300	2,550,000	449,700	21.4%
Admin Citations	600	0	0	0	0.0%
DOJ-Bulletproof Vest Grant	22,059	0	0	0	0.0%
DOJ-2015 Paul Coverdell Forensi	38,318	0	0	0	0.0%
Selective Traffic Enforcement	27,445	0	0	0	0.0%
CaIMMET	43,780	0	0	0	0.0%
AB 109-Public Safety Realignment	144,223	0	0	0	0.0%
Coverdell Forensic Science Imp	0	17,245	0	-17,245	-100.0%
Asset Seizure - Justice	372,227	140,468	0	-140,468	-100.0%
Asset Seizure - Treasury	19,505	0	0	0	0.0%
Post Program	22,567	20,000	0	-20,000	-100.0%
COPS/SLESF/Brulte Revenue	106,230	100,000	100,000	0	0.0%
OCJP Grant Revenue	54,163	0	0	0	0.0%
Asset Seizure - State	-50,810	0	0	0	0.0%
Asset Seizure - State 15%	-9,018	0	0	0	0.0%
Sfty Special Event/Filming	0	0	300,000	300,000	100.0%
Special Police Services	93,334	90,000	95,000	5,000	5.6%
Live Scan Fees	160,318	150,000	165,000	15,000	10.0%
DNA Services	3,660	3,000	2,750	-250	-8.3%
Animal Control Fees	535	500	1,200	700	140.0%
Interest Income	13	0	250	250	100.0%
Miscellaneous Revenue	19,637	24,779	6,000	-18,779	-75.8%
Sale of Property	7,810	0	0	0	0.0%
General Revenues	27,437,936	30,882,741	32,657,640	1,774,899	5.7%
Department Total	32,711,779	35,685,033	37,772,840	2,087,807	5.9%



POLICE DEPARTMENT

RESP. MGR.: SCOTT BIXBY

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>40100 Office of the Police Chief</u>					
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%
Police Lieutenant	1.00	1.00	1.00	0.00	0.0%
Division Total	3.00	3.00	3.00	0.00	0.0%
<u>40200 Operating Bureaus</u>					
Administrative Secretary	1.00	0.00	0.00	0.00	0.0%
Automated Enforcement Tech	1.00	1.00	1.00	0.00	0.0%
Comm. Services Officer	9.80	8.82	8.82	0.00	0.0%
Custodian	1.00	1.00	1.00	0.00	0.0%
Forensic Specialist	3.00	2.00	2.00	0.00	0.0%
Information Tech Analyst *	2.00	2.00	0.00	-2.00	-100.0%
Jailer	3.00	3.00	3.00	0.00	0.0%
Management Analyst	0.00	2.00	2.00	0.00	0.0%
Parking Enforcement Officer	8.00	10.00	10.00	0.00	0.0%
Parking Supervisor	0.00	1.00	1.00	0.00	0.0%
Police Capt/Asst 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	7.00	7.00	7.00	0.00	0.0%
Police Officers **	77.00	77.00	81.00	4.00	5.2%
Police Records Tech	5.00	4.00	4.00	0.00	0.0%
Police Records/Property Supervisor	0.00	1.00	1.00	0.00	0.0%
Police Sergeant	15.00	15.00	15.00	0.00	0.0%
Property Technician	1.00	1.00	1.00	0.00	0.0%
Secretary	2.00	2.00	2.00	0.00	0.0%
Sr. Forensic Specialist	0.00	1.00	1.00	0.00	0.0%
Sr. Jailer	1.00	1.00	1.00	0.00	0.0%
Sr. Management Analyst	1.00	0.00	0.00	0.00	0.0%
Division Total	140.80	142.82	144.82	2.00	1.4%



POLICE DEPARTMENT

RESP. MGR.: SCOTT BIXBY

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>40230 COPS</u>					
Property Technician	1.00	1.00	1.00	0.00	0.0%
Division Total	1.00	1.00	1.00	0.00	0.0%
<u>40300 Police Communications</u>					
Police Sergeant	1.00	1.00	1.00	0.00	0.0%
Safety Svc Com. Operator	12.00	12.00	12.00	0.00	0.0%
Division Total	13.00	13.00	13.00	0.00	0.0%
<u>40400 Animal Services</u>					
Animal Services Officer	1.00	1.00	1.00	0.00	0.0%
Division Total	1.00	1.00	1.00	0.00	0.0%
Total Positions	158.80	160.82	162.82	2.00	1.2%

* Transfer two (2) Information Technology Analysts to 10124300 - IT - Public Safety

** Addition of four (4) Police Officer positions

CASUAL PT TIME HOURS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>40200 Operating Bureaus</u>					
Crossing Guards	6,300	6,300	6,300	0	0.0%
Division Total	6,300	6,300	6,300	0	0.0%
Total Hours	6,300	6,300	6,300	0	0.0%



POLICE DEPARTMENT

RESP. MGR.: SCOTT BIXBY

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>Sworn Officers</u>					
Chief of Police	1.00	1.00	1.00	0.00	0.0%
Police Capt/Asst 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	16.00	16.00	16.00	0.00	0.0%
Police Officer *	77.00	77.00	81.00	4.00	5.2%
Total Sworn	105.00	105.00	109.00	4.00	3.8%
<u>Non-Sworn Personnel</u>					
Administrative Secretary	1.00	0.00	0.00	0.00	0.0%
Administrative Secretary/SH5	1.00	1.00	1.00	0.00	0.0%
Animal Services Officer	1.00	1.00	1.00	0.00	0.0%
Automated Enforcement Technician	1.00	1.00	1.00	0.00	0.0%
Comm. Services Officer	9.80	8.82	8.82	0.00	0.0%
Custodian	1.00	1.00	1.00	0.00	0.0%
Forensic Specialist	3.00	2.00	2.00	0.00	0.0%
Information Tech Analyst	2.00	2.00	0.00	-2.00	-100.0%
Jailer	3.00	3.00	3.00	0.00	0.0%
Management Analyst	0.00	2.00	2.00	0.00	0.0%
Parking Enforcement Officer	8.00	10.00	10.00	0.00	0.0%
Parking Supervisor	0.00	1.00	1.00	0.00	0.0%
Property Tech	2.00	2.00	2.00	0.00	0.0%
Police Records/Property Supervisor	0.00	1.00	1.00	0.00	0.0%
Police Records Tech	5.00	4.00	4.00	0.00	0.0%
Secretary	2.00	2.00	2.00	0.00	0.0%
Safety Svc Comm. Operator	12.00	12.00	12.00	0.00	0.0%
Sr. Jailer	1.00	1.00	1.00	0.00	0.0%
Sr. Forensic Specialist	0.00	1.00	1.00	0.00	0.0%
Sr. Management Analyst	1.00	0.00	0.00	0.00	0.0%
Total Non-Sworn	53.80	55.82	53.82	-2.00	-3.6%
Total Positions	158.80	160.82	162.82	2.00	1.2%

* Addition of four (4) Police Officer positions

** Transfer two (2) Information Technology Analysts to 10124300 - IT - Public Safety



POLICE DEPARTMENT

RESP. MGR.: SCOTT BIXBY

FISCAL YEAR 2015-16 WORK PLANS

- Continue to implement the Strategic Plan goals.

Status: Ongoing. The Department is continually implementing and maintaining our 2016-2019 Strategic Plan goals.

- Continue to pursue grants funding for improved traffic programs, community outreach, technology, equipment, vehicles and forensics.

Status: Ongoing.

On August 31, 2015, the Department received a FY 2015 grant award in the amount of \$11,974 from the Department of Justice-Edward Byrne Memorial Justice Assistance Grant (JAG) Program. Grant funds were used to off-set overtime costs related to backfilling positions due to sending police officers and non-sworn staff for California Peace Officer Standards and Training approved mental health training courses.

On September 3, 2015, the Department received a FY 2015 grant award in the amount of \$17,748.42 from the Department of Justice – Bulletproof Vests Partnership to cover one-half the costs of Department purchased bulletproof vests over the next two fiscal years.

On September 8, 2015, the Department received a FY 2016 grant award in the amount of \$115,000 from the California Office of Traffic Safety. Grants funds are to be used to conduct DUI Checkpoints, DUI Saturations, Bicycle and Pedestrian Operations, Distracted Driving Operations and Traffic Safety Educational Presentations. The efforts are ongoing. The grant is to be completed by September 30, 2016.

On September 15, 2015, the Department received a FY 2015 grant award in the amount of \$17,245 from the Department of Justice – Paul Coverdell Forensic Science Improvement Grants program. Funds are used to prepare the Department's crime laboratory for accreditation by a reputable accrediting body, to cover crime scene certification and latent print certification for Forensic staff.

On January 26, 2016, the Department submitted a FY 2017 grant application to the California Office of Traffic Safety in the amount of \$145,639 requesting funds to continue and expand Traffic Safety Operations.



POLICE DEPARTMENT

RESP. MGR.: SCOTT BIXBY

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Continue to closely monitor the release of AB 109 offenders and continue our participation in the AB 109 task force.

Status: Ongoing. The Department has assigned one police officer to the South Bay Realignment Task Force. The officer and Task Force are closely monitoring the release of AB 109 offenders into and around our community. We also coordinate communication efforts with County Probation (lead agency responsible for supervising offenders) so we have current and immediate information available to the officer and Task Force.

- Continue community outreach efforts to include Neighborhood Watch Program, Citizens Police Academy, Police Explorer Program, Coffee with a Cop and the use of social media programs such as Smart 911, Nixle, Facebook and Twitter.

Status: Ongoing. We attended/conducted the following: 20 Neighborhood Watch Program meetings; One (1) Citizens Police Academy with 16 graduates; Two (2) Coffee with a Cop; One (1) National Night Out; and six (6) lunches with Culver City service groups. We are continually updating and providing information to the community through the use of social media programs such as Smart 911, Nixle, Facebook and Twitter.

Currently, the Police Explorer Program has five (5) Explorers (field-ready) and one (1) Explorer Recruit (attending the Academy). The Explorers attend bi-monthly meetings for about 1.5 hours on the 1st and 3rd Tuesday of every month. During these meetings the Explorers are exposed to a variety of different lessons and hands-on experience. The Explorers enhance their field knowledge and experience thorough their participation in the Department's Ride-Along program and DUI checkpoints. Additionally, the Explorers participate in numerous community events such as the Culver City Car Show, La Ballona Festival, Culver City Healthy Family 5K Walk/Run, and Culver City Unified School District Summer Lunch Program.

- Implement an online traffic reporting system by July 2015.

Status: Completed. The online traffic reporting system, LexisNexis eCrash, was implemented in July 2015. The service has alleviated time spent by Records staff retrieving and providing traffic reports to insurance entities.

- Continue a partnership with the School District in emergency preparedness, disaster planning and response to critical incidents.

Status: Ongoing. The Department continues to foster a partnership with the School District and to discuss coordinated safety efforts and to provide safety training. The School Resource Officer has met with School Administration to discuss responses to critical incidents and to develop a safety plan for each individual school. There is continuing collaboration on improvement for safety and security. Staff will continue to meet with the School District and school staff to collaborate and coordinate safety efforts, safety plans and safety training.



POLICE DEPARTMENT

RESP. MGR.: SCOTT BIXBY

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Continue to work with Human Resources on recruiting sworn and non-sworn staff.
Status: Ongoing. The Department hired six (6) sworn and six (6) non-sworn (three promotions and three new hires). We currently have two (2) sworn vacancies and 10 non-sworn vacancies.

In partnership with the Human Resources Department, the Department provided Critical Incident training to city staff.
- Continue to facilitate a workshop with City Council Members to identify parking enforcement issues and strategy.

Status: Ongoing. The Department meets bi-monthly with a City Council subcommittee consisting of two City Council members and other City Departments to identify parking enforcement issues and implement strategies.
- Increase the efficiency of 911 emergency dispatch determined by City Council direction following the final report released by the Association of Public Communications Officials (APCO).

Status: Ongoing. Engaged in discussions with the Human Resources Department and the Bargaining Group regarding implementation.
- Continue to revisit the Police Department needs assessment including capital improvement needs.

Status: Ongoing. Two capital improvement projects were completed; replaced the flooring on the second floor of the Police building and upgraded and consolidated two computer server rooms into one room. Based on the Department's needs assessment there are several capital improvement needs. Staff will coordinate with the Public Works Department and Finance Department to include the projects in the FY16/17 Capital Improvement Project Budget.
- Identify mental health resources available through partnerships (County Mental Health, local non-profits) for response, care and treatment of individuals in need. Pursue grant opportunities for new mental health programs.

Status: Ongoing.

During the first part of 2015 the Police Department developed a relationship with the Los Angeles County Department of Mental Health (DMH). In November 2015, a Memorandum Of Understanding was signed between both agencies for the purpose of developing a co-response model to be named the Culver City Mental Evaluation Team (CCMET). The Culver City Mental Evaluation Team (CCMET) consists of specially trained officers who pair up with a licensed mental health professional/clinician.



POLICE DEPARTMENT

RESP. MGR.: SCOTT BIXBY

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

On August 31, 2015, the Department received a FY 2015 grant award in the amount of \$11,974 from the Department of Justice-Edward Byrne Memorial Justice Assistance Grant (JAG) Program. Grant funds were used to off-set overtime costs related to backfilling positions due to sending police officers and non-sworn staff for California Peace Officer Standards and Training (POST) approved mental health training courses.

Staff reached out to LAPD's Mental Evaluation Unit and partnered with them to attend mental health training. LAPD has created a 40-hour Mental Health Intervention course. The course objectives have provided our officers with new skills and tools to better identify subjects suffering from a mental health crisis and to utilize effective de-escalation techniques needed to bring about a peaceful resolution to an incident.

Beginning in October through December 2015, we partnered with Santa Monica Police Department and L.A. County Department of Mental health to provide mental health awareness training to members of our department.

The Department has developed relationships with our local community resources. In December 2015 Exodus Recovery Center re-opened in Culver City. We have since worked with them to provide needed treatment to subjects experiencing a mental health crisis. We have also utilized the family support services provided by NAMI West Los Angeles (National Alliance on Mental Illness). We have referred families of mental health patients to NAMI for group support services to better understand and cope with what their family member may be experiencing. We are also developing a relationship with Didi Hirsh for referral services and treatment.

- Explore the feasibility of body cameras in conjunction with the in-car cameras and the result of pending legislation.

Status: The in-car camera program was implemented in June 2015. The Department meets monthly with a committee made up of LA County agencies to discuss body camera issues including: implementation, functionality, litigation, legislation, cost, staffing, and more. The Department is currently working with vendors to conduct field tests with their body cameras. We are currently testing body cameras in the field. Staff will request funding approval during the FY 2016-2017 budget adoption.

- Implement the reclassification of non-sworn staff as approved to facilitate operational continuity and effectiveness.

Status: Completed. One (1) Parking Supervisor, one (1) Sr. Forensic Specialist, one (1) Management Analyst-Crime Analyst and one (1) Police Records/Property Supervisor has been reclassified and/or recruitment occurred to fill the positions.



POLICE DEPARTMENT

RESP. MGR.: SCOTT BIXBY

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Continue to provide programs and resources to assist with the goals of My Brother's Keeper. Programs and resources include a School Resource Officer assigned to the schools, Police Explorer Program, and an active member of the My Brother's Keeper Committee and the City's Homeless Committee.

Status: Ongoing.

The Department has one (1) School Resource Officer assigned to the High School and Middle School. Currently, the Police Explorer Program has five (5) Explorers (field-ready) and one (1) Explorer Recruit (attending the Academy). The Explorers attend bi-monthly meetings for about 1.5 hours on the 1st and 3rd Tuesday of every month. During these meetings the Explorers are exposed to a variety of different lessons and hands-on experience. The Department has assigned one (1) Sergeant to participate on the My Brother's Keeper Committee and the City's Homeless Committee.

FISCAL YEAR 2016-17 WORK PLANS

- Continue to implement the Strategic Plan goals.
- Continue to pursue grant funding for improved traffic programs, community outreach, technology, equipment, vehicles, forensics and mental health resources,
- Continue to closely monitor the release of AB 109 offenders and continue our participation in the AB 109 task force.
- Continue community outreach efforts to include Neighborhood Watch Program, Citizens Police Academy, Police Explorer Program, Coffee with a Cop and the use of social media programs such as Smart 911, Nixle, Facebook and Twitter.
- Continue a partnership with the School District in emergency preparedness, disaster planning and response to critical incidents.
- Continue to work with Human Resources on recruiting sworn and non-sworn staff and conduct outreach efforts to attract the best possible candidates.
- Continue to facilitate a workshop with City Council Members to identify parking enforcement issues and strategy.
- Continue to revisit the Police Department needs assessment including capital improvement needs.
- Continue to identify mental health resources available through partnerships (County Mental Health, local non-profits) for response, care and treatment of individuals in need. Pursue grant opportunities for new mental health programs.



2016-17
ADOPTED BUDGET

POLICE DEPARTMENT

RESP. MGR.: SCOTT BIXBY

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

- Finalize the research for the body-worn camera project and issue body-worn cameras.
- Continue to provide programs and resources to assist with the goals of My Brother's Keeper. Programs and resources include a School Resource Officer assigned to the schools, Police Explorer Program, and an active member of the My Brother's Keeper Committee and the City's Homeless Committee.
- Provide resources to the Culver City Centennial Celebration Committee.
- Participate in procedural justice training for sworn and non-sworn supervisors, *Procedural Justice for Law Enforcement Agencies: Organizational Change through Decision Making and Policy*. The U.S. Department of Justice-Community Oriented Policing Services Office is supporting national efforts to implement the recommendations outlined in the ***President's Task Force on 21st Century Policing Report***.
- Provide information through community outreach efforts and implement the City's Coyote Management Plan. The Plan enables the City to manage the amplified presence of coyotes with an emphasis on education, hazing, and trapping.
- Respond to, and coordinate with the City's Code Enforcement Division, calls for service as it relates to the multi-unit housing smoking ban and water conservation.
- Provide information about the City's new electronic parking system through community outreach efforts; Neighborhood Watch meetings and the use of social media. Provide a 30-day grace period before enforcement.
- Transition from four patrol districts to five patrol districts. As part of the five patrol districting plan, implement a bicycle unit to patrol congested traffic areas.
- Evaluate the red-light photo enforcement program. Survey intersections and review the feasibility to relocate and increase red-light photo enforcement camera approaches based on violations and accidents.

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2016-17
ADOPTED BUDGET

POLICE DEPARTMENT

10140100 – OFFICE OF THE POLICE CHIEF

RESP. MGR.: SCOTT BIXBY

DIVISION MISSION

Manage and supervise the Police Department in the most effective and efficient manner possible.

DIVISION DESCRIPTION

The Division is responsible for coordinating all aspects of the Police Department in order to provide a higher 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. The Professional Standards Unit investigates complaints involving Police Department personnel in accordance with State law and the Department's rules and regulations.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	955,687	969,845	1,047,068	77,223	8.0%
Maint & Operations	24,572	28,140	13,981	-14,159	-50.3%
Division Total	980,259	997,985	1,061,049	63,064	6.3%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE			101 GENERAL FUND		10140100 Office of the Chief		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
575,832	543,826	543,826	411100	Regular Salaries	565,578	21,752	4.0%
7,518	7,540	7,540	431000	Deferred Compensation	7,540	0	0.0%
9,004	7,767	7,767	432000	Social Security	7,742	-25	-0.3%
140,708	159,240	159,240	433000	Retirement - Employer	190,550	31,310	19.7%
38,436	39,853	39,853	433500	Retirement - Employee	41,969	2,116	5.3%
50,972	51,268	51,268	434000	Workers Compensation	59,168	7,900	15.4%
30,691	31,220	31,220	435000	Group Insurance	42,385	11,165	35.8%
1,947	1,950	1,950	435400	Retiree Health Savings	1,950	0	0.0%
49,925	53,000	53,000	435500	Retiree Insurance	53,000	0	0.0%
44,870	48,940	48,940	435600	Retiree Medical Prefunding	48,940	0	0.0%
299	261	261	436000	State Disability Insurance	266	5	1.9%
800	1,100	1,100	437000	Mgt Health Ben	1,100	0	0.0%
1,217	20,200	20,200	437500	Longevity Pay	23,200	3,000	14.9%
1,566	1,560	1,560	438500	Cell Phone Allowance	1,560	0	0.0%
1,900	2,120	2,120	440000	Uniform Allowance	2,120	0	0.0%
955,687	969,845	969,845	Total	Personnel Services	1,047,068	77,223	8.0%
15	0	0	516600	Special Events & Meetings	0	0	0.0%
1,406	4,855	4,855	517850	Employee Recognition Events	5,066	211	4.3%
23,151	23,285	23,285	650300	Liability Reserve Charge	8,915	-14,370	-61.7%
24,572	28,140	28,140	Total	Maint & Operations	13,981	-14,159	-50.3%
980,259	997,985	997,985	Division Total		1,061,049	63,064	6.3%



POLICE DEPARTMENT

10140200 – OPERATING BUREAUS

RESP. MGR.: SCOTT BIXBY

DIVISION MISSION

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

ADMINISTRATION AND INVESTIGATIONS Assistant Chief of Police is responsible for facilitating the administrative processes necessary for the Police Department to function in an efficient manner, and the attempt to solve crimes through follow-up investigations. Represents the Chief of Police at various functions, and when the Chief is not available, acts as Chief of Police.

OPERATIONS provide appropriate and timely response to all emergency and non-emergency calls for service to control and prevent crime.

TRAFFIC is responsible for the investigation of traffic collisions, information technology, communications, and community liaison.

DIVISION DESCRIPTION

ADMINISTRATION AND INVESTIGATIONS

The Administration and Investigations Bureau is responsible for providing effective management and organization of the Department. The "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. It also analyzes training needs, provides for such training, and ensures that employees reach and maintain a high proficiency level. The "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 necessary supplies and equipment. The "Litigation and Documents Section" ensures that all Department records are maintained, filed, distributed and destroyed in accordance with policy and law. The "Budget & Grants Program" is responsible for administering the Department's revenues, expenditures, asset seizures, and prepares the annual budget. It also is designed to aggressively seek out Federal and State grants that would allow the Police Department to provide additional programs or services. The "Investigations Section" is responsible for gathering facts and data on criminal cases in order to effect the best disposition possible. The "Identification Unit" collects and preserves all evidence handled by the department, provides scientific analysis to identify criminals, aids in the prosecution of criminal cases and ensures that people are not improperly charged. The "Juvenile Diversion Program" was established to promote programs that impact juvenile delinquents in a positive way, aid in the rehabilitation of youthful offenders and represent the best interests of juveniles who are abused or in need of care. The "Crime Impact Team" identifies and combats specific crime problems in the city. The Investigations Section is also responsible for coordinating all associated outside Task Force activities.

OPERATIONS

The Operations Bureau is responsible for responding to and conducting the preliminary investigation on all "calls for service." The goal of the Operations Bureau is to control and prevent crime through high visibility patrol and knowledge of continuous crime patterns. The Operations Bureau also administers the "Custody Program" which provides for the efficient and secure booking and housing of prisoners until arraignment, as well as court commitments. The "Canine Program" effectively and efficiently mobilizes canines and their handlers in an effort to control crime, apprehend criminal suspects, and conduct searches. The "Terrorism Liaison Program" coordinates with law enforcement agencies on cross-jurisdictional crime and intelligence matters.



POLICE DEPARTMENT

10140200 – OPERATING BUREAUS

RESP. MGR.: SCOTT BIXBY

TRAFFIC

The “Enforcement Program” analyzes traffic data to lessen the likelihood of traffic accidents and assigns resources for selective enforcement at locations of greatest risk. Our “Motors Unit” allow us to apply resources through congested areas to problem locations as rapidly as possible. The motorcycle unit also investigates all traffic related accidents, issues traffic citations as appropriate, and as a secondary function, responds to other police emergencies. The “Commercial Enforcement Unit” inspects commercial vehicles, shipping manifests, and verifies that commercial vehicles are compliant with both the city’s municipal code, and applicable State laws. The “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. The “Meter Collection Program” is responsible for collecting coins from the city’s meters. The “Crossing Guard Program” ensures safe passage for school age children at intersections in route to school. The “LiveScan Fingerprint Program” provides an inkless fingerprinting program, that is connected to State and Federal agencies, for people that are required to be fingerprinted based on their specific job or position. The “Information Technology Program” provides for the processing of Alarm Permits and the tracking of False Alarms. The unit also maintains, supports, and administers the Police Department’s ever-changing technological aspects that facilitate the Department’s overall goals through the application of computer technology. The “Reserve Corps Program” recruits, hires, trains, and assigns Reserve Police Officers to augment various aspects of the police operation. The “Community and Media Relations Liaison Program” ensures that the news media has accurate and factual information, and reduces crime by informing the public of self-protection measures to minimize victimization. It also maintains an awareness of the needs of the community and effectively responds to those needs, as well as the effective coordination of Volunteers. The program is responsible for Neighborhood and Business Watch meetings, as well as conducting our “Citizen’s Police Academy.” The “Automated Enforcement Program” monitors 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. This Bureau also includes the “Communications Program” which receives and dispatches all calls for service for both the Police and Fire Departments as well as handling all switchboard duties for the entire City, issues film permits, and administers the “Animal Services Program.”

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	26,037,926	28,587,644	30,347,551	1,759,907	6.2%
Maint & Operations	3,040,994	3,543,556	3,440,733	-102,823	-2.9%
Capital Outlay	32,170	267,441	596,260	328,819	123.0%
Projected Excess Appropriation	0	0	-322,730	-322,730	0.0%
Division Total	29,111,090	32,398,641	34,061,814	1,663,173	5.1%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE			101		10140200		
					Operating Bureaus		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
13,486,218	14,463,062	14,578,968	411100	Regular Salaries	14,806,069	227,101	1.6%
64,259	79,033	79,033	411200	Part-Time Salaries	85,272	6,239	7.9%
1,208,295	1,150,000	1,150,000	411310	Overtime-Regular	1,150,000	0	0.0%
0	0	0	411360	Special Event-OT	430,000	430,000	0.0%
66,098	77,220	77,220	431000	Deferred Compensation	70,980	-6,240	-8.1%
351,812	337,395	337,395	432000	Social Security	334,432	-2,963	-0.9%
4,524,411	5,260,140	5,260,140	433000	Retirement - Employer	6,089,105	828,965	15.8%
157,666	174,556	174,556	433500	Retirement - Employee	171,581	-2,975	-1.7%
1,446,377	1,434,252	1,434,252	434000	Workers Compensation	1,666,013	231,761	16.2%
1,630,076	1,838,790	1,838,790	435000	Group Insurance	1,890,034	51,244	2.8%
40,694	51,350	51,350	435400	Retiree Health Savings	53,300	1,950	3.8%
1,327,603	1,460,000	1,460,000	435500	Retiree Insurance	1,460,000	0	0.0%
1,331,690	1,452,440	1,452,440	435600	Retiree Medical Prefunding	1,452,440	0	0.0%
9,010	8,438	8,438	436000	State Disability Insurance	8,223	-215	-2.5%
41,250	46,550	46,550	437000	Mgt Health Ben	49,250	2,700	5.8%
282,780	452,200	452,200	437500	Longevity Pay	469,800	17,600	3.9%
4,732	4,680	4,680	438500	Cell Phone Allowance	4,680	0	0.0%
155,600	181,632	181,632	440000	Uniform Allowance	156,372	-25,260	-13.9%
(77,418)	0	0	499500	Contra-Salaries	0	0	0.0%
(13,227)	0	0	499550	Contra-Benefits	0	0	0.0%
26,037,926	28,471,738	28,587,644	Total	Personnel Services	30,347,551	1,759,907	6.2%
25,099	24,000	29,500	512100	Office Expense	28,000	-1,500	-5.1%
9,180	14,000	14,000	512200	Printing and Binding	14,000	0	0.0%
129	200	200	512300	Postage	200	0	0.0%
76,488	93,250	93,250	512400	Communications	93,250	0	0.0%
163,536	122,930	110,906	514100	Departmental Special Supplies	130,000	19,095	17.2%
13,107	14,000	14,000	514500	Canine Program Expense	18,700	4,700	33.6%
54,959	45,000	49,499	514600	Small Tools & Equipment	60,221	10,722	21.7%
0	0	0	514800	Public Safety Equipment	25,000	25,000	0.0%
108,717	150,000	150,000	516100	Training & Education	150,000	0	0.0%
6,625	4,000	4,000	516500	Conferences & Conventions	4,000	0	0.0%
3,834	33,062	23,062	516600	Special Events & Meetings	35,000	11,938	51.8%
4,080	4,250	5,250	516700	Memberships & Dues	6,000	750	14.3%
165	171,169	171,373	517100	Subscriptions	218,202	46,829	27.3%
8,673	25,200	25,200	517400	Police Investigation	15,000	-10,200	-40.5%
17,032	14,000	14,767	517900	Reserve Program	14,000	-767	-5.2%
0	1,030	1,030	518000	Volunteer Program	1,030	0	0.0%
25,815	0	0	520220	Service/Collection Fees	0	0	0.0%
78	0	0	550000	Other Charges	0	0	0.0%
0	104,500	104,500	550110	Uniforms	0	-104,500	-100.0%
16,163	17,100	17,100	550120	Laundry	14,600	-2,500	-14.6%
17,532	25,000	29,595	600100	R&M - Building	25,000	-4,595	-15.5%
15,143	20,000	8,372	600200	R&M - Equipment	20,000	11,628	138.9%
705,208	685,000	685,000	600800	Equip Maint Expenses	695,500	10,500	1.5%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE			101 GENERAL FUND		10140200 Operating Bureaus		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
41,348	35,850	38,850	605100	Rental of Equipment	37,012	-1,838	-4.7%
184,737	162,773	162,773	605400	Amortization of Equipment	176,840	14,067	8.6%
15,168	21,000	21,000	610300	Personnel Services	21,000	0	0.0%
871,251	966,709	1,118,911	619800	Other Contractual Services	1,387,156	268,245	24.0%
656,926	651,419	651,419	650300	Liability Reserve Charge	251,022	-400,397	-61.5%
3,040,994	3,405,442	3,543,556	Total	Maint & Operations	3,440,733	-102,823	-2.9%
0	55,500	49,784	732100	Auto-Rolling Stock & Equipment	95,265	45,481	91.4%
0	120,000	30,715	732120	Departmental Special Equipment	300,000	269,285	876.7%
17,148	121,180	121,180	732150	IT Equipment - Hardware	167,995	46,815	38.6%
15,022	62,000	62,000	732160	IT Equipment - Software	33,000	-29,000	-46.8%
0	0	3,761	740100	Furniture & Furnishings	0	-3,761	-100.0%
32,170	358,680	267,441	Total	Capital Outlay	596,260	328,819	123.0%
0	0	0	910300	Projected Excess Appropriation	(322,730)	-322,730	0.0%
0	0	0	Total	Inter-Fund Transfers	(322,730)	-322,730	0.0%
29,111,090	32,235,860	32,398,641	Division Total		34,061,814	1,663,173	5.1%



POLICE DEPARTMENT

10140300 – POLICE COMMUNICATIONS

RESP. MGR.: SCOTT BIXBY

DIVISION MISSION

Provide radio communications and telephone services to Police/Fire emergency 9-1-1 operations.

DIVISION DESCRIPTION

Responsible for the distribution of telephone calls received on the city's general telephone lines to the concerned departments. To provide efficient radio communications and dispatch services to all city departments. To receive 9-1-1 calls and dispatch police and fire units to emergency and non-emergency calls for service. To monitor units in the field.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,710,202	1,784,725	1,840,683	55,958	3.1%
Maint & Operations	40,614	42,118	16,666	-25,452	-60.4%
Division Total	1,750,816	1,826,843	1,857,349	30,506	1.7%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE			101 GENERAL FUND		10140300 Police Communications		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
914,425	954,103	954,103	411100	Regular Salaries	961,092	6,989	0.7%
127,271	110,000	110,000	411310	Overtime-Regular	110,000	0	0.0%
10,528	11,440	11,440	431000	Deferred Compensation	12,480	1,040	9.1%
69,731	61,928	61,928	432000	Social Security	62,007	79	0.1%
196,588	223,200	223,200	433000	Retirement - Employer	241,344	18,144	8.1%
89,420	92,733	92,733	434000	Workers Compensation	110,611	17,878	19.3%
151,866	165,740	165,740	435000	Group Insurance	178,205	12,465	7.5%
7,178	7,800	7,800	435400	Retiree Health Savings	7,800	0	0.0%
23,371	26,500	26,500	435500	Retiree Insurance	26,500	0	0.0%
85,980	93,780	93,780	435600	Retiree Medical Prefunding	93,780	0	0.0%
4,004	3,301	3,301	436000	State Disability Insurance	3,314	13	0.4%
450	450	450	437000	Mgt Health Ben	450	0	0.0%
20,092	23,300	23,300	437500	Longevity Pay	23,600	300	1.3%
9,300	10,450	10,450	440000	Uniform Allowance	9,500	-950	-9.1%
1,710,202	1,784,725	1,784,725	Total	Personnel Services	1,840,683	55,958	3.1%
40,614	42,118	42,118	650300	Liability Reserve Charge	16,666	-25,452	-60.4%
40,614	42,118	42,118	Total	Maint & Operations	16,666	-25,452	-60.4%
1,750,816	1,826,843	1,826,843	Division Total		1,857,349	30,506	1.7%



POLICE DEPARTMENT

10140400 – ANIMAL CONTROL SERVICES

RESP. MGR.: SCOTT BIXBY

DIVISION MISSION

The Animal Services Section provides for the safety and protection of animals and the public, through education and enforcement of animal regulations.

DIVISION DESCRIPTION

This section serves as a supplement to the existing contract with the Los Angeles County Department of Animal Services.

This section is dedicated to the protection of animal safety and the enforcement of state and municipal laws related to animal ownership. Duties of this unit include licensing of pets and the assurance that pets have received the appropriate inoculations. This unit also helps to coordinate the housing of found animals through existing contracts with Los Angeles County and the SPCA, as well as taking custody of deceased animals.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	95,684	103,552	107,778	4,226	4.1%
Maint & Operations	74,040	82,234	89,825	7,591	9.2%
Division Total	169,724	185,786	197,603	11,817	6.4%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE			101 GENERAL FUND		10140400 Animal Control		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
58,527	59,459	59,459	411100	Regular Salaries	60,636	1,177	2.0%
0	4,780	4,780	411310	Overtime-Regular	4,780	0	0.0%
4,293	4,378	4,378	432000	Social Security	4,463	85	1.9%
10,854	12,172	12,172	433000	Retirement - Employer	13,349	1,177	9.7%
5,840	5,781	5,781	434000	Workers Compensation	7,274	1,493	25.8%
8,133	8,375	8,375	435000	Group Insurance	8,665	290	3.5%
653	650	650	435400	Retiree Health Savings	650	0	0.0%
6,430	7,010	7,010	435600	Retiree Medical Prefunding	7,010	0	0.0%
255	247	247	436000	State Disability Insurance	251	4	1.6%
700	700	700	440000	Uniform Allowance	700	0	0.0%
95,684	103,552	103,552	Total	Personnel Services	107,778	4,226	4.1%
212	295	295	512400	Communications	295	0	0.0%
255	1,000	1,000	514100	Departmental Special Supplies	1,000	0	0.0%
0	600	600	516100	Training & Education	600	0	0.0%
4,127	5,800	5,800	600800	Equip Maint Expenses	5,800	0	0.0%
5,516	4,413	4,413	605400	Amortization of Equipment	134	-4,279	-97.0%
61,277	67,500	67,500	619800	Other Contractual Services	80,900	13,400	19.9%
2,653	2,626	2,626	650300	Liability Reserve Charge	1,096	-1,530	-58.3%
74,040	82,234	82,234	Total	Maint & Operations	89,825	7,591	9.2%
169,724	185,786	185,786	Division Total		197,603	11,817	6.4%



POLICE DEPARTMENT

41440230 – COPS

RESP. MGR.: SCOTT BIXBY

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	73,703	83,467	99,314	15,847	19.0%
Maint & Operations	2,679	2,877	936	-1,941	-67.5%
Division Total	76,382	86,344	100,250	13,906	16.1%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE			414		41440230		
			OPERATING GRANTS FUND		COPS/SLESF/Brulte		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
43,582	50,765	50,765	411100	Regular Salaries	56,789	6,024	11.9%
498	0	0	411310	Overtime-Regular	0	0	0.0%
734	1,040	1,040	431000	Deferred Compensation	1,040	0	0.0%
3,103	4,725	4,725	432000	Social Security	3,891	-834	-17.7%
7,101	10,617	10,617	433000	Retirement - Employer	11,365	748	7.0%
5,899	6,366	6,366	434000	Workers Compensation	6,211	-155	-2.4%
9,958	8,375	8,375	435000	Group Insurance	18,702	10,327	123.3%
459	650	650	435400	Retiree Health Savings	650	0	0.0%
170	229	229	436000	State Disability Insurance	216	-13	-5.7%
1,500	0	0	437500	Longevity Pay	0	0	0.0%
700	700	700	440000	Uniform Allowance	450	-250	-35.7%
73,703	83,467	83,467	Total	Personnel Services	99,314	15,847	19.0%
2,679	2,877	2,877	650300	Liability Reserve Charge	936	-1,941	-67.5%
2,679	2,877	2,877	Total	Maint & Operations	936	-1,941	-67.5%
76,382	86,344	86,344	Division Total		100,250	13,906	16.1%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE			414			41440913		
			OPERATING GRANTS FUND			Police - Misc DOJ Grants		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
2,375	0	0	411100	Regular Salaries		0	0	0.0%
37,915	0	0	411150	Salaries-Project		0	0	0.0%
1,813	0	0	411310	Overtime-Regular		0	0	0.0%
13,227	0	0	430500	Benefits-Project		0	0	0.0%
55	0	0	432000	Social Security		0	0	0.0%
1,129	0	0	433000	Retirement - Employer		0	0	0.0%
237	0	0	435000	Group Insurance		0	0	0.0%
56,750	0	0	Total	Personnel Services		0	0	0.0%
9,819	0	0	514600	Small Tools & Equipment		0	0	0.0%
9,819	0	0	Total	Maint & Operations		0	0	0.0%
66,569	0	0	Division Total			0	0	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE			414		41440914		
			OPERATING GRANTS FUND		Office/Criminal Justice PIng		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
28,289	0	0	732120	Departmental Special Equipment	0	0	0.0%
25,776	0	0	732150	IT Equipment - Hardware	0	0	0.0%
54,065	0	0	Total	Capital Outlay	0	0	0.0%
54,065	0	0	Division Total		0	0	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE			414		41440919		
			OPERATING GRANTS FUND		AB 109-PublicSafetyRealignment		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
228,963	0	0	411100	Regular Salaries	0	0	0.0%
36,819	0	0	411310	Overtime-Regular	0	0	0.0%
2,508	0	0	432000		0	0	0.0%
33,860	0	0	433000	Retirement - Employer	0	0	0.0%
4,266	0	0	435000		0	0	0.0%
306,416	0	0	Total	Personnel Services	0	0	0.0%
0	0	27,246	518400	Explorer Program	0	-27,246	-100.0%
0	0	27,246	Total	Maint & Operations	0	-27,246	-100.0%
306,416	0	27,246	Division Total		0	-27,246	-100.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE			414		41440920			
			OPERATING GRANTS FUND		DOJ-Byrne JAG 2011 Program			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
14,278	0	0	514100	Departmental Special Supplies	0	0	0.0%	
14,278	0	0	Total	Maint & Operations	0	0	0.0%	
14,278	0	0	Division Total		0	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE				414		41440921			
				OPERATING GRANTS FUND		DOJ-Byrne JAG 2013 Program			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
11,090	0	0	514100	Departmental Special Supplies		0	0	0.0%	
11,090	0	0	Total	Maint & Operations		0	0	0.0%	
11,090	0	0	Division Total			0	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE				414		41440922			
				OPERATING GRANTS FUND		DOJ-Byrne JAG 2014 Program			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
12,951	0	0	732160	IT Equipment - Software		0	0	0.0%	
12,951	0	0	Total	Capital Outlay		0	0	0.0%	
12,951	0	0	Division Total			0	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE			414		41440923		
			OPERATING GRANTS FUND		SelectiveTrafficEnforc:OTSFY15		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
26,337	0	0	411155	Salaries OT-Project	0	0	0.0%
26,337	0	0	Total	Personnel Services	0	0	0.0%
7,302	0	1,698	514100	Departmental Special Supplies	0	-1,698	-100.0%
223	0	2,777	516100	Training & Education	0	-2,777	-100.0%
7,525	0	4,475	Total	Maint & Operations	0	-4,475	-100.0%
33,862	0	4,475	Division Total		0	-4,475	-100.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE			414			41440926		
			OPERATING GRANTS FUND			DOJ-Coverdell Forensic SciFY15		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	0	3,495	514600	Small Tools & Equipment		0	-3,495	-100.0%
0	0	8,250	516100	Training & Education		0	-8,250	-100.0%
0	0	5,500	619800	Other Contractual Services		0	-5,500	-100.0%
0	0	17,245	Total	Maint & Operations		0	-17,245	-100.0%
0	0	17,245	Division Total			0	-17,245	-100.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE			416		41640451		
			ASSET SEIZURE FUND		St. Asset Seizure Fds 15%		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
11,364	0	0	411150	Salaries-Project	0	0	0.0%
1,802	0	0	411155	Salaries OT-Project	0	0	0.0%
2,203	0	0	411310	Overtime-Regular	0	0	0.0%
15,369	0	0	Total	Personnel Services	0	0	0.0%
21	0	0	514100	Departmental Special Supplies	0	0	0.0%
21	0	0	Total	Maint & Operations	0	0	0.0%
15,390	0	0	Division Total		0	0	0.0%

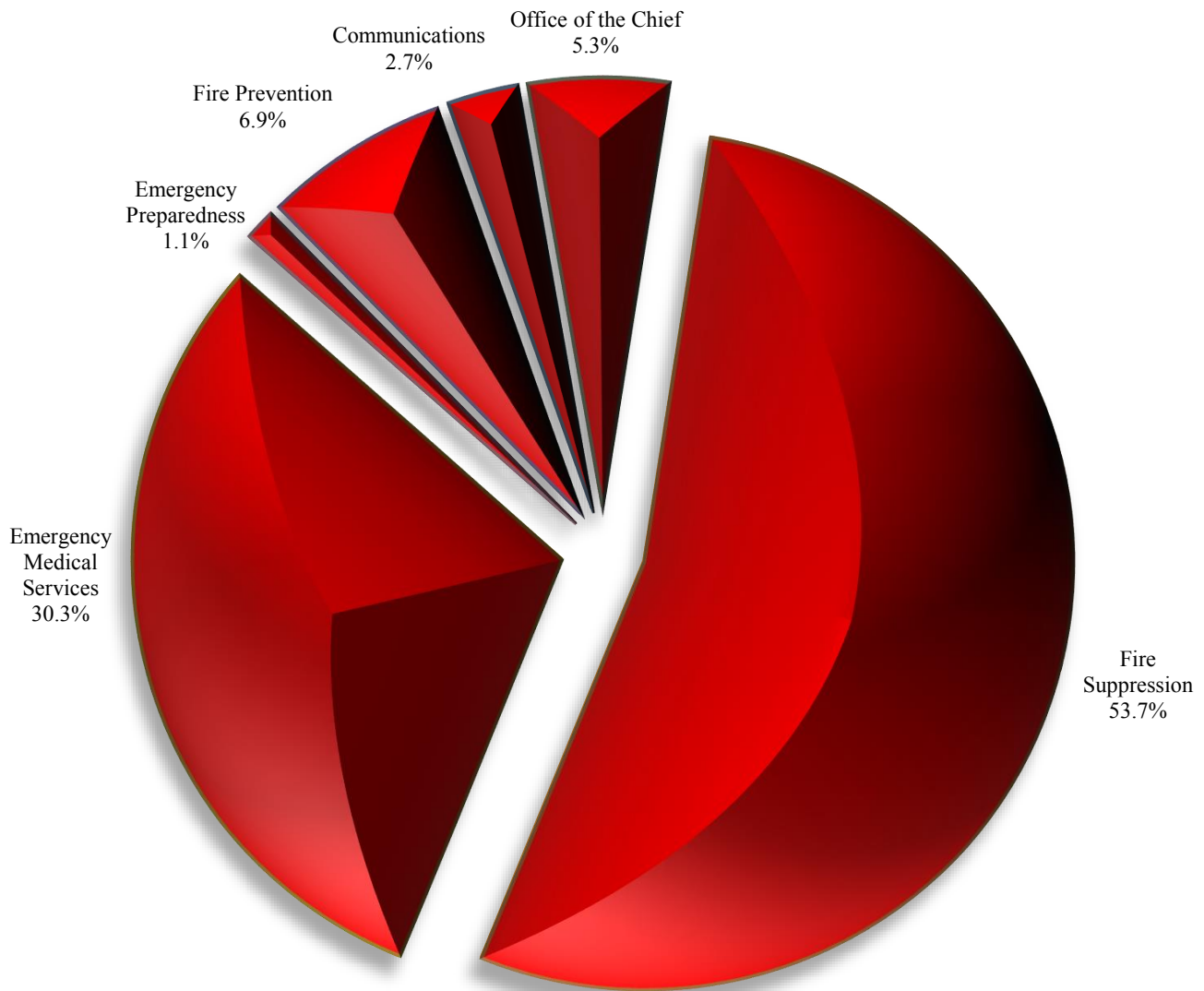
**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

POLICE			416		41640454		
			ASSET SEIZURE FUND		Fed. Asset Seizure Justice		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
20,535	0	0	514100	Departmental Special Supplies	0	0	0.0%
0	0	13,578	514600	Small Tools & Equipment	0	-13,578	-100.0%
6,169	0	3,500	516500	Conferences & Conventions	0	-3,500	-100.0%
0	0	0	550110	Uniforms	300,000	300,000	0.0%
10,000	0	75,861	619800	Other Contractual Services	0	-75,861	-100.0%
36,704	0	92,939	Total	Maint & Operations	300,000	207,061	222.8%
82,390	0	28,683	732100	Auto-Rolling Stock & Equipment	36,000	7,318	25.5%
0	0	0	732120	Departmental Special Equipment	158,775	158,775	0.0%
1,588	0	12,647	732150	IT Equipment - Hardware	0	-12,647	-100.0%
1,433	0	6,200	740100	Furniture & Furnishings	0	-6,200	-100.0%
85,411	0	47,529	Total	Capital Outlay	194,775	147,246	309.8%
122,114	0	140,468	Division Total		494,775	354,307	252.2%

ADOPTED 2016-17 BUDGET

FIRE DEPARTMENT

\$22,277,646



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2016-17
ADOPTED BUDGET

FIRE DEPARTMENT

RESP. MGR.: DAVE WHITE

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 comprised of six divisions: The Office of the Fire Chief, Fire Suppression, Emergency Medical Services, Emergency Preparedness, Fire Prevention, and Telecommunications.

EXPENDITURE SUMMARY		ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>101 – GENERAL FUND</i>						
45100	Office of the Chief	1,112,139	1,150,461	1,171,891	21,430	1.9%
45200	Fire Suppression	10,423,208	11,246,830	11,960,323	713,493	6.3%
45300	Emergency Medical Services	5,309,398	6,416,664	6,743,791	327,127	5.1%
45400	Emergency Preparedness	226,914	243,494	256,887	13,393	5.5%
45600	Fire Prevention	1,339,899	1,556,699	1,545,194	-11,505	-0.7%
45700	Communications	604,113	615,739	591,560	-24,179	-3.9%
Fund Total		19,015,671	21,229,887	22,269,646	1,039,759	4.9%
<i>414 - GRANTS OPERATING FUND</i>						
45904	Emergency Mgmt Perf	48,683	31,993	8,000	-23,993	-75.0%
45906	Fire	7,295	0	0	0	0.0%
45907	LACCDR	26,297	3,702	0	-3,702	-100.0%
Fund Total		82,275	35,695	8,000	-27,695	-77.6%
Department Total		19,097,946	21,265,582	22,277,646	1,012,064	4.8%



2016-17
ADOPTED BUDGET

FIRE DEPARTMENT

RESP. MGR.: DAVE WHITE

FUNDING SUMMARY	ACTUAL RECEIPTS 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Fire Detection / Suppression	94,739	110,000	100,000	-10,000	-9.1%
Studio Inspection Fees	55,160	55,000	52,000	-3,000	-5.5%
Other License & Permits - Fire	41,413	40,000	35,000	-5,000	-12.5%
Fire Permit Surcharge	4,640	4,500	4,000	-500	-11.1%
Emergency Managemet Performance	1,015	31,993	8,000	-23,993	-75.0%
State of Calif - GEMT	49,995	0	40,000	40,000	100.0%
Strike Team	24,538	377,717	100,000	-277,717	-73.5%
Fire Inspection - Business	540,373	475,000	450,000	-25,000	-5.3%
Fire Inspection - Penalties	17,052	10,000	5,000	-5,000	-50.0%
Penalty/Adm. Charges	1,400	100	0	-100	-100.0%
Ambulance Fees	1,556,495	1,500,000	1,500,000	0	0.0%
Hazardous Materials Fees	132,558	130,000	125,000	-5,000	-3.8%
Sfty Special Event/Filming	0	0	360,000	360,000	100.0%
Plan Check Fees	317,981	275,000	275,000	0	0.0%
Miscellaneous Revenue	7,607	71	0	-71	-100.0%
General Revenues	16,252,979	18,256,201	19,223,646	967,445	5.3%
Department Total	19,097,946	21,265,582	22,277,646	1,012,064	4.8%



FIRE DEPARTMENT

RESP. MGR.: DAVE WHITE

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>45100 Office of the Fire Chief</u>					
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%
Management Analyst	1.00	1.00	1.00	0.00	0.0%
Secretary	0.50	0.50	0.50	0.00	0.0%
Division Total	3.50	3.50	3.50	0.00	0.0%
<u>45200 Fire Suppression</u>					
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%
Division Total	34.98	34.98	34.98	0.00	0.0%
<u>45300 Emergency Medical Services</u>					
Fire Capt./Admin./15	1.00	1.00	1.00	0.00	0.0%
Fire Fighter/Rescue/15	21.00	21.00	21.00	0.00	0.0%
Secretary	1.00	1.00	1.00	0.00	0.0%
Division Total	23.00	23.00	23.00	0.00	0.0%
<u>45400 Emergency Preparedness</u>					
Emergency Preparedness Coordinator	1.00	1.00	1.00	0.00	0.0%
Secretary	0.50	0.50	0.50	0.00	0.0%
Division Total	1.50	1.50	1.50	0.00	0.0%



FIRE DEPARTMENT

RESP. MGR.: DAVE WHITE

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>45600 Fire Prevention</u>					
Battalion Chief/Fire Marshal/15	1.00	1.00	1.00	0.00	0.0%
Community Services Officer/RPT	0.00	0.98	0.98	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 Specialist/RPT	0.50	0.00	0.00	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%
Division Total	5.50	5.98	5.98	0.00	0.0%
<u>45700 Telecommunications</u>					
Community Services Officer/RPT	0.98	0.98	0.98	0.00	0.0%
Communications Tech	2.00	2.00	2.00	0.00	0.0%
Division Total	2.98	2.98	2.98	0.00	0.0%
Total Positions	71.46	71.94	71.94	0.00	0.0%

CASUAL PT TIME HOURS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>45300 - Emergency Medical Services</u>					
Ambulance Operators	17,472	20,592	20,592	0	0.0%
Division Total	17,472	20,592	20,592	0	0.0%
Total Hours	17,472	20,592	20,592	0	0.0%



2016-17
ADOPTED BUDGET

FIRE DEPARTMENT

RESP. MGR.: DAVE WHITE

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>Sworn Officers</u>					
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%	21.00	21.00	21.00	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%
Total Sworn	61.00	61.00	61.00	0.00	0.0%
<u>Non-Sworn Personnel</u>					
Community Services Officer/RPT	1.96	2.94	2.94	0.00	0.0%
Communications Technician	2.00	2.00	2.00	0.00	0.0%
Emergency Preparedness Coordinator	1.00	1.00	1.00	0.00	0.0%
Fire Prevention Specialist/RPT	0.50	0.00	0.00	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%
Management Analyst	1.00	1.00	1.00	0.00	0.0%
Secretary	2.00	2.00	2.00	0.00	0.0%
Total Non-Sworn	10.46	10.94	10.94	0.00	0.0%
Total Positions	71.46	71.94	71.94	0.00	0.0%



FIRE DEPARTMENT

RESP. MGR.: DAVE WHITE

FISCAL YEAR 2015-16 WORK PLANS

OFFICE OF THE CHIEF

- Complete the Fire Accreditation International (CFAI) required 2015 Annual Compliance Report.

Completed. Additionally, we received a letter from the Center for Public Safety Excellence (CPSE) commending us for the high quality of the report and our progress towards achieving our published goals.

- Formalize semi-annual program evaluation for Emergency Medical Services.

Completed

- Continue to seek grant funding for Fire Department projects.

Ongoing. The Department has successfully obtained two grants this year. This objective will be carried over to the FY 2016-17 work plans.

- Secure funding to repair/replace Fire Department training tower and facilities.

Funding obtained. It is expected that repairs will be completed in late 2016.

- Support “My Brother’s Keeper” initiative by participating in CCUSD’s Shadow Program and the City’s Youth Mentoring Employment Program.

Completed. Between these two programs the Department hosted five students. The Department will continue to support CCUSD in both of these programs.

SUPPRESSION

- Develop and implement an Incident Safety Officer policy.

Not completed. On track to be completed before June 30th.

- Implement a Peer Based Behavioral Health and Wellness Resiliency Program.

Completed

- Enhance the Department’s Technical Rescue Program.

Ongoing. Substantial progress has been achieved in training, equipment, standard operating procedures and developing subject matter experts. More work needs to be done and this plan will be carried over to FY 2016-17.



FIRE DEPARTMENT

RESP. MGR.: DAVE WHITE

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

EMERGENCY MEDICAL SERVICES

- Implement *Electronic Patient Care Reporting (ePCRs)*.

Deferred to fiscal year 2016-17

- Implement a Basic Life Support ambulance program.

Completed. Implemented on 8/18/15. Currently this unit is staffed 12 hour per day, 7 days a week. This plan will be carried over to FY 2016-17 with the goal of providing 24/7 coverage and the ability to peak staff a second BLS ambulance when needed.

- Research the feasibility of upgrading Engine 2 to full paramedic capability.

Completed. Additional equipment costs have been identified and staffing needs evaluated. Upgrading Engine 2 to full paramedic capability will remain an option, but will not be implemented in FY 2016-17.

EMERGENCY PREPAREDNESS

- Increase stockpile of emergency water supplies. Stockpile to include 55 gallon drums of water and individual serving size cans. Locate stockpiles throughout the City at all three Fire Stations.

Completed. Additional emergency water stockpiles have been placed at all three Fire Stations, Public Works, and City Hall.

- Increase stockpile of emergency shelter supplies using grant funding. Store at Red Cross approved shelter locations in the City.

Completed

- Coordinate with IT the purchase and implementation of an Emergency Operations Center (EOC) planning and coordination computer software program.

Completed

- Campaign to encourage and direct community members to sign up for emergency notifications, alerts, and advisories through Nixle, Smart911, Facebook, and Twitter.

Completed. This objective will be continued in FY 2016-17.



FIRE DEPARTMENT

RESP. MGR.: DAVE WHITE

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Provide support to Public Works and the Natural Hazard Mitigation Plan Steering Committee to facilitate that recommendations contained in the City of Los Angeles' "Resilience by Design" Report on seismic vulnerabilities are addressed in Culver City.

Completed. The Natural Hazard Mitigation Plan has been completed and submitted to the state by Public Works.

FIRE PREVENTION

- Continue to look for ways to improve service delivery through the use of technology such as on-line permitting and plan check submittals, user friendly website with links to relevant information, and the use of social media for educational messages.

Completed. Implementation of the Accela Software program has resulted in a streamlined permitting processes. Full online permit applications and plan checking is due to be implemented within the year. The Fire Department's website has detailed information on services, permits and fees. For the past year the Department has used Facebook and Twitter to distribute educational messages. This objective will be carried over to FY 2016-17 and refined to focus on the implementation of paperless tablet based fire inspections.

- Implement a Reserve Fire Inspector program to assist with counter coverage, answering phones, scanning plans, filing reports, and other duties as needed.

Completed. This division currently has three volunteer reserve fire inspectors. Information on this program is available on the Department's website along with other volunteer opportunities.

- Look for opportunities to provide additional community outreach through public school education programs and community service organizations.

Completed

- Identify and apply for grants that will support new or existing fire prevention programs.

Ongoing. This item will be carried over to FY 2016-17.

TELECOMMUNICATIONS

- Continue to seek funding for the replacement of portable and mobile radios that have reached the end of their service life and no longer meet federal standards (e.g. P25 compliance).

Completed. Upgrade of City's radio system expected to be complete in late 2016. This will be a new work plan for FY 2016-17.

- Upgrade Audio/Visual Technology in the City's Emergency Operations Center (EOC).

Completed



FIRE DEPARTMENT

RESP. MGR.: DAVE WHITE

FISCAL YEAR 2016-17 WORK PLANS

OFFICE OF THE CHIEF

- Complete the Fire Accreditation International (CFAI) required 2016 Annual Compliance Report.
- Continue to seek grant funding for Fire Department projects.
- Complete repairs to the training tower located at 9275 Jefferson Blvd.
- Improve security and provide for ongoing maintenance of the radio tower property.

SUPPRESSION

- Enhance the Department's Technical Rescue program.
- Replace the Department's aging Self Contained Breathing Apparatus (SCBA).
- Replace aging firefighter protective clothing.
- Observe and participate in the annual emergency exercise conducted by Freeport-McMoRan.

EMERGENCY MEDICAL SERVICES

- Enhance the Basic Life Support (BLS) ambulance program to provide for 24/7 staffing.
- Implement paperless Electronic Patient Care Reporting (ePCRs).
- Work with CCUSD to provide CPR training in select high school classes.

EMERGENCY PREPAREDNESS

- Campaign to encourage and direct community members to sign up for emergency notifications, alerts, and advisories through Nixle, Smart911, Facebook, and Twitter.
- Create a Mass Care and Shelter Plan for the City and work with the PRCS Department to train staff.
- Prepare and distribute a Community Disaster Resource/Resilience Guide that will contain important Culver City specific information.
- Work with the City Attorney's Office to prepare and submit the Emergency Operations Plan (EOP) and companion resolutions to Council for adoption.



FIRE DEPARTMENT

RESP. MGR.: DAVE WHITE

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

FIRE PREVENTION

- Implement paperless tablet based fire inspections.
- Complete the process to adopt the 2016 California Fire Code.
- Notify residents in the Very High Fire Hazard Severity Zone of brush clearance requirements and monitor compliance.

TELECOMMUNICATIONS

- Complete the upgrade of the City's radio system.
- Complete station alerting system upgrade.
- Program fire and police radios to conform to the Tactical Interface Communications Protocol (TICP).



