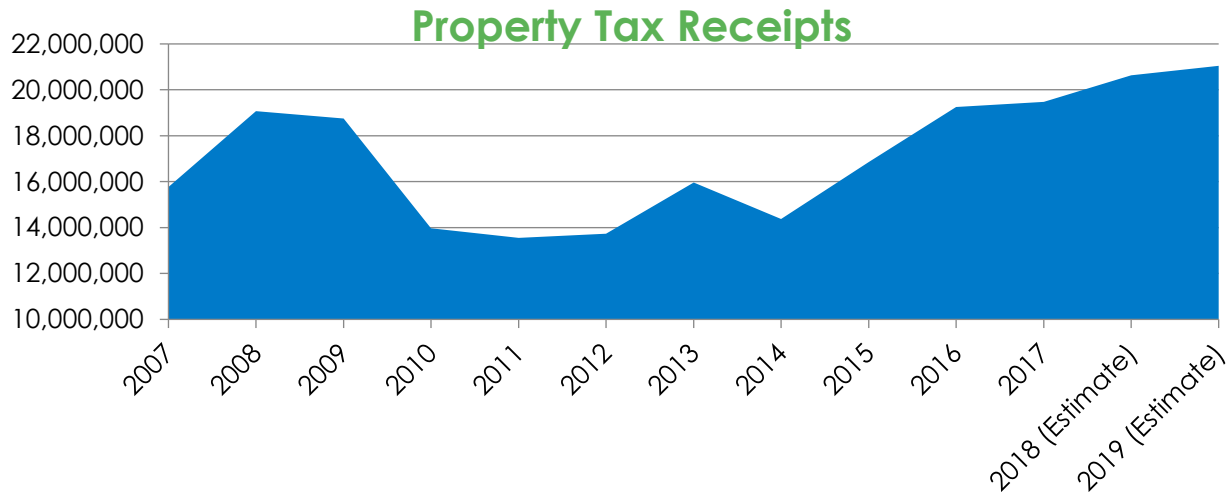


APPENDIX

REVENUE SOURCES, TAXES AND FEES

Property Tax - Property tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (movable property) located within the state. The California property tax is ad valorem, based on the value of property rather than on a fixed amount or benefit to the property or persons. Proposition 13 (Article XIII A of the California Constitution) limits the real property tax rate to 1 percent of a property's assessed value. Counties are responsible for the administration of property tax.



Property Tax in Lieu - The portion of property taxes allocated by the State of California to cities to replace vehicle license fees. In 2004 the State permanently swapped 90% of city VLF revenue for property tax, which was distributed on a per capita basis. On-going growth of this revenue is tied to growth in assessed valuation.

Sales & Use Tax - Sales tax is paid by consumers purchasing items in Lancaster and use tax allocated by the State from the State and County pools. The City receives one percent of all sales tax collected in Lancaster.

Sales taxes have slowly rebounded from a low of \$13.5 million in FY 2010 to a projected new high of \$19.8 million in FY 2017. Sales tax receipts are expected to rise slightly to \$20.4 million in FY 2018, with the largest being auto sales.

Sales tax projections are based on an independent, in-depth review of the state's Board of Equalization data on Lancaster, southern and central California, and areas in the City's sphere of influence.

Franchise fees - Taxes paid by businesses that have a franchise to operate in Lancaster. The businesses include Southern California Edison, The Gas Company, Time Warner (cable), AT&T U-Verse, Verizon, and Waste Management. Current year estimate is based on "new construction" and rate change analysis for the individual franchisees.

Business Licenses - Fees levied to recover the cost of licensing businesses to operate within the City.

SB1186 - Disability Access Fee - A \$1.00 tax required on business licenses. Portion of revenue remitted to the State to fund the expanded CASP Inspection Program.

Transient Occupancy Tax - The seven percent tax charged on all motel/hotel room rates in the City. Current year estimate based on information from motel/hotels.

Misc. Court Fines-Local - Fines paid by persons who violated local ordinances.

Maintenance District Tax - Assessments on properties within each district.

Parking Violation Fines - Fines paid for parking violations with the City. These became the responsibility of the City on November 1, 1993.

Property Transfer Tax - A tax imposed on all transfers of real property in the City.

STATE SUBVENTIONS

A "subvention" is defined as "a providing of assistance or support" and a "subsidy from the government" (Webster's Third International Dictionary). Taxes levied by the state and subvented to cities are Gasoline Tax and Motor Vehicle In-Lieu Tax.

Vehicle In-Lieu Tax - The annual fee paid by automobile owners registering their vehicle with the State Department of Motor Vehicles.

AB 2766 Fees - The portion of additional charges levied on automobile owners dedicated for the purpose of reducing air pollution from motor vehicles.

Gasoline Tax - Taxes collected from the purchase of gasoline and remitted to the City pursuant to Section 2105, 2106, 2107, and 2107.5 of the California Street & Highways Code. This is allocated mostly on a per capita basis.

FEES

All cities may levy fees which are limited to recovering the cost of regulatory activities or services provided. This authority was derived from the city's police powers as defined by Article XI, Section 7 of the California Constitution, Propositions 13 and 4, Assembly Bill 1600.

However, California Proposition 26, or the Supermajority Vote to Pass New Taxes and Fees Act, was approved on the [November 2, 2010 ballot](#) in [California](#) as an [initiated constitutional amendment](#). Proposition 26 requires that certain local fees be approved by two-thirds of voters. Proposition 26 also increased legislative vote requirement to two-thirds for certain tax measures, including those that do not result in a net increase in revenue, currently subject to majority vote. Proposition 26 amended these parts of the state's constitution: [Section 3 of Article XIII A](#) and [Section 1 of Article XIII C](#).

DEVELOPMENT FEES

Building & Safety Fees - Fees charged for the issuance of certain permits, plan checks, and inspections on construction projects. These are designed to recover the cost of providing the services. Current year estimate is based on information from developers about their construction projects.

Engineering Fees - Fees charged to developers for inspections.

Planning & Zoning Fees - Fees charged for processing zoning and development proposals.

Traffic Signal Fees - Fees collected from developers to pay for traffic signal installation and upgrades necessitated by the development.

Drainage Fees - Fees collected from developers to pay for drainage channels, retention/detention basins, and other facilities necessitated by the development; based on a per residential unit fee and impervious surface of commercial industrial developments.

Park-In-Lieu Fees - Fees collected from developers to pay for additional park facilities necessitated by the development; based on a fee per dwelling unit according to number of bedrooms.

Traffic Impact Fees – As of January 1, 1990, these fees are collected from developers to pay for specific traffic improvement projects necessitated by new development; based on a flat fee per dwelling unit or trip generation factor for commercial, industrial, and multi-family development.

Urban Structure Program Fees - Collected from developers to defray the extra operating costs generated by development away from the urban core. This fee is calculated by a complex matrix of formulas that have won state awards for innovation in infrastructure and operations funding.

LOCAL FEES

Recreation Fees - Fees charged for various recreational programs. Current estimate for recreation fees are based on the prior year demand, and the rate established for the programs.

Concession/Lease Fees - Private concessions on City property and lease of City park facilities.

Publications & Copies - Derived from the sale of City publications.

Stadium Fees - Derived from the lease agreement with the Lancaster Jethawks, the California League baseball franchisee, and from individual rentals.

