

Huntington Beach Community Profile

Lifestyle

Huntington Beach is a beautiful community with ideal weather, a diversified economy teeming with good jobs, a wide variety of housing, excellent educational system, boat marinas, numerous parks, all in a friendly place where people can make things happen.

Residents and visitors of this scenic City treasure its 8.5 miles of wide, sandy beaches. Huntington Beach is the ideal Orange County destination to live, work, and play.

Huntington Beach has a reputation for being “number one” as noted in the numerous recognitions received:

- The “Best City to Live in Orange County” according to the Orange County Register Consumer’s Choice Survey
- The number one place to raise children in Southern California
- The Mayor’s Award for the Rose Parade Centennial float
- Named “Dog Town USA” by Dog Fancy magazine – One mile of golden sand for dogs where they can frolic in the water and taste a sense of freedom

The City has a world-class Library in the 356-acre Central Park and four branch Libraries. The Central Library & Cultural Center hosts the largest Children’s Library in the state and a delightful community theater group.

The Huntington Beach Art Center, five recreation centers (including a senior citizens center), the International Surfing Museum, Pier Plaza, and a Sports Complex are popular places for cultural and sports events. The major religious affiliations are represented in Huntington Beach in over 50 houses of worship.

Fine to casual dining is available at hundreds of restaurants throughout the City.

Location

Huntington Beach is located on the shore of the Pacific Ocean in northwestern Orange County. Huntington Beach is bordered by Westminster to the northwest, Fountain Valley to the northeast, Costa Mesa to the east, Newport Beach to the southeast, and Seal Beach to

the west. The city is positioned for the global market at 18 miles southeast of the Port of Long Beach and Los Angeles Harbor, 35 miles southeast of Los Angeles, and 95 miles northwest of San Diego.

Land Use

The City has a mix of land uses serving residents, regional populations, and recreational visitors. How a city balances its land uses assists in the local economy by allowing for enough space for industry and other businesses to provide products and jobs. One of the primary goals of the City land use policy is to “Achieve development that maintains or improves the City’s fiscal viability and reflects economic demands while maintaining and improving the quality of life for the current and future residents of Huntington Beach.” The land use designations are 65% residential, 8% commercial, 9% industrial, 1% mixed use, 10% open space, and 7% other.



Commercial

Huntington Beach contains approximately 1,300 acres zoned for commercial use. The major concentrations of commercial uses in Huntington Beach are located along Beach Boulevard, Brookhurst Street, Edinger and Warner Avenues, and at many major intersections.

Industrial

With a strong commitment to industrial activities, the City has 1,762 acres of land zoned for industrial use. There are three general industrial areas: the Northwest Industrial Area, the Gothard Industrial Corridor, and the Southeast Industrial Area. Major industrial development continues in the Northwest Area of 28 acres of McDonnell Center Business Park Phase II. The Gothard Industrial Corridor represents unique opportunities for “incubator” industries (first generation businesses).

Business & Economy

Huntington Beach is the third largest city in Orange County and the 19th largest city in California. The City of Huntington Beach is a leading commercial, industrial, and recreational center of Orange County, with a diverse economic base and educated workforce.

Major types of business include tourism, space systems, automobile sales, home remodeling and goods, public utilities, petroleum, data and computer research, precision instruments, and various types of manufacturing. With a diversified employment base and a highly educated work force, Huntington Beach has a healthy local economy. Annual taxable sales of about \$2.6 billion place Huntington Beach as one of the top retail sales communities in the County.

Huntington Beach is home to 650 industrial businesses, including Boeing, Quiksilver corporate headquarters, Dynamic Cooking Systems, Cleveland Golf corporate headquarters, and C & D Aerospace. Boeing is not only the largest employer in the Huntington Beach; it is the largest employer in the state.

There are many unique shopping opportunities in Huntington Beach. The city has more than 30 neighborhood and regional shopping centers, with nearly 8 million square feet of retail shopping space to satisfy everyone’s dining and shopping needs. The City, Chamber of Commerce, the Marketing and Visitors Bureau, market the community to encourage visitors and residents to shop in town to support the local economy. Huntington Beach demographics bring impressive buying power to a wide variety of retail and service businesses. This year, the City also commenced Surf City Savings, a program to encourage local shopping.

Beach Boulevard of Cars

The Beach Boulevard of Cars has 10 new-car dealerships and serves a regional market from its central Beach Boulevard location. The Beach Boulevard of Cars was voted “Best Auto Boulevard” five years in a row in the Best of Orange County Register’s Consumer Choice Survey. Auto sales are the city’s largest retail category contributing to the sales tax base each year.

Facts and Figures

Population	202,480 (2009 Estimate)
Average Family Household Income	\$119,059 (2008 Estimate)
Median Family Household Income	\$95,890 (2008 Estimate)
28 square miles	Third largest city in Orange County 19th Largest in California





City of Huntington Beach Budget Process and Calendar Adopted Budget – FY 2009/10



Date	Budget Procedure	Action By
03/06/09	The Budget Manual for FY 2009/10 is distributed and a kickoff meeting is held to review the directive for preparation of the FY 2009/10 budget.	Director of Finance
03/13/09 Through 05/01/09	Departments begin preparing their respective budgets including entering proposed budgets into the accounting system.	Departments
04/17/09	Individual Capital Improvement Project (CIP) requests are completed and submitted to the Public Works Department.	Departments
05/01/09	Budgets are to be submitted to Budget & Research.	Departments
05/15/09	Revenue projections are completed and submitted to the City Administrator.	Director of Finance Budget & Research
06/01/09 Through 06/12/09	Administration will conduct meetings with all departments to review budget requests.	City Administrator Departments Director of Finance Budget & Research
06/18/09	Capital Improvement Program is submitted to Planning and Public Works Commissions.	Public Works
07/10/09	Departments and Budget & Research are advised regarding final budget adjustments prior to preparation of the Proposed FY 2008/09 Budget Document. Budget & Research prepares the document for submission to the City Council.	City Administrator
07/30/09	The Proposed Budget for FY 2009/10 is submitted to the City Council per the City Charter.	City Administrator
08/10/09	Accounting and Purchasing staff begin working with departments regarding encumbrance carry-overs and the pending closure of "Open Purchase Orders" prior to the new fiscal year.	Accounting Staff Purchasing Staff Departments
08/17/09	The City Administrator conducts a budget study session and presentation of the Proposed FY 2009/10 Budget/CIP for the public and City Council at their regular meeting. Direction is requested from the City Council regarding preparation of the Budget/CIP Resolution.	City Administrator City Council



City of Huntington Beach Budget Process and Calendar Adopted Budget – FY 2009/10



Date	Budget Procedure	Action By
09/08/09	A public hearing is conducted by the City Council of the City Administrator's Proposed Budget/CIP for FY 2009/10. Following completion of the public hearing, the City Council may adopt the budget by resolution, or shall either close or continue the hearing to a future date for budget adoption.	City Council City Administrator Departments
09/08/09	The Proposed Budget/CIP for FY 2009/10 is adopted by resolution of the City Council.	City Council
09/10/09	Presentation of the Adopted Budget for FY 2009/10 to the Finance Board.	Director of Finance
10/01/09	Fiscal Year 2009/10 is activated and departments begin operating within the new budget.	Accounting Staff Departments
12/01/09	The completed Adopted Budget document is submitted to the Government Finance Officers Association (GFOA) for participation in the Budget Awards Program.	Budget & Research



City of Huntington Beach
AB1234 Disclosure
Reimbursement Expenses
for the City Council
Adopted Budget – FY 2009/10



The following are activities on which the Mayor and City Council Members could expend city funds:

- League of California Cities, Orange County Division monthly general membership meetings
- Quarterly League of California Cities Policy Committee meetings
- League of California Cities, Orange County Division Board of Directors or Executive Committee meetings
- League of California Cities Annual Conference
- Various League of California Cities training workshops and/or subcommittee meetings
- Meetings of the Orange County City Selection Committee
- Meetings of the Orange County Mayors' Round Table
- Orange County Council of Governments Board meetings and General Assembly
- Southern California Association of Governments meetings and General Assembly
- Various Huntington Beach Chamber of Commerce functions
- Various community organizations' events and fundraising activities
- Various state organizations' events and fundraising activities
- Various national organizations' (such as the National League of Cities, the United States Conference of Mayors, and others) events and workshops
- Various educational workshops put on by the above organizations and others
- Possible trip to one of our two sister cities, Anjo, Japan and Waitekere, New Zealand
- Trips to Washington, D. C. to meet with federal legislators or federal agencies on issues of interest to the City
- Trips to Sacramento, California to meet with state legislators and/or state agencies on issues of interest to the City
- Hosted meetings with representatives from other governmental agencies such as our state or federal legislators, agency representatives, or City Council Members from other cities



City of Huntington Beach
AB1234 Disclosure
Reimbursement Expenses
for the City Attorney
Adopted Budget – FY 2009/10



The following are activities on which the City Attorney could expend city funds:

- Various business meetings/events with business leaders, owners, consultants, or vendors
- Community meetings or events on general or city-specific issues
- Attendance at annual professional conferences, board meetings, and other meetings such as the League of California Cities, including specialized conferences for work-specific topics; reimbursement may include parking, transit, airfare, mileage, hotel, meals, and other incidental expenses
- Books, training, certifications, and publications relevant to the work environment
- City events and city-supported functions such as 4th of July, Association of Volleyball Professionals (AVP), art center features, activities, and expenses related to the events



City of Huntington Beach
AB1234 Disclosure
Reimbursement Expenses
for the City Clerk
Adopted Budget – FY 2009/10



The following are activities on which the City Clerk could expend city funds:

- Various business meetings/events with business leaders, consultants, vendors, and media
- Community meetings or events on general, city, and/or department-specific issues
- Attendance at professional conferences, board meetings and other meetings and events such as the Southern California City Clerks Association, the Orange County Clerks Association, the Beach Cities Clerks Association, the California City Clerks Association, the International Institute of Municipal Clerks, the League of California Cities, the California Association of Clerks and Election Officials, the Orange County Association of Records Managers and Administrators (ARMA), the Huntington Beach Chamber of Commerce membership meetings, the Huntington Beach Chamber of Commerce Planning Conference, the Huntington Beach Chamber of Commerce Economic Conference, the City's Centennial Committees (public/staff), California City Clerks Association New Law and Election Seminar, SIRE Conference, SIRE Roundtable meetings, the Granicus Annual Conference, Nuts & Bolts for Clerks, Senior Saturday, Surf City Nights, Technical Track for Clerks (TTC), Orange County Registrar of Voters, National Notary Association (NNA), Easter Hunt, ICMA Conference Call Meetings, Women Leading Government, Leadership Committee, Youth in Government Day, Fair Political Practices Commission Seminars, sponsor of Sister City Anjo guest, including specialized conferences for work-specific topics and economic conferences; reimbursement may include parking, transit, airfare, mileage, hotel, meals, and other incidental expenses
- City Clerk related books, training, certifications, and publications relevant to the work environment
- City events and city-supported functions such as 4th of July, Association of Volleyball Professionals (AVP), art center features, public safety awards, and activities and expenses related to public outreach events



City of Huntington Beach
AB1234 Disclosure
Reimbursement Expenses
for the City Treasurer
Adopted Budget – FY 2009/10



The following are activities on which the City Treasurer could expend city funds:

- Various business meetings/events with business leaders, owners, consultants, or vendors
- Community meetings or events on general or city-specific issues
- Attendance at annual professional conferences, board meetings, and other meetings such as the California Municipal Treasurers Association, the Association of Public Treasurers of the United States and Canada, the League of California Cities, the Government Finance Officers Association, the California Society of Municipal Finance Officers, including specialized conferences for work-specific topics; reimbursement may include parking, transit, airfare, mileage, hotel, meals, and other incidental expenses
- Occasional trips to testify/lobby on specific city issues to Sacramento, California or to Board of Equalization meetings
- Books, training, certifications, and publications relevant to the work environment
- City events and city-supported functions such as 4th of July, Association of Volleyball Professionals (AVP), art center features, activities, and expenses related to the events



City of Huntington Beach
AB1234 Disclosure
Reimbursement Expenses
for the City Administrator
Adopted Budget – FY 2009/10



The following are activities on which the City Administrator could expend city funds:

- Various business meetings with Chamber President and Board Members
- Various business meetings with Conference and Visitors Bureau President and Board Members
- Various business meetings with business leaders and owners
- Occasional meetings with developers regarding project issues or status
- Community meetings on general or city-specific issues
- Consultant meetings on specific city projects
- Attendance at annual professional conferences and meetings such as International City Management Association, American Society of Public Administrators, League of California Cities, Municipal Management Assistants of Southern California, Alliance for Innovation, Government, including specialized conferences for work-specific topics; reimbursement may include parking, transit, airfare, mileage, and other incidental expenses
- Occasional trips for lobbying on specific city issues to Sacramento, California or Washington, D.C.
- Books and publications relevant to the work environment
- City events and city-supported functions such as 4th of July, Association of Volleyball Professionals (AVP), art center features, activities, and expenses related to the events



City of Huntington Beach Revenue Descriptions and Assumptions Adopted Budget – FY 2009/10



GENERAL FUND REVENUE

Property Tax: \$66,402,000 – This category represents Surf City’s largest revenue source, accounting for 36.6 percent of total budgeted General Fund revenue for FY 2009/10. The stagnant real estate market has severely impacted property tax revenue projections as sales activity has slowed and median home values have fallen to levels last seen in 2003.