2016-17
ADOPTED BUDGET

FIRE DEPARTMENT

10145100 – OFFICE OF THE FIRE CHIEF

RESP. MGR.: DAVE WHITE

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 department's six divisions. Develop and implement policies and procedures that support these efforts.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,048,180	1,079,343	1,120,099	40,756	3.8%
Maint & Operations	63,959	71,118	51,792	-19,326	-27.2%
Division Total	1,112,139	1,150,461	1,171,891	21,430	1.9%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FIRE			101 GENERAL FUND		10145100 Office of the Chief		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
649,868	629,046	660,073	411100	Regular Salaries	649,481	-10,592	-1.6%
8,529	2,723	2,723	411310	Overtime-Regular	2,723	0	0.0%
12,000	12,077	12,077	431000	Deferred Compensation	12,078	1	0.0%
12,506	12,146	12,146	432000	Social Security	15,501	3,355	27.6%
164,366	185,075	185,075	433000	Retirement - Employer	215,685	30,610	16.5%
42,447	43,810	43,810	433500	Retirement - Employee	45,050	1,240	2.8%
30,699	35,223	35,223	434000	Workers Compensation	53,503	18,280	51.9%
55,131	58,248	58,248	435000	Group Insurance	56,106	-2,142	-3.7%
2,286	2,274	2,274	435400	Retiree Health Savings	2,275	1	0.0%
17,956	0	0	435500	Retiree Insurance	0	0	0.0%
41,220	44,960	44,960	435600	Retiree Medical Prefunding	44,960	0	0.0%
131	114	114	436000	State Disability Insurance	117	3	2.6%
825	1,600	1,600	437000	Mgt Health Ben	1,600	0	0.0%
5,292	16,000	16,000	437500	Longevity Pay	16,000	0	0.0%
3,060	3,120	3,120	438500	Cell Phone Allowance	3,120	0	0.0%
1,864	1,900	1,900	440000	Uniform Allowance	1,900	0	0.0%
1,048,180	1,048,316	1,079,343	Total	Personnel Services	1,120,099	40,756	3.8%
3,497	3,132	3,132	512100	Office Expense	3,132	0	0.0%
0	100	100	512200	Printing and Binding	100	0	0.0%
2,265	3,005	3,005	512400	Communications	3,005	0	0.0%
4,446	1,500	1,500	514000	Mandated Fees	1,500	0	0.0%
788	1,000	1,000	514100	Departmental Special Supplies	1,000	0	0.0%
557	750	13,950	516100	Training & Education	750	-13,200	-94.6%
3,992	4,300	4,300	516500	Conferences & Conventions	4,300	0	0.0%
31	1,100	1,100	516600	Special Events & Meetings	1,100	0	0.0%
2,035	1,700	1,700	516700	Memberships & Dues	1,700	0	0.0%
0	250	250	517100	Subscriptions	250	0	0.0%
255	2,144	2,144	517850	Employee Recognition Events	2,455	311	14.5%
0	75	75	518300	Auto Mileage Reimbursement	75	0	0.0%
128	300	300	600200	R&M - Equipment	300	0	0.0%
4,843	8,500	8,500	600800	Equip Maint Expenses	10,000	1,500	17.6%
5,080	4,064	4,064	605400	Amortization of Equipment	4,064	0	0.0%
22,100	10,000	10,000	619800	Other Contractual Services	10,000	0	0.0%
13,943	15,998	15,998	650300	Liability Reserve Charge	8,061	-7,937	-49.6%
63,959	57,918	71,118	Total	Maint & Operations	51,792	-19,326	-27.2%
1,112,139	1,106,234	1,150,461	Division Total		1,171,891	21,430	1.9%



2016-17
ADOPTED BUDGET

FIRE DEPARTMENT

10145200 – FIRE SUPPRESSION

RESP. MGR.: MICHAEL BOWDEN

DIVISION MISSION

To preserve and protect the lives and property of persons and businesses in Culver City from life-threatening 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 citizens 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 provides fire hydrant maintenance services and conducts fire inspections on most businesses in the city at least once a year.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	9,395,328	10,213,001	10,969,139	756,138	7.4%
Maint & Operations	1,027,880	1,033,829	991,184	-42,645	-4.1%
Division Total	10,423,208	11,246,830	11,960,323	713,493	6.3%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FIRE			101 GENERAL FUND		10145200 Fire Suppression		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
4,345,057	4,607,905	4,688,865	411100	Regular Salaries	4,752,216	63,351	1.4%
1,214,150	1,014,830	1,214,830	411310	Overtime-Regular	1,214,830	0	0.0%
0	0	0	411360	Special Event-OT	300,000	300,000	0.0%
10,210	11,097	11,097	431000	Deferred Compensation	11,097	0	0.0%
75,027	58,632	58,632	432000	Social Security	61,990	3,358	5.7%
1,650,719	1,852,452	1,852,452	433000	Retirement - Employer	2,139,669	287,217	15.5%
54,091	55,468	55,468	433500	Retirement - Employee	48,288	-7,180	-12.9%
282,772	253,278	253,278	434000	Workers Compensation	376,542	123,264	48.7%
508,202	540,880	540,880	435000	Group Insurance	541,118	238	0.0%
22,840	22,750	22,750	435400	Retiree Health Savings	22,750	0	0.0%
755,691	830,000	830,000	435500	Retiree Insurance	830,000	0	0.0%
404,430	441,100	441,100	435600	Retiree Medical Prefunding	441,100	0	0.0%
233	168	168	436000	State Disability Insurance	148	-20	-11.9%
16,795	15,600	15,600	437000	Mgt Health Ben	14,050	-1,550	-9.9%
13,893	170,000	170,000	437500	Longevity Pay	162,000	-8,000	-4.7%
6,231	6,890	6,890	438500	Cell Phone Allowance	5,330	-1,560	-22.6%
552	3,000	3,000	439000	Education Reimbursement	3,000	0	0.0%
34,435	47,991	47,991	440000	Uniform Allowance	45,011	-2,980	-6.2%
9,395,328	9,932,041	10,213,001	Total	Personnel Services	10,969,139	756,138	7.4%
6,317	6,500	6,500	512100	Office Expense	6,500	0	0.0%
25,098	26,515	26,515	512400	Communications	26,515	0	0.0%
250	2,700	2,700	514000	Mandated Fees	2,700	0	0.0%
70,123	55,257	58,903	514100	Departmental Special Supplies	102,257	43,354	73.6%
47,312	60,000	70,548	514600	Small Tools & Equipment	60,000	-10,548	-15.0%
598	0	32,131	514900	Strike Team Tools & Eqmt	0	-32,131	-100.0%
25,365	23,000	23,000	516100	Training & Education	23,000	0	0.0%
45	750	750	516500	Conferences & Conventions	750	0	0.0%
750	1,500	1,500	516600	Special Events & Meetings	1,500	0	0.0%
0	250	250	516700	Memberships & Dues	250	0	0.0%
0	310	310	517100	Subscriptions	310	0	0.0%
81,282	50,000	39,758	517900	Reserve Program	50,000	10,242	25.8%
6,827	7,500	7,749	600100	R&M - Building	7,500	-249	-3.2%
12,244	16,000	16,000	600200	R&M - Equipment	16,000	0	0.0%
405,119	425,000	425,000	600800	Equip Maint Expenses	430,000	5,000	1.2%
215,630	186,979	186,979	605400	Amortization of Equipment	186,968	-11	0.0%
2,490	20,200	20,200	619800	Other Contractual Services	20,200	0	0.0%
128,431	115,036	115,036	650300	Liability Reserve Charge	56,734	-58,302	-50.7%
1,027,880	997,497	1,033,829	Total	Maint & Operations	991,184	-42,645	-4.1%
10,423,208	10,929,538	11,246,830	Division Total		11,960,323	713,493	6.3%



2016-17
ADOPTED BUDGET

FIRE DEPARTMENT

10145300 – EMERGENCY MEDICAL SERVICES

RESP. MGR.: ROGER BRAUM

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	4,511,425	5,752,148	6,088,142	335,994	5.8%
Maint & Operations	657,813	664,516	655,649	-8,867	-1.3%
Capital Outlay	140,160	0	0	0	0.0%
Division Total	5,309,398	6,416,664	6,743,791	327,127	5.1%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FIRE			101 GENERAL FUND		10145300 Emergency Medical Services		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
2,149,831	2,490,372	2,490,372	411100	Regular Salaries	2,497,149	6,777	0.3%
1,298	264,576	264,576	411200	Part-Time Salaries	271,444	6,868	2.6%
747,987	974,971	1,124,971	411310	Overtime-Regular	1,124,971	0	0.0%
0	0	0	411360	Special Event-OT	120,000	120,000	0.0%
1,044	1,040	1,040	431000	Deferred Compensation	1,040	0	0.0%
42,937	49,835	49,835	432000	Social Security	40,359	-9,476	-19.0%
849,700	1,029,578	1,029,578	433000	Retirement - Employer	1,150,005	120,427	11.7%
8,309	9,920	9,920	433500	Retirement - Employee	9,920	0	0.0%
143,632	140,682	140,682	434000	Workers Compensation	233,061	92,379	65.7%
270,132	297,715	297,715	435000	Group Insurance	301,319	3,604	1.2%
13,604	14,950	14,950	435400	Retiree Health Savings	14,950	0	0.0%
48,997	51,000	51,000	435500	Retiree Insurance	51,000	0	0.0%
200,440	218,610	218,610	435600	Retiree Medical Prefunding	218,610	0	0.0%
260	239	239	436000	State Disability Insurance	244	5	2.1%
10,377	9,900	9,900	437000	Mgt Health Ben	8,800	-1,100	-11.1%
1,995	17,400	17,400	437500	Longevity Pay	15,400	-2,000	-11.5%
1,374	1,560	1,560	438500	Cell Phone Allowance	1,560	0	0.0%
19,508	29,800	29,800	440000	Uniform Allowance	28,310	-1,490	-5.0%
4,511,425	5,602,148	5,752,148	Total	Personnel Services	6,088,142	335,994	5.8%
120	1,169	1,169	512100	Office Expense	1,169	0	0.0%
3,074	4,090	4,090	512400	Communications	4,090	0	0.0%
101,861	100,280	117,280	514100	Departmental Special Supplies	125,185	7,905	6.7%
63,708	8,750	7,013	514600	Small Tools & Equipment	7,750	737	10.5%
20,313	19,500	19,500	516100	Training & Education	19,500	0	0.0%
273	1,250	1,250	516500	Conferences & Conventions	1,250	0	0.0%
0	400	400	516600	Special Events & Meetings	400	0	0.0%
44	206	3,166	517100	Subscriptions	3,006	-160	-5.1%
1,704	4,326	4,326	600200	R&M - Equipment	4,326	0	0.0%
67,979	68,000	68,000	600800	Equip Maint Expenses	71,400	3,400	5.0%
149,008	146,965	146,965	605400	Amortization of Equipment	146,965	0	0.0%
184,493	217,757	227,461	619800	Other Contractual Services	235,492	8,031	3.5%
65,236	63,896	63,896	650300	Liability Reserve Charge	35,116	-28,780	-45.0%
657,813	636,589	664,516	Total	Maint & Operations	655,649	-8,867	-1.3%
140,160	0	0	732100	Auto-Rolling Stock & Equipment	0	0	0.0%
140,160	0	0	Total	Capital Outlay	0	0	0.0%
5,309,398	6,238,737	6,416,664	Division Total		6,743,791	327,127	5.1%



2016-17
ADOPTED BUDGET

FIRE DEPARTMENT

10145400 – EMERGENCY PREPAREDNESS

RESP. MGR.: CHRISTINE PARRA

DIVISION MISSION

To enable the City to respond to any and all types of emergencies, effectively and efficiently. 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 of the Fire Department 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 or flood dangers, and hazardous material incidents.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	211,522	216,797	229,630	12,833	5.9%
Maint & Operations	15,392	26,697	27,257	560	2.1%
Division Total	226,914	243,494	256,887	13,393	5.5%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FIRE			101 GENERAL FUND		10145400 Emergency Preparedness		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
130,808	129,843	129,843	411100	Regular Salaries	136,745	6,902	5.3%
0	643	643	411310	Overtime-Regular	643	0	0.0%
4,644	4,681	4,681	431000	Deferred Compensation	4,680	-1	0.0%
9,703	9,894	9,894	432000	Social Security	10,009	115	1.2%
23,861	27,032	27,032	433000	Retirement - Employer	29,078	2,046	7.6%
7,991	3,995	3,995	434000	Workers Compensation	11,271	7,276	182.1%
17,465	22,208	22,208	435000	Group Insurance	18,702	-3,506	-15.8%
945	976	976	435400	Retiree Health Savings	975	-1	-0.1%
12,970	14,150	14,150	435600	Retiree Medical Prefunding	14,150	0	0.0%
117	115	115	436000	State Disability Insurance	117	2	1.7%
500	500	500	437000	Mgt Health Ben	500	0	0.0%
1,205	1,200	1,200	437500	Longevity Pay	1,200	0	0.0%
1,566	1,560	1,560	438500	Cell Phone Allowance	1,560	0	0.0%
(254)	0	0	499500	Contra-Salaries	0	0	0.0%
211,522	216,797	216,797	Total	Personnel Services	229,630	12,833	5.9%
473	378	402	512100	Office Expense	378	-24	-6.0%
755	1,125	3,288	512400	Communications	1,125	-2,163	-65.8%
3,190	15,000	15,000	514100	Departmental Special Supplies	15,000	0	0.0%
3,596	5,000	2,799	516100	Training & Education	5,000	2,201	78.6%
0	200	214	516600	Special Events & Meetings	200	-14	-6.5%
260	300	300	516700	Memberships & Dues	300	0	0.0%
1,105	2,820	2,820	600800	Equip Maint Expenses	3,500	680	24.1%
2,383	60	60	605400	Amortization of Equipment	56	-4	-6.7%
3,630	1,814	1,814	650300	Liability Reserve Charge	1,698	-116	-6.4%
15,392	26,697	26,697	Total	Maint & Operations	27,257	560	2.1%
226,914	243,494	243,494	Division Total		256,887	13,393	5.5%



2016-17
ADOPTED BUDGET

FIRE DEPARTMENT

10145600 – FIRE PREVENTION

RESP. MGR.: MICHAEL NAGY

DIVISION MISSION

Safeguard life, health, property and public welfare through public education, responsive and timely enactment and enforcement of Fire Codes and City Municipal Codes.

DIVISION DESCRIPTION

The Fire Prevention Division of the Fire Department 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 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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,268,185	1,429,577	1,442,477	12,900	0.9%
Maint & Operations	71,714	87,122	102,717	15,595	17.9%
Capital Outlay	0	40,000	0	-40,000	-100.0%
Division Total	1,339,899	1,556,699	1,545,194	-11,505	-0.7%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FIRE			101 GENERAL FUND		10145600 Fire Prevention		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
740,587	733,086	835,289	411100	Regular Salaries	762,922	-72,367	-8.7%
8,938	5,947	5,947	411310	Overtime-Regular	5,947	0	0.0%
0	0	0	411360	Special Event-OT	25,000	25,000	0.0%
4,586	5,779	5,779	431000	Deferred Compensation	5,779	0	0.0%
25,524	24,819	24,819	432000	Social Security	24,978	159	0.6%
202,134	229,496	229,496	433000	Retirement - Employer	261,266	31,770	13.8%
19,657	19,457	19,457	433500	Retirement - Employee	19,770	313	1.6%
42,696	40,259	40,259	434000	Workers Compensation	59,268	19,009	47.2%
75,912	79,185	79,185	435000	Group Insurance	82,101	2,916	3.7%
3,859	3,900	3,900	435400	Retiree Health Savings	3,900	0	0.0%
72,567	76,000	76,000	435500	Retiree Insurance	76,000	0	0.0%
60,380	65,850	65,850	435600	Retiree Medical Prefunding	65,850	0	0.0%
1,103	1,016	1,016	436000	State Disability Insurance	1,016	0	0.0%
0	550	550	437000	Mgt Health Ben	1,350	800	145.5%
4,409	28,200	28,200	437500	Longevity Pay	33,750	5,550	19.7%
8,411	7,800	7,800	438500	Cell Phone Allowance	7,800	0	0.0%
4,717	6,030	6,030	440000	Uniform Allowance	5,780	-250	-4.1%
(7,295)	0	0	499500	Contra-Salaries	0	0	0.0%
1,268,185	1,327,374	1,429,577	Total	Personnel Services	1,442,477	12,900	0.9%
1,674	2,575	2,575	512100	Office Expense	2,575	0	0.0%
3,952	5,480	5,480	512400	Communications	5,480	0	0.0%
1,782	1,684	2,238	514100	Departmental Special Supplies	1,684	-554	-24.8%
2,865	750	1,336	514600	Small Tools & Equipment	750	-586	-43.9%
6,312	6,500	10,500	516100	Training & Education	6,500	-4,000	-38.1%
38	400	400	516500	Conferences & Conventions	400	0	0.0%
102	300	300	516600	Special Events & Meetings	300	0	0.0%
938	750	1,110	516700	Memberships & Dues	750	-360	-32.4%
33	800	800	517100	Subscriptions	800	0	0.0%
3,334	6,000	500	517300	Advertising and Public Relatio	6,000	5,500	1100.0%
15,307	23,625	23,625	600800	Equip Maint Expenses	24,000	375	1.6%
15,985	19,973	19,973	605400	Amortization of Equipment	14,548	-5,425	-27.2%
0	0	0	619800	Other Contractual Services	30,000	30,000	0.0%
19,392	18,285	18,285	650300	Liability Reserve Charge	8,930	-9,355	-51.2%
71,714	87,122	87,122	Total	Maint & Operations	102,717	15,595	17.9%
0	40,000	40,000	732100	Auto-Rolling Stock & Equipment	0	-40,000	-100.0%
0	40,000	40,000	Total	Capital Outlay	0	-40,000	-100.0%
1,339,899	1,454,496	1,556,699	Division Total		1,545,194	-11,505	-0.7%



2016-17
ADOPTED BUDGET

FIRE DEPARTMENT

10145700 – TELECOMMUNICATIONS

RESP. MGR.: MICHAEL BOWDEN

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 of the Fire Department is responsible for the engineering and repair of all City radio equipment, 911 infrastructure, Emergency Operations Center (EOC), and portable audio equipment.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	346,039	377,299	390,728	13,429	3.6%
Maint & Operations	258,074	238,440	200,832	-37,608	-15.8%
Division Total	604,113	615,739	591,560	-24,179	-3.9%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FIRE			101 GENERAL FUND		10145700 Communications		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
202,153	212,732	212,732	411100	Regular Salaries	215,977	3,245	1.5%
1,896	7,538	7,538	411310	Overtime-Regular	7,538	0	0.0%
568	1,040	1,040	431000	Deferred Compensation	1,040	0	0.0%
15,369	16,114	16,114	432000	Social Security	15,657	-457	-2.8%
36,415	43,408	43,408	433000	Retirement - Employer	46,504	3,096	7.1%
13,969	11,770	11,770	434000	Workers Compensation	18,040	6,270	53.3%
29,909	34,770	34,770	435000	Group Insurance	36,032	1,262	3.6%
1,787	1,950	1,950	435400	Retiree Health Savings	1,950	0	0.0%
7,419	8,500	8,500	435500	Retiree Insurance	8,500	0	0.0%
30,810	33,600	33,600	435600	Retiree Medical Prefunding	33,600	0	0.0%
895	877	877	436000	State Disability Insurance	890	13	1.5%
1,071	1,200	1,200	437500	Longevity Pay	1,200	0	0.0%
1,929	1,950	1,950	438500	Cell Phone Allowance	1,950	0	0.0%
1,850	1,850	1,850	440000	Uniform Allowance	1,850	0	0.0%
346,039	377,299	377,299	Total	Personnel Services	390,728	13,429	3.6%
194	1,275	1,275	512100	Office Expense	1,275	0	0.0%
6,102	7,090	7,090	512400	Communications	7,090	0	0.0%
28,024	22,918	12,918	514100	Departmental Special Supplies	21,918	9,000	69.7%
5,172	6,778	3,778	514600	Small Tools & Equipment	6,778	3,000	79.4%
5,810	5,500	3,500	516100	Training & Education	5,500	2,000	57.1%
0	150	150	516600	Special Events & Meetings	150	0	0.0%
43,000	44,000	44,000	516700	Memberships & Dues	46,000	2,000	4.5%
0	300	300	600100	R&M - Building	300	0	0.0%
114,425	51,500	101,475	600200	R&M - Equipment	50,500	-50,975	-50.2%
0	9,225	9,225	600800	Equip Maint Expenses	9,225	0	0.0%
3,797	2,278	2,278	605400	Amortization of Equipment	2,278	0	0.0%
45,205	47,100	47,105	619800	Other Contractual Services	47,100	-5	0.0%
6,344	5,346	5,346	650300	Liability Reserve Charge	2,718	-2,628	-49.2%
258,074	203,460	238,440	Total	Maint & Operations	200,832	-37,608	-15.8%
604,113	580,759	615,739	Division Total		591,560	-24,179	-3.9%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FIRE			414		41445904		
			OPERATING GRANTS FUND		Emergency Management Performan		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
254	0	0	411150	Salaries-Project	0	0	0.0%
254	0	0	Total	Personnel Services	0	0	0.0%
48,429	8,247	31,993	514100	Departmental Special Supplies	8,000	-23,993	-75.0%
48,429	8,247	31,993	Total	Maint & Operations	8,000	-23,993	-75.0%
48,683	8,247	31,993	Division Total		8,000	-23,993	-75.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FIRE			414			41445906		
			OPERATING GRANTS FUND			Fire		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
7,295	0	0	411150	Salaries-Project	0	0	0.0%	
7,295	0	0	Total	Personnel Services	0	0	0.0%	
7,295	0	0	Division Total			0	0	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FIRE			414		41445907		
			OPERATING GRANTS FUND		LACCDR		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
10,200	0	0	512200	Printing and Binding	0	0	0.0%
14,000	0	3,702	514100	Departmental Special Supplies	0	-3,702	-100.0%
2,097	0	0	619800	Other Contractual Services	0	0	0.0%
26,297	0	3,702	Total	Maint & Operations	0	-3,702	-100.0%
26,297	0	3,702	Division Total		0	-3,702	-100.0%

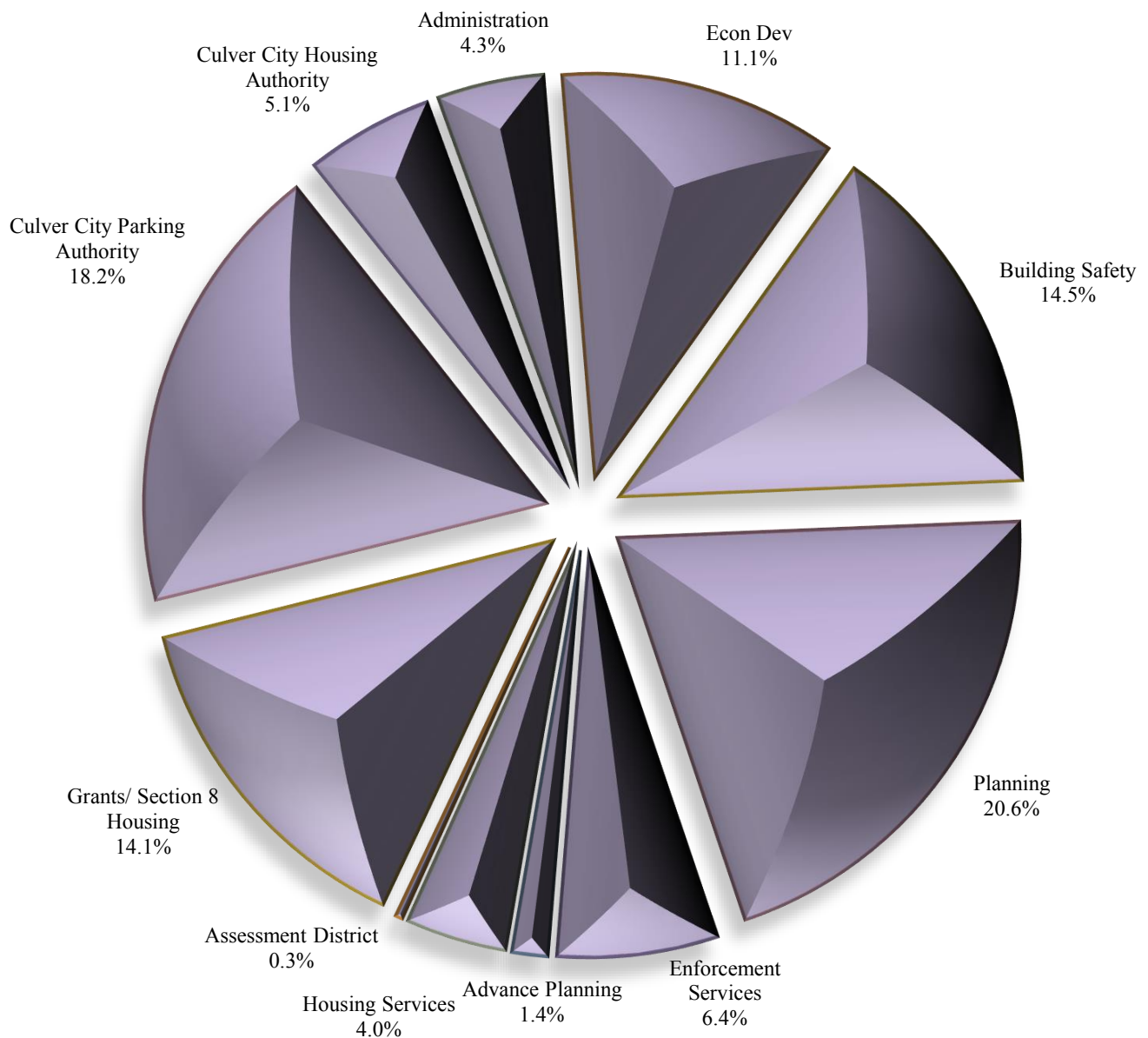
**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

FIRE			432			43245700		
			CAPITAL GRANTS FUND			Homeland Security Grant		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	1,550	1,550	732120	Departmental Special Equipment		0	-1,550	-100.0%
0	1,550	1,550	Total	Capital Outlay		0	-1,550	-100.0%
0	1,550	1,550	Division Total			0	-1,550	-100.0%

ADOPTED 2016-17 BUDGET

COMMUNITY DEVELOPMENT DEPARTMENT

\$14,244,188



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2016-17
ADOPTED BUDGET

COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

DEPARTMENT MISSION

The mission of the Culver City Community Development Department is to ensure that Culver City's vision for the 21st Century is achieved through the preservation, planning, development, and enhancement of its quality of life and its built environment.

DEPARTMENT DESCRIPTION

The Community Development Department is responsible for coordinating and managing new development and the redevelopment of the City according to adopted plans. To achieve these ends, the department is comprised of the Administration, Building Safety, Planning, Enforcement Services, Economic Development and Housing Divisions.

EXPENDITURE SUMMARY		ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>101 – GENERAL FUND</i>						
50100	Community Dev Admin	541,625	658,413	606,358	-52,055	-7.9%
50120	Economic Development	1,472,931	1,601,333	1,586,401	-14,932	-0.9%
50150	Building Safety	1,811,872	1,995,533	2,067,408	71,876	3.6%
50200	Planning	1,243,318	2,088,785	2,919,942	831,157	39.8%
50250	Enforcement Services	696,221	819,463	913,100	93,637	11.4%
50400	Advance Planning	0	0	203,332	203,332	100.0%
50500	Neighborhood Preservation	456,694	991,135	574,515	-416,620	-42.0%
Fund Total		6,222,661	8,154,661	8,871,056	716,395	8.8%
<i>412 - BUILDING SURCHARGE FUND</i>						
50150	Building Safety	332	4,000	4,000	0	0.0%
Fund Total		332	4,000	4,000	0	0.0%
<i>425 - ASSESSMENT DISTRICT FUND</i>						
16510	W Wash Lndscp Mnt Dist #1	7,846	18,744	21,100	2,356	12.6%
16520	W Wash Lndscp Mnt Dist #2	7,531	17,325	20,100	2,775	16.0%
Fund Total		15,376	36,070	41,200	5,130	14.2%


 2016-17
ADOPTED BUDGET

COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

EXPENDITURE SUMMARY		ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>426 - SECTION 8 HOUSING</i>						
50510	Rental Assistance	1,639,630	1,989,808	2,008,744	18,936	1.0%
	Fund Total	1,639,630	1,989,808	2,008,744	18,936	1.0%
<i>475 - CULVER CITY PARKING AUTHORITY</i>						
16100	Non-Departmental	0	1,000,000	1,180,000	180,000	18.0%
55100	Administration	1,952	265,000	205,560	-59,440	-22.4%
55310	Cardiff Prkg Structure	204,098	434,000	274,500	-159,500	-36.8%
55380	Ince Prkg Structure	102	619,250	536,250	-83,000	-13.4%
55560	Virgina Parking Lot	263	57,000	80,500	23,500	41.2%
55580	Watseka Prkg Structure	675	299,500	313,551	14,051	4.7%
	Fund Total	207,090	2,674,750	2,590,361	-84,389	-3.2%
<i>476 - CULVER CITY HOUSING AUTHORITY</i>						
50710	Admin Supply and Services	65,404	131,578	137,636	6,058	4.6%
50720	Rental Assistance Payments	532,552	0	335,000	335,000	100.0%
50725	Homeless Rental Assist Prog	0	130,000	130,000	0	0.0%
50730	Mortgage Assistance Prog	0	2,750	2,750	0	0.0%
50910	Homless Program	123,441	123,441	123,441	0	0.0%
	Fund Total	721,397	387,769	728,827	341,058	88.0%
<i>481 - ECONOMIC DEVELOPMENT PROGRAMS</i>						
55000	Administration	212,863	0	0	0	0.0%
55100	General	71,160	0	0	0	0.0%
55380	Ince Prkg Structure	500,908	0	0	0	0.0%
55440	Ivy Substation/Media Park	0	31,000	0	-31,000	-100.0%
55441	Summer Sunset Music Festvl	7,000	0	0	0	0.0%
55560	Virginia Parking Lot	47,006	0	0	0	0.0%
55580	Watseka Prkg Structure	194,274	0	0	0	0.0%
	Fund Total	1,033,211	31,000	0	-31,000	-100.0%
Department Total		9,839,698	13,278,058	14,244,188	966,130	7.3%


 2016-17
ADOPTED BUDGET

COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FUNDING SUMMARY	ACTUAL RECEIPTS 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Building Permits	1,519,396	1,250,000	1,946,335	696,335	55.7%
Bldg Standards Admin Surcharge	394	2,500	435	-2,065	-82.6%
Other License & Permits - Bldg	193,899	170,125	170,000	-125	-0.1%
Electric Permits	356,370	550,000	392,000	-158,000	-28.7%
Residential Building Records	46,818	50,000	50,000	0	0.0%
Plumbing and Heating	559,025	580,000	614,000	34,000	5.9%
Developer In-Lieu Fee	0	0	35,000	35,000	100.0%
Admin Citations	2,065	600	3,000	2,400	400.0%
HUD Revenue - Voucher	1,184,415	1,632,000	1,600,000	-32,000	-2.0%
Hud Revenue - Port Ins HAP/Adm	3,044	2,000	2,000	0	0.0%
Admin Fees	0	65,662	69,000	3,338	5.1%
Admin Fees - Voucher	149,369	150,000	150,000	0	0.0%
Admin Fees - Coordinator	32,550	0	0	0	0.0%
Plan Zone, Subdivision	433,847	500,000	450,000	-50,000	-10.0%
Plng Svcs Reimbursement	-16	0	0	0	0.0%
405 Specific Plan Reimbursemnt	-166	0	0	0	0.0%
Business Planning Review Fee	14,295	13,000	13,000	0	0.0%
Community Benefit Contribution	99,563	99,563	100,000	437	0.4%
Code Enforcement Fees	178	1,000	1,000	0	0.0%
Work for Others	0	91,500	0	-91,500	-100.0%
Plan Check Fees	1,288,898	1,580,553	1,422,500	-158,053	-10.0%
Film Parking	207,767	160,000	160,000	0	0.0%
Farmers Market Income	134,609	130,000	130,000	0	0.0%
Leases - Econ Dev Agrmnts	62,324	70,000	70,000	0	0.0%
Miscellaneous Revenue	11,046	6,281	9,500	3,219	51.2%
Cardiff Parking	15,341	25,000	28,000	3,000	12.0%
Virginia Parking Lot	0	140,000	140,000	0	0.0%
RDA Virginia Parking Lot	128,532	0	0	0	0.0%
RDA Watseka Parking	117,739	150,000	200,000	50,000	33.3%
RDA Venice Parking Lot - 9415-	15,900	20,000	25,000	5,000	25.0%
RDA Sony Parking - 9099 Washin	67,250	60,000	150,000	90,000	150.0%
RDA Parking Meters - Other	4,601	4,000	4,000	0	0.0%
RDA Robertson Bl Parking Lot	14,040	15,000	20,000	5,000	33.3%
Ince Parking Structure Revenue	333,962	350,000	400,000	50,000	14.3%
RDA - 3825 Canfield Parking Lt	14,900	15,000	35,000	20,000	133.3%


 2016-17
ADOPTED BUDGET

COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FUNDING SUMMARY	ACTUAL RECEIPTS 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
8906 Venice Parking Lot	13,720	15,000	5,000	-10,000	-66.7%
Transient Parking	783,389	620,000	700,000	80,000	12.9%
Interest Income	24,148	8,000	2,500	-5,500	-68.8%
Interest Income-Notes Receivab	60,467	0	0	0	0.0%
Rental Ivy Substation	802	0	0	0	0.0%
Rent/Profit-Pacific Theater	65,654	0	0	0	0.0%
Contribution fr Developers	147,209	0	0	0	0.0%
General Revenues	1,732,355	4,751,274	5,146,918	395,644	8.3%
Department Total	9,839,698	13,278,058	14,244,188	966,130	7.3%

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>50100 Community Development Admin</u>					
Associate Analyst *	1.00	1.00	0.00	-1.00	-100.0%
Community and Econ Develop. Director	1.00	1.00	1.00	0.00	0.0%
Senior Management Analyst	1.00	1.00	1.00	0.00	0.0%
Division Total	3.00	3.00	2.00	-1.00	-33.3%
<u>50120 Economic Development</u>					
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Deputy Com Dev Dir/Econ Dev Mgr.	1.00	1.00	1.00	0.00	0.0%
Economic Dev Project Manager	3.00	3.00	3.00	0.00	0.0%
Structural Rehab Specialist	0.50	0.50	0.50	0.00	0.0%
Division Total	5.50	5.50	5.50	0.00	0.0%



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>50150 Building Safety</u>					
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Bldg & Safety Inspector	4.00	4.00	4.00	0.00	0.0%
Building Official	1.00	1.00	1.00	0.00	0.0%
Clerk Typist/RPT	0.95	0.95	0.95	0.00	0.0%
Permit Technician	2.00	2.00	1.00	-1.00	-50.0%
Permit Technician II **	0.00	0.00	1.00	1.00	100.0%
Plan Check Engineer	1.00	1.00	1.00	0.00	0.0%
Sr. Bldg. & Safety Inspector	1.00	1.00	1.00	0.00	0.0%
Division Total	10.95	10.95	10.95	0.00	0.0%
<u>50200 Planning</u>					
Administrative Secretary	1.00	1.00	1.00	0.00	0.0%
Administrative Clerk	1.00	1.00	1.00	0.00	0.0%
Assistant Planner ^	2.00	2.00	1.00	-1.00	-50.0%
Associate Planner	2.00	2.00	2.00	0.00	0.0%
Deputy Com Dev Dir/Planning Mgr	1.00	1.00	1.00	0.00	0.0%
Sr. Planner	1.00	1.00	1.00	0.00	0.0%
Division Total	8.00	8.00	7.00	-1.00	-12.5%
<u>50250 Enforcement Services</u>					
Code Enforcement Analyst	1.00	1.00	1.00	0.00	0.0%
Code Enforcement Officer	1.00	1.00	1.00	0.00	0.0%
Enforcement Services Manger	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%
Division Total	6.00	6.00	6.00	0.00	0.0%



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>50400 Advance Planning ^^</u>					
Advance Planning Manager	0.00	0.00	1.00	1.00	100.0%
Advance Associate Planner	0.00	0.00	1.00	1.00	100.0%
Planning Technician II	0.00	0.00	1.00	1.00	100.0%
Division Total	0.00	0.00	3.00	3.00	100.0%
<u>50500 Agency Housing and Rehab</u>					
Administrative Secretary ^^	0.50	0.50	0.00	-0.50	-100.0%
Housing Assistant ^^	0.00	0.00	0.50	0.50	100.0%
Housing Programs Administrator	1.00	1.00	1.00	0.00	0.0%
Housing Specialist #	1.00	1.00	0.00	-1.00	-100.0%
Housing Supervisor #	0.00	0.00	1.00	1.00	100.0%
Structural Rehab Specialist	0.50	0.50	0.50	0.00	0.0%
Division Total	3.00	3.00	3.00	0.00	0.0%
<u>50510 Grants/Section 8 Housing</u>					
Housing Assistant ^^, ##	1.00	1.00	0.50	-0.50	-50.0%
Housing Specialist ##	0.00	0.00	1.00	1.00	100.0%
Administrative Secretary ^^	0.50	0.50	0.00	-0.50	-100.0%
Division Total	1.50	1.50	1.50	0.00	0.0%
Total Positions	37.95	37.95	38.95	1.00	2.6%

* Elimination of one (1) Associate Analyst position

** Reclassification of one (1) Permit Technician to Permit Technician II

^ Elimination of one (1) Assistant Planner

^^ Addition of Advance Planning Division: one (1) Advance Planning Manager, one (1) Advance Associate Planner, and one (1) Planning Technician II

^^ Reclassification of one (1) Administrative Secretary to Housing Assistant

Reclassification of one (1) Housing Specialist to Housing Supervisor

Reclassification of one (1) Housing Assistant to Housing Specialist



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

CASUAL PT TIME HOURS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>50100 Administration</u>					
Administrative Intern	1,000	1,000	1,000	0	0.0%
Division Total	1,000	1,000	1,000	0	0.0%
<u>50120 Economic Development</u>					
Student Worker	1,000	1,000	1,000	0	0.0%
Division Total	1,000	1,000	1,000	0	0.0%
<u>50150 Building Safety</u>					
Student Worker	2,000	2,000	2,000	0	0.0%
Division Total	2,000	2,000	2,000	0	0.0%
<u>50200 Planning</u>					
Administrative Intern	1,743	1,743	1,743	0	0.0%
Division Total	1,743	1,743	1,743	0	0.0%
<u>50400 Advance Planning</u>					
Administrative Intern *	0	0	1,500	1,500	100.0%
Division Total	0	0	1,500	1,500	100.0%
<u>50500 Agency Housing Rehab</u>					
Student Worker	780	780	780	0	0.0%
Division Total	780	780	780	0	0.0%
Total Hours	6,523	6,523	8,023	1,500	23.0%

* Addition of 1,500 hours for Administrative Intern



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2015-2016 WORK PLANS

ADMINISTRATION DIVISION

- Completion of Job Recruitments –Economic Development Project Manager, Planning Associate, Planning Assistant, Senior Management Analyst, Associate Analyst.

Economic Development Project Manager, Planning Assistant, Senior Management Analyst positions filled.

- *Planning Associate and Associate Analyst recruitment in process.*
- Development Services Process Improvement – Implement recommendations.
 - *Matrix Consulting Group has completed the review of the developmental process and will present their findings and recommendations in a final report.*
- Develop Department guidelines, brochures, and publications for Building Safety, Economic Development, Enforcement Services, Housing, and Planning. Create a customer friendly business center kiosk for the divisions.
 - *Brochures for Enforcement Services outreach have been created.*
 - *Publications, guidelines, brochures in the divisions are currently being updated and will be posted to the new City website.*
 - *The Business Center kiosk is currently being developed as part of the development process review.*
- Grant Funding Research – Research and pursue grant funds related to Community Development programs and projects.
 - *On-going review of grants related to Community Development.*
 - *Awarded a way-finding signs grant through Metro.*

ECONOMIC DEVELOPMENT DIVISION

Downtown Improvements

Continue implementation of former RDA projects in the downtown including:

- Parcel B – Finalize DDA and Parking License Agreement and coordinate project implementation.
 - *Complete.*



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2015-2016 WORK PLANS (CONTINUED)

- Public Parking Parcel B – Prepare subterranean parking plan in connection with Parcel B and Town Plaza Expansion.
 - *Design development drawing complete. Construction drawings in process.*
- Town Plaza Expansion – Prepare plans to expand downtown open space connection to Parcel B and existing Town Plaza. Draft outdoor vending guidelines for Town Plaza space.
 - *Design development complete. Construction drawings in process.*
- Jazz Bakery – Complete DDA negotiations and proceed with project plans.
 - *On going.*
- CTG/Kirk Douglas Theater – Implementation Agreement Amendment.
 - *On going. (Pending completion of Jazz Bakery DDA).*
- Pacific Theatres – Proceed with review of management agreement and selection of new operator.
 - *Complete. Property sold to Oliver Mcmillan in 2015.*
- Walker Parking Study Update – Implementation
 - *Completed Update in 2015. Presented findings and adopted new Downtown parking rates.*

West Washington and Sepulveda Boulevards

- Implement AIP IV Program– Commensurate with available bond funds.
 - *Plans prepared and project on hold pending resolution of use of 2011 Bonds Funds.*
- Baldwin Site – Commence project entitlements and implementation.
 - *Project revised, entitlement application in process.*
- Washington/Centinela Market Hall – Proceed with DDA and major tenant parking and traffic studies. Proceed with parking structure construction plans.
 - *Development team assembled including Carlin Companies and project entitlements in process. Project traffic study complete. Community meeting complete.*



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2015-2016 WORK PLANS (CONTINUED)

Washington National Transit Oriented Development (TOD)

- Washington National TOD – Finalize DDA and Caltrans and LA encroachments and street vacation, proceed with project entitlements and construction documents.
 - *Implementation Agreement complete, Option and Perpetual Easement Agreement in process. Entitlements complete.*

Transit Oriented Development District

- Washington National Streetscape Plan – Implementation
 - *Plan approved and being implemented.*

Hayden Tract Parking

Implement parking improvement strategies in the Hayden Track:

- Rail Spur Parking – Complete construction documents, execute Spur Management Association contract, dispose of City parcel and commence construction of linear parking lot / green belt.
 - *Construction plans prepared, project BID complete, construction commences in June 2016.*

Business Resource Center

- Continue to assist new and expanding businesses with business/construction permit assistance and by providing information to facilitate business operations. Provide new business locations for business attraction and expansion and offer permit assistance.
 - *On going.*

Interactive Development Map

- Continue to update map with new project information as required.
 - *On going.*



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2015-2016 WORK PLANS (CONTINUED)

City Profile

- Prepare 2015-2016 City Profile update as information and promotion tool.
 - *In process.*

Business Districts

- Continued facilitating business district promotional programs.
 - *On going.*

Economic Development Plan

- Implement Comprehensive Economic Development Plan
 1. Continue Plan implementation
 2. Conducted Economic Development Cluster meetings (car dealerships, hotels, retail and technology)
 3. Conducted fiber design outreach
 4. Economic Development Major Stakeholder outreach
 - *On going.*

Community Development Block Grant

- Oversee program for City and develop project list for CDBG consideration.
 - *Completed.*

Parking Structure Management

- Oversee parking program for City to include space rentals in parking structures, maintenance and operation in existing and future public parking lots, capital program and funding.
 - *On going.*



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2015-2016 WORK PLANS (CONTINUED)

Media Park / Food Kiosk /Park Activation

- *Solicit new concessionaire to operate.*
- *Media Park fencing.*

HOUSING DIVISION

Housing Program Implementation

- Continue to provide customer service
 - *On going.*
- Continue to investigate short and long-term funding sources for the continuation of Housing Division administration, programs and projects
 - *Proposed affordable housing program to present to City Council in March 2016.*
- Conduct required HQS Inspection per HUD and CRL rules/regulations
 - *On going. Since July, 2015 a total of 110 inspections were conducted for the Section 8 program.*
- Continue administration of the RAP Program serving 51 households - \$570,000
 - *On going.*
- Continue administration of the Section 8 Program serving 210 households - \$1.6 million
 - *On going.*
- Continue contract monitoring of Section 8 Family Self Sufficiency (FSS) Program serving 25-27 households (\$65,000 HUD annual grant)
 - *On going. The FSS program has a program size of 25 as approved by HUD.*
- Oversee the administration of the Upward Bound House Homeless Outreach and Case Management Contract - \$130,000
 - *The contract was approved and executed and staff monitors contract on a monthly basis.*



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2015-2016 WORK PLANS (CONTINUED)

- Continue Homeless Outreach Services through contract service with the Saint Joseph Center (SJC) Homeless Outreach Team to provide monitoring of locations throughout city to find homeless persons/families 4 days per week each month and outreach to them by offering referrals to emergency/temporary housing (70 nights of emergency hotel stays – budgeted for \$123,441), access to permanent housing and referrals to supportive services such as mental health services, drug/alcohol treatment, bus tokens to assist with transportation to supportive services and case management follow up. The SJC Homeless Outreach Team includes a mental health professional / social worker to conduct assessments in the field and provide hygiene kits and food and collection of homelessness data.
 - *Since January 2015 St. Joseph Center has conducted outreach to 124 homeless individuals and provided 56 motel voucher stays.*
- Per CRL regulation continue affordable Housing Covenant Monitoring of all MAP, senior housing, mobile home park units, groups homes and all former Agency assisted units.
 - *Monitoring starts November 2015 and verification forms are due to Housing for review in December. Covenant monitoring is done monthly.*
- Continue MAP Loan Monitoring.
 - *There are 47 MAP loans with effective covenants that are monitored for compliance. There are 18 outstanding MAP loans total \$722,500.*
- Continue to staff the Committee on Homelessness
 - *On-going. The Committee on Homelessness meets every other month. Three meetings were held this year. The Committee assisted with the coordination of the 2016 Homeless Count.*
- Work in collaboration with the Committee on Homelessness to coordinate the 2015 Homeless Count
 - *Completed. The 2016 Homeless Count was conducted on Wednesday, January 27th. A total of 55 volunteer enumerators were deployed from the Culver City Senior Center. Teams were from Temple Akiba, Downtown Business Association, Wende Museum, Chamber of Commerce and Grace Lutheran Church. Councilmember Clark also served as an enumerator. Donations were received from Tito's Tacos, Tub's Fine Chili, Starbucks Coffee, Sorrento Market and Copenhagen Bakery.*
- Continue to staff the Landlord Tenant Mediation Board
 - *On-going. This body meets quarterly. To date, two meetings held this year with two additional meetings for the balance of the year.*



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2015-2016 WORK PLANS (CONTINUED)

- Coordinate all request for mediation through the LTMB
 - *A total of 6 mediations were conducted and 3 mediation are currently pending. A total of 5 requests did not receive proper notification of a rent increase from the owner and were not scheduled for mediation. These tenants were referred to Fair Housing.*
- Work with the City Attorney and the LTMB to prepare for approval by Council the updated LTMB Guidelines/By-laws
 - *Completed. The LTMB formed a subcommittee to work with Housing staff and the City Attorney to revise the guidelines. The Council approved the newly revised guidelines on May 11, 2015.*
- Continue to oversee the closure of the mobile home park and assure all relocation benefits are paid
 - *Completed. The Council approved the Relocation Impact Report on October 27th, 2014. The Developer has met all the requirements under the CCMC. Of the 11 eligible owner-occupants, 10 executed separate relocation agreements with the Developer. The Developer provided proof of verifying relocation assistance to the eligible occupants date October 13, 2015.*
- Coordinate the community dialogue on affordable housing
 - *Affordable housing program to be considered in 2016.*
- Prepare and Submit for HUD approval the Section 8 5-Year Plan
 - *Completed.*
- Conduct SEMAP review and submit to HA and HUD for approval
 - *Completed. The SEMAP was submitted to the Housing Authority Board for approval on August 15, 2015. The Authority received a high score of 145 out of 145.*
- Coordinate with the Finance Department the annual single audit
 - *Completed. There were no financial finds during the audit.*
- Facilitate the Tilden Terrace refinance request
 - *Completed.*



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2015-2016 WORK PLANS (CONTINUED)

- Oversee property management contract for Jackson Avenue apartments
 - *On going. This contract is monitored on a monthly basis.*
- Investigate and analyze short and long-term funding option for Housing Division administration, programs and projects
 - *On going.*
- Participate in the challenge against the DOF regarding AB 471
 - *Pending.*
- Transfer ownership of the Globe site and complete the development of 10 townhome units
 - *On going. The final DDA was approved in January 2016.*
- Collaborate with Habitat for Humanity to coordinate the Globe/Habitat Speakers Bureau to bring awareness about Habitat and the Globe project to the community.
 - *Project DDA amended, entitlements in process, consideration to commence Fall 2016.*

ENFORCEMENT SERVICES DIVISION

- Initiate homeless encampment clean-ups citywide
 - *On going. 23 encampments have been cleaned up.*
- Participate in Multifamily Residential No-Smoking Ordinance outreach
 - *Completed. 275 calls were made to Homeowner's Associations, Property Managers and Property Owners. Nine Community Outreach meetings have taken place from June 2015 – February 2016, reaching out to more than 300 residents and property owners.*
- Continue ongoing citywide enforcement services.
 - *On going.*



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD
FISCAL YEAR 2015-2016 WORK PLANS (CONTINUED)
PLANNING DIVISION

Parking Amendments & Studies	Quarter	Completed / Carried over
1. City Wide Automated Parking	4 rd Quarter 14/15	x
2. Parking for Restaurants <1500 S.F.	4 rd Quarter 14/15	x
3. Study Session	4 th Quarter 14/15	x
4. Bicycle Parking	1 st Quarter 15/16	x

Signs - Commercial Area Improvements:	Quarter	Completed / Carried over
5. Window Signs	1 st Quarter 15/16	x
6. Non-conforming Signs	1 st Quarter 15/16	x
7. Temporary Banners	1 st Quarter 15/16	x

Definitions of Planning and Zoning Terms & Special Studies	Quarter	Completed / Carried over
8. Nonconforming Provisions	4 th Quarter 14/15	x
9. Lofts / Mezzanines	4 th Quarter 14/15	x
10. Multifamily Design Guidelines (Clarksdale Neighborhood)	1st Quarter 15/16	x
11. Multifamily Design Guidelines (DNA)	4 th Quarter 14/15	x
12. Mansionization Study – City Council	May 2015	x

Ancillary Structures	Quarter	Completed / Carried over
13. Portable Sheds	4 th Quarter 14/15	x
14. Temporary Storage Containers	4 th Quarter 14/15	x
15. Administrative Decisions on Fence Height	4 th Quarter 14/15	x
16. Front Yard Trellis Structures >36"	4 th Quarter 14/15	x

Outdoor Dining	Quarter	Completed / Carried over
17. Outdoor Dining in Industrial Zones	4 th Quarter 14/15	x
18. Outdoor Dining Smoking Areas	4 th Quarter 14/15	x

Residential / Commercial / Industrial Development Standards	Quarter	Completed / Carried over
19. Minimum Lot Area for R-2, - Codify	4 th Quarter 14/15	x
20. Exception to Building Height	4 th Quarter 14/15	x
21. Distance Between Structures on a Lot	4 th Quarter 14/15	x
22. Schools in Industrial Zones	4 th Quarter 14/15	x
23. Retail Smoking Establishments	4 th Quarter 14/15	x



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2015-2016 WORK PLANS (CONTINUED)

Development Projects

<u>Projects</u>	<u>Quarter</u>	<u>Completed / Carried over</u>
Washington National Comprehensive Plan	2 nd Quarter 15/16	x
Culver Studios CP Amendment	4 th Quarter 14/15	x
3609 Hayden Batting Cage CUP	1 st Quarter 15/16	x
Extended Stay Hotel SRR/HE	1 st Quarter 15/16	x
3837 Bentley 3-unit Condo SPR/TPM	1 st Quarter 15/16	x
9919 Jefferson Office Building SPR	2 nd Quarter 15/16	x
Lenawee Assisted Living/SFD PD and CP	4 th Quarter 14/15	x
Washington/Inglewood Mixed Use SPR	4 th Quarter 14/15	x
Globe Housing Comprehensive Plan	2 nd Quarter 15/16	x
Baldwin Mixed Use SPR	4 th Quarter 14/15	x
WANA (Lowe) Comprehensive Plan	2 nd Quarter 15/16	x
Washington/Centinela Market Hall SPR	2 nd Quarter 15/16	x
Jazz Bakery SPR	3 rd Quarter 15/16	x
4025 Grandview Multi Family SPR DOBI	4 th Quarter 14/15	x

BUILDING DIVISION

The Division will continue plan check, inspection, dissemination of code information and building code enforcement activities for all properties within the City. It will also assist the Economic Division and Housing Division on projects as required and prepare the following code amendments:

- Migration of Accela program from Permits Plus – coordinated by the IT Department.
- Damage to adjacent property.



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2016-17 WORK PLANS

ADMINISTRATION DIVISION

- Implementation of Matrix Development Process Review
- Reorganize Planning Division to address:
 - General Plan Update.
 - Comprehensive review of mobility issues (transit, bike, car sharing, TDM and pedestrian mobility design guidelines in new developments). Zoning and Municipal Code updates to address mobility and livability.
 - Special commercial revitalization project area plans.
 - Preparation of Multifamily Guidelines.
 - Mobility program consistency among adopted city plans.
 - Implementation of SB375 programming to guide land use, housing, transportation, compact development and reduced GHG.
- Completion of Job Recruitments – Planning, Enforcement Services, Building, Administration. Revise job specifications and complete recruitments.
- Develop new Department guidelines, brochures, and publications for Building Safety, Economic Development, Enforcement Services, Housing, and Planning. Implement customer friendly business center kiosk for the divisions.
- Grant Funding Research – Research and pursue grant funds related to Community Development programs and projects.

ECONOMIC DEVELOPMENT DIVISION

Downtown Improvements

Continue implementation of former RDA projects in the downtown including:

- Parcel B – Finalize Reciprocal Easement agreement. Coordinate project implementation.
- Public Parking Parcel B – Finalize required agreements and coordinate project implementation. Prepare final design and construction drawings and commence construction.
- Town Plaza Expansion – Complete construction drawing to expand downtown open space connection to Parcel B and existing Town Plaza.
- Town Plaza and Town Plaza Expansion – Draft outdoor vending guidelines.



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

- Jazz Bakery – Complete DDA negotiations and proceed with project entitlements.
- Walker Parking Study – Implement recommendations.

West Washington and Sepulveda Boulevards

- Baldwin Site – Complete project entitlements, complete construction plans and commence construction.
- Washington/Centinela Market Hall – Execute DDA, relocate utilities, complete parking structure construction plans, obtain entitlements and implement project.
- Replant/repair existing medians.
- Implement AIP Program Phase IV – Commensurate with available bond funds.
- Banner program for West Washington AIP.

Washington National Transit Oriented Development (TOD)

- Relocate Venice Boulevard businesses.
- Finalize project construction documents and initiate construction.

Transit Oriented Development District

- Continue implementation of Washington National Streetscape Plan.
- Administration of way finding sign grant, design and installation

Fox Hills

- Complete outreach to area residents and businesses regarding rebranding.
- Prepare land use study with area stakeholders.
- Create Area “Main Street”



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

- Install wayfinding signs and area identification signs.
- Reconfigure area parking.
- Prepare promotional and branding program with strategies.
- Recruit new businesses to the area.

Hayden Tract Parking

Implement parking improvement strategies in the Hayden Track:

- Rail Spur Parking – Complete parking lot construction and convey City parcel.

Successor Agency Administration

- Amend Long Range Property Management Plan pursuant to SB 107 in order to transfer ownership of remaining parking facilities to the City.
- Transfer ownership of remaining parking facilities to the City.

Business Resource Center

- Continue to assist new and expanding businesses with business/construction permit assistance and by providing information to facilitate successful business operations. Provide new business locations for business attraction and expansion and offer permit requirement information and assistance.

Interactive Development Map

- Continue to update map with new information as required as information and promotion tool.
- Identify “Opportunity” sites for development.

City Profile

- Prepare 2016-2017 City Profile update as information and promotion tool.



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

Business Districts

- Continue facilitating business district promotional programs.

Economic Development Plan and Studies

- Continue Implementation of Comprehensive Economic Development Plan:
 - Continue Plan implementation.
 - Conducted Economic Development Cluster meetings (car dealerships, hotels, retail and technology).
 - Implement fiber optic business plan.
 - Conduct Economic Development Major Stakeholder outreach.
 - East/Arts District overlay/study
 - Arts District connectivity study
 - Business resource/Economic Development marketing design
 - Culver Village and Arts District landscape maintenance.
 - Ivy Substation deferred maintenance.

Community Development Block Grant

- Oversee program for City and develop project list for CDBG consideration.

Parking Management

- Oversee parking program for City to include space rentals in parking structures, maintenance and operation in existing and future public parking lots, capital program and funding.
- Install new parking control equipment and security cameras in downtown parking structures.
- Secure parking management services via an RFP process.



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

- Prepare an Asset Management Plan for downtown parking structures.
- Assist Downtown Business Association with creation of an employee rideshare program.
- Rehabilitate 3727 Robertson Boulevard parking lot.

Media Park / Food Kiosk /Park Activation

- Pursue a concession operator and implement coffee concession to activate park.
- Perform landscape and fencing improvements.
- Special events programming.

HOUSING DIVISION

- Implement new affordable housing programs.
- Continue to provide customer service.
- Continue to investigate short and long-term funding sources for the continuation of Housing Division administration, programs and projects.
- Conduct required HQS Inspection per HUD and CRL rules/regulations.
- Continue administration of the RAP Program serving 37 households.
- Continue administration of the Section 8 Program serving 210 households.
- Continue contract monitoring of Section 8 Family Self Sufficiency (FSS) Program serving 25-27 households (\$65,000 HUD grant).
- Apply for the HUD FSS Coordinator Grant.
- Oversee the administration of the Upward Bound House Homeless Outreach and Case Management Contract - \$130,000.



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

- Continue Homeless Outreach Services through contract service with the Saint Joseph Center (SJC) Homeless Outreach Team to provide monitoring of locations throughout city to find homeless persons/families 4 days per week each month and outreach to them by offering referrals to emergency/temporary housing (70 nights of emergency hotel stays – budgeted for \$123,441), access to permanent housing and referrals to supportive services such as mental health services, drug/alcohol treatment, bus tokens to assist with transportation to supportive services and case management follow up. The SJC Homeless Outreach Team includes a mental health professional / social worker to conduct assessments in the field and provide hygiene kits and food and collection of homelessness data.
- Per CRL regulation continue affordable Housing Covenant Monitoring of all MAP, senior housing, mobile home park units, groups homes and all former Agency assisted units. This involves 620 units.
- Continue MAP Loan Monitoring.
- Continue to staff the Committee on Homelessness.
- Work in collaboration with the Committee on Homelessness to coordinate the 2016 Homeless Count.
- Continue to staff the Landlord Tenant Mediation Board.
- Coordinate all request for mediation through the LTMB.
- Continue to oversee the closure of the mobile home park and assure all relocation benefits are paid.
- Prepare and Submit for HUD approval the Section 8 Annual Year Plan.
- Implement new HUD Guidelines on Bed Bug Abatement.
- Conduct SEMAP review and submit to HA and HUD for approval.
- Coordinate with the Finance Department the annual single audit.
- Oversee property management contract for Jackson Avenue apartments.
- Identify funding options for Housing Division administration through creation of the Affordable Housing Incentives Program.
- Participate in the challenge against the DOF regarding AB 471.
- Transfer ownership of the Globe site and complete the development of 10 townhome units with Habitat for Humanity.
- Oversee and implement the Strategy to Assist the Homeless During El Nino



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

ENFORCEMENT SERVICES DIVISION

- Ongoing Enforcement: Continue ongoing citywide enforcement services. Respond to complaints and violations observed. Year 2014 - 569 Requests for service; Year 2015 - 838 Requests for service.
- Smoking Ban in Multi-Unit Housing: Oversee the implementation of the “No Smoking” in multiunit housing regulations.
- Enforcement process: Receive and respond to questions and complaints, conduct inspections, enforcement action.
- Request a temporary contract Code Enforcement Officer to assist with inspections and enforcement action including Urban Runoff Stormwater regulations, and Water Conservation.
- Urban Runoff Stormwater Regulations: Assist Public works with enforcement of enhanced Urban Runoff Stormwater Regulations, work with Contractor hired by Public Works.
- Water Conservation: Provide enhanced enforcement of Water Conservation regulations.
- Parkway Landscaping: Provide enforcement assistance for Parkway landscaping standards.
- Sign Code: Work with Planning and Economic Development staff to amend sign code to allow for a change in the type of free standing and changeable copy signs on the exterior of buildings and in outdoor dining areas.
- Pole and Roof Signs Survey: Conduct survey of existing Pole and Roof signs to be used to establish legal non-conforming status of signs.
- Homeless Encampments: Continue work in collaboration with the Housing Division, Police Department (CCPD), Public Works, and Park and Recreation Departments to facilitate cleanup of homeless encampments on public property. Responded to 37 encampments in 2015. Funds are required for cleanup costs and supplies. Time intensive process 20-25 hours per encampment.
- Amnesty Program: Continue to oversee the enforcement and case review of the Amnesty program.
- Special Event Process: Work with other Divisions on development of Special Event permitting process.



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

PLANNING DIVISION

- Provide general information and assistance to the public; conduct property reports; prepare zoning confirmation letters, review applications for licenses and permits; conduct plan checks; and manage discretionary permits.
- Review proposed development projects and their environmental documents, proposed in adjacent jurisdictions for potential impacts to Culver City.
- Participate in regional/sub regional planning efforts such as coordination with Southern California Association of Government activities and the Westside Cities group.
- On-going implementation and discretionary case processing associated with the Washington/National Transit Area development projects.
- Provide staff support for the Baldwin Hills area and the activities of related jurisdictions and entities including the State of California, and the Santa Monica and Baldwin Hills Conservancies.
- Assist other City Departments in preparation of Environmental Review documents.
- Process zoning code text amendments related to the City's updated Affordable Housing Program.
- Initiate Consultant study for design recommendation for Large Single Family homes.
- Initiate Research for Comprehensive General Plan Update.
- Initiate staff annual training and professional development in CEQA, Subdivision Map Act, Urban Design, and Land Use and Zoning Law.
- Implementation of the Accela permitting software.
- Washington National TOD Study.