Theatre Fees - Derived from ticket sales, concessions, and rents charged at the Performing Arts Theatre. This is budgeted through the Performer Fees "Fund" with process set to provide a small surplus over the performance costs to offset some operating costs.

Recycled Water Fees - Derived from recycled water sales and water connection fees.

OTHER REVENUE SOURCES

Cities are authorized to raise revenue through certain other activities, such as investing idle funds and a variety of entrepreneurial ventures.

Interest Income - Derived from the investment of City cash in various interest bearing accounts. Estimates are based on the earnings rate in the market, a projection of monthly cash available for investment, and a projection of Federal Reserve policy.

Election Fees - Fees charged to candidates in municipal elections for the costs of printing the candidates' statements and other related services.

Miscellaneous Revenues - Various payments made to the City which do not come within other revenue definitions.

Insurance Payments - Payments made by insurance companies for damage to City property.

Narcotics Seizure Revenues - Derived from the assets used in illegal drug activities, and confiscated to pay for specific enforcement.

City Property Sales - Derived from sale of City owned property.

REIMBURSEMENT FROM OTHER FUNDS

Overhead/Administration - Payments from special districts for administrative services rendered by the City.

TRANSPORTATION/ROAD FUNDS

Transportation Development Act - The one quarter percent of the sales tax returned to the County for public transportation services. The estimate is derived from a formula which is based on Sales Tax state-wide.

Bikeway Improvement - A portion of the transportation development fund to be used for the construction, improvement, and maintenance of the City's bicycle lanes.

Proposition A - The special half-cent sales tax in Los Angeles County for mass transit related projects.

Proposition C - The special half-cent sales tax in Los Angeles County for other transit and road related projects.

Proposition 1B - Highway safety, traffic reduction, air quality and Port Security Bond Act of 2006. These are state funds to be used for transportation related projects.

Proposition 42 - Transportation Congestion Improvement Act of 2002 - These are state funds to be used for projects that would reduce traffic congestion.

Measure M - A special half-cent sales tax in Los Angeles County and allocated on a "per capita" basis for the developing and/or improvement of transit and highway related projects.

Measure R - A special half-cent sales tax in Los Angeles County and allocated on a "per capita" basis for the developing and/or improvement of transit and highway related projects.

STPL – Surface Transportation Program – Local - Federal funds given to local jurisdictions annually based on a population formula.

GRANTS

CDBG - The Community Development Block Grant program authorized under the Housing and Community Development Act of 1974, as amended for specific types of projects. Revenue estimate provided by the U. S. Housing and Urban Development Department.

FEMA Grant - The Federal Emergency Management Agency to fund emergency preparedness programs and reimbursement from damages of Declared Emergencies.

Parks Bond Act - A grant from the State Department of Parks and Recreation.

COURT FINES – STATE

Vehicle Code Fines - This revenue source is derived from court fines imposed on State motor vehicle violation citations issued within the City.

CITY FUNDS

The City’s budget and accounting system includes more than 40 individual funds, which operate much like individual bank accounts with specific sources of revenue. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts (comprised of assets, liabilities, fund equity, revenues, and expenditures), which are segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with regulatory requirements. The largest single account is the General Fund. State and Los Angeles County collections of retail sales, property, and other taxes are deposited into this account.

The City has the following fund type categories:

Governmental Fund Types The governmental funds include the General and Special Revenue. Governmental Funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting.

Proprietary Fund Types The proprietary funds, which include the Enterprise and Internal Service Funds, are used to account for the City's business-type activities. Proprietary funds are reported using the economic resources measurement focus and the full accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place.

Fiduciary Fund Types The Fiduciary Funds account for assets held by the City in trust or as an agent for various assessment and community facilities districts. The City budget process does not include fiduciary funds.

GENERAL FUNDS

General Fund – accounts for all financial resources necessary to carry out basic governmental activities

Reserves – accounts for the legal restriction of a portion of the General Fund for specified purposes

Capital Replacement Fund – accounts for the replacement/depreciation cost of capital assets

Performing Arts Center Fund – accounts for the operation of the Lancaster Performing Arts Center

SPECIAL REVENUE FUNDS

Gas Tax Fund – accounts for the City’s share of the state gas tax allocation. Gasoline taxes must be used for the maintenance, construction and improvement of City streets.

AB 2766/Air Quality Improvement Fund – accounts for revenues collected under AB 2766. These funds are restricted to air quality improvement related expenditures.

Proposition 1B Fund – accounts for highway safety, traffic reduction, and air quality projects funded by the State general obligation bond monies which was voter approved in 2006.

TDA Article 3 Bikeway – accounts for Transportation Development Act (Article 3) allocation collected. Revenues are restricted to pedestrian/bikeway projects.

TDA Article 8 – accounts for Transportation Development Act (Article 8) allocation received from the County. Revenues are restricted to street and road projects.

Proposition A Fund – accounts for the operation of transit-related projects funded by an allocation from the voter-approved ½ % sales tax levied within Los Angeles County.

Proposition C Fund – accounts for transit-related projects funded by an allocation from the voter-approved ½ percent sales tax levy.

Measure M - accounts for allocation received from Los Angeles County Metropolitan Transportation Authority on a “per capita” basis for the developing and/or improvement of transit related projects funded by a voter-approved ½ percent sales tax increase at the November 2016 election to begin July 1, 2017.

Measure R – accounts for allocation received from Los Angeles County Metropolitan Transportation Authority on a “per capita” basis for the developing and/or improvement of transit related projects funded by a voter-approved ½ percent sales tax increase at the November 2008 election to begin July 1, 2009.

Traffic Safety Fund – accounts for monies received from vehicle code fines; this fund is used to finance law enforcement expenditures

LA County Reimbursement – accounts for monies received from the County for jointly funded projects

STPL – accounts for Regional Surface Transportation Program – Local competitive grants received. The grants are federal monies managed by the state for the improvement of surface transportation.

State Grant - Oil Recycling – accounts for the annual California Integrated Waste Management Board Used Oil Block Grants. The grant is issued on a per capita basis and is to fund permanent, sustainable used oil recycling programs.

State Grant - Recycling Beverage - accounts for the California Division of Recycling Beverage Container Recycling Grants. The grant is issued on a competitive basis and is to fund beverage container recycling programs. Funding is made available annually on a competitive basis.

State Miscellaneous Grants – accounts for miscellaneous, one-time state grants.

Lancaster HOME Program – accounts for loans made to developers (from federal monies allocated by the state as grant funds to the City), for the construction of multi-family housing and to account for Program Income from previous loans which are used to provide loans for first-time buyers to purchase a mobile home. The HOME program is administered by the Department of Housing and Community Development.

Federal Misc. Grants - accounts for miscellaneous, one-time federal grants.

MTA Grant – Prop C - accounts for competitive grants received for transit-related projects funded by a voter-approved ½ percent sales tax levy.

Recycled Water Fund – accounts for the construction and administration of the City-owned recycled water distribution system.

ENTERPRISE FUNDS

Lancaster Choice Energy – accounts for the first municipally-operated community choice aggregator in the state of California and the first to operate in Southern California.

Lancaster Power Authority – affords the city the opportunity to pursue and develop solar energy opportunities for the community.