Huntington Beach’s total assessed value of property (excluding redevelopment areas), grew by 0.67 percent in FY 2009/10 over FY 2008/09, based on County of Orange Assessor’s Office data. This minor increase in assessed value is the lowest since FY 1999/2000. In addition, supplemental property tax revenue will be significantly less in FY 2009/10 (\$660,000) as fewer residential properties are sold and reassessed.

In addition to the moderating effect the stagnant real estate market has had on secured property values, there is the complicating effect which the State of California “triple-flip” legislation has had on this revenue category in recent years. This legislation requires 0.25 percent of the 1.0 percent local agency share of the Bradley-Burns Sales and Use Tax be used to back economic recovery bonds. Each year the State estimates the 0.25 percent backfill amount to reimburse local agencies. For FY 2009/10, because the State over-estimated this amount for FY 2008/09 (the second year in a row), the actual apportionment will be significantly less. This pattern of missed estimates and subsequent true-ups by the State leads to severe fluctuations in revenue projections year-over-year.

Other Local Taxes: \$54,685,000 – This revenue category represents the second largest source of General Fund revenue. The four major types of revenue in this category comprise 30.2 percent of General Fund revenue budgeted for FY 2009/10:

Sales Tax: \$19,575,000 – The continuing recession has impacted the City’s sales tax revenue significantly. The projected amount for FY 2009/10 represents a 5.5 percent decrease from FY 2008/09 projections and a 22.6 percent drop from the FY 2008/09 adopted budget of \$25.3 million. Sales tax revenue accounts for 10.8 percent of total General Fund revenue. It is expected that the continued recessionary effects will negatively impact sales tax revenue for the foreseeable future.

Utility Users Tax: \$21,725,000 – The city charges a 5.0 percent utility tax on water, telephone (cellular and land line usage), gas, electricity, and cable usage. Based on recent trends, this category will experience little growth from FY 2008/09 to FY 2009/10. This source of income accounts for 12.0 percent of General Fund revenue.

Franchises: \$7,985,000 – The city has several franchise agreements providing 4.4 percent of General Fund revenue. The largest sources of franchise revenue are from the Southern California Gas Company (SoCal Gas) and Southern California Edison (SCE.) Together, these companies are projected to supply \$3,660,000 in franchise revenue for FY 2009/10. In addition, the city receives franchise payments from Rainbow Disposal as part of their refuse and recycling contract. Huntington Beach also has an agreement with Clear Channel Communications whereby the city receives franchise revenue for allowing advertising on bus benches and bus shelters throughout Surf City.

Transient Occupancy Tax (TOT): \$5,400,000 – More generally referred to as the “hotel tax,” this revenue source is projected to decrease in FY 2009/10 over the FY 2008/09 adopted budget. The effects of the recession have been felt on the hospitality industry as occupancy rates and average daily rates continue to decline as fewer business and leisure travelers book rooms in local hotels. A new hotel in downtown Huntington Beach, the Shorebreak Hotel, opened in May 2009, as part of The Strand development. While this new hotel adds rooms, which generate transient occupancy tax, it has not been enough to offset the overall decline in this industry. Additional developments being planned



City of Huntington Beach Revenue Descriptions and Assumptions Adopted Budget – FY 2009/10



throughout Surf City will add to the number of hotel rooms contributing TOT revenue to the General Fund in the future. However, so long as the recession keeps hotel rooms vacant while tempering room rates, transient occupancy tax revenue will remain stagnant.

Licenses and Permits: \$6,981,500 – A comprehensive fee study conducted in FY 2008/09 updated many Building and Safety, Planning, and Public Works fees. However, the continued retreat in the residential, commercial, and industrial construction and development sectors continues to adversely affect license and permit revenue for FY 2009/10. Most significantly, building, electrical, and mechanical permit revenue is projected to be lower in FY 2009/10 compared to FY 2008/09. In addition, revenue from planning permits is also expected to be lower than in prior years.

Fines, Forfeitures, and Penalties: \$4,260,450 – This category, representing 2.3 percent of General Fund income, records revenue from traffic and parking tickets as well as fines levied on delinquent library materials. Also of significance is the revenue from fines for false alarm responses. Per the city's municipal code, fines are charged for Police response to false alarms depending on the number and frequency.

Use of Money and Property: \$14,910,000 – This category will see decreased revenue overall when compared to FY 2008/09. Interest revenue, lease and concession income, and oil royalty revenue are all projected to be lower in FY 2009/10 versus FY 2008/09. With interest rates at historically low levels coupled with the City Treasurer's conservative investment approach, pooled cashed interest will come in significantly lower than in prior years. In addition, oil well royalty revenue is affected by per barrel prices, which are lower than prior fiscal years. Revenue from the various concession agreements the city has with Ruby's, Dukes, Meadowlark Golf Club, National Equestrian Centers, and other retail establishments on city-owned property will be down slightly. Many of the agreements the City has with these establishments are based on a percentage of gross receipts. As the recession has affected all aspects of the economy, less revenue is expected from Ruby's, Duke's, and other similar retail establishments.

Parking revenue from the Pier Plaza parking lot, downtown-parking structure, Sunset Vista RV camping, and parking meters throughout the city is expected to provide almost nine million dollars as the effects of recently increased fees, coupled with the upgrade of parking meters, take full effect in FY 2009/10.

Revenue from Other Agencies: \$2,543,000 – A major source of revenue in this category is the Motor Vehicle License Fee (VLF), which will provide an estimated \$600,000 in FY 2009/10. This source of revenue continues to decline as the State takes a larger share of the pre-apportioned amount to fund various State functions and agencies and as the recession dampens automobile purchases. Also in this revenue category is the real property transfer tax, which is split 50-50 between the County of Orange and the City of Huntington Beach. This is another category of revenue affected by the slow down in the real estate market as fewer residential housing transactions occur. Surf City also receives revenue from the State Office of Emergency Services, reimbursing the Fire Department when the strike team is deployed to wild-land fires across the state. The city also is reimbursed by the Police Officer Standards and Training (POST) office for sending our Police Officers to various training opportunities.

Charges for Current Services: \$22,972,563 – Huntington Beach receives revenue from various "fee for service" activities representing 12.7 percent of General Fund revenue: plan check reviews by Public Works and Building and Safety, fees for recreational classes and programs, FireMed membership and billing service reimbursement, and other activities. The largest source of revenue in this category is from FireMed program insurance billings and memberships. This source of revenue accounts for approximately \$6.9 million. Recreational program fees and the Junior Lifeguard program account for another \$4.1 million in revenue.



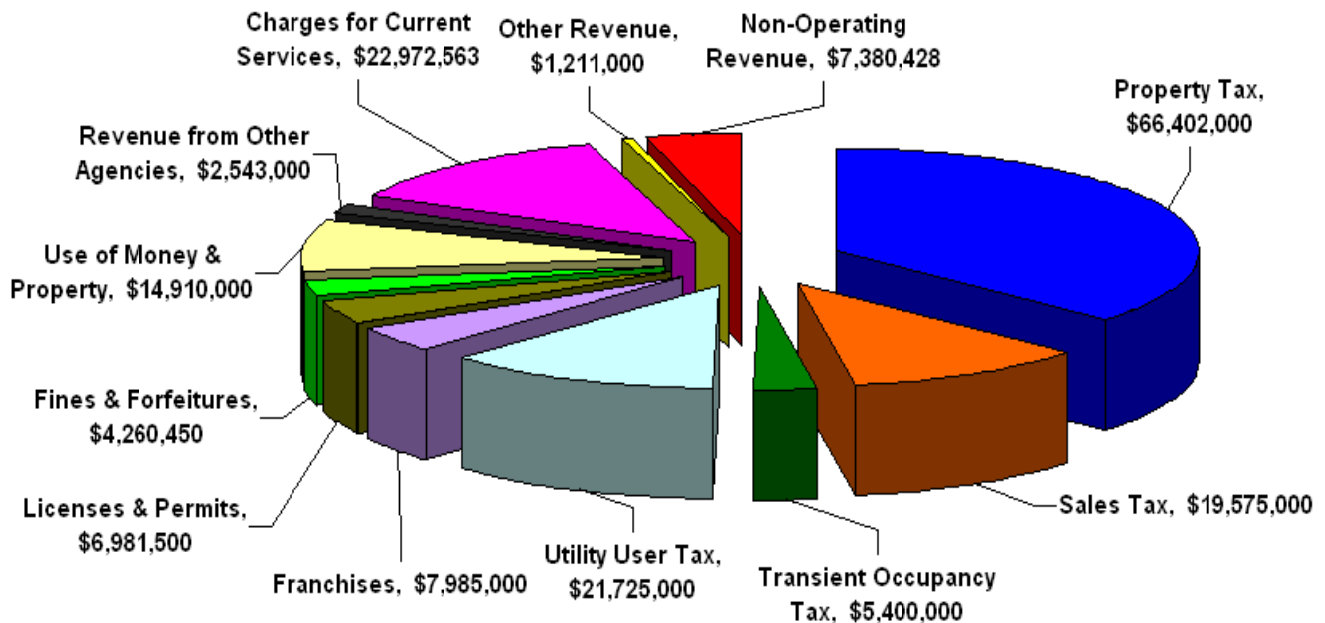
City of Huntington Beach Revenue Descriptions and Assumptions Adopted Budget – FY 2009/10



Other Revenue: \$1,211,000 – This category of revenue records fees from the City Clerk’s passport processing facility, sales of surplus city equipment, restitution, and settlement payments from various court decisions decided in the City’s favor, as well as other miscellaneous and reimbursement revenue.

Non-Operating Revenue: \$7,380,428 – Non-Operating revenue includes repayment of debt from the Redevelopment Agency to the General Fund (\$4,425,000 for FY 2009/10.) There is also the repayment of a General Fund loan to the Park Acquisition and Development (PA&D) Fund of \$294,000 annually. A one-time infusion of \$1.7 million from the Judgment Obligation fund will be realized in FY 2009/10. This cash was held in reserve since the establishment of this fund in 2004. The legally required period for holding this cash has passed and now the money can be repaid to the General Fund.