Zoning and General Plan Amendments & Special Studies

<u>Parking Amendments & Studies</u>	<u>Code Section</u>	<u>Quarter</u>	<u>Completed / Carried over</u>
1. City Wide Automated Parking	17.320.025	4 th Quarter 15/16	
2. Bicycle Parking	17.320.045	2 nd Quarter 16/17	



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD
FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

Signs - Commercial Area Improvements:		Quarter	Completed / Carried over
1. Window Signs	17.330.025.N & 17.330.020.b Table 305	2 nd Quarter 16/17	
2. Non-conforming Signs	17.330.045.A 1 conflicts with (a) and C1	2 nd Quarter 16/17	
3. Temporary Banners	17.330.025.K Table 3-6A	2 nd Quarter 16/17	

Definitions of Planning and

Zoning Terms & Special Studies	Code Section	Quarter	Completed / Carried over
1. Nonconforming Provisions	17.700.005	1 st Quarter 16/17	
2. Lofts / Mezzanines/Basement/ Floor Area	17.700.005	4 th Quarter 15/16	
3. Multifamily Design Guidelines	Clarksdale	TBD	
4. Multifamily Design Guidelines	DNA	TBD	
5. Mansionization Study	R1 Development Standards		x
6. Mansionization Consultant Study		1 st Quarter 16/17	
7. Affordable Housing Options – City Council		March 2016	
8. Massage Businesses (current moratorium)	17.400	2 nd Quarter 16/17	
9. Medical Marijuana Regulations	17.400	1 st Quarter 16/17	
10. Short term Rentals (Air BnB)	17.400	1 st Quarter 16/17	

Ancillary Structures		Quarter	Completed / Carried over
1. Portable Sheds	17.400.100.3.C.i	4 th Quarter 15/16	
2. Temporary Storage Containers	17.400.115 and 17.520.015.A.4	4 th Quarter 15/16	
3. Administrative Decisions on Fence Height	17.300.025.l	4 th Quarter 15/16	
4. Front Yard Trellis Structures >36"	17.300.020.E Table 3-1	4 th Quarter 15/16	

Outdoor Dining		Quarter	Completed / Carried over
1. Outdoor Dining in Industrial Zones	17.230.015 Table 2-8	4 th Quarter 15/16	
2. Outdoor Dining Smoking Areas	17.400.070	4 th Quarter 15/16	



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD
FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)
Residential / Commercial /
Industrial Development Standards

		Quarter	Completed / Carried over
1. Minimum Lot Area for R-2, - Codify	17.210.020 Table 2-3	4 th Quarter 15/16	
2. Exception to Building Height	17.300.025	4 th Quarter 15/16	
3. Distance Between Structures on a Lot	17.210.020 Table 2-3	4 th Quarter 15/16	
4. Schools in Industrial Zones	17.230.015	4 th Quarter 15/16	
5. Retail Smoking Establishments	17.220.015	4 th Quarter 15/16	

Planning Division 15/16 – 16/17 Active Development Projects**

** Projects are considered active until final C of O is issued

Projects	Status
1. 700 Corporate Pointe Office Building SPR	Plan Check
2. 3837 Bentley 3-unit Condo SPR/TPM	Construction
3. Sony Jimmy Stewart Office Building CR	Construction
4. 11197 Washington Car Wash CUP	Plan Check
5. Wende Museum Comprehensive Plan	Plan Check
6. Extended Stay Hotel SRR/HE	Hold
7. Lenawee Assisted Living/SFD PD and CP	Under Review
8. Washington/Inglewood Mixed Use SPR	Plan Check
9. 12608 Washington Bl Outdoor Dining AUP	Under Review
10. 4545 Sepulveda Harbor Freight SPR	Plan Check
11. Costco Expansion SPR	Plan Check/Const.
12. Culver Christian School CUP	PPR
13. Culver Studios CP Amendment	Approved
14. Baldwin Mixed Use SPR	PPR
15. WANA (Lowe) Comprehensive Plan	Council
16. 4025 Grandview Multi Family SPR	Plan Check
17. 4241 Duquesne 3 unit Condo SPR/TTM	Under Review
18. 8777 Washington Blvd (Surfas)TOD CP	PPR
19. 11469 Jefferson Hotel SPR	PPR
20. 10000 Washington Sony Picture Plaza SPR/M	PPR
21. Washington/Centinela Market Hall SPR	PPR
22. Jazz Bakery SPR	Pending
23. Tilden 5 unit Condo SPR/TTM	PPR
24. Bentley 3 unit Condo ASPR/TPM	Under Review
25. 9735 Washington Blvd Office/Retail SPR	Pending



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

26. 9919 Jefferson Office Building SPR	PPR
27. Venice/Sepulveda Car Wash CUP	Plan Check
28. Globe Housing Comprehensive Plan	Under Review
29. 13112-14 Wash. Blvd Mixed Use ASPR	PPR
30. 11213 Garfield Ave. Accessory D/U AUP	Pending
31. 11469 Jefferson Blvd. Hotel	Pending
32. ECF Property Mixed Use	Pending
33. Robertson Fedex Property Mixed Use	Pending
34. 3434 Wesley Mixed Use	PPR
35. 8888 Washington (Miller) Creative Office	PPR
36. 13114 Washington Blvd Small Mixed Use ASPR	PPR
37. 10826 Venice Bella Vista Outdoor Dining AUP	Under Review
38. 3515 Eastham Automated Parking	Under Review
39. 11441 Jefferson Blvd. OSH ASPR	PPR
40. 4234 Sawtelle Blvd 3-unit Condo	PPR
41. 3961 Tilden Ave 5-unit Condo	PPR
42. 4051-55 Jackson Ave 9 unit Condo	PPR
43. 11281 Washington Place Mixed Use DOBI	PPR
44. 4034 LaSalle 4-unit Condo	PPR
45. 4180 Duquesne 4-unit Condo	PPR
46. 4138 Wade St. Large Family Daycare AUP	Under Review

BUILDING DIVISION

The Division will continue plan check, inspection, dissemination of code information and building code enforcement activities for all properties within the City. It will monitor active plan checks, due dates and inspection schedules, assist the Planning, Enforcement Services, Economic Development and Housing Divisions and coordinate major new construction projects on an interdepartmental basis.

- Implementation of the Accela permitting software.



2016-17
ADOPTED BUDGET

COMMUNITY DEVELOPMENT

10150100 – COMMUNITY DEVELOPMENT ADMIN.

RESP. MGR.: SOL BLUMENFELD

DIVISION MISSION

The mission of the Administration Division of the Culver City Community Development Department is to provide guidance and leadership to the Community Development Department in order to provide efficient and effective planning, building, economic development, cultural affairs and housing functions for the City of Culver City.

DIVISION DESCRIPTION

The Administration Division of the Community Development Department is responsible for coordinating and managing new development and the redevelopment of the City according to adopted plans. To achieve these ends, the division coordinates the activities of the Building & Safety, Planning, Enforcement Services, Economic Development, and Housing Divisions.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	473,187	607,438	586,946	-20,492	-3.4%
Maint & Operations	68,438	50,975	19,412	-31,563	-61.9%
Division Total	541,625	658,413	606,358	-52,055	-7.9%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT			101					10150100
			GENERAL FUND					Community Development Admin
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
286,923	373,669	373,669	411100	Regular Salaries	376,298	2,629	0.7%	
18,556	12,805	12,805	411200	Part-Time Salaries	13,816	1,011	7.9%	
4,984	9,360	9,360	431000	Deferred Compensation	8,320	-1,040	-11.1%	
15,996	24,073	24,073	432000	Social Security	18,877	-5,196	-21.6%	
49,858	75,364	75,364	433000	Retirement - Employer	60,582	-14,782	-19.6%	
18,318	19,313	19,313	434000	Workers Compensation	24,740	5,427	28.1%	
22,164	31,220	31,220	435000	Group Insurance	23,683	-7,537	-24.1%	
1,305	1,950	1,950	435400	Retiree Health Savings	1,300	-650	-33.3%	
15,361	16,500	16,500	435500	Retiree Insurance	16,500	0	0.0%	
32,800	35,770	35,770	435600	Retiree Medical Prefunding	35,770	0	0.0%	
339	354	354	436000	State Disability Insurance	0	-354	-100.0%	
500	1,000	1,000	437000	Mgt Health Ben	1,000	0	0.0%	
4,517	4,500	4,500	438000	Auto Allowance	4,500	0	0.0%	
1,566	1,560	1,560	438500	Cell Phone Allowance	1,560	0	0.0%	
473,187	607,438	607,438	Total	Personnel Services	586,946	-20,492	-3.4%	
1,743	1,500	1,500	512100	Office Expense	1,000	-500	-33.3%	
0	3,000	4,936	514100	Departmental Special Supplies	500	-4,436	-89.9%	
0	2,000	2,000	516100	Training & Education	10,000	8,000	400.0%	
1,566	2,000	2,000	516500	Conferences & Conventions	2,500	500	25.0%	
15	0	0	516600	Special Events & Meetings	0	0	0.0%	
215	310	310	516700	Memberships & Dues	400	90	29.0%	
1,054	1,233	1,233	517850	Employee Recognition Events	1,284	51	4.1%	
34	0	0	518300	Auto Mileage Reimbursement	0	0	0.0%	
55,492	0	30,224	619800	Other Contractual Services	0	-30,224	-100.0%	
8,320	8,772	8,772	650300	Liability Reserve Charge	3,728	-5,044	-57.5%	
68,438	18,815	50,975	Total	Maint & Operations	19,412	-31,563	-61.9%	
541,625	626,253	658,413	Division Total		606,358	-52,055	-7.9%	



2016-17
ADOPTED BUDGET

COMMUNITY DEVELOPMENT

10150120 – ECONOMIC DEVELOPMENT

RESP. MGR.: TODD TIPTON

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,020,480	1,106,170	1,126,924	20,754	1.9%
Maint & Operations	452,452	495,163	459,477	-35,686	-7.2%
Division Total	1,472,931	1,601,333	1,586,401	-14,932	-0.9%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT			101		10150120		
			GENERAL FUND		Economic Development		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
605,883	620,418	620,418	411100	Regular Salaries	629,308	8,890	1.4%
0	9,960	9,960	411200	Part-Time Salaries	10,234	274	2.8%
0	8,446	8,446	411310	Overtime-Regular	8,446	0	0.0%
16,312	18,198	18,198	431000	Deferred Compensation	14,040	-4,158	-22.8%
41,012	45,799	45,799	432000	Social Security	45,047	-752	-1.6%
105,124	127,155	127,155	433000	Retirement - Employer	135,134	7,979	6.3%
30,391	30,430	30,430	434000	Workers Compensation	40,635	10,205	33.5%
61,397	71,448	71,448	435000	Group Insurance	69,752	-1,696	-2.4%
3,280	3,573	3,573	435400	Retiree Health Savings	3,575	2	0.1%
93,494	101,000	101,000	435500	Retiree Insurance	101,000	0	0.0%
54,180	59,090	59,090	435600	Retiree Medical Prefunding	59,090	0	0.0%
526	493	493	436000	State Disability Insurance	503	10	2.0%
2,000	2,000	2,000	437000	Mgt Health Ben	2,000	0	0.0%
5,313	6,600	6,600	437500	Longevity Pay	6,600	0	0.0%
1,566	1,560	1,560	438500	Cell Phone Allowance	1,560	0	0.0%
1,020,480	1,106,170	1,106,170	Total	Personnel Services	1,126,924	20,754	1.9%
4,181	5,785	5,785	512400	Communications	5,785	0	0.0%
1,188	10,000	10,000	514100	Departmental Special Supplies	45,000	35,000	350.0%
0	3,000	3,000	516500	Conferences & Conventions	3,000	0	0.0%
2,500	2,580	2,580	516700	Memberships & Dues	2,580	0	0.0%
0	20,000	20,000	517500	Contributions to Agencies	20,000	0	0.0%
712	1,302	1,302	600800	Equip Maint Expenses	1,302	0	0.0%
4,450	3,560	3,560	605400	Amortization of Equipment	3,560	0	0.0%
0	8,500	8,500	610200	Marketing Services	8,500	0	0.0%
0	0	91,500	610500	Relocation Services	0	-91,500	-100.0%
20,550	45,000	45,014	619100	Fiscal Services	45,000	-14	0.0%
405,068	225,000	290,101	619800	Other Contractual Services	318,627	28,526	9.8%
13,803	13,821	13,821	650300	Liability Reserve Charge	6,123	-7,698	-55.7%
452,452	338,548	495,163	Total	Maint & Operations	459,477	-35,686	-7.2%
1,472,931	1,444,718	1,601,333	Division Total		1,586,401	-14,932	-0.9%



2016-17
ADOPTED BUDGET

COMMUNITY DEVELOPMENT

10150150 – BUILDING SAFETY

RESP. MGR.: CRAIG JOHNSON

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,476,839	1,546,437	1,623,324	76,887	5.0%
Maint & Operations	335,033	449,096	444,084	-5,012	-1.1%
Division Total	1,811,872	1,995,533	2,067,408	71,876	3.6%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT			101		10150150		
			GENERAL FUND		Building Safety		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
906,107	912,920	912,920	411100	Regular Salaries	948,617	35,697	3.9%
22,007	28,815	28,815	411200	Part-Time Salaries	24,152	-4,663	-16.2%
15,647	15,600	15,600	431000	Deferred Compensation	15,600	0	0.0%
67,909	66,536	66,536	432000	Social Security	68,716	2,180	3.3%
167,218	187,639	187,639	433000	Retirement - Employer	200,910	13,271	7.1%
41,312	64,924	64,924	434000	Workers Compensation	88,770	23,846	36.7%
129,004	132,245	132,245	435000	Group Insurance	137,117	4,872	3.7%
7,178	7,150	7,150	435400	Retiree Health Savings	6,825	-325	-4.5%
26,949	29,000	29,000	435500	Retiree Insurance	29,000	0	0.0%
75,240	82,060	82,060	435600	Retiree Medical Prefunding	82,060	0	0.0%
2,841	2,648	2,648	436000	State Disability Insurance	2,707	59	2.2%
1,000	1,000	1,000	437000	Mgt Health Ben	1,000	0	0.0%
10,512	12,000	12,000	437500	Longevity Pay	13,950	1,950	16.3%
3,915	3,900	3,900	438500	Cell Phone Allowance	3,900	0	0.0%
1,476,839	1,546,437	1,546,437	Total	Personnel Services	1,623,324	76,887	5.0%
3,384	2,040	2,040	512100	Office Expense	2,040	0	0.0%
52	0	0	512200	Printing and Binding	0	0	0.0%
2,276	3,150	3,150	512400	Communications	3,150	0	0.0%
7,267	11,324	11,324	514100	Departmental Special Supplies	11,300	-24	-0.2%
0	612	612	514600	Small Tools & Equipment	612	0	0.0%
4,403	10,171	10,171	516100	Training & Education	10,171	0	0.0%
211	0	0	516600	Special Events & Meetings	0	0	0.0%
1,508	1,352	1,352	516700	Memberships & Dues	1,352	0	0.0%
847	0	0	518300	Auto Mileage Reimbursement	0	0	0.0%
17,619	13,000	13,000	600800	Equip Maint Expenses	14,500	1,500	11.5%
6,288	5,006	5,006	605400	Amortization of Equipment	6,033	1,027	20.5%
272,417	115,000	372,953	619800	Other Contractual Services	381,550	8,598	2.3%
18,763	29,488	29,488	650300	Liability Reserve Charge	13,376	-16,112	-54.6%
335,033	191,143	449,096	Total	Maint & Operations	444,084	-5,012	-1.1%
1,811,872	1,737,580	1,995,533	Division Total		2,067,408	71,876	3.6%



2016-17
ADOPTED BUDGET

COMMUNITY DEVELOPMENT

10150200 – PLANNING

RESP. MGR.: THOMAS GORHAM

DIVISION MISSION

The mission of the Planning Division of the Community Development Department is to develop goals, policies, programs and plans that address the City's current and future 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 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 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 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 Redevelopment Agency.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,159,311	1,300,541	1,172,894	-127,647	-9.8%
Maint & Operations	84,007	788,244	1,747,048	958,804	121.6%
Division Total	1,243,318	2,088,785	2,919,942	831,157	39.8%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT			101		10150200		
			GENERAL FUND		Planning		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
708,656	774,709	774,987	411100	Regular Salaries	648,722	-126,265	-16.3%
1,457	23,529	23,529	411200	Part-Time Salaries	26,655	3,126	13.3%
3,895	3,743	3,743	411310	Overtime-Regular	3,743	0	0.0%
14,096	14,560	14,560	431000	Deferred Compensation	13,520	-1,040	-7.1%
49,485	54,113	54,113	432000	Social Security	47,260	-6,853	-12.7%
123,908	147,894	147,894	433000	Retirement - Employer	140,920	-6,974	-4.7%
34,045	36,307	36,307	434000	Workers Compensation	51,994	15,687	43.2%
79,705	86,290	86,290	435000	Group Insurance	80,729	-5,561	-6.4%
4,920	5,200	5,200	435400	Retiree Health Savings	4,550	-650	-12.5%
70,423	79,000	79,000	435500	Retiree Insurance	79,000	0	0.0%
61,600	67,180	67,180	435600	Retiree Medical Prefunding	67,180	0	0.0%
1,817	1,878	1,878	436000	State Disability Insurance	1,561	-317	-16.9%
1,000	1,000	1,000	437000	Mgt Health Ben	1,000	0	0.0%
2,737	3,300	3,300	437500	Longevity Pay	4,500	1,200	36.4%
1,566	1,560	1,560	438500	Cell Phone Allowance	1,560	0	0.0%
1,159,311	1,300,263	1,300,541	Total	Personnel Services	1,172,894	-127,647	-9.8%
6,651	7,000	7,000	512100	Office Expense	10,000	3,000	42.9%
(309)	0	0	512200	Printing and Binding	0	0	0.0%
1,323	1,830	1,830	512400	Communications	1,830	0	0.0%
1,117	16,000	16,000	514100	Departmental Special Supplies	13,400	-2,600	-16.3%
240	6,180	6,180	516100	Training & Education	8,000	1,820	29.4%
3,000	3,000	3,000	517000	City Commission Expenses	3,000	0	0.0%
309	3,000	3,000	517300	Advertising and Public Relatio	3,000	0	0.0%
707	2,660	2,660	600800	Equip Maint Expenses	2,660	0	0.0%
3,461	0	0	605400	Amortization of Equipment	2,324	2,324	0.0%
52,043	30,000	727,084	619800	Other Contractual Services	1,690,000	962,916	132.4%
0	5,000	5,000	621500	Plng Svcs-Reimbursable	5,000	0	0.0%
15,463	16,490	16,490	650300	Liability Reserve Charge	7,834	-8,656	-52.5%
84,007	91,160	788,244	Total	Maint & Operations	1,747,048	958,804	121.6%
1,243,318	1,391,423	2,088,785	Division Total		2,919,942	831,157	39.8%



2016-17
ADOPTED BUDGET

COMMUNITY DEVELOPMENT

10150250 – ENFORCEMENT SERVICES

RESP. MGR.: MARIAN ASPNES

DIVISION MISSION

The Enforcement Services Division was created to enhance the quality of life within Culver City by inspection, public contact and education, and enforcement of the City codes dealing with land use, zoning, aesthetics and safety.

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	650,666	721,075	746,541	25,466	3.5%
Maint & Operations	45,556	98,388	166,559	68,171	69.3%
Division Total	696,221	819,463	913,100	93,637	11.4%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT			101	10150250			
			GENERAL FUND	Enforcement Services			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
372,033	403,665	403,665	411100	Regular Salaries	411,600	7,935	2.0%
0	592	592	411310	Overtime-Regular	592	0	0.0%
7,052	7,280	7,280	431000	Deferred Compensation	8,320	1,040	14.3%
28,164	30,361	30,361	432000	Social Security	30,898	537	1.8%
67,243	84,518	84,518	433000	Retirement - Employer	91,254	6,736	8.0%
19,680	20,824	20,824	434000	Workers Compensation	26,483	5,659	27.2%
73,024	81,730	81,730	435000	Group Insurance	84,770	3,040	3.7%
3,593	3,900	3,900	435400	Retiree Health Savings	3,900	0	0.0%
30,445	34,000	34,000	435500	Retiree Insurance	34,000	0	0.0%
35,900	39,150	39,150	435600	Retiree Medical Prefunding	39,150	0	0.0%
1,283	1,305	1,305	436000	State Disability Insurance	1,330	25	1.9%
500	500	500	437000	Mgt Health Ben	500	0	0.0%
4,987	6,300	6,300	437500	Longevity Pay	6,300	0	0.0%
2,940	3,250	3,250	438500	Cell Phone Allowance	3,250	0	0.0%
3,822	3,700	3,700	440000	Uniform Allowance	4,194	494	13.4%
650,666	721,075	721,075	Total	Personnel Services	746,541	25,466	3.5%
3,458	2,500	2,500	512100	Office Expense	2,500	0	0.0%
1,006	1,395	1,395	512400	Communications	1,395	0	0.0%
2,016	1,000	600	514100	Departmental Special Supplies	500	-100	-16.7%
98	216	156	514600	Small Tools & Equipment	215	59	37.8%
1,080	2,000	2,400	516100	Training & Education	2,300	-100	-4.2%
556	450	510	516700	Memberships & Dues	1,610	1,100	215.7%
0	4,000	4,000	550110	Uniforms	4,000	0	0.0%
0	150	150	600200	R&M - Equipment	150	0	0.0%
10,297	19,125	19,125	600800	Equip Maint Expenses	19,125	0	0.0%
11,717	9,374	9,374	605400	Amortization of Equipment	9,374	0	0.0%
6,390	48,000	48,720	619800	Other Contractual Services	121,400	72,680	149.2%
8,938	9,458	9,458	650300	Liability Reserve Charge	3,990	-5,468	-57.8%
45,556	97,668	98,388	Total	Maint & Operations	166,559	68,171	69.3%
696,221	818,743	819,463	Division Total		913,100	93,637	11.4%



COMMUNITY DEVELOPMENT

10150400 – ADVANCE PLANNING

RESP. MGR.: SOL BLUMENFELD

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 uses consultant services as necessary on a project by project basis.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	0	0	385,420	385,420	0.0%
Projected Excess Appropriation	0	0	-182,088	-182,088	0.0%
Division Total	0	0	203,332	203,332	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT			101			10150400		
			GENERAL FUND			Advanced Planning		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	0	0	411100	Regular Salaries		252,290	252,290	0.0%
0	0	0	411200	Part-Time Salaries		20,250	20,250	0.0%
0	0	0	431000	Deferred Compensation		6,240	6,240	0.0%
0	0	0	432000			22,260	22,260	0.0%
0	0	0	433000	Retirement - Employer		55,620	55,620	0.0%
0	0	0	435000			25,980	25,980	0.0%
0	0	0	435400	Retiree Health Savings		1,950	1,950	0.0%
0	0	0	436000	State Disability Insurance		330	330	0.0%
0	0	0	437000	Mgt Health Ben		500	500	0.0%
0	0	0	Total	Personnel Services		385,420	385,420	0.0%
0	0	0	910300	Projected Excess Appropriation		(182,088)	-182,088	0.0%
0	0	0	Total	Inter-Fund Transfers		(182,088)	-182,088	0.0%
0	0	0	Division Total			203,332	203,332	0.0%



2016-17
ADOPTED BUDGET

COMMUNITY DEVELOPMENT

10150500 – HOUSING SERVICES

RESP. MGR.: TEVIS BARNES

DIVISION MISSION

The mission of the Agency Housing and Rehab Division of the Community Development Department is to provide superior service to our clients through a partnership investment in the community, enabling us to improve the quality of life in Culver City.

DIVISION DESCRIPTION

This Division, within the Community Development Department, is responsible for facilitating housing opportunities and rehabilitation for low-to-moderate income residents. This program is financed through the Redevelopment Agency, primarily with low-moderate Housing funds. Various financial incentives/mechanisms are provided for the purpose of improving and preserving the affordable housing stock and providing a first-time homeownership program (100% reimbursed by the Redevelopment Agency). The Division additionally provides shared housing services for seniors through a contract with Alternative Living for the Elderly.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	443,857	501,065	563,181	62,116	12.4%
Maint & Operations	12,837	490,070	11,334	-478,736	-97.7%
Division Total	456,694	991,135	574,515	-416,620	-42.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT			101	10150500			
			GENERAL FUND	Neighborhood Preservation			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
258,551	291,060	291,060	411100	Regular Salaries	313,909	22,849	7.9%
18,317	7,410	7,410	411200	Part-Time Salaries	36,272	28,862	389.5%
0	4,580	4,580	411310	Overtime-Regular	4,580	0	0.0%
5,044	6,241	6,241	431000	Deferred Compensation	6,240	-1	0.0%
19,664	21,213	21,213	432000	Social Security	24,173	2,960	14.0%
48,141	60,702	60,702	433000	Retirement - Employer	66,918	6,216	10.2%
14,542	14,734	14,734	434000	Workers Compensation	19,619	4,885	33.2%
26,755	34,771	34,771	435000	Group Insurance	31,697	-3,074	-8.8%
1,788	1,951	1,951	435400	Retiree Health Savings	1,950	-1	-0.1%
23,119	27,000	27,000	435500	Retiree Insurance	27,000	0	0.0%
25,930	28,280	28,280	435600	Retiree Medical Prefunding	28,280	0	0.0%
703	673	673	436000	State Disability Insurance	843	170	25.3%
500	500	500	437000	Mgt Health Ben	500	0	0.0%
803	1,950	1,950	437500	Longevity Pay	1,200	-750	-38.5%
443,857	501,065	501,065	Total	Personnel Services	563,181	62,116	12.4%
847	1,175	1,175	512400	Communications	1,175	0	0.0%
1,900	4,415	4,415	600800	Equip Maint Expenses	4,415	0	0.0%
3,486	2,788	2,788	605400	Amortization of Equipment	2,788	0	0.0%
0	475,000	475,000	618200	Rap Grants	0	-475,000	-100.0%
6,605	6,692	6,692	650300	Liability Reserve Charge	2,956	-3,736	-55.8%
12,837	490,070	490,070	Total	Maint & Operations	11,334	-478,736	-97.7%
456,694	991,135	991,135	Division Total		574,515	-416,620	-42.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT			412			41250150		
			BUILDING SURCHARGE FUND				Building Safety	
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
317	4,000	4,000	619800	Other Contractual Services	4,000	0	0.0%	
317	4,000	4,000	Total	Maint & Operations	4,000	0	0.0%	
15	0	0	732150	IT Equipment - Hardware	0	0	0.0%	
15	0	0	Total	Capital Outlay	0	0	0.0%	
332	4,000	4,000	Division Total		4,000	0	0.0%	



2016-17
ADOPTED BUDGET

COMMUNITY DEVELOPMENT

42650510 – GRANTS/SECTION 8 HOUSING

RESP. MGR.: TEVIS BARNES

DIVISION MISSION

The mission of the Culver City Housing Agency of the Community Development Department is to provide superior service to our clients through a partnership investment in the community, enabling us to improve the quality of life in Culver City.

DIVISION DESCRIPTION

The Culver City Housing Agency of the Community Development Department is responsible for administering the Section 8 Housing Choice Voucher Program (HCVP) to provide rental subsidies for very low-income households. The Housing Agency contracts with HUD to provide funding for approximately 384 families. This is a federally funded government program. The Division closely monitors all applicable Federal regulations to insure compliance. The Division inspects units annually and negotiates property upgrades with owners. The Division also assists Culver City residents in filing housing discrimination complaints and provides fair housing information through its contract with the Housing Rights Center (HRC). The Division additionally provides a Family Self-Sufficiency Program (FSS) through a contract with Beyond Shelter.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	146,154	155,754	172,537	16,783	10.8%
Maint & Operations	1,493,476	1,834,054	1,836,207	2,153	0.1%
Division Total	1,639,630	1,989,808	2,008,744	18,936	1.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT			426					42650510
			SECTION 8 FUND				Rental Assistance	
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
103,411	105,288	105,288	411100	Regular Salaries	117,389	12,101	11.5%	
1,527	1,561	1,561	431000	Deferred Compensation	1,560	-1	-0.1%	
7,278	7,434	7,434	432000	Social Security	8,311	877	11.8%	
18,365	21,111	21,111	433000	Retirement - Employer	23,264	2,153	10.2%	
5,241	5,051	5,051	434000	Workers Compensation	6,672	1,621	32.1%	
8,133	12,563	12,563	435000	Group Insurance	12,995	432	3.4%	
954	976	976	435400	Retiree Health Savings	975	-1	-0.1%	
441	420	420	436000	State Disability Insurance	471	51	12.1%	
803	1,350	1,350	437500	Longevity Pay	900	-450	-33.3%	
146,154	155,754	155,754	Total	Personnel Services	172,537	16,783	10.8%	
793	1,803	1,803	512100	Office Expense	1,803	0	0.0%	
635	880	880	512400	Communications	880	0	0.0%	
0	3,331	3,331	513000	Utilities	3,331	0	0.0%	
0	412	412	514100	Departmental Special Supplies	412	0	0.0%	
1,431	1,936	1,936	516100	Training & Education	1,936	0	0.0%	
0	1,339	1,339	516500	Conferences & Conventions	1,339	0	0.0%	
0	103	103	516600	Special Events & Meetings	103	0	0.0%	
349	396	396	516700	Memberships & Dues	396	0	0.0%	
0	288	288	517300	Advertising and Public Relatio	288	0	0.0%	
0	41	41	518300	Auto Mileage Reimbursement	41	0	0.0%	
0	510	510	600200	R&M - Equipment	510	0	0.0%	
0	15,000	15,000	610100	Audit Services	15,000	0	0.0%	
0	108,163	108,163	618100	Housing Services	108,163	0	0.0%	
65,558	65,558	65,558	618120	Family Self-Sufficiency Progra	69,000	3,442	5.3%	
0	1,632,000	1,632,000	618500	Rent Subsidy Payments	1,632,000	0	0.0%	
1,394,487	0	0	618520	Rent Sub HAP Pmts-Voucher/POut	0	0	0.0%	
20,220	0	0	618523	Family Self-Sufficiency Pmts	0	0	0.0%	
2,292	0	0	618530	Rent Sub HAP Pmts-Port Ins	0	0	0.0%	
5,332	0	0	618550	Rent Sub Admin Pmts-Port Outs	0	0	0.0%	
2,380	2,294	2,294	650300	Liability Reserve Charge	1,005	-1,289	-56.2%	
1,493,476	1,834,054	1,834,054	Total	Maint & Operations	1,836,207	2,153	0.1%	
1,639,630	1,989,808	1,989,808	Division Total		2,008,744	18,936	1.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			425			42516510		
			SPECIAL ASSESSMENT & DISTRICTS				W Wash Landscape Maint Dist #1	
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
3,813	7,200	7,200	513000	Utilities	7,500	300	4.2%	
4,032	10,100	11,544	619800	Other Contractual Services	13,600	2,056	17.8%	
7,846	17,300	18,744	Total	Maint & Operations	21,100	2,356	12.6%	
7,846	17,300	18,744	Division Total		21,100	2,356	12.6%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

NON-DEPARTMENTAL			425			42516520		
			SPECIAL ASSESSMENT & DISTRICTS				W Wash Landscape Maint Dist #2	
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
3,505	7,200	7,200	513000	Utilities	7,500	300	4.2%	
4,026	9,600	10,125	619800	Other Contractual Services	12,600	2,475	24.4%	
7,531	16,800	17,325	Total	Maint & Operations	20,100	2,775	16.0%	
7,531	16,800	17,325	Division Total		20,100	2,775	16.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT			476			47616100		
			CULVER CITY HOUSING AUTHORITY			Non-Departmental		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
456,632	0	0	952101	Trsf Out To - Fund 101		400,000	400,000	0.0%
456,632	0	0	Total	Inter-Fund Transfers		400,000	400,000	0.0%
456,632	0	0	Division Total			400,000	400,000	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT			476		47650710		
			CULVER CITY HOUSING AUTHORITY		Admin Supply and Services		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
2,718	2,500	2,500	512100	Office Expense	2,500	0	0.0%
99	676	676	514100	Departmental Special Supplies	386	-290	-42.9%
1,150	5,000	5,000	517000	City Commission Expenses	3,500	-1,500	-30.0%
61,436	123,402	123,402	619800	Other Contractual Services	131,250	7,848	6.4%
65,404	131,578	131,578	Total	Maint & Operations	137,636	6,058	4.6%
65,404	131,578	131,578	Division Total		137,636	6,058	4.6%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT			476		47650720		
			CULVER CITY HOUSING AUTHORITY		Rental Assistance Payments		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
532,552	0	0	618200	Rap Grants	335,000	335,000	0.0%
532,552	0	0	Total	Maint & Operations	335,000	335,000	0.0%
532,552	0	0	Division Total		335,000	335,000	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT			476	47650725			
			CULVER CITY HOUSING AUTHORITY		Homeless Rental Assistance Pro		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	130,000	130,000	619800	Other Contractual Services	130,000	0	0.0%
0	130,000	130,000	Total	Maint & Operations	130,000	0	0.0%
0	130,000	130,000	Division Total		130,000	0	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT				476		47650730		
				CULVER CITY HOUSING AUTHORITY		Mortgage Assistance Program		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	2,750	2,750	619800	Other Contractual Services		2,750	0	0.0%
0	2,750	2,750	Total	Maint & Operations		2,750	0	0.0%
0	2,750	2,750	Division Total			2,750	0	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT				476		47650890		
				CULVER CITY HOUSING AUTHORITY		Home Security		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	0	0	618400	Rehab Grants Fee Incentive		30,800	30,800	0.0%
0	0	0	Total	Maint & Operations		30,800	30,800	0.0%
0	0	0	Division Total			30,800	30,800	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMMUNITY DEVELOPMENT			476		47650910		
			CULVER CITY HOUSING AUTHORITY		Homeless Program		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
123,441	123,441	123,441	619800	Other Contractual Services	123,441	0	0.0%
123,441	123,441	123,441	Total	Maint & Operations	123,441	0	0.0%
123,441	123,441	123,441	Division Total		123,441	0	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMM IMPROVE PROGRAMS			475		47555100		
			CULVER CITY PARKING AUTHORITY		Administration		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	0	0	512100	Office Expense	10,000	10,000	0.0%
0	15,000	15,000	513000	Utilities	20,000	5,000	33.3%
0	5,000	5,000	514100	Departmental Special Supplies	1,000	-4,000	-80.0%
0	20,000	20,000	600100	R&M - Building	2,000	-18,000	-90.0%
0	0	0	600200	R&M - Equipment	23,000	23,000	0.0%
0	35,000	35,000	610100	Audit Services	43,000	8,000	22.9%
0	5,000	5,000	612300	Property Management Services	6,000	1,000	20.0%
1,952	50,000	185,000	619800	Other Contractual Services	100,560	-84,440	-45.6%
1,952	130,000	265,000	Total	Maint & Operations	205,560	-59,440	-22.4%
1,952	130,000	265,000	Division Total		205,560	-59,440	-22.4%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMM IMPROVE PROGRAMS			475	47555310			
			CULVER CITY PARKING AUTHORITY	Cardiff Prkg Structure			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
3,517	0	3,000	512400	Communications	3,000	0	0.0%
1,789	0	2,500	513000	Utilities	2,500	0	0.0%
18,231	95,000	95,000	600100	R&M - Building	35,000	-60,000	-63.2%
749	142,000	122,000	600200	R&M - Equipment	28,000	-94,000	-77.0%
164,387	180,000	174,500	612300	Property Management Services	180,000	5,500	3.2%
0	2,000	2,000	619500	Graffiti Removal Services	2,000	0	0.0%
15,424	35,000	35,000	619800	Other Contractual Services	24,000	-11,000	-31.4%
204,098	454,000	434,000	Total	Maint & Operations	274,500	-159,500	-36.8%
204,098	454,000	434,000	Division Total		274,500	-159,500	-36.8%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMM IMPROVE PROGRAMS			475		47555380			
			CULVER CITY PARKING AUTHORITY		Ince Prkg Structure			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
102	4,000	4,000	512400	Communications	5,500	1,500	37.5%	
0	1,500	1,500	513000	Utilities	2,000	500	33.3%	
0	55,000	55,000	600100	R&M - Building	37,500	-17,500	-31.8%	
0	110,000	70,000	600200	R&M - Equipment	33,400	-36,600	-52.3%	
0	450,000	465,000	612300	Property Management Services	434,100	-30,900	-6.6%	
0	3,750	3,750	619500	Graffiti Removal Services	3,750	0	0.0%	
0	20,000	20,000	619800	Other Contractual Services	20,000	0	0.0%	
102	644,250	619,250	Total	Maint & Operations	536,250	-83,000	-13.4%	
102	644,250	619,250	Division Total		536,250	-83,000	-13.4%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMM IMPROVE PROGRAMS			475			47555560		
			CULVER CITY PARKING AUTHORITY				Virgina Parking Lot	
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
0	2,000	2,000	513000	Utilities	2,500	500	25.0%	
0	70,000	45,000	612300	Property Management Services	60,000	15,000	33.3%	
0	0	0	619500	Graffiti Removal Services	500	500	0.0%	
263	10,000	10,000	619800	Other Contractual Services	17,500	7,500	75.0%	
263	82,000	57,000	Total	Maint & Operations	80,500	23,500	41.2%	
263	82,000	57,000	Division Total		80,500	23,500	41.2%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMM IMPROVE PROGRAMS			475		47555580			
			CULVER CITY PARKING AUTHORITY		Watseka Prkg Structure			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
471	5,000	5,000	512400	Communications	5,000	0	0.0%	
0	3,000	3,000	513000	Utilities	3,000	0	0.0%	
0	30,000	30,000	600100	R&M - Building	35,000	5,000	16.7%	
0	105,000	65,000	600200	R&M - Equipment	33,400	-31,600	-48.6%	
0	200,000	175,000	612300	Property Management Services	186,600	11,600	6.6%	
0	1,500	1,500	619500	Graffiti Removal Services	1,500	0	0.0%	
204	20,000	20,000	619800	Other Contractual Services	49,051	29,051	145.3%	
675	364,500	299,500	Total	Maint & Operations	313,551	14,051	4.7%	
675	364,500	299,500	Division Total		313,551	14,051	4.7%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMM IMPROVE PROGRAMS			481		48155000		
			ECON DEV PROGRAMS & OPERATIONS		Administration		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
205,510	0	0	810400	Loan Principal Payments	0	0	0.0%
7,353	0	0	820400	Loan Interest Payments	0	0	0.0%
212,863	0	0	Total	Debt Services	0	0	0.0%
212,863	0	0	Division Total		0	0	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMM IMPROVE PROGRAMS				481		48155100		
				ECON DEV PROGRAMS & OPERATIONS		General		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
14,777	0	0	513000	Utilities	0	0	0.0%	
3,289	0	0	514100	Departmental Special Supplies	0	0	0.0%	
3,447	0	0	600100	R&M - Building	0	0	0.0%	
3,103	0	0	612300	Property Management Services	0	0	0.0%	
46,544	0	0	619800	Other Contractual Services	0	0	0.0%	
71,160	0	0	Total	Maint & Operations	0	0	0.0%	
71,160	0	0	Division Total		0	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMM IMPROVE PROGRAMS			481		48155380		
			ECON DEV PROGRAMS & OPERATIONS		Ince Prkg Structure		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
4,676	0	0	512400	Communications	0	0	0.0%
1,310	0	0	513000	Utilities	0	0	0.0%
59,790	0	0	600100	R&M - Building	0	0	0.0%
8,521	0	0	600200	R&M - Equipment	0	0	0.0%
415,512	0	0	612300	Property Management Services	0	0	0.0%
11,099	0	0	619800	Other Contractual Services	0	0	0.0%
500,908	0	0	Total	Maint & Operations	0	0	0.0%
500,908	0	0	Division Total		0	0	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMM IMPROVE PROGRAMS				481		48155440			
				ECON DEV PROGRAMS & OPERATIONS		Ivy Substation/Media Park			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
0	31,000	31,000	619800	Other Contractual Services		0	-31,000	-100.0%	
0	31,000	31,000	Total	Maint & Operations		0	-31,000	-100.0%	
0	31,000	31,000	Division Total			0	-31,000	-100.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMM IMPROVE PROGRAMS			481		48155441			
			ECON DEV PROGRAMS & OPERATIONS		Summer Sunset Music Festival			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
7,000	0	0	619800	Other Contractual Services	0	0	0.0%	
7,000	0	0	Total	Maint & Operations	0	0	0.0%	
7,000	0	0	Division Total		0	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMM IMPROVE PROGRAMS			481		48155560		
			ECON DEV PROGRAMS & OPERATIONS		Virginia Parking Lot		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
1,341	0	0	513000	Utilities	0	0	0.0%
42,205	0	0	612300	Property Management Services	0	0	0.0%
3,461	0	0	619800	Other Contractual Services	0	0	0.0%
47,006	0	0	Total	Maint & Operations	0	0	0.0%
47,006	0	0	Division Total		0	0	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

COMM IMPROVE PROGRAMS			481			48155580		
			ECON DEV PROGRAMS & OPERATIONS				Watseka Prkg Structure	
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
6,591	0	0	512400	Communications	0	0	0.0%	
2,425	0	0	513000	Utilities	0	0	0.0%	
20,811	0	0	600100	R&M - Building	0	0	0.0%	
747	0	0	600200	R&M - Equipment	0	0	0.0%	
155,561	0	0	612300	Property Management Services	0	0	0.0%	
8,140	0	0	619800	Other Contractual Services	0	0	0.0%	
194,274	0	0	Total	Maint & Operations	0	0	0.0%	
194,274	0	0	Division Total		0	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

SUCCESSOR AGENCY			550	55090000			
			SUCCESSOR AGENCY - RORF	Administration			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
237,116	257,884	257,884	611600	Legal Services - Miscellaneous	420,000	162,116	62.9%
39,360	25,140	25,140	619100	Fiscal Services	86,500	61,360	244.1%
5,804	30,196	30,196	619800	Other Contractual Services	0	-30,196	-100.0%
0	250,000	250,000	670100	Administrative Charges	830,000	580,000	232.0%
282,279	563,221	563,221	Total	Maint & Operations	1,336,500	773,279	137.3%
1,231,001	27,223,117	27,223,117	810400	Loan Principal Payments	21,075,142	-6,147,975	-22.6%
159,520	0	0	820300	Fiscal Agent Bond Fees	0	0	0.0%
47,038	0	0	820320	Bond Original Issue Discount	0	0	0.0%
(125,572)	125,572	125,572	820325	Bond Original Issuance Premium	0	-125,572	-100.0%
1,311,987	27,348,689	27,348,689	Total	Debt Services	21,075,142	-6,273,547	-22.9%
1,594,266	27,911,910	27,911,910	Division Total		22,411,642	-5,500,268	-19.7%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

SUCCESSOR AGENCY			550		55090161			
			SUCCESSOR AGENCY - RORF		Non-Departmental			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
138,902	0	0	665150	Depreciation-RDA	0	0	0.0%	
138,902	0	0	Total	Maint & Operations	0	0	0.0%	
138,902	0	0	Division Total		0	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

SUCCESSOR AGENCY			550		55090860			
			SUCCESSOR AGENCY - RORF		Debt Service			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
9,352,648	0	0	820100	Bond Interest Payments	0	0	0.0%	
9,352,648	0	0	Total	Debt Services	0	0	0.0%	
9,352,648	0	0	Division Total		0	0	0.0%	

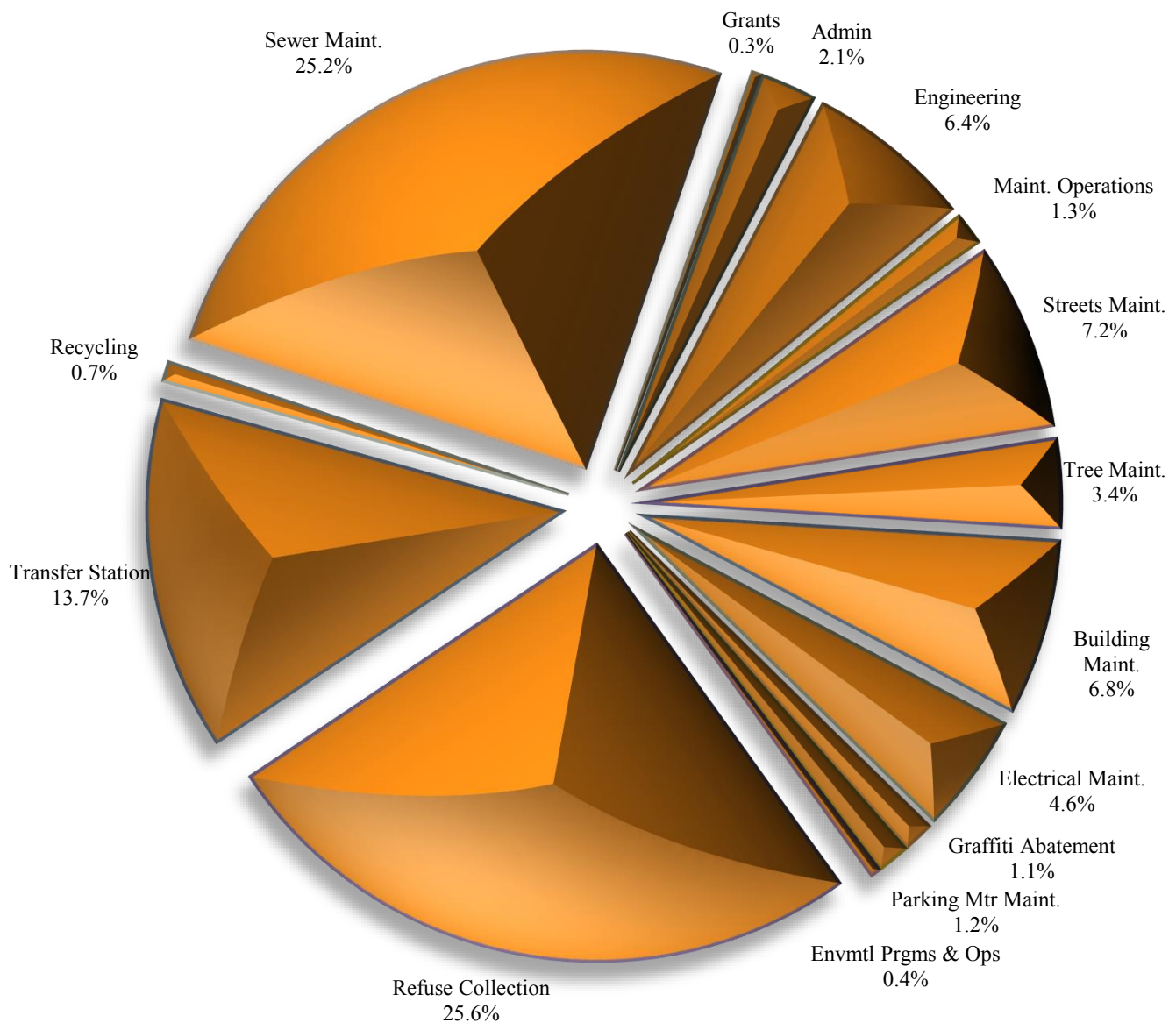
**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

SUCCESSOR AGENCY				585		58590000			
				SA BOND PROCEEDS - 2011B		Administration			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
0	47,038	47,038	820320	Bond Original Issue Discount		0	-47,038	-100.0%	
0	47,038	47,038	Total	Debt Services		0	-47,038	-100.0%	
0	47,038	47,038	Division Total			0	-47,038	-100.0%	

ADOPTED 2016-17 BUDGET

PUBLIC WORKS DEPARTMENT

\$33,303,465



FOOTNOTE: CHART EXCLUDES WASTEWATER DEBT SERVICES
AND CAPITAL IMPROVEMENT PROJECTS

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PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

DEPARTMENT MISSION

To provide quality services for efficient and effective design, construction and maintenance of the City's facilities and infrastructure; delivery of refuse and sewage removal services; and management of 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 using professionalism, dedication and teamwork.

DEPARTMENT DESCRIPTION

The Department is responsible for providing engineering services to the public and other City departments and managing capital improvement projects throughout the City; 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 Department also manages the City's environmental programs relating to sustainability, energy efficiency, recycling and waste reduction, and water quality. The Department administers and coordinates the activities of the following divisions: Administration, Engineering, Maintenance Operations, and Environmental Programs & Operations.

EXPENDITURE SUMMARY		ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>101 – GENERAL FUND</i>						
60100	Public Works Admin	646,742	966,190	707,581	-258,609	-26.8%
60150	Engineering	2,024,813	2,239,764	2,107,216	-132,548	-5.9%
60200	Maintenance Operations	326,088	407,249	412,973	5,724	1.4%
60210	Streets	2,098,781	2,291,392	2,407,626	116,234	5.1%
60220	Tree Maintenance	979,230	1,144,859	1,140,177	-4,682	-0.4%
60230	Building Maintenance	1,775,579	2,095,606	2,261,185	165,579	7.9%
60240	Electrical Maintenance	1,304,694	1,372,140	1,531,786	159,646	11.6%
60250	Graffiti Abatement	335,235	371,797	381,032	9,235	2.5%
60260	Parking Meters	252,905	334,541	400,903	66,362	19.8%
60460	Environmental Programs/Ops	151,926	130,903	122,335	-8,568	-6.5%
Fund Total		9,895,993	11,354,440	11,472,814	118,374	1.0%
<i>202 - REFUSE DISPOSAL FUND</i>						
60400	Refuse Collection - Admin	7,943,792	8,230,380	8,514,509	284,129	3.5%
60410	Transfer Station - Admin	3,558,003	4,583,454	4,555,220	-28,234	-0.6%
60430	Recycling	279,991	242,363	248,121	5,758	2.4%
Fund Total		11,781,785	13,056,197	13,317,850	261,653	2.0%



2016-17
ADOPTED BUDGET

PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

EXPENDITURE SUMMARY		ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>204 - SEWER OPERATING FUND</i>						
60300	Wastewater Maintenance	8,050,700	8,655,663	8,385,551	-270,112	-3.1%
60310	Hyperion Plant Debt Service	824,417	1,605,200	1,605,200	0	0.0%
	Fund Total	8,875,116	10,260,863	9,990,751	-270,112	-2.6%
<i>412 - BUILDING SURCHARGE FUND</i>						
60150	Engineering	0	45,000	21,250	-23,750	-52.8%
	Fund Total	0	45,000	21,250	-23,750	-52.8%
<i>414 - GRANTS OPERATING FUND</i>						
60902	Bikeways (TDA Article 3)	25,886	26,000	26,000	0	0.0%
60903	Building Maintenance	82,370	82,370	80,000	-2,370	-2.9%
60904	Used Oil Block Grant	20,218	0	0	0	0.0%
60905	Recycling	1,349	9,188	0	-9,188	-100.0%
60906	CalRecycle HHW	14,675	0	0	0	0.0%
60907	M-J Hazard Mitigation Plan	309	100,430	0	-100,430	-100.0%
60908	CicLAvia - Open Streets	0	453,600	0	-453,600	-100.0%
60909	Prop A-M&S Sr Ctr/A-V	0	316,314	0	-316,314	-100.0%
	Fund Total	144,808	987,902	106,000	-881,902	-89.3%
Department Total		30,697,703	35,704,402	34,908,665	-795,737	-2.2%



2016-17
ADOPTED BUDGET

PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

FUNDING SUMMARY	ACTUAL RECEIPTS 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Street Permits	201,614	175,000	150,000	-25,000	-14.3%
Storefront Encroach Permit	50	50	0	-50	-100.0%
Outdoor Dining Permit	168,157	175,000	185,000	10,000	5.7%
Banner Permit	377	0	500	500	100.0%
House Moving Permits	11,473	10,000	10,000	0	0.0%
Sewer Permit - Operating	512	0	0	0	0.0%
Recycling Plan Permit Fee	11,440	9,000	9,000	0	0.0%
LA DOT & Caltrans (State)	12,550	5,800	5,800	0	0.0%
CNG Excise Tax Credit	42,561	0	0	0	0.0%
CMAQ-Open Str Evnts LACMTA	0	453,600	0	-453,600	-100.0%
TDA 3 - Bikeways (Gas Tax SB82	25,886	26,000	26,000	0	0.0%
Office of Emergency Services	5,271	0	0	0	0.0%
Dept/Conservation-Recycling	20,033	10,000	0	-10,000	-100.0%
CalRecycle HHW	22,000	0	0	0	0.0%
Prop A: Maint & Svcs.	139,284	384,099	80,000	-304,099	-79.2%
Refuse Disposal	3,343,984	3,601,856	3,532,589	-69,267	-1.9%
Can Service	38,009	33,554	41,898	8,344	24.9%
Bin Service	5,402,364	5,512,215	5,545,402	33,187	0.6%
Drop Box Service	501,671	518,600	546,228	27,628	5.3%
Bin Rental Charges	201,904	213,219	210,367	-2,852	-1.3%
Tonnage Charges	839,568	972,101	893,971	-78,130	-8.0%
Tonnage Charges - Green Waste	33,005	28,507	46,371	17,864	62.7%
Tonnage Charges - Inerts	196,664	76,541	227,552	151,011	197.3%
Tonnage Charges - Wood	135	24,075	0	-24,075	-100.0%
Tonnage Charges - Other	128,571	215,530	444,088	228,558	106.0%
Interest & Penalties	96,682	134,929	104,231	-30,698	-22.8%
Special Services	380,173	398,728	410,880	12,152	3.0%
Sale of Recycle Items	599,639	496,958	473,798	-23,160	-4.7%
Sewer - Operating	8,541,072	8,890,993	9,100,000	209,007	2.4%
Ind Waste Inspection Fees	92,707	125,000	125,000	0	0.0%
Permit Sewer Facility - LA	514,993	300,000	630,000	330,000	110.0%
Permit-Sewer Facility - CC	0	0	715,000	715,000	100.0%
Street Division Services	25,917	25,000	22,000	-3,000	-12.0%
Stormwater Plan Ck Fees	13,431	0	5,000	5,000	100.0%
Banner Installation/Removal	1,865	1,000	1,000	0	0.0%



2016-17
ADOPTED BUDGET

PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

FUNDING SUMMARY	ACTUAL RECEIPTS 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Engineering Svs Fees/Charges	481	3,000	3,000	0	0.0%
Traffic Impact Study Fee	14,532	3,000	20,000	17,000	566.7%
Discretionary Plan Reviews	860	0	0	0	0.0%
Plan Check Fees	215,024	175,000	100,000	-75,000	-42.9%
Admin Cost Alloc (Interfund)	2,238,355	1,982,330	2,211,917	229,587	11.6%
Interest Income	111,561	35,700	25,500	-10,200	-28.6%
Rent/Concession - Other	78,000	78,000	78,000	0	0.0%
Miscellaneous Revenue	57,905	6,277	3,000	-3,277	-52.2%
Donations	0	14,585	0	-14,585	-100.0%
Loan Payments	38,798	77,148	163,628	86,480	112.1%
General Revenues	6,328,625	10,512,007	8,761,945	-1,750,062	-16.6%
Department Total	30,697,703	35,704,402	34,908,665	-795,737	-2.2%



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>60100 Public Works Administration</u>					
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%
Division Total	3.25	3.25	3.25	0.00	0.0%
<u>60150 Engineering</u>					
Associate Engineer/10 *	0.75	0.75	0.65	-0.10	-13.3%
Engineering Services Manager	1.00	1.00	1.00	0.00	0.0%
Environmental Compliance Officer	1.00	1.00	1.00	0.00	0.0%
Permit Technician **	2.00	2.00	1.00	-1.00	-50.0%
Permit Technician II **	0.00	0.00	1.00	1.00	100.0%
Senior Civil Engineer	1.25	1.25	1.25	0.00	0.0%
Sr. Engineering Tech	1.00	1.00	1.00	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%
Traffic Engineer Analyst	1.00	1.00	1.00	0.00	0.0%
Division Total	9.75	9.75	9.65	-0.10	-1.0%
<u>60200 Maintenance Operations</u>					
Asst Maintenance Ops Manager	0.72	0.72	0.72	0.00	0.0%
Maintenance Ops Manager	1.00	1.00	1.00	0.00	0.0%
Division Total	1.72	1.72	1.72	0.00	0.0%



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>60210 Streets</u>					
Administrative Secty	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	3.00	1.00	50.0%
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	2.00	2.00	2.00	0.00	0.0%
Traffic Painting Crew Leader	1.00	1.00	1.00	0.00	0.0%
Division Total	12.85	12.85	13.85	1.00	7.8%
<u>602200 Trees Maintenance</u>					
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%
Division Total	2.00	2.00	2.00	0.00	0.0%
<u>60230 Building Maintenance</u>					
Administrative Secretary/SH5	0.50	0.50	0.50	0.00	0.0%
Building Engineer	3.00	3.00	3.00	0.00	0.0%
Facility Maintenance Worker	2.00	3.00	3.00	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%
Division Total	8.50	9.50	9.50	0.00	0.0%
<u>60240 Electrical Maintenance</u>					
Administrative Secretary	0.50	0.50	0.50	0.00	0.0%
Electrical Maint Crewleader	1.00	1.00	1.00	0.00	0.0%
Facility Maintenance Worker	1.00	2.00	2.00	0.00	0.0%
HVAC Repair Worker	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 Tech.	1.00	1.00	1.00	0.00	0.0%
Division Total	6.50	7.50	7.50	0.00	0.0%



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>60250 Graffiti Abatement</u>					
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%
Division Total	3.00	3.00	3.00	0.00	0.0%
<u>60260 Parking Meters-Maintenance</u>					
Parking Meter Technician ^	1.00	1.00	2.00	1.00	100.0%
Division Total	1.00	1.00	2.00	1.00	100.0%
<u>60300 Sewer Maintenance</u>					
Administrative Secretary	0.15	0.15	0.15	0.00	0.0%
Associate Engineer/10	0.25	0.25	0.25	0.00	0.0%
Associate Engineer/Stormwater TMDLs *	0.50	0.50	0.10	-0.40	-80.0%
Associate Engineer/WDR	1.00	1.00	1.00	0.00	0.0%
Environmental Programs & Ops. Mgr	0.35	0.35	0.35	0.00	0.0%
Maintenance Worker I ^^	0.00	0.00	1.00	1.00	100.0%
Management Analyst	0.15	0.15	0.15	0.00	0.0%
Senior Civil Engineer	1.75	1.75	1.75	0.00	0.0%
Sewage Lift Station Electro Mechanic	1.00	1.00	1.00	0.00	0.0%
Sr. Management Analyst *	0.73	0.73	0.83	0.10	13.7%
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%
Division Total	10.88	10.88	11.58	0.70	6.4%
<u>60460 Environmental Programs & Operations</u>					
Associate Engineer/Stormwater TMDLs *	0.50	0.50	0.00	-0.50	-100.0%
Environmental Programs & Ops. Mgr	0.05	0.05	0.05	0.00	0.0%
Sr. Management Analyst *	0.00	0.00	0.40	0.40	100.0%
Division Total	0.55	0.55	0.45	-0.10	18.2%



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>60400 Refuse Collection</u>					
Administrative Clerk/RPT ^^	0.98	0.98	0.00	-0.98	-100.0%
Administrative Clerk ^^	0.00	0.00	1.00	1.00	100.0%
Associate Analyst	1.00	1.00	1.00	0.00	0.0%
Clerk/Typist/RPT	0.98	0.98	0.98	0.00	0.0%
Environmental Prgms & Operations Mgr	0.60	0.60	0.60	0.00	0.0%
Management Analyst	0.15	0.15	0.15	0.00	0.0%
Roll-off Driver	2.00	2.00	2.00	0.00	0.0%
Sanitation Crew Supervisor	1.00	1.00	1.00	0.00	0.0%
Sanitation Dispatcher	1.00	1.00	1.00	0.00	0.0%
Sanitation Driver #	11.00	11.00	13.00	2.00	18.2%
Sanitation Driver/RPT	1.98	1.98	1.98	0.00	0.0%
Scout Vehicle Operator ##	7.00	8.00	10.00	2.00	25.0%
Scout Vehicle Operator/RPT	2.45	2.45	2.45	0.00	0.0%
Sr. Management Analyst *	0.00	0.00	0.50	0.50	100.0%
Solid Waste & Recycling Ops Mgr	1.00	1.00	1.00	0.00	0.0%
Warehouse Wrkr/Dlvry Drvr	0.63	0.63	0.63	0.00	0.0%
Division Total	31.77	32.77	37.29	4.52	13.8%
<u>60410 Transfer Station</u>					
Heavy Equipment Operator	2.00	2.00	2.00	0.00	0.0%
Heavy Equipment Operator/RPT	0.98	0.98	0.98	0.00	0.0%
Laborer/RPT	2.94	1.96	1.96	0.00	0.0%
Laborer	0.00	1.00	1.00	0.00	0.0%
Sanitation Crew Supervisor	1.00	1.00	1.00	0.00	0.0%
Welder/RPT	0.98	0.00	0.00	0.00	0.0%
Welder	0.00	1.00	1.00	0.00	0.0%
Division Total	7.90	7.94	7.94	0.00	0.0%



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>60430 Recycling</u>					
Environmental Coordinator	1.00	1.00	1.00	0.00	0.0%
Sr. Management Analyst	0.25	0.25	0.25	0.00	0.0%
Division Total	1.25	1.25	1.25	0.00	0.0%
Total Positions	100.92	103.96	110.98	7.02	6.8%

* *Reclassification of one (1) Associate Engineer to Sr. Management Analyst*** *Reclassification of Permit Technician to Permit Technician II**** *Addition of one (1) Maintenance Worker I position*^ *Addition of one (1) Parking Meter Technician position*^^ *Addition of one (1) Maintenance Worker I position*^^ *Reclassification of Administrative Clerk/RPT to full-time*# *Addition of two (2) Sanitation Driver positions*## *Addition of two (2) Scout Vehicle Operator positions*

CASUAL PT TIME HOURS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>60150 Engineering (101)</u>					
Contract Employees *	0	0	1,920	1,920	100.0%
Division Total	0	0	1,920	1,920	100.0%
<u>60150 Engineering (412)</u>					
Administrative Intern **	0	0	1,500	1,500	100.0%
Division Total	0	0	1,500	1,500	100.0%
<u>60430 Recycling</u>					
Administrative Intern	900	900	900	0	0.0%
Division Total	900	900	900	0	0.0%
Total Hours	900	900	4,320	3,420	380.0%

* *Addition of 1,920 hours for Contract Employees*** *Addition of 1,500 hours for Administrative Intern (Building Surcharge Fund)*



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

FISCAL YEAR 2015-16 WORK PLANS

- Capital Improvement Program: Implement the City's Capital Improvement Program. *Ongoing FY 15/16.*

Status: Ongoing Projects There are 20 projects currently under design, 2 under construction, and 3 completed. Many of the projects under design will begin construction during the summer months.