Lancaster Choice Energy Authority – a joint powers authority (JPA) designed to help cities in Southern California Edison territory participate in community choice aggregation (CCA) without having to sacrifice control or any of the benefits associated with a traditional JPA. The CCEA is governed by the Lancaster City Council with each City joining as an associate member of the JPA.

LANCASTER COMMUNITY SERVICES FOUNDATION

The Foundation, established by City Council, is a separate non-profit entity. The Foundation provides an avenue for citizens who wish to contribute to specific projects for community benefit.

LANCASTER HOUSING AUTHORITY

Accounts for the purpose of providing affordable, decent housing for lower income residents of the City of Lancaster. The Housing Authority assumed responsibilities for the prior low/moderate Housing Fund.

MAINTENANCE DISTRICTS

Lancaster Drainage Maintenance District - accounts for the revenues and expenditures associated with the operation of the Lancaster Drainage Maintenance District.

Lancaster Lighting District - accounts for the revenues and expenditures associated with the operation of the Lancaster Lighting District.

Landscape Maintenance District – accounts for the revenues and expenditures associated with the operation of the Landscape Maintenance District.

Lancaster Sewer Maintenance District - accounts for the revenues and expenditures associated with the operation of the Lancaster Sewer Maintenance District.

DEVELOPER FEES FUNDS

Biological Impact Fee – accounts for biological impact fees collected to mitigate the long-term incremental impact of additional new development.

Building Fees – accounts for fees collected for services provided by Building and Safety, including inspections. The fees will be used to fund Building & Safety and related operations.

Drainage - Developer Fees - accounts for fees collected under AB1600 to fund new drainage infrastructure.

Engineering Fees - accounts for fees collected for services provided by Engineering, including plan-checks. The fees will be used to fund Subdivision Engineering and related operations.

Parks Development – accounts for park development fees collected to mitigate the impacts of new residential development on the availability of open space land and park and recreational facilities. The park development fee shall provide funds for the development of park, recreation and arts facilities.

Sewer – Developer Fees – accounts for fees collected under AB1600 to fund new sewer infrastructure.

Sewer Frontage Fees – accounts for new development fees for use in the construction of sewer lines in front of affected properties.

Signals – Developer Fees - accounts for fees collected under AB1600 to fund new signal infrastructure.

Traffic Impact Fees – accounts for the traffic impact fees collected on all new development in the City. To mitigate the additional traffic burdens created by new development to the City’s arterial and collector street system, the fee shall be used to finance the costs of street improvements, including acquisition, widening and reconstruction, street landscaping, intersection improvements and freeway interchange improvements.

U.S.P. (URBAN STRUCTURE PROGRAM) OPERATIONS IMPACT FUND

Administration - to account for administrative offices fees collected on all new residential development in the City. To mitigate the burdens and increased demand for providing administrative facilities needed to serve new development and to support the well-being and general welfare of the City’s residents and businesses, the fee shall be used to finance land acquisition, design, construction, equipping and related capital costs for administrative facilities.

Operations - to account for service and maintenance operations fees collected on all new residential development in the City. To provide adequate public services and to support the well-being and general welfare of the City’s growing population, the service and maintenance operations fee shall be used to finance the annual costs for providing service and maintenance of and to infrastructure and facilities.

Parks – to account for park acquisition fees collected on all new residential development in the City. The fee will be used to mitigate the impacts of new residential development on the availability of open space land and park and recreational facilities.

Yard - to account for corporate yard facilities fees collected on all new residential development in the City. To mitigate the burdens and increased demand for governmental services, the corporate yard facilities fee shall be used to finance land acquisition, design, construction, equipping and related capital costs for municipal storage and equipment repair facilities.

GLOSSARY

Accrual Basis Accounting - A method of accounting in which revenues are recorded at the time they are earned and expenditures are recorded when goods are received or services performed.

Agency Fund - A governmental accounting classification used to describe those situations where one jurisdiction is acting on behalf of another.

Agenda - A listing of items that the Governing Body may take action on in a public meeting.

Appropriation – An authorization by the City Council to make expenditures and to incur obligations for a specific purpose within a specific time frame.

Assessed Valuation - The value assigned to properties within the City, which is used in computing the property taxes to be paid by property owners. Under Proposition 13 Assessed Valuation is generally defined as the purchase price if the property was purchased after 1975, adjusted upwards annually by a maximum of 2%.

Audit - An examination of the City's records by an independent firm to determine the accuracy and validity of records and reports and the conformity of procedures with established policy. A systematic collection of evidential matter needed to attest to the fairness of management's assertions in the financial statements. The General Accounting Standards Board (GASB) sets standards for financial reporting for units of government, which are referred to as Generally Accepted Accounting Principles (GAAP).

AVTA - Antelope Valley Transit Authority, a joint powers authority for the provision of bus services within Lancaster, Palmdale, and the unincorporated portions of Los Angeles County.

Balanced Budget - The basic budgetary constraint intended to ensure that a government does not spend beyond its means. Balance should be defined to ensure that a government's use of resources for operating purposes does not exceed available resources over a defined budget period.

Base Budget - The portion of the budget that provides for the continuation of operations at the current service level taking into account the updated costs required to provide these services.

Beginning Fund Balance – The balance available in a fund at the end of the prior year for use in the following year.

Benefit Assessment District - A method of constructing improvements by issuing bonds and debt service being provided by levying assessments on property owners within the district.

BLVD Association – see “PBID”

Bond - A written promise to pay a specified sum of money (the principal) at a specified date or dates in the future, along with periodic interest at a specified rate.

Budget - The financial plan for the operation of a program or organization for the year (or other fiscal

period).

Budget Calendar - The schedule of key dates or milestones that a government follows in the preparation and adoption of the budget.

Budget Document - The official written statement prepared by the Finance Department and supporting staff that represents the adopted budget to the legislative body.

CAFR - Comprehensive Annual Financial Report - An annual report prepared by the Finance Department that provides the status of the City's finances on a GAAP basis. This includes the Independent Financial Audit Report as well as other statistical and informative data. This award-winning document is prepared according to guidelines set forth by GFOA and CSMFO.

California Environmental Quality Act (CEQA) - The statutes contained in Sections 21000-21177 of the Public Resources Code of the State of California that establish the requirements for evaluating the environmental effects of adopted projects. The administration of CEQA is governed by the State CEQA Guidelines.

California Society of Municipal Finance Officers (CSMFO) - A non-profit professional association serving the government finance professionals throughout the State of California.

CALSTART - A statewide non-profit consortium of businesses and government agencies dedicated to developing an innovative transportation industry to develop alternative fuel vehicles and infrastructure.

CalTrans - California Department of Transportation, in charge of all regional, state, and federal roadways.

Capital Improvement Budget - A plan of adopted capital expenditures for the year and the means of financing them. The capital budget is enacted as part of the complete annual budget, which includes both operating and capital outlays. Capital project budgets are adopted at the time the project is authorized and continue until completion that, due to the nature of these improvements, may take several years.

Capital Improvement Project - The largely one-time cost for acquisition, construction, improvement, replacement, or renovation of land, structures, and improvements thereon.

Capital Improvement Projects Fund - A fund created to account for financial resources to be used for the acquisition and/or construction of major capital facilities.

Capital Outlay - Expenditures for furnishings, equipment, vehicles, or machinery that results in the acquisition of assets with a useful life of more than one year, and has a cost in excess of \$5,000.