GENERAL FUND REVENUE GRAPH





City of Huntington Beach Revenue Descriptions and Assumptions Adopted Budget – FY 2009/10



NON-GENERAL FUND REVENUE

Enterprise Funds: \$60,134,000 – The city has four major enterprise funds: Refuse, Sewer Service, Water, and Water Master Plan. Projected to bring in \$37,173,000 in FY 2009/10, the Water Fund is the largest source of enterprise revenue to the City. Water utility operations are funded by charges to municipal users (residential and commercial) of city water. Rates are adjusted periodically according to State law to ensure the fiscal integrity of the Water Fund. The Refuse Fund (\$10,772,500) is also a large source of enterprise revenue. The City has a contract with Rainbow Disposal. Monthly refuse charges are deposited to and in turn, the cost of refuse services is paid out of, the Refuse Fund.

Special Revenue/Other/Capital Project Funds: \$7,015,000 – This category includes a large and varied portion of non-General Fund revenue sources. Due to the categorization of funds in the City's accounting system, this category includes Special Revenue Funds such as the Measure M, Air Quality, and Fourth of July Parade funds; the Capital Project Fund used to account for In-Lieu Parking Downtown revenue; and Other Funds like the Special Events and Rehabilitation Loan funds.

The largest sources of revenue in the Special Revenue funds category are: Measure M (\$2,170,000), the half-cent County of Orange sales tax earmarked for transportation programs; Traffic Congestion Relief (\$1,985,000), a fund used to record Proposition 42 gasoline tax revenues, which are used to fund various capital street projects; and Gas Tax (\$900,000), a separate fund for recording the state sales tax on fuel sales. It should be noted that, at the time of budget adoption, it was unknown whether the City would receive its gas tax apportionment from the State of California in FY 2009/10. At the present time, the State will release gas tax revenues to municipalities, allowing Huntington Beach to complete several capital projects improving the City's transportation network. However, the stability of this revenue in future years is in question as the State continues to propose various methods for balancing its budget.

The remainder of this category receives revenue from myriad sources: the Special Events Fund (\$199,000) records reimbursement, sponsorship and permit revenue from various events held in Surf City such as the U.S. Open of Surfing, Surf City Marathon, and related events; the Fourth of July Fund (\$403,000,) which receives donation and reimbursement revenue related to the city's annual Fourth of July celebration; and the In-Lieu Parking Downtown Fund (\$100,000,) which receives revenue from development projects for payments in-lieu of constructing parking spaces.

Redevelopment Agency: \$24,626,200 – This category is comprised of Redevelopment Agency (RDA) project area and tax increment (i.e., debt service) funds for the two redevelopment areas in Huntington Beach: the Merged Project area and the Southeast Coastal Project area. The largest source of revenue in this category is tax increment from the Merged Project Area (\$19,400,000.) Also, there is the Merged Project Area Capital Fund (\$1,150,000) that is used to record rental income as well as revenue from Owner Participation Agreements (OPAs) and Disposition and Development Agreements (DDAs.)

The City also administers the legally required Low-Income Housing (Housing Set-Aside) Fund that receives twenty percent of the tax increment revenue from the redevelopment areas within Huntington Beach. For FY 2009/10, it is estimated that this fund will receive approximately \$3,871,200 in revenue from pooled cash interest and the transfer in of the twenty percent share of tax increment.

Public Financing Authority/Debt Service/Assessment Districts: \$11,672,000 – Huntington Beach has a Public Finance Authority (PFA,) which was established in 1988, to issue debt for the financing of public improvements and other capital purchases. For FY 2009/10, the PFA will record approximately \$6,251,000 in non-operating revenue. This non-operating revenue is from the repayment of debt by the General Fund, Redevelopment Agency Merged Project Area, and other funds related to various improvement projects over the



City of Huntington Beach Revenue Descriptions and Assumptions Adopted Budget – FY 2009/10



years. Therefore, the revenue is recorded as a transfer, or “non-operating revenue,” into this fund and is then used to pay debt service according to an amortization (debt) schedule.

The City also has several community facility districts (CFDs,) which receive assessment revenue to pay off debt related to developments in specific areas of the city (e.g., as Bella Terra.) In addition, the Judgment Obligation bond fund (\$1,091,000) receives non-operating transfers from the General Fund to pay off judgment obligation bonds issued in 2004.

Trust and Agency Funds: \$7,109,990 – The two largest sources of revenue in this category are the Retirement Supplement and Retiree Insurance Medical Funds. Huntington Beach has a supplemental retirement and an Other Post Employment Benefits (OPEB) program. These two funds receive revenue (transfers) from bi-weekly payroll charges to pay the Annual Required Contribution (ARC) amount as determined by an actuarial report.

In addition, this category records revenue from Huntington Beach’s three Business Improvement Districts (BIDs): Downtown Merchants, Hotel-Motel, and Auto Dealers. Under California law, these BIDs are allowed to collect assessments from their members for the use of various improvements. The city acts as an intermediary for the BIDs and records these assessments in three distinct funds. The BIDs then submit annual operating budgets, which are reviewed and approved by the City Council.

The largest BID in terms of assessment revenue is the Hotel-Motel, which records approximately ten percent of the City’s annual transient occupancy tax (TOT) revenue. For FY 2009/10, the Hotel-Motel BID is expected to record a total of \$550,000 in TOT assessment and pooled cash interest revenue. The Auto Dealers BID projects \$191,120 in assessment and loan repayment revenue and the Downtown Merchants BID is projecting \$96,000 in assessment revenue.

Separate Legal Governing Board: \$374,280 – Huntington Beach has a Joint Powers Agreement (JPA) with local Fire Departments to use the City’s training facility on Gothard Street. Through reimbursement agreements with the various Fire Departments, this JPA is expected to record \$281,000 in revenue in FY 2009/10. Huntington Beach also administers the West Orange County Water Board (WOCWB) and joint powers revenue related to its operations are recorded here (\$93,280) for FY 2009/10.

Grants: \$2,291,650 – The single largest source of grant revenue for Huntington Beach is the Community Development Block Grant (CDBG) program, administered by the Federal Department of Housing and Urban Development (HUD). The allocation to Huntington Beach for FY 2009/10 is \$1,373,445. Each year, after receiving notice of the CDBG award, the Economic Development Department works closely with local non-profit agencies to establish programs funded by CDBG grant monies. These sub-grantees have their program of service reviewed and ultimately approved by the City Council.

There are also other grants received by Police, Fire, Public Works, Library, and Community Services which are recorded in this revenue category. The City’s financial policies dictate that grant revenue is budgeted at the time of City Council approval of the grant award. Therefore, the adopted budget for FY 2009/10 for all grants does not reflect the full complement of grants awarded throughout the fiscal year.



City of Huntington Beach Glossary of Terms Adopted Budget – FY 2009/10



Accounting Method – The City of Huntington Beach accounts for its financial position and operations according to generally accepted accounting principles (GAAP) for governmental units prescribed by the Government Accounting Standards Board (GASB). A fund or account group is an accounting entity with a self-balancing set of accounts recording the financial position and results of operations of a specific governmental activity. The City prepares financial statements on the modified accrual basis for all governmental fund types except for the financial statements of the proprietary fund types, which are prepared on the accrual basis.

Accrual Basis – The basis of accounting under which transactions are recognized when they occur regardless of the timing of related cash flows.

ADA – (see Americans with Disabilities Act).

Adopted Budget – The City Council approved annual budget establishing the legal authority for the expenditure of funds set forth in the adopting City Council budget resolution.

Americans with Disabilities Act (ADA) – This Federal law requires that public facilities be accessible to individual with physical limitations.

Appropriation – A legal authorization granted by a legislative body to make expenditures and to incur obligation for specific purposes.

Appropriation Account – A budgetary account set up to record specific authorizations to spend. The account is credited with original and any supplemental appropriations and is charged with expenditures and encumbrances.

Appropriation Limit – As a governmental entity in the State of California, the City is subject to the Gann Spending Limit Initiative, which limits the amount of annual appropriations of tax proceeds.

Assessed Valuation – A dollar value placed on real estate or other property by the County of Orange as a basis for levying property taxes.

Audit – Prepared by an independent certified public accountant (CPA) to form an opinion regarding the legitimacy of transactions and internal controls. An audit is an examination and evaluation of the City's records and procedures to ensure compliance with specified rules, regulations, and best practices.

BID – (see Business Improvement District).

Bond – A written promise issued by the City to pay a specific sum of principal amount, at a specified date(s) in the future, together with periodic interest at a special rate to raise capital, usually to pay for the construction of long-term infrastructure projects. Two major types of bonds include General Obligation Bonds and Revenue Bonds.



City of Huntington Beach Glossary of Terms Adopted Budget – FY 2009/10



Bond Proceeds – Funds received from the sale or issuance of bonds.

Budget – A Plan of financial operation embodying a summary and detail of authorized expenditures for a given period and the proposed means of financing them.

Business Improvement District (BID) – Is a financing mechanism that is used to provide revenue for a variety of local improvements and services that enhance, not replace, existing municipal services. In California, there are several types of BIDs, including property based, business based, and tourism based.

Business Unit – An eight digit accounting reference comprised of the fund, department, and program. Expenditures and revenues are budgeted within business units.

CAFR – (see Comprehensive Annual Financial Report).

California Public Employees' Retirement System (CalPERS) – Statewide retirement system that covers most City of Huntington Beach employees.

CalPERS – (see California Public Employees' Retirement System).

Capital Assets – Assets of long-term character that are intended to continue to be held or used for a period of more than one year, such as land, buildings, machinery, furniture, and other equipment.

Capital Improvement Program (CIP) – A long-range plan for the development and replacement of long-term assets such as streets, buildings, water and sewer systems.

Capital Outlay – Expenditures, which result in the acquisition of assets with an initial cost of at least \$10,000 and an expected life of at least two years.

Capital Project Funds – Used to account for financial resources used for the acquisition or construction of major capital facilities (other than those financed by proprietary fund types).

CDGB – (see Community Development Block Grant).

Certified Public Accountant (CPA) – An accountant who has passed certain examinations and met all other statutory and licensing requirements of a United States state to be certified by that state.

CFD – (see Community Facilities District).

Charges for Services – Reimbursement for services rendered to the public or to some other program/fund in the City.

CIP – (see Capital Improvement Program).



City of Huntington Beach Glossary of Terms Adopted Budget – FY 2009/10



City Charter – The legal authority granted by the State of California establishing the entity known as the City of Huntington Beach and giving it the ability to provide services and collect revenue to support those services.

Combined Transportation Funding Program (CTFP) – The Orange County Transportation Authority (OCTA) created the CTFP to provide local agencies with a common set of guidelines and project selection criteria for a variety of funding programs.

Community Development Block Grant (CDBG) – The Housing and Community Development Act of 1974 provides funds to cities and counties to develop urban communities, decent housing, a suitable living environments, and expanded economic opportunities principally for low and moderate-income persons. This federal program gives priority to activities, which benefit low and moderate-income individuals.

Community Facilities District (CFD) – A special district that can issue tax-exempt bonds as a mechanism by which public entities finance construction and/or acquisition of facilities and provide public services to the district.

Comprehensive Annual Financial Report (CAFR) – The official annual report of the City's financial condition, which encompasses all funds, at the conclusion of the fiscal year.

Consumer Price Index (CPI) – A statistical description of price levels provided by the United States Department of Labor. The change in this index from year to year is used to measure the cost of living and economic inflation.

Cost Allocation – A method used to charge General Fund overhead costs to other funds.

CPI – (see Consumer Price Index).

CTFP – (see Combined Transportation Funding Program).

Debt Service – The repayment of principal and/or interest on borrowed funds.