- Water Conservation: Prepare a Water Conservation Plan for the City and implement water saving measures for City facilities with an overall target reduction in water use of 20%. *The City Manager's recommended budget for FY 15/16 includes \$200,000 for water conservation programs. Staff anticipated implementing the plan, once approved by City Council, in the 1st and 2nd quarters of FY 15/16.*

Status: A landscape architect was hired to prepare drought-tolerant landscaping plans for City Hall that will be completed the 1st Quarter of 16/17; 2) a General Contractor was hired to modify or replace 282 water fixtures to reduce water use at 24 City facilities that will be completed during the 4th Quarter of FY 15/16; and 3) a citywide postcard was mailed providing notice of the City's enactment of Level 2 mandatory water use measures during the 1st Quarter of FY 15/16.

Though the drought-tolerant landscaping plans will be completed, insufficient funds remain to implement them. The cost to implement City Hall's drought-tolerant landscaping plans will be requested in the FY 16/17 budget.

- Landscaping Standards for Residential Parkways: Release an RFP to hire a landscape architect to assist in preparing materials for use in holding community meetings to provide input in the development of residential parkway landscaping goals, standards and guidelines. *Complete and adopt parkway standards by the end of the 2nd Quarter of FY 15/16.*

Status: A consultant was selected and has prepared a draft for parkway standards, which is currently in review. The draft will be presented at a community meeting held in the 4th Quarter of FY 15/16 to receive input. The final draft will be presented to the City Council for adoption by the end of the 4th Quarter of FY 15/16.

- Turf Removal Incentive for Residents: The first 50 residents that apply for funding through the turf removal rebate program from the Metropolitan Water District will have their \$176 bin rental fee waived for removal of their turf. Incentive program will be ongoing and evaluated throughout the year. *Ongoing FY 15/16*

Status: Since the West Basin Water District discontinued their turf rebate program, there has not been a need for the city's turf removal incentive for residents. The incentive program will conclude at the end of FY 15/16.

- Operations Manual Update: Modify the existing 1990 operations manual to be in line with the City's policies and procedures and to reflect best management practices adopted by the American Public Works Association. *Completion of Operations Manual Update by the end of the 3rd Quarter of FY 15/16.*

Status: The Operations Manual update will be completed by the end of the 3rd Quarter of FY15/16.



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Energy Efficiency: Upgrade various city facility lighting, mechanical and energy management control system systems to reduce the use of electricity. Funded primarily by cost savings generated by the project through on-bill financing. Continually seek grants and evaluate opportunities to further reduce electrical cost and consumption. *Completion of Energy Efficiency program by the end of the 2nd Quarter of FY 15/16.*

Status: Upgraded five City facility lighting and mechanical energy management control systems to reduce the use of electricity. Funded primarily by cost savings generated by the project through SCE and Southern California Gas on-bill financing programs. The Energy Efficiency program will be completed by the end of the 3rd Quarter of FY 15/16.

- Hazard Mitigation Plan: Hire a consulting firm to prepare an 18-month Hazard Mitigation Plan through data gathering, workshops and development of mitigation strategies for the City and Culver City Unified School District. A grant was obtained from FEMA/OES to cover the cost to hire a consulting firm and a RFP was released in 3rd Quarter of FY 14/15. A consultant will be selected in the 4th Quarter of FY 14/15. *Completion of the Hazard Mitigation Plan by the end of the 2nd Quarter of FY 16/17.*

Status: A consultant was selected and the plan was completed and submitted to FEMA/OES for review the 3rd Quarter of FY 15/16. It is anticipated that FEMA/OES will take 3 - 6 months to complete their review and the plan will be adopted in the 2nd Quarter of FY 16/17 by the City Council and Culver City Unified School District Board.

- CicLAvia Culver City meets Venice: Host an open streets event on Sunday, August 9, 2015 for pedestrians and cyclists to tour the streets, normally dominated by vehicles, from Culver City to Venice Beach. Collaboration with City of Los Angeles and CicLAvia to conduct outreach, coordinate street closures and provide staff for a safe and secure event. This is a grant funded project from Metro. *Completion of Open Streets Event in the 1st Quarter of FY 15/16 on August 9, 2015.*

Status: The free open streets event, funded by Metro, "CicLAvia – Culver City Meets Venice" was held in the 1st Quarter of FY 15/16 on Sunday, August 9, 2015 from 9:00am – 4:00pm and attracted a crowd of over 60,000 participants.

- Student Banner Initiative for Centennial Celebration: The Public Works Department will coordinate with the Centennial Committee and Culver City Unified School District to conduct a banner competition with students for the selection of designs to be used in the Centennial Celebration on the Downtown Banners. *Selection of banners and installation to be completed by 2nd Quarter of FY 15/16.*

Status: Meetings have been taken place with the Centennial Committee and School District to identify the process for the student banner initiative. The Centennial Committee has been provided with direction regarding the sponsorship process in the City and the timeline needed for the banners to be installed. Once the committee has finished their selection process and has the final artwork ready, the Public Works Department will work with them to have the banners printed and installed.



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Update of Bicycle and Pedestrian Master Plan (BPMP): Hire a consulting firm to conduct an assessment of existing conditions, engage the community to collect feedback and update the BPMP document for adoption by the City Council. *Completion of BPMP Update by the end of the 4th Quarter of FY 15/16.*

Status: A Bicycle and Pedestrian Advisory Committee was established by the City Council in the 2nd Quarter of FY 15/16 on February 8, 2016. Once the committee members have been recruited, the update of the Bicycle and Pedestrian Master Plan will move forward and involve the contributions of the committee. The adoption of the updated Bicycle and Pedestrian Master Plan will be completed by the 4th Quarter of FY 16/17.

- Implementation of BPMP: Seek funding opportunities to implement specific projects within the Bicycle and Pedestrian Master Plan. Where feasible continue to integrate bicycle and pedestrian related improvements into street related rehabilitation projects. *Completion of projects will be determined by funding availability.*

Status: The successful grant award of \$2.6 Million for improvements around La Ballona Elementary School is a project that accomplishes project elements in the BPMP. Grant opportunities will continue to be sought. There is also a current project to stripe bike lanes on Washington Boulevard occurring in the 4th Quarter of FY 15/16.

- Bike Share Feasibility Study and System Implementation: Hire a consulting firm to evaluate the feasibility of implementation of a Bike Share system in Culver City. Feasibility Study will include community need, readiness, cost estimations, site locations and funding options. Currently, the Department is seeking grant opportunities to cover the implementation of a Bike Share system in the City based on the outcome of the study. *Completion of the Feasibility Study by 3rd Quarter of FY15/16.*

Status: A consultant will be selected by the end of the 4th Quarter of FY 15/16 to move forward with a feasibility study for a bike share system in the City.

- Americans with Disabilities Act Transition Plan: Retain a consultant for the creation of an American with Disabilities Act (ADA) Transition Plan for the public right-of-way. *Completion by the end of FY 15/16.*

Status: Reviewing proposals in 3rd quarter. Award contract 4th quarter. Completion by the end of 2nd quarter FY 16/17.

- Explore the Development of a Bicycle Friendly Business Program. *Complete research and report recommendations to the City Council by the end of the 3rd quarter FY 15/16.*

Status: Discussion of a Bicycle Friendly Business Program will be a task to occur with the implementation of the approved Bicycle and Pedestrian Advisory Committee. The inclusion of business owners in the committee will play a strong role in the development of a Bicycle Friendly Business Program. Research and a report of recommendations will be prepared by the 4th Quarter of FY 16/17.



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Safe Routes to School (non-infrastructure) Program: Continue the implementation of the four-year \$500,000 citywide non-infrastructure grant focused on education, encouragement, enforcement and evaluation of safe routes to school. The program will enter its 3rd year in FY 15/16 and continues to educate students, parents and community members of the importance of safety. The upcoming year, the collaborative efforts of the City, School District and Consultant will result in bicycle safety events, parent and student bicycle education, family rides, distribution of safe route maps for each elementary school and collection of data for method of travel to elementary schools. *This is a grant funded project through secured monies from the Federal Safe Routes to School grant, which will continue through FY 16-17.*

Status: During FY 15/16, a Safe Routes to School Visioning Symposium was held to brainstorm ideas that will help guide the program through its final year of funding. The brainstorming also included ideas for a sustainable program after the completion of the grant in FY 16/17.

- Safe Routes to School (Infrastructure) Project: Secure funding through the Caltrans Active Transportation Program (ATP) Cycle II Grant for Safe Routes to School infrastructure improvements surrounding La Ballona Elementary School. *Grant Application submitted on June 1, 2015. Award of funds announced by the end of 2nd Quarter FY 15/16.*

Status: Grant funding for Safe Routes to School infrastructure improvements was awarded in the amount of \$2.6 million. The project includes pedestrian and bicycle safety improvements surrounding La Ballona Elementary School funded through the Active Transportation Program (ATP). The scope of work includes upgrades to intersections, high visibility crosswalk, a new crosswalk on Washington Boulevard in front of the Mosque and a separated bike lane on Elenda Street. The project will begin in the 1st Quarter of FY 16/17 with a completion date in the 1st Quarter of FY 17/18.

- Speed Reduction Evaluation and Study at School Sites: Conduct analysis to determine if any school sites meet the criteria for possible speed reduction as outlined in State Law and implementing regulations. For any eligible sites, conduct necessary traffic studies to determine if reduction of the speed limit from 25 to 15 in the surrounding 1,000 foot radius is recommended. *Funds for evaluation will be pursued through the Neighborhood Traffic Management Program and grant opportunities.*

Status: During FY 2015/2016, a feasibility study has been started and staff anticipates its completion during the 4th Quarter. Pending finalization of the feasibility study and its findings, staff will pursue implementation of recommendations for speed reductions that are compliant with State Law and the California Manual of Uniform Traffic Control Devices.

- Bike Facilities on Washington Boulevard between the Expo Station and Downtown: Study, develop conceptual ideas and conduct public outreach for the implementation of safe bike facilities on Washington Boulevard between the Expo Station and downtown Culver City to support possible implementation of a bike share system. *Completion of Study by the end of the 2nd Quarter of FY 15/16 dependent on funding availability.*



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

Status: A consultant will be selected in the 4th Quarter of FY 15/16 to study the feasibility of bicycle and pedestrian improvement options to be presented to the Bicycle and Pedestrian Advisory Committee in the 1st Quarter of FY 16/17.

- Bike Rack Request Program Implementation: Through grant funds from the Bicycle Transportation Account (BTA), Phase I of the project was the installation of Bike Racks at predetermined locations based on the work performed as part of the Bicycle and Pedestrian Master Plan. Phase II of the project will continue in FY 15/16 and will entail installing bicycle racks at locations requested by residents and businesses who may apply for installation in an area where there is a perceived need. *Ongoing FY 15/16.*

Status: Requests for bike racks are still being accepted and installed if the location is approved and meets all necessary standards. Two bike repair stations were installed in the City during 2nd Quarter FY 15/16. The bike repair stations are located at the bike path at Sepulveda and Culver Boulevards (east side) and at the bike path adjacent to Syd Kronenthal Park near the intersection of Jefferson and National Boulevards.

- Hetzler Road Pedestrian Trail Project: Work with project partners of the Hetzler Road Pedestrian Trail Project to secure additional funding and complete redesign to cut project costs in order to address the current budget shortfall of approximately \$644,000. The City currently has a grant from the Baldwin Hills Conservancy (BHC) in the amount for \$791,000 for this project. State Parks and the Mountains and Recreation Conservation Authority have identified additional funding for the project. The City is proposing funding in the FY 15-16 budget and will be requesting additional matching funding from the County of Los Angeles. *Completion of project by the end of the 3rd Quarter of FY 15/16.*

Status: Working diligently with project partners; Baldwin Hills Conservancy, State Parks and Mountains Recreation and Conservation Authority, funds needed were identified and secured to complete the pedestrian trail. The contract for the construction and construction management were approved in 1st Quarter FY 2015/16. Construction is slated to begin in the 4th Quarter of FY 15/16 when the rainy season has ended. The anticipated completion of the project is 1st Quarter of FY 16/17.

- Undergrounding Public Utilities: Update the Municipal Code Chapter 5.04 Public Utilities. Recently a new utility undergrounding district was created and during the research for the item it was determined that the existing Ordinance on undergrounding utility districts was adopted in 1965 and not updated since then. With the increase in new fiber and cable line applications in the City it is necessary to update the Ordinance. Staff will work closely with the City Attorney's office and their Consultant attorney to update the Undergrounding utility Ordinance. *Completion by end of 4th Quarter of FY 2015/16.*

Status: A consultant is developing standard conditions of approval for wireless installations in the public right of way. The update to the Ordinance will be continued to next Fiscal Year due to other high priority projects.



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Review City Boundary Legal Descriptions for New GIS Map Book: Clarify the city boundaries between Culver City and City of Los Angeles to facilitate Fire Department and Police Department emergency responses. This work will be done pending funding availability and in coordination with the Information Technology Department. A meeting was conducted with several adjacent agencies on September 12, 2013 to work on boundary issues in the 2nd Quarter. Work continues to clarify areas of discrepancy. *Ongoing effort to be completed over several years.*

Status: Due to resignations of several GIS interns, this project has been postponed to next Fiscal Year.

- Create City Street Map Book: Continue to provide technical engineering support to the Information Technology Department for the completion of an updated City Street Map Book. *Completion in the 2nd Quarter FY 15/16.*

Status: Due to resignations of several GIS interns, this project has been postponed to next Fiscal Year.

- Public Sewer Easement: Research acquiring easements for public sewer mains on private properties where no easement can currently be documented and determine an action plan. *Completion by the 1st Quarter FY 15/16.*

Status: This has been put on hold due to focus on higher priority projects.

- Update the Culver City Municipal Code Section 15.10 Subdivisions Ordinance: Work closely with Community Development Department to update the Municipal Code to be more consistent with the State Map Act. *Begin FY 14/15 with anticipated completion of 4th Quarter FY15/16.*

Status: Due to large increase in private development the update has been postponed to next Fiscal Year.

- Update Trash Enclosure Standard Detail: Modify Chapter 5.01 Solid Waste Management of the Municipal Code, specifically 5.01.100 New Construction Requirements to provide a comprehensive plan and standards for the design of solid waste (refuse) and recyclable material storage areas. *Completion by the 2nd Quarter FY 15/16.*

Status: Environmental Programs and Operation Staff completed draft Trash Enclosure Standards and Guidelines. Plans are being routed for Planning, Building Safety, Engineering, and Fire Prevention Division staff review. Anticipate completion by 4th Quarter FY 15/16.

- Recycled Water: West Basin Municipal Water District imports treated water from the Hyperion Treatment Plant and then treats the water using reverse osmosis and makes it available for irrigation and industrial purposes. West Basin wholesales recycled water at a rate lower than imported potable water. This recycled water is distributed via a 'purple' pipeline and one such line exists at Playa Vista adjacent to Culver City. Staff and/or consultant would explore grant opportunities available in Proposition 1 Water Bond 2014 to extend this



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

‘purple’ pipeline to Culver City in order to provide recycled water to City parks and industrial users. *Ongoing as grant opportunities will continue to be available in future fiscal years.*

Status: City efforts is dependent upon West Basin’s progress/interest in extending the purple line to Culver City and its surrounding areas.

- Urban Tree Canopy Study: Work with local academic/research entities to assist the City in developing an Urban Tree Canopy Study (UTCS). The UTCS will be used as a supplement to the City’s proposed Urban Forest Management Plan that is currently under development and tree mapping data that was prepared by Tree People. A UTCS is an effective tool for urban forestry management and planning to prioritize tree plantings in areas where the City is lacking suitable canopy coverage and to develop tree canopy guidelines and priorities. *The study will occur by the end of the 3rd Quarter FY15/16*

Status: The study and release of the RFP for the UTCS will begin pending the final adoption of the Urban Forest Management Plan, scheduled for March 28, 2016. The Urban Forest Management Plan will provide a strong foundation for the UTCS. The new anticipated start of this study is 1st quarter of FY 16/17.

- Storm Water Program Management: Work with Ballona Creek and Marina del Rey watershed agencies to implement Enhanced Watershed Management Programs (EWMPs) and Coordinated Integrated Monitoring Plans (CIMPs) submitted to the Los Angeles Regional Water Quality Control Board (RWQCB) as required to comply with the current National Pollutant Discharge Elimination System (NPDES) permit and applicable Total Maximum Daily Load (TMDL) regulations. *EWMP/CIMP plans are scheduled for submittal to the RWQCB in 4th Quarter FY 14/15. Watershed agencies will begin preliminary design of projects within their jurisdictions while the EWMP/CIMP plans are being reviewed by the RWQCB. In 1st Quarter FY 15/16, Staff will perform preliminary investigations and preliminary design of the Culver Median Regional Infiltration Project, and private property measures within the Marina del Rey watershed. These efforts will depend on storm water funding and cost sharing agreements.*

Status: EWMP/CIMP were returned to agencies with comments from Regional Board during 2nd Quarter FY15/16. Agencies have addressed Regional Board’s comments and submitted revised EWMP/CIMP in 3rd Quarter FY15/16. The Costco Infiltration project is currently in the planning stage.. Staff has been meeting with Costco representatives to develop a project agreement and the RFP for design is scheduled to be released in the 1st Quarter of FY 16/17. One other upcoming project is the Culver Boulevard Median project scheduled to begin in 2018 pending funding availability including successful receipt of grant funding..



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Storm Water Public Outreach and Facility Inspections: Produce and disseminate materials to educate residents, businesses and school children about storm water pollution. Conduct facility inspections of restaurants, retail fueling stations and other commercial/industrial sites to verify appropriate storm water BMPs are being used to reduce pollution as required twice within the five-year term of the NPDES permit. Implement Clean Bay Restaurant Certification Program (Clean Bay Program) through the Santa Monica Bay Restoration Commission (SMBRC). *Inspections of all required facilities were conducted in FY 14/15 including implementation of the Clean Bay Program at restaurants. A round of restaurant inspections will be conducted in 2nd Quarter FY 15/16 as part of continued implementation of the Clean Bay Program.*

Status: A round of inspections that was conducted in 2nd and 3rd Quarters FY15/16, included 150 restaurants and 50 industrial facilities.

- Storm Water Funding: Work with the Finance Department, City Attorney and City Manager to explore funding options appropriate to fund storm water mandates. Complete ongoing stormwater funding strategy discussions and if determined to be appropriate, initiate proceedings required to secure funding required to complete projects and programs identified in the Enhanced Watershed Management Programs (EWMP) and Coordinated Integrated Monitoring Plans (CIMPs). *Initiate proceedings, if determined to be appropriate, to secure stormwater funding in 1st Quarter FY 15/16.*

Status: FM3 (consultant) submitted proposal to conduct public opinion survey research for the City in 3rd Quarter FY15/16.

- Green Streets Projects: Develop a plan for construction of Green Street projects for inclusion in future Capital Improvement Program budgets. The plan will use the findings from the EWMPs and will identify the magnitude of Green Street projects required to achieve compliance with stormwater regulations. *Develop a Green Streets project plan by 2nd Quarter FY 15/16.*

Status: Green Street Masterplan's RFP was placed on hold pending Regional Board's approval of the EWMPs.

- Sewer System Regulatory Compliance: Implement the findings of the audit of the City's wastewater program conducted by the State in December 2014. Continue to submit mandated sewer system operation reports through the State's on-line system. Perform required training of staff regarding the City's Sanitary Sewer Management Plan (SSMP) to assure that critical procedures are followed during maintenance and emergency activities. Develop standard operating procedures for sewer operations and asset management. *Implementation of audit findings will commence in 1st Quarter of FY15/16 as well as the development of SOPs. Training will take place in 2nd Quarter. Compliance reporting will take place throughout the fiscal year.*

Status: City did not receive results from the State audit.



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Industrial General NPDES Permit Compliance: Implement 85th percentile storm storage and diversion system at the Culver City Transfer Station to enhance stormwater discharges from the site. *Complete design and advertise for construction bids in 1st Quarter FY15/16.*

Status: Design has been completed. Staff is in the process of obtaining approval from City of Los Angeles for discharge of captured run-off and anticipate approval in 4th Quarter FY15/16. Staff plans to submit a grant application to Baldwin Hills Conservancy for the Proposition 1 Grant in late 3rd Quarter FY15/16 (due date: March 31, 2016).

- Standard Operating Procedures: Hire a consultant to assist staff in developing standard operating procedure for refuse collection and welding operations. *Staff anticipates completion by 4th Quarter FY 15/16.*

Status: Staff is reviewing the Transfer Station operation and roll off operation SOPs. Review of draft SOPs to be completed by 4th Quarter FY15/16.

- Billing Audit: Hire a consultant to conduct a comprehensive audit of the Environmental Programs and Operation Division's Route Account Management System to reconcile customer refuse service level with services billed. *Staff anticipates audit completion by 4th Quarter FY 15/16*

Status: Staff is researching and developing scope of services for RFP to hire consultant.

- Marketing Piece: Create a marketing piece that highlights the environmental programs offered by the City. The piece could be used to educate the community about recycling, collection event dates, storm water best practices, and sustainable living. *Staff anticipates audit completion by 4th Quarter FY 15/16*

Status: Completed. The "Think Green Culver City" newsletter was created and distributed in January 2016. The newsletter included upcoming events and programs as well as information about new legislation. The next publication of the newsletter is scheduled for April/May 2016 edition.

- Organic Recycling Program: Continue to promote the City's organic recycling program to the business community. *Ongoing FY 15/16*

Status: Ongoing. Staff is evaluating routing options, equipment needs and staffing levels to accommodate the service.



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

FISCAL YEAR 2016-17 WORK PLANS

- Bike Share Feasibility Study and Comparison Report: Hire a consulting firm to evaluate the feasibility of implementation a Bike Share system in Culver City. Feasibility Study will include community need, readiness, cost estimations, site locations and funding options. The feasibility study will be used to prepare a report and provide options to the City Council for moving forward with the bike share strategy deemed most appropriate. *Completion of the Feasibility Study and Comparison Report by 2nd Quarter of FY16/17.*
- Update of Bicycle and Pedestrian Master Plan (BPMP): Hire a consulting firm to conduct an assessment of existing conditions, engage the community to collect feedback and update the BPMP document for adoption by the City Council. *Completion of BPMP Update by the end of the 4th Quarter of FY 16/17.*
- Implementation of ATP Grant Safety Improvement Project: Grant funds for Safe Routes to School infrastructure improvements were awarded in the amount of \$2.6 million through the Active Transportation Program (ATP). The scope of work includes upgrades to intersections, high visibility crosswalk, a new crosswalk on Washington Boulevard in front of the Mosque and separated bike lane on Elenda Street. *The project will begin in the 1st Quarter of FY 16/17 with a completion date in the 1st Quarter of FY 17/18.*
- Seek Grant Funding for Active Transportation Project: Secure funding through the Caltrans Active Transportation Program (ATP) Cycle III for bicycle and pedestrian improvements. *Grant Application to be submitted June 2016. Award of funds announced by the end of 2nd Quarter FY 16/17.*
- Bike Facilities on Washington Boulevard between the Expo Station and Downtown: Working with the retained consultant, the Public Works Department will develop conceptual ideas and conduct public outreach for input and feedback. The final study will outline the implementation of safe bike facilities on Washington Boulevard between the Expo Station and downtown Culver City. *Completion of Community Meetings and Study by the end of the 2nd Quarter of FY 16/17.*
- Facilities Assessment Study: In 2006, the Public Works Department utilized consultant to conduct a citywide facilities assessment/condition study on City-owned facilities. The study focused on building exterior, interior, roofing, electrical, HVAC, and plumbing. The study also included a 10-year forecasted cost estimate for replacement of major components at each facility; some of which has been addressed through past Capital Improvement Projects. The existing Assessment Report is a critical tool when planning and evaluating capital improvement projects for the City's various facilities. The existing 2006 report is 10 years old and requires updating at a cost of \$90K. Staff will be looking into conducting a new RFP to have a new facilities assessment/condition study/asset management plan prepared as an update to the previous one. *The RFP process will occur in the 1st quarter of FY 16/17 and assessment completed by the end of the 3rd Quarter of FY 16/17.*
- Energy Efficiency: Retrofit the Ince Parking Structure facility lighting to reduce the use of electricity at a cost of \$265K. The project is funded primarily by a loan from SCE through their on-bill financing program that is paid back through cost savings generated by the project. Continually seek grants and evaluate opportunities to further reduce electrical consumption. *Completion of project by the end of the 2nd Quarter of FY 16/17.*



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

- **Energy Cost:** The City pays a premium for the use of electricity during peak demand periods. This project would evaluate the effectiveness of installing battery storage systems at various City facilities and if recommended, purchase or lease the systems for use during peak demand periods to reduce the City's cost of electricity. Continually seek grants and evaluate opportunities to further reduce electrical cost. *Complete analysis by the end of the 1st Quarter of FY 16/17.*
- **Preparation of a Sustainable City Plan and implementation of a Green Business Certification Program:** Public Works will work in conjunction with Community Development and Community Services and Parks and Recreation Departments to assist the City Manager's Office with preparing the plan. Release of a RFP to hire a consultant(s) to prepare a City Sustainability Plan (including preparation of a Climate Action Plan with a Greenhouse Gas Emissions Inventory) and implement a Green Business Certification Program will occur in the 1st Quarter of FY 16/17. *The Certification program would commence in the 2nd Quarter of FY 16/17 for a one-year trial period and the Sustainability Plan will be completed the 3rd Quarter of FY 17/18.*
- **Solar Study:** Now that the City has completed energy efficiency upgrades at its five largest facilities, release a RFP to enter into an agreement with an engineering firm to determine the technical and financial feasibility of implementing rooftop and parking facility photovoltaic energy generation systems at various City facilities. *The study will be completed by the end of the 3rd Quarter of FY 16/17.*
- **Water Conservation:** Implement the drought-tolerant landscaping plans developed for City Hall by releasing a notice inviting bids to secure a landscape contractor to modify the irrigation system and to purchase and plant the various species. *The project will be completed by the end of the 3rd Quarter of FY 16/17.*
- **Storm Water Program Management:** Work with Ballona Creek and Marina del Rey watershed agencies to implement Enhanced Watershed Management Programs (EWMPs) and Coordinated Integrated Monitoring Plans (CIMPs) submitted to the Los Angeles Regional Water Quality Control Board (RWQCB) as required to comply with the current National Pollutant Discharge Elimination System (NPDES) permit and applicable Total Maximum Daily Load (TMDL) regulations. *Regional Board will either approve or ask for more revision of EWMP/CIMP by 1st Quarter FY16/17. Meanwhile, Staff will release Request for Proposals on the design phase of the Culver Boulevard Median Regional Infiltration Project and the Washington Boulevard Infiltration Project by 2nd Quarter FY16/17.*
- **Storm Water Public Outreach and Facility Inspections:** Produce and disseminate materials to educate residents, businesses and school children about storm water pollution. Conduct facility inspections of restaurants, retail fueling stations and other commercial/industrial sites to verify appropriate storm water BMPs are being used to reduce pollution as required twice within the five-year term of the NPDES permit. Implement Clean Bay Restaurant Certification Program (Clean Bay Program) through the Santa Monica Bay Restoration Commission (SMBRC). *The final set, Cycle 3, of inspections will be conducted in 2nd and 3rd Quarter FY16/17. Staff will work with SMBRC's staff to highlight the Clean Bay Program in Culver City in 1st Quarter FY16/17.*



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

- Storm Water Funding: Work with the Finance Department, City Attorney and City Manager to explore funding options appropriate to fund storm water mandates. Complete ongoing stormwater funding strategy discussions and if determined to be appropriate, initiate proceedings required to secure funding required to complete projects and programs identified in the Enhanced Watershed Management Programs (EWMP) and Coordinated Integrated Monitoring Plans (CIMPs). *Based on FM3's survey results, package a ballot measure for 2nd Quarter FY16/17.*
- Green Streets Projects: Develop a plan for construction of Green Street projects for inclusion in future Capital Improvement Program budgets. The plan will use the findings from the EWMPs and will identify the magnitude of Green Street projects required to achieve compliance with stormwater regulations. *Release RFP for development of Green Streets Masterplan by 2nd Quarter FY16/17. Develop Green Streets Masterplan by 2nd Quarter FY17/18.*
- Proposition 50 Grant – Maintenance of Best Management Practices (BMPs): All construction elements of the grant project are complete. Maintenance of BMPs must be completed for continued effectiveness of project features. *Baldwin/Farragut rain gardens will have a redesigned inlet and replenished top soil. Maintenance of the Ballona Creek gardens will include clearing of area drains and troughs. . All retrofitted catch basins with screens will be cleaned on a monthly basis during the wet season and once during the dry season.*
- Sewer System Regulatory Compliance: Implement the findings of the audit of the City's wastewater program conducted by the State December 2014. Continue to submit mandated sewer system operation reports through the State's on-line system. Perform required training of staff regarding the City's Sanitary Sewer Management Plan (SSMP) to assure that critical procedures are followed during maintenance and emergency activities. Develop standard operating procedures for sewer operations and asset management. *City did not receive results from the State audit; however, the development of Standard Operating Procedures will commence 1st Quarter FY 16/17. Training will take place in 2nd Quarter. Compliance reporting will take place throughout the fiscal year.*
- Industrial General NPDES Permit Compliance: Implement 85th percentile storm storage and diversion system at the Culver City Transfer Station to enhance stormwater discharges from the site. *Advertisement of construction bids is anticipated in 2nd Quarter FY16/17 after results of Baldwin Hills Conservancy Proposition 1 Grant has been determined in 1st Quarter FY16/17.*
- Standard Operating Procedures: Hire a consultant to assist staff in developing standard operating procedure for refuse collection and welding operations. *Staff anticipates completion by 4th Quarter FY 15/16. Second phase of SOP to include field collection and vehicles scheduled for completion by 2nd Quarter FY16/17. Training of staff after approval of SOP is estimated for 4th Quarter FY 16/17.*
- Billing Audit: Hire a consultant to conduct a comprehensive audit of the Environmental Programs and Operation Division's Route Account Management System to reconcile customer refuse service level with services billed. Audit completion is anticipated in 4th Quarter FY 16/17. *Staff is researching and developing scope of services for RFP to hire consultant. Staff will issue RFP in 1st Quarter FY 16/17.*



PUBLIC WORKS

RESP. MGR.: CHARLES HERBERTSON

FISCAL YEAR 2016-17 WORK PLANS (CONTINUED)

- Marketing Piece: Create a marketing piece that highlights the environmental programs offered by the City. The piece could be used to educate the community about recycling, collection event dates, storm water best practices, and sustainable living. *Staff will continue updates of marketing material throughout FY 16/17.*
- Organic Recycling Program: Continue to promote the City's organic recycling program to the business community. *Staff will review the program and develop additional marketing pieces through FY 16/17.*
- Washington Boulevard Infiltration Project: Implement 85th percentile storm storage and infiltration system along Washington Boulevard from Walnut Avenue to Redwood Avenue to comply with Marina del Rey watershed EWMP. *Collaboration with Costco, ongoing FY 16/17. Management of grant from LA County Regional Park and Open Space, ongoing FY 16/17. Staff to release RFP for design in 1st Quarter FY 16/17.*
- Culver Boulevard Median Infiltration Project: Implement 85th percentile storm storage, retention, and infiltration system along Culver Boulevard from Sepulveda Boulevard to Elenda Street to comply with Ballona Creek watershed EWMP. *Submitted Proposition 84 grant application and will submit Proposition 1 Grant (4th Quarter FY 15/16). Staff to release RFP for design in 1st Quarter FY 16/17. Collaboration with City of LA, ongoing FY 16/17.*
- Mesmer Pump Station Diversion Project: Decommission of the Mesmer Pump Station as a sanitary sewer station and utilize it as a pump station to divert urban runoff from Centinela Creek to Hyperion Treatment Plant to comply with Ballona Creek Bacteria TMDL. *Staff to release RFP for design in 2nd Quarter FY 16/17.*
- Transfer Station Rain Garden: As part of the Transfer Station Diversion System Project, implement Rain Garden in front of the Transfer Station Building along Jefferson Boulevard to capture and infiltrate roof runoff. *Will submit a grant application to Baldwin Hills Conservancy for the Proposition 1 Grant by March 31, 2016. Staff's in-house design to be completed 1st Quarter FY 16/17. Release advertisement of construction bids along with Transfer Station Diversion System Project in 2nd Quarter FY 16/17 after results of Proposition 1 Grant has been determined.*
- Storm Water Pollution Prevention Plan (SWPPPs) for City facilities: Develop SWPPPs for City Yard and Fire Station(s)/Police Station that has a fueling station. *Staff to complete draft by 1st Quarter FY 16/17. Approval of plans by 3rd Quarter FY 16/17.*



2016-17
ADOPTED BUDGET

PUBLIC WORKS

10160100 – PUBLIC WORKS ADMIN

RESP. MGR.: CHARLES HERBERTSON

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 three operating divisions of Public Works and with other City Departments and outside agencies; providing oversight and guidance to the other divisions of Public Works (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. Additionally, the Administrative Division oversees the City's regional traffic and transportation issues.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	618,883	663,130	688,588	25,458	3.8%
Maint & Operations	27,859	303,060	18,993	-284,067	-93.7%
Division Total	646,742	966,190	707,581	-258,609	-26.8%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			101 GENERAL FUND		10160100 Public Works Admin		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
407,559	412,473	412,473	411100	Regular Salaries	431,354	18,881	4.6%
9,109	10,394	10,394	431000	Deferred Compensation	10,400	6	0.1%
24,332	25,684	25,684	432000	Social Security	25,383	-301	-1.2%
66,422	81,754	81,754	433000	Retirement - Employer	87,725	5,971	7.3%
37,450	38,228	38,228	434000	Workers Compensation	50,292	12,064	31.6%
19,361	27,220	27,220	435000	Group Insurance	17,330	-9,890	-36.3%
1,921	2,106	2,106	435400	Retiree Health Savings	2,111	5	0.2%
15,246	16,500	16,500	435500	Retiree Insurance	16,500	0	0.0%
36,120	39,390	39,390	435600	Retiree Medical Prefunding	39,390	0	0.0%
347	336	336	436000	State Disability Insurance	343	7	2.1%
500	1,125	1,125	437000	Mgt Health Ben	500	-625	-55.6%
875	1,860	1,860	437500	Longevity Pay	1,200	-660	-35.5%
4,517	4,500	4,500	438000	Auto Allowance	4,500	0	0.0%
1,566	1,560	1,560	438500	Cell Phone Allowance	1,560	0	0.0%
(6,442)	0	0	499500	Contra-Salaries	0	0	0.0%
618,883	663,130	663,130	Total	Personnel Services	688,588	25,458	3.8%
2,656	2,000	2,000	516100	Training & Education	2,175	175	8.8%
2,377	3,000	3,000	516500	Conferences & Conventions	3,000	0	0.0%
2,516	2,300	2,300	516600	Special Events & Meetings	2,300	0	0.0%
262	550	550	516700	Memberships & Dues	550	0	0.0%
3,040	3,040	3,040	517850	Employee Recognition Events	3,390	350	11.5%
0	265,000	274,808	619800	Other Contractual Services	0	-274,808	-100.0%
17,009	17,362	17,362	650300	Liability Reserve Charge	7,578	-9,784	-56.4%
27,859	293,252	303,060	Total	Maint & Operations	18,993	-284,067	-93.7%
646,742	956,382	966,190	Division Total		707,581	-258,609	-26.8%



2016-17
ADOPTED BUDGET

PUBLIC WORKS

10160150 – ENGINEERING

RESP. MGR.: MATE GASPAR

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 and Redevelopment Agency.

DIVISION DESCRIPTION

The Engineering Division of the Public Works Department is responsible for: the design and construction of Capital Improvement Projects; traffic engineering and planning; 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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,672,949	1,680,861	1,983,548	302,687	18.0%
Maint & Operations	351,864	461,903	175,665	-286,238	-62.0%
Capital Outlay	0	97,000	0	-97,000	-100.0%
Projected Excess Appropriation	0	0	-51,997	-51,997	100.0%
Division Total	2,024,813	2,239,764	2,107,216	-132,548	-5.9%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			101 GENERAL FUND		10160150 Engineering		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
1,004,929	974,999	979,478	411100	Regular Salaries	1,192,285	212,807	21.7%
12,196	0	0	411200	Part-Time Salaries	41,600	41,600	0.0%
3,687	1,824	1,824	411310	Overtime-Regular	1,824	0	0.0%
21,369	20,534	20,534	431000	Deferred Compensation	21,589	1,055	5.1%
74,861	69,470	69,470	432000	Social Security	84,312	14,842	21.4%
185,231	197,960	197,960	433000	Retirement - Employer	218,738	20,778	10.5%
88,091	93,005	93,005	434000	Workers Compensation	121,847	28,842	31.0%
113,365	130,017	130,017	435000	Group Insurance	112,137	-17,880	-13.8%
6,565	6,330	6,330	435400	Retiree Health Savings	6,500	170	2.7%
67,619	71,000	71,000	435500	Retiree Insurance	71,000	0	0.0%
86,760	94,630	94,630	435600	Retiree Medical Prefunding	94,630	0	0.0%
2,027	1,915	1,915	436000	State Disability Insurance	1,876	-39	-2.0%
2,500	2,000	2,000	437000	Mgt Health Ben	1,500	-500	-25.0%
8,860	9,675	9,675	437500	Longevity Pay	10,200	525	5.4%
3,524	3,023	3,023	438500	Cell Phone Allowance	3,510	487	16.1%
299	0	0	440000	Uniform Allowance	0	0	0.0%
(8,932)	0	0	499500	Contra-Salaries	0	0	0.0%
1,672,949	1,676,382	1,680,861	Total	Personnel Services	1,983,548	302,687	18.0%
8,710	4,000	4,000	512100	Office Expense	4,000	0	0.0%
2,738	6,000	6,000	512200	Printing and Binding	6,000	0	0.0%
5,081	7,030	7,030	512400	Communications	7,030	0	0.0%
6,255	4,000	4,000	514100	Departmental Special Supplies	4,000	0	0.0%
61	0	0	514600	Small Tools & Equipment	0	0	0.0%
1,865	2,500	2,500	516100	Training & Education	2,500	0	0.0%
3,253	3,500	3,500	516500	Conferences & Conventions	3,500	0	0.0%
818	500	500	516600	Special Events & Meetings	500	0	0.0%
2,790	1,500	1,500	516700	Memberships & Dues	2,400	900	60.0%
95	0	0	518300	Auto Mileage Reimbursement	0	0	0.0%
0	150	150	550110	Uniforms	100	-50	-33.3%
10,024	13,500	13,500	600800	Equip Maint Expenses	13,500	0	0.0%
10,673	6,053	6,053	605400	Amortization of Equipment	4,901	-1,152	-19.0%
0	9,080	19,080	612100	Engineering Services	8,875	-10,205	-53.5%
104,220	105,000	129,230	612800	Traffic Engineering Services	0	-129,230	-100.0%
155,272	150,000	222,618	619800	Other Contractual Services	100,000	-122,618	-55.1%
40,010	42,242	42,242	650300	Liability Reserve Charge	18,359	-23,883	-56.5%
351,864	355,055	461,903	Total	Maint & Operations	175,665	-286,238	-62.0%
0	0	22,000	732120	Departmental Special Equipment	0	-22,000	-100.0%
0	75,000	75,000	732160	IT Equipment - Software	0	-75,000	-100.0%
0	75,000	97,000	Total	Capital Outlay	0	-97,000	-100.0%
0	0	0	910300	Projected Excess Appropriation	(51,997)	-51,997	0.0%
0	0	0	Total	Inter-Fund Transfers	(51,997)	-51,997	0.0%
2,024,813	2,106,437	2,239,764	Division Total		2,107,216	-132,548	-5.9%



PUBLIC WORKS

10160200 – MAINTENANCE OPERATIONS

RESP. MGR.: ERIC MIRZAIAN

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 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 is performing within established guidelines and procedures in a safe, efficient and productive manner.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	308,081	374,146	399,317	25,171	6.7%
Maint & Operations	18,007	33,103	13,656	-19,447	-58.7%
Division Total	326,088	407,249	412,973	5,724	1.4%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			101 GENERAL FUND		10160200 Maintenance Operations		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
169,942	203,586	193,586	411100	Regular Salaries	213,908	20,322	10.5%
4,456	7,152	7,152	431000	Deferred Compensation	8,320	1,168	16.3%
11,081	15,272	15,272	432000	Social Security	16,491	1,219	8.0%
22,735	40,118	40,118	433000	Retirement - Employer	44,573	4,455	11.1%
22,088	28,959	28,959	434000	Workers Compensation	23,535	-5,424	-18.7%
12,328	14,405	14,405	435000	Group Insurance	17,330	2,925	20.3%
696	1,116	1,116	435400	Retiree Health Savings	1,300	184	16.5%
34,605	42,000	42,000	435500	Retiree Insurance	42,000	0	0.0%
27,700	30,210	30,210	435600	Retiree Medical Prefunding	30,210	0	0.0%
1,000	860	860	437000	Mgt Health Ben	1,000	140	16.3%
796	0	0	437500	Longevity Pay	0	0	0.0%
653	468	468	438500	Cell Phone Allowance	650	182	38.9%
308,081	384,146	374,146	Total	Personnel Services	399,317	25,171	6.7%
3,490	3,600	3,600	512100	Office Expense	3,600	0	0.0%
2,094	2,860	2,860	512400	Communications	2,860	0	0.0%
459	400	400	514100	Departmental Special Supplies	400	0	0.0%
1,290	2,140	2,140	516500	Conferences & Conventions	2,000	-140	-6.5%
387	650	650	516600	Special Events & Meetings	650	0	0.0%
255	300	300	516700	Memberships & Dues	600	300	100.0%
0	0	10,000	619800	Other Contractual Services	0	-10,000	-100.0%
10,032	13,153	13,153	650300	Liability Reserve Charge	3,546	-9,607	-73.0%
18,007	23,103	33,103	Total	Maint & Operations	13,656	-19,447	-58.7%
326,088	407,249	407,249	Division Total		412,973	5,724	1.4%



PUBLIC WORKS

10160210 – STREET MAINTENANCE

RESP. MGR.: ERIC MIRZAIAN

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 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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,520,008	1,595,009	1,700,038	105,029	6.6%
Maint & Operations	571,942	689,267	700,472	11,205	1.6%
Capital Outlay	6,831	7,116	7,116	0	0.0%
Division Total	2,098,781	2,291,392	2,407,626	116,234	5.1%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			101 GENERAL FUND		10160210 Streets		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
796,359	825,660	837,352	411100	Regular Salaries	886,560	49,208	5.9%
15,431	12,617	12,617	411310	Overtime-Regular	12,617	0	0.0%
18,285	0	0	411700	Contract Labor	0	0	0.0%
11,981	12,323	12,323	431000	Deferred Compensation	12,844	521	4.2%
59,846	59,134	59,134	432000	Social Security	62,966	3,832	6.5%
143,042	168,142	168,142	433000	Retirement - Employer	188,508	20,366	12.1%
69,700	77,254	77,254	434000	Workers Compensation	102,998	25,744	33.3%
193,324	208,245	208,245	435000	Group Insurance	211,349	3,104	1.5%
8,456	8,350	8,350	435400	Retiree Health Savings	8,677	327	3.9%
110,905	118,000	118,000	435500	Retiree Insurance	118,000	0	0.0%
69,020	75,280	75,280	435600	Retiree Medical Prefunding	75,280	0	0.0%
3,535	3,347	3,347	436000	State Disability Insurance	3,569	222	6.6%
10,455	13,665	13,665	437500	Longevity Pay	12,900	-765	-5.6%
1,305	1,300	1,300	438500	Cell Phone Allowance	1,300	0	0.0%
8,364	0	0	440000	Uniform Allowance	2,470	2,470	0.0%
1,520,008	1,583,317	1,595,009	Total	Personnel Services	1,700,038	105,029	6.6%
91	200	200	512100	Office Expense	200	0	0.0%
212	295	295	512400	Communications	295	0	0.0%
118,304	120,000	120,000	513000	Utilities	120,000	0	0.0%
124,589	169,200	169,200	514100	Departmental Special Supplies	172,950	3,750	2.2%
1,633	4,000	4,000	514600	Small Tools & Equipment	4,000	0	0.0%
4,799	4,800	4,800	516100	Training & Education	4,800	0	0.0%
225	0	0	516700	Memberships & Dues	0	0	0.0%
0	8,500	8,500	550110	Uniforms	8,500	0	0.0%
387	0	0	600200	R&M - Equipment	0	0	0.0%
166,486	260,808	260,808	600800	Equip Maint Expenses	260,808	0	0.0%
4,631	0	0	605100	Rental of Equipment	0	0	0.0%
116,193	86,076	86,076	605400	Amortization of Equipment	77,100	-8,976	-10.4%
236	300	300	614100	Medical Services	300	0	0.0%
2,500	0	0	619800	Other Contractual Services	36,000	36,000	0.0%
31,657	35,088	35,088	650300	Liability Reserve Charge	15,519	-19,569	-55.8%
571,942	689,267	689,267	Total	Maint & Operations	700,472	11,205	1.6%
4,068	4,116	4,116	730100	Improvements other than Bldg	4,116	0	0.0%
2,763	3,000	3,000	732120	Departmental Special Equipment	3,000	0	0.0%
6,831	7,116	7,116	Total	Capital Outlay	7,116	0	0.0%
2,098,781	2,279,700	2,291,392	Division Total		2,407,626	116,234	5.1%



PUBLIC WORKS

10160220 – TREE MAINTENANCE

RESP. MGR.: ERIC MIRZAIAN

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 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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	202,885	249,634	273,816	24,182	9.7%
Maint & Operations	773,345	892,225	863,361	-28,864	-3.2%
Capital Outlay	3,000	3,000	3,000	0	0.0%
Division Total	979,230	1,144,859	1,140,177	-4,682	-0.4%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			101	10160220			
			GENERAL FUND	Tree Maintenance			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
97,644	126,599	113,599	411100	Regular Salaries	129,046	15,447	13.6%
528	1,346	1,346	411310	Overtime-Regular	1,346	0	0.0%
1,457	2,080	2,080	431000	Deferred Compensation	2,080	0	0.0%
7,392	9,177	9,177	432000	Social Security	9,300	123	1.3%
17,286	25,538	25,538	433000	Retirement - Employer	27,595	2,057	8.1%
6,784	9,354	9,354	434000	Workers Compensation	13,987	4,633	49.5%
24,972	36,040	36,040	435000	Group Insurance	37,404	1,364	3.8%
910	1,300	1,300	435400	Retiree Health Savings	1,300	0	0.0%
35,903	41,000	41,000	435500	Retiree Insurance	41,000	0	0.0%
6,640	7,240	7,240	435600	Retiree Medical Prefunding	7,240	0	0.0%
430	510	510	436000	State Disability Insurance	521	11	2.2%
1,156	1,800	1,800	437500	Longevity Pay	2,100	300	16.7%
653	650	650	438500	Cell Phone Allowance	650	0	0.0%
1,129	0	0	440000	Uniform Allowance	247	247	0.0%
202,885	262,634	249,634	Total	Personnel Services	273,816	24,182	9.7%
20	0	0	512100	Office Expense	0	0	0.0%
1,159	1,175	1,175	512400	Communications	1,175	0	0.0%
13,735	12,000	12,000	513000	Utilities	12,000	0	0.0%
9,645	29,325	48,325	514100	Departmental Special Supplies	44,725	-3,600	-7.4%
4,581	2,500	2,500	514600	Small Tools & Equipment	2,500	0	0.0%
1,041	3,000	3,000	516100	Training & Education	3,000	0	0.0%
1,142	990	990	516500	Conferences & Conventions	990	0	0.0%
264	200	200	516600	Special Events & Meetings	200	0	0.0%
860	1,200	1,200	516700	Memberships & Dues	1,200	0	0.0%
0	700	700	550110	Uniforms	700	0	0.0%
6,039	10,000	10,000	600200	R&M - Equipment	10,000	0	0.0%
20,885	55,000	55,000	600800	Equip Maint Expenses	55,000	0	0.0%
8,499	7,995	7,995	605400	Amortization of Equipment	7,979	-16	-0.2%
702,394	731,785	744,892	619800	Other Contractual Services	721,785	-23,107	-3.1%
3,081	4,248	4,248	650300	Liability Reserve Charge	2,107	-2,141	-50.4%
773,345	860,118	892,225	Total	Maint & Operations	863,361	-28,864	-3.2%
3,000	3,000	3,000	732120	Departmental Special Equipment	3,000	0	0.0%
3,000	3,000	3,000	Total	Capital Outlay	3,000	0	0.0%
979,230	1,125,752	1,144,859	Division Total		1,140,177	-4,682	-0.4%



PUBLIC WORKS

10160230 – BUILDING MAINTENANCE

RESP. MGR.: ERIC MIRZAIAN

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,113,385	1,282,623	1,440,428	157,805	12.3%
Maint & Operations	662,194	812,983	820,757	7,774	1.0%
Division Total	1,775,579	2,095,606	2,261,185	165,579	7.9%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			101 GENERAL FUND		10160230 Building Maintenance		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
629,066	745,590	740,610	411100	Regular Salaries	815,259	74,649	10.1%
49,805	27,499	27,499	411310	Overtime-Regular	27,499	0	0.0%
8,053	9,715	9,715	431000	Deferred Compensation	9,871	156	1.6%
48,300	52,058	52,058	432000	Social Security	57,483	5,425	10.4%
112,524	149,012	149,012	433000	Retirement - Employer	171,567	22,555	15.1%
54,859	62,963	62,963	434000	Workers Compensation	88,810	25,847	41.1%
91,611	115,360	115,360	435000	Group Insurance	139,504	24,144	20.9%
5,038	6,070	6,070	435400	Retiree Health Savings	6,819	749	12.3%
47,540	51,500	51,500	435500	Retiree Insurance	51,500	0	0.0%
53,300	58,130	58,130	435600	Retiree Medical Prefunding	58,130	0	0.0%
2,972	3,008	3,008	436000	State Disability Insurance	3,260	252	8.4%
5,781	6,300	6,300	437500	Longevity Pay	8,100	1,800	28.6%
205	0	0	438500	Cell Phone Allowance	650	650	0.0%
4,330	0	399	440000	Uniform Allowance	1,976	1,577	395.7%
1,113,385	1,287,205	1,282,623	Total	Personnel Services	1,440,428	157,805	12.3%
2,407	3,105	3,105	512400	Communications	3,105	0	0.0%
88,597	100,000	100,000	513000	Utilities	100,000	0	0.0%
58,672	56,100	56,100	514100	Departmental Special Supplies	56,100	0	0.0%
805	2,550	2,550	514600	Small Tools & Equipment	2,550	0	0.0%
855	1,700	1,700	516100	Training & Education	2,700	1,000	58.8%
0	341	341	516500	Conferences & Conventions	341	0	0.0%
135	320	320	516600	Special Events & Meetings	320	0	0.0%
10	270	270	516700	Memberships & Dues	270	0	0.0%
13,440	0	0	517500	Contributions to Agencies	0	0	0.0%
0	150	150	518300	Auto Mileage Reimbursement	150	0	0.0%
0	4,500	4,500	550110	Uniforms	4,500	0	0.0%
98,627	110,000	111,000	600100	R&M - Building	110,000	-1,000	-0.9%
17,661	45,400	46,378	600200	R&M - Equipment	45,400	-978	-2.1%
30,361	55,175	55,175	600800	Equip Maint Expenses	55,175	0	0.0%
16,140	10,698	10,698	605400	Amortization of Equipment	9,396	-1,302	-12.2%
59	100	100	614100	Medical Services	100	0	0.0%
309,509	366,509	391,999	619800	Other Contractual Services	417,269	25,270	6.4%
24,916	28,597	28,597	650300	Liability Reserve Charge	13,381	-15,216	-53.2%
662,194	785,515	812,983	Total	Maint & Operations	820,757	7,774	1.0%
1,775,579	2,072,720	2,095,606	Division Total		2,261,185	165,579	7.9%



PUBLIC WORKS

10160240 – ELECTRICAL MAINTENANCE

RESP. MGR.: ERIC MIRZAIAN

DIVISION MISSION

To provide efficient and effective City-wide electrical maintenance services.

DIVISION DESCRIPTION

The Electrical Maintenance 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: 103 signalized traffic intersections; 3,814 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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,045,248	1,039,045	1,165,671	126,626	12.2%
Maint & Operations	259,446	333,095	316,115	-16,980	-5.1%
Capital Outlay	0	0	50,000	50,000	0.0%
Division Total	1,304,694	1,372,140	1,531,786	159,646	11.6%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			101 GENERAL FUND		10160240 Electrical Maintenance		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
561,721	553,801	556,460	411100	Regular Salaries	653,738	97,278	17.5%
59,717	35,404	35,404	411310	Overtime-Regular	35,404	0	0.0%
7,066	7,965	7,965	431000	Deferred Compensation	7,809	-156	-2.0%
47,383	43,479	43,479	432000	Social Security	48,037	4,558	10.5%
98,704	110,105	110,105	433000	Retirement - Employer	135,100	24,995	22.7%
46,405	49,175	49,175	434000	Workers Compensation	68,672	19,497	39.6%
106,344	111,810	111,810	435000	Group Insurance	92,063	-19,747	-17.7%
5,114	4,980	4,980	435400	Retiree Health Savings	5,531	551	11.1%
58,557	63,500	63,500	435500	Retiree Insurance	63,500	0	0.0%
45,210	49,310	49,310	435600	Retiree Medical Prefunding	49,310	0	0.0%
2,723	2,275	2,275	436000	State Disability Insurance	2,575	300	13.2%
2,299	3,000	3,000	437500	Longevity Pay	1,800	-1,200	-40.0%
878	1,300	1,300	438500	Cell Phone Allowance	650	-650	-50.0%
3,127	0	282	440000	Uniform Allowance	1,482	1,200	425.6%
1,045,248	1,036,104	1,039,045	Total	Personnel Services	1,165,671	126,626	12.2%
2,155	2,430	2,430	512400	Communications	2,430	0	0.0%
2,736	4,900	4,900	514100	Departmental Special Supplies	4,900	0	0.0%
177	1,020	1,020	514600	Small Tools & Equipment	1,020	0	0.0%
3,228	2,464	2,464	516100	Training & Education	2,464	0	0.0%
70	600	600	516600	Special Events & Meetings	600	0	0.0%
150	600	600	516700	Memberships & Dues	600	0	0.0%
0	3,000	3,000	550110	Uniforms	3,000	0	0.0%
0	3,916	7,749	600100	R&M - Building	3,916	-3,833	-49.5%
100,710	107,100	107,100	600200	R&M - Equipment	110,110	3,010	2.8%
39,172	76,995	76,995	600800	Equip Maint Expenses	78,000	1,005	1.3%
77,992	62,721	62,721	605400	Amortization of Equipment	71,938	9,217	14.7%
59	250	250	614100	Medical Services	250	0	0.0%
11,921	26,540	40,932	619800	Other Contractual Services	26,540	-14,392	-35.2%
21,076	22,335	22,335	650300	Liability Reserve Charge	10,347	-11,988	-53.7%
259,446	314,871	333,095	Total	Maint & Operations	316,115	-16,980	-5.1%
0	0	0	732120	Departmental Special Equipment	50,000	50,000	0.0%
0	0	0	Total	Capital Outlay	50,000	50,000	0.0%
1,304,694	1,350,975	1,372,140	Division Total		1,531,786	159,646	11.6%



2016-17
ADOPTED BUDGET

PUBLIC WORKS

10160250 – GRAFFITI ABATEMENT

RESP. MGR.: ERIC MIRZAIAN

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 Division 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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	290,000	304,680	316,570	11,890	3.9%
Maint & Operations	45,236	67,117	64,462	-2,655	-4.0%
Division Total	335,235	371,797	381,032	9,235	2.5%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			101 GENERAL FUND		10160250 Graffiti Abatement		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
158,880	165,170	165,170	411100	Regular Salaries	166,313	1,143	0.7%
4,309	2,040	2,040	411310	Overtime-Regular	2,040	0	0.0%
2,712	3,120	3,120	431000	Deferred Compensation	2,080	-1,040	-33.3%
12,040	13,089	13,089	432000	Social Security	12,781	-308	-2.4%
28,249	34,052	34,052	433000	Retirement - Employer	36,228	2,176	6.4%
14,954	16,591	16,591	434000	Workers Compensation	21,066	4,475	27.0%
40,280	40,865	40,865	435000	Group Insurance	46,069	5,204	12.7%
1,695	1,950	1,950	435400	Retiree Health Savings	1,950	0	0.0%
7,574	9,000	9,000	435500	Retiree Insurance	9,000	0	0.0%
15,180	16,560	16,560	435600	Retiree Medical Prefunding	16,560	0	0.0%
719	693	693	436000	State Disability Insurance	686	-7	-1.0%
1,253	900	900	437500	Longevity Pay	900	0	0.0%
430	650	650	438500	Cell Phone Allowance	650	0	0.0%
1,725	0	0	440000	Uniform Allowance	247	247	0.0%
290,000	304,680	304,680	Total	Personnel Services	316,570	11,890	3.9%
117	2,000	2,000	512100	Office Expense	1,000	-1,000	-50.0%
19,372	20,400	20,919	514100	Departmental Special Supplies	33,305	12,386	59.2%
0	2,500	2,500	550110	Uniforms	2,500	0	0.0%
452	1,020	1,020	600100	R&M - Building	1,020	0	0.0%
5,322	5,650	5,650	600200	R&M - Equipment	5,650	0	0.0%
9,666	8,680	8,680	600800	Equip Maint Expenses	10,000	1,320	15.2%
3,516	2,813	2,813	605400	Amortization of Equipment	2,813	0	0.0%
0	16,000	16,000	619800	Other Contractual Services	5,000	-11,000	-68.8%
6,792	7,535	7,535	650300	Liability Reserve Charge	3,174	-4,361	-57.9%
45,236	66,598	67,117	Total	Maint & Operations	64,462	-2,655	-4.0%
335,235	371,278	371,797	Division Total		381,032	9,235	2.5%



PUBLIC WORKS

10160260 – PARKING METER MAINTENANCE

RESP. MGR.: ERIC MIRZAIAN

DIVISION MISSION

To provide efficient and effective parking meter maintenance, inspections, repairs, and installation/removal services.

DIVISION DESCRIPTION

The Parking Meter Division of the Public Works Department is responsible for providing scheduled service on approximately 1,629 parking meters and multi-space pay stations, as well as installing or removing parking meters throughout the City (100% supported from parking meter fees).