Cash Basis Accounting - A method of accounting in which revenues are recorded when received in cash and expenditures are recorded when paid.

CMP - Congestion Management Program, designed to reduce traffic congestion throughout the state.

Community Development Block Grant - A federally administered program that provides communities with resources to address a wide range of unique community development needs. The CDBG program provides annual grants on a formula basis to 1209 general units of local government and states.

Conditional Use Permit - A permit, approved by either the Planning Commission or City Council of the City of Lancaster, which allows a land use to be established and operated on a particular piece of property under a specific set of requirements or conditions.

CSTI - California Specialized Training Institute trains government employees in many phases of handling various emergencies such as floods, fires, earthquakes, etc.

Debt - An obligation resulting from the borrowing of money, or the purchase of goods or services.

Debt Service - The annual payment of principal and interest on the City's bonded indebtedness. Bonds are issued to finance the construction of capital projects such as utility facilities and expansion.

Debt Service Fund - A fund established to account for the accumulation of resources for, and the payment of, debt principal and interest.

Department - An organization unit comprised of divisions or programs. It is possible for a department to be comprised of only one division.

Depreciation - The systematic and rational allocation of the historical cost of a capital asset over its useful life.

Destination Lancaster - The official destination marketing organization for the City. Destination Lancaster's mission is to promote both Lancaster and the Antelope Valley. Born out of a public-private partnership between the City, the Antelope Valley Fair Board, and local hotels and businesses, Destination Lancaster seeks to dramatically increase the level of tourism the City enjoys by means of advertisement and promotion of local businesses and attractions.

Employee Wellness Program - A Citywide employee-driven program designed to provide information and activities promoting good physical and mental health.

Encumbrances - The amount of funds actually committed to vendors for goods or services received or to be received by the City as specified in a City purchase order. Encumbrances may be carried forward into the next fiscal year.

Enterprise Fund - A fund in which the services provided are financed and operated similarly to a private business.

Environmental Impact Report (EIR) - A detailed statement prepared under CEQA describing and analyzing the significant effects of a project and discussing ways to lessen or avoid the effects. The contents of an EIR are discussed in Article 9, beginning with Section 15120 of the State CEQA Guidelines.

ERAF – Educational Revenue Augmentation Fund - The shift of local property tax revenues from cities, counties and special districts to the state for redistribution to the school system. Proposition 98 guaranteed schools 60% of the State General Fund revenues; by creating this mechanism, the State was able to shift some of the cost of schools to the cities, counties and special districts, leaving more dollars for the State to spend and less at the local level.

EAP - Employee Assistance Program - A contract providing employees and their family's confidential assistance with problems that are non-job related but may adversely impact the employee on the job.

Estimated Revenue - The amount of projected revenue to be collected during the fiscal year.

Expenditure - Actual spending of funds in accordance with budgeted appropriations.

Fees - Charges for services levied by the government to recover costs associated with providing a service, or permitting an activity. Major types of fees include construction, recreation, and planning fees.

FEMA - Federal Emergency Management Agency for emergency preparedness training.

Fiscal Year - A twelve-month period used for budgeting, accounting, or tax collection purposes. The City of Lancaster operates on a twelve-month period beginning July 1 and ending June 30.

FPPC - Fair Political Practices Commission, State appointed commission to establish and enforce election guidelines.

Franchise Tax - A tax charged for the privilege of using public rights-of-way and property within the City for public or private purposes. The City charges franchise taxes to natural gas, electricity, cable television and solid waste.

FTE - Full-time equivalent employee; 2,080 hours in a year.

Fund - An accounting concept used to separate or subdivide the financial activity of a city for legal and managerial purposes. All financial activity of a municipality must be classified in relation to a fund. The City's budget consists of a general fund, special revenue funds, debt service funds, capital project funds, and fiduciary funds.

GAAP - Generally Accepted Accounting Principles are uniform, minimum standards used for accounting and reporting for both private industry and governments. The Governmental Accounting Standards Board currently sets government GAAP.

GASB - Governmental Accounting Standards Board is the current standards-setting board for governmental GAAP.

General Plan - The comprehensive plan, required by Section 65300 of the Government Code of the State of California, that contains the goals, objectives, policies, and specific actions that guide the long-term development and operation of the City of Lancaster.

GFOA - Government Finance Officers Association of the United States and Canada - A non-profit professional association serving government finance professionals throughout North America.

Grant - A contribution from one government unit to another or from a non-profit organization usually made for a specific purpose and time.

Intergovernmental Revenue - Revenue from other governments, primarily shared State revenue from gasoline taxes and vehicle-in-lieu taxes.

Internal Control - The system of controls established by the City to protect the assets from misappropriation and ensure accurate reporting of financial transactions.

Investment Policy - A written, and Council adopted policy delineating permitted investments of the City's idle cash. The City of Lancaster's Investment Policy is typically updated and reaffirmed annually.

LAIF - Local Agency Investment Fund - State Treasurer's Investment Pool of funds from local jurisdictions to take advantage of the State Treasurer's investment expertise.

LASD - Los Angeles County Sheriff's Department provides law enforcement services to the City of Lancaster under a general services agreement. The LASD provides enforcement of local, state and federal statutes.

Licenses and Permits - Revenue category that includes building permits and any other miscellaneous license.

MOU - Memorandum of Understanding, a formalized agreement of processes, results, or operating criteria between two or more entities.

MTA - Metropolitan Transportation Authority administers transportation funds in Los Angeles County.

Municipal Code - A compilation of City Council approved ordinances (laws) presently in effect. The Code defines City policies in various categories.

Negative Declaration - A written statement briefly describing the reasons that a adopted project will not have a significant effect on the environment and therefore does not require the preparation of an Environmental Impact Report (EIR). The contents of a Negative Declaration are described in Section 15071 of the State CEQA Guidelines.

Nixle- Allows for nearly instant emergency communications to residents and businesses via phone, email and the web. It is also a mechanism to give instructions and information to targeted groups in the community.

Objectives - Identifies the desired results of the activities of a program.

Operating Budget - An operational plan, expressed in financial terms, by which a program is funded. It includes: (1) the departmental function; (2) the services provided; and (3) current year resources and funding allocation.

Ordinance - A formal legislative enactment by the City Council. It has the full force and effect of law within the City boundaries unless it is in conflict with any higher form of law, such as a State statute or constitutional provision. An ordinance has higher legal standing than a resolution. A law set forth by a government authority, specifically, a municipal regulation. An Ordinance takes longer to enact than a resolution.

Pass Through – The Tax Increment that is shared with other entities such as the County and School Districts is called a Pass Through.

PBID – Property-Based Improvement District – The special assessment district managed by The BLVD Association for the benefit of the member businesses, which also serve as the source of the fees. These funds help to promote the downtown area in a variety of ways, including joint marketing efforts, training opportunities for businesses, and hosting BLVD Association special events.

PEG - Public, Educational, and Governmental Access Programming

PERS - Public Employees Retirement System provided for government employees within the State of California. Each government agency may contract with PERS if they wish; not all belong.

Personnel Expenses - Salary and fringe benefits such as pensions and insurance for full time, part-time and limited contract employees of the City.

Program - A division of a department that specifies a group of activities.

Program & Financial Plan - The Council approved document stating goals and objectives for a fiscal year and the method of financing thereof.

Adopted Budget - The recommended and unapproved City budget submitted by the City Manager to the City Council and the public.