Debt Service Funds – Governmental fund type used to account for the accumulation of resources for, and the payment of general long-term debt principal and interest.

Debt Service Requirement – The amount required to pay interest on outstanding debt, serial maturities of principal for serial bonds, and required contributions to accumulate monies for future retirement of term bonds.

Deficit – The excess of liabilities of a fund over its assets.

Department – The basic organizational entity of government that is functionally unique in its delivery of services.



City of Huntington Beach Glossary of Terms Adopted Budget – FY 2009/10



Depreciation – Expiration the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy, or obsolescence.

Developer Fees – Adopted fees requiring new development or redevelopment to pay its proportional share of the costs associated with providing the necessary public infrastructure.

Encumbrances – Commitments related to unperformed contracts for goods and services.

Enterprise Funds – A fund established to account for operations that are financed and operated in a manner similar to private enterprise. Examples of enterprise funds are water and sewer services.

Equipment Replacement – Appropriations budgeted for the purchase of rolling stock and movable assets.

Expenditure – The actual spending of funds set aside by appropriation for identified goods and services.

Expense – The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service, or settling a loss.

Fair Share Traffic Impact Fee Program (TIF) – A program intended to implement the goals and objectives of the General Plan by providing revenue to ensure that the adopted Level of Service standards for arterial roadways and signalized intersections are maintained when new development is constructed within the City limits.

Fee – A general term used for any charge levied by government for providing as service or permitting an activity.

Fiscal Year (FY) – The twelve-month period to which the annual operating budget applies and at the end of which a government determines its financial position. The City of Huntington Beach's fiscal year is October 1 to September 30.

Fixed Assets – Purchases of physical inventory items that are intended to be held or used for long term, such as equipment or infrastructure.

FTE – (see Full-Time Equivalent Position).

Full-Time Equivalent Position (FTE) – Staffing collectively based on a 2,080-hour year.

Fund – A fiscal and accounting entity with a self-balancing set of accounts, recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein which are segregated for the purpose of carrying on specific activities of government functions.



City of Huntington Beach Glossary of Terms Adopted Budget – FY 2009/10



Fund Balance – The excess of the assets of a fund over its liabilities, reserves, and carryovers.

FY – (see Fiscal Year).

GAAP – (see Generally Accepted Accounting Principles).

GASB – (see Governmental Accounting Standards Board).

General Fund – The fund used to account for all financial resources except those identified for special purposes. The operating fund of the City that receives unrestricted revenue such as property and sales taxes. The fund used to provide a wide range of public services.

Generally Accepted Accounting Principles (GAAP) – Uniform minimum standards for financial accounting and recording.

Governmental Accounting Standards Board (GASB) – Develops standardized reporting for government entities.

Grants – Contributions, gifts, or assets from another government entity to be used or expended for a specified purpose, activity, or facility.

HUD – U. S. Department of Housing and Urban Development.

Indirect Costs – A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one service.

Infrastructure – Facilities that support the daily life and growth of the City, for example roads, water lines, sewers, public buildings, and parks.

Interfund Transfers – Monies transferred from one fund to another. Such money is transferred to finance the operations of another fund or to reimburse the fund for certain expenditures/expenses.

Internal Service Fund – A fund used for the financing of goods or services provided by one department or agency to other departments or agencies on a cost-reimbursement basis.

Joint Powers Authority (JPA) – A JPA is formed when it is to the advantage of two or more public entities with common powers to consolidate their forces to acquire or construct a joint-use facility.

JPA – (see Joint Powers Authority).

Long-Term Debt – Debt with a maturity of more than one year after the date of issue.



**City of Huntington Beach
Glossary of Terms
Adopted Budget – FY 2009/10**



Long Term Financial Plan – A combination of financial forecasting and strategizing to identify future challenges and opportunities, causes of fiscal imbalances and strategies to secure financial sustainability.

Mandate – Legislation passed by the state or federal government requiring action or provision of services or programs.

Measure M – An initiative passed by Orange County voters to fund transportation improvements using revenue generated by a countywide sales tax.

Memoranda of Understanding (MOU) – As used in this budget document refers to agreements, for a specified period of time, between the City and various employee associations, outlining wage increases, provision of and contribution levels for benefits, and employment-related matters.

Motor Vehicle In-Lieu Tax – (see Vehicle License Fee).

MOU – (see Memoranda of Understanding).

Municipal Bond – A bond issued by a state or local government.

Municipal Code – A compilation of enforceable ordinances adopted by the City Council.

National Pollution Discharge Elimination System (NPDES) – This Federal regulation sets standards for the quality of storm water discharged into rivers, lakes, and oceans.

Non-Departmental – Program costs that do not relate to any one particular department, but represent costs that are general and citywide in nature.

NPDES – (see National Pollution Discharge Elimination System).

Object Code – A five digit accounting reference to a specific revenue or expense item. Combines with the business unit to create a revenue or expenditure account number.

OCTA – (see Orange County Transportation Authority).

Operating Budget – Plan of current non-capital expenditures and the proposed means of financing them.

Operating Expenses – The cost for materials and equipment that are required for a department to perform its functions.

Operating Revenue – Funds received as income to pay for ongoing operations.

Operating Transfers – Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended, such as transfers from the General Fund to a Special Revenue or Capital Projects Fund.



City of Huntington Beach Glossary of Terms Adopted Budget – FY 2009/10



Orange County Transportation Authority (OCTA) – A public sector transportation planning body and transit service provider for Orange County, California.

Ordinance – A formal legislative enactment by the City Council. If it is not in conflict with any higher form of law, such as state statute or constitutional provision, it has the full force and effect of the law within the boundaries of the City.

Organization Chart – A pictorial representation of the administrative and functional structure of a City unit.

Other Funds – Within this budget document, those funds that are not included as part of the General Fund.

Pension Tax Rate – City Charter amendment allowing the City Council to set a tax rate and levy an override tax on the assessed value of property up to a maximum amount as determined by an annual actuarial study to recover a portion of the City's costs related to a supplemental retirement program.

Performance Measures – A set of measurable objectives, linked to the City's various strategic plan goals, which are determined by a department and used to gauge a program, business unit, or division's effectiveness and efficiency. Used as a management tool during the budget development process to set priorities and shift resources as necessary.

Personal Services – Expenditures for salaries and benefits for employees of the City.

Program Budget – A budget wherein expenditures are based primarily on program of work and the performance of certain functions.

RDA – (see Redevelopment Agency).

Redevelopment Agency (RDA) - An Entity formed to renovate older areas of the City to increase economic vitality.

Reserve – The City uses and designates reserves according to adopted financial policies. In addition to the required seven percent reserve, there is the: Equipment Reserve, used to replace obsolete vehicles and equipment while setting aside funds for future equipment and vehicle needs; Capital Improvement Reserve (CIR), a designated reserve for various capital projects; and the General Liability Reserve which is designated for workers compensation and liability claims.

Resolution – A special order of the City Council, which has a lower legal standing than an ordinance.

Revenue – Sources of income financing the operation of government.

SCAQMD – (see Southern California Air quality Management District).



**City of Huntington Beach
Glossary of Terms
Adopted Budget – FY 2009/10**



Southern California Air Quality Management District (SCAQMD) – The air pollution control agency for all of Orange County and the urban portions of Los Angeles, Riverside, and San Bernardino counties in California.

Special Revenue Funds – Funds that are separately administered because the City Council, the State of California, or the Federal government has placed restrictions on how revenues may be spent.

Strategic Plan – The process of defining a strategy, or direction, and making decisions on allocating resources to pursue this strategy, including capital and employees. The City adopted its strategic plan in January 2009, setting five broad goal areas, each with its own set of related projects: Maintain and enhance our financial reserves, Maintain, improve and obtain funding for public improvements, Maintain and enhance public safety, Enhance economic development, and Improve internal and external communication.

TAB – (see Tax Allocation Bond).

Tax Allocation Bond (TAB) – Bonds issued in conjunction with a redevelopment project. The taxes pledged to their repayment come from the increase of assessed value over and above a pre-established base. The redevelopment creates this added value, known as the tax increment.

Tax Increment – Property tax that is collected as a result of increased valuation within the Redevelopment Area (RDA).

Tax Rate – The amount of assessment stated in terms of a unit of the tax base.

Taxes – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments.

TIF – (see Fair Share Traffic Impact Fee Program).

TOT – (see Transient Occupancy Tax).

Transfers – Amounts moved from one fund to another to assist in financing the services for the recipient fund.

Transient Occupancy Tax (TOT) – A tax imposed on individuals with hotel/ motel stays less than thirty days. The rate in the City of Huntington Beach is ten percent.

Unencumbered Balance – The portion of an appropriation that is neither expended nor encumbered. The amount of budget still available for future purposes.



City of Huntington Beach Glossary of Terms Adopted Budget – FY 2009/10



Unfunded Liabilities – The unfunded liability, the present value of the expected future benefits vested to date, is the amount by which the plan's liabilities exceed the assets on a given date.

U. S. Department of Housing and Urban Development – (see HUD).

User Fees and Charges – A cost paid for a public service or the use of a public facility by the entity benefiting from the service.

Utility Users Tax (UUT) – A tax imposed on users for various utilities in the City including water, telephone, gas, electric, and cable television services.

UUT – (see Utility Users Tax).

Vehicle License Fee (VLF) – Is a tax on the ownership of a registered vehicle in place of taxing vehicles as personal property, also called the motor vehicle in-lieu tax. The VLF is paid annually upon vehicle registration in addition to other fees, such as the vehicle registration fee, air quality fees, and commercial vehicle weight fees all of which fund specific state programs. The VLF funds city and county services.

VLF – (see Vehicle License Fee).

Water Master Plan (WMP) – The WMP was adopted by the City in 1990, and updated in 2000 and 2005. This plan recommends new facilities to provide the City with adequate water production and storage capabilities.

WMP – (see Water Master Plan).



City of Huntington Beach Financial Policies Adopted Budget – FY 2009/10



FINANCIAL REPORTING AND ACCOUNTING STANDARDS

- ❑ The City's accounting system will be maintained in accordance with generally accepted accounting practices and the standards of the Government Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).
- ❑ The annual financial report will be prepared within six months of the close of the previous fiscal year. The City will use generally accepted accounting principles in preparing the annual financial statements and will attempt to qualify for the Government Finance Officers Association's Excellence in Financial Reporting Program.
- ❑ The City will strive for an unqualified audit opinion. An unqualified opinion is rendered without reservation by the independent auditor that financial statements are fairly presented.
- ❑ The City will contract for an annual audit by a qualified independent certified public accounting firm. The independent audit firm will be selected through a competitive process at least once every five years. The contract period will be for an initial period of three years, with two one-year options.

BUDGETING

- ❑ The budget will be prepared consistent with the standards developed by the Government Finance Officers Association and California Society of Municipal Finance Officers (CSMFO). In addition, a summary version will be provided to the public in a user-friendly format.
- ❑ The City will maintain a balanced operating budget for all funds with estimated revenues being equal to, or greater than, estimated expenditures, and with periodic City Council reviews and necessary adjustments to maintain balance.
- ❑ On-going revenues will support on-going expenditures. Revenues from one-time or limited duration sources will not be used to balance the annual operating budget.
- ❑ Support function appropriations will be placed in the department in which they are managed.

GENERAL FUND BALANCE

- ❑ There will be an established Economic Uncertainties Reserve commitment in the General Fund. The goal is to have an Economic Uncertainties Reserve commitment equal to the value of two months of the General Fund expenditure adopted budget amount.
- ❑ Once established, appropriations from the Economic Uncertainties Reserve commitment can only be made by formal City Council action. Generally, appropriations and access to these funds will be reserved for emergency situations. Examples of such emergencies include, but are not limited to:
 - An unplanned, major event such as a catastrophic disaster requiring expenditures over 5% of the General Fund adopted budget
 - Budgeted revenue taken by another government entity
 - Drop in projected/actual revenue of more than 5% of the General Fund adopted revenue budget
- ❑ Should the Economic Uncertainties Reserve commitment be used, and its level falls below the minimum amount of two months of General Fund expenditures adopted budget, the goal is to replenish the fund within three fiscal years.