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	115,396	97,074	201,464	104,390	107.5%
Maint & Operations	137,509	237,467	219,801	-17,666	-7.4%
Projected Excess Appropriation	0	0	-20,362	-20,362	0.0%
Division Total	252,905	334,541	400,903	66,362	19.8%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			101 GENERAL FUND		10160260 Parking Meters		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
60,543	63,606	43,606	411100	Regular Salaries	118,085	74,479	170.8%
6,509	0	0	411310	Overtime-Regular	0	0	0.0%
1,044	1,040	1,040	431000	Deferred Compensation	2,080	1,040	100.0%
5,080	4,597	4,597	432000	Social Security	9,795	5,198	113.1%
11,503	12,945	12,945	433000	Retirement - Employer	26,402	13,457	104.0%
2,711	5,909	5,909	434000	Workers Compensation	5,596	-313	-5.3%
17,465	18,020	18,020	435000	Group Insurance	27,367	9,347	51.9%
653	650	650	435400	Retiree Health Savings	1,300	650	100.0%
5,870	6,400	6,400	435600	Retiree Medical Prefunding	6,400	0	0.0%
304	257	257	436000	State Disability Insurance	542	285	110.9%
2,677	3,000	3,000	437500	Longevity Pay	3,000	0	0.0%
653	650	650	438500	Cell Phone Allowance	650	0	0.0%
385	0	0	440000	Uniform Allowance	247	247	0.0%
115,396	117,074	97,074	Total	Personnel Services	201,464	104,390	107.5%
60	0	0	512400	Communications	0	0	0.0%
10,519	24,140	22,940	514100	Departmental Special Supplies	24,140	1,200	5.2%
99	2,232	2,232	514600	Small Tools & Equipment	2,232	0	0.0%
1,555	1,500	2,700	516100	Training & Education	5,675	2,975	110.2%
304	505	505	516700	Memberships & Dues	505	0	0.0%
0	400	400	550110	Uniforms	400	0	0.0%
1,380	4,488	4,488	600200	R&M - Equipment	4,488	0	0.0%
3,547	5,425	5,425	600800	Equip Maint Expenses	5,425	0	0.0%
2,259	1,808	1,808	605400	Amortization of Equipment	1,808	0	0.0%
116,555	174,285	194,285	619800	Other Contractual Services	174,285	-20,000	-10.3%
1,231	2,684	2,684	650300	Liability Reserve Charge	843	-1,841	-68.6%
137,509	217,467	237,467	Total	Maint & Operations	219,801	-17,666	-7.4%
0	0	0	910300	Projected Excess Appropriation	(20,362)	-20,362	0.0%
0	0	0	Total	Inter-Fund Transfers	(20,362)	-20,362	0.0%
252,905	334,541	334,541	Division Total		400,903	66,362	19.8%



2016-17
ADOPTED BUDGET

PUBLIC WORKS

10160460 – ENVIRONMENTAL PROGRAMS & OPERATIONS

RESP. MGR.: KIM BRAUN

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 Division of the Public Works Department facilitates the coordination of the City's programs relating to sustainability. The Division also coordinates departmental activities in the areas of solid waste management, storm water quality management and sewer system management.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	145,815	122,860	117,562	-5,298	-4.3%
Maint & Operations	6,111	8,043	4,773	-3,270	-40.7%
Division Total	151,926	130,903	122,335	-8,568	-6.5%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			101 GENERAL FUND		10160460 Environmental Programs/Ops		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
63,775	57,866	57,866	411100	Regular Salaries	74,138	16,272	28.1%
583	0	0	411200	Part-Time Salaries	0	0	0.0%
1,592	0	0	411310	Overtime-Regular	0	0	0.0%
1,021	812	812	431000	Deferred Compensation	725	-87	-10.7%
6,248	4,673	4,673	432000	Social Security	3,921	-752	-16.1%
11,354	11,935	11,935	433000	Retirement - Employer	12,610	675	5.7%
8,888	9,848	9,848	434000	Workers Compensation	7,453	-2,395	-24.3%
34,930	18,921	18,921	435000	Group Insurance	0	-18,921	-100.0%
553	409	409	435400	Retiree Health Savings	356	-53	-13.0%
16,620	18,130	18,130	435600	Retiree Medical Prefunding	18,130	0	0.0%
252	208	208	436000	State Disability Insurance	196	-12	-5.8%
0	25	25	437500	Longevity Pay	0	-25	-100.0%
0	33	33	438500	Cell Phone Allowance	33	0	0.0%
145,815	122,860	122,860	Total	Personnel Services	117,562	-5,298	-4.3%
34	500	500	512100	Office Expense	500	0	0.0%
573	0	0	514100	Departmental Special Supplies	0	0	0.0%
139	1,500	1,500	516100	Training & Education	1,500	0	0.0%
1,329	1,570	1,570	516500	Conferences & Conventions	1,650	80	5.1%
4,037	4,473	4,473	650300	Liability Reserve Charge	1,123	-3,350	-74.9%
6,111	8,043	8,043	Total	Maint & Operations	4,773	-3,270	-40.7%
151,926	130,903	130,903	Division Total		122,335	-8,568	-6.5%



PUBLIC WORKS

20260400 – REFUSE COLLECTION

RESP. MGR.: KIM BRAUN

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 collection operation 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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	3,738,881	3,823,599	4,273,477	449,878	11.8%
Maint & Operations	4,112,066	4,270,929	4,237,017	-33,912	-0.8%
Capital Outlay	92,844	135,851	150,015	14,164	10.4%
Projected Excess Appropriation	0	0	-146,000	-146,000	0.0%
Division Total	7,943,792	8,230,380	8,514,509	284,129	3.5%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			202		20260400		
			REFUSE DISPOSAL FUND		Refuse Collection - Admin		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
2,022,907	2,014,524	1,989,524	411100	Regular Salaries	2,260,535	271,011	13.6%
35,592	0	0	411200	Part-Time Salaries	0	0	0.0%
152,711	120,768	120,768	411310	Overtime-Regular	120,768	0	0.0%
24,614	25,000	50,000	411700	Contract Labor	25,000	-25,000	-50.0%
31,034	33,937	33,937	431000	Deferred Compensation	40,690	6,753	19.9%
153,951	142,534	142,534	432000	Social Security	168,807	26,273	18.4%
272,543	394,838	394,838	433000	Retirement - Employer	479,295	84,457	21.4%
183,940	196,859	196,859	434000	Workers Compensation	249,218	52,359	26.6%
428,626	466,219	466,219	435000	Group Insurance	494,617	28,398	6.1%
20,229	20,724	20,724	435400	Retiree Health Savings	23,967	3,243	15.6%
158,367	175,000	175,000	435500	Retiree Insurance	175,000	0	0.0%
177,000	193,050	193,050	435600	Retiree Medical Prefunding	193,050	0	0.0%
16,389	0	0	435650	OPEB Liability Charge	0	0	0.0%
8,215	7,031	7,031	436000	State Disability Insurance	8,494	1,463	20.8%
1,000	575	575	437000	Mgt Health Ben	500	-75	-13.0%
26,730	31,500	31,500	437500	Longevity Pay	27,300	-4,200	-13.3%
1,373	1,040	1,040	438500	Cell Phone Allowance	1,300	260	25.0%
23,662	0	0	440000	Uniform Allowance	4,936	4,936	0.0%
3,738,881	3,823,599	3,823,599	Total	Personnel Services	4,273,477	449,878	11.8%
2,451	2,000	2,000	512100	Office Expense	2,000	0	0.0%
7,198	9,960	9,960	512400	Communications	9,960	0	0.0%
51	0	0	513000	Utilities	0	0	0.0%
39,077	40,000	40,000	514100	Departmental Special Supplies	40,000	0	0.0%
1,525	2,000	2,000	516100	Training & Education	4,000	2,000	100.0%
2,010	3,000	3,000	516500	Conferences & Conventions	5,000	2,000	66.7%
1,000	1,000	1,000	516600	Special Events & Meetings	1,000	0	0.0%
0	800	800	516700	Memberships & Dues	800	0	0.0%
28,500	18,860	18,860	517500	Contributions to Agencies	18,860	0	0.0%
0	20,000	20,000	550110	Uniforms	20,000	0	0.0%
27,464	30,000	32,311	600200	R&M - Equipment	30,000	-2,311	-7.2%
1,474,681	1,515,000	1,515,000	600800	Equip Maint Expenses	1,545,300	30,300	2.0%
434,624	679,842	679,842	605400	Amortization of Equipment	424,495	-255,347	-37.6%
590	1,000	1,000	614100	Medical Services	1,000	0	0.0%
412,659	430,000	433,638	619800	Other Contractual Services	432,000	-1,638	-0.4%
0	36,595	36,595	650200	Insurance Premiums - Other	36,595	0	0.0%
83,543	89,411	89,411	650300	Liability Reserve Charge	37,550	-51,861	-58.0%
1,596,694	1,385,512	1,385,512	670100	Administrative Charges	1,628,457	242,945	17.5%
4,112,066	4,264,980	4,270,929	Total	Maint & Operations	4,237,017	-33,912	-0.8%
92,844	125,000	135,851	732120	Departmental Special Equipment	150,015	14,164	10.4%
92,844	125,000	135,851	Total	Capital Outlay	150,015	14,164	10.4%
0	0	0	910300	Projected Excess Appropriation	(146,000)	-146,000	0.0%
0	0	0	Total	Inter-Fund Transfers	(146,000)	-146,000	0.0%
7,943,792	8,213,579	8,230,380	Division Total		8,514,509	284,129	3.5%



PUBLIC WORKS

20260410 – TRANSFER STATION

RESP. MGR.: KIM BRAUN

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 Station 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 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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	760,352	866,943	911,349	44,406	5.1%
Maint & Operations	2,758,853	3,546,216	3,473,576	-72,640	-2.0%
Debt Services	38,798	170,295	170,295	0	0.0%
Division Total	3,558,003	4,583,454	4,555,220	-28,234	-0.6%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			202	20260410			
			REFUSE DISPOSAL FUND	Transfer Station - Admin			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
446,208	460,771	460,771	411100	Regular Salaries	475,514	14,743	3.2%
70,953	36,720	36,720	411310	Overtime-Regular	36,720	0	0.0%
2,612	3,120	3,120	431000	Deferred Compensation	5,200	2,080	66.7%
39,556	35,593	35,593	432000	Social Security	37,047	1,454	4.1%
63,118	92,388	92,388	433000	Retirement - Employer	101,504	9,116	9.9%
37,798	45,148	45,148	434000	Workers Compensation	57,348	12,200	27.0%
102,947	102,030	102,030	435000	Group Insurance	105,784	3,754	3.7%
5,070	5,200	5,200	435400	Retiree Health Savings	5,200	0	0.0%
28,309	36,000	36,000	435500	Retiree Insurance	36,000	0	0.0%
38,000	41,450	41,450	435600	Retiree Medical Prefunding	41,450	0	0.0%
(87,162)	0	0	435650	OPEB Liability Charge	0	0	0.0%
2,258	1,873	1,873	436000	State Disability Insurance	1,944	71	3.8%
5,320	6,000	6,000	437500	Longevity Pay	6,000	0	0.0%
653	650	650	438500	Cell Phone Allowance	650	0	0.0%
4,711	0	0	440000	Uniform Allowance	988	988	0.0%
760,352	866,943	866,943	Total	Personnel Services	911,349	44,406	5.1%
19,927	25,000	25,000	513000	Utilities	25,000	0	0.0%
12,096	500	2,400	514100	Departmental Special Supplies	500	-1,900	-79.2%
1,312	0	0	514600	Small Tools & Equipment	0	0	0.0%
0	200	200	516700	Memberships & Dues	200	0	0.0%
0	5,000	5,000	550110	Uniforms	5,000	0	0.0%
9,306	10,000	10,000	600100	R&M - Building	10,000	0	0.0%
572	0	0	600200	R&M - Equipment	0	0	0.0%
159,560	100,000	100,000	600800	Equip Maint Expenses	105,000	5,000	5.0%
78,000	78,000	78,000	605200	Rental of Land	78,000	0	0.0%
55,255	55,255	55,255	605400	Amortization of Equipment	55,255	0	0.0%
1,759,996	2,100,000	2,185,793	615100	Refuse Disp Services - Trash	2,100,000	-85,793	-3.9%
497,232	525,000	549,083	619800	Other Contractual Services	571,000	21,917	4.0%
17,168	20,505	20,505	650300	Liability Reserve Charge	8,641	-11,864	-57.9%
148,430	514,980	514,980	665100	Depreciation	514,980	0	0.0%
2,758,853	3,434,440	3,546,216	Total	Maint & Operations	3,473,576	-72,640	-2.0%
(124,832)	0	0	810100	Bond Principal Payments	0	0	0.0%
124,832	101,900	101,900	810400	Loan Principal Payments	101,900	0	0.0%
38,798	68,395	68,395	820400	Loan Interest Payments	68,395	0	0.0%
38,798	170,295	170,295	Total	Debt Services	170,295	0	0.0%
3,558,003	4,471,678	4,583,454	Division Total		4,555,220	-28,234	-0.6%



PUBLIC WORKS

20260430 – RECYCLING

RESP. MGR.: KIM BRAUN

DIVISION MISSION

To implement a comprehensive, integrated solid waste management plan for the City of Culver City that reduces landfill disposal of non-hazardous solid wastes, as mandated by the Integrated Solid Waste Management Act of 1989 (AB 939).

DIVISION DESCRIPTION

The Waste Reduction/Recycling Division is responsible for planning, implementing, promoting and monitoring all waste reduction and recycling efforts within the City. Responsibilities include ongoing management of existing programs and design and implementation of new programs consistent with the City's Source Reduction and Recycling Element. Additionally, this Division develops all public education materials; represents the City at various functions and speaking engagements; interprets and applies all Federal, State and local regulations; keeps abreast of legal and other developments within the waste management field; monitors all waste reduction and recycling activities within the City; manages grants relating to recycling and waste reduction; prepares monthly statistical reports of waste reduction and recycling activity; and serves as liaison with contractors and vendors to ensure compliance with the terms and conditions of various contracts and permits. The budget for this Division includes the cost of administrating and implementing these various programs.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	266,642	224,938	234,432	9,494	4.2%
Maint & Operations	13,349	17,425	13,689	-3,736	-21.4%
Division Total	279,991	242,363	248,121	5,758	2.4%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			202		20260430		
			REFUSE DISPOSAL FUND		Recycling		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
113,605	128,841	128,841	411100	Regular Salaries	133,934	5,093	4.0%
0	12,045	12,045	411200	Part-Time Salaries	12,377	332	2.8%
4,544	5,202	5,202	431000	Deferred Compensation	5,200	-2	0.0%
7,960	10,039	10,039	432000	Social Security	10,346	307	3.1%
15,414	26,546	26,546	433000	Retirement - Employer	28,540	1,994	7.5%
10,359	14,147	14,147	434000	Workers Compensation	17,847	3,700	26.2%
8,133	10,469	10,469	435000	Group Insurance	8,665	-1,804	-17.2%
710	814	814	435400	Retiree Health Savings	813	-1	-0.1%
4,156	5,000	5,000	435500	Retiree Insurance	5,000	0	0.0%
10,000	10,910	10,910	435600	Retiree Medical Prefunding	10,910	0	0.0%
91,260	0	0	435650	OPEB Liability Charge	0	0	0.0%
500	625	625	437000	Mgt Health Ben	500	-125	-20.0%
0	300	300	437500	Longevity Pay	300	0	0.0%
266,642	224,938	224,938	Total	Personnel Services	234,432	9,494	4.2%
22	500	500	512100	Office Expense	500	0	0.0%
4,043	4,000	4,000	514100	Departmental Special Supplies	4,000	0	0.0%
860	1,000	1,000	516100	Training & Education	1,000	0	0.0%
919	1,000	1,000	516500	Conferences & Conventions	1,000	0	0.0%
0	1,000	1,000	516600	Special Events & Meetings	1,000	0	0.0%
100	500	500	516700	Memberships & Dues	500	0	0.0%
2,700	3,000	3,000	517300	Advertising and Public Relatio	3,000	0	0.0%
4,705	6,425	6,425	650300	Liability Reserve Charge	2,689	-3,736	-58.1%
13,349	17,425	17,425	Total	Maint & Operations	13,689	-3,736	-21.4%
279,991	242,363	242,363	Division Total		248,121	5,758	2.4%



PUBLIC WORKS

20460300 – SEWER MAINTENANCE

RESP. MGR.: ERIC MIRZAIAN

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 Maintenance Crew 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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	1,309,726	1,452,350	1,489,556	37,206	2.6%
Maint & Operations	6,734,927	7,181,247	6,874,382	-306,865	-4.3%
Capital Outlay	6,047	22,066	21,613	-453	-2.1%
Division Total	8,050,700	8,655,663	8,385,551	-270,112	-3.1%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			204	20460300 Wastewater Maintenance			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
872,251	931,628	891,628	411100	Regular Salaries	904,756	13,128	1.5%
14,475	0	0	411200	Part-Time Salaries	0	0	0.0%
19,380	15,912	15,912	411310	Overtime-Regular	15,912	0	0.0%
12,608	15,340	15,340	431000	Deferred Compensation	17,874	2,534	16.5%
61,182	67,292	67,292	432000	Social Security	64,947	-2,345	-3.5%
116,167	190,019	190,019	433000	Retirement - Employer	188,737	-1,282	-0.7%
62,471	63,739	63,739	434000	Workers Compensation	104,671	40,932	64.2%
86,812	144,406	144,406	435000	Group Insurance	126,504	-17,902	-12.4%
6,248	7,034	7,034	435400	Retiree Health Savings	7,053	19	0.3%
16,618	14,000	14,000	435500	Retiree Insurance	14,000	0	0.0%
22,500	24,540	24,540	435600	Retiree Medical Prefunding	24,540	0	0.0%
1,927	0	0	435650	OPEB Liability Charge	0	0	0.0%
2,388	2,252	2,252	436000	State Disability Insurance	2,382	130	5.8%
500	1,315	1,315	437000	Mgt Health Ben	500	-815	-62.0%
11,227	13,975	13,975	437500	Longevity Pay	15,300	1,325	9.5%
0	898	898	438500	Cell Phone Allowance	898	0	0.0%
2,972	0	0	440000	Uniform Allowance	1,482	1,482	0.0%
1,309,726	1,492,350	1,452,350	Total	Personnel Services	1,489,556	37,206	2.6%
654	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%
6,384	6,910	6,910	512400	Communications	6,910	0	0.0%
57,907	76,000	76,000	513000	Utilities	76,000	0	0.0%
25,212	30,310	30,310	514100	Departmental Special Supplies	40,000	9,690	32.0%
1,201	10,000	10,000	514600	Small Tools & Equipment	10,000	0	0.0%
5,952	6,690	6,690	516100	Training & Education	10,000	3,310	49.5%
2,509	3,400	3,400	516500	Conferences & Conventions	5,000	1,600	47.1%
2,986	3,500	3,500	516600	Special Events & Meetings	3,500	0	0.0%
1,378	2,000	2,000	516700	Memberships & Dues	2,000	0	0.0%
3,055,930	3,807,600	3,834,655	517500	Contributions to Agencies	3,750,000	-84,655	-2.2%
0	4,000	4,000	550110	Uniforms	4,000	0	0.0%
60,595	88,000	89,000	600200	R&M - Equipment	100,000	11,000	12.4%
119,938	145,000	145,000	600800	Equip Maint Expenses	145,000	0	0.0%
360,000	360,000	360,000	605200	Rental of Land	360,000	0	0.0%
111,195	111,195	111,195	605400	Amortization of Equipment	87,812	-23,383	-21.0%
0	400	400	614100	Medical Services	400	0	0.0%
631,575	644,260	829,010	619800	Other Contractual Services	631,119	-197,891	-23.9%
0	7,680	7,680	650200	Insurance Premiums - Other	7,680	0	0.0%
28,374	28,949	28,949	650300	Liability Reserve Charge	15,771	-13,178	-45.5%
1,635,941	1,022,730	1,022,730	665100	Depreciation	1,022,730	0	0.0%
641,661	596,818	596,818	670100	Administrative Charges	583,460	-13,358	-2.2%
(14,466)	0	0	690200	R&M-Equipment Contra	0	0	0.0%
6,734,927	6,968,442	7,181,247	Total	Maint & Operations	6,874,382	-306,865	-4.3%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			204		20460300		
			SEWER ENTERPRISE FUND		Wastewater Maintenance		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
6,047	21,613	22,066	732150	IT Equipment - Hardware	21,613	-453	-2.1%
6,047	21,613	22,066	Total	Capital Outlay	21,613	-453	-2.1%
8,050,700	8,482,405	8,655,663	Division Total		8,385,551	-270,112	-3.1%



PUBLIC WORKS

20460310 – HYPERION PLANT DEBT SERVICE

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. In 2009 new bonds in the amount of \$20 million replaced and refunded the existing bonds. The debt service on these bonds is funded by user charges on residential and commercial properties.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Debt Services	824,417	1,605,200	1,605,200	0	0.0%
Division Total	824,417	1,605,200	1,605,200	0	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			204		20460310		
			SEWER ENTERPRISE FUND		Hyperion Plant Debt Service		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	740,000	740,000	810100	Bond Principal Payments	740,000	0	0.0%
822,417	865,200	865,200	820100	Bond Interest Payments	865,200	0	0.0%
2,000	0	0	820300	Fiscal Agent Bond Fees	0	0	0.0%
824,417	1,605,200	1,605,200	Total	Debt Services	1,605,200	0	0.0%
824,417	1,605,200	1,605,200	Division Total		1,605,200	0	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			412		41260150		
			BUILDING SURCHARGE FUND		Engineering		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	0	0	411200	Part-Time Salaries	20,250	20,250	0.0%
0	0	0	432000		290	290	0.0%
0	0	0	433000		710	710	0.0%
0	0	0	Total	Personnel Services	21,250	21,250	0.0%
0	38,325	45,000	732130	Office Machines & Equipment	0	-45,000	-100.0%
0	38,325	45,000	Total	Capital Outlay	0	-45,000	-100.0%
0	38,325	45,000	Division Total		21,250	-23,750	-52.8%



PUBLIC WORKS

41460902 – LA BALLONA BIKEWAY MAINTENANCE

RESP. MGR.: ERIC MIRZAIAN

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. 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 maintaining the bikeway.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Maint & Operations	25,886	26,000	26,000	0	0.0%
Division Total	25,886	26,000	26,000	0	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			414		41460902			
			OPERATING GRANTS FUND		Bikeways (TDA Article 3)			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
25,886	26,000	26,000	619800	Other Contractual Services	26,000	0	0.0%	
25,886	26,000	26,000	Total	Maint & Operations	26,000	0	0.0%	
25,886	26,000	26,000	Division Total		26,000	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			414		41460903		
			OPERATING GRANTS FUND		Building Maintenance		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
82,370	80,000	82,370	619800	Other Contractual Services	80,000	-2,370	-2.9%
82,370	80,000	82,370	Total	Maint & Operations	80,000	-2,370	-2.9%
82,370	80,000	82,370	Division Total		80,000	-2,370	-2.9%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			414		41460904			
			OPERATING GRANTS FUND		Used Oil Block Grant			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
20,218	0	0	619800	Other Contractual Services	0	0	0.0%	
20,218	0	0	Total	Maint & Operations	0	0	0.0%	
20,218	0	0	Division Total		0	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			414		41460905		
			OPERATING GRANTS FUND		Recycling		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
1,349	0	9,188	619800	Other Contractual Services	0	-9,188	-100.0%
1,349	0	9,188	Total	Maint & Operations	0	-9,188	-100.0%
1,349	0	9,188	Division Total		0	-9,188	-100.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS			414		41460906		
			OPERATING GRANTS FUND		CalRecycle HHW		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
14,675	0	0	619800	Other Contractual Services	0	0	0.0%
14,675	0	0	Total	Maint & Operations	0	0	0.0%
14,675	0	0	Division Total		0	0	0.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS				414		41460907			
				OPERATING GRANTS FUND		M-J Hazard Mitigation Plan			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
309	0	100,430	619800	Other Contractual Services		0	-100,430	-100.0%	
309	0	100,430	Total	Maint & Operations		0	-100,430	-100.0%	
309	0	100,430	Division Total			0	-100,430	-100.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

PUBLIC WORKS				414		41460908			
				OPERATING GRANTS FUND		CicLAvia - Open Streets			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
0	0	29,975	411310	Overtime-Regular		0	-29,975	-100.0%	
0	0	29,975	Total	Personnel Services		0	-29,975	-100.0%	
0	0	23,625	612800	Traffic Engineering Services		0	-23,625	-100.0%	
0	0	400,000	619800	Other Contractual Services		0	-400,000	-100.0%	
0	0	423,625	Total	Maint & Operations		0	-423,625	-100.0%	
0	0	453,600	Division Total			0	-453,600	-100.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

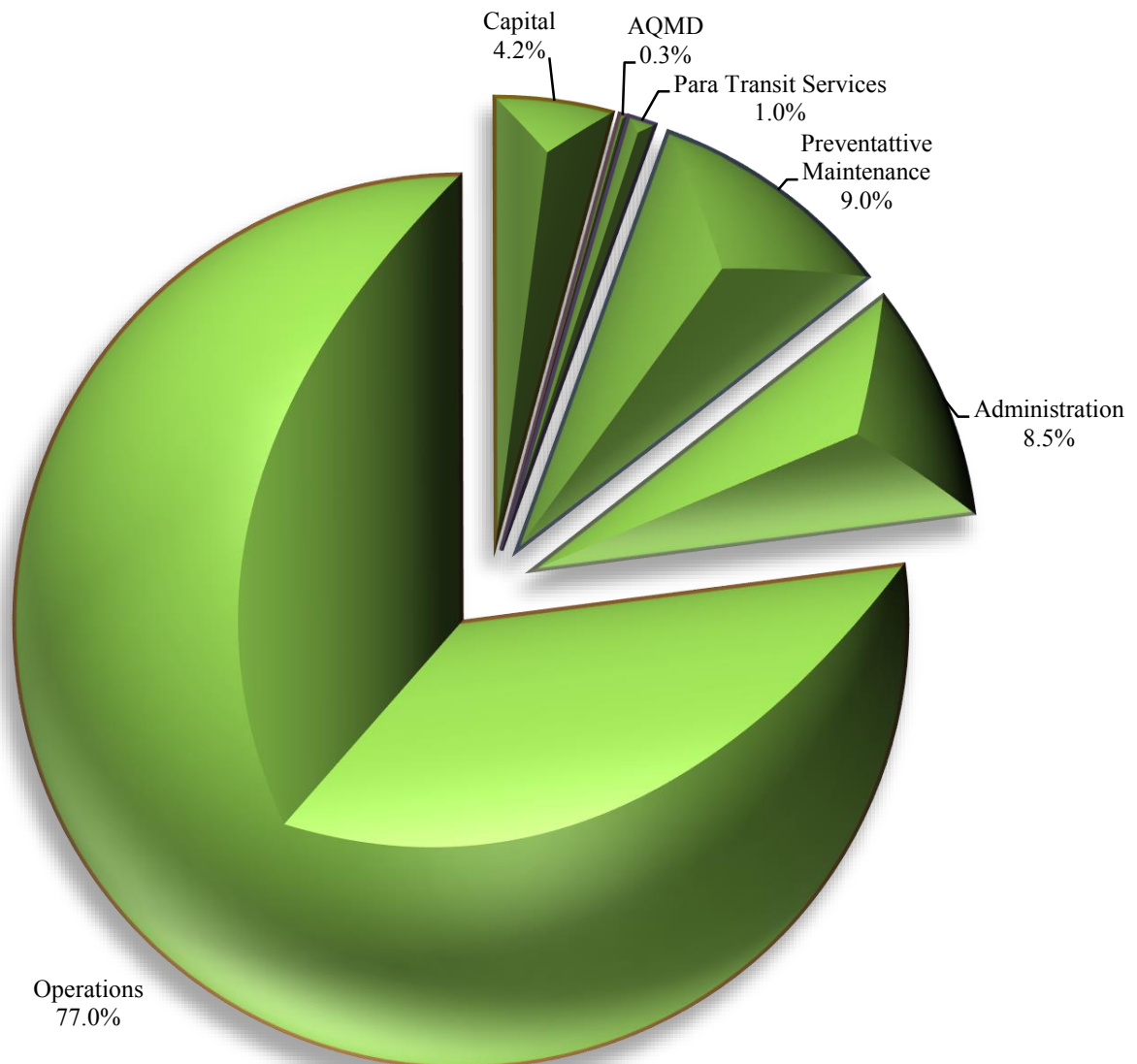
PUBLIC WORKS				414		41460909			
				OPERATING GRANTS FUND		Prop A-M&S Sr Ctr/A-V			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
0	0	316,314	600100	R&M - Building		0	-316,314	-100.0%	
0	0	316,314	Total	Maint & Operations		0	-316,314	-100.0%	
0	0	316,314	Division Total			0	-316,314	-100.0%	

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ADOPTED 2016-17 BUDGET

TRANSPORTATION DEPARTMENT

\$27,963,145



FOOTNOTE: CHART EXCLUDES EQUIPMENT MAINTENANCE AND FLEET SERVICES DIVISION AND EQUIPMENT REPLACEMENT FUND AS THESE INTERNAL SERVICE COSTS ARE DISTRIBUTED TO ALL DEPARTMENTAL BUDGETS

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TRANSPORTATION

RESP. MGR.: ART IDA

DEPARTMENT MISSION

To provide efficient and effective administrative oversight for all transportation services.

DEPARTMENT 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		ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>203 - TRANSPORTATION FUND</i>						
70100	Transportation Admin	1,222,256	3,988,534	2,378,482	-1,610,052	-40.4%
70200	Transportation Operations	16,690,873	20,627,351	21,534,068	906,717	4.4%
70214	Preventative Maintenance	3,654,662	3,000,000	2,500,000	-500,000	-16.7%
70300	Transportation Capital	239,709	8,364,227	1,054,325	-7,309,902	-87.4%
70302	6-Bus Purchase 2014	0	276,154	0	-276,154	-100.0%
70303	Bus Tire Lease	108,138	121,762	130,000	8,238	6.8%
70304	10-Bus Purchase 2016	0	11,061,500	0	-11,061,500	-100.0%
70306	CNG Station Compressors	0	974,584	0	-974,584	-100.0%
70307	1996 Transit COPs	64,400	0	0	0	0.0%
70308	Bus Security Cameras	178,587	304,293	0	-304,293	-100.0%
Fund Total		22,158,625	48,718,403	27,596,875	-21,121,528	-43.4%
<i>307 - EQUIPMENT REPLACEMENT FUND</i>						
70500	Equipment Replacement	1,443,241	5,937,603	928,988	-5,008,615	-84.4%
Fund Total		1,443,241	5,937,603	928,988	-5,008,615	-84.4%



2016-17
ADOPTED BUDGET

TRANSPORTATION

RESP. MGR.: ART IDA

EXPENDITURE SUMMARY		ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>308 - EQUIPMENT MAINTANCE FUND</i>						
70400	Equipment Maintenance	7,526,459	8,154,402	8,194,631	40,230	0.5%
	Fund Total	7,526,459	8,154,402	8,194,631	40,230	0.5%
<i>414 - GRANTS OPERATING FUND</i>						
70420	Para Transit Services	235,263	285,196	282,270	-2,926	-1.0%
70600	Rideshare	29,997	35,000	39,000	4,000	11.4%
70620	AQMD - AB2766	74,078	175,592	45,000	-130,592	-74.4%
	Fund Total	339,338	495,788	366,270	-129,518	-26.1%
Department Total		31,467,663	63,306,197	37,086,764	-26,219,433	-41.4%


 2016-17
ADOPTED BUDGET

TRANSPORTATION

RESP. MGR.: ART IDA

FUNDING SUMMARY	ACTUAL RECEIPTS 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Measure R - OP	2,092,620	1,992,875	2,102,170	109,295	5.5%
Measure R-Local Return Transit	0	172,094	0	-172,094	-100.0%
Measure R - Clean Fuel	0	399,401	0	-399,401	-100.0%
CNG Excise Tax Credit	353,822	351,500	376,500	25,000	7.1%
FTA - 5307 (Sect 9)	2,250,361	8,886,521	3,246,950	-5,639,571	-63.5%
FTA 5307 (Sct 9)-COPS	784,344	810,000	0	-810,000	-100.0%
STA Grant	645,792	804,766	414,727	-390,039	-48.5%
TDA Grant	5,145,474	4,896,078	5,165,678	269,600	5.5%
AQMD-AB2766Subvention	123,156	190,000	240,000	50,000	26.3%
AQMD - Discretionary	0	75,000	36,000	-39,000	-52.0%
CalCap&Trade LCTOP	34,529	0	56,805	56,805	100.0%
Prop A Incentive	62,987	80,000	85,000	5,000	6.3%
Prop A Disc	3,255,542	3,245,288	3,326,445	81,157	2.5%
Prop 1B - PTIMSEA	0	2,004,000	0	-2,004,000	-100.0%
Prop 1B Transit Security	239,352	66,090	66,090	0	0.0%
Metro Prop 1B Bridge Transit S	60,467	204,459	0	-204,459	-100.0%
Metro Prop 1B Bridge Funds	0	402,419	402,419	0	0.0%
Prop C Disc - Transit Svc Expa	227,638	232,123	236,417	4,294	1.8%
Prop C Disc - BSIP Overcrowdin	159,075	162,208	165,209	3,001	1.9%
Prop C Disc - Foothill Mitigat	144,761	147,400	150,655	3,255	2.2%
Prop C Disc - Security	335,430	312,307	313,167	860	0.3%
Prop C Disc - MOSIP	773,082	975,291	1,039,149	63,858	6.5%
EIR Transit Mitigation Fund	0	2,369,748	2,335,183	-34,565	-1.5%
MTA - Bus Signal Priority Proj	56,955	0	2,920,000	2,920,000	100.0%
MTA - Real Time Bus Arrival	28,529	0	2,920,000	2,920,000	100.0%
Metro Call for Projects	0	4,208,074	0	-4,208,074	-100.0%
County Paratransit Reimburseme	515	5,000	1,000	-4,000	-80.0%
Farebox Revenues	2,918,652	3,100,000	2,881,000	-219,000	-7.1%
TAP Card Sales	220,016	195,000	300,000	105,000	53.8%
EZ Pass Revenue	320,526	425,000	300,000	-125,000	-29.4%
BruinGO Program	205,584	200,000	210,000	10,000	5.0%
Access Services	93,055	80,000	100,000	20,000	25.0%
Rider Relief	2,684	2,300	2,500	200	8.7%
Dial-a-Ride	4,966	5,000	5,000	0	0.0%
Extended Areas	810	750	750	0	0.0%



2016-17
ADOPTED BUDGET

TRANSPORTATION

RESP. MGR.: ART IDA

FUNDING SUMMARY	ACTUAL RECEIPTS 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Vehicle Amortization	1,548,009	1,651,239	1,379,820	-271,419	-16.4%
Equip Maint - Labor	4,841,978	4,977,151	5,435,631	458,480	9.2%
Equip Maint - Commere	356,145	0	0	0	0.0%
Equip Maint - Fuel	1,376,021	1,680,100	1,618,225	-61,875	-3.7%
Equip Maint - Parts	1,243,691	1,443,852	1,296,739	-147,113	-10.2%
Advertising - Bus	216,795	150,000	220,000	70,000	46.7%
Admin Cost Alloc (Interfund)	1,207,219	1,495,753	1,524,814	29,061	1.9%
Interest Income	100,100	41,600	42,100	500	1.2%
Rent/Concession - Other	65,361	65,361	65,361	0	0.0%
Miscellaneous Revenue	45,387	4,686	12,200	7,514	160.4%
Donations	4,367	4,500	2,000	-2,500	-55.6%
Sale of Property	-75,772	0	50,000	50,000	100.0%
Trsf In From - Fund 424	193,901	167,406	187,020	19,614	11.7%
Fund Balance	-196,264	14,623,857	-4,145,960	-18,769,817	-128.4%
Department Total	31,467,663	63,306,197	37,086,764	-26,219,433	-41.4%



TRANSPORTATION

RESP. MGR.: ART IDA

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>70100 Transit Administration</u>					
Administrative Secretary	1.00	1.00	1.00	0.00	0.0%
Management Analyst	1.00	2.00	2.00	0.00	0.0%
Sr. Management Analyst	2.00	2.00	2.00	0.00	0.0%
Transportation Director	1.00	1.00	1.00	0.00	0.0%
Division Total	5.00	6.00	6.00	0.00	0.0%
<u>70200 Transit Operations</u>					
Administrative Clerk *	0.00	0.00	2.00	2.00	100.0%
Administrative Secretary	1.00	1.00	1.00	0.00	0.0%
Bus Operator	128.00	128.00	128.00	0.00	0.0%
Clerk Typist *	2.00	2.00	0.00	-2.00	-100.0%
Custodian/RPT	1.00	1.00	1.00	0.00	0.0%
Deputy Transportation Director	1.00	1.00	1.00	0.00	0.0%
Equipment Service Worker/RPT	1.00	1.00	1.00	0.00	0.0%
Fleet Services Assistant **	0.00	0.00	1.00	1.00	100.0%
Information Systems Analyst	0.50	0.50	0.50	0.00	0.0%
Scout Vehicle Operator/RPT	0.49	0.49	0.49	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 Instructor	1.00	1.00	1.00	0.00	0.0%
Transit Operations Analyst	1.00	1.00	1.00	0.00	0.0%
Warehouse Worker/Delivery Driver	2.37	2.37	2.37	0.00	0.0%
Division Total	146.36	146.36	147.36	1.00	0.7%



TRANSPORTATION

RESP. MGR.: ART IDA

REGULAR POSITIONS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>70400 Equipment Maintenance</u>					
Administrative Clerk	1.00	1.00	1.00	0.00	0.0%
Building Engineer	1.00	1.00	1.00	0.00	0.0%
Electronic Fleet Services Technician	1.00	1.00	1.00	0.00	0.0%
Facility Maintenance Worker	1.00	1.00	1.00	0.00	0.0%
Fleet Services Assistant	10.00	10.00	10.00	0.00	0.0%
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	2.00	3.00	3.00	0.00	0.0%
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	14.00	14.00	14.00	0.00	0.0%
Welder ***	1.00	1.00	0.00	-1.00	-100.0%
Sr. Welder ***	0.00	0.00	1.00	1.00	100.0%
Division Total	38.00	39.00	39.00	0.00	0.0%
<u>70420 Paratransit Services</u>					
Van Driver	2.00	2.00	2.00	0.00	0.0%
Division Total	2.00	2.00	2.00	0.00	0.0%
Total Positions	191.36	193.36	194.36	1.00	0.5%

* Reclassification of two (2) Clerk Typist positions to Administrative Clerk

** Addition of one (1) Fleet Services Assistant position

*** Reclassification of one (1) Welder to Sr. Welder



TRANSPORTATION

RESP. MGR.: ART IDA

CASUAL PT TIME HOURS	ACTUAL 2014-15	ADJUSTED 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<u>70100 Transportation Administration</u>					
Administrative Intern	1,400	2,800	2,800	0	0.0%
Division Total	1,400	2,800	2,800	0	0.0%
<u>70420 Paratransit Services</u>					
Van Driver/Ex	248	248	248	0	0.0%
Division Total	248	248	248	0	0.0%
Total Hours	1,648	3,048	3,048	0	0.0%

TRANSPORTATION

RESP. MGR.: ART IDA

FISCAL YEAR 2015-16 WORK PLANS

- Implement the Real-time Bus Arrival Information System and the Bus Signal Priority System in Culver City by June 2016.

Status: On December 14, 2015, staff received Council approval to combine the Real-Time Bus Arrival Information System and the Bus Signal Priority System projects into one project (ITS Project) and expand the project scope to include the SmartBus System Replacement Project. The budget has also been amended for the additional project scope. Staff has worked with the ITS Consultant to prepare the specifications and RFP for the ITS Project and released the RFP for the SmartBus Replacement, Real-Time Bus Arrival Information System, and the on-bus portion of the Bus Signal Priority project on January 29, 2016. The ITS Project is anticipated to be completed by June 30, 2018.

- Work with Public Works and the City of Los Angeles on the 1-10/Robertson/National Area Circulation Improvement Project, anticipated to be complete by September 2017.

Status: Staff worked with LADOT to release the RFP and selected the firm (Michael Baker International) that will be conducting the various project studies. The project study process started in January 2016 and is anticipated to be completed by August 2019 (the project will take a minimum of 42 months to complete).

- Conduct Line-by-Line and Comprehensive System Analysis by December 2015.

Status: Staff has worked with the consultant to conduct the majority of analyses as part of the Comprehensive System Analysis. Staff will continue to work with the consultant on the remaining analyses and the final report by June 30, 2016.

- Implement service changes based on the completion of the Comprehensive System Analysis.

Status: Staff is working to finalize the Comprehensive System Analysis and will implement the service changes in the next several years depending on various other factors such as financial projections, additional facility space, number of available buses and personnel recruitment.

- Complete City Automobile Reservation System (CARS) and implement a cost effective pool car program. This project is anticipated to be completed by December 2015.

Status: Staff had contracted with a start-up technology company to implement a pilot pool car program, but progress was delayed when the company was acquired by a competing firm in August 2015. City staff has met with a number of service providers and continues to explore viable alternatives. The timeline is being revised for staff to make a contract decision by December 2016, with project implementation to occur in 2017.



TRANSPORTATION

RESP. MGR.: ART IDA

FISCAL YEAR 2015-16 WORK PLANS (CONTINUED)

- Continue to explore new technologies including alternative fuels and “next generation” propulsion systems, and evaluate performance of all-electric transit buses as a new operational mode within our region. Coordinate infrastructure improvements as needed to accommodate new vehicle fueling stations.

Status: Staff continues to research and explore industry trends including alternative fuels and “next-generation” propulsion systems. In September 2015, the Equipment Maintenance and Fleet Services Division was awarded a grant from the Mobile Source Air Pollution Reduction Review Committee and the South Coast Air Quality Management District for the purchase seven new heavy-duty natural gas vehicles and the installation of electric vehicle charging infrastructure at the Transportation Facility.

- Implement the revised Accident Policy as follows:
 - Develop Accident Policy – August 2015
 - Policy Reviewed by Human Resources & Council – August – September 2015
 - Meet and Confer with CCEA – October – November 2015
 - Distribute Policy to Operators – December 3, 2015
 - New Accident Policy Effective January 1, 2016

Status: The plan is in draft form at this time and the Transit Operations division has discussed it with Human Resources (HR). At this time, revisions are being made based on comments from both the HR Director and the Transportation Director.

- Consider the possibility of adding a video monitoring system, whereas passengers would see themselves boarding at the farebox in order to decrease fare disputes.

Status: All new transit buses (expected to be delivered June 2016) will come equipped with this technology. Equipment Maintenance and Fleet Services Division staff is evaluating the compatibility requirements for outfitting the existing fleet with similar monitoring systems. The anticipated project completion date is December 2016.

- Develop and implement a comprehensive Transit Marketing and Outreach Plan by December 2015.

Status: Staff is working to establish a revised timeline for this item. Staff is in the process of developing a plan to allow for increased marketing footprint that will expand the Public Relations program as well as opportunities to strengthen public and private stakeholder partnerships. The completed plan will include creation of education programs, general market outreach, social media and incentive programs.

- Conduct the Federal procurement of twenty (20) CNG 40-foot buses. These new vehicles will replace twelve repowered transit buses which have reached the end of their useful life, and add eight to the existing fleet to accommodate enhanced service provisions in 2017 and onward.

Status: Delivery of new transit buses is expected in June 2016. As funding becomes available, staff will continue to evaluate how to best accommodate enhanced service provisions.

TRANSPORTATION

RESP. MGR.: ART IDA

FISCAL YEAR 2016-17 WORK PLANS

1. Explore emerging vehicle technologies for possible introduction into the City fleet including all-electric (EV), plug-in hybrid electric (PHEV), and natural gas solutions.
2. Work with a consultant on software program development to integrate Bus Operator daily work schedules with payroll records. An RFP for this project is anticipated to be issued in February 2017.
3. Implement the Culver CityBus SmartBus Project consisting of the SmartBus System replacement, Bus Signal Priority, and the Real-Time Bus Arrival Information System, and evaluate operational needs associated with implementation. The project is anticipated to complete by June 2018.
4. Review the Comprehensive System Analysis and determine potential service changes, with a mid-year analysis projected.
5. Evaluate by mid-year the possibility of fare increases.
6. Implement the Bus Stop Furniture Project. The project is anticipated to complete by June 30, 2017.
7. By October 2016, evaluate the feasibility of implementing demand response transit service.
8. Increase the Department marketing footprint via an expanded Public Relations program, and create opportunities to strengthen strategic public and private stakeholder partnerships. Plans will include educational programs, general market outreach, social media development, incentive programs and recruitment. Event planning and marketing will include the City Of Culver City Centennial Celebration and the Culver CityBus 90th Anniversary. Implementation targets include review and status updates in October, January and April.



2016-17
ADOPTED BUDGET

TRANSPORTATION

20370100 – TRANSPORTATION ADMINISTRATION

RESP. MGR.: ART IDA

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	780,045	1,070,074	1,111,267	41,193	3.8%
Maint & Operations	434,521	2,334,885	1,267,215	-1,067,670	-45.7%
Capital Outlay	7,690	583,575	0	-583,575	-100.0%
Division Total	1,222,256	3,988,534	2,378,482	-1,610,052	-40.4%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION			203		20370100		
			MUNICIPAL BUS FUND		Transportation Admin		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
470,204	632,688	632,688	411100	Regular Salaries	641,002	8,314	1.3%
15,344	36,280	36,280	411200	Part-Time Salaries	39,144	2,864	7.9%
4,715	2,550	2,550	411310	Overtime-Regular	2,550	0	0.0%
13,604	21,840	21,840	431000	Deferred Compensation	21,840	0	0.0%
31,315	46,307	46,307	432000	Social Security	42,166	-4,141	-8.9%
69,865	131,424	131,424	433000	Retirement - Employer	137,218	5,794	4.4%
52,863	51,485	51,485	434000	Workers Compensation	67,023	15,538	30.2%
57,094	75,635	75,635	435000	Group Insurance	88,454	12,819	16.9%
2,620	3,900	3,900	435400	Retiree Health Savings	3,900	0	0.0%
26,056	30,000	30,000	435500	Retiree Insurance	30,000	0	0.0%
25,000	27,270	27,270	435600	Retiree Medical Prefunding	27,270	0	0.0%
1,707	0	0	435650	OPEB Liability Charge	0	0	0.0%
294	260	260	436000	State Disability Insurance	265	5	1.9%
1,500	2,500	2,500	437000	Mgt Health Ben	2,500	0	0.0%
803	900	900	437500	Longevity Pay	900	0	0.0%
4,517	4,500	4,500	438000	Auto Allowance	4,500	0	0.0%
2,545	2,535	2,535	438500	Cell Phone Allowance	2,535	0	0.0%
780,045	1,070,074	1,070,074	Total	Personnel Services	1,111,267	41,193	3.8%
1,046	1,000	1,000	512100	Office Expense	1,000	0	0.0%
33	1,000	500	512200	Printing and Binding	1,000	500	100.0%
9	80	80	512300	Postage	80	0	0.0%
476	660	660	512400	Communications	660	0	0.0%
1,018	3,300	2,050	514100	Departmental Special Supplies	3,300	1,250	61.0%
1,213	10,000	10,000	516100	Training & Education	7,500	-2,500	-25.0%
15,020	17,000	17,000	516500	Conferences & Conventions	17,000	0	0.0%
1,691	2,500	2,500	516600	Special Events & Meetings	2,500	0	0.0%
29,628	32,000	32,000	516700	Memberships & Dues	32,000	0	0.0%
356	300	300	517100	Subscriptions	300	0	0.0%
2,022	40,000	78,750	517300	Advertising and Public Relatio	45,000	-33,750	-42.9%
4,184	4,605	4,605	517850	Employee Recognition Events	4,705	100	2.2%
0	500	1,000	600200	R&M - Equipment	500	-500	-50.0%
2,432	6,500	6,500	610100	Audit Services	6,500	0	0.0%
375,393	1,372,245	2,177,940	619800	Other Contractual Services	1,145,170	-1,032,770	-47.4%
434,521	1,491,690	2,334,885	Total	Maint & Operations	1,267,215	-1,067,670	-45.7%
7,690	0	583,575	732120	Departmental Special Equipment	0	-583,575	-100.0%
7,690	0	583,575	Total	Capital Outlay	0	-583,575	-100.0%
1,222,256	2,561,764	3,988,534	Division Total		2,378,482	-1,610,052	-40.4%



2016-17
ADOPTED BUDGET

TRANSPORTATION

20370200 – TRANSIT OPERATIONS

RESP. MGR.: SAMANTHA BLACKSHIRE

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	11,356,760	13,742,805	13,936,686	193,881	1.4%
Maint & Operations	5,432,626	6,884,546	7,597,382	712,836	10.4%
Capital Outlay	-98,513	0	0	0	0.0%
Division Total	16,690,873	20,627,351	21,534,068	906,717	4.4%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION			203		20370200		
			MUNICIPAL BUS FUND		Transportation Operations		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
6,051,291	7,735,772	7,696,772	411100	Regular Salaries	7,786,717	89,945	1.2%
138,205	0	0	411200	Part-Time Salaries	0	0	0.0%
702,603	204,000	204,000	411310	Overtime-Regular	204,000	0	0.0%
3,540	0	39,000	411700	Contract Labor	0	-39,000	-100.0%
103,414	146,507	146,507	431000	Deferred Compensation	149,097	2,590	1.8%
496,219	599,853	599,853	432000	Social Security	599,511	-342	-0.1%
868,742	1,579,833	1,579,833	433000	Retirement - Employer	1,682,647	102,814	6.5%
780,343	812,182	812,182	434000	Workers Compensation	785,157	-27,025	-3.3%
1,390,576	1,779,285	1,779,285	435000	Group Insurance	1,808,779	29,494	1.7%
70,273	93,193	93,193	435400	Retiree Health Savings	94,486	1,293	1.4%
261,977	285,000	285,000	435500	Retiree Insurance	285,000	0	0.0%
380,000	414,450	414,450	435600	Retiree Medical Prefunding	414,450	0	0.0%
32,437	0	0	435650	OPEB Liability Charge	0	0	0.0%
27,750	31,012	31,012	436000	State Disability Insurance	30,660	-352	-1.1%
500	1,500	1,500	437000	Mgt Health Ben	1,500	0	0.0%
47,910	58,200	58,200	437500	Longevity Pay	55,500	-2,700	-4.6%
979	975	975	438500	Cell Phone Allowance	975	0	0.0%
0	0	1,043	440000	Uniform Allowance	38,207	37,164	3563.5%
11,356,760	13,741,762	13,742,805	Total	Personnel Services	13,936,686	193,881	1.4%
1,998	3,780	3,780	512100	Office Expense	3,780	0	0.0%
59,272	110,000	110,000	512200	Printing and Binding	90,000	-20,000	-18.2%
92	3,800	3,800	512300	Postage	3,800	0	0.0%
15,181	19,295	19,295	512400	Communications	19,295	0	0.0%
39,469	43,000	43,000	513000	Utilities	43,000	0	0.0%
40,526	48,400	48,400	514100	Departmental Special Supplies	48,800	400	0.8%
46,088	62,585	62,713	516100	Training & Education	58,000	-4,713	-7.5%
5,044	29,150	29,150	516500	Conferences & Conventions	23,000	-6,150	-21.1%
3,718	8,000	8,000	516600	Special Events & Meetings	20,000	12,000	150.0%
563	1,000	1,000	517300	Advertising and Public Relatio	1,000	0	0.0%
56,970	81,600	90,630	550110	Uniforms	81,600	-9,030	-10.0%
1,174	20,000	44,300	600100	R&M - Building	20,000	-24,300	-54.9%
12,860	15,500	18,768	600200	R&M - Equipment	15,500	-3,268	-17.4%
9,556	1,384,377	565,409	600800	Equip Maint Expenses	1,450,000	884,591	156.5%
678,623	650,000	650,000	600830	Fuel Charges	650,000	0	0.0%
8,085	11,080	11,080	605100	Rental of Equipment	11,000	-80	-0.7%
8,750	0	0	610100	Audit Services	0	0	0.0%
8,574	9,000	18,144	614100	Medical Services	9,000	-9,144	-50.4%
105,245	346,000	374,062	619800	Other Contractual Services	366,500	-7,562	-2.0%
18,362	108,293	237,261	650200	Insurance Premiums - Other	108,293	-128,968	-54.4%
467,614	250,000	250,000	660100	Liability Insurance Claims	250,000	0	0.0%
2,637,643	2,800,000	2,800,000	665100	Depreciation	2,800,000	0	0.0%
1,207,219	1,495,753	1,495,753	670100	Administrative Charges	1,524,814	29,061	1.9%
5,432,626	7,500,613	6,884,546	Total	Maint & Operations	7,597,382	712,836	10.4%
16,789,385	21,242,375	20,627,351	Division Total		21,534,068	906,717	4.4%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION			203			20370214		
			MUNICIPAL BUS FUND				Preventative Maintenance (P)	
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
3,654,662	2,500,000	3,000,000	600800	Equip Maint Expenses	2,500,000	-500,000	-16.7%	
3,654,662	2,500,000	3,000,000	Total	Maint & Operations	2,500,000	-500,000	-16.7%	
3,654,662	2,500,000	3,000,000	Division Total		2,500,000	-500,000	-16.7%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION			203 MUNICIPAL BUS FUND		20370300 Transportation Capital		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
85,804	0	277,203	732100	Auto-Rolling Stock & Equipment	0	-277,203	-100.0%
130,323	653,000	7,939,314	732120	Departmental Special Equipment	919,325	-7,019,989	-88.4%
0	0	0	732130	Office Machines & Equipment	15,000	15,000	0.0%
23,124	0	15,944	732150	IT Equipment - Hardware	0	-15,944	-100.0%
22,520	0	55,560	732160	IT Equipment - Software	0	-55,560	-100.0%
4,145	0	30,855	740100	Furniture & Furnishings	0	-30,855	-100.0%
265,915	653,000	8,318,877	Total	Capital Outlay	934,325	-7,384,552	-88.8%
0	0	0	810200	Lease/Purchase Principal Payme	120,000	120,000	0.0%
0	0	43,100	820100	Bond Interest Payments	0	-43,100	-100.0%
2,332	0	2,250	820300	Fiscal Agent Bond Fees	0	-2,250	-100.0%
2,332	0	45,350	Total	Debt Services	120,000	74,650	164.6%
268,247	653,000	8,364,227	Division Total		1,054,325	-7,309,902	-87.4%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION				203		20370302			
				MUNICIPAL BUS FUND		6-Bus Purchase 2014			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
0	0	276,154	732100	Auto-Rolling Stock & Equipment		0	-276,154	-100.0%	
0	0	276,154	Total	Capital Outlay		0	-276,154	-100.0%	
0	0	276,154	Division Total			0	-276,154	-100.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION			203		20370303		
			MUNICIPAL BUS FUND		Bus Tire Lease (P)		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
108,138	0	121,762	732120	Departmental Special Equipment	130,000	8,238	6.8%
108,138	0	121,762	Total	Capital Outlay	130,000	8,238	6.8%
108,138	0	121,762	Division Total		130,000	8,238	6.8%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION			203			20370304		
			MUNICIPAL BUS FUND			10-Bus Purchase 2016		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
0	0	11,061,500	732100	Auto-Rolling Stock & Equipment		0	-11,061,500	-100.0%
0	0	11,061,500	Total	Capital Outlay		0	-11,061,500	-100.0%
0	0	11,061,500	Division Total			0	-11,061,500	-100.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION				203		20370306			
				MUNICIPAL BUS FUND		CNG Station Compressors (P)			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
0	0	974,584	732120	Departmental Special Equipment		0	-974,584	-100.0%	
0	0	974,584	Total	Capital Outlay		0	-974,584	-100.0%	
0	0	974,584	Division Total			0	-974,584	-100.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION			203		20370307			
			MUNICIPAL BUS FUND		1996 Transit COPs			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
64,400	0	0	820100	Bond Interest Payments	0	0	0.0%	
64,400	0	0	Total	Debt Services	0	0	0.0%	
64,400	0	0	Division Total		0	0	0.0%	

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION			203		20370308		
			MUNICIPAL BUS FUND		Bus Security Cameras (P)		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
178,587	302,880	304,293	732120	Departmental Special Equipment	0	-304,293	-100.0%
178,587	302,880	304,293	Total	Capital Outlay	0	-304,293	-100.0%
178,587	302,880	304,293	Division Total		0	-304,293	-100.0%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION				203		20370310			
				MUNICIPAL BUS FUND		CNG Tank Replacement			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description		Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
0	0	456,000	732120	Departmental Special Equipment		0	-456,000	-100.0%	
0	0	456,000	Total	Capital Outlay		0	-456,000	-100.0%	
0	0	456,000	Division Total			0	-456,000	-100.0%	



TRANSPORTATION

30770500 – EQUIPMENT REPLACEMENT

RESP. MGR.: ART IDA

DIVISION MISSION

Provide an efficient and proactive funding mechanism for the acquisition of capital assets and equipment replacements for the City. The Division will maintain a secure fund balance to ensure the long-term viability of the City's assets.

DIVISION DESCRIPTION

The Equipment Replacement Division of the Transportation Department retains ownership of the City's major capital equipment, such as cars, trucks, construction and landscape equipment, communications equipment, central computers, and other production equipment. Using departments or divisions justify and budget for the initial procurement of capital equipment. When the City receives new equipment, the Division adds it to the Equipment Replacement Fund inventory, establishes an estimated life, calculates a future replacement cost, and sets an amortization schedule. The City obtains funds for the future replacement of this equipment through periodic rental (amortization) charges to the using departments or divisions over the expected lifetime of each unit. The Chief Financial Officer invests the funds and credits interest or dividend earnings to the Fund. The Chief Financial Officer also places the residual (disposal) value of the units into the Fund. This approach assures availability of funds when it becomes necessary to purchase replacements.