Proposition A - A countywide sales tax of 1/2% approved by the voters in 1980 for use in transit projects.

Proposition C - A countywide sales tax of 1/2% approved by the voters in 1990 for use in transit projects.

Recognized Obligation Payment Schedule - Per ABx1 26, the Successor Agency is required to prepare a Recognized Obligation Payment Schedule annually. The Recognized Obligation Payment Schedules are approved at public meetings of the Successor Agency and Oversight Board.

Redevelopment Agency - A government body dedicated to urban renewal. Typically, it is a municipal level city department focused on a particular district or corridor that has become neglected or blighted. Redevelopment existed in CA for over 60 years and over 420 agencies were established by cities and counties. Redevelopment was eliminated in 2011 by ABx1 26, a State budget trailer bill.

Reserved Fund Balance - A portion of the fund balance that is not re-appropriated as a source of funds. In the General Fund, it is the city's formal policy to maintain a minimum of 10% of annual budgeted expenditures as a reserved fund balance.

Resolution – A City Council Policy constituting a written action or decision.

Revenue - Funds received by the city as income, including tax payments, licenses and permits, fees for specific services, receipts/reimbursements from other governmental entities, fines and forfeitures, grants, and investment income.

Revenue Estimate - A formal estimate of how much revenue will be earned from a specific revenue source for some future time period.

RFP - Request for Proposals, similar to a bid but used when the desired product or service is not fully quantifiable, such as ‘design a computer network’.

RFQ - Request for Qualifications, a process whereby professional services are solicited where the product or service requires substantial assistance to define; example would be when soliciting for architectural services for a baseball stadium.

Sales and Use Tax - A tax imposed on the sale or use of all tangible personal property. As of April 2015, the tax rate for purchases in Lancaster is 9.0%. 6.5% goes to the State, 1.0% to the county/city, and three county transportation levies of 0.5%.

SB 211 – When the life of a Redevelopment Project Area is extended, this triggers the provisions of SB 211; whereby, over time, additional increment is passed through to entities that would have received the property taxes based on the normal property tax allocation formulas. This only applies to entities that do not have a previously existing Pass through Agreement with the Redevelopment Agency.

SCAG - Southern California Association of Governments, an association of government leaders who endeavor to improve the local governing process.

Single Audit - An audit performed in accordance with the Single Audit Act of 1984 and Office of Management and Budget (OMB) Circular A-128, Audits of State and local Governments. The Single Audit Act requires governments to have one audit performed to meet the needs of all Federal grantor agencies, thus reducing the overall costs of audits.

Special Revenue Fund - A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

Successor Agency - On February 1, 2012 the Lancaster Redevelopment Agency was dissolved per ABx1 26. The legislation requires a successor agency to wind down the activities of the dissolved redevelopment agency. On January 24, 2012, the Lancaster City Council assumed the responsibilities of the Successor Agency for the former Redevelopment Agency.

Tax Rate - The amount of real property tax levied for each \$1,000 assessed valuation. This rate is limited in California by Article XIII of the State Constitution to 1% of assessed valuation plus voter approved overrides for indebtedness.

Taxes - Compulsory charges levied by a government to finance services provided for the common benefit.

TBID – Tourism Business Improvement District – In 2013, seven Lancaster hotels recently joined together to form the Lancaster Tourism Business Improvement District providing funding for Destination Lancaster via a small self-assessment on the hotels.

TOP - Target Oriented Policing - Funds set aside for the specific directed law enforcement designed to immediately and administratively direct law enforcement efforts to specific needs.

TOT – Transient Occupancy Tax - The tax charged on all motel/hotel room rates in the City.

User Fees/Charges - A fee or charge for receipt of a service by the user who benefits from using the service.

USP - Urban Structure Program - A computerized fiscal model that calculates the development fees for adopted projects based on the estimated costs and revenues the project will create to the City. The intent of the Urban Structure Program is to implement Objective 15.3 of the City of Lancaster General Plan by ensuring that new development pays for the costs of providing services and infrastructure needed to serve that development. This program has won the GFOA Award of Excellence award in 1996, as well as the Helen Putnam Award.

Zoning Ordinance - The adopted ordinance of the City of Lancaster that establishes the allowed uses, development standards, and the procedural and administrative requirements related to them for all property within the City. The purpose of the Zoning Ordinance is to implement the City's adopted General Plan.

ACRONYMS

AB – Assembly Bill

ADA – American Disabilities Act

ARC – Annual Required Contribution

AVBOT – Antelope Valley Board of Trade

AVC – Antelope Valley College

AVEK – Antelope Valley-Eastern Kern Water Agency

AVTA - Antelope Valley Transit Authority

AVTTF – Antelope Valley Traffic Task Force

AVUHSD – Antelope Valley Union High School District

AWOH - Aerospace Walk of Honor

BAIP – Business Attraction Incentive Program

BYD – Build Your Dreams

CAFR - Comprehensive Annual Financial Report

CAT – Combat Auto Theft

CCEA – California Choice Energy Authority

CCI – Construction Cost Index

CDBG – Community Development Block Grant

CDCR – California Department of Corrections and Rehabilitation

CEC – California Energy Commission

CERT – Community Emergency Response Team

CEQA - California Environmental Quality Act

CFC - California Film Commission

CHAG - City Hall Art Gallery

CIC - Career Information Center

CIP – Capital Improvement Program

CMP - Congestion Management Program

CNG – Compressed Natural Gas

CORE – Community Oriented Response and Enforcement

CPI – Consumer Price Index
CPTED – Crime Prevention through Environmental Design
CRA - Community Redevelopment Agency
CRM – Customer Relationship Management
CSI – Crime Stopping Initiatives
CSMFO – California Society of Municipal Finance Officers
CSO – Community Service Officer
CSTI - California Specialized Training Institute
CSU – Cal State University
DOF – California Department of Finance
ED – Economic Development
EDMS – Electronic Document Management Systems
EIA – Energy Information Administration
EIR - Environmental Impact Report
ERAF – Educational Revenue Augmentation Fund
FEMA - Federal Emergency Management Agency
FY – Fiscal Year
FLICS – Film Liaisons in California, Statewide
FLSA – Fair Labor Standards Act
FOMC – Federal Open Market Committee
FPPC - Fair Political Practices Commission
FTE - Full-time Equivalent
GAAP - Generally Accepted Accounting Principles
GASB - Governmental Accounting Standards Board
GAVEA – Greater Antelope Valley Economic Alliance
GPCAC - General Plan Citizens Advisory
GFOA - Government Finance Officers Association
GIS - Graphical Imagery System
GDP - Gross Domestic Product
HCD – Housing and Community Development

HERO – California Home Energy Renovation Opportunity
HRIS – Human Resources Information System
IT – Information Technology
ITSP – Information Technology Strategic Plan
JLUS – Joint Land Use Study
LAEDC – Los Angeles County Economic Development Corporation
LAHSA - Los Angeles Homeless Services Authority
LAIF - Local Agency Investment Fund
LASD - Los Angeles County Sheriff's Department
LBP – Lancaster Business Park
LCE – Lancaster Choice Energy
LCP – Lancaster City Park
LFA - Lancaster Financing Authority
LHA – Lancaster Housing Authority
LLEBG – Local Law Enforcement Block Grant
LNSC - Lancaster National Soccer Center
LPA – Lancaster Power Authority
LPAC - Lancaster Performing Arts Center
LRA – Lancaster Redevelopment Agency
LSA – Lancaster Successor Agency
LSD – Lancaster School District
MCI – Municipal Cost Index
MEA - Master Environmental Assessment
MOAH - The Lancaster Museum of Art and History
MOU - Memorandum of Understanding
MTA - Metropolitan Transportation Authority
O&M – Operations and Maintenance
OMP – Sgt. Steve Owen Memorial Park
OPA – Owner Participation Agreement
OPEB – Other Post-Employment Benefits