City of Huntington Beach Financial Policies Adopted Budget – FY 2009/10



- Allocation of the audited General Fund unassigned fund balance will be done as follows if, and until, the Economic Uncertainties Reserve commitment is fully funded (i.e., two months of General Fund expenditures):
 - 50% to Economic Uncertainties Reserve commitment
 - 25% for Infrastructure Fund
 - 25% to Capital Improvement Reserve (CIR) commitment
- Once the Economic Uncertainties Reserve commitment attains full funding, unassigned fund balance will be divided as follows:
 - 25% for Infrastructure Fund
 - 25% to Capital Improvement Reserve (CIR) commitment
 - 50% to Equipment Replacement commitment
- Any unanticipated and unrestricted revenues received during the fiscal year will be added to the fund balance of the General Fund.

FUND BALANCE CLASSIFICATION

- The City's fund balance is made up of the following components:
 - Nonspendable fund balance typically includes inventories, prepaid items, and other items that, by definition cannot be appropriated.
 - The restricted fund balance category includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.
 - The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the City Council. The City Council has authority to establish, modify, or rescind a fund balance commitment.
 - Amounts in the assigned fund balance classification are intended to be used by the City for specific purposes but do not meet the criteria to be classified as restricted or committed. The City Administrator or designee has the authority to establish, modify, or rescind a fund balance assignment.
 - Unassigned fund balance is the residual classification for the City's funds and includes all spendable amounts not contained in the other classifications.
- The City considers restricted or unrestricted amounts to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available.
- The City's committed, assigned, or unassigned amounts are considered to have been spent when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

APPROPRIATION AUTHORITY

- The City Council is the appropriation authority for the City Budget. As required by state law, appropriations expire at the end of each fiscal year.



City of Huntington Beach Financial Policies Adopted Budget – FY 2009/10



NON-DEPARTMENTAL BUDGET

- ❑ The City shall maintain a non-departmental budget that is used for expenditures that do not apply to a specific department, are Citywide in nature, or shared by several departments. The Director of Finance and City Administrator shall be responsible for administration of this budget.

OPERATION OF THE CAPITAL IMPROVEMENT RESERVE (CIR) COMMITMENT

- ❑ The Capital Improvement Reserve (CIR) will only be used to budget for, and construct, capital improvement projects identified in the City's five-year Capital Improvement Plan (CIP).
- ❑ Savings from completed capital improvement projects will be retained for use on other infrastructure projects.

ENTERPRISE FUNDS

- ❑ An Enterprise Fund is a type of proprietary fund used to report an activity for which a fee is charged to external users for goods or services. The City will set users fees for each enterprise fund at a rate that fully recovers the direct and indirect costs of providing service.
- ❑ The City will adjust user fees as necessary to ensure that enterprise funds do not collect revenues at a rate in excess of the fund's operating, capital, and reserve requirements.
- ❑ Enterprise funds will be supported by their own rates and not subsidized by the General Fund.
- ❑ Enterprise funds will pay their share of overhead services provided by the General Fund.

SPECIAL REVENUE FUNDS

- ❑ A Special Revenue Fund is used to account for the proceeds of specific revenue sources that are restricted to expenditure for specified purposes.
- ❑ The City Council will establish which revenues require placement into a special revenue fund.
- ❑ The City Council will establish which expenditures will be expensed to each special revenue fund.

DEBT ISSUANCE & MANAGEMENT

- ❑ The City will not use long-term debt to pay for current operations.
- ❑ The City will strive to construct capital and infrastructure improvements without incurring debt. Debt financing will be considered for capital and infrastructure improvements when one or more of the following circumstances exist:
 - When the term of the debt does not extend beyond the useful life of the improvements
 - When project revenues or specific resources will be sufficient to service the long-term debt
 - When the cost of debt is less than the impact of the cost caused by delaying the project



City of Huntington Beach Financial Policies Adopted Budget – FY 2009/10



CHARGES & USER FEES

- ❑ “User Fees” are fees for services that are exclusively provided by the City and cannot legally exceed the cost of the service provided nor the statutory limit (if lower). User Fees will be reviewed and/or revised periodically by the City Council. User Fees that do not recover all direct and indirect costs of service will be clearly identified and must be approved by the City Council.
- ❑ “Charges” are fees that have no statutory limit and typically are set at “market rates” since the public can choose to obtain these services from other sources. Charges will be reviewed and/or revised periodically by the City Council. Charges that do not recover all direct and indirect costs of service will be clearly identified and must be approved by the City Council.
- ❑ The City Council will be presented annually with a list of all User Fees and Charges indicating when they were last changed.
- ❑ Fees for infrastructure improvements required by new development will be reviewed annually to ensure that the fees recover development related expenditures.

CAPITAL MANAGEMENT

- ❑ The City will prepare a five-year Capital Improvement Plan (CIP). The plan will be developed biannually and updated annually. The Capital Improvement Plan will include current operating maintenance expenditures, funding to support repair and rehabilitation of deteriorating infrastructure, and the construction of new infrastructure projects.
- ❑ Prior to planning the construction of new infrastructure, the improvement’s future operating, maintenance, and replacement costs will be forecast and matched to available revenue sources in the operating budget.

BASIS OF BUDGETING

- ❑ Governmental, agency and expendable trust fund types, and pension trust funds use a modified accrual basis of accounting. These funds recognize revenue when it is susceptible to accrual. It must be measurable and available to finance current period expenditures. Examples include property taxes, sale tax, governmental grants and subventions, interest and charges for current service. Revenues not susceptible to accrual include certain licenses, permits, fines and forfeitures, and miscellaneous revenue. The City of Huntington Beach recognizes expenditures when it incurs a measurable liability, with the exception of interest on long-term debt, which is recognized when it is due.
- ❑ The City accounts for proprietary fund types and pension trust funds on the accrual basis, similar to private businesses, recognizing revenue when earned, regardless of the date of receipt, and recognizing expenses when they are incurred. The City selected under GASB Statement 20, to apply all GASB pronouncements as well as an official statement of opinions of the Financial Accounting Board.
- ❑ The budget includes estimates for revenue that, along with the appropriations, comprise the budgetary fund balance. The appropriated budget covers substantially all fund type expenditures. The City Council adopts governmental fund budgets consistent with generally accepted accounting principles as legally required. There are no significant unbudgeted financial activities. Revenues for special revenue funds are budgeted by entitlements, grants, and estimates of future development and growth. Expenditures and transfers are



City of Huntington Beach Financial Policies Adopted Budget – FY 2009/10



budgeted based upon available financial resources. The City uses an encumbrance system as an aid in controlling expenditures. When the City issues a purchase order for goods or services, it records an encumbrance until the vendor delivers the goods or performs the service. At year-end, the City reports all outstanding encumbrances as reservations of fund balance in governmental fund types. The City then re-appropriates these encumbrances into the new fiscal year.

FUND BALANCE DEFINITIONS AND PROJECTIONS

- ❑ The City is reporting estimated changes in fund balances for all funds with adopted budgets for the current fiscal year. The City has chosen to report certain major funds individually and the others combined within the annual audit. Major funds used in the City's Comprehensive Annual Financial Report (CAFR), plus selected other funds are described. Within the budget document, all funds operated by the City are individually presented.
- ❑ For governmental funds, the fund balances represent the estimated effort of the adopted budget on the unassigned fund balance that will be reported in the CAFR for prior fiscal year completed. This amount represents the amount available for appropriation by the City Council.
- ❑ For fiduciary and enterprise funds, the fund balances reported represent the net working capital (current assets minus current liabilities) shown in these funds. This amount closely parallels the unrestricted net assets shown on the CAFR.
- ❑ The estimated capitalized proprietary fund expenditures represent the estimated amount of expenditures that will be used for fixed assets. In enterprise funds, fixed assets are not recorded as expenditure in the year incurred, but are depreciated over their useful lives.

Updated 09/08/09



City of Huntington Beach
Authorized Full-Time Equivalent Personnel
All Funds
Adopted Budget – FY 2009/10



Department	FY 2007/08 Actual	FY 2008/09 Revised	FY 2009/10 Adopted	Change from Prior Year
City Council	1.00	1.00	1.00	0.00
City Attorney	18.00	18.00	18.00	0.00
City Clerk	8.00	8.00	8.00	0.00
City Treasurer	10.00	10.00	10.00	0.00
City Administrator	9.00	9.00	9.00	0.00
Building & Safety	30.50	30.50	28.75	(1.75)
Community Services	69.75	69.75	69.75	0.00
Economic Development	14.00	14.00	14.00	0.00
Finance	33.00	33.00	33.00	0.00
Fire	185.00	185.00	185.00	0.00
Human Resources	20.50	20.50	20.50	0.00
Information Services	40.00	40.00	40.00	0.00
Library Services	37.25	37.25	37.25	0.00
Planning	28.00	28.00	28.00	0.00
Police	381.00	381.00	381.00	0.00
Public Works	258.00	258.00	258.00	0.00
Totals	1143.00	1143.00	1141.25	(1.75)

Position Changes in 2009/10 From Prior Year Revised

Department	Position	Increase	Decrease
Building & Safety	Administrative Analyst Senior	.25	
Building & Safety	Plan Check Engineer		(1.00)
Building & Safety	Administrative Aide		(1.00)
Net Increase / (Decrease)			(1.75)



City of Huntington Beach Estimated Changes to Major Fund Balances Adopted Budget - FY 2009/10



Explanation of fluctuations greater than 10% negative of beginning fund balance in Major Funds:

Air Quality, Park Acquisition and Development, Sewer, Measure M, Merged Capital Projects, Low Income Housing, In Lieu Parking Downtown, and SE Coastal Debt Service: These include capital project funds which are utilizing accumulated fund balance for projects in the five-year Capital Improvement Program (CIP). **CUPA, Refuse Collection Service, Water, and Water Master Plan:** These are operating funds which are either enterprise or restricted revenue and are utilizing accumulated fund balance for related improvements and/or equipment purchases. **Judgment Obligation Bonds:** This is a debt service fund which is utilizing a portion of accumulated fund balance to make debt service payments.