The City Council makes decisions to replace capital assets/equipment during the annual budget adoption process. In coordination with the using department or division and the equipment maintenance supervisors, the fund manager prepares specific replacement recommendations. The manager considers age, usage and repair history, current condition, forecasted repair costs and market value before making a recommendation to replace or retain any unit. The user determines need and appropriateness of the equipment used within the activity. In some cases, the user may require a replacement asset that differs in size, capacity, or function. The Fund finances replacement purchases using one of two methods: direct purchase, or lease-purchase. The Chief Financial Officer, working with the fund manager, determines the appropriate method after considering the cost of money and the earnings potential of the Fund's investments.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Capital Outlay	1,443,240	5,247,603	928,988	-4,318,615	-82.3%
Inter-Fund Transfers	0	690,000	0	-690,000	-100.0%
Division Total	1,443,240	5,937,603	928,988	-5,008,615	-84.4%



TRANSPORTATION

30770500 – EQUIPMENT REPLACEMENT

RESP. MGR.: ART IDA

CAPITAL OUTLAY

OBJECT 732100 (AUTOMOTIVE ROLLING STOCK) Purchase of replacements for units indicated

CITY COUNCIL
ADOPTED
2016-17

DIV. NO.	UNIT NO.	DESCRIPTION	
<u>Parks, Recreation & Community Services – Parks</u>			
30300	20107	2007 Ford Ranger Pickup	\$ 38,000
		SUB-TOTAL	\$ 38,000
<u>Police – Operating Bureaus</u>			
40200	0171	2006 BMW Police Equipped Motorcycle	33,000
40200	0173	2006 BMW Police Equipped Motorcycle	33,000
40200	1282	2008 Nissan Altima	36,000
40200	1569	2008 Dodge Charger – Detective	40,000
40200	1762	2010 B/W Ford Crown Victoria	43,500
40200	1767	2010 B/W Ford Crown Victoria K-9	43,500
		SUB-TOTAL	\$ 229,000
<u>Fire – Suppression</u>			
45200	1964	2009 Ford Explorer	\$ 43,500
		SUB-TOTAL	\$ 43,500
<u>Fire – Fire Prevention</u>			
45600	1571	2009 Ford Crown Victoria	\$ 43,500
		SUB-TOTAL	\$ 43,500
<u>Community Development – Building Safety</u>			
50150	1953	2005 Ford Explorer	\$ 38,000
		SUB-TOTAL	\$ 38,000



2016-17
ADOPTED BUDGET

TRANSPORTATION

30770500 – EQUIPMENT REPLACEMENT

RESP. MGR.: ART IDA

CAPITAL OUTLAY

OBJECT 732100 (AUTOMOTIVE ROLLING STOCK) Purchase of replacements for units indicated

DIV. NO.	UNIT NO.	DESCRIPTION	CITY COUNCIL ADOPTED 2016-17
<i>Public Works – Electrical Maintenance</i>			
60240	3616	2006 GMC Workhorse/Altec Lamp Repair Truck	375,000
60240	3617	Increase to original Budget request in FY 15-16	\$ 40,000
		SUB-TOTAL	\$ 415,000
<i>Public Works – Refuse Collection</i>			
60400	3099	Increase to original Budget request in FY 15-16	\$ 41,000
		SUB-TOTAL	\$ 41,000
		TOTAL OBJECT 732100	Count 11 \$ 848,000

OBJECT 732120 – DEPARTMENTAL SPECIAL EQUIPMENT

<i>Fire – Fire Suppression</i>			
45200		Self-Contained Breathing Apparatus	\$ 80,988
		SUB-TOTAL OBJECT 732120	\$ 80,988
		TOTAL EQUIPMENT REPLACEMENT DIVISION	\$ 928,988

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION			307		30770500		
			EQUIPMENT REPLACEMENT FUND		Equipment Replacement		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
1,327,181	3,914,500	5,247,603	732100	Auto-Rolling Stock & Equipment	848,000	-4,399,603	-83.8%
0	0	0	732120	Departmental Special Equipment	80,988	80,988	0.0%
1,327,181	3,914,500	5,247,603	Total	Capital Outlay	928,988	-4,318,615	-82.3%
0	690,000	690,000	910200	Appropriated Reserve	0	-690,000	-100.0%
0	690,000	690,000	Total	Inter-Fund Transfers	0	-690,000	-100.0%
1,327,181	4,604,500	5,937,603	Division Total		928,988	-5,008,615	-84.4%



TRANSPORTATION

30870400 – EQUIPMENT MAINTENANCE & FLEET SERVICES

RESP. MGR.: PAUL CONDRAN

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	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Personnel Services	4,472,421	4,725,861	4,849,972	124,111	2.6%
Maint & Operations	3,054,038	3,428,541	3,344,659	-83,882	-2.4%
Division Total	7,526,459	8,154,402	8,194,631	40,230	0.5%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION			308	30870400 Equipment Maintenance			
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
2,736,144	2,781,770	2,781,770	411100	Regular Salaries	2,821,519	39,749	1.4%
109,953	55,957	55,957	411310	Overtime-Regular	55,957	0	0.0%
0	0	15,000	411700	Contract Labor	0	-15,000	-100.0%
41,233	44,720	44,720	431000	Deferred Compensation	43,680	-1,040	-2.3%
200,189	202,821	202,821	432000	Social Security	202,884	63	0.0%
358,370	552,435	552,435	433000	Retirement - Employer	592,228	39,793	7.2%
199,067	187,091	187,091	434000	Workers Compensation	209,425	22,334	11.9%
470,617	511,420	511,420	435000	Group Insurance	541,701	30,281	5.9%
23,266	25,350	25,350	435400	Retiree Health Savings	25,350	0	0.0%
133,780	145,000	145,000	435500	Retiree Insurance	145,000	0	0.0%
135,000	147,240	147,240	435600	Retiree Medical Prefunding	147,240	0	0.0%
13,242	0	0	435650	OPEB Liability Charge	0	0	0.0%
10,856	10,332	10,332	436000	State Disability Insurance	10,341	9	0.1%
1,000	1,000	1,000	437000	Mgt Health Ben	1,000	0	0.0%
38,073	44,100	44,100	437500	Longevity Pay	45,600	1,500	3.4%
1,631	1,625	1,625	438500	Cell Phone Allowance	1,625	0	0.0%
0	0	0	440000	Uniform Allowance	6,422	6,422	0.0%
4,472,421	4,710,861	4,725,861	Total	Personnel Services	4,849,972	124,111	2.6%
1,577	2,575	2,575	512100	Office Expense	2,575	0	0.0%
0	150	150	512200	Printing and Binding	150	0	0.0%
15	100	100	512300	Postage	100	0	0.0%
953	1,320	1,320	512400	Communications	1,320	0	0.0%
69,621	79,568	79,568	513000	Utilities	79,568	0	0.0%
691	2,530	2,530	514000	Mandated Fees	2,530	0	0.0%
15,259	33,500	33,500	514100	Departmental Special Supplies	51,500	18,000	53.7%
0	16,200	27,400	514199	Departmental Special Supplies	16,200	-11,200	-40.9%
42,938	78,000	86,938	514600	Small Tools & Equipment	51,800	-35,138	-40.4%
31,780	33,000	33,000	516100	Training & Education	42,300	9,300	28.2%
585	0	0	516500	Conferences & Conventions	0	0	0.0%
112	103	103	516600	Special Events & Meetings	103	0	0.0%
764	750	750	516700	Memberships & Dues	750	0	0.0%
0	2,000	2,000	517800	Employee Service Award Program	2,000	0	0.0%
0	1,140	1,140	517850	Employee Recognition Events	1,170	30	2.6%
1,219,566	1,618,225	1,618,968	520000	Petroleum Products	1,618,225	-743	0.0%
531	1,515	1,515	550000	Other Charges	1,515	0	0.0%
22,013	24,000	24,000	550110	Uniforms	24,000	0	0.0%
(6,651)	0	0	594600	Small Tools & Equipment-Contra	0	0	0.0%
61,147	65,000	72,192	600100	R&M - Building	65,000	-7,192	-10.0%
1,362,717	1,131,739	1,131,739	600200	R&M - Equipment	1,131,739	0	0.0%
35,627	45,375	45,375	600800	Equip Maint Expenses	46,000	625	1.4%
20,419	20,408	20,408	605400	Amortization of Equipment	18,156	-2,252	-11.0%
1,062	800	800	614100	Medical Services	800	0	0.0%
90,013	147,270	157,495	619800	Other Contractual Services	155,604	-1,891	-1.2%
90,414	84,974	84,974	650300	Liability Reserve Charge	31,554	-53,420	-62.9%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION			308		30870400		
			EQUIPMENT MAINT FUND		Equipment Maintenance		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
2,981	0	0	665100	Depreciation	0	0	0.0%
(10,093)	0	0	690200	R&M-Equipment Contra	0	0	0.0%
3,054,038	3,390,242	3,428,541	Total	Maint & Operations	3,344,659	-83,882	-2.4%
7,526,459	8,101,103	8,154,402	Division Total		8,194,631	40,230	0.5%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION			414	41470420			
			OPERATING GRANTS FUND		Para Transit Services		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
91,979	92,855	92,855	411100	Regular Salaries	94,693	1,838	2.0%
8,145	0	0	411310	Overtime-Regular	0	0	0.0%
738	0	13,815	411700	Contract Labor	0	-13,815	-100.0%
1,044	1,040	1,040	431000	Deferred Compensation	1,040	0	0.0%
7,431	6,940	6,940	432000	Social Security	7,131	191	2.8%
16,524	19,155	19,155	433000	Retirement - Employer	20,805	1,650	8.6%
8,215	9,522	9,522	434000	Workers Compensation	9,824	302	3.2%
25,598	26,395	26,395	435000	Group Insurance	27,367	972	3.7%
1,305	1,300	1,300	435400	Retiree Health Savings	1,300	0	0.0%
437	383	383	436000	State Disability Insurance	394	11	2.9%
0	0	0	437500	Longevity Pay	900	900	0.0%
0	0	753	440000	Uniform Allowance	0	-753	-100.0%
161,416	157,590	172,158	Total	Personnel Services	163,454	-8,704	-5.1%
4,793	5,500	5,500	512200	Printing and Binding	5,500	0	0.0%
0	500	500	514100	Departmental Special Supplies	500	0	0.0%
0	3,000	3,000	516100	Training & Education	3,000	0	0.0%
0	1,000	1,000	550110	Uniforms	1,000	0	0.0%
22,844	46,000	46,000	600800	Equip Maint Expenses	48,250	2,250	4.9%
22,366	22,366	22,366	605400	Amortization of Equipment	22,366	0	0.0%
0	200	200	614100	Medical Services	200	0	0.0%
23,845	28,000	34,473	619800	Other Contractual Services	38,000	3,527	10.2%
73,848	106,566	113,039	Total	Maint & Operations	118,816	5,777	5.1%
235,263	264,156	285,196	Division Total		282,270	-2,926	-1.0%



2016-17
ADOPTED BUDGET

TRANSPORTATION

41470600– AIR QUALITY PROGRAMS

RESP. MGR.: PAM JACKSON

DIVISION MISSION

Working cooperatively with the City, South Coast Air Quality Management District and other air quality agencies to implement Federal, State and Local air quality mandates efficiently and effectively, enhancing the quality of life for all Culver City residents.

DIVISION DESCRIPTION

The Air Quality Programs Division is responsible for maintaining the City's compliance with air quality mandates, monitoring legislation, and improving the City's commuting Average Vehicle Ridership (AVR) through a dynamic, effective Rideshare Program. The Division works in conjunction with the Equipment Maintenance and Fleet Services Division to develop funding strategies for expansion of the City's alternatively fueled vehicle fleet, and to promote enhanced air quality in the region for the betterment of a sustainable community.

EXPENDITURE SUMMARY	ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	COUNCIL ADOPTED 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
Maint & Operations	29,997	35,000	39,000	4,000	11.4%
Division Total	29,997	35,000	39,000	4,000	11.4%

**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION			414			41470600		
			OPERATING GRANTS FUND				Rideshare	
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change	
29,997	35,000	32,000	517700	Ride Share Program	39,000	7,000	21.9%	
0	0	3,000	517710	Employee Electric Vehicle Prog	0	-3,000	-100.0%	
29,997	35,000	35,000	Total	Maint & Operations	39,000	4,000	11.4%	
29,997	35,000	35,000	Division Total		39,000	4,000	11.4%	

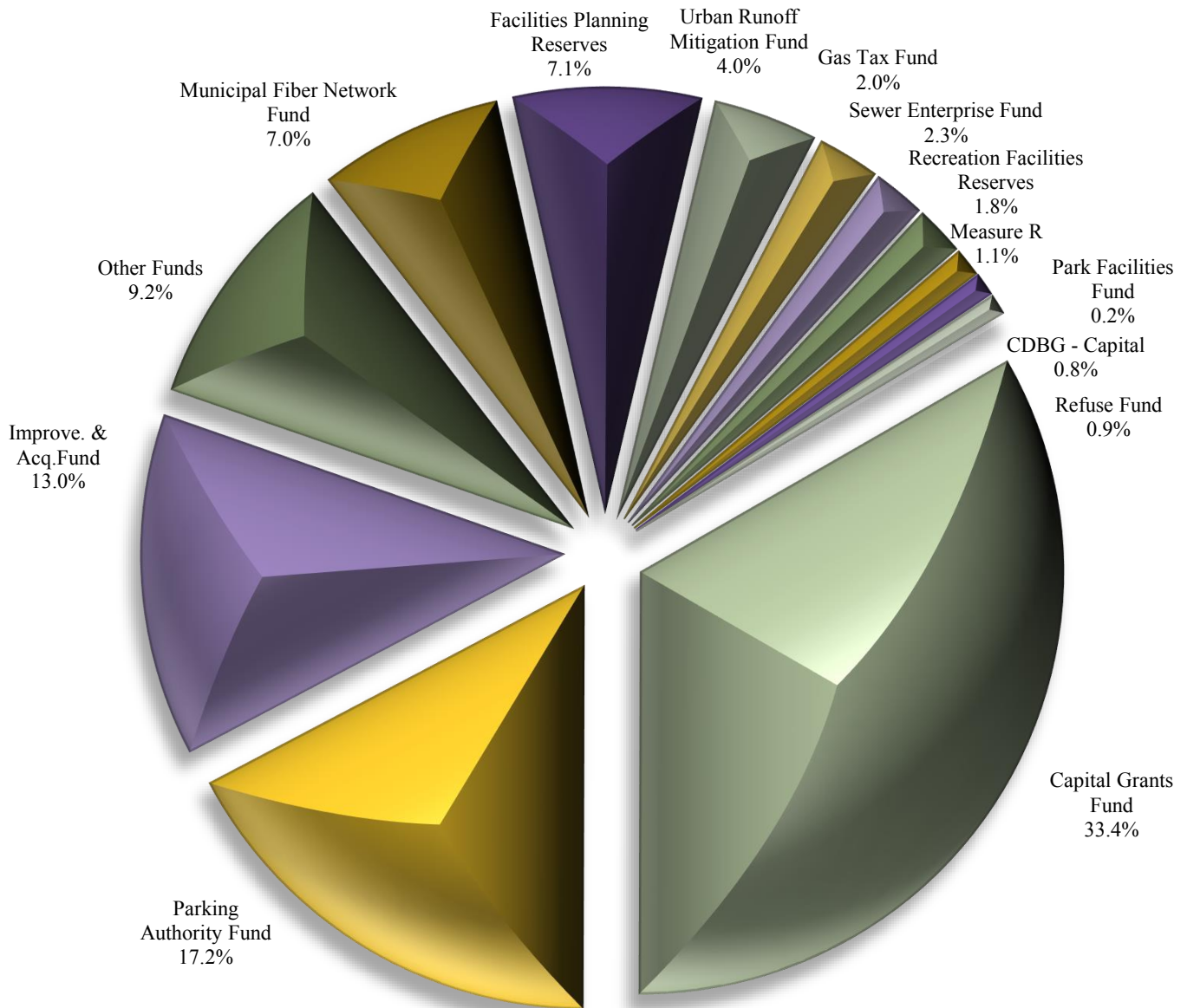
**Expenditures and Appropriations
By Object of Expense
Fiscal 2016-17**

TRANSPORTATION			414		41470620		
			OPERATING GRANTS FUND		AQMD - AB2766		
Expend Actual 2014-15	Adopted Budget 2015-16	Adjusted Budget 2015-16	Expense Object	Expense Object Description	Adopted Budget 2016-17	Change from Prior Yr Adjusted	% Change
74,078	45,000	175,592	732100	Auto-Rolling Stock & Equipment	45,000	-130,592	-74.4%
74,078	45,000	175,592	Total	Capital Outlay	45,000	-130,592	-74.4%
74,078	45,000	175,592	Division Total		45,000	-130,592	-74.4%

ADOPTED 2016-17 BUDGET

CAPITAL IMPROVEMENT BUDGET BY FUNDING SOURCE

\$20,343,398



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2016-17
ADOPTED BUDGET

CAPITAL IMPROVEMENT PROJECTS

FISCAL YEAR 2016-17 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 2016-17 Adopted Budget total \$20,343,398. This is a significant increase over the past several years recognizing the importance of increasing capital investment and addressing deferred maintenance. This amount represents the actual surplus between revenues and expenditures in the General Fund for Fiscal Year 2014-2015. A transfer of funding of \$4,700,000 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:

2015-16 CAPITAL PROJECTS	
CIP USES BY PROJECT TYPE:	AMOUNT
Traffic Signal & Lighting Improvements	\$ 6,120,000
Parking Improvements	3,650,000
Street & Alley Improvements	2,966,182
Urban Runoff Management	1,796,136
Facilities Improvements	1,786,000
Technology Improvements	1,571,000
Parks & Park Facilities Projects	797,455
Sewer Improvement Projects	525,000
Other	1,131,625
TOTAL CAPITAL PROJECT SPENDING	\$20,343,398

EFFECT OF CAPITAL PROJECTS ON OPERATING COSTS

The appropriations for street projects, sewer projects, street lighting projects, and building-related projects will reduce maintenance costs. The City is current with the replacement schedules in the street and sewer master plans. Facility assessments for both buildings and parks were completed in fiscal 2006-07, and assisted in identifying deferred maintenance costs and operating costs. In addition to this year, funds were also appropriated in fiscal years 2010-11, 2011-12, 2013-14, 2014-15, and 2015-16 to continue on-going maintenance and replacement work on streets, sidewalks and streetlights, which will bring down current and future associated operating costs.

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**FISCAL YEAR 2016-2017
ADOPTED CAPITAL IMPROVEMENT BUDGET**

FUND	PROJECT	PROJECT TITLE	FY 2014-15 ACTUAL	FY 2015-16 REVISED BUDGET	FY 2015-16 ESTIMATED SPEND	FY 2016-17 PROPOSED BUDGET
202	PZ883	Sanitation Vehicle Info Systems	2,000	130,095	-	-
202	PZ948	Transfer Station Improvements	140,703	556,896	214,130	182,000
202 - REFUSE DISPOSAL FUND Total			142,703	686,991	214,130	182,000
203	PF004	City Facilities Energy Efficiencies	86,031	-	-	-
203 - MUNICIPAL BUS FUND Total			86,031	-	-	-
204	PW001	Sewer Facility Fees Update	1,233	3,768	335	-
204	PW002	Sanitary Sewer Master Plan Update	178,750	308,190	225,940	-
204	PZ230	Sewer Local & Emergency Repair	535,402	236,241	143,119	350,000
204	PZ521	Sewage Pump Station Improvements	109,470	231,321	83,372	-
204	PZ874	Bankfield Pump Station Sewer	137,945	3,759,654	109,653	-
204	PZ906	Priority Sewer Main Rehab	2,113,935	4,711,541	3,196,453	150,000
204	PZ918	Update Sewer User Service Charges	-	67,193	-	-
204	PZ946	Mesmer/Ovrlnd Sewer Pump Diversion	4,303	4,490,373	233,257	-
204 - SEWER ENTERPRISE FUND Total			3,081,037	13,808,281	3,992,130	500,000
205	PT003		-	10,000,000	682,194	1,500,000
205 - MUNICIPAL FIBER NETWORK FUND Total			-	10,000,000	682,194	1,500,000
307	PT002	Audio/Voting Council Chambers	388,726	11,078	-	-
307 - EQUIPMENT REPLACEMENT FUND Total			388,726	11,078	-	-
309	PZ944	eDiscovery	-	150,000	42,608	-
309 - RISK MANAGEMENT FUND Total			-	150,000	42,608	-
417	PS005	Arterial Street Pavement Rehab	-	269,000	-	-
417	PZ546	Pavement Management Masterplan	77,564	17,491	950	-
417	PZ942	Sawtelle Blvd Resurfacing	-	30,000	25,881	-
417 - COMMUNITY DEVELOPMENT FUND Total			77,564	316,491	26,831	-
418	PF001	Bike Rack Installation	-	3,830	3,000	-
418	PF005	Slurry Seal Pavement - CDBG (ECC)	-	22,249	-	-
418	PL002	Traffic Signal at Sawtelle & Hayter	-	100,000	-	-
418	PL003	Traffic Signal Wash Bl/Cattaraugus	-	225,000	-	-
418	PS001	Concrete Street Rehabilitation	-	100,000	-	-
418	PS002	City Traffic Sign Retroreflectivity	-	103,000	-	-
418	PS003	Traffic Signal Left-Turn Phasing	-	205,000	22	-
418	PZ428	Curb, Gutter, Sidewalk Replacement	21,000	483,870	-	-
418	PZ553	Higuera Street Bridge Replacement	-	103,808	-	-
418	PZ599	Neighborhood Traffic Mgmt Program	-	272	-	-
418	PZ684	Street Light Upgrades	7,359	550,148	380,333	-
418	PZ826	Citywide Traffic Counts	-	14,975	-	-
418	PZ863	Residential Paving Program	52,993	111,792	68,689	419,000
418	PZ941	Safe Routes to School	44,847	-	-	-
418	PZ942	Sawtelle Blvd Resurfacing	-	12,500	-	-
418	PZ963	Sherbourne and McManus Sidewalk	-	15,000	-	-
418	PZ964	Higuera Bridge Ramp - Ballona Creek	-	20,000	-	-
418	PZ965	Washington Bl & Pl Bike Lane	66,365	341,020	318,654	-
418 - SPECIAL GAS TAX FUND Total			192,563	2,412,463	770,698	419,000
419	PF007	Senior Center Courtyard Renovation	-	50,000	14,360	-
419	PZ594	Fencing Replacement at Parks	3,745	11,663	1,810	-
419	PZ612	Upgrade Park Irrigation Systems	7,771	37,449	13,028	-
419	PZ640	Resurface/Restripe Sports Courts	-	46,115	11,935	-
419	PZ731	Lindberg Park	-	13,367	-	-
419	PZ830	Skateboard Park	-	80,000	-	38,412
419	PZ835	Culver West Park Rehab	-	30,000	-	-
419	PZ850	Reconstruction Plunge Building	19,237	-	-	-
419	PZ876	Vet's Memorial Bldg Refurbish	-	7,461	-	-
419	PZ898	Playground Equip Repair at Parks	29,584	51,117	19,391	-

**FISCAL YEAR 2016-2017
ADOPTED CAPITAL IMPROVEMENT BUDGET**

FUND	PROJECT	PROJECT TITLE	FY 2014-15 ACTUAL	FY 2015-16 REVISED BUDGET	FY 2015-16 ESTIMATED SPEND	FY 2016-17 PROPOSED BUDGET
419	PZ899	Park Facilities Improvements	-	11,008	-	5,000
419	PZ958	Fox Hills Park Rehab	88	-	-	5,000
419	PZ960	Fox Hills Park Renovation	-	20,000	-	-
419	PZ961	Veteran's Memorial Park ADA	-	25,000	-	-
419 - PARK FACILITIES FUND Total			60,424	383,181	60,524	48,412
420	PE002	Radio System Replacement	990,868	104,126	-	-
420	PE003	Police Vehicle In-Car Cameras	211,745	120,834	103,318	-
420	PF001	Bike Rack Installation	-	10,000	-	-
420	PF002	City Hall Palm Tree Replacement	1,245	33,755	8,062	-
420	PF003	City Hall EV Charging Stations	-	20,000	8,789	-
420	PF004	City Facilities Energy Efficiencies	321,447	857,133	809,135	-
420	PF008	Fire Station Alerting System Upgrade	-	280,000	-	-
420	PF009	Server Room Consolidation/Relocation	-	200,000	200,000	-
420	PL002	Traffic Signal at Sawtelle & Hayter	-	238,925	-	-
420	PL003	Traffic Signal Wash Bl/Cattaraugus	-	-	-	150,000
420	PL005	Traffic Signal ATCS	-	175,012	7,720	-
420	PO001	Urban Forest Mgt & Succession Plan	15,000	25,000	-	-
420	PO002	Citywide Water Conservation Program	-	200,000	164,517	175,000
420	PO004	Tree Grate Replacement	-	30,000	-	-
420	PP001	Hetzler Road Pedestrian Trail	-	110,000	-	-
420	PP002	SK/CWA Park Power Gearbox Rplcmnt	-	100,000	88,000	-
420	PP003	Parks Quilite Panels	-	105,000	-	-
420	PS001	Concrete Street Rehabilitation	-	100,000	-	-
420	PS002	City Traffic Sign Retroreflectivity	-	-	-	25,000
420	PS004	Demonstration Rain Garden Projects	-	10,000	10,000	-
420	PS005	Arterial Street Pavement Rehab	-	710,000	-	835,000
420	PS006	ADA Transition Plan	-	120,000	-	-
420	PS007	Duquesne Slurry Seal & Bike Lane	-	250,000	19,279	-
420	PS008	Ped and Bicycle Programs (Match)	-	100,000	-	-
420	PT001	Wireless Deployment-City Facilities	-	70,000	8,119	-
420	PT002	Audio/Voting Council Chambers	34,881	38,419	33,300	-
420	PZ295	Alley Reconstruction - Citywide	12,969	130,091	130,092	50,000
420	PZ388	Technology Replacement Fund	50,189	51,313	23,009	71,000
420	PZ428	Curb, Gutter, Sidewalk Replacement	2,450	145,740	12,510	150,000
420	PZ429	Traffic Signal Replace/Upgrade	63,130	89,919	61,573	395,000
420	PZ460	Culver Blvd Realignment	17,494	563,621	33,050	-
420	PZ497	Stormwater Discharge Program/NPDES	259,151	374,384	191,295	-
420	PZ525	GIS Development	1,100	2,434	-	-
420	PZ551	Interpretive Nature Trail	12,990	120,360	-	-
420	PZ554	Minor Pavement & Concrete Improve	22,949	89,074	12,627	50,000
420	PZ599	Neighborhood Traffic Mgmt Program	68,438	245,467	64,521	85,000
420	PZ612	Upgrade Park Irrigation Systems	14,552	38,212	11,305	50,000
420	PZ636	Finance System Replacement	66,183	887,400	152,532	-
420	PZ638	Median Island Rehabilitation	-	60,683	-	-
420	PZ684	Street Light Upgrades	33,425	3,423,610	856,477	150,000
420	PZ754	Ficus Tree Replacement	3,469	26,533	11,952	30,000
420	PZ811	Citywide Speed Zone Study	-	56,757	9,650	-
420	PZ826	Citywide Traffic Counts	-	30,000	-	25,000
420	PZ830	Skateboard Park	3,625	24,511	-	-
420	PZ831	Syd Kronenthal Playground Improv	-	75,524	-	-
420	PZ835	Culver West Park Rehab	-	15,000	-	-
420	PZ844	UST Upgrades on City Property	10,349	34,243	9,799	20,000
420	PZ845	Asbestos Abatement	2,656	18,441	-	-

**FISCAL YEAR 2016-2017
ADOPTED CAPITAL IMPROVEMENT BUDGET**

FUND	PROJECT	PROJECT TITLE	FY 2014-15 ACTUAL	FY 2015-16 REVISED BUDGET	FY 2015-16 ESTIMATED SPEND	FY 2016-17 PROPOSED BUDGET
420	PZ850	Reconstruction Plunge Building	90,000	-	-	-
420	PZ862	EOC Relocation	9,071	8,898	9,054	-
420	PZ863	Residential Paving Program	669,004	303,697	296,497	-
420	PZ878	Emergency Preparedness	6,571	3,099	3,099	-
420	PZ881	Sepulveda Blvd Widening	1,502	82,451	28,575	-
420	PZ899	Park Facilities Improvements	2,981	4,066	-	-
420	PZ902	Public Safety CAD/RMS/Moblie Units	181,593	42,183	42,183	-
420	PZ907	Network Refresh & Telephone System	593	0	-	-
420	PZ920	Fire Training Tower	-	161,795	37,594	-
420	PZ922	Booster Pump Replacement Project	-	7,569	-	10,000
420	PZ923	Fox Hills Parking Supply Augment	-	10,000	-	-
420	PZ929	Real Time Motorist Info System	-	214,000	-	-
420	PZ931	Fire Station No. 1 Renovations	-	63,231	13,035	-
420	PZ932	Fire Station No. 2 Renovations	-	33,110	17,680	-
420	PZ938	Citywide Bridge Repairs	3,370	80,020	78,859	100,000
420	PZ941	Safe Routes to School	-	100,000	224	30,000
420	PZ950	Ped Improv-Intersects w/Bus Stops	41,551	11,681	-	-
420	PZ952	Town Plaza - Vandal Deterrents	18,450	6,288	-	-
420	PZ958	Fox Hills Park Rehab	52,842	10,271	-	-
420	PZ964	Higuera Bridge Ramp - Ballona Creek	-	-	-	206,000
420	PO003	AB321 Public School Speed Reduction	-	-	-	25,000
420	PP004	Media Park Lighting	-	-	-	54,000
420	PL006	Washington-Culver Pedestrian And Cyclist Safety	-	-	-	100,000
420 - CAPITAL IMPROV AND ACQ FUND Total			3,297,832	11,653,875	3,567,430	2,786,000
420*	PZ132	Building Repairs	254,328	882,431	552,298	518,000
420*	PZ876	Vet's Memorial Bldg Refurbish	-	60,124	-	625,000
420*	PF013	Fire Station Renovations	-	-	-	38,000
420*	PF012	Facilities Assessment Study	-	-	-	100,000
420*	PF014	PD Flooring	-	-	-	200,000
420*	PF011	Radio Tower Repairs	-	-	-	40,000
420* - FACILITIES PLANNING RESERVE			254,328	942,555	552,298	1,521,000
420*	PL004	Traffic System (TMSS) Gap Closure	-	610,000	25,994	-
420*	PL005	Traffic Signal ATCS	-	295,000	-	410,000
420*	PZ881	Sepulveda Blvd Widening	-	82,451	28,575	-
420* - MITIGATION FUNDS Total			-	987,451	54,569	410,000
420*	PF007	Senior Center Courtyard Renovation	-	-	-	180,000
420* - PAETZOLD DONATION Total			-	-	-	180,000
420*	PP005	Blair Hills	-	-	-	275,000
420*	PF007	Senior Center Courtyard Renovation	-	-	-	35,000
420*	PZ831	Syd Kronenthal Playground Improv	-	75,524	-	13,000
420*	PZ835	Culver West Park Rehab	-	15,000	-	45,000
420*	PZ899	Park Facilities Improvements	-	4,066	-	20,000
420*	PZ958	Fox Hills Park Rehab	-	10,271	-	5,000
420* - RECREATION FACILITIES RESERVE Total			-	75,524	-	393,000
420*	PZ863	Residential Paving Program	-	303,697	296,497	360,000
420* - SEWER FUND TRANSFER Total			-	-	-	360,000
421	PZ949	New Parking Meter Installation	49,020	-	-	-
421 - PARKING IMPROVEMENT FUND Total			49,020	-	-	-
423	PF001	Bike Rack Installation	36,563	8,437	6,685	-
423	PL004	Traffic System (TMSS) Gap Closure	-	2,438,000	154,741	-
423	PL005	Traffic Signal ATCS	-	1,180,048	32,287	-
423	PO001	Urban Forest Mgt & Succession Plan	73,336	1,664	-	-
423	PP001	Hetzler Road Pedestrian Trail	1,170	789,830	14,523	312,043

**FISCAL YEAR 2016-2017
ADOPTED CAPITAL IMPROVEMENT BUDGET**

FUND	PROJECT	PROJECT TITLE	FY 2014-15 ACTUAL	FY 2015-16 REVISED BUDGET	FY 2015-16 ESTIMATED SPEND	FY 2016-17 PROPOSED BUDGET
423	PR001	Marina del Rey Harbor Watershed	-	-	-	767,136
423	PS003	Traffic Signal Left-Turn Phasing	52,066	892,934	29,131	94,389
423	PS005	Arterial Street Pavement Rehab	-	-	-	183,880
423	PS010	Parkway Tree Planting	-	150,000	150,000	-
423	PZ460	Culver Blvd Realignment	-	-	-	350,000
423	PZ497	Stormwater Discharge Program/NPDES	477,460	492,540	-	-
423	PZ551	Interpretive Nature Trail	-	336,043	41,557	-
423	PZ553	Higuera Street Bridge Replacement	172,143	436,377	117,255	-
423	PZ831	Syd Kronenthal Playground Improv	178,036	71,964	9,913	-
423	PZ881	Sepulveda Blvd Widening	2,789	113,490	-	-
423	PZ929	Real Time Motorist Info System	24,122	1,625,100	57,165	-
423	PZ941	Safe Routes to School	212,047	358,520	132,507	-
423	PZ942	Sawtelle Blvd Resurfacing	722,633	25,286	12,895	-
423	PZ950	Ped Improv-Intersects w/Bus Stops	22,173	-	-	-
423	PZ964	Higuera Bridge Ramp - Ballona Creek	-	-	-	615,625
423	PL007	Upgrade Traffic Signals & Protected Left-Turn Phase	-	-	-	2,083,000
423	PL006	Washington-Culver Pedestrian And Cyclist Safety	-	-	-	2,722,000
423 - CAPITAL GRANTS (CIP) FUND Total			1,974,537	8,920,232	758,659	7,128,073
428	PF005	Slurry Seal Pavement - CDBG (ECC)	-	28,491	-	-
428	PS009	ADA Curb Ramps (CDBG)	-	165,000	-	-
428	PZ428	Curb, Gutter, Sidewalk Replacement	-	10,901	-	-
428	PZ677	Senior Center Project	134,167	30,435	-	-
428	PZ963	Sherbourne and McManus Sidewalk	-	1,968	-	-
428	PS011	CDBG Sidewalk Repairs	-	-	-	162,255
428 - CDBG - CAPITAL FUND Total			134,167	236,795	-	162,255
431	PS005	Arterial Street Pavement Rehab	-	272,000	-	226,658
431	PZ863	Residential Paving Program	263,570	-	-	-
431	PZ950	Ped Improv-Intersects w/Bus Stops	-	74,000	-	-
431 - MEASURE R Total			263,570	346,000	-	226,658
434	PR003	Baldwin Ave Rain Garden Rehabilitation	-	-	-	50,000
434	PR004	Green Street Master Plan	-	-	-	175,000
434	PR005	Mesmer Dry Weather Diversion Project	-	-	-	80,000
434	PR001	Marina del Rey Harbor Watershed	-	4,020,000	-	-
434	PR002	Culver Boulevard Infiltration	-	500,000	-	-
434	PZ497	Stormwater Discharge Program/NPDES	-	-	47,527	542,000
434	PZ948	Transfer Station Improvements	-	950,000	-	-
434 - URBAN RUNOFF MITIGATION Total			-	5,470,000	47,527	847,000
475	PZ132	Building Repairs	-	-	-	30,000
475	PZ923	Fox Hills Parking Supply Augment	-	-	-	120,000
475	PZ929	Real Time Motorist Info System	-	-	-	250,000
475	PZ949	New Parking Meter Installation	-	1,854,225	1,100,243	865,000
475	PA001	Parking Meters Relocation Project	-	-	-	75,000
475	PA002	Cloud-Based Permit Parking Program	-	-	-	75,000
475	PA003	Ince Parking Structure Lighting Retrofit	-	-	-	265,000
475	PA004	PARCS Equipment Replacement	-	-	-	2,000,000
475 - CULVER CITY PARKING AUTHORITY Total			-	1,854,225	1,100,243	3,680,000
484	PZ553	Higuera Street Bridge Replacement	-	800,000	-	-
484 - 1993 TAXEXEMPT BONDS Total			-	800,000	-	-
Grand Total			10,002,501	59,388,175	12,166,338	20,343,398

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Parking Meters Relocation Project

Project No.: PA001

Project Managed By: Public Works

Project Description:

This project will be used to restripe West Washington Bl and West Washington Place to include bicycle lanes. Construction is scheduled to be completed in summer 2016. The Transportation Department will relocate approximately 50 bus stops from the near-side approach to intersections, to the far-side of the intersections, to improve schedule efficiency. This will require the removal of parking meters, parking tees, signage, and their relocation to the abandoned bus stop. Additionally, bus stop furniture and signage/posts will require relocation to the new far-side location, plus the pouring of some concrete landing pads for pedestrians' access to/from the bus.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
475 - CULVER CITY PARKING AUTHORITY	\$ 75,000				
TOTALS:	\$ 75,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Cloud-Based Permit Parking Program

Project No.: PA002

Project Managed By: Public Works

Project Description:

The City Council approved a 5-year agreement with Turbo Data for the development, maintenance, and operation of a cloud-based Permit Parking Program, to convert the existing manual program to an on-line program. The first-year costs include development, hardware, setup, training, and maintenance. Subsequent year costs include operation, maintenance, and per-unit fees.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
475 - CULVER CITY PARKING AUTHORITY	\$ 75,000				
TOTALS:	\$ 75,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Ince Parking Structure Lighting Retrofit

Project No.: PA003

Project Managed By: Public Works

Project Description:

This project is to replace the Ince Parking Structure fluorescent lighting with LED fixtures. Southern California Edison will provide a rebate to offset a portion of the cost and a loan for the remaining amount from their on-bill financing program. The lighting retrofit project would result in a net savings of \$509K over the project's 20-year life.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 265,000				
TOTALS:	\$ 265,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: PARCS Equipment Replacement

Project No.: PA004

Project Managed By: Public Works

Project Description:

This project will be used to replace the City's Parking Access and Revenue Control System (PARCS)

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
475 - CULVER CITY PARKING AUTHORITY	\$ 2,000,000				
TOTALS:	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Radio System Replacement

Project No.: PE002

Project Managed By: Fire

Project Description:

This project will enable the City to replace/upgrade the City's aging radio system. As of April 2016, most of the needed equipment has been purchased. There are still some details to work out regarding the City's buses. This project is esimated to be completed during FY 2016-17.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 990,868	\$ 104,126	\$ -	\$ -	\$ 104,126
	\$ 990,868	\$ 104,126	\$ -	\$ -	\$ 104,126

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND		\$ -	\$ -	\$ -	\$ -
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Police Vehicle In-Car Cameras

Project No.: PE003

Project Managed By: Police

Project Description:

In-car video cameras are a necessary tool for patrol vehicles. The Police Department will use this technology to capture video evidence during vehicle pursuits, traffic stops, and consensual encounters with the public; to protect officers from false allegations and ensure the public is equally protected from any police misconduct; and as a training tool for issues identified from recorded incidents.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 211,745	\$ 120,834	\$ 101,195	\$ 2,123	\$ 17,517
	\$ 211,745	\$ 120,834	\$ 101,195	\$ 2,123	\$ 17,517

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved				
	2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Bike Rack Installation

Project No.: PF001

Project Managed By: Public Works

Project Description:

In 2012, the City received a \$45,000 California Bicycle Transportation Account grant to fund the purchase and installation of roughly 200 bicycle racks as well as up to two bike repair stations.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ -	\$ 3,830	\$ 3,000	\$ -	\$ 830
420 - CAPITAL IMPROV AND ACQ FUND	-	10,000	-	-	10,000
423 - CAPITAL GRANTS (CIP) FUND	36,563	8,437	6,685	-	1,752
	\$ 36,563	\$ 22,267	\$ 9,685	\$ -	\$ 12,582

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: City Hall Palm Tree Replacement

Project No.: PF002

Project Managed By: Public Works

Project Description:

Since inception of this project, soil has been tested and palm trees were treated, providing some level of rejuvenation. There is no need to replace the palm trees at this time, which makes allows remaining funding available to be repurposed for City Hall landscape redesign, Citywide Water Conservation Program, and Citywide Water Conversation Programs (PO002).

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 1,245	\$ 33,755	\$ 6,822	\$ 1,240	\$ 25,693
	\$ 1,245	\$ 33,755	\$ 6,822	\$ 1,240	\$ 25,693

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: City Hall EV Charging Stations

Project No.: PF003

Project Managed By: Public Works

Project Description:

This project is to install electric vehicle (EV) charging stations at City Hall. One EV charging station is scheduled to be installed along with upgraded electrical panels in Parking Garage, Level P-1. In May 2016, \$9,500 in funds will be encumbered to install eight EV charging stations at City Hall's P-2 Level for employee use. An additional \$4,029 in funds will be expended in April to fund the cost of the City's portion of the EV charging station installed at City Hall's P-1 Level for public use.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 20,000	\$ 8,789	\$ -	\$ 11,211
	\$ -	\$ 20,000	\$ 8,789	\$ -	\$ 11,211

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: City Facilities Energy Efficiencies

Project No.: PF004

Project Managed By: Public Works

Project Description:

This project to comply with required upgrades of existing facility lighting and HVAC units to energy efficient systems as identified in past building audits. Capital project funds will be utilized to implement recommended measures at high energy use facilities. Partial costs of upgrades will be reimbursed from utility company incentives/rebates. Lighting control, demand response, peak battery system at city hall is planned.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
203 - MUNICIPAL BUS FUND	\$ 86,031	\$ -	\$ -	\$ -	\$ -
420 - CAPITAL IMPROV AND ACQ FUND	321,447	857,133	809,135	-	47,998
	\$ 407,478	\$ 857,133	\$ 809,135	\$ -	\$ 47,998

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Slurry Seal Pavement - CDBG (ECC)

Project No.: PF005

Project Managed By: Public Works

Project Description:

This project was proposed as a CDBG-funded project to slurry seal six streets located in East Culver City (ECC). Due to reductions in CDBG eligibility, this project is no longer deemed feasible, and funds may be repurposed for alternative City-project needs.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ -	\$ 22,249	\$ -	\$ -	\$ 22,249
428 - CDBG - CAPITAL FUND	-	28,491	-	-	28,491
	\$ -	\$ 50,740	\$ -	\$ -	\$ 50,740

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Senior Center Courtyard Renovation

Project No.: PF007

Project Managed By: PRC&S

Project Description:

This project is to renovate the Senior Center Courtyard to create more usable space by removing the center planter, patching the patio where the demolition took place, and purchasing a temporary stage to cover the existing fountain. This project is funded in part by the Paetzold Bequest and the remaining balance from Park Facilities (Quimby) Funds and Park Facilities Reserves.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
419 - PARK FACILITIES FUND	\$ -	\$ 50,000	\$ 14,360	\$ -	\$ 35,640
	\$ -	\$ 50,000	\$ 14,360	\$ -	\$ 35,640

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$215,000	\$0	\$0	\$0	\$0
TOTALS:	\$ 215,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Fire Station Alerting System Upgrade

Project No.: PF008

Project Managed By: Fire

Project Description:

This project will upgrade the fire station alerting system as all three fire stations have antiquated station alerting systems. The technology used in the current alerting system is a 25 years-old and no longer manufactured or supported. Funding towards this project will be used for equipment replacement and installation costs.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 280,000	\$ -	\$ -	\$ 280,000
	\$ -	\$ 280,000	\$ -	\$ -	\$ 280,000

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
		\$ -	\$ -	\$ -	\$ -
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Server Room Consolidation/Relocatio

Project No.: PF009

Project Managed By: Police

Project Description:

This project will allow for the consolidation of two PD server rooms. Servers will be relocated to a suitable location with a dedicated AC unit to keep the room at an optimal temperature.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ -
	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Radio Tower Repairs

Project No.: PF011

Project Managed By: Public Works

Project Description:

This project will be used to fund the following Radio Tower needs:

1. Replace Radio Tower Aircraft Warning Lights
2. Radio Tower Road Repair (for local repair of the precast pavers or engineering due to steep slope)
3. Radio Tower Surveillance Camera installation

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 40,000				
TOTALS:	\$ 40,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Facilities Assessment Study

Project No.: PF012

Project Managed By: Public Works

Project Description:

A new Facilities Assessment Study updated is needed from the version conducted in 2006. Funding will be used to identify and prioritize immediate and long-term repair needs at all City facilities.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 100,000				
TOTALS:	\$ 100,000	\$ -	\$ -	\$ -	\$ -

2016-17 APPROVED BUDGET CAPITAL IMPROVEMENT PROJECTS

Project Title: Fire Station Renovations

Project No.: PF013

Project Managed By: Public Works

Project Description:

Building renovation for all three fire stations. FY16-17 requests include the following:

Fire Station #1:

- Construction of a women's bathroom/locker room within the area of the existing Firefighter locker room on second floor
- Kitchen floor replacement or repair
- Update all windows on Irving St side with double paned (10 windows) for energy efficiency and security
- Replace Exterior lighting
- Security fence(approximate 10') between Fire Station 1 and Meralta Building for security

Fire Station #2:

- Construction of a women's bathroom/locker room within the area of the existing Firefighter bathroom room on second floor
- Replace fence in the rear of station for security
- Turnout lockers
- Finish Exterior trim painting to match new red

Fire Station #3:

- Upgrades to include perimeter fencing privacy material, window tinting for energy efficiency/security and building surveillance camera

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 38,000				
TOTALS:	\$ 38,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: PD Flooring - Basement & 1st Floor

Project No.: PF014

Project Managed By: Police

Project Description:

This project will be used to continue necessary flooring upgrades at the Police Department. Second Floor flooring upgrades was completed in Fiscal Year 2015-16. Funds are planned for the 2016-17 Fiscal Year to replace the old carpet and flooring on the first and basement levels with vinyl planking.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved				
	2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 200,000				
TOTALS:	\$ 200,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Energy Storage System

Project No.: PF015

Project Managed By: Public Works

Project Description:

The City pays a premium for the use of electricity during peak demand periods. This project would evaluate the effectiveness of installing battery storage systems at various City facilities and if recommended, either purchase or lease the systems for use during peak demand periods to reduce the City's cost of electricity. If leased, the energy savings will be shared with the provider of the energy storage system. If purchased, the City will realize all of the energy savings however, the equipment will cost \$350 to \$700 per kWh of storage purchased. Competing firms will evaluate the City's energy use and no cost to the City and submit their proposals for consideration.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND					
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Traffic Signal at Sawtelle & Hayter

Project No.: PL002

Project Managed By: Public Works

Project Description:

This project will be used to construct a new traffic signal at the intersection of Sawtelle Blvd. & Hayter Ave. per approved traffic mitigation measures. Playa Vista traffic mitigation funds for the Sunkist Park neighborhood will be used. However, subsequent to installation of an all-way Stop on Sawtelle Boulevard at Hayter Avenue, it appears that the needs and concerns of the residents have been addressed, without the need for a traffic signal. This project has been completed.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
420 - CAPITAL IMPROV AND ACQ FUND	-	238,925	-	-	238,925
	\$ -	\$ 338,925	\$ -	\$ -	\$ 338,925

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

Project Title: Traffic Signal Wash Bl/Cattaraugus **Project No.:** PL003

Project Description:

This project represents the City's contribution toward the construction of a new traffic signal at the intersection of Washington Blvd. & Cattaraugus Ave. as part of the Legado Development Project. Construction is scheduled in late 2016 or early 2017.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ -	\$ 225,000	\$ -	\$ -	\$ 225,000
	\$ -	\$ 225,000	\$ -	\$ -	\$ 225,000

		APPROPRIATION IN YEAR				
		City Mgr Approved				
Funding Source:	2016-17	2017-18	2018-19	2019-20	2020-21	
420 - CAPITAL IMPROV AND ACQ FUND	\$ 150,000					
TOTALS:	\$ 150,000	\$ -	\$ -	\$ -	\$ -	

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Traffic System (TMSS) Gap Closure

Project No.: PL004

Project Managed By: Public Works

Project Description:

Funded by an LA Metro 2009 Call for Projects Grant, the Traffic Monitoring & Surveillance System (TMSS) Gap Closure project encompasses the design and implementation of eighteen (18) Closed Circuit Television (CCTV) camera traffic monitoring and surveillance systems, hub switching equipment, and approximately 4 miles of fiber optic communication cables. Matching funds is available from WLA and Playa Vista traffic mitigation funds. Construction is scheduled in FY16-17.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 610,000	\$ 25,994	\$ -	\$ 584,006
423 - CAPITAL GRANTS (CIP) FUND	-	2,438,000	154,741	-	2,283,259
	\$ -	\$ 3,048,000	\$ 180,735	\$ -	\$ 2,867,265

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Traffic Signal ATCS

Project No.: PL005

Project Managed By: Public Works

Project Description:

In 2009, the City received \$1,180,048 from LA County Metro Call for Project Grant. The Project will improve mobility and safety of the major arterial streets that run through the City by upgrading the current central TCS to ATCS. The ATCS will dynamically control up to 105 signalized intersections in the City in real-time, adaptive mode operations for arterial roadway network intersections in the City in real-time, adaptive mode operations for arterial roadway network optimization that will improve mobility at all times and directly benefit motorists, goods delivery, as well as transit providers and users. In addition, the ATCS will allow for more automated operations and enhanced overall performance of the traffic control system. The City Council approved the release of RFP in March 2016 and allocated \$470,012 local match funds (Playa Vista traffic mitigation funds) and Metro grant funds. Additional \$410,000 funds (W. LA College and Playa Vista traffic mitigation funds) are requested in FY 2016-17 to upgrade the communication system and to update impacted traffic signal plans.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 470,012	\$ 7,720	\$ -	\$ 462,292
423 - CAPITAL GRANTS (CIP) FUND	-	1,180,048	32,287	-	1,147,761
	\$ -	\$ 1,650,060	\$ 40,008	\$ -	\$ 1,610,053

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 410,000				
TOTALS:	\$ 410,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Wash-Culver Pedestrian & Cyclist Safety

Project No.: PL006

Project Managed By: Public Works

Project Description:

In 2015, the City received \$2,772,000 in federal grants through the Active Transportation Program (ATP) Cycle 2 Grant. The project is focused on safety improvements along Washington Boulevard, Matteson Avenue, Girard Avenue, Tilden Avenue and Elenda Street near La Ballona Elem School with corner curb extensions and high visibility crosswalks.

The project will include a protected cycle track on Elenda Street from Culver Boulevard to Washington Boulevard. Along with the construction of the separated bike lane, new canopy street trees will be added on Elenda Street as well as lighting. The project will also create new high visibility pedestrian crossings with a pedestrian-activated signal at two locations:

1) Washington Boulevard and Huron 2) Washington Place and Bentley Avenue at Tellefson Park.

Design is anticipated to begin in late 2016.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 100,000				
423 - CAPITAL GRANTS (CIP) FUND	2,772,000				
TOTALS:	\$ 2,872,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Washington-Culver Pedestrian & Cyclist Safety Project **Project No.:** PL007

Project Managed By: Public Works

Project Description:

In 2015, the City received \$2,083,000 in federal grants from the Highway Safety Improvement Program (HSIP Cycle 7) to install left-turn phasing at twelve signalized intersections: two (2) on Sepulveda Blvd; seven (7) on Washington Blvd; one (1) on Washington Pl; one (1) on Culver Blvd; and one (1) on Green Valley Circle. Project design is planned to commence in Fall 2016.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
423 - CAPITAL GRANTS (CIP) FUND	\$ 2,083,000				
TOTALS:	\$ 2,083,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Urban Forest Mgt & Succession Plan

Project No.: PO001

Project Managed By: Public Works

Project Description:

This project, for the development of an Urban Forest Management and Succession Plan, was adopted and completed by City Council in March 2016.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 15,000	\$ 25,000	\$ -	\$ -	\$ 25,000
423 - CAPITAL GRANTS (CIP) FUND	73,336	1,664	-	-	1,664
	\$ 88,336	\$ 26,664	\$ -	\$ -	\$ 26,664

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Citywide Water Conservation Program

Project No.: PO002

Project Managed By: Public Works

Project Description:

This project will be used to fund programs and activities that promote careful water management to actively and intentionally reduce water consumption throughout the City. Completed turf removal incentive program, water fixture replacements to reduce water use and prepared drought-tolerant landscaping plans for City Hall. In FY 2016-17, additional funding will be used to hire a landscape contractor to purchase and plant the drought-tolerant species at City Hall.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 200,000	\$ 164,517	\$ -	\$ 35,483
	\$ -	\$ 200,000	\$ 164,517	\$ -	\$ 35,483

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 175,000				
TOTALS:	\$ 175,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: AB321 Public School Speed Reduction

Project No.: PO003

Project Managed By: Public Works

Project Description:

Assembly Bill 321 was adopted and went into effect in 2008. The Bill permits the reduction of travel speeds within 500 feet of a school, on residential streets, from the prima facie speed limit of 25 mph, down to 15- or 20-mph. Additionally, from 500- to 1000-feet from the school, a reduction of speeds may be established down to 25 mph. Subsequently, AB321 was incorporated into California Vehicle Code section 22358.4, and Section 7B.15 of the California Manual on Uniform Traffic Control Devices.

A feasibility study is underway as of Fiscal Year 2015-16 and the preliminary findings appear to support the reduction of speeds in the schools' residential streets. Contingent upon the final findings, signage, posts, and some pavement markings will be required to implement the speed reductions at all five CCUSD campuses.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 25,000				
TOTALS:	\$ 25,000	\$ -	\$ -	\$ -	\$ -

Project Title: Tree Grate Replacement **Project No.:** PO004

Project Description:

Funded By: _____**Funding Source:****TOTALS**

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Hetzler Road Pedestrian Trail

Project No.: PP001

Project Managed By: Public Works

Project Description:

This project is to construct a separate pedestrian walking and jogging trail approximately 10 feet wide and 1500 feet long. The trail will allow pedestrians to avoid use of the portion of the roadway for residential access to Hetzler Road. Construction is scheduled for 2016.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 110,000	\$ -	\$ -	\$ 110,000
423 - CAPITAL GRANTS (CIP) FUND	1,170	789,830	14,523	-	775,307
	\$ 1,170	\$ 899,830	\$ 14,523	\$ -	\$ 885,307

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
423 - CAPITAL GRANTS (CIP) FUND	312,043				
TOTALS:	\$ 312,043	\$ -	\$ -	\$ -	\$ -

Project Title: SK/CWA Park Power Gearbox Rplcmnt **Project No.:** PP002

Project Description:
This project is for Gearbox box unit replacements at SK Park and Vet's.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 100,000	\$ 88,000	\$ -	\$ 12,000
	\$ -	\$ 100,000	\$ 88,000	\$ -	\$ 12,000

		APPROPRIATION IN YEAR			
City Mgr Approved					
Funding Source:	2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Parks Quilite Panels

Project No.: PP003

Project Managed By: Public Works

Project Description:

This project is being established to replace vandalized plastic clear quilite panels at Tellefson, Carlson, Vets and Lindberg Parks.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 105,000	\$ -	\$ -	\$ 105,000
	\$ -	\$ 105,000	\$ -	\$ -	\$ 105,000

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Media Park Lighting

Project No.: PP004

Project Managed By: Public Works

Project Description:

This project is being initiated to install electric vehicle (EV) charging stations at City Hall. One EV charging station is scheduled to be installed along with upgraded electrical panels on P-1. In May 2016, \$9,500 in funds will be encumbered to install eight EV charging stations at City Hall's P-2 Level for employee use. An additional \$4,029 in funds will be expended in April to fund the cost of the City's portion of the EV charging station installed at City Hall's P-1 Level for public use.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 54,000				
TOTALS:	\$ 54,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Blair Hills Park Playground Rehabilitation

Project No.: PP005

Project Managed By: PRCS

Project Description:

The refurbishment and improvement of an existing playground, including: (a) replacing outdated playground equipment and adding new playground elements; (b) replacing the surfacing with 100% engineered wood fiber; (c) incorporating needed features to bring the playground and surrounding area into 100% Federal ADA compliance.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 275,000	\$ -	\$ -	\$ -	\$ -
TOTALS:	\$ 275,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Marina del Rey Harbor Watershed

Project No.: PR001

Project Managed By: Public Works

Project Description:

This project was established in support of the Enhanced Watershed Management Program (EWMP) Regional Infiltration BMP strategy to reach compliance for the Marina del Rey Harbor Watershed. Costco is required to infiltrate flows from their site as a condition of their redevelopment project. The City is seeking partnership with Costco to construct a joint stormwater and urban run-off project to capture onsite run-off from Costco and runoff from drainage area surrounding the site within the City limits. Design anticipated to begin July 2016 with construction slated for June 2017.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
434 - URBAN RUNOFF MITIGATION	\$ -	\$ 4,020,000	\$ -	\$ -	\$ 4,020,000
	\$ -	\$ 4,020,000	\$ -	\$ -	\$ 4,020,000

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
423 - CAPITAL GRANTS (CIP) FUND	\$ 767,136				
TOTALS:	\$ 767,136	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Culver Boulevard Infiltration

Project No.: PR002

Project Managed By: Public Works

Project Description:

This new project is a continuation of the City's strategy as a component of the Enhanced Watershed Management Program (EWMP) Regional Infiltration BMP. Through this initiative, an infiltration site will be developed using the median on Culver Blvd. between Elenda Street to Sepulveda Blvd. to divert stormwater and urban run-off from surrounding drainage area within Culver City and City of LA. Staff is working with City of LA to share the project cost. Design is anticipated to begin September 2016 with construction slated for June 2018.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
434 - URBAN RUNOFF MITIGATION	\$ -	\$ 500,000	\$ -	\$ -	\$ 500,000
	\$ -	\$ 500,000	\$ -	\$ -	\$ 500,000

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
434 - URBAN RUNOFF MITIGATION		\$ 1,500,000	\$ 2,220,000		
TOTALS:	\$ -	\$ 1,500,000	\$ 2,220,000	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Baldwin Ave Rain Garden Rehabilitation

Project No.: PR003

Project Managed By: Public Works

Project Description:

This project is to rehabilitate the existing rain gardens located at Baldwin Avenue just north of Farragut Drive. The Baldwin Avenue Rain Garden Project was completed in June 2012. The rehabilitation work will consist of replacing damaged filtration devices, replacing and regrading backfill and decomposed granite and replace landscaping.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
434 - URBAN RUNOFF MITIGATION FUNDS	\$ 50,000				
TOTALS:	\$ 50,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Green Street Master Plan

Project No.: PR004

Project Managed By: Public Works

Project Description:

This project is a continuation of the City's strategy as a component of the Enhanced Watershed Management Program (EWMP). A consultant will be hired to analyze all City streets' potential to be utilize as a "green" street. Green streets would include project that may infiltrate, retain, or reuse stormwater and urban runoff. RFP to be released first quarter FY16-17.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
434 - URBAN RUNOFF MITIGATION	\$ 175,000				
TOTALS:	\$ 175,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Mesmer Dry Weather Diversion Project

Project No.: PR005

Project Managed By: Public Works

Project Description:

This project is a continuation of the City's strategy as a component of the Enhanced Watershed Management Program (EWMP) Regional Infiltration BMP. Upon completion of the Bankfield Pump Station and gravity flow sewer mainlines, Mesmer Pump Station will be decommissioned. It is proposed to utilize Mesmer Pump Station as low flow diversion facility to accept dry weather flow from the adjacent Centinela Creek to be conveyed to Hyperion for treatment. This project is a joint regional project with the County of LA, City of LA, and City of Inglewood and project cost will be share based on drainage area. Feasibility Study was completed on July 2015 with RFP for design anticipated to be released during the 2nd quarter of FY 2016-17.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
434 - URBAN RUNOFF MITIGATION	\$ 80,000				
TOTALS:	\$ 80,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Concrete Street Rehabilitation

Project No.: PS001

Project Managed By: Public Works

Project Description:

This project is created to fund concrete street repairs by crack sealing, patching and local replacement.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
420 - CAPITAL IMPROV AND ACQ FUND	-	100,000	-	-	100,000
	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: City Traffic Sign Retroreflectivity

Project No.: PS002

Project Managed By: Public Works

Project Description:

Federal and State legislation has set standards of retroreflectivity for signs in the public-right-of-way. In order to determine which signs comply and which do not, a citywide sign survey is required. Non-compliant signs will be replaced with compliant signs – a separate replacement budget enhancement will be requested after the survey is complete. To this end, and for the benefits beyond meeting this requirement, a digital sign survey database will be built, compiled and populated. The field data collected will include all the necessary information. A computerized sign survey system will be delivered that may be maintained by staff. As part of the Citywide Speed survey, all speed-related signs on the arterial streets were surveyed relative to the retroreflectivity requirements. Approximately 100 signs require removal and replacement, which is scheduled to commence in Fiscal Year 2016-17.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ -	\$ 103,000	\$ -	\$ -	\$ 103,000
	\$ -	\$ 103,000	\$ -	\$ -	\$ 103,000

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 25,000				
TOTALS:	\$ 25,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Traffic Signal Left-Turn Phasing

Project No.: PS003

Project Managed By: Public Works

Project Description:

In 2013, the City received \$945,000 in federal grants from the Highway Safety Improvement Program (HSIP) Cycle 6, to install left-turn phasing at seven signalized intersections. Construction is scheduled for Fall 2016.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ -	\$ 205,000	\$ 22	\$ -	\$ 204,978
423 - CAPITAL GRANTS (CIP) FUND	52,066	892,934	29,131	-	863,804
	\$ 52,066	\$ 1,097,934	\$ 29,152	\$ -	\$ 1,068,782

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
423 - CAPITAL GRANTS (CIP) FUND	\$ 94,389				
TOTALS:	\$ 94,389	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Demonstration Rain Garden Projects

Project No.: PS004

Project Managed By: Public Works

Project Description:

The demonstration rain garden in the parkway of Lindblade Street adjacent to Sepulveda Blvd. was completed on August 2015.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -
	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Arterial Street Pavement Rehab

Project No.: PS005

Project Managed By: Public Works

Project Description:

This project is to resurface (grind and overlay with local repairs) various major arterial streets as funding allows. Proposed work includes Overland Ave, Jefferson Bl, Sepulveda Bl, Centinela Bl, etc. Construction is scheduled in Fall/Winter 2016.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
417 - COMMUNITY DEVELOPMENT FUND	\$ -	\$ 269,000	\$ -	\$ -	\$ 269,000
420 - CAPITAL IMPROV AND ACQ FUND	-	710,000	-	-	710,000
431 - MEASURE R	-	272,000	-	-	272,000
	\$ -	\$ 1,251,000	\$ -	\$ -	\$ 1,251,000

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 835,000	\$ 4,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
423 - CAPITAL GRANTS (CIP) FUND	183,880				
431 - MEASURE R	226,658				
TOTALS:	\$ 1,245,538	\$ 4,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000

Project Title: Ped and Bicycle Programs (Match) **Project No.:** PS008

Project Description:

Funded By:

Funding Source:**TOTALS**

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: ADA Curb Ramps (CDBG)

Project No.: PS009

Project Managed By: Public Works

Project Description:

The proposed ADA Transition Plan will include a review of all curb ramps in Culver City for ADA compliance. CDBG funds budgeted for this project will be reassigned to fund ADA facility upgrades based on the proposed ADA Transition Plan schedule of priorities.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
428 - CDBG - CAPITAL FUND	\$ -	\$ 165,000	\$ -	\$ -	\$ 165,000
	\$ -	\$ 165,000	\$ -	\$ -	\$ 165,000

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Parkway Tree Planting

Project No.: PS010

Project Managed By: Public Works

Project Description:

he City applied for and was awarded a \$150,000 grant through Supervisor Mark Ridley-Thomas' 2012 Competitive Tree Planting Grant Program to cover the cost to plant 300 24" box trees in the City's vacant parkways.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
423 - CAPITAL GRANTS (CIP) FUND	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -
	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: CDBG Sidewalk Repairs

Project No.: PS011

Project Managed By: Public Works

Project Description:

This capital improvement project will repair sloping or damaged sidewalks that may present a hindrance or risk to elderly or disabled residents and reconstruct wheelchair ramps as necessary to meet ADA standards. Capital projects to make ADA-compliant repairs are CDBG-eligible City-wide and are not subject to blight or area income restrictions.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND					
	\$ -	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
428 - CDBG - CAPITAL FUND	\$ 162,255				
TOTALS:	\$ 162,255	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Wireless Deployment-City Facilities

Project No.: PT001

Project Managed By: Information Technology

Project Description:

Funds will be used to complete requirements/needs analysis detailing the coverage and configuration specifications for deploying wireless connectivity at the Veterans Memorial Building (VMB) and the Senior Center. The project will provide free courtesy Wi-Fi for public access inside these City facilities. The access model will be similar to the free WiFi currently deployed in the downtown area. This is a collaborative project with the Parks, Recreation and Community Services (PRCS) Department.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 70,000	\$ 8,119	\$ -	\$ 61,881
	\$ -	\$ 70,000	\$ 8,119	\$ -	\$ 61,881

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Audio/Voting Council Chambers

Project No.: PT002

Project Managed By: Information Technology

Project Description:

This project will evaluate all components of the audiovisual (microphones, cameras, lighting, electrical wiring, meeting playback systems, etc.) and voting systems in the City Council Chambers. After completing the evaluation, Approvedendations will be made to upgrade, replace, and integrate relevant components. The project will result in an updated and streamlined solution that will fully support live broadcast and associated post-meeting processing of all council/board/commission meetings. This project was successfully completed in Spring 2015.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
307 - EQUIPMENT REPLACEMENT FUND	\$ 388,726	\$ 11,078	\$ -	\$ -	\$ 11,078
420 - CAPITAL IMPROV AND ACQ FUND	34,881	38,419	33,300	-	5,119
	\$ 423,607	\$ 49,497	\$ 33,300	\$ -	\$ 16,197

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
		\$ -	\$ -	\$ -	\$ -
		-	-	-	-
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

Project Title: Municipal Fiber Network **Project No.:** PT003

Project Managed By: Information Technology

The City will design, construct, operate and maintain a fiber-optic network that will facilitate providing high-speed Internet service to the City itself, Culver City Unified School District (CCUSD) and Culver City businesses located within the defined target service areas.