OSHA – Occupational Safety and Health Administration

OTS – Office of Traffic Safety

PACE – Property Assessed Clean Energy

PBID – Property-Based Improvement District

PERS - Public Employees Retirement System

PPI – Producer Price Index

PROP - Proposition

PSAHC - Public Safety Ad Hoc Committee

RFP - Request for Proposals

RFQ - Request for Qualifications

SB – Senate Bill

SBAP – Small Business Attraction Program

SCAG - Southern California Association of Governments

SCE – Southern California Edison

SRRE - Source Reduction and Recycling Element

STPL – Surface Transportation Program - Local

TAC - Technical Advisory Committee

TBID – Tourism Business Improvement District

TDA – Transportation Development Act

TOP – Target Oriented Policing

USP - Urban Structure Program

VOP – Volunteers on Patrol

VLF – Vehicle in-lieu Fee

WHM - Western Hotel Museum

FUND LISTING

FUND	DESCRIPTION
101	General Fund
104	Capital Replacement
106	Community Services Foundation
109	City Special Reserves
138	Long Term Debt Account Group
139	Fixed Assets Account Group
150	Capital Projects
203	Gas Tax
204	Air Quality Management District
205	Proposition 1B
206	TDA Article 8
207	Proposition "A" Transit
208	TDA Article 3 Bikeway
209	Proposition "C"
210	Measure R
211	Measure M
213	Parks Development
215	Roberti-Zberg
217	Signals – Developer Fees
219	State Park Bond (Proposition 12)
220	Drainage – Developer Fees (Drainage Impact Fees)
221	Sewer Frontage
222	Sewer – Developer Fees
224	Biological Impact Fees
225	Urban Structure Program – Operations Impact Fund
226	Urban Structure Program – Operation
227	Urban Structure Program – Parks

FUND	DESCRIPTION
228	Urban Structure Program - Administration
229	Urban Structure Program – Corporate Yard
232	Traffic Impact Fees
248	Traffic Safety
251	Engineering Fees
252	Congestion Management (Proposition 42)
261	Los Angeles County Reimbursement
263	Los Angeles County Park Bond
299	Private Developer Reimbursement
301	Lancaster Housing Authority
306	Low & Moderate Income Housing
315	Local Private Grants
320	State Grants - Parks
321	Metropolitan Transportation Agency Grant - Local
323	State Grant – Surface Transportation Program Local
324	State Grant – Office of Traffic Safety
326	State Homeland Security
327	MTA Grant – Measure R
330	State Grant – Recycling Beverage
331	State Grant – Oil Recycling
349	Miscellaneous State Grants
361	Community Development Block Grant (CDBG)
362	CDBG - Section 108
363	Neighborhood Stabilization Program
364	Homeless Prevention & Rapid Re-Housing (HPRR)
371	Federal TEA
381	Economic Development Administration (EDA)
382	Economic Development Initiative (EDI)
390	OES / FEMA

FUND	DESCRIPTION
391	Federal HOME Grant
399	Federal Miscellaneous Grants
401	Agency Fund
402	Performing Arts Center
404	Grants Fund
408	Aerospace Grants
409	Reimbursable Grants
456	Still Meadow Lane Sewer Assessment District
463	Damage Repairs
480	Sewer Maintenance District
481	Fox Field Landscape Maintenance District
482	Landscape Maintenance District
483	Lighting Maintenance District
484	Drainage Maintenance District
485	Recycled Water
486	Lancaster Power Authority
490	Lancaster Choice Energy
491	California Choice Energy Authority
811	Assessment District 93-3
812	Assessment District 92-101
820	Infrastructure Financing District 92-1
831	Community Facilities District 90-1 (Belle Tierra)
832	Community Facilities District 91-1 (Quartz Hill)
833	Community Facilities District 91-2 (Lancaster Business Park)
990	Lancaster Successor Agency
991	Redevelopment Obligation Retirement Fund
992	Debt Service Fund - Former RDA
993	Debt Service Fund - Schools
994	Debt Service Fund - County

OBJECT CODES

PERSONNEL SERVICES

- 101 **SALARIES – PERMANENT:** Provides for compensation for full-time, regular employees.
- 104 **SALARIES – OVERTIME:** Provides for compensation for overtime at one and one-half times the regular salary.
- 105 **SALARIES – OVERTIME (REIMB):** Provides for compensation for employees to be reimbursed by developers for expedited service.
- 111 **SALARIES – SPECIAL:** Provides for compensation paid to Councilmembers, Commissioners, City Treasurer or other positions as designated by City Council.
- 112 **SALARIES – TEMPORARY:** Provides for compensation for temporary employees.
- 113 **CONTRACT LABOR:** Provides for cost for individuals hired on a contract basis and paid directly through payroll.
- 114 **SALARIES - RENTAL:** Provides for cost of billable rental labor.
- 121 **OTHER FRINGE BENEFITS:** Provides for long-term disability, Medicare, unemployment and other miscellaneous payroll liabilities.
- 122 **PERS –** Provides for retirement benefits for regular employees.
- 124 **HEALTH INSURANCE:** Provides for health insurance for all regular employees.
- 125 **WORKER’S COMPENSATION:** Provides for Worker’s Compensation insurance coverage.
- 129 **DEFERRED COMPENSATION:** Provides employer-paid contributions.
- 134 **PARS –** Provides supplemental retirement benefits.
- 136 **LONG TERM CARE**
- 191 **SALARY OFFSET – CAPITAL PROJECTS:** Provides for charge-back to Capital Project of full-time, regular employees salaries for actual hours worked on projects.
- 192 **OVERTIME SALARY OFFSET – CIP:** Provides for charge-back to Capital Project of full-time, regular employees overtime salaries for actual hours worked on projects.
- 193 **TEMPORARY SALARY OFFSET – CIP:** Provides for charge-back to Capital Project of temporary salaries for actual hours worked on projects.
- 194 **FRINGE OFFSET-CIP:** Provides for charge-back to Capital Project of fringe benefits for actual hours worked on projects.

OPERATING EXPENSES - SUPPLIES & SERVICES

- 200 **REGISTRATION:** Provides for registration expenses incurred in meetings or outside seminars, conferences or workshops.