Fund Number and Title	Estimated	FY 2009/10 Adopted Expenditures	FY 2008/09 Adopted Revenue	Estimated	\$ Change to Fund Balance	% Change to Fund Balance
	Fund Balance 9/30/09			Fund Balance 9/30/10		
00100 General Fund	39,511	181,346	181,346	39,511		0.0%
00201 Air Quality Fund	1,109	417	270	962	(147)	-13.3%
00204 Fourth of July Parade	96	400	403	99	3	3.1%
00206 Traffic Impact	226	19	150	357	131	58.0%
00207 Gas Tax Fund (1)	(948)	900	900	(948)		0.0%
00209 Park Acquisition and Development	3,278	1,833	190	1,635	(1,643)	-50.1%
00210 Sewer	1,074	950	180	304	(770)	-71.7%
00211 Drainage (2)	(527)		50	(477)	50	-9.5%
00213 Measure M Fund	1,230	2,611	2,170	789	(441)	-35.9%
00218 Hwy Safety and Traffic Reduction	176		80	256	80	45.5%
00305 Merged Capital Projects	5,557	3,862	1,150	2,845	(2,712)	-48.8%
00306 Low Income Housing	13,545	3,998	3,871	13,418	(127)	-0.9%
00308 In-Lieu Parking Downtown	1,180	625	100	655	(525)	-44.5%
00315 SE Coastal Capital Projects	51	6		45	(6)	-11.8%
00407 Merged Debt Service	5,723	18,666	19,400	6,457	734	12.8%
00409 SE Coastal Debt Service (3)	(642)	105	205	(542)	100	-15.6%
00501 CUPA	237	440	210	7	(230)	-97.0%
00504 Refuse Collection Service	207	10,829	10,773	151	(56)	-27.1%
00506 Water	42,468	45,334	37,173	34,307	(8,161)	-19.2%
00507 Water Master Plan	28,485	3,035	1,000	26,450	(2,035)	-7.1%
00509 Refuse Education	141	53	56	144	3	2.1%
00511 Sewer Service Fund	8,395	7,451	10,923	11,867	3,472	41.4%
00702 Retiree Insurance Fund	8,816	833	839	8,822	6	0.1%
00703 Retirement Supplement	21,029	2,747	4,568	22,850	1,821	8.7%
00707 Judgment Obligation Bonds	4,170	1,137	1,091	4,124	(46)	-1.1%
00711 Parking Structure Bella Terra (4)	(74)	566	566	(74)		0.0%
Grand Total(s)	184,513	288,163	277,664	174,014	(10,499)	-5.7%

(1) Negative fund balance in the Gas Tax Fund (Fund 207) is due to the State of California delaying payment in order to address cash flow needs. The negative fund balance will be corrected when payment is received from the State.

(2) Negative fund balance in the Drainage Fund (Fund 211) is recognized in previous audits and will be corrected over time.

(3) Negative fund balance in the SE Coastal Capital Projects Fund (Fund 315) is recognized in previous audits and will be corrected over time.

(4) Negative fund balance in the Parking Structure Bella Terra Fund (Fund 711) is a timing issue due to accruals and will be corrected over time.



City of Huntington Beach

Debt Service & Interfund Interest Expenditures

Major Funds

Adopted Budget - FY 2009/10



Fund/ Business Unit	Object Account & Description	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Actual	FY 2008/09 Adopted	FY 2008/09 Revised	FY 2008/09 Actual	FY 2009/10 Adopted
General Fund								
Non-Departmental								
10040101	88030 - Principal	118,061			300,000	300,000	298,526	300,000
10040101	88070 - Interest	3,682						
		121,743			300,000	300,000	298,526	300,000
General Fund								
Citywide Leases								
10040102	88030 - Principal	1,097,939	664,852					
10040102	88070 - Interest	141,054	124,642					
		1,238,993	789,494					
General Fund								
Aeronautics								
10070208	88010 - Debt Service Exp					-4,026		
10070208	88030 - Principal				140,000	140,000	135,874	
					140,000	135,974	135,874	
Park Acquisition & Development								
Administration								
20945101	88090 - Interfund Int GF		150,571	66,096			35,149	
			150,571	66,096			35,149	
Rehabilitation Loans								
Rehabilitation Loans								
21580301	88070 - Interest	44,343	68,704	92,131		62,532	62,532	
		44,343	68,704	92,131		62,532	62,532	
RDA Capital Project Area								
RDA Administration								
30580101	88030 - Principal					1,300,000	1,295,500	
						1,300,000	1,295,500	
Debt Svc HBPFA								
HBPFA 1997								
40140101	88030 - Principal	640,000	664,808	80,000	85,000	85,000	84,418	90,000
40140101	88070 - Interest	214,173	181,548	162,883	159,000	159,000	159,797	154,000
		854,173	846,355	242,883	244,000	244,000	244,215	244,000
Debt Svc HBPFA								
HBPFA 2000A								
40140102	88030 - Principal	640,000	670,000	700,000	730,000	730,000	730,000	760,000
40140102	88070 - Interest	800,829	773,309	743,996	714,000	714,000	712,210	680,000
		1,440,829	1,443,309	1,443,996	1,444,000	1,444,000	1,442,210	1,440,000
Debt Svc HBPFA								
HBPFA 2001A								
40140103	88030 - Principal	630,000	650,000	675,000	700,000	700,000	700,000	725,000
40140103	88070 - Interest	1,353,594	1,333,906	1,311,969	1,287,500	1,287,500	1,233,377	1,262,000
		1,983,594	1,983,906	1,986,969	1,987,500	1,987,500	1,933,377	1,987,000
Debt Svc HBPFA								
HBPFA 2001B								
40140104	88030 - Principal	1,640,000	1,690,000	1,745,000	1,800,000	1,800,000	1,800,000	1,880,000
40140104	88050 - Interfund Prin GF							737,000
40140104	88070 - Interest	974,718	925,518	874,818	820,000	820,000	816,941	
		2,614,718	2,615,518	2,619,818	2,620,000	2,620,000	2,616,941	2,617,000



City of Huntington Beach
Debt Service & Interfund Interest Expenditures
Major Funds
Adopted Budget - FY 2009/10



Fund/ Business Unit	Object Account & Description	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Actual	FY 2008/09 Adopted	FY 2008/09 Revised	FY 2008/09 Actual	FY 2009/10 Adopted
Debt Svc Grand Coast CFD2000-1								
Debt Svc Grand Coast CFD2000-1								
40540101	88030 - Principal	265,000	280,000	295,000	305,000	305,000	305,000	325,000
40540101	88070 - Interest	968,588	961,315	943,223	928,000	928,000	922,582	912,000
		1,233,588	1,241,315	1,238,223	1,233,000	1,233,000	1,227,582	1,237,000
Debt Svc Mello Roos								
Non-Departmental								
40640101	88030 - Principal	85,000	90,000	95,000	100,000	100,000	95,000	100,000
40640101	88070 - Interest	91,576	84,213	87,419	80,000	80,000	83,259	75,000
		176,576	174,213	182,419	180,000	180,000	178,259	175,000
RDA HB Debt Svc Project Area								
Non-Departmental								
40740101	88030 - Principal	3,825,045	4,034,423	2,354,329				
40740101	88070 - Interest	2,172,963	362,621	345,654				
		5,998,009	4,397,044	2,699,983				
RDA HB Debt Svc Project Area								
RDA Project Debt Payments								
40780101	88010 - Debt Service Exp				700,000	700,000		700,000
40780101	88030 - Principal				2,770,000	3,370,000	3,426,408	2,770,000
40780101	88070 - Interest				330,000	330,000	327,249	330,000
					3,800,000	4,400,000	3,753,656	3,800,000
RDA HB Debt Svc Project Area								
RDA 1999 Tax Allocation Bond								
40780201	88030 - Principal		365,000	380,000	390,000	390,000	390,000	410,000
40780201	88070 - Interest		379,589	364,989	350,000	350,000	349,789	334,000
			744,589	744,989	740,000	740,000	739,789	744,000
RDA HB Debt Svc Project Area								
RDA 2002 Tax Allocation Bond								
40780202	88030 - Principal		815,000	845,000	870,000	870,000	870,000	910,000
40780202	88070 - Interest		798,230	771,743	743,000	743,000	694,536	712,000
			1,613,230	1,616,743	1,613,000	1,613,000	1,564,536	1,622,000
Debt Svc McDonnell CFD 2002-1								
Debt Svc McDonnell CFD 2002-1								
40840101	88030 - Principal	10,000	15,000	25,000	30,000	30,000	30,000	40,000
40840101	88070 - Interest	298,590	298,165	297,490	296,000	296,000	289,308	295,000
		308,590	313,165	322,490	326,000	326,000	319,308	335,000
Debt Svc Bella Terra								
Debt Svc Bella Terra								
41040101	88030 - Principal	440,000	450,000	465,000	485,000	485,000	485,000	500,000
41040101	88070 - Interest	1,365,468	1,353,945	1,339,995	1,323,000	1,323,000	1,323,487	1,305,000
		1,805,468	1,803,945	1,804,995	1,808,000	1,808,000	1,808,487	1,805,000
Water								
Water Distribution								
50685804	88070 - Interest	5,464	1,706					
		5,464	1,706					



City of Huntington Beach
Debt Service & Interfund Interest Expenditures
Major Funds
Adopted Budget - FY 2009/10



Fund/ Business Unit	Object Account & Description	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Actual	FY 2008/09 Adopted	FY 2008/09 Revised	FY 2008/09 Actual	FY 2009/10 Adopted
BID - Auto								
BID - Auto								
70135201	88070 - Interest	-36,341						
		-36,341						
BID - Auto								
BID - Auto								
70180101	88010 - Debt Service Exp				92,400	92,400		92,400
70180101	88070 - Interest	56,456	13,998	9,736			2,719	
		56,456	13,998	9,736	92,400	92,400	2,719	92,400
Debt Svc Judgment Obligation Bonds								
2004 Judgment Obligation Bond								
70740101	88030 - Principal	720,000	730,000	745,000	765,000	765,000	3,275,000	785,000
70740101	88070 - Interest	419,986	405,486	389,339	369,000	369,000	369,018	346,000
		1,139,986	1,135,486	1,134,339	1,134,000	1,134,000	3,644,018	1,131,000
HOME Program 09/10								
HOME Program 09/10								
84980401	88010 - Debt Service Exp							753,808
								753,808
HCD 06/07								
City Gym & Pool								
85781502	88030 - Principal		105,000					
85781502	88070 - Interest		155,283					
			260,283					
CDBG 07/08								
City Gym & Pool (Section 108)								
85881502	88030 - Principal			110,000				
85881502	88070 - Interest			147,702				
				257,702				
CDBG 08/09								
City Gym & Pool (Section 108)								
85981502	88030 - Principal					259,762	120,000	
85981502	88070 - Interest						139,762	
						259,762	259,762	
HCD 05/06								
City Gym & Pool 05/06								
86887026	88030 - Principal	95,000						
86887026	88070 - Interest	162,056						
		257,056						
Grand Total(s)		19,243,242	19,596,831	16,463,511	17,661,900	19,880,168	21,562,440	18,283,208



General Fund
Adopted Budget - FY 2009/10
Department Budget Summary
By Object Account