Funded By:		2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
205 - MUNICIPAL FIBER NETWORK FUND	\$ -	\$ 10,000,000	\$ 340,973	\$ 341,220	\$ 9,317,806	
	\$ -	\$ 10,000,000	\$ 340,973	\$ 341,220	\$ 9,317,806	

		APPROPRIATION IN YEAR				
		City Mgr Approved				
Funding Source:	2016-17	2017-18	2018-19	2019-20	2020-21	
205 - MUNICIPAL FIBER NETWORK FUND	\$ 1,500,000					
TOTALS:	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Sewer Facility Fees Update

Project No.: PW001

Project Managed By: Public Works

Project Description:

The current Culver City sewer facility fees were adopted in 1990 and a fee study was conducted in 1997, although no fee changes were implemented. A consultant completed a new study of the existing sewer facilities fees in 2015/16. Depending on the Approvedendations in the Sewer Master Plan update to be completed in Summer 2016, the sewer facility fees may or may not be updated.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
204 - SEWER ENTERPRISE FUND	\$ 1,233	\$ 3,768	\$ 335	\$ -	\$ 3,433
	\$ 1,233	\$ 3,768	\$ 335	\$ -	\$ 3,433

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Sanitary Sewer Master Plan Update

Project No.: PW002

Project Managed By: Public Works

Project Description:

The last update to the Sanitary Sewer Master Plan was completed in 1995. The purpose of this task is to analyze and prioritize any capacity enhancements of the entire system. The Study will be conducted by a consultant and will provide staff with a computerized hydraulic model that will assist with analyzing the capacity of the sewer system for potential increases in sewer flows from future developments. This project is expected to be completed in Summer 2016.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
204 - SEWER ENTERPRISE FUND	\$ 178,750	\$ 308,190	\$ 225,940	\$ -	\$ 82,250
	\$ 178,750	\$ 308,190	\$ 225,940	\$ -	\$ 82,250

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Building Repairs

Project No.: PZ132

Project Managed By: Public Works

Project Description:

City-Wide Municipal Building maintenance and repairs are grouped together under this project with the intent that larger projects will produce more cost effective repair contracts such as painting, piping replacement and HVAC replacement. Maintenance projects are prioritized and completed per the recommendations in the Citywide Facilities Assessment report completed in March 2007.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 254,328	\$ 882,431	\$ 552,298	\$ -	\$ 330,133
	\$ 254,328	\$ 882,431	\$ 552,298	\$ -	\$ 330,133

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 518,000				
475 - CULVER CITY PARKING AUTHORITY	30,000				
TOTALS:	\$ 548,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Sewer Local & Emergency Repair

Project No.: PZ230

Project Managed By: Public Works

Project Description:

This project is used for sewer line point repairs, manhole rehabilitation, root removal and sewer emergency repairs, sewer video inspection, and sewer overflow detection devices at select manholes. Specific upcoming projects include an extension of sewer line Westwood/Midway easement and Fay Avenue diversion.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
204 - SEWER ENTERPRISE FUND	\$ 535,402	\$ 236,241	\$ 143,119	\$ -	\$ 93,122
	\$ 535,402	\$ 236,241	\$ 143,119	\$ -	\$ 93,122

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
204 - SEWER ENTERPRISE FUND	\$ 350,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
TOTALS:	\$ 350,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000

Project Title: Alley Reconstruction - Citywide **Project No.:** PZ295

Project Description:

Funded By:	Actuals	Budgeted	Expended	Encumbered	Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 12,969	\$ 130,091	\$ 130,092	\$ -	\$ (0)
	\$ 12,969	\$ 130,091	\$ 130,092	\$ -	\$ (0)

		APPROPRIATION IN YEAR				
		City Mgr Approved				
Funding Source:	2016-17	2017-18	2018-19	2019-20	2020-21	
420 - CAPITAL IMPROV AND ACQ FUND	\$ 50,000					
TOTALS:	\$ 50,000	\$ -	\$ -	\$ -	\$ -	

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Technology Replacement Fund

Project No.: PZ388

Project Managed By: Information Technology

Project Description:

The Technology Replacement Fund project provides for the funding of enhancements and upgrades of existing projects and hardware as well as new, small IT-related projects. This includes computer hardware, software, and telecommunications equipment. Related cabling, services, and devices are also paid from this project. Requests for IT- related equipment made by all City departments are included. The Budget and Finance office holds justification sheets for IT equipment requested by City departments.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 50,189	\$ 51,313	\$ 21,473	\$ 1,537	\$ 28,304
	\$ 50,189	\$ 51,313	\$ 21,473	\$ 1,537	\$ 28,304

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 71,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
TOTALS:	\$ 71,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Curb, Gutter, Sidewalk Replacement

Project No.: PZ428

Project Managed By: Public Works

Project Description:

As identified by field inspections, this recurring capital project is established to replace uplifted sidewalks, curbs, gutters, and driveway approaches throughout the City and complement Maintenance Operations' concrete repair activities. A citywide inspection was completed In FY 2011-12 documenting all sidewalk displacements. Temporary repair work (i.e. grinding and AC ramping) of all uplifted sidewalk was completed in FY2013-14. Replacement of significantly uplifted and damaged sidewalks is scheduled for FY 2016-17. In addition, the project will fund curb ramp and sidewalk inspection work as part of the ADA Transition Plan scheduled for FY 2016-17.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ 21,000	\$ 483,870	\$ -	\$ -	\$ 483,870
420 - CAPITAL IMPROV AND ACQ FUND	2,450	145,740	12,510	-	133,230
428 - CDBG - CAPITAL FUND	-	10,901	-	-	10,901
	\$ 23,450	\$ 640,511	\$ 12,510	\$ -	\$ 628,001

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 150,000				
TOTALS:	\$ 150,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Traffic Signal Replace/Upgrade

Project No.: PZ429

Project Managed By: Public Works

Project Description:

This project is established to repair and upgrade city street facilities (traffic signals and equipment, benches, trash receptacle, etc.) on an as needed basis or in conjunction with street improvements. This project calls for upgrade to multi conductor wiring; which is more durable, easier to repair and up to current standards at following three intersections: Sepulveda/Sawtelle/Jefferson, Sepulveda/Centinela, Slauson/Hannum. Additionally, an ongoing service contract for the KITS traffic signal control system is funded from this project.

It has also been identified that system loops are required for real-time counting of traffic volumes at approximately 30 arterial locations.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 63,130	\$ 89,919	\$ 46,021	\$ 15,552	\$ 28,346
	\$ 63,130	\$ 89,919	\$ 46,021	\$ 15,552	\$ 28,346

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 395,000				
TOTALS:	\$ 395,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Culver Blvd Realignment

Project No.: PZ460

Project Managed By: Public Works

Project Description:

This project will be used for the realignment of Culver Boulevard from Commonwealth Ave to Elenda Street. The 2005 Federal Transportation Bill, SAFETEA-LU, allocated monies to this project. Additional grant funds have been approved through the 2009 Metro TIP Call for Projects. Playa Vista Mitigation funds and West LA College Mitigation funds will be further used as local match. Final design is to be completed in FY16-17 with construction starting in FY17-18.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 17,494	\$ 563,621	\$ 33,050	\$ -	\$ 530,571
	\$ 17,494	\$ 563,621	\$ 33,050	\$ -	\$ 530,571

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND		\$ 1,217,530			
423 - CAPITAL GRANTS (CIP) FUND	\$ 350,000	\$ 4,697,776			
TOTALS:	\$ 350,000	\$ 5,915,306	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Stormwater Discharge Program/NPDES

Project No.: PZ497

Project Managed By: Public Works

Project Description:

This project was established in support of the Municipal Pollution Discharge Elimination (NPDES) Permit and to comply with federal and state environmental laws. It covers all stormwater pollution prevention issues including public outreach, commercial and industrial stormwater inspections, and annual NPDES permit fees. Budget amounts include staff's best estimate of Total Maximum Daily Load (TMDL) costs based on current information provided by lead watershed agencies.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 259,151	\$ 374,384	\$ 191,295	\$ -	\$ 183,089
423 - CAPITAL GRANTS (CIP) FUND	477,460	492,540	-	-	492,540
	\$ 736,611	\$ 866,924	\$ 191,295	\$ -	\$ 675,629

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
434 - URBAN RUNOFF MITIGATION FUND	\$ 542,000				
TOTALS:	\$ 542,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Sewage Pump Station Improvements

Project No.: PZ521

Project Managed By: Public Works

Project Description:

Funds for this project are to be used towards ongoing improvements for Culver City's seven sewer lift stations and emergency notification and flow monitoring systems. As needed, this communications installations, replacement of motor/pump sets, roofs, access doors, and rehabilitation of wet wells.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
204 - SEWER ENTERPRISE FUND	\$ 109,470	\$ 231,321	\$ 83,372	\$ -	\$ 147,949
	\$ 109,470	\$ 231,321	\$ 83,372	\$ -	\$ 147,949

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17				
		2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: GIS Development

Project No.: PZ525

Project Managed By: Information Technology

Project Description:

Funding for this project will provide for the deployment of an enterprise Geographical Information System (GIS) and to implement GIS functionality on the Internet and Intranet providing citizens and staff with geographical based information. The GIS project will also assist with analysis and tracking in the areas of asset management, mail notification and integration with permitting processes. Another important component of the GIS program is the maintenance of the City-wide address database, which is used for City notifications. This project is complete and GIS-related expenditures have been integrated into the IT operating budget.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 1,100	\$ 2,434	\$ -	\$ -	\$ 2,434
	\$ 1,100	\$ 2,434	\$ -	\$ -	\$ 2,434

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
		\$ -	\$ -	\$ -	\$ -
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

Project Title: Pavement Management Masterplan **Project No.:** PZ546

Project Description:

Funded By: _____**Funding Source:**

TOTALS:	\$	-	\$	-	\$	-	\$	-
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**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Interpretive Nature Trail

Project No.: PZ551

Project Managed By: PRC&S

Project Description:

This project will refurbish the existing wood constructed Nature Trail and replace all dry rotted structural members, decking, and guard rails. Temporary repair was completed by Public Works staff in 2011. Funding will be used to hire a Structural Engineer Consultant to assess the current structure for repair and replacement, to be a part of the City's obligation to BHC for a joint grant project on the Park to Playa Trail. In FY14-15, a survey was conducted by a structural engineer consultant. A Balwin Hills Conservancy Proposition 84 grant for Culver City/Park to Playa - Ballona Creek Connection was awarded in FY 2015-16.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 12,990	\$ 120,360	\$ -	\$ -	\$ 120,360
423 - CAPITAL GRANTS (CIP) FUND	-	336,043	41,557	-	294,486
	\$ 12,990	\$ 456,403	\$ 41,557	\$ -	\$ 414,846

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
TOTALS:	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Higuera Street Bridge Replacement

Project No.: PZ553

Project Managed By: Public Works

Project Description:

This project will replace the existing Higuera Bridge across Ballona Creek channel. The design includes replacement of the existing bridge with a new bridge with two lanes of traffic in each direction, bike lanes, and sidewalks. Approximate cost to design and construct the bridge is \$8.4 million. The HBP program requires a local match of 11.5%. Design is complete. Right of Way certification is expected to be completed by late Summer 2016. Construction is expected to start in Winter 2016.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ -	\$ 103,808	\$ -	\$ -	\$ 103,808
423 - CAPITAL GRANTS (CIP) FUND	172,143	436,377	117,255	-	319,122
484 - 1993 TAXEXEMPT BONDS	-	800,000	-	-	800,000
	\$ 172,143	\$ 1,340,184	\$ 117,255	\$ -	\$ 1,222,929

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Minor Pavement & Concrete Improve

Project No.: PZ554

Project Managed By: Public Works

Project Description:

This project is used for minor repairs of street/alley asphalt and concrete failures as necessary.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 22,949	\$ 89,074	\$ 12,627	\$ -	\$ 76,447
	\$ 22,949	\$ 89,074	\$ 12,627	\$ -	\$ 76,447

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 50,000				
TOTALS:	\$ 50,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Fencing Replacement at Parks

Project No.: PZ594

Project Managed By: PRC&S

Project Description:

This project is for fence replacement and installation in various parks as needed and ongoing fence repair at Blanco Park.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
419 - PARK FACILITIES FUND	\$ 3,745	\$ 11,663	\$ 1,810	\$ -	\$ 9,853
	\$ 3,745	\$ 11,663	\$ 1,810	\$ -	\$ 9,853

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
419 - PARK FACILITIES FUND		\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
TOTALS:	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Neighborhood Traffic Mgmt Program

Project No.: PZ599

Project Managed By: Public Works

Project Description:

This project provides for traffic engineering designs, analysis, studies, and tools for the NTMP program, at the request of residential communities. Funds will be used citywide as needed to reduce speeding and cut- through traffic in residential neighborhoods that meets the NTMP criteria. It is anticipated that funds will be used to collect traffic data (including purchasing of traffic counting equipment), contract engineering consultation assistance when needed, perform studies; and to fund traffic calming measure requests. For FY2016-17, it is expected that five residential neighborhoods will continue in the NTMP process, and that some will have some countermeasures trialed.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ -	\$ 272	\$ -	\$ -	\$ 272
420 - CAPITAL IMPROV AND ACQ FUND	68,438	245,467	61,180	3,341	180,945
	\$ 68,438	\$ 245,739	\$ 61,180	\$ 3,341	\$ 181,217

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 85,000				
TOTALS:	\$ 85,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Upgrade Park Irrigation Systems

Project No.: PZ612

Project Managed By: PRC&S

Project Description:

This capital project will be used to replace out-moded components of the existing irrigation systems at various parks including electronic controls with state of the art technology; installation of master valves and flow sensors; emergency shut-off valves; rain sensors; low-pressure compensating sprinkler heads; installation of electrical connection and Calsense controllers along the Expo National Median Project; and complying with State Water Mandates to remove turf in medians and retrofit existing irrigation to deep water existing trees. This project has a 5-year timeline. For FY 2016-17, an irrigation consultant will be hired to perform necessary irrigation audits.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
419 - PARK FACILITIES FUND	\$ 7,771	\$ 37,449	\$ 13,028	\$ -	\$ 24,420
420 - CAPITAL IMPROV AND ACQ FUND	14,552	38,212	11,305	-	26,906
	\$ 22,323	\$ 75,660	\$ 24,333	\$ -	\$ 51,327

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 50,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
TOTALS:	\$ 50,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Finance System Replacement

Project No.: PZ636

Project Managed By: Finance

Project Description:

A replacement enterprise resource planning (ERP) system has been implemented to replace the aging JD Edwards OneWorld ERP. Munis by Tyler Technologies was selected as the new ERP. The new system has replaced the older systems which provided: general ledger, accounts payable, accounts receivable, purchasing, cash receipts, and payroll, functionality. The first phase of the project went live in July 2012. HR/Payroll went live in April 2013, followed by Phase III – the Business License Module, which went live FY2013-14. The final phase of the project is to replace the City's proprietary timekeeping system and is expected to be completed during FY2016-17.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 66,183	\$ 887,400	\$ 152,532	\$ -	\$ 734,868
	\$ 66,183	\$ 887,400	\$ 152,532	\$ -	\$ 734,868

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Median Island Rehabilitation

Project No.: PZ638

Project Managed By: PRC&S

Project Description:

This project is to rehabilitate median islands along Washington and Culver Blvds (bikeway) for a more consistent look, including irrigation system installation, trees, shrubs, ground cover and mulch. Plans shall be prepared by a DPW consultant, per DPW Street Improvement Projects. Re: Public Works Culver Bikeway project is in design. Construction to start in FY 2016-17.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 60,683	\$ -	\$ -	\$ 60,683
	\$ -	\$ 60,683	\$ -	\$ -	\$ 60,683

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
TOTALS:	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Resurface/Restripe Sports Courts

Project No.: PZ640

Project Managed By: PRC&S

Project Description:

This project involves striping, resurfacing and restriping sport courts at Fox Hills, Lindberg, Kronenthal, El Marino, Culver West Alexander, Blair Hills and Vet's Parks. Sports courts include tennis, paddle tennis, handball, and basketball courts. PW/Engineering will also replace Culver West Alexander Park paddle tennis courts.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
419 - PARK FACILITIES FUND	\$ -	\$ 46,115	\$ 11,935	\$ -	\$ 34,180
	\$ -	\$ 46,115	\$ 11,935	\$ -	\$ 34,180

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
TOTALS:	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Senior Center Project

Project No.: PZ677

Project Managed By: PRC&S

Project Description:

This project is used to track appropriations used to pay debt service on the Senior Center loan. The final loan payment is scheduled for FY2014-15.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
428 - CDBG - CAPITAL FUND	\$ 134,167	\$ 30,435	\$ -	\$ -	\$ 30,435
	\$ 134,167	\$ 30,435	\$ -	\$ -	\$ 30,435

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved				
	2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Street Light Upgrades

Project No.: PZ684

Project Managed By: Public Works

Project Description:

This project is to upgrade existing high voltage series circuit streetlights to low voltage parallel circuit streetlights, and replace with energy efficient light fixtures. Current project locations are along Washington Blvd between Berryman Avenue and Sepulveda Blvd, Washington Blvd between Inglewood and Centinela Avenue. Construction is expected to be completed in summer 2016. It also includes the new contractors/circuit breakers to control existing SCE street light circuits. In February 2016, the City Council approved \$2 million to upgrade the streetlights in the Carlson Park residential neighborhood.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ 7,359	\$ 550,148	\$ 380,333	\$ -	\$ 169,815
420 - CAPITAL IMPROV AND ACQ FUND	33,425	3,423,610	856,477	-	2,567,133
	\$ 40,784	\$ 3,973,758	\$ 1,236,810	\$ -	\$ 2,736,948

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
TOTALS:	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Lindberg Park

Project No.: PZ731

Project Managed By: PRC&S

Project Description:

This project will be used to convert the former Stone House area, which is now demolished, into a passive use area with picnic tables, benches, BBQ pits and shade trees. Future appropriation requests are for the rehabilitation of the Age 2 - 5 and Age 5 - 12 playground areas.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
419 - PARK FACILITIES FUND	\$ -	\$ 13,367	\$ -	\$ -	\$ 13,367
	\$ -	\$ 13,367	\$ -	\$ -	\$ 13,367

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
419 - PARK FACILITIES FUND		\$ 250,000	\$ -	\$ -	\$ -
420 - CAPITAL IMPROV AND ACQ FUND		250,000			
TOTALS:	\$ -	\$ 500,000	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Ficus Tree Replacement

Project No.: PZ754

Project Managed By: Public Works

Project Description:

This project is to fund replacing City-wide ficus street trees with a less root-intrusive tree species to protect the City's infrastructure, including private sewer laterals. Funding will also be used toward progressive removal and replacement of diseased ficus trees.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 3,469	\$ 26,533	\$ 11,952	\$ -	\$ 14,580
	\$ 3,469	\$ 26,533	\$ 11,952	\$ -	\$ 14,580

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 30,000				
TOTALS:	\$ 30,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Citywide Speed Zone Study

Project No.: PZ811

Project Managed By: Public Works

Project Description:

Per the California Vehicle Code, speed zone surveys should be conducted every seven to ten years (CVC 40802) to establish speed limits and to allow for Police Department radar enforcement. The existing study was completed and adopted in August 2013. The next study is anticipated to be conducted in 2017-18. Additional minor speed surveys are done on an as needed basis. In FY2015-16, this project funded consultant work and additional Engineering and Traffic Surveys to explore the feasibility of speed reductions in the vicinity of one or more schools, as adopted by AB321.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 56,757	\$ 9,650	\$ -	\$ 47,107
	\$ -	\$ 56,757	\$ 9,650	\$ -	\$ 47,107

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND		\$ 25,000			
TOTALS:	\$ -	\$ 25,000	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Citywide Traffic Counts

Project No.: PZ826

Project Managed By: Public Works

Project Description:

Approximately 200 count locations are projected to have 3 weekday and one Saturday vehicular volume counts. These counts are used for analysis, reporting to agencies, for public information for grant applications, and for accident analysis. Data is available for the public on the internet and City offices. Additional minor traffic counts are done on an as-needed basis. These counts were last conducted in FY2013-14. Continuing from FY2015-16, some streets not previously included in the Engineering and Traffic Study (E&TS) will have counts conducted.

Also, this project will provide traffic counts in support of other City projects, as needed, including counts for traffic signal timing purposes, and fine-turning timing of the KITS Traffic Control System, plus a contract with a traffic counting firm for efficiency of obtaining traffic counts.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ -	\$ 14,975	\$ -	\$ -	\$ 14,975
420 - CAPITAL IMPROV AND ACQ FUND	-	30,000	-	-	30,000
	\$ -	\$ 44,975	\$ -	\$ -	\$ 44,975

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 25,000				
TOTALS:	\$ 25,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Skateboard Park

Project No.: PZ830

Project Managed By: PRC&S

Project Description:

This project will be used to install one prefab building for the Recreation Staff to supervise the Skate Park. Building plans include a single unisex restroom for use by the Recreation staff and the public. During Phase III, unmet needs of the original skate park project will also be completed.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
419 - PARK FACILITIES FUND	\$ -	\$ 80,000	\$ -	\$ -	\$ 80,000
420 - CAPITAL IMPROV AND ACQ FUND	3,625	24,511	-	-	24,511
	\$ 3,625	\$ 104,511	\$ -	\$ -	\$ 104,511

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
419 - PARK FACILITIES FUND	\$ 38,412	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
420 - CAPITAL IMPROV AND ACQ FUND		2,500	2,500	2,500	2,500
TOTALS:	\$ 38,412	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Syd Kronenthal Playground Improv

Project No.: PZ831

Project Managed By: PRC&S

Project Description:

Los Angeles County Proposition A Cities Excess Funds have been granted for this project, enabling the City to: (a) replace the outdated playground equipment with sculptural elements that are both physically and mentally challenging; (b) replace the sand surfacing using 100% engineered wood fiber; (c) incorporate needed features such as an accessible ramp; and (d) provide a path of travel to and from the parking area to the playground area that will bring the entire playground into 100% Federal ADA compliance. For the upcoming year, the City Council has allocated additional funding in order to utilize Proposition A funds that were not expended on the Playground for children ages 5 - 12 to rehabilitate the adjacent playground for children ages 2 - 5, with approval from the County.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 75,524	\$ -	\$ -	\$ 75,524
423 - CAPITAL GRANTS (CIP) FUND	178,036	71,964	9,913	-	62,051
	\$ 178,036	\$ 147,488	\$ 9,913	\$ -	\$ 137,575

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 13,000	\$ -	\$ -	\$ -	\$ -
		-	-	-	-
TOTALS:	\$ 13,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Culver West Park Rehab

Project No.: PZ835

Project Managed By: PRC&S

Project Description:

The City has received \$147,480 in LA County Prop A Excess Funds and \$123,000 in Land and Water Conservation Funding (LWCF) to rehabilitate park picnic area fields, play areas, and to create a jogging trail and distinctive entrance at the Culver West Park. Phase II of the lighting improvement project was completed during fiscal year 2009-10. In FY 2010-11, Paseo (McConnell pathway) improvements were completed. Signage and markings to extend Pooch Path to include Walking/Jogging Trail were added, per City Council direction in FY 2012-13. In FY2014-15, playing courts were restriped. In FY 2016-17, plans include conducting a soils survey with a geotechnical engineer. The playing courts have cracked and deteriorated due to an unknown sub-soil condition.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
419 - PARK FACILITIES FUND	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
420 - CAPITAL IMPROV AND ACQ FUND	-	15,000	-	-	15,000
	\$ -	\$ 45,000	\$ -	\$ -	\$ 45,000

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
419 - PARK FACILITIES FUND		\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
420 - CAPITAL IMPROV AND ACQ FUND	45,000	2,000	2,000	2,000	2,000
TOTALS:	\$ 45,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: UST Upgrades on City Property

Project No.: PZ844

Project Managed By: Public Works

Project Description:

This project will address any Regional Water Quality Control Board, Air Quality Management District (AQMD), Los Angeles County Department of Public Works, and City regulations and requirements related to underground storage tanks, associated components and fueling facilities on City property. Project also addresses unforeseen repair needs.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 10,349	\$ 34,243	\$ 9,799	\$ -	\$ 24,445
	\$ 10,349	\$ 34,243	\$ 9,799	\$ -	\$ 24,445

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 20,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
TOTALS:	\$ 20,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000

Project Title: Asbestos Abatement **Project No.:** PZ845

Project Description:

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 2,656	\$ 18,441	\$ -	\$ -	\$ 18,441
	\$ 2,656	\$ 18,441	\$ -	\$ -	\$ 18,441

		APPROPRIATION IN YEAR			
City Mgr Approved					
Funding Source:	2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Reconstruction Plunge Building

Project No.: PZ850

Project Managed By: PRC&S

Project Description:

Complete reconstruction of the municipal pool building. This project was funded by Redevelopment bond funds, a Land and Water Conservation Fund (LWCF) grant (\$405,960) and Prop. 12 Per Capita funds (\$20,000). Work for this project is complete.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
419 - PARK FACILITIES FUND	\$ 19,237	\$ -	\$ -	\$ -	\$ -
420 - CAPITAL IMPROV AND ACQ FUND	90,000	-	-	-	-
	\$ 109,237	\$ -	\$ -	\$ -	\$ -

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: EOC Relocation

Project No.: PZ862

Project Managed By: Fire

Project Description:

COMPLETED - The relocation of the Emergency Operations Center (EOC) has been completed. Remaining funds will be used to procure Web EOC, a web-based program that optimizes event reporting, situational awareness and resource management.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 9,071	\$ 8,898	\$ 9,054	\$ -	\$ (156)
	\$ 9,071	\$ 8,898	\$ 9,054	\$ -	\$ (156)

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved				
	2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Residential Paving Program

Project No.: PZ863

Project Managed By: Public Works

Project Description:

As recommended by the Pavement Management System (PMS), this project identifies streets which will benefit from slurry seal resurfacing, or a 2" grind and overlay before a costlier street rehabilitation/construction is required. The work will extend the life of the street for 7 to 10 years.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ 52,993	\$ 111,792	\$ 68,689	\$ -	\$ 43,103
420 - CAPITAL IMPROV AND ACQ FUND	669,004	303,697	296,497	-	7,200
431 - MEASURE R	263,570	-	-	-	-
	\$ 985,566	\$ 415,490	\$ 365,186	\$ -	\$ 50,303

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
418 - SPECIAL GAS TAX FUND	\$ 419,000				
420 - CAPITAL IMPROV AND ACQ FUND	360,000				
TOTALS:	\$ 779,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Bankfield Pump Station Sewer

Project No.: PZ874

Project Managed By: Public Works

Project Description:

This project is for the construction of the new, more cost-efficient, state-of-the-art Bankfield Pump station to be located at 5722 Bankfield. This consolidated pump station will replace four existing stations (Bristol, Fox Hills, Mesmer and Overland Sewer) to pump 1.3 million gallons of flow a day. The final design of the project will begin in Spring 2016. Construction is expected to begin in Summer 2017. This project will be in conjunction with PZ946.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
204 - SEWER ENTERPRISE FUND	\$ 137,945	\$ 3,759,654	\$ 109,653	\$ -	\$ 3,650,001
	\$ 137,945	\$ 3,759,654	\$ 109,653	\$ -	\$ 3,650,001

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Vet's Memorial Bldg Refurbish

Project No.: PZ876

Project Managed By: Public Works

Project Description:

This project is to be used to fund the refurbishment of the Veteran's Memorial Building. Scheduled plans for FY2015-16 include removing carpet on the walls, columns and divider in Rotunda and Garden Room and repaint accordingly. Additional repainting of access ramp hallway between lobby restrooms and main corridor. FY2016-17 improvements include safety repair Items:

1. Fire curtain, smoke vents, stage rigging cables/ropes
2. Evacuation signage
3. Exit signs, Emergency lighting/power, door exiting devices
4. Balcony fall protection
5. Fire Alarm and Fire Sprinklers

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
419 - PARK FACILITIES FUND	\$ -	\$ 7,461	\$ -	\$ -	\$ 7,461
420 - CAPITAL IMPROV AND ACQ FUND	-	60,124	-	-	60,124
	\$ -	\$ 67,585	\$ -	\$ -	\$ 67,585

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 625,000				
TOTALS:	\$ 625,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Emergency Preparedness

Project No.: PZ878

Project Managed By: Fire

Project Description:

This project is created to fund the purchase of emergency provisions, supplies, furniture and equipment, emergency software, etc. to increase the City's readiness to deal with an emergency.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 6,571	\$ 3,099	\$ 3,099	\$ -	\$ 0
	\$ 6,571	\$ 3,099	\$ 3,099	\$ -	\$ 0

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Sepulveda Blvd Widening

Project No.: PZ881

Project Managed By: Public Works

Project Description:

This project will afford the addition of a third lane to southbound Sepulveda Boulevard between Jefferson/Playa and Green Valley Circle. Roadway construction was completed in November 2011. Streetlight upgrading was completed in March 2013. Edison transmission power poles relocation is to be completed in late 2016.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 1,502	\$ 82,451	\$ 28,575	\$ -	\$ 53,876
423 - CAPITAL GRANTS (CIP) FUND	2,789	113,490	-	-	113,490
	\$ 4,291	\$ 195,941	\$ 28,575	\$ -	\$ 167,366

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Sanitation Vehicle Info Systems

Project No.: PZ883

Project Managed By: Public Works

Project Description:

This project is created to fund the purchase of a GPS tracking system for commercial roll-off vehicles. This is a two phase project with Phase I placing GPS tracking units on commercial roll-off vehicles. Phase II is to expand the GPS tracking units to all tractors and automated side loaders. Implementing a GPS tracking solution will facilitate route management, assist dispatch in routing customer service requests, and mitigate tort liability.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
202 - REFUSE DISPOSAL FUND	\$ 2,000	\$ 130,095	\$ -	\$ -	\$ 130,095
	\$ 2,000	\$ 130,095	\$ -	\$ -	\$ 130,095

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Playground Equip Repair at Parks

Project No.: PZ898

Project Managed By: PRC&S

Project Description:

This project will fund repairs to playground equipment at various parks throughout the City for compliance with California safety guidelines, laws, and standards per citywide playground audits performed as part of the Parks Master Plan.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
419 - PARK FACILITIES FUND	\$ 29,584	\$ 51,117	\$ 17,522	\$ 1,869	\$ 31,727
	\$ 29,584	\$ 51,117	\$ 17,522	\$ 1,869	\$ 31,727

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
419 - PARK FACILITIES FUND		\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
TOTALS:	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Park Facilities Improvements

Project No.: PZ899

Project Managed By: PRC&S

Project Description:

This project will provide funding to address repairs and maintenance identified in the Park Facilities Assessment Report. In addition, the funding will be used to replace/update the amenities as needed at various parks and park facilities, such as PAR exercise equipment, drinking fountains, benches, picnic tables, D.G. paths, develop passive use areas, etc.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
419 - PARK FACILITIES FUND	\$ -	\$ 11,008	\$ -	\$ -	\$ 11,008
420 - CAPITAL IMPROV AND ACQ FUND	2,981	4,066	-	-	4,066
	\$ 2,981	\$ 15,074	\$ -	\$ -	\$ 15,074

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
419 - PARK FACILITIES FUND	5,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
420 - CAPITAL IMPROV AND ACQ FUND	20,000	12,000	12,000	12,000	15,000
TOTALS:	\$ 25,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 18,000

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Public Safety CAD/RMS/Moblie Units

Project No.: PZ902

Project Managed By: Information Technology

Project Description:

This project was created to fund the deployment of Computer Aided Dispatch (CAD), Records Management System (RMS), and Mobile Computing for the Police and Fire Departments. The project also includes the installation of mobile data terminals (MDT) to facilitate field reporting and enhance public safety field communications.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 181,593	\$ 42,183	\$ 42,183	\$ -	\$ (0)
	\$ 181,593	\$ 42,183	\$ 42,183	\$ -	\$ (0)

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
		\$ -	\$ -	\$ -	\$ -
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Priority Sewer Main Rehab

Project No.: PZ906

Project Managed By: Public Works

Project Description:

This project will rehabilitate sewer mains and manholes with a lining system. These sewer mains are located in the streets or in easements on private property. The locations of the sewer mains are determined and prioritized by the ongoing sewer main closed circuit television (CCTV) inspection and condition assessment program. Phase II & III construction, which includes sewer mains in easement areas was completed in FY14-15. Phase IV is scheduled to be completed in 2016. Phase V is planned in FY16-17 to install lateral sealing systems at approximately 250 locations.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
204 - SEWER ENTERPRISE FUND	\$ 2,113,935	\$ 4,711,541	\$ 3,196,453	\$ -	\$ 1,515,088
	\$ 2,113,935	\$ 4,711,541	\$ 3,196,453	\$ -	\$ 1,515,088

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
204 - SEWER ENTERPRISE FUND	\$ 150,000				
TOTALS:	\$ 150,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Network Refresh & Telephone System

Project No.: PZ907

Project Managed By: Information Technology

Project Description:

Since 1995, the City's Network Infrastructure (wiring, hubs, switches, routers) has grown incrementally over time. We have reached the point where the architecture and design of the City's network and the segmented Police Department network no longer support the current business needs, or the move to a digital telephone system. Many networking hardware devices are out of date, and out of warranty. Replacement of the City's phone system has become necessary due to the age and obsolescence of the present components. Replacement will take place over three years in a phased approach. The current telephone and voicemail systems in use by the City were specified and designed in 1993-94 and went into service in June 1995. This project is complete.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 593	\$ 0	\$ -	\$ -	\$ 0
	\$ 593	\$ 0	\$ -	\$ -	\$ 0

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
		\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Update Sewer User Service Charges

Project No.: PZ918

Project Managed By: Public Works

Project Description:

This project is to fund the hiring of a consultant to review sewer user service charge formulas. A consultant was hired and the sewer user service charge was last updated in FY 2012-13. In 2016-17, a consultant will be hired to conduct another review of the formulas.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
204 - SEWER ENTERPRISE FUND	\$ -	\$ 67,193	\$ -	\$ -	\$ 67,193
	\$ -	\$ 67,193	\$ -	\$ -	\$ 67,193

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

Project Title: Fire Training Tower **Project No.:** PZ920

Project Description:

Funded By:

Funding Source:**TOTALS**

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Booster Pump Replacement Project

Project No.: PZ922

Project Managed By: PRC&S

Project Description:

This project is created to fund the installation of two (2) booster pumps, a central control system and an enclosure. Booster pump replacement was completed in February 2012. The final phase of the project is to install a Master Valve and Flow sensor connected to the booster pump system.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 7,569	\$ -	\$ -	\$ 7,569
	\$ -	\$ 7,569	\$ -	\$ -	\$ 7,569

APPROPRIATION IN YEAR						
Funding Source:	City Mgr Approved					
	2016-17	2017-18	2018-19	2019-20	2020-21	
420 - CAPITAL IMPROV AND ACQ FUND	\$ 10,000	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Fox Hills Parking Supply Augment

Project No.: PZ923

Project Managed By: Public Works

Project Description:

FOX HILLS NEIGHBORHOOD BICYCLE, PEDESTRIAN, AND PARKING PROJECT: This project funds the removal of existing red curb and parking tees and the restriping of shorter new red curb and parking spaces to modified "Monterey Parking" style to recoup parking spaces in the streets of the Fox Hills neighborhood, in order to gain new parking spaces. It is anticipated that approximately 20 new parking spaces can be created.

Additionally, the adopted Bicycle Pedestrian Master Plan identifies Green Valley Circle and Buckingham Parkway as Bike Lane streets. This project will implement this Council-adopted priority project. Green Valley Circle has been determined to have 85th Percentile speeds ranging from 37 to 41 mph. In order to encourage a decrease in traveling speeds, Speed Feed-Back signs will be installed on Green Valley Circle. This project has been expanded in scope, and will be used to retain an engineering consulting firm to design the parking improvements, as well as the bike lane improvements and restriping.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
475 - CULVER CITY PARKING AUTHORITY	\$ 120,000	\$ 55,000			
TOTALS:	\$ 120,000	\$ 55,000	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Real Time Motorist Info System

Project No.: PZ929

Project Managed By: Public Works

Project Description:

The Real Time Motorist Information System (RTMIS) consists of the design and installation of real-time monitoring equipment to communicate to and guide motorists to available parking spaces in the three parking structures in the downtown area of Culver City. This Project will include four message boards located along Washington Bl and Culver Bl that summarize the availability of parking in the various structures, will provide level by level availability signs at the entrance to each structure and a space availability sign at the entrance to each level. The City received federal funding in the amount of \$858,000. Construction is scheduled for late 2016.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 214,000	\$ -	\$ -	\$ 214,000
423 - CAPITAL GRANTS (CIP) FUND	24,122	1,625,100	57,165	-	1,567,935
	\$ 24,122	\$ 1,839,100	\$ 57,165	\$ -	\$ 1,781,935

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
475 - CULVER CITY PARKING AUTHORITY	\$ 250,000				
TOTALS:	\$ 250,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Fire Station No. 1 Renovations

Project No.: PZ931

Project Managed By: Public Works

Project Description:

This project will be used to replace exterior lighting, interior window coverings, and interior walls; paint; repair front and rear building's roof skylights; power wash exterior walls, and repair stem wall signage and flag pole. In FY2016-17, this project along with other Fire Station improvements, will be merged into PF013 "Fire Station Renovations."

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 63,231	\$ 13,035	\$ -	\$ 50,196
	\$ -	\$ 63,231	\$ 13,035	\$ -	\$ 50,196

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Fire Station No. 2 Renovations

Project No.: PZ932

Project Managed By: Public Works

Project Description:

Scheduled projects include plans to: 1) finish shower areas (4 shower pans); 2) replace linoleum floors, front stairs, upstairs hallway and kitchen floors with vinyl squares; and 3) to power wash exterior walls. In FY2016-17, this project along with other Fire Station improvements, will be merged into PF013 "Fire Station Renovations."

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ -	\$ 33,110	\$ 17,680	\$ -	\$ 15,430
	\$ -	\$ 33,110	\$ 17,680	\$ -	\$ 15,430

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Safe Routes to School

Project No.: PZ941

Project Managed By: Public Works

Project Description:

In October 2010, the City was awarded a Safe Routes to School Grant (State Grant) for bicycle and pedestrian improvements near Linwood Howe Elementary School. The project involved constructing bulb-outs, curb extensions, and high visibility crosswalks at 13 intersections. Construction was completed in 2014. Safe Routes to School- Non-infrastructure Project (Federal Grant) includes public outreach and education.

Staff will continue to work with school neighborhoods to pursue further implementation of infrastructure and programmatic benefits to the school neighborhoods. In support of this effort, this project will also fund hiring contractual consultant support, such as professional grant-writers, planners, and engineers.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ 44,847	\$ -	\$ -	\$ -	\$ -
420 - CAPITAL IMPROV AND ACQ FUND	-	100,000	224	-	99,776
423 - CAPITAL GRANTS (CIP) FUND	212,047	358,520	132,507	-	226,013
	\$ 256,894	\$ 458,520	\$ 132,731	\$ -	\$ 325,789

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17				
		2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 30,000				
TOTALS:	\$ 30,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Sawtelle Blvd Resurfacing

Project No.: PZ942

Project Managed By: Public Works

Project Description:

This project will provide funding to resurface Sawtelle Blvd from Braddock Drive to Washington Place, and Washington Pl between Zanja St and Frances Ave.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
417 - COMMUNITY DEVELOPMENT FUND	\$ -	\$ 30,000	\$ 25,881	\$ -	\$ 4,119
418 - SPECIAL GAS TAX FUND	-	12,500	-	-	12,500
423 - CAPITAL GRANTS (CIP) FUND	722,633	25,286	12,895	-	12,390
	\$ 722,633	\$ 67,785	\$ 38,776	\$ -	\$ 29,009

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: eDiscovery

Project No.: PZ944

Project Managed By: Information Technology

Project Description:

E-discovery, an abbreviated term for electronic discovery, is the obligation of parties to a lawsuit to exchange documents that exist only in electronic form (known as ESI). Amendments to the Federal Rules of Civil Procedure, enacted in late 2006, now compel civil litigants to preserve and produce electronic evidence. Examples of electronic documents and data subject to e-discovery are e-mails, voicemails, instant messages, e-calendars, audio files, data on handheld devices, animation, metadata, graphics, photographs, spreadsheets, websites, drawings, and other types of digital data. The technology that has emerged to address the many facets of e-discovery is based on the accepted standard EDRM (Electronic Discovery Reference Model). This project will implement an application that is right sized for the City's needs.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
309 - RISK MANAGEMENT FUND	\$ -	\$ 150,000	\$ 42,608	\$ -	\$ 107,392
	\$ -	\$ 150,000	\$ 42,608	\$ -	\$ 107,392

		APPROPRIATION IN YEAR			
Funding Source:	City Mgr Approved				
	2016-17	2017-18	2018-19	2019-20	2020-21
		\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Mesmer/OvrlnD Sewer Pump Diversion

Project No.: PZ946

Project Managed By: Public Works

Project Description:

In conjunction with the new Bankfield Sewer Pump Station (PZ874), this project is for the design and construction of the diversion piping and closure of the Mesmer and Overland sewer pump stations. The closure of Bristol and Fox Hills pump stations has been postponed indefinitely due to extraordinary high construction costs. Final design of diversion pipes will begin in Spring 2016. Construction is expected to begin in Summer 2017.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
204 - SEWER ENTERPRISE FUND	\$ 4,303	\$ 4,490,373	\$ 233,257	\$ -	\$ 4,257,115
	\$ 4,303	\$ 4,490,373	\$ 233,257	\$ -	\$ 4,257,115

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
204 - SEWER ENTERPRISE FUND		\$ 1,000,000			
TOTALS:	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Transfer Station Improvements

Project No.: PZ948

Project Managed By: Public Works

Project Description:

This project will provide various improvements to the solid waste transfer station. Scheduled work for FY2016-17 includes the diversion of on-site stormwater and urban runoff at the facility and renovations of locker room/restroom facility. The construction of locker room/restroom facility renovation is anticipated to begin July/August 2016.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
202 - REFUSE DISPOSAL FUND	\$ 140,703	\$ 556,896	\$ 213,230	\$ 900	\$ 342,765
434 - URBAN RUNOFF MITIGATION	-	950,000	-	-	950,000
	\$ 140,703	\$ 1,506,896	\$ 213,230	\$ 900	\$ 1,292,765

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
202 - REFUSE DISPOSAL FUND	\$ 182,000				
TOTALS:	\$ 182,000	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: New Parking Meter Installation

Project No.: PZ949

Project Managed By: Public Works

Project Description:

This project will systematically install/replace parking meters citywide, as per policies and objectives discussed by the City Council at their regular meeting on January 24, 2011. In FY2015-16, 25 new parking spaces were created on the prolongation of Duquesne Avenue, in Culver City Park. These and other existing spaces will be metered in 2016, including installing approximately 500 new parking meters.

Continuing with the systematic installation of new smart parking meters and the substitution of existing mechanical meters for new smart meters, approximately 500 new meters will be installed and approximately 300 mechanical meters will be substituted with smart meters. Subsequent years, new parking meters will continue to be installed, including new signage, parking tees, curb painting, and parking meter poles installations. Additionally, the old pay stations on Sepulveda Boulevard will be substituted with new smart pay stations.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
421 - PARKING IMPROVEMENT FUND	\$ 49,020	\$ -	\$ -	\$ -	\$ -
475 - CULVER CITY PARKING AUTHORITY	-	1,854,225	1,100,243	-	753,982
	\$ 49,020	\$ 1,854,225	\$ 1,100,243	\$ -	\$ 753,982

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
475 - CULVER CITY PARKING AUTHORITY	\$ 865,000	\$ 700,000	\$ 600,000	\$ 500,000	\$ 500,000
TOTALS:	\$ 865,000	\$ 700,000	\$ 600,000	\$ 500,000	\$ 500,000

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Ped Improved-Intersects w/Bus Stops

Project No.: PZ950

Project Managed By: Public Works

Project Description:

The project involves the design, construction, and installation of various pedestrian related public improvements and amenities at eight existing signalized intersections along major arterials within the City. The improvements and amenities consist of safety and aesthetic-related enhancements at intersections that include stops for one or more heavily-traveled transit corridors. Proposed improvements include: traffic signal equipment, crosswalk markings, pavement treatments, and ADA curb ramps and treatments.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 41,551	\$ 11,681	\$ -	\$ -	\$ 11,681
423 - CAPITAL GRANTS (CIP) FUND	22,173	-	-	-	-
431 - MEASURE R	-	74,000	-	-	74,000
	\$ 63,724	\$ 85,681	\$ -	\$ -	\$ 85,681

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Town Plaza - Vandal Deterrents

Project No.: PZ952

Project Managed By: Public Works

Project Description:

Landscape lighting and decorate pillars have become targets of vandalism. This project is to make upgrades and repairs to these fixtures in the Town Plaza, using vandalism deterrents. The project includes plans to upgrade landscape lighting using energy efficient light fixtures; modify and repair decorative pillars; replace water pump system at the lion fountain. Fountain repair is complete.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
420 - CAPITAL IMPROV AND ACQ FUND	\$ 18,450	\$ 6,288	\$ -	\$ -	\$ 6,288
	\$ 18,450	\$ 6,288	\$ -	\$ -	\$ 6,288

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Fox Hills Park Rehab

Project No.: PZ958

Project Managed By: PRC&S

Project Description:

This project was created to fund the rehabilitation of the Fox Hills Park. The first phase of the playground project, which included the design and installation of new playground unit for 6-12 year-olds, replacing all landing surfaces with fibar and installation of a new sand ring, has been completed. Phase II of the project includes an additional shade structure over the 2 – 5 year olds play structure.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
419 - PARK FACILITIES FUND	\$ 88	\$ -	\$ -	\$ -	\$ -
420 - CAPITAL IMPROV AND ACQ FUND	52,842	10,271	-	-	10,271
	\$ 52,929	\$ 10,271	\$ -	\$ -	\$ 10,271

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
419 - PARK FACILITIES FUND	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
420 - CAPITAL IMPROV AND ACQ FUND		5,000	5,000	5,000	5,000
TOTALS:	\$ 5,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Fox Hills Park Renovation

Project No.: PZ960

Project Managed By: PRC&S

Project Description:

This project was created to restore youth basketball courts to provide more recreational opportunities at Fox Hills Park. Scheduled renovations include six (6) half-court basketball components requiring court resurfacing and restriping and three (3) additional basketball backboards with hoops. Three (3) new backboards and hoops were recently installed.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
419 - PARK FACILITIES FUND	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000
	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
		\$ -	\$ -	\$ -	\$ -
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Veteran's Memorial Park ADA

Project No.: PZ961

Project Managed By: PRC&S

Project Description:

This project is to replace the existing stone drinking fountain at Veteran's Memorial Park with a new ADA compliant model and provide a path of travel from existing basketball courts to the drinking fountain. The location of the drinking fountain is central to the tennis courts, baseball fields, and basketball courts.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
419 - PARK FACILITIES FUND	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000
	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
		\$ -	\$ -	\$ -	\$ -
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Sherbourne and McManus Sidewalk

Project No.: PZ963

Project Managed By: Public Works

Project Description:

This CDBG funded ADA project will replace and/or repair approximately 3,400 square feet of damaged portions of sidewalk currently cracked and/or uplifted.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000
428 - CDBG - CAPITAL FUND	-	1,968	-	-	1,968
	\$ -	\$ 16,968	\$ -	\$ -	\$ 16,968

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Higuera Bridge Ramp - Ballona Creek

Project No.: PZ964

Project Managed By: Public Works

Project Description:

This project will be used to construct a new bicycle ramp from the new Higuera Bridge to the Ballona Creek Bike Path. Design was funded by a \$60,000 Prop 84 Grant from the Baldwin Hills Conservancy. Construction is funded by a Metro Call for Project Grant of \$615,845. The local match is \$205,282.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000
	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved 2016-17	2017-18	2018-19	2019-20	2020-21
420 - CAPITAL IMPROV AND ACQ FUND	\$ 206,000				
423 - CAPITAL GRANTS (CIP) FUND	\$ 615,625				
TOTALS:	\$ 821,625	\$ -	\$ -	\$ -	\$ -

**2016-17 APPROVED BUDGET
CAPITAL IMPROVEMENT PROJECTS**

Project Title: Washington Bl & Pl Bike Lane

Project No.: PZ965

Project Managed By: Public Works

Project Description:

This project will restripe West Washington Bl and West Washington Place to include bicycle lanes. Construction began Fall 2015.

Funded By:	2014-15 Actuals	2015-16 Budgeted	Estimated Expended	Estimated Encumbered	Estimated Carryover
418 - SPECIAL GAS TAX FUND	\$ 66,365	\$ 341,020	\$ 318,654	\$ -	\$ 22,366
	\$ 66,365	\$ 341,020	\$ 318,654	\$ -	\$ 22,366

APPROPRIATION IN YEAR					
Funding Source:	City Mgr Approved				
	2016-17	2017-18	2018-19	2019-20	2020-21
TOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -

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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.)

APPENDIX B

CITY OF CULVER CITY COUNCIL POLICY STATEMENT

Policy Number **5002**

General Subject: Finance

Date Issued 1/23/1995

Specific Subject: Financial Policies

Dates Revised 7/16/2007
6/22/2009

Effective Date 06/24/2014

Resolution No. 2014-R058

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.

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).

Financial policies included are:

- Long-term Financial Planning
- Auditing, Financial Reporting and Disclosure
- Revenue Collection
- Cash Management
- Capital Improvement Projects
- Financial Reserves
- Grant Administration
- Debt Management

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.

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.

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.

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.

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.

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 used to describe the difference between fund assets and fund liabilities. Since Net 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 funds from the federal government with very specific spending limitations, and a 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.
- 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 is required to record investments at their fair value (market value). This accounting practice is necessary to insure 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.

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, 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.

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 pre fund 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.

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

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 for the Use of Debt

The City believes that prudent amounts of debt can be an equitable and cost-effective means of financing major infrastructure and capital project needs of the City. Debt will be considered to finance such projects if:

- 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 publically 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 tax payers. 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.

APPENDIX C

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.

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.

GLOSSARY OF TERMS

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.

City Garage Fund – For all activities of the City's central garage operations.

Community Development Block Grant (CDBG) – A U.S. Department of Housing and Urban Development grant to support economic development projects and social services for designated low-income areas.

Comprehensive Annual Financial Report (CAFR) – 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.

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.

GLOSSARY OF TERMS

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.

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.

GLOSSARY OF TERMS

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 XIIIB of the State constitution was amended by Proposition 4 (Gann Initiative) in 1979. Article XIIIB 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 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.

GLOSSARY OF TERMS

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.

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.

GLOSSARY OF TERMS

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.

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 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.

New Development Impact Fund – To record fees collected on new non-residential development in excess of 5,000 square feet.

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

GLOSSARY OF TERMS

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 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.

GLOSSARY OF TERMS

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.

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 D

ACRONYMS

AB	Assembly Bill	CIP	Capital Improvement Project or Program
AIP	Area Improvement Plan	CMP	Congestion Management Program
AQMD	Air Quality Management District	CNG	Compressed Natural Gas
ARRA	American Recovery and Reinvestment Act	COG	Council of Governments
ATS	Automated Traffic System	COLA	Cost of Living Adjustment
ATSAC	Automated Traffic Surveillance and Control	COPS	Citizens' Option for Public Safety
AVR	Average Vehicle Ridership	CPI	Consumer Price Index
AVL	Automatic Vehicle Locator	DAT	Disaster Awareness Training
AVR	Average Vehicle Ridership	EEO	Equal Employment Opportunity
BID	Business Improvement District	EIR	Environmental Impact Report
CAFR	Comprehensive Annual Financial Report	EOC	Emergency Operations Center
CalPERS	California Public Employee's Retirement System	ERAF	Educational Revenues Augmentation Fund
CCARES	Culver City Amateur Radio Emergency Service	ERF	Equipment Replacement Fund
CCEA	Culver City Employees' Association	FAP	Fare Allocation Plan
CCMG	Culver City Management Group	FEHA	Fair Employment and Housing Act
CCPMG	Culver City Police Management Group	FEMA	Federal Emergency Management Agency
CCPOA	Culver City Police Officers Association	FMR	Fair Market Rent
CCRA	Culver City Redevelopment Agency	FTA	Federal Transportation Administration
CCUSD	Culver City Unified School District	FTE	Full-time Equivalent
CDBG	Community Development Block Grant	GAAP	Generally Accepted Accounting Principals
CEQA	California Environmental Quality Act	GASB	Governmental Accounting Standards Board
CERT	Community Emergency Response Team	GIASP	General Industrial Activities Storm Water NPDES Permit
CHS	Comprehensive Housing Strategy	GDP	Gross Domestic Product
		GFOA	Government Finance Officers Association

ACRONYMS

GIS	Geographical Information Systems	OSHA	Occupational Safety and Health Administration
HCVP	Housing Choice Voucher Program	PERS	Public Employee Retirement System
HIPPA	Health Insurance Portability and Accountability Act	PHA	Public Housing Agency
HUD	Department of Housing and Urban Development	PROP A And PROP C	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
I & A	Improvements and Acquisitions	PSAF	Public Safety Sales Tax
ICRMA	Independent Cities Risk Management Authority	PTA	Public Transportation Account
IOD	Injured On Duty	RAP	Rental Assistance Program
IT	Information Technology	RDA	Redevelopment Agency
LED	Light Emitting Diodes	RFP	Request for Proposal
LLEBG	Local Law Enforcement Block Grant Program	RFQ	Request for Quotation
LWCG	Land, Water and Conservation Grant	RHNA	Regional Housing Needs Assessment
MAP	Mortgage Assistance Program	RPT	Regular Part-time
MOE	Maintenance of Effort	RSVP	Retired Senior Volunteer Program
MOU	Memorandum of Understanding	SEMP	Section 8 Management Assessment Program
MSW	Municipal Solid Wastes	SERF	Supplemental Equipment Replacement Fund
MTA	Metropolitan Transportation Authority	SIF	Self-Insurance Fund
NPDES	National Pollutant Discharge Elimination System	SOP	Standard Operating Procedures
NPP	Neighborhood Preservation Program	SSMP	Sewer System Management Plan
NTMP	Neighborhood Traffic Management Plan	STA	State Transportation Assistance
OB	Operating Budget	STPL	Surface Transportation Program Local
OES	Office of Emergency Services	TCRF	Traffic Congestion Relief Fund
OPEB	Other Post Employment Benefits	TCRP	Technical Cooperative Research Project

ACRONYMS

TDA	Transit Development Act
TMDL	Total Maximum Daily Load
TI	Tax Increment <i>or</i> Tenant Improvement
TOT	Transient Occupancy Tax
TSR	Traffic Signal Repair
UASI	Urban Area Security Initiative
UFS	Universal Fare System
UUT	Utility User Tax
VMC	Veterans' Memorial Complex
WCCOG	Westside Cities Council of Governments
WDR	Waste Discharge Requirements

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APPENDIX E

OBJECT ACCOUNT NUMBERS DESCRIPTION

NO.

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.

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.

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.

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.

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 including 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 incentive payouts and transit reimbursement payments.

**OBJECT ACCOUNT NUMBERS
DESCRIPTION**

NO.

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/debit 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.

**OBJECT ACCOUNT NUMBERS
DESCRIPTION**

NO.

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.

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.

**OBJECT ACCOUNT NUMBERS
DESCRIPTION**

NO.

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.

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.

**OBJECT ACCOUNT NUMBERS
DESCRIPTION**

NO.

650100 INSURANCE PREMIUMS - LIABILITY

Expenses of public liability insurance premiums.

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.)

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.

OBJECT ACCOUNT NUMBERS
DESCRIPTION

NO.

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.

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.

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.

952307 TRANSFERS OUT TO – FUND 307

Account in the budget used to capture funds transferred out to Fund 307 – Equipment Replacement Fund.

952414 TRANSFERS OUT TO – FUND 414

Account in the budget used to capture funds transferred out to Fund 414 – Operating Grants Fund.

952420 TRANSFERS OUT TO – FUND 420

Account in the budget used to capture funds transferred out to Fund 420 – General Fund.

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APPENDIX F

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
2006	5,595,297,000	15%	839,294,550	-	839,294,550	0.00%
2007	6,001,605,000	15%	900,240,750	-	900,240,750	0.00%
2008	6,568,960,000	15%	985,344,000	-	985,344,000	0.00%
2009	7,095,779,000	15%	1,064,366,850	-	1,064,366,850	0.00%
2010	7,527,054,000	15%	1,129,058,100	-	1,129,058,100	0.00%
2011	7,417,771,754	15%	1,112,665,763	-	1,112,665,763	0.00%
2012	7,652,983,856	15%	1,147,947,578	-	1,147,947,578	0.00%
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%

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, 2015, the City was not obligated in any manner for general obligation bonds.

CITY OF CULVER CITY
COMPUTATION OF LEGAL DEBT MARGIN
JUNE 30, 2015
(in thousands)

Total gross assessed value	<u>\$ 8,732,805</u>
Debt limit - 15% of total assessed value	<u>\$ 1,309,921</u>
Amount of debt applicable to debt limit	-
Total bonded debt	-
Less assets in Debt Service Funds available for Payment of Principal	<u>-</u>
Total amount of debt applicable to debt limit	<u>-</u>
Legal debt margin	<u>\$ 1,309,921</u>

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.

Bond Year Ending September 1st	Principal	Interest	Total Annual Debt Service
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
TOTAL	\$ 17,335,000	\$ 7,933,025	\$ 25,268,025

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.

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APPENDIX G

RESOLUTION NO. 2016-R 054

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CULVER CITY, CALIFORNIA, APPROVING THE MUNICIPAL BUDGET FOR THE FISCAL YEAR 2016-2017 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 2016-2017;

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 2016-2017 municipal budget ("Preliminary Budget"); and

WHEREAS, the City Council has considered the recommendations of the City Manager, and has proposed adjustments in the 2016-2017 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 13, 2016; 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 2016-2017 budget, entitled "City of Culver City Proposed 2016-2017 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 2016-2017.

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 2016-2017 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 2015-2016.

6 4. The actual account balances as of June 30, 2016, for the Capital
7 Improvement Projects shall be rebudgeted in the fiscal year 2016-2017 budget. Estimates
8 of resulting "carry-over" amounts are attached hereto as Exhibit "E". In addition, Grants
9 or reimbursements for the costs of the rebudgeted capital projects will also be rebudgeted
10 in fiscal year 2016-2017 and attached hereto as Exhibit "E".

11 5. The actual account balances as of June 30, 2016 for Bond funded
12 projects shall be re-budgeted in the fiscal year 2016-2017 budget with the approval of the
13 City Manager or his/her designee.

14 6. Work programs in the published adopted budget and work program
15 and workload status performance indicators have been revised to reflect necessary
16 updates and direction from the City Council on May 16 and May 17, 2016.


17 7. The adopted budget shall be administered in accordance with the
18 guidelines contained in the City of Culver City's Budget Development and Administration
19 Policy.

20 8. City staff members are authorized hereunder to proceed with the
21 acquisition of equipment detailed on Exhibit "F" without further City Council approval,
22 provided the total purchase price for each item, including sales tax, delivery charges, and
23 any modifications charges do not exceed the budgeted appropriation for that item.

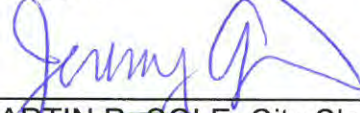
24 9. The City Manager or his/her designee is authorized hereunder to
25 proceed with purchases of goods and services under Blanket Purchase Orders for
26 vendors identified in Exhibit "G" provided the total cost for goods and services procured
27 under each Blanket Purchase Order does not exceed the "not-to-exceed" amount
28

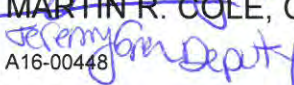
1 identified in Exhibit "G". The Purchasing Officer is authorized hereunder to increase each
2 Blanket Purchase Order identified in Exhibit "G" in an amount not to exceed the
3 Purchasing Officer's purchasing authority of \$30,000 per Blanket Purchase Order.

4
5 APPROVED and ADOPTED this 13 day of June, 2016.