- 201 TRAVEL & EXPENSES:** Provides for meetings or outside seminars, conferences or workshops. Examples are: per diem/meals, airfare and hotels.
- 202 LOCAL & REGIONAL EVENTS:** Provides for local/regional conferences, meetings, training or workshops.
- 203 REIMBURSED MILEAGE:** Provides for monthly automobile allowance and mileage reimbursement incurred in use of personal vehicle on City business.
- 205 CITY PROMOTION & ADVERTISING:** Provides for community events and the publicity of the City.
- 206 PUBLICATIONS & DUES:** Provides for books, publications and membership dues in job-related organizations.
- 207 VEHICLE OPERATIONS:** Provides for maintenance of City-owned vehicles.
- 208 SMALL TOOLS:** Provides for tools valued under \$5,000 for use by City employees.
(Use object code 293 for Equipment & Machinery.)
- 209 UNIFORMS:** Provides for required clothing and protective gear for employees.
- 210 MAPS & PUBLICATIONS:** Provides for maps, plans, specifications, publications and other printed material provided to contractors, other technical or professional groups and citizens. This is partially offset by the revenue account "Sales of Maps and Publications".
- 211 POSTAGE:** Provides for mailing expense incurred through use of the City postage meter.
- 212 POSTAGE – SPECIAL MAILING:** Provides for mailing expenses - bulk mailing, UPS, Express Mail.
- 213 PROGRAM EXPENSES – CDBG:** Provides for administration of the CDBG Program.
- 214 BULK VEHICLE MAINT. SUPPLIES:** Provides for maintenance supplies for City-owned vehicles.
- 215 EQUIPMENT CHARGES:** Provides for maintenance of City-owned large equipment with EQ#s assigned. Generally utilized by the fleet services division.
- 216 MHP RENT ARBITRATION:** Provides for arbitration for mobile home park rent.
- 217 VEHICLE FUEL:** Provides for fuel for City owned vehicles.
- 218 SPONSOR OFFSET:** Provides for amounts collected from sponsors or donated to the City generally for special events. This will offset the expenditures for the special event.
- 219 STRONG NEIGHBORHOOD INITIATIVE**
- 220 BOOT/PANT ALLOWANCE**
- 221 SPONSORSHIP:** Costs associated with other organization's special community events sponsored by the City.
- 222 SPECIAL EVENTS:** Costs associated with individual events.
- 223 SOCCER GATE EXPENSE**

- 225 SPONSORSHIPS**
- 230 SMALL EQUIPMENT OPERATIONS:** Provides for equipment maintenance and repair under \$5,000 including office equipment and small field equipment. (Use object code 215 for large equipment operations).
- 235 CREDIT CARD CHARGES:** Provides for credit card payments collected by the City.
- 240 SUCCESSOR AGENCY OPERATIONS**
- 245 ORGANIZATIONAL DEVELOPMENT:** Provides for Human Resource's costs for organizational development to enhance performance.
- 250 GENERAL CITY OFFICE SUPPLIES:** Provides for office supplies purchased for all Departments use.
- 251 SPECIAL ACTIVITY SUPPLIES:** Provides for special purpose supplies usually unique to the program wherein budgeted.
- 252 PHOTO FILM & PROCESSING**
- 253 REPROGRAPHICS:** Provides for outside printing or copying services.
- 254 PHOTOCOPY MACHINE COSTS:** Provides for chargebacks to each division for the use of City-owned copiers. Meter readings are taken and associated costs are charged monthly according to usage.
- 255 RECRUITMENT EXPENSE:** Provides for expenses occurred in hiring employees, such as newspaper ads, pre-employment physicals, fingerprinting, relocation expenses.
- 256 STAFF DEVELOPMENT:** Provides for development of employees through job-oriented training, seminars, educational classes, etc.
- 257 PERFORMER SUPPLIES/COSTS:** Provides for supplies for Parks, Recreation and Arts performers.
- 258 CONCESSION SUPPLIES**
- 259 OFFICE SUPPLIES:** Provides for general office supplies for individual divisions not including the purchase or maintenance of office equipment.
- 260 INSURANCE EXPENSE:** Provides for premiums paid for tangible and intangible property insurance including bonds for employees.
- 261 COMMUNITY AWARDS:** Provides for plaques, proclamations, flowers and other presentation-type materials.
- 262 ELECTION EXPENSE**
- 263 LEGAL ADVERTISING:** Provides for advertising handled through the City Clerk's Office for public hearing notices, and other advertising as required by law.
- 264 LANDSCAPE MAINTENANCE**
- 265 TREE & PLANT MATERIAL:** Provides for new or replacement trees and materials purchased for parks, parkways, residential and commercial areas throughout the City.

- 266 HORTICULTURAL – HERBICIDE & PESTICIDE:** Provides for herbicide and pesticide application services.
- 267 HORTICULTURAL – PRIVATE:** Provides for tree trimming services.
- 268 HORTICULTURAL:** Provides for all horticulture services for the Sierra Highway Bikepath.
- 269 HORTICULTURAL:** Provides for all horticulture services for the freeway entrances.
- 270 RECREATION SERVICES:** Provides for facilities and programs for sports and cultural programs.
- 271 RECREATION BUS SERVICES - PROP A:** Provides for bus services for recreation programs, funded by Prop A funds.
- 272 THEATER PROGRAMS**
- 273 IN-HOUSE PRODUCTION COSTS**
- 274 THEATER CONCESSIONS**
- 280 LANDSCAPE MAINTENANCE:** Provides for maintenance of landscape districts.
- 286 CASH VARIANCE:** Provides for amount of variance between amount of payments collected and the amount owed or reported (cash is either short or over).
- 290 TUITION REIMBURSEMENT:** Provides for reimbursement of educational expenses to employees. Generally requested by employee and taken on own time.
- 291 FURNITURE & OFFICE EQUIPMENT (NON CAP):** Provides for furniture & Office Equipment, including computer hardware, purchased for under \$5,000. (See object code 751 for purchases over \$5,000.)
- 293 SPECIAL EQUIPMENT – OFFICE:** Provides for special office equipment purchased for under \$5,000.
(See object code 753 for purchases over \$5,000.)
- 294 OUTDOOR FURNITURE & EQUIPMENT (NON CAP):** Provides for outdoor furniture & equipment purchased for under \$5,000.
(See object code 754 for purchases over \$5,000.)
- 295 SPECIALIZED EQUIPMENT (NON CAP):** Provides for specialized equipment purchased for under \$5,000.
(See object code 755 for purchases over \$5,000.)
- 300 LEGAL CLAIMS:** Provides for legal claims filed with the City Clerk’s Office.
- 301 PROFESSIONAL SERVICES:** Provides for contracting with a firm or company for outside professional services. These services are of a technical nature where special licensing or education is usually required, such as: accountants, appraisers, attorneys, engineers, consultants, information technology specialists, etc. Whenever this account is used, a complete description must be included.

(See object code 308 for contracting for individuals, usually through an agency.)

- 302 COMPUTER SOFTWARE & SUPPORT:** Provides for software costs including subscription, upgrades, licenses, etc.
- 303 LEGAL SERVICES:** Provides for legal services provided to the City.
- 304 AUDIT SERVICES:** Provides for annual audit services and/or any special audits by outside auditing firm.
- 305 COURT COSTS:** Provides for litigation.
- 306 GENERAL ADMINISTRATION**
- 307 FEE REIMBURSEMENT:** Provides for reimbursement of developer fees paid in prior fiscal year.
- 308 CONTRACT SERVICES:** Provides for skilled labor hired on a contract basis, usually through an agency, and paid through accounts payable.
- 309 HONORARIUMS**
- 310 RECYCLED WATER PURCHASES**
- 311 GOVERNMENT FILING FEES:** Provides for government permits, applications, etc.
- 313 COMMUNITY ORGANIZATIONS:** Provides for funds for non-profit organizations serving residents of the City of Lancaster.
- 315 ERAF PAYMENT TO COUNTY**
- 316 SPECIAL STUDIES:** Provides for specific studies contracted for by the City.
- 317 GENERAL PLAN UPDATE:** Provides for costs associated with the General Plan Update every 5 years.
- 318 PERFORMER SERVICES**
- 323 PASS-THROUGH PAYMENTS**
- 327 DOT DRUG SCREENING COSTS**
- 328 LBP CFD91-2 PAYMENTS**
- 330 ROYALTIES**
- 331 LICENSING COSTS**
- 334 CITY STORE EXPENSE**
- 350 EMERGENCY PREPAREDNESS:** Provides for operation of the City's emergency preparedness program.
- 351 EMERGENCY LOGISTICS**
- 354 COMMUNITY SAFETY – SHERIFF:** Provides for police services funded with City general funds.