ALL DEPARTMENTS COMBINED

Expenditure Object Account	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Actual	FY 2008/09 Adopted	FY 2008/09 Revised	FY 2009/10 Adopted	Percent Change From Prior Year
General Fund							
PERSONAL SERVICES							
Salaries, Permanent	63,498,458	68,832,240	73,404,143	79,345,615	78,353,606	79,632,129	0.36%
Salaries, Temporary	3,822,382	3,938,334	3,998,318	4,823,864	4,232,055	3,964,555	-17.81%
Salaries, Overtime	8,104,509	8,997,699	9,759,538	9,688,939	8,977,189	8,863,939	-8.51%
Termination Pay Outs	2,272,517	2,372,485	3,362,660	2,625,000	2,500,000	3,150,000	20.00%
Benefits	33,024,248	37,461,549	37,499,389	42,832,166	42,325,990	40,937,174	-4.42%
PERSONAL SERVICES	110,722,114	121,602,307	128,024,048	139,315,584	136,388,840	136,547,797	-1.99%
OPERATING EXPENSES							
Utilities	5,499,007	6,297,052	6,370,188	6,309,700	6,262,064	5,689,098	-9.84%
Equipment and Supplies	6,613,732	6,567,857	7,076,421	8,692,060	8,416,220	6,608,998	-23.97%
Repairs and Maintenance	7,532,969	8,946,989	9,577,389	8,776,254	9,380,931	8,096,312	-7.75%
Conferences and Training	831,447	887,309	1,001,158	1,146,051	770,351	823,977	-28.10%
Professional Services	5,967,224	5,803,977	6,655,218	4,936,618	6,074,573	3,040,655	-38.41%
Other Contract Services	3,522,256	3,543,593	4,647,970	5,256,085	5,021,214	4,973,393	-5.38%
Rental Expense	540,559	207,945	974,846	870,579	858,172	353,904	-59.35%
Claims Expense	1,503,333	1,811,031	1,876,147	1,599,750	2,168,694	3,400,000	112.53%
Insurance	2,012,885	2,273,497	2,468,609	2,980,000	2,430,000	2,527,514	-15.18%
Contribution to Private Agency		658,001	681,556	750,000	750,000	540,000	-28.00%
Payments to Other Governments	3,647,123	3,700,877	3,269,891	3,023,523	3,229,718	2,273,190	-24.82%
Interdepartmental Charges		399					
Expense Allowances	627,097	655,585	326,501	719,752	704,752	690,240	-4.10%
Other Expenses	437,554	648,031	1,182,303	923,600	847,795	806,225	-12.71%
OPERATING EXPENSES	38,735,186	42,002,143	46,108,197	45,983,972	46,914,484	39,823,506	-13.40%
CAPITAL EXPENDITURES							
Improvements	3,663,088	1,441,709	1,576,621	1,304,000	3,047,258		-100.00%
Equipment	3,334,623	2,067,948	3,849,895	6,150,618	6,335,810	1,000,000	-83.74%
Vehicles	1,877,282	1,994,170	2,289,009	2,942,500	3,561,470		-100.00%
Software - Capital	436,100	457,456	227,460	129,000	319,523		-100.00%
CAPITAL EXPENDITURES	9,311,093	5,961,283	7,942,985	10,526,118	13,264,061	1,000,000	-90.50%
NON-OPERATING EXPENSES							
Debt Service Expenses	1,360,736	789,494		440,000	435,974	300,000	-31.82%
Transfers to Other Funds	8,228,802	7,995,677	7,410,598	7,042,500	14,473,499	6,987,500	-0.78%
Payroll Charges	(3,795,211)	(4,931,220)	(5,036,462)	(4,156,491)	(4,156,491)	(3,324,920)	-20.01%
Loans Made					200,000		
NON-OPERATING EXPENSES	5,794,327	3,853,951	2,374,136	3,326,009	10,952,982	3,962,580	19.14%
General Fund	164,562,720	173,419,684	184,449,366	199,151,683	207,520,367	181,333,884	-8.95%

Personnel Summary	939.54	951.39	960.24	1013.44	1013.44	1011.49	(1.95)
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City Administrator
Adopted Budget - FY 2009/10
Department Budget Summary
General Fund by Object Account



DEPARTMENT SUMMARY

Expenditure Object Account	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Actual	FY 2008/09 Adopted	FY 2008/09 Revised	FY 2009/10 Adopted	Percent Change From Prior Year
General Fund							
PERSONAL SERVICES							
Salaries, Permanent	713,113	714,662	786,026	901,084	901,084	1,028,045	14.09%
Salaries, Temporary	19,453	22,549	30,315	49,000	41,000	29,000	-40.82%
Salaries, Overtime	1,482	1,098	468				
Leave Pay Outs			538				
Benefits	235,520	231,652	244,210	293,124	293,124	333,506	13.78%
PERSONAL SERVICES	969,568	969,961	1,061,557	1,243,208	1,235,208	1,390,551	11.85%
OPERATING EXPENSES							
Equipment and Supplies	183,865	211,804	203,775	201,200	237,727	139,450	-30.69%
Repairs and Maintenance				2,000	2,000	20,200	910.00%
Conferences and Training	28,731	25,625	32,118	42,000	38,180	27,000	-35.71%
Professional Services	185,267	201,559	172,701	204,000	211,329	150,000	-26.47%
Other Contract Services		4,500	47,589	17,220	26,120	26,220	52.26%
Rental Expense	350						
Expense Allowances	13,405	13,279	14,105	23,952	23,952	20,200	-15.66%
Other Expenses			63	250	250	200	-20.00%
OPERATING EXPENSES	411,618	456,767	470,351	490,622	539,558	383,270	-21.88%
CAPITAL EXPENDITURES							
Improvements	9,560	9,790	10,450				
Equipment	35,246	52,869	45,233		2,020		
CAPITAL EXPENDITURES	44,806	62,659	55,683		2,020		
City Administrator	1,425,992	1,489,387	1,587,591	1,733,830	1,776,786	1,773,821	2.31%
Personnel Summary	7.00	8.00	9.00	9.00	9.00	9.00	0.00



Building & Safety
Adopted Budget - FY 2009/10
Department Budget Summary
General Fund by Object Account



DEPARTMENT SUMMARY

Expenditure Object Account	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Actual	FY 2008/09 Adopted	FY 2008/09 Revised	FY 2009/10 Adopted	Percent Change From Prior Year
General Fund							
PERSONAL SERVICES							
Salaries, Permanent	2,083,556	2,242,446	2,361,033	2,425,310	2,425,310	2,289,283	-5.61%
Salaries, Temporary	83,101	65,730	62,330	90,000	90,000	142,230	58.03%
Salaries, Overtime	25,628	16,099	24,451	22,000	22,000	22,000	0.00%
Benefits	750,333	858,179	878,284	930,747	930,747	891,370	-4.23%
PERSONAL SERVICES	2,942,618	3,182,454	3,326,098	3,468,057	3,468,057	3,344,883	-3.55%
OPERATING EXPENSES							
Equipment and Supplies	54,897	82,194	172,260	300,900	528,037	300,900	0.00%
Repairs and Maintenance	44,745	3,049	8,482	2,000	2,000	2,000	0.00%
Conferences and Training	22,998	27,362	22,374	23,000	23,000	23,000	0.00%
Professional Services	413,477	539,284	296,161	171,000	339,171	10,000	-94.15%
Other Contract Services	23,385	2,087	7,187	4,000	4,000	4,000	0.00%
Expense Allowances	11,086	11,400	11,349	11,400	11,400	11,400	0.00%
OPERATING EXPENSES	570,588	665,376	517,813	512,300	907,608	351,300	-31.43%
CAPITAL EXPENDITURES							
Equipment					31,085		
Vehicles	28,176	523					
CAPITAL EXPENDITURES	28,176	523			31,085		
Building & Safety	3,541,382	3,848,353	3,843,911	3,980,357	4,406,750	3,696,183	-7.14%

Personnel Summary	31.50	31.50	31.50	30.50	30.50	28.75	(1.75)
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Community Services
Adopted Budget - FY 2009/10
Department Budget Summary
General Fund by Object Account



DEPARTMENT SUMMARY

Expenditure Object Account	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Actual	FY 2008/09 Adopted	FY 2008/09 Revised	FY 2009/10 Adopted	Percent Change From Prior Year
General Fund							
PERSONAL SERVICES							
Salaries, Permanent	4,143,696	4,419,416	4,824,883	5,011,205	5,007,332	5,042,912	0.63%
Salaries, Temporary	1,944,239	1,977,136	2,096,582	2,313,308	2,151,884	2,061,887	-10.87%
Salaries, Overtime	511,933	585,666	569,152	623,404	561,454	530,126	-14.96%
Leave Pay Outs			1,728				
Benefits	2,198,540	2,529,448	2,465,447	2,628,296	2,628,296	2,512,239	-4.42%
PERSONAL SERVICES	8,798,408	9,511,666	9,957,792	10,576,213	10,348,966	10,147,164	-4.06%
OPERATING EXPENSES							
Utilities	177	1,487	514			10,000	
Equipment and Supplies	597,056	676,041	563,579	599,701	541,546	475,642	-20.69%
Repairs and Maintenance	1,057,646	942,861	1,263,376	993,610	863,168	847,091	-14.75%
Conferences and Training	96,697	88,887	102,624	97,750	68,880	78,350	-19.85%
Professional Services	1,075	1,872					
Other Contract Services	1,723,275	1,587,660	1,875,128	1,769,615	1,703,470	1,755,700	-0.79%
Rental Expense	53,885	30,743	61,379	50,200	59,959	57,100	13.75%
Insurance	10,194	26,956	34,418	28,000	28,000		-100.00%
Payments to Other Governments		5,836					
Interdepartmental Charges		399					
Expense Allowances	28,315	30,014	29,523	30,600	28,600	30,500	-0.33%
Other Expenses	7,042	21,823	33,134	37,200	25,920	6,800	-81.72%
OPERATING EXPENSES	3,575,362	3,414,579	3,963,675	3,606,676	3,319,543	3,261,183	-9.58%
CAPITAL EXPENDITURES							
Equipment	82,371				84,154		
Vehicles	9,504	22,744					
CAPITAL EXPENDITURES	91,875	22,744			84,154		
NON-OPERATING EXPENSES							
Transfers to Other Funds	23,043	21,649					
NON-OPERATING EXPENSES	23,043	21,649					
Community Services	12,488,688	12,970,638	13,921,467	14,182,889	13,752,663	13,408,347	-5.46%
Personnel Summary	60.19	63.64	63.64	65.64	65.64	65.64	0.00



Economic Development
Adopted Budget - FY 2009/10
Department Budget Summary
General Fund by Object Account



DEPARTMENT SUMMARY

Expenditure Object Account	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Actual	FY 2008/09 Adopted	FY 2008/09 Revised	FY 2009/10 Adopted	Percent Change From Prior Year
General Fund							
PERSONAL SERVICES							
Salaries, Permanent	339,151	341,891	231,715	223,344	223,344	214,960	-3.75%
Salaries, Temporary	342		2,110	10,200	10,200		-100.00%
Salaries, Overtime	64	368	43				
Benefits	106,560	114,517	78,885	73,115	73,115	64,710	-11.50%
PERSONAL SERVICES	446,117	456,776	312,753	306,659	306,659	279,670	-8.80%
OPERATING EXPENSES							
Utilities	146	373					
Equipment and Supplies	14,368	16,724	10,928	13,550	13,550	12,150	-10.33%
Repairs and Maintenance	55		55	22,000	72,806	20,000	-9.09%
Conferences and Training	5,935	6,911	3,836	4,000	4,000	4,000	0.00%
Professional Services	618,509	95,232	94,178	97,200	125,507	100,000	2.88%
Other Contract Services	30,180	18,475	46,678	156,250	128,940	135,000	-13.60%
Contribution to Private Agency		658,001	681,556	750,000	750,000	540,000	-28.00%
Payments to Other Governments		83,515	72,493	93,000	93,000	93,000	0.00%
Expense Allowances	5,400	4,258					
Other Expenses	154	193,008	527,553	472,000	467,000	400,000	-15.25%
OPERATING EXPENSES	674,747	1,076,497	1,437,277	1,608,000	1,654,803	1,304,150	-18.90%
NON-OPERATING EXPENSES							
Transfers to Other Funds					350,400		
NON-OPERATING EXPENSES					350,400		
Economic Development	1,120,864	1,533,273	1,750,030	1,914,659	2,311,862	1,583,820	-17.28%
Personnel Summary	4.75	4.75	3.45	2.60	2.60	2.40	(0.20)



Fire
Adopted Budget - FY 2009/10
Department Budget Summary
General Fund by Object Account