6
7
8 
9 JIM B. CLARKE, Mayor
City of Culver City, California

10 ATTEST:

11 
12 MARTIN R. COLE, City Clerk

13 
A16-00448

APPROVED AS TO FORM:

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15 
16 CAROL A. SCHWAB, City Attorney
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ATTACHMENT FOR BUDGET RESOLUTION
EXHIBIT A
CITY OF CULVER CITY
REVENUES AND EXPENDITURES BY FUND
FISCAL YEAR 2016-17

	APPROPRIABLE FUND BALANCE July 1, 2016	ESTIMATED REVENUE 2016-17	ESTIMATED TRANSFERS IN	ESTIMATED EXPENDITURES 2016-17	ESTIMATED TRANSFERS OUT	ESTIMATED APPROPRIABLE June 30, 2017	ESTIMATED CHANGE IN FUND BALANCE
GENERAL FUND							
101 GENERAL FUND	53,354,000	101,892,175	2,180,000	106,270,797	5,604,691	45,550,687	(7,803,313)
TOTAL GENERAL FUND	53,354,000	101,892,175	2,180,000	106,270,797	5,604,691	45,550,687	(7,803,313)
SPECIAL REVENUE FUNDS							
412 BUILDING SURCHARGE	348,021	171,500	0	308,920	0	210,601	(137,420)
413 ARTS IN PUBLIC PLACES	1,561,100	201,750	0	633,398	0	1,129,452	(431,648)
414 OPERATING GRANTS	(201,096)	927,210	244,711	1,171,321	0	(200,496)	600
427 CDBG GRANT	0	28,814	0	28,746	0	68	68
415 PROP A LOCAL RETURN	943,665	715,501	0	0	741,499	917,667	(25,998)
416 ASSET SEIZURE	1,190,080	1,500	0	494,775	0	696,805	(493,275)
424 PROP C LOCAL RETURN	1,051,706	351,500	0	0	411,020	992,186	(59,520)
426 SECTION 8 HOUSING	1,218,199	1,826,300	0	2,008,744	0	1,035,755	(182,444)
434 URBAN RUNOFF MITIGATION	6,000,000	3,500	847,000	1,406,552	0	5,443,948	(556,052)
475 CC PARKING AUTHORITY	569,733	3,034,000	3,450,000	5,190,361	1,080,000	783,372	213,639
476 CC HOUSING AUTHORITY	1,149,998	122,000	0	728,827	400,000	143,171	(1,006,827)
481 ECON DEV PROGS	3,450,504	0	0	0	3,450,000	504	(3,450,000)
485 COOP AGRMNT-UNRESTRICTED	6,415,017	0	0	0	0	6,415,017	0
TOTAL SPEC REVENUE FUNDS	23,696,927	7,383,575	4,541,711	11,971,644	6,082,519	17,568,050	(6,128,877)
ENTERPRISE/USER FEE FUNDS							
202 REFUSE FUND*	1,634,059	12,496,375	0	13,499,850	0	630,584	(1,003,475)
203 BUS FUND**	5,705,622	29,639,325	1,196,128	27,607,075	300,000	8,634,000	2,928,378
204 SEWER FUND***	17,117,458	10,595,500	0	10,490,751	0	17,222,207	104,749
205 MUNICIPAL FIBER NETWORK	9,000,000	5,000	0	1,500,000	0	7,505,000	(1,495,000)
425 SPECIAL ASSESMENT & DIST	289,448	84,533	0	105,315	0	268,666	(20,782)
TOTAL ENTERPRISE	33,746,587	52,820,733	1,196,128	53,202,991	300,000	34,260,457	513,870
CAPITAL FUNDS							
417 NEW DEV IMPACT FEE	286,776	3,000	0	0	0	289,776	3,000
418 SPECIAL GAS TAX	1,461,519	826,600	0	419,000	400,000	1,469,119	7,600
419 PARK FACILITIES	282,869	42,500	0	48,412	0	276,957	(5,912)
420 CAPITAL IMPV/ACQ (I & A)	3,722,666	375,000	4,700,000	5,650,000	0	3,147,666	(575,000)
421 PARKING IMPROVEMENT	1,682,541	0	0	0	0	1,682,541	0
423 GRANTS CAPITAL (CIP)	545,838	7,376,794	0	7,128,073	0	794,559	248,721
428 CDBG GRANT-CAPITAL	244,159	162,255	0	162,255	0	244,159	0
431 MEASURE R	245,342	227,658	0	226,658	230,629	15,713	(229,629)
432 CAPITAL GRANT FUND	26,309	0	0	0	0	26,309	0
486 COOP AGRMNT-1999 BONDS	15,686	0	0	0	0	15,686	0
486 COOP AGRMNT-1999 BONDS	20,973	0	0	0	0	20,973	0
487 COOP AGRMNT-2002 BONDS	156,815	0	0	0	0	156,815	0
TOTAL CAPITAL FUNDS	8,691,493	9,013,807	4,700,000	13,634,398	630,629	8,140,273	(551,220)
INTERNAL SERVICE FUNDS							
307 EQUIP. REPLACEMENT	8,438,462	1,451,968	0	1,217,488	0	8,672,942	234,480
308 EQUIP. MAINT	1,064,317	8,352,095	0	8,194,631	0	1,221,781	157,464
309 SELF INSURANCE	9,296,488	7,010,000	0	6,770,669	0	9,535,819	239,331
310 CENTRAL STORES	0	1,750,000	0	1,750,000	0	0	0
TOTAL INTERNAL SVCS	18,799,267	18,564,063	0	17,932,788	0	19,430,542	631,275
OTHER							
550 CC SUCCESSION AGY RDA	10,801,433	20,231,142	0	22,411,642	0	8,620,933	(2,180,500)
TOTAL OTHER	10,801,433	20,231,142	0	22,411,642	0	8,620,933	(2,180,500)
TOTAL BUDGET BEFORE ADJUSTMENTS	149,089,707	209,905,495	12,617,839	225,424,260	12,617,839	133,570,942	(15,518,765)
LESS INTERNAL SVCS	18,799,267	18,564,063	0	17,932,788	0	19,430,542	631,275
TOTAL BUDGET	130,290,440	191,341,432	12,617,839	207,491,472	12,617,839	114,140,400	(16,150,040)

* Refuse Expenditures include a budgeted depreciation amount of \$ 514,980, which when excluded increases the ending fund balance.

** Transit Expenditures include a budgeted depreciation amount of \$ 2,800,000, which when excluded increases the ending fund balance.

*** Sewer Expenditures include a budgeted depreciation amount of \$ 1,022,730, which when excluded increases the ending fund balance.

ATTACHMENT FOR BUDGET RESOLUTION
EXHIBIT B
CITY OF CULVER CITY
SUMMARY OF REVENUES
FISCAL 2016-17

	PROPOSED 2016-17	ADDITIONS/ REDUCTIONS FROM BUDGET MEETINGS	WITH CHANGE/ CORRECTIONS 2016-17	COMMENTS
<u>GENERAL FUND</u>				
PROPERTY TAX	6,099,000		6,099,000	
SALES TAX	21,145,000		21,145,000	
SALES TAX-MEASURE Y	9,304,000		9,304,000	
PUBLIC SAFETY SALES TAX	383,000		383,000	
BUSINESS LICENSE TAX	12,213,000		12,213,000	
FRANCHISE TAX	1,525,000		1,525,000	
REAL PROP TRANS TAX	1,500,000		1,500,000	
UTILITY TAXES	14,897,000		14,897,000	
TRANS OCC TAX	7,210,000		7,210,000	
COM/IND DEV TAX	900,000		900,000	
LICENSES AND PERMITS	3,955,270		3,955,270	
INTERGOVERNMENTAL	4,328,380		4,328,380	
CHARGES FOR SERVICES	8,342,564		8,342,564	
FINES AND FORFEITS	4,378,000		4,378,000	
USE OF MONEY & PROPERTY	834,480		834,480	
OTHER REVENUES	310,750		310,750	
OTHER	6,746,731		6,746,731	
TOTAL GENERAL FUND	104,072,175		104,072,175	
<u>SPECIAL REVENUE FUNDS</u>				
BUILDING SURCHARGE	171,500		171,500	
GRANTS OPERATING FUND	1,171,921		1,171,921	
CDBG OPERATING GRANT FUND	28,814		28,814	
PROP A LOCAL RETURN FUND	715,501		715,501	
PROP C LOCAL RETURN FUND	351,500		351,500	
ASSET SEIZURES FUND	1,500		1,500	
SECTION 8 HOUSING	1,826,300		1,826,300	
URBAN RUNOFF MITIGATION FUND	850,500		850,500	
CC PARKING AUTHORITY	6,484,000		6,484,000	
CC HOUSING AUTHORITY	122,000		122,000	
TOTAL SPECIAL REVENUE FUNDS	11,723,536		11,723,536	
<u>ENTERPRISE FUNDS</u>				
REFUSE FUNDS	12,496,375		12,496,375	
MUNICIPAL BUS	30,835,453		30,835,453	
SEWER FUND	10,595,500		10,595,500	
MUNICIPAL FIBER NETWORK	5,000		5,000	
SPECIAL ASSESSMENT & DIST	84,533		84,533	
TOTAL ENTERPRISE FUNDS	54,016,861		54,016,861	

ATTACHMENT FOR BUDGET RESOLUTION
EXHIBIT B
CITY OF CULVER CITY
SUMMARY OF REVENUES
FISCAL 2016-17

	PROPOSED 2016-17	ADDITIONS/ REDUCTIONS FROM BUDGET MEETINGS	WITH CHANGE/ CORRECTIONS 2016-17	COMMENTS
<u>CAPITAL IMPROVEMENT FUNDS</u>				
ARTS IN PUBLIC PLACES	201,750		201,750	
NEW DEV. IMPACT FEE FUND	3,000		3,000	
SPECIAL GAS TAX FUND	826,600		826,600	
PARK FACILITIES FUND	42,500		42,500	
CAPITAL IMPV/ACQ FUND	5,075,000		5,075,000	
GRANTS CAPITAL FUND	7,376,794		7,376,794	
CDBG CAPITAL GRANT FUND	162,255		162,255	
MEASURE R FUND	227,658		227,658	
TOTAL CAPITAL IMPROVEMENT FUNDS	13,915,557		13,915,557	
<u>INTERNAL SERVICE FUNDS</u>				
EQUIPMENT REPLACEMENT	1,451,968		1,451,968	
EQUIPMENT MAINTENANCE	8,352,095		8,352,095	
SELF INSURANCE	7,010,000		7,010,000	
STORES	1,750,000		1,750,000	
TOTAL INTERNAL SERVICE FUNDS	18,564,063		18,564,063	
CC SUCESSOR AGENCY FUNDS TOTAL	20,231,142		20,231,142	
TOTAL OPERATING AND CIP FUNDS	222,523,334		222,523,334	
LESS: INTERNAL SERVICE FUNDS	18,564,063		18,564,063	
TOTAL BUDGET	203,959,271		203,959,271	

**ATTACHMENT FOR BUDGET RESOLUTION
EXHIBIT C
CITY OF CULVER CITY
RECAP OF APPROPRIATION BY DEPARTMENT
FISCAL YEAR 2016-17**

	PROPOSED BUDGET 2016-17	ADDITIONS/ REDUCTIONS FROM BUDGET MEETINGS	WITH CHANGES/ CORRECTIONS 2016-17	COMMENTS
<u>GENERAL FUND</u>				
GENERAL GOVERNMENT				
CITY COUNCIL	199,406		199,406	
CITY MANAGER	1,206,863		1,206,863	
CITY CLERK	775,446	44	775,490	Update for Employee Recognition
CITY ATTORNEY	2,282,675		2,282,675	
FINANCE	5,110,476	27	5,110,503	Update for Employee Recognition
NON-DEPARTMENTAL	4,481,948		4,481,948	
NON-DEPARTMENTAL <i>(excess approp.)</i>	(1,633,400)		(1,633,400)	
HUMAN RESOURCES	1,297,916	14,250	1,312,166	Adjustment for reclass to Director of Administrative Services
INFORMATION TECH	3,676,655	358,827	4,035,482	Transfer of two IT Analysts and one Systems Support Manager from Police Department (\$300,308); Reallocation of two Sr. Computer Programmer positions from Fund 412-Building Surcharge (\$58,519)
TOTAL GENERAL GOVERNMENT	17,397,985	373,148	17,771,133	Update for Employee Recognition
PARKS, REC. & COMMUNITY SVCS	8,565,680	100	8,565,780	Update for Employee Recognition
POLICE DEPARTMENT	37,620,140	(300,097)	37,320,043	Update for Employee Recognition (\$211); Transfer out of two IT Analysts and one Systems Support Manager to Information Technology Department (-\$300,308)
FIRE DEPARTMENT	22,331,695	(62,049)	22,269,646	Update for Employee Recognition (\$311); Reallocation of funding to Community Development Department (-\$62,360)
COMMUNITY DEVELOPMENT	8,808,970	62,411	8,871,381	Update for Employee Recognition (\$51); Reallocation of funding from Fire Department (\$62,360)
PUBLIC WORKS	11,472,464	350	11,472,814	
Transfers	5,604,691		5,604,691	Update for Employee Recognition
TOTAL GENERAL FUND	111,801,625	73,863	111,875,488	

**ATTACHMENT FOR BUDGET RESOLUTION
EXHIBIT C
CITY OF CULVER CITY
RECAP OF APPROPRIATION BY DEPARTMENT
FISCAL YEAR 2016-17**

	PROPOSED BUDGET 2016-17	ADDITIONS/ REDUCTIONS FROM BUDGET MEETINGS	WITH CHANGES/ CORRECTIONS 2016-17	COMMENTS
<u>SPECIAL REVENUE FUNDS</u>				
TOTAL BUILDING SURCHARGE	230,005	78,915	308,920	Sr. Computer Programmer Analyst position PO005-Public Art for Washington/National TOD Gateway (\$300,000); PZ896-Town Plaza Expansion
TOTAL PUBLIC ARTS FUND	210,500	422,898	633,398	
TOTAL GRANTS	1,171,321		1,171,321	
TOTAL CDBG-OPERATING	28,746		28,746	
TOTAL SEC. 8 FUND	2,008,744		2,008,744	
TOTAL PROP A FUND	741,499		741,499	
TOTAL PROP C FUND	411,020		411,020	
TOTAL ASSET SEIZURE FUND	494,775		494,775	
TOTAL CAPITAL GRANTS FUND	0		0	
TOTAL URBAN RUNOFF FUND	1,406,552		1,406,552	
TOTAL CC PARKING AUTHORITY	6,270,361		6,270,361	
TOTAL CC HOUSING AUTHORITY	1,128,827		1,128,827	
TOTAL ECON DEV PROGS	3,450,000		3,450,000	
TOTAL SPECIAL REVENUE FUNDS	17,552,350	501,813	18,054,163	
<u>ENTERPRISE AND USER FEE FUNDS **</u>				
TOTAL REFUSE	13,499,850		13,499,850	Update of Employee Recognition (\$100); Reduction for CNG Tank Replacements (-\$252,000); Reduction of appropriation to 600800 (-\$650,000)
TOTAL TRANSIT	28,808,975	(901,900)	27,907,075	
TOTAL SEWER	10,490,751		10,490,751	
NETWORK	1,500,000		1,500,000	
TOTAL LANDSCAPE	105,315		105,315	
TOTAL ENTERPRISE	54,404,891	(901,900)	53,502,991	

**ATTACHMENT FOR BUDGET RESOLUTION
EXHIBIT C
CITY OF CULVER CITY
RECAP OF APPROPRIATION BY DEPARTMENT
FISCAL YEAR 2016-17**

	PROPOSED BUDGET 2016-17	ADDITIONS/ REDUCTIONS FROM BUDGET MEETINGS	WITH CHANGES/ CORRECTIONS 2016-17	COMMENTS
CAPITAL IMPROVEMENT FUNDS	14,265,027		14,265,027	
INTERNAL SERVICE FUNDS	17,803,508	129,280	17,932,788	Additional funding for purchase of approved replacement vehicles (\$124,500); Update of Employee Recognition (\$30); Adjustment for reclass to Director of Administrative Services (\$4,750)
SUCCESSOR AGENCY FUNDS	22,411,642		22,411,642	
TOTAL BUDGET BEFORE ADJ.	238,239,043	(196,944)	238,042,099	
LESS INTERNAL SERVICE FUND	17,803,508	129,280	17,932,788	
TOTAL BUDGET	220,435,535	(326,224)	220,109,311	

* The adjusted Budget equals the adopted budget plus any unspent carryovers and/or encumbrances and any budget changes made throughout the year.

** Includes appropriations for capital improvement projects only funded by Enterprise funds.

**ATTACHMENT FOR BUDGET RESOLUTION
EXHIBIT D
CITY OF CULVER CITY
COMPARISON OF PERSONNEL POSITION ALLOCATIONS
FISCAL YEAR 2016-17**

<u>DIV NO.</u>	<u>DIVISION NAME</u>	2016-17 PROPOSED	ADDITIONS/ REDUCTIONS FROM BUDGET MEETINGS	PROPOSED WITH CHANGES/ CORRECTIONS 2016-17	COMMENTS
GENERAL FUND					
GENERAL GOVERNMENT					
10110000	CITY COUNCIL	5.00		5.00	
10110100	CITY MANAGER	5.00		5.00	
10111100	CITY CLERK	2.95		2.95	
10113100	CITY ATTORNEY	5.65		5.65	
10114100	FINANCE ADMIN. & BUDGET	4.50		4.50	
10114200	GENERAL ACCOUNTING	4.00		4.00	
10114300	ACCOUNTING OPERATIONS	7.00		7.00	
10114400	TREASURY	11.50		11.50	
10114500	PURCHASING	4.00		4.00	
10122100	HUMAN RESOURCES	6.75		6.75	
10124100	INFORMATION TECHNOLOGY	14.00		14.00	
10124200	GRAPHIC SERVICES	1.00		1.00	
10124300	PUBLIC SAFETY IT SUPPORT	2.50		2.50	
TOTAL GENERAL GOVT.		73.85	0.00	73.85	
PARKS, RECREATION AND COMMUNITY SERVICES DEPT.					
10130100	ADMINISTRATION	3.00		3.00	
10130110	VETERANS MEMORIAL BUILDING	1.00		1.00	
10130200	RECREATION DIVISION	5.63		5.63	
10130220	AQUATICS	1.00		1.00	
10130300	PARKS DIVISION	15.94		15.94	
10130400	SENIOR AND SOCIAL SVCS DIVISION	4.79		4.79	
10130430	RSVP	0.90		0.90	
TOTAL PARKS, RECREATION & COMMUNITY SERVICES		32.26	0.00	32.26	
POLICE DEPARTMENT					
10140100	OFC. OF THE CHIEF	3.00		3.00	
10140200	OPERATING BUREAUS	144.82		144.82	
10140300	POLICE COMMUNICATIONS	13.00		13.00	
10140400	ANIMAL CONTROL	1.00		1.00	
TOTAL POLICE		161.82	0.00	161.82	

**ATTACHMENT FOR BUDGET RESOLUTION
EXHIBIT D
CITY OF CULVER CITY
COMPARISON OF PERSONNEL POSITION ALLOCATIONS
FISCAL YEAR 2016-17**

<u>DIV NO.</u>	<u>DIVISION NAME</u>	2016-17 PROPOSED	ADDITIONS/ REDUCTIONS FROM BUDGET MEETINGS	PROPOSED WITH CHANGES/ CORRECTIONS 2016-17	COMMENTS
<u>FIRE DEPARTMENT</u>					
10145100	OFC. OF THE CHIEF	3.50		3.50	
10145200	SUPPRESSION/EMG	34.98		34.98	
10145300	EMERG. MED. SVC.	23.00		23.00	
10145400	EMERG. PREPAREDNESS	1.50		1.50	
10145600	FIRE PREVENTION	5.98		5.98	
10145700	TELECOMMUNICATIONS	2.98		2.98	
	TOTAL FIRE	71.94	0.00	71.94	
<u>COMMUNITY DEVELOPMENT</u>					
10150100	COMM. DEV. ADMIN.	2.00		2.00	
10150120	ECONOMIC DEVLEOPMENT	5.50		5.50	
10150150	BUILDING SAFETY	10.95		10.95	
10150200	PLANNING	7.00		7.00	
10150250	ENFORCEMENT SERVICES	6.00		6.00	
10150400	ADVANCED PLANNING	3.00		3.00	
10150500	AGNY. HOU. & REHAB.	3.00		3.00	
	TOTAL COMM. DEV.	37.45	0.00	37.45	
<u>PUBLIC WORKS</u>					
10160100	PUBLIC WORKS ADM.	3.25		3.25	
10160150	ENGINEERING	9.75		9.75	
10160200	MAINT. OPERATIONS	1.72		1.72	
10160210	STREETS	13.85		13.85	
10160220	TREE MAINTENANCE	2.00		2.00	
10160230	BUILDING MAINT.	9.50		9.50	
10160240	ELECTRICAL MAINT.	7.50		7.50	
10160250	GRAFITI ABATEMENT	3.00		3.00	
10160260	PARKING MAINT.	2.00		2.00	
10160460	ENVIRONMENTAL PROGRAMS & OPS	0.55		0.55	
	TOTAL PUBLIC WORKS	53.12	0.00	53.12	
TOTAL - GENERAL FUND EMPLOYEES		430.44	0.00	430.44	

ATTACHMENT FOR BUDGET RESOLUTION
EXHIBIT D
CITY OF CULVER CITY
COMPARISON OF PERSONNEL POSITION ALLOCATIONS
FISCAL YEAR 2016-17

<u>DIV NO.</u>	<u>DIVISION NAME</u>	2016-17 PROPOSED	ADDITIONS/ REDUCTIONS FROM BUDGET MEETINGS	PROPOSED WITH CHANGES/ CORRECTIONS 2016-17	COMMENTS
GRANTS OPERATING FUND					
41430410	SR. NUTRITION PROGRAM	1.00		1.00	
41430430	R.S.V.P.	0.00		0.00	
41440230	C.O.P.S.	1.00		1.00	
41470420	PARATRANSIT	2.00		2.00	
	TOTAL GRANTS	4.00	0.00	4.00	
BUILDING SURCHARGE FUND					
41224100	INFORMATION TECHNOLOGY	1.00		1.00	
	TOTAL BUIDLING SURCHARGE FUND	1.00	0.00	1.00	
CDBG-OPERATING GRANTS					
42730440	DISABILITY SERVICES	0.31		0.31	
	TOTAL CDBG OPERATING	0.31	0.00	0.31	
SECTION 8 FUND					
42650700	SECTION 8 HOUSING	1.50		1.50	
	TOTAL SECTION 8 FUND	1.50	0.00	1.50	
ENTERPRISE AND USER FEE FUNDS					
20260400	REFUSE COLLECTION	37.29		37.29	
20260410	TRANSFER STATION	7.94		7.94	
20260430	RECYCLING	1.25		1.25	
	TOTAL REFUSE	46.48	0.00	46.48	
20370100	TRANSIT ADMIN.	6.00		6.00	
20370200	TRANSIT OPERATION	147.36		147.36	
	TOTAL TRANSIT	153.36	0.00	153.36	
20460300	SEWER MAINTENANCE	11.38		11.38	
	TOTAL SEWER	11.38	0.00	11.38	
INTERNAL SERVICE FUNDS					
30870400	EQUIPMENT MAINTENANCE	39.00		39.00	
30922200	RISK MGMT. - WORK COMP	2.25		2.25	
30913400	RISK MGMT - LIABILITY	1.35		1.35	
	TOTAL INTERNAL SVC.	42.60	0.00	42.60	
GRAND TOTAL - CITY		691.07	0.00	691.07	

ATTACHMENT FOR BUDGET RESOLUTION
EXHIBIT E
FISCAL YEAR 2016-2017
PROPOSED CAPITAL IMPROVEMENT BUDGET

FUND	PROJECT	PROJECT TITLE	FY 2014-15 ACTUAL	FY 2015-16 REVISED BUDGET	FY 2015-16 ESTIMATED SPEND	FY 2016-17 PROPOSED BUDGET
202	PZ883	Sanitation Vehicle Info Systems	2,000	130,095	-	-
202	PZ948	Transfer Station Improvements	140,703	556,896	297,833	182,000
202 - REFUSE DISPOSAL FUND Total			142,703	686,991	297,833	182,000
203	PF004	City Facilities Energy Efficiencies	86,031	-	-	-
203 - MUNICIPAL BUS FUND Total			86,031	-	-	-
204	PW001	Sewer Facility Fees Update	1,233	3,768	3,768	-
204	PW002	Sanitary Sewer Master Plan Update	178,750	308,190	308,190	-
204	PZ230	Sewer Local & Emergency Repair	535,402	236,241	95,983	350,000
204	PZ521	Sewage Pump Station Improvements	109,470	231,321	82,725	-
204	PZ874	Bankfield Pump Station Sewer	137,945	3,759,654	109,653	-
204	PZ906	Priority Sewer Main Rehab	2,113,935	4,711,541	2,585,075	150,000
204	PZ918	Update Sewer User Service Charges	-	67,193	-	-
204	PZ946	Mesmer/Ovrlnd Sewer Pump Diversion	4,303	4,490,373	368,467	-
204 - SEWER ENTERPRISE FUND Total			3,081,037	13,808,281	3,553,861	500,000
205	PT003	Municipal Fiber Network	-	10,000,000	1,726,092	1,500,000
205 - MUNICIPAL FIBER NETWORK FUND Total			-	10,000,000	1,726,092	1,500,000
307	PT002	Audio/Voting Council Chambers	388,726	11,078	11,078	-
307 - EQUIPMENT REPLACEMENT FUND Total			388,726	11,078	11,078	-
309	PZ944	eDiscovery	-	150,000	65,060	-
309 - RISK MANAGEMENT FUND Total			-	150,000	65,060	-
417	PS005	Arterial Street Pavement Rehab	-	269,000	-	-
417	PZ546	Pavement Management Masterplan	77,564	17,491	400	-
417	PZ942	Sawtelle Blvd Resurfacing	-	30,000	25,881	-
417 - COMMUNITY DEVELOPMENT FUND Total			77,564	316,491	26,281	-
418	PF001	Bike Rack Installation	-	3,830	-	-
418	PF005	Slurry Seal Pavement - CDBG (ECC)	-	22,249	-	-
418	PL002	Traffic Signal at Sawtelle & Hayter	-	100,000	-	-
418	PL003	Traffic Signal Wash Bl/Cattaraugus	-	225,000	-	-
418	PS001	Concrete Street Rehabilitation	-	100,000	-	-
418	PS002	City Traffic Sign Retroreflectivity	-	103,000	-	-
418	PS003	Traffic Signal Left-Turn Phasing	-	105,000	22	-
418	PZ428	Curb, Gutter, Sidewalk Replacement	21,000	483,870	-	-
418	PZ553	Higuera Street Bridge Replacement	-	103,808	-	-
418	PZ599	Neighborhood Traffic Mgmt Program	-	272	-	-
418	PZ684	Street Light Upgrades	7,359	550,148	386,078	-
418	PZ826	Citywide Traffic Counts	-	14,975	-	-
418	PZ863	Residential Paving Program	52,993	211,792	10,460	419,000
418	PZ941	Safe Routes to School	44,847	-	-	-
418	PZ942	Sawtelle Blvd Resurfacing	-	12,500	-	-
418	PZ963	Sherbourne and McManus Sidewalk	-	15,000	-	-
418	PZ964	Higuera Bridge Ramp - Ballona Creek	-	20,000	-	-
418	PZ965	Washington Bl & Pl Bike Lane	66,365	341,020	308,500	-
418 - SPECIAL GAS TAX FUND Total			192,563	2,412,463	705,060	419,000
419	PF007	Senior Center Courtyard Renovation	-	50,000	33,200	-
419	PZ594	Fencing Replacement at Parks	3,745	11,663	3,255	-
419	PZ612	Upgrade Park Irrigation Systems	7,771	37,449	14,314	-
419	PZ640	Resurface/Restripe Sports Courts	-	46,115	15,125	-
419	PZ731	Lindberg Park	-	13,367	-	-
419	PZ830	Skateboard Park	-	80,000	-	38,412
419	PZ835	Culver West Park Rehab	-	30,000	-	-
419	PZ850	Reconstruction Plunge Building	19,237	-	-	-

ATTACHMENT FOR BUDGET RESOLUTION
EXHIBIT E
FISCAL YEAR 2016-2017
PROPOSED CAPITAL IMPROVEMENT BUDGET

FUND	PROJECT	PROJECT TITLE	FY 2014-15 ACTUAL	FY 2015-16 REVISED BUDGET	FY 2015-16 ESTIMATED SPEND	FY 2016-17 PROPOSED BUDGET
419	PZ876	Vet's Memorial Bldg Refurbish	-	7,461	-	-
419	PZ898	Playground Equip Repair at Parks	29,584	51,117	17,426	-
419	PZ899	Park Facilities Improvements	-	11,008	-	5,000
419	PZ958	Fox Hills Park Rehab	88	-	-	5,000
419	PZ960	Fox Hills Park Renovation	-	20,000	-	-
419	PZ961	Veteran's Memorial Park ADA	-	25,000	-	-
419 - PARK FACILITIES FUND Total			60,424	383,181	83,320	48,412
420	PE002	Radio System Replacement	990,868	104,126	-	-
420	PE003	Police Vehicle In-Car Cameras	211,745	120,834	108,679	-
420	PF001	Bike Rack Installation	-	10,000	-	-
420	PF002	City Hall Palm Tree Replacement	1,245	33,755	8,187	-
420	PF003	City Hall EV Charging Stations	-	20,000	2,135	-
420	PF004	City Facilities Energy Efficiencies	321,447	857,133	750,286	-
420	PF008	Fire Station Alerting System Upgrade	-	280,000	-	-
420	PF009	Server Room Consolidation/Relocation	-	200,000	200,000	-
420	PL002	Traffic Signal at Sawtelle & Hayter	-	238,925	-	-
420	PL003	Traffic Signal Wash Bl/Cattaraugus	-	-	-	150,000
420	PL005	Traffic Signal ATCS	-	175,012	-	-
420	PL006	Washington-Culver Pedestrian And Cyclist Safety	-	-	-	100,000
420	PO001	Urban Forest Mgt & Succession Plan	15,000	25,000	-	-
420	PO002	Citywide Water Conservation Program	-	200,000	50,981	175,000
420	PO003	AB321 Public School Speed Reduction	-	-	-	25,000
420	PO004	Tree Grate Replacement	-	30,000	-	-
420	PP001	Hetzler Road Pedestrian Trail	-	110,000	-	-
420	PP002	SK/CWA Park Power Gearbox Rplcmnt	-	100,000	98,000	-
420	PP003	Parks Quilite Panels	-	105,000	-	-
420	PP004	Media Park Lighting	-	-	-	54,000
420	PS001	Concrete Street Rehabilitation	-	100,000	-	-
420	PS002	City Traffic Sign Retroreflectivity	-	-	-	25,000
420	PS004	Demonstration Rain Garden Projects	-	10,000	10,000	-
420	PS005	Arterial Street Pavement Rehab	-	710,000	-	835,000
420	PS006	ADA Transition Plan	-	120,000	-	-
420	PS007	Duquesne Slurry Seal & Bike Lane	-	250,000	-	-
420	PS008	Ped and Bicycle Programs (Match)	-	100,000	-	-
420	PT001	Wireless Deployment-City Facilities	-	70,000	-	-
420	PT002	Audio/Voting Council Chambers	34,881	38,419	38,419	-
420	PZ295	Alley Reconstruction - Citywide	12,969	130,091	130,200	50,000
420	PZ388	Technology Replacement Fund	50,189	51,313	19,496	71,000
420	PZ428	Curb, Gutter, Sidewalk Replacement	2,450	145,740	11,480	150,000
420	PZ429	Traffic Signal Replace/Upgrade	63,130	89,919	89,888	395,000
420	PZ460	Culver Blvd Realignment	17,494	563,621	40,171	-
420	PZ497	Stormwater Discharge Program/NPDES	259,151	374,384	315,412	-
420	PZ525	GIS Development	1,100	2,434	2,272	-
420	PZ551	Interpretive Nature Trail	12,990	120,360	48,765	-
420	PZ554	Minor Pavement & Concrete Improve	22,949	89,074	32,218	50,000
420	PZ599	Neighborhood Traffic Mgmt Program	68,438	210,039	87,747	85,000
420	PZ612	Upgrade Park Irrigation Systems	14,552	38,212	12,575	50,000
420	PZ636	Finance System Replacement	66,183	887,400	420,367	-
420	PZ638	Median Island Rehabilitation	-	60,683	7,000	-
420	PZ684	Street Light Upgrades	33,425	3,423,610	1,137,909	150,000
420	PZ754	Ficus Tree Replacement	3,469	26,533	26,532	30,000

ATTACHMENT FOR BUDGET RESOLUTION
EXHIBIT E
FISCAL YEAR 2016-2017
PROPOSED CAPITAL IMPROVEMENT BUDGET

FUND	PROJECT	PROJECT TITLE	FY 2014-15 ACTUAL	FY 2015-16 REVISED BUDGET	FY 2015-16 ESTIMATED SPEND	FY 2016-17 PROPOSED BUDGET
420	PZ811	Citywide Speed Zone Study	-	56,757	29,500	-
420	PZ826	Citywide Traffic Counts	-	30,000	-	25,000
420	PZ830	Skateboard Park	3,625	24,511	-	-
420	PZ831	Syd Kronenthal Playground Improv	-	75,524	-	-
420	PZ835	Culver West Park Rehab	-	15,000	-	-
420	PZ844	UST Upgrades on City Property	10,349	34,243	10,059	20,000
420	PZ845	Asbestos Abatement	2,656	18,441	-	-
420	PZ850	Reconstruction Plunge Building	90,000	-	-	-
420	PZ862	EOC Relocation	9,071	9,199	8,897	-
420	PZ863	Residential Paving Program	669,004	303,697	254,188	-
420	PZ878	Emergency Preparedness	6,571	2,798	3,099	-
420	PZ881	Sepulveda Blvd Widening	1,502	20,250	-	-
420	PZ899	Park Facilities Improvements	2,981	4,066	-	-
420	PZ902	Public Safety CAD/RMS/Mobile Units	181,593	42,183	42,183	-
420	PZ907	Network Refresh & Telephone System	593	-	-	-
420	PZ920	Fire Training Tower	-	161,795	40,466	-
420	PZ922	Booster Pump Replacement Project	-	7,569	-	10,000
420	PZ923	Fox Hills Parking Supply Augment	-	10,000	-	-
420	PZ929	Real Time Motorist Info System	-	214,000	-	-
420	PZ931	Fire Station No. 1 Renovations	-	63,231	13,035	-
420	PZ932	Fire Station No. 2 Renovations	-	33,110	17,680	-
420	PZ938	Citywide Bridge Repairs	3,370	80,020	79,851	100,000
420	PZ941	Safe Routes to School	-	100,000	-	30,000
420	PZ950	Ped Improv-Intersects w/Bus Stops	41,551	11,681	-	-
420	PZ952	Town Plaza - Vandal Deterrents	18,450	6,288	-	-
420	PZ958	Fox Hills Park Rehab	52,842	10,271	-	-
420	PZ964	Higuera Bridge Ramp - Ballona Creek	-	-	-	206,000
420 - CAPITAL IMPROV AND ACQ FUND Total			3,297,832	11,556,246	4,147,678	2,786,000
420*	PF011	Radio Tower Repairs	-	-	-	40,000
420*	PF012	Facilities Assessment Study	-	-	-	100,000
420*	PF013	Fire Station Renovations	-	-	-	38,000
420*	PF014	PD Flooring	-	-	-	200,000
420*	PZ132	Building Repairs	254,328	882,431	631,383	518,000
420*	PZ876	Vet's Memorial Bldg Refurbish	-	60,124	-	625,000
420* - FACILITIES PLANNING RESERVE			254,328	942,555	631,383	1,521,000
420*	PL004	Traffic System (TMSS) Gap Closure	-	610,000	38,686	-
420*	PL005	Traffic Signal ATCS	-	295,000	295,000	410,000
420*	PZ881	Sepulveda Blvd Widening	-	62,201	-	-
420* - MITIGATION FUNDS Total			-	967,201	333,686	410,000
420*	PF007	Senior Center Courtyard Renovation	-	-	-	180,000
420* - PAETZOLD DONATION Total			-	-	-	180,000
420*	PF007	Senior Center Courtyard Renovation	-	-	-	35,000
420*	PP005	Blair Hills	-	-	-	275,000
420*	PZ831	Syd Kronenthal Playground Improv	-	-	-	13,000
420*	PZ835	Culver West Park Rehab	-	-	-	45,000
420*	PZ899	Park Facilities Improvements	-	-	-	20,000
420*	PZ958	Fox Hills Park Rehab	-	-	-	5,000
420* - RECREATION FACILITIES RESERVE Total			-	-	-	393,000
420*	PZ863	Residential Paving Program	-	-	-	360,000
420* - SEWER FUND TRANSFER Total			-	-	-	360,000

ATTACHMENT FOR BUDGET RESOLUTION
EXHIBIT E
FISCAL YEAR 2016-2017
PROPOSED CAPITAL IMPROVEMENT BUDGET

FUND	PROJECT	PROJECT TITLE	FY 2014-15 ACTUAL	FY 2015-16 REVISED BUDGET	FY 2015-16 ESTIMATED SPEND	FY 2016-17 PROPOSED BUDGET
421	PZ949	New Parking Meter Installation	49,020	-	-	-
421 - PARKING IMPROVEMENT FUND Total			49,020	-	-	-
423	PF001	Bike Rack Installation	36,563	8,437	6,685	-
423	PL004	Traffic System (TMSS) Gap Closure	-	2,438,000	154,741	-
423	PL005	Traffic Signal ATCS	-	1,180,048	-	-
423	PL006	Washington-Culver Pedestrian And Cyclist Safety	-	-	-	2,722,000
423	PL007	Upgrade Traffic Signals & Protected Left-Turn Phase	-	-	-	2,083,000
423	PO001	Urban Forest Mgt & Succession Plan	73,336	1,664	-	-
423	PP001	Hetzler Road Pedestrian Trail	1,170	789,830	-	312,043
423	PR001	Marina del Rey Harbor Watershed	-	-	-	767,136
423	PS003	Traffic Signal Left-Turn Phasing	52,066	892,934	27,600	94,389
423	PS005	Arterial Street Pavement Rehab	-	-	-	183,880
423	PS010	Parkway Tree Planting	-	150,000	150,000	-
423	PZ460	Culver Blvd Realignment	-	-	-	350,000
423	PZ497	Stormwater Discharge Program/NPDES	477,460	492,540	-	-
423	PZ551	Interpretive Nature Trail	-	336,043	-	-
423	PZ553	Higuera Street Bridge Replacement	172,143	108,816	46,326	-
423	PZ831	Syd Kronenthal Playground Improv	178,036	71,964	192	-
423	PZ881	Sepulveda Blvd Widening	2,789	114,992	-	-
423	PZ929	Real Time Motorist Info System	24,122	1,625,100	81,858	-
423	PZ941	Safe Routes to School	212,047	358,520	284,165	-
423	PZ942	Sawtelle Blvd Resurfacing	722,633	25,286	17,534	-
423	PZ950	Ped Improv-Intersects w/Bus Stops	22,173	-	-	-
423	PZ964	Higuera Bridge Ramp - Ballona Creek	-	-	-	615,625
423 - CAPITAL GRANTS (CIP) FUND Total			1,974,537	8,594,173	769,102	7,128,073
428	PF005	Slurry Seal Pavement - CDBG (ECC)	-	28,491	-	-
428	PS009	ADA Curb Ramps (CDBG)	-	165,000	-	-
428	PS011	CDBG Sidewalk Repairs	-	-	-	162,255
428	PZ428	Curb, Gutter, Sidewalk Replacement	-	10,901	-	-
428	PZ677	Senior Center Project	134,167	30,435	-	-
428	PZ963	Sherbourne and McManus Sidewalk	-	1,968	-	-
428 - CDBG - CAPITAL FUND Total			134,167	236,795	-	162,255
431	PS005	Arterial Street Pavement Rehab	-	272,000	-	226,658
431	PZ863	Residential Paving Program	263,570	-	-	-
431	PZ950	Ped Improv-Intersects w/Bus Stops	-	74,000	-	-
431 - MEASURE R Total			263,570	346,000	-	226,658
434	PR001	Marina del Rey Harbor Watershed	-	4,020,000	-	-
434	PR002	Culver Boulevard Infiltration	-	500,000	-	-
434	PR003	Baldwin Ave Rain Garden Rehabilitation	-	-	-	50,000
434	PR004	Green Street Master Plan	-	-	-	175,000
434	PR005	Mesmer Dry Weather Diversion Project	-	-	-	80,000
434	PZ497	Stormwater Discharge Program/NPDES	-	-	-	542,000
434	PZ948	Transfer Station Improvements	-	950,000	-	-
434 - URBAN RUNOFF MITIGATION Total			-	5,470,000	-	847,000

ATTACHMENT FOR BUDGET RESOLUTION
EXHIBIT E
FISCAL YEAR 2016-2017
PROPOSED CAPITAL IMPROVEMENT BUDGET

FUND	PROJECT	PROJECT TITLE	FY 2014-15 ACTUAL	FY 2015-16 REVISED BUDGET	FY 2015-16 ESTIMATED SPEND	FY 2016-17 PROPOSED BUDGET
475	PA001	Parking Meters Relocation Project	-	-	-	75,000
475	PA002	Cloud-Based Permit Parking Program	-	-	-	75,000
475	PA003	Ince Parking Structure Lighting Retrofit	-	-	-	265,000
475	PA004	PARCS Equipment Replacement	-	-	-	2,000,000
475	PZ132	Building Repairs	-	-	-	30,000
475	PZ923	Fox Hills Parking Supply Augment	-	-	-	120,000
475	PZ929	Real Time Motorist Info System	-	-	-	250,000
475	PZ949	New Parking Meter Installation	-	1,854,225	108,278	865,000
475 - CULVER CITY PARKING AUTHORITY Total			-	1,854,225	108,278	3,680,000
484	PZ553	Higuera Street Bridge Replacement	-	800,000	-	-
484 - 1993 TAXEXEMPT BONDS Total			-	800,000	-	-
Grand Total			10,002,501	58,535,680	12,458,713	20,343,398

ATTACHMENT FOR BUDGET RESOLUTION
ATTACHMENT F

SERVICE AREA: TRANSPORTATION SERVICES



2016-17
PROPOSED BUDGET

TRANSPORTATION

30770500 – EQUIPMENT REPLACEMENT

RESP. MGR.: ART IDA

DIVISION MISSION

Provide an efficient and proactive funding mechanism for the acquisition of capital assets and equipment replacements for the City. The Division will maintain a secure fund balance to ensure the long-term viability of the City's assets.

DIVISION DESCRIPTION

The Equipment Replacement Division of the Transportation Department retains ownership of the City's major capital equipment, such as cars, trucks, construction and landscape equipment, communications equipment, central computers, and other production equipment. Using departments or divisions justify and budget for the initial procurement of capital equipment. When the City receives new equipment, the Division adds it to the Equipment Replacement Fund inventory, establishes an estimated life, calculates a future replacement cost, and sets an amortization schedule. The City obtains funds for the future replacement of this equipment through periodic rental (amortization) charges to the using departments or divisions over the expected lifetime of each unit. The Chief Financial Officer invests the funds and credits interest or dividend earnings to the Fund. The Chief Financial Officer also places the residual (disposal) value of the units into the Fund. This approach assures availability of funds when it becomes necessary to purchase replacements.

The City Council makes decisions to replace capital assets/equipment during the annual budget adoption process. In coordination with the using department or division and the equipment maintenance supervisors, the fund manager prepares specific replacement recommendations. The manager considers age, usage and repair history, current condition, forecasted repair costs and market value before making a recommendation to replace or retain any unit. The user determines need and appropriateness of the equipment used within the activity. In some cases, the user may require a replacement asset that differs in size, capacity, or function. The Fund finances replacement purchases using one of two methods: direct purchase, or lease-purchase. The Chief Financial Officer, working with the fund manager, determines the appropriate method after considering the cost of money and the earnings potential of the Fund's investments.

EXPENDITURE SUMMARY		ACTUAL EXPEND 2014-15	ADJUSTED BUDGET 2015-16	CITY MGR RECOMM 2016-17	CHANGE FROM PRIOR YEAR ADJUSTED	% OF CHANGE
<i>307 - EQUIPMENT REPLACEMENT FUND</i>						
70500	Equipment Replacement	1,443,241	6,032,081	847,988	(5,184,093)	(85.94%)
Fund Total		1,443,241	6,032,081	847,988	(5,184,093)	(85.94%)

ATTACHMENT FOR BUDGET RESOLUTION
ATTACHMENT F

SERVICE AREA: TRANSPORTATION SERVICES



2016-17
PROPOSED BUDGET

TRANSPORTATION

30770500 – EQUIPMENT REPLACEMENT

RESP. MGR.: ART IDA

CAPITAL OUTLAY

OBJECT 732100 (AUTOMOTIVE ROLLING STOCK) Purchase of replacements for units indicated

DIV. NO.	UNIT NO.	DESCRIPTION	CITY MGR PROPOSED 2016-17
<u>Parks, Recreation & Community Services – Parks</u>			
30300	20107	2007 Ford Ranger Pickup	\$ 38,000
SUB-TOTAL			\$ 38,000
<u>Police – Operating Bureaus</u>			
40200	0171	2006 BMW Police Equipped Motorcycle	33,000
40200	0173	2006 BMW Police Equipped Motorcycle	33,000
40200	1282	2008 Nissan Altima	36,000
40200	1569	2008 Dodge Charger – Detective	40,000
40200	1762	2010 B/W Ford Crown Victoria	43,500
40200	1767	2010 B/W Ford Crown Victoria K-9	43,500
SUB-TOTAL			\$ 229,000
<u>Fire – Suppression</u>			
45200	1964	2009 Ford Explorer	\$ 43,500
SUB-TOTAL			\$ 43,500
<u>Fire – Fire Prevention</u>			
45600	1571	2009 Ford Crown Victoria CNG	\$ 43,500
SUB-TOTAL			\$ 43,500
<u>Community Development – Building Safety</u>			
50150	1953	2005 Ford Explorer	\$ 38,000
SUB-TOTAL			\$ 38,000
<u>Public Works – Electrical Maintenance</u>			
60240	3616	2006 GMC Workhorse/Altec Lamp Repair Truck	\$ 375,000
SUB-TOTAL			\$ 375,000
TOTAL OBJECT 732100			Count 11 \$ 767,000

ATTACHMENT FOR BUDGET RESOLUTION
ATTACHMENT F

SERVICE AREA: TRANSPORTATION SERVICES



2016-17
PROPOSED BUDGET

TRANSPORTATION

30770500 – EQUIPMENT REPLACEMENT

RESP. MGR.: ART IDA

DIV. NO.	UNIT NO.	DESCRIPTION	CITY MGR PROPOSED 2016-17
OBJECT 732120 – DEPARTMENTAL SPECIAL EQUIPMENT			
<i>Fire – Fire Suppression</i>			
45200		Self-Contained Breathing Apparatus	\$ 80,988
		SUB-TOTAL OBJECT 732120	\$ 80,988
		TOTAL EQUIPMENT REPLACEMENT DIVISION	\$ 847,988

ATTACHMENT FOR BUDGET RESOLUTION

**EXHIBIT G
CITY OF CULVER CITY
SUMMARY OF BLANKET PURCHASE ORDERS
FISCAL YEAR 2016-17**

BLANKET ORDER		
VENDOR NAME	NOT TO EXCEED	SUMMARY OF GOODS TO BE PROVIDED UNDER BLANKET ORDER
ADAMSON POLICE PRODUCTS	80,000	POLICE EQUIPMENT
ADVANCED BATTERY	45,000	AUTO/HEAVY DUTY TRUCK BATTERIES
AIRGAS SAFETY INC	40,000	SAFETY EQUIPMENT AND HARDWARE
AMERICAN MOVING PARTS	30,000	HEAVY DUTY TRUCK AND BUS BRAKES/PARTS
ARAMARK	50,000	UNIFORM SERVICES
BODYWORKS EQUIPMENT INC	50,000	SANITATION TRUCK PARTS
BOUND TREE MEDICAL	65,000	FIRST AID SUPPLIES FOR EMS
COMPLETES PLUS	30,000	AUTO PARTS
CULVER CITY INDUSTRIAL HARDWARE	40,000	SAFETY EQUIPMENT/TOOLS/HARDWARE
CUMMINS CAL PACIFIC	130,000	BUS/TRUCK ENGINE PARTS
DAPPER TIRE	90,000	AUTO/TRUCK TIRES
DELL COMPUTER	265,000	COMPUTER REPLACEMENT PROGRAM
DOOLEY ENTERPRISE	80,000	POLICE AMMUNITION
EDDINGS BROS AUTO PARTS	35,000	AUTO PARTS
FRANKLIN TRUCK PARTS	35,000	TRUCK PARTS
GRAINGER INDUSTRIAL SUPPLY	60,000	SAFETY EQUIPMENT/BULBS/HARDWARE
HOME DEPOT INC	40,000	BUILDING/PLUMBING/MAINTENANCE SUPPLIES
L & J AUTOBODY/FLEET COLLISION	40,000	FLEET REPAIR/MAINTENANCE SERVICES
LOS ANGELES FREIGHTLINER	130,000	AUTO PARTS
NEW FLYER	175,000	BUS PARTS
OFFICEMAX	100,000	GENERAL OFFICE SUPPLIES
SEA-CLEAR POOLS INC	35,000	POOL SUPPLIES
SERVICON	60,000	JANITORIAL SUPPLIES
TIRE CENTERS LLC	50,000	AUTO/TRUCK TIRES
VALLEY POWER	50,000	BUS ENGINE PARTS
WARREN SUPPLY CO	30,000	MAINTENANCE/REPAIR/OPERATION EQUIPMENT AND TOOLS
WALTERS WHOLESALE	50,000	ELECTRICAL SUPPLIES
ZUMAR	65,000	TRAFFIC SIGNAGE
<u>FUEL RELATED PURCHASES:</u>		
MERRIMAC ENERGY GROUP	APPROVED BUDGET	PURCHASE OF DIESEL AND UNLEADED FUEL PRODUCTS. THE COMBINED TOTAL EXPENDED WITH THESE VENDORS WILL NOT EXCEED THE APPROVED BUDGET FOR FUEL.
SOUTHERN COUNTIES FUELS & LUBES		
PINNACLE PETROLEUM		
<u>UTILITY PAYMENTS:</u>		
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.
THE GAS COMPANY		
GOLDEN STATE WATER		
SOUTHERN CALIFORNIA EDISON		

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APPENDIX H

RESOLUTION NO. 2016-R 053

1 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
2 CULVER CITY, CALIFORNIA, APPROVING AND
3 ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR
4 FISCAL YEAR 2016-2017.

5 WHEREAS, the voters of California on November 6, 1979, added Article XIII B
6 to the State Constitution placing various limitations on the appropriations of the State and
7 local governments;

8 WHEREAS, Article XIII B, as amended by Proposition III, provides that the
9 appropriations limit for the fiscal year 1990-1991, and years thereafter, is calculated by
10 adjusting the base year appropriations of fiscal year 1986-1987 for the changes in the cost of
11 living and City population;
12

13 WHEREAS, the City of Culver City has complied with all of the provisions of
14 Article XIII B as amended in determining the appropriations limit for fiscal year 2016-2017;
15

16 WHEREAS, the information necessary for establishing appropriations limit for
17 fiscal year 2016-2017 is attached in Exhibit "A", which is incorporated herein by this
18 reference as though set forth in full.
19

20 NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CULVER CITY,
21 CALIFORNIA, RESOLVES AS FOLLOWS:

22 ...

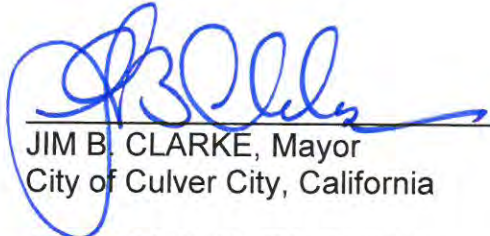
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1 1. The appropriations limit for fiscal year 2016-2017 is hereby established
2 as \$99,638,591 in accordance with Article XIII B of the State Constitution as more fully
3 described in Exhibit "A", attached hereto and incorporated herein.
4

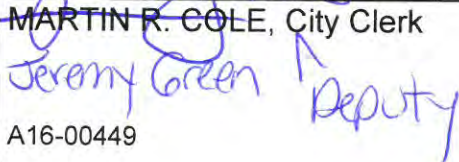
5 APPROVED and ADOPTED this 13 day of June, 2016.
6

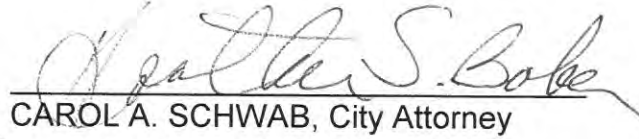
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8 
9 JIM B. CLARKE, Mayor
City of Culver City, California

10 ATTEST:

APPROVED AS TO FORM:

11
12 
13 MARTIN R. COLE, City Clerk

14 
Jeremy Green Deputy
15 A16-00449

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17 
18 CAROL A. SCHWAB, City Attorney
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CITY OF CULVER CITY

EXHIBIT A

ANALYSIS OF EFFECT OF APPROPRIATIONS LIMIT ON ESTIMATED REVENUE

FISCAL YEAR 2016-2017

Proposed Estimated Revenues for FY 2016-2017		\$ 222,523,334
Less Estimated Revenues for		
Enterprise Funds	\$ 53,932,328	
Internal Service Funds	<u>18,564,063</u>	<u>(72,496,391)</u>
Total Governmental Type Funds		150,026,943
Less Estimated Revenues not derived from the Proceeds of Taxes (see Schedule I)		<u>(62,526,138)</u>
Total Estimated Revenues derived from the Proceeds of Taxes (see Schedule I)		\$ 87,500,805
Less Voter Approved Indebtedness		0
Less Qualified Capital Outlay		(14,475,527)
Less Federal Mandates:		
PARS	81,908	
FLSA-Fire	<u>506,652</u>	<u>(588,560)</u>
Estimated Revenues subject to Appropriations Limit		\$ 72,436,718
Appropriations Limit FY 2016-2017 (Exhibit B)		<u>99,638,591</u>
Amount Under Limit		<u>\$ 27,201,873</u>

CITY OF CULVER CITY

EXHIBIT B

2016-2017 APPROPRIATIONS LIMIT

1.	FY 2015-2016 Appropriations Limit	\$ 93,996,702
2.	2016-2017 Change in Per Capita Personal Income:	5.37%
3.	2016-2017 Change in Population:	0.60%
4.	Ratio of Change: $(1.0537 \times 1.0060)^*$	<u>1.0600</u>
5.	FY 2016-2017 Appropriations Limit	<u><u>\$ 99,638,591</u></u>

* Multiply FY 2015-2016 appropriations limit by the product of the percentage change in the California per capital personal income figure $([5.37 + 100]/100 = 1.0537)$ times the percentage change in the Culver City population $([0.60 + 100]/100 = 1.0060)$ as provided by the Department of Finance.

CITY OF CULVER CITY

SCHEDULE I

ANALYSIS OF ESTIMATED REVENUES

FISCAL YEAR 2016-2017

<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	\$ 6,099,000	-
OTHER TAXES:		
Sales Tax	30,628,000	-
Public Safety Sales Tax	383,000	-
Transient Occupancy Tax	7,210,000	-
Franchise Tax	-	\$ 1,525,000
Business License Tax	12,281,000	-
Real Property Transfer Tax	1,500,000	-
Utility User Tax	14,974,000	-
Com/Ind Development Tax	900,000	-
TOTAL OTHER TAXES	\$ 67,876,000	\$ 1,525,000
LICENSES AND PERMITS	-	3,810,000
FINES, FORFEITURES AND PENALTIES	-	4,617,000
USE OF MONEY AND PROPERTY	-	714,000
CHARGES FOR CURRENT SERVICE	-	8,524,000
INTER FUND/DEPARTMENTAL	-	4,270,000
INTERGOVERNMENTAL	4,273,000	
OTHER REVENUE	-	400,000
TOTAL GENERAL FUND BEFORE INTEREST	\$ 78,248,000	\$ 23,860,000
PERCENT	76.6%	23.4%
INTEREST	172,423	52,577
TOTAL GENERAL FUND	\$ 78,420,423	\$ 23,912,577

CITY OF CULVER CITY

SCHEDULE I

ANALYSIS OF ESTIMATED REVENUES

FISCAL YEAR 2016-2017

	PROCEEDS OF TAXES	NON-PROCEEDS OF TAXES
GRANTS OPERATING FUND	-	\$ 1,212,008
BUILDING SURCHARGE FUND	-	171,500
SECTION 8 FUND	-	1,826,300
PROP A LOCAL RETURN	-	715,501
PROP C LOCAL RETURN	-	351,500
SPECIAL GAS FUND	-	826,600
PARK FACILITIES	-	42,500
CAPITAL IMPROVEMENT AND ACQUISITION	-	5,075,000
CDBG BLOCK GRANT FUNDS	-	191,069
ART IN PUBLIC PLACES	-	201,750
LANDSCAPE MAINTENANCE DISTRICT	-	84,533
PARKING AUTHORITY	-	6,484,000
URBAN RUNOFF MITIGATION	-	850,500
HOUSING AUTHORITY	-	122,000
SUCCESSOR AGENCY	-	20,231,142
MEASURE R FUNDS	-	227,658
GRAND TOTAL	\$ 78,420,423	\$ 62,526,138

Ten Year History of GANN Limit			
Fiscal Year	Estimated Rev Subject to Appropriations Limit	Appropriations Limit	Amount UNDER Limit
2007-08	\$ 45,979,118	\$ 75,727,832	\$ 29,748,714
2008-09	\$ 48,872,232	\$ 79,229,281	\$ 30,357,049
2009-10	\$ 44,448,816	\$ 80,103,161	\$ 35,654,345
2010-11	\$ 40,715,097	\$ 78,872,647	\$ 38,157,550
2011-12	\$ 44,811,329	\$ 81,159,589	\$ 36,348,260
2012-13	\$ 69,085,716	\$ 84,791,997	\$ 15,706,280
2013-14	\$ 62,379,840	\$ 89,561,187	\$ 27,181,347
2014-15	\$ 57,716,563	\$ 90,141,522	\$ 32,424,958
2015-16	\$ 69,260,506	\$ 93,996,702	\$ 24,736,196
2016-17	\$ 72,436,718	\$ 99,638,591	\$ 27,201,873

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.

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**APPENDIX I
FY 2016-17 BUDGETS
BENEFIT RATE TABLE**

BENEFIT	2016-17 BUDGET		
<u>Retirement Rate (City Contribution)</u> Miscellaneous Employees - Safety Employees - Part-time employee (PARS) -	<u>FY 2015-16</u> 0.20628 0.42036 0.03500	<u>FY 2016-17</u> 0.21763 0.46877 0.03500	
<u>Deferred Retirement Rate (City Contribution to Employee Portion)</u> Management (non-Safety) - General Services - Fire - Police - Fire Management - Police Management -	<u>City Pay</u> -- -- -- -- -- --	<u>Employee Pay</u> 0.08 0.08 0.09 0.09 0.09 0.09	<u>Total</u> 0.08 0.08 0.09 0.09 0.09 0.09
<u>Social Security and Medicare (City Contribution)</u> Social Security - Medicare -	Social Security - 6.2% of first \$118,500 of salary and overtime Medicare - 1.45% of total salary and overtime		
<u>Deferred Compensation (Only)</u> General Management - Fire Management - Police Management - CCEA -	\$160.00/pay period = \$4,160.00/year \$142.25/pay period = \$3,698.50/year \$125.00/pay period = \$3,250.00/year \$40.00/pay period = \$1,040.00/year		
<u>Group Insurance (includes Health, Dental, Vision Care, and Life)</u>	Cafeteria Allowance: Emp Only: \$708/month Emp +1: \$1,227/month Emp +2/more: \$1,528/month		
<u>State Disability Insurance (City Contribution – 50%)</u> General Service - Taxable Limit -	0.009 (City Contrib. = 0.0045) \$106,742 (Max Amount = \$960.68)		
<u>Survivor's Pay Benefit</u>	0.98 per pay period (Safety management only)		

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APPENDIX J

Comparison of Major Revenues Among Westside Cities

City	Population¹	Sales Tax Revenue^{2, 3}	Sales Tax % of Total General Fund	Property Tax Revenue²	Property Tax % of Total General Fund	Total General Fund Revenue²
Culver City	40,448	19,698,256	16.7%	4,294,892	5.4%	118,152,100
Beverly Hills	34,763	31,338,894	6.7%	48,072,936	10.2%	469,069,614
Santa Monica	93,640	50,665,802	14.7%	53,022,697	15.4%	343,994,396
West Hollywood	35,923	14,560,587	16.3%	14,464,271	16.2%	89,079,383

¹ 2016 California Department of Finance City/County Population Estimates

² Fiscal Year 2014-15 Actual Receipts

³ Culver City total does not include Measure Y transaction taxes