DEPARTMENT SUMMARY

Expenditure Object Account	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Actual	FY 2008/09 Adopted	FY 2008/09 Revised	FY 2009/10 Adopted	Percent Change From Prior Year
General Fund							
PERSONAL SERVICES							
Salaries, Permanent	10,726,883	11,597,384	12,340,528	14,602,449	14,602,449	15,811,276	8.28%
Salaries, Temporary	46,571	23,667	22,506	105,000	105,000	94,603	-9.90%
Salaries, Overtime	3,449,397	3,978,246	4,408,232	4,139,792	4,039,792	4,051,292	-2.14%
Leave Pay Outs			3,720				
Benefits	6,829,334	7,614,236	7,527,427	9,697,679	9,697,679	9,537,634	-1.65%
PERSONAL SERVICES	21,052,185	23,213,533	24,302,413	28,544,920	28,444,920	29,494,805	3.33%
OPERATING EXPENSES							
Utilities	5,404	5,359	3,845	2,400	2,400	2,900	20.83%
Equipment and Supplies	527,468	525,080	653,401	957,704	1,061,717	876,690	-8.46%
Repairs and Maintenance	144,363	189,916	296,573	235,625	337,178	191,775	-18.61%
Conferences and Training	40,179	55,051	77,486	107,430	56,206	75,430	-29.79%
Professional Services	148,464	109,838	99,879	72,255	124,451	342,205	373.61%
Other Contract Services	79,996	76,759	127,285	598,178	507,951	202,143	-66.21%
Rental Expense	75,041	55,042	54,208	65,883	73,520	84,083	27.62%
Payments to Other Governments	691,906	1,096,035	967,038	984,523	984,523	934,523	-5.08%
Expense Allowances	26,896	27,344	18,941	30,100	30,100	27,500	-8.64%
Other Expenses	10,209	9,352	8,423	8,850	8,850	8,850	0.00%
OPERATING EXPENSES	1,749,926	2,149,776	2,307,079	3,062,948	3,186,896	2,746,099	-10.34%
CAPITAL EXPENDITURES							
Improvements	2,750			50,000	352,887		-100.00%
Equipment		8,874	55,892	70,000	163,249		-100.00%
Vehicles	75,526		21,671		485,650		
CAPITAL EXPENDITURES	78,276	8,874	77,563	120,000	1,001,786		-100.00%
NON-OPERATING EXPENSES							
Transfers to Other Funds	79,609	51,921					
NON-OPERATING EXPENSES	79,609	51,921					
Fire	22,959,996	25,424,104	26,687,055	31,727,868	32,633,602	32,240,904	1.62%
Personnel Summary	134.00	134.00	134.70	179.70	179.70	179.70	0.00



Information Services
Adopted Budget - FY 2009/10
Department Budget Summary
General Fund by Object Account



DEPARTMENT SUMMARY

Expenditure Object Account	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Actual	FY 2008/09 Adopted	FY 2008/09 Revised	FY 2009/10 Adopted	Percent Change From Prior Year
General Fund							
PERSONAL SERVICES							
Salaries, Permanent	2,362,593	2,555,624	3,056,037	3,183,200	3,170,200	3,353,940	5.36%
Salaries, Temporary	92,683	54,042	40,633	91,212	86,212	37,965	-58.38%
Salaries, Overtime	60,059	70,487	76,463	37,500	27,500	41,500	10.67%
Leave Pay Outs			983				
Benefits	813,537	933,234	1,073,670	1,097,574	1,097,574	1,187,092	8.16%
PERSONAL SERVICES	3,328,872	3,613,387	4,247,786	4,409,486	4,381,486	4,620,497	4.79%
OPERATING EXPENSES							
Utilities	828,248	992,318	1,052,682	1,043,300	995,664	893,745	-14.33%
Equipment and Supplies	408,667	208,736	167,405	161,495	303,501	128,470	-20.45%
Repairs and Maintenance	1,007,122	1,184,308	1,165,820	1,439,783	1,393,737	1,363,189	-5.32%
Conferences and Training	65,056	81,307	78,154	128,050	37,912	1,200	-99.06%
Professional Services	250,098	177,221	6,283	20,000	4,800		-100.00%
Other Contract Services	7,212	3,000		15,000	15,000	15,000	0.00%
Rental Expense	1,825	810					
Expense Allowances	11,275	11,186	10,997	11,400	11,400	6,000	-47.37%
Other Expenses	791	169	11	700	700	500	-28.57%
OPERATING EXPENSES	2,580,294	2,659,055	2,481,352	2,819,728	2,762,714	2,408,104	-14.60%
CAPITAL EXPENDITURES							
Equipment	132,853	40,551			93,845		
Software - Capital	134,567	61,630	12,167		67,700		
CAPITAL EXPENDITURES	267,420	102,181	12,167		161,545		
Information Services	6,176,586	6,374,623	6,741,305	7,229,214	7,305,745	7,028,601	-2.78%

Personnel Summary	37.00	38.00	39.00	40.00	40.00	40.00	0.00
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Library Services
Adopted Budget - FY 2009/10
Department Budget Summary
General Fund by Object Account



DEPARTMENT SUMMARY

Expenditure Object Account	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Actual	FY 2008/09 Adopted	FY 2008/09 Revised	FY 2009/10 Adopted	Percent Change From Prior Year
General Fund							
PERSONAL SERVICES							
Salaries, Permanent	1,721,489	1,798,469	1,965,564	2,004,496	2,004,496	2,156,895	7.60%
Salaries, Temporary	448,472	559,986	617,852	679,000	649,878	649,973	-4.27%
Salaries, Overtime	1,134	2,313	410				
Benefits	665,892	743,553	798,010	818,859	818,859	880,081	7.48%
PERSONAL SERVICES	2,836,987	3,104,321	3,381,836	3,502,355	3,473,233	3,686,949	5.27%
OPERATING EXPENSES							
Utilities	(70)		505				-23.33%
Equipment and Supplies	190,174	369,166	386,101	422,800	334,551	324,155	-28.53%
Repairs and Maintenance	29,612	106,952	61,863	123,121	126,285	88,000	-81.19%
Conferences and Training	11,477	11,534	13,685	15,950	8,722	3,000	338.33%
Other Contract Services	20,000	21,000	22,000	22,700	22,700	99,500	
Rental Expense			5,054				
Expense Allowances	5,862	5,862	5,900	6,400	6,400	6,400	0.00%
Other Expenses	35	(15)	229				
OPERATING EXPENSES	257,090	514,499	495,337	590,971	498,658	521,055	-11.83%
CAPITAL EXPENDITURES							
Equipment	3,796	19,243	141,238		103,361		
CAPITAL EXPENDITURES	3,796	19,243	141,238		103,361		
NON-OPERATING EXPENSES							
Transfers to Other Funds	257,289	248,419	318,804	442,000	442,000	442,000	0.00%
NON-OPERATING EXPENSES	257,289	248,419	318,804	442,000	442,000	442,000	0.00%
Library Services	3,355,162	3,886,482	4,337,215	4,535,326	4,517,252	4,650,004	2.53%

Personnel Summary	31.50	31.75	31.75	37.25	37.25	37.25	0.00
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Police
Adopted Budget - FY 2009/10
Department Budget Summary
General Fund by Object Account



DEPARTMENT SUMMARY

Expenditure Object Account	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Actual	FY 2008/09 Adopted	FY 2008/09 Revised	FY 2009/10 Adopted	Percent Change From Prior Year
General Fund							
PERSONAL SERVICES							
Salaries, Permanent	26,347,953	28,763,180	30,224,908	32,786,204	32,501,116	32,671,305	-0.35%
Salaries, Temporary	727,891	727,279	520,793	809,269	539,269	346,200	-57.22%
Salaries, Overtime	3,579,814	3,854,027	4,146,236	4,423,229	3,909,429	3,823,230	-13.56%
Leave Pay Outs			15,446				
Benefits	15,028,359	17,281,855	17,000,568	19,525,037	19,247,457	18,683,977	-4.31%
PERSONAL SERVICES	45,684,017	50,626,341	51,907,951	57,543,739	56,197,271	55,524,712	-3.51%
OPERATING EXPENSES							
Utilities	21,359	8,100	6,058	9,000	9,000	6,000	-33.33%
Equipment and Supplies	739,421	802,669	920,662	1,053,580	1,005,582	920,305	-12.65%
Repairs and Maintenance	903,685	1,123,519	821,342	1,071,230	1,151,956	737,775	-31.13%
Conferences and Training	333,723	227,820	292,328	313,750	244,230	290,625	-7.37%
Professional Services	185,996	210,409	278,107	301,100	263,791	347,425	15.39%
Other Contract Services	549,476	565,740	1,025,741	1,098,410	1,050,458	1,133,930	3.23%
Rental Expense	(32,338)	37,554	208,598	443,000	413,197	69,984	-84.20%
Payments to Other Governments	466,693	405,778	363,951		206,488	592,500	
Expense Allowances	331,902	346,531	23,451	378,900	365,900	378,900	0.00%
Other Expenses	10,378	1,809	12,021	17,000	17,000	13,000	-23.53%
OPERATING EXPENSES	3,510,295	3,729,929	3,952,259	4,685,970	4,727,602	4,490,444	-4.17%
CAPITAL EXPENDITURES							
Equipment	104,763	2,788	128,931	270,000	13,808		-100.00%
CAPITAL EXPENDITURES	104,763	2,788	128,931	270,000	13,808		-100.00%
NON-OPERATING EXPENSES							
Debt Service Expenses				140,000	135,974		-100.00%
Transfers to Other Funds	396,428	381,979	25,203		48,667		
NON-OPERATING EXPENSES	396,428	381,979	25,203	140,000	184,641		-100.00%
Police	49,695,503	54,741,037	56,014,344	62,639,709	61,123,322	60,015,156	-4.19%

Personnel Summary	371.50	374.00	380.00	381.00	381.00	381.00	0.00
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Public Works
Adopted Budget - FY 2009/10
Department Budget Summary
General Fund by Object Account



DEPARTMENT SUMMARY

Expenditure Object Account	FY 2005/06 Actual	FY 2006/07 Actual	FY 2007/08 Actual	FY 2008/09 Adopted	FY 2008/09 Revised	FY 2009/10 Adopted	Percent Change From Prior Year
General Fund							
PERSONAL SERVICES							
Salaries, Permanent	7,822,775	8,334,884	8,860,693	9,265,631	8,759,597	8,688,974	-6.22%
Salaries, Temporary	190,639	222,313	308,464	351,675	294,675	303,460	-13.71%
Salaries, Overtime	456,710	459,875	508,254	409,514	398,514	382,691	-6.55%
Leave Pay Outs			4,192				
Benefits	3,507,538	3,965,066	4,025,438	4,404,323	4,274,023	3,860,626	-12.34%
PERSONAL SERVICES	11,977,662	12,982,138	13,707,041	14,431,143	13,726,809	13,235,751	-8.28%
OPERATING EXPENSES							
Utilities	1,811	753	727				
Equipment and Supplies	818,293	756,106	741,209	849,700	796,097	736,200	-13.36%
Repairs and Maintenance	4,105,909	5,011,041	5,747,543	4,853,405	5,366,173	4,544,155	-6.37%
Conferences and Training	44,576	83,968	80,754	88,500	53,850	66,000	-25.42%
Professional Services	903,959	702,617	725,718	205,000	371,833	125,000	-39.02%
Other Contract Services	369,259	412,549	304,819	359,000	335,000	161,000	-55.15%
Rental Expense	2,209	7,222	11,452	9,500	9,500	4,000	-57.89%
Payments to Other Governments	60	3,756	(147)			4,500	
Expense Allowances	46,658	48,845	49,830	68,000	68,000	59,400	-12.65%
Other Expenses	258,754	318,101	276,202	384,600	324,600	375,875	-2.27%
OPERATING EXPENSES	6,551,488	7,344,958	7,938,107	6,817,705	7,325,053	6,076,130	-10.88%
CAPITAL EXPENDITURES							
Improvements	147,157	315,797					
Equipment	518	45,578	178,459				
Vehicles	34,762						
Software - Capital					100,000		
CAPITAL EXPENDITURES	182,437	361,375	178,459		100,000		
NON-OPERATING EXPENSES							
Transfers to Other Funds	263,746	328,442	50,500	50,500	50,500	50,500	0.00%
NON-OPERATING EXPENSES	263,746	328,442	50,500	50,500	50,500	50,500	0.00%
Public Works	18,975,333	21,016,913	21,874,107	21,299,348	21,202,362	19,362,381	-9.09%
Personnel Summary	145.60	147.75	149.20	149.75	149.75	149.75	0.00