355 SPECIAL PROGRAMS

356-359 SHERIFF DEPT SPECIAL GRANT PROGRAM

360 CODIFICATION: Provides for costs associated with law or code requirements.

361 RECORDING & CREDIT FEES: Provides for recording of documents by the County Recorder or State of California.

363 ANIMAL CONTROL SERVICES - CONTRACT: Provides for animal control services.

369 CONTRACT LIABILITY

370 STORM DAMAGE

402 MAINTENANCE SERVICE – PRIVATE: Provides for maintenance agreements and service costs for all small equipment and office equipment (see 405 for large equipment).

403 BUILDING MAINTENANCE: Provides for supplies and other expenses incurred for the maintenance of various City buildings and facilities by City staff.

404 GROUNDS MAINTENANCE: Provides for supplies and other expenses incurred for maintenance of public grounds by City staff.

405 EQUIPMENT MAINTENANCE: Provides for maintenance agreements and service costs for all large equipment (equipment with an EQ# assigned - see 402 for small equipment).

406 JANITORIAL SUPPLIES

407 ENERGY MANAGEMENT SYSTEM

408 SOIL STERILE & WEED CONTROL: Provides for sterilization and/or weed abatement of areas off streets which are deemed to be a public nuisance and require City action.

409 DRAINAGE CHANNELS MAINTENANCE: Provides for clearing and cleaning of drainage channels and box culverts.

410 STREET MATERIALS

412 COMMUNICATIONS MAINTENANCE

413 COMMUNICATION EQUIPMENT MAINTENANCE

416 PROPERTY TAX ON LAND

450 STREET SWEEPING CONTRACT

454 MARKING & STRIPING: Provides for painting of traffic control markings on street pavement surfaces.

455 TRAFFIC & REGULATORY SIGNS: Provides for installation and maintenance of all regulatory, informative and directional signs.

456 STREET NAME SIGN MAINTENANCE: Provides for maintenance of all street name signs.

457 ROADSIDE MAINTENANCE: Provides for maintenance activities for improvements normally located within the parkway; i.e., inside public right-of-way but outside the normal

riding surface. This would include maintenance of such things as grading of shoulders, drainage ditches, AC sidewalks and installation of traffic barricades.

- 459 TRAFFIC SIGNAL – STATE & COUNTY:** Provides for City's share of the maintenance of traffic signals under the jurisdiction of the State of California and/or County of Los Angeles and performed by the entity.
- 460 TRAFFIC SIGNAL – DAMAGE REPAIR**
- 461 TRAFFIC SIGNAL – CITY:** Provides for maintenance of traffic signals within the City limits performed by the City or by contract.
- 462 REIMBURSED DAMAGE REPAIRS**
- 470 SEWER MAINTENANCE**
- 502 GRAFFITI REMOVAL:** Provides for removal of graffiti on public or private property.
- 503 MOSQUITO ABATEMENT:** Provides for the clearing of debris, spraying, and otherwise to abate potential mosquito breeding areas through the Mosquito Abatement District.
- 601 RENT – OFFICE EQUIPMENT:** Provides for rental costs of office equipment not owned by the City.
- 602 RENT – OTHER EQUIPMENT:** Provides for rental costs for equipment needed on a temporary basis, other than office equipment.
- 603 RENT – BUILDINGS & GROUNDS:** Provides for rental costs of office or storage trailers and/or buildings and land.
- 605 RENT – MOTOR VEHICLES:** Provides for rental cost for City vehicles.
- 651 TELEPHONE:** Provides for telephone expenses.
- 652 ELECTRICITY:** Provides for electricity used by City facilities.
- 654 WATER:** Provides for water used by City facilities.
- 655 GAS:** Provides for gas used by City facilities.
- 656 REFUSE COLLECTION**
- 657 HAZARDOUS WASTE HANDLING**
- 660 STREET LIGHTS – MAINTENANCE & POWER:** Provides for private maintenance and power necessary to operate all City owned street lights.
- 661 PARKING LOT MAINTENANCE:** Provides for maintenance of City owned parking lots.
- 662 NEW DEVELOPMENT SIGN/STRIPING**
- 665 STREET LIGHT FIXTURES:** Provides for maintenance of street light fixtures.
- 670 AQUATIC MAINTENANCE:** Provides for expenses relating to the maintenance, repairs, and chemicals for City pools.

CAPITAL OUTLAY (Purchases of items costing \$5,000 or more)

- 751 FURNITURE & OFFICE EQUIPMENT:** Office furniture and normal office equipment purchased for over \$5,000.
- 752 MOTOR VEHICLES:** Trucks, cars, tractors, other motor vehicles, purchased for over \$5,000, that are capable of self-propelled travel on any City streets.
- 753 EQUIPMENT & MACHINERY:** Various capital equipment items, purchased for over \$5,000, that are normally associated with field work.
- 754 OUTDOOR FURNITURE & EQUIPMENT:** Various outdoor furniture and equipment used at public facilities, purchased for over \$5,000.
- 755 SPECIALIZED EQUIPMENT:** Special equipment for City photography and audio visual equipment, purchased for over \$5,000.
- 756 PREPAID CAPITAL EXPENSE**

CAPITAL REPLACEMENT (Purchases of items costing \$5,000 or more)

- 761 REPLACEMENT – FURNITURE & OFFICE EQUIPMENT:** To replace Office furniture and normal office equipment purchased for over \$5,000.
- 762 REPLACEMENT – MOTOR VEHICLES:** To replace trucks, cars, tractors, other motor vehicles, purchased for over \$5,000, that are capable of self-propelled travel on any City streets.
- 763 REPLACEMENT – EQUIPMENT & MACHINERY:** To replace various capital equipment items, purchased for over \$5,000, that are normally associated with field work.
- 764 REPLACEMENT – OUTDOOR FURNITURE & EQUIPMENT:** To replace various outdoor furniture and equipment used at public facilities, purchased for over \$5,000.
- 765 REPLACEMENT – SPECIALIZED EQUIPMENT:** To replace special equipment for City photography and audio visual equipment, purchased for over \$5,000.

GRANTS

- 770 GRANT EXPENSES:** Local costs associated with various grant programs.
- 771 NON REIMBURSEABLE GRANT EXPENDITURE**
- 774 UBG - OIL RECYCLING GRANTS**
- 775 - 778 TRANSFER**
- 779 GENERAL FUND OVERHEAD**
- 780 - 799 VARIOUS TRANSFERS**
- 819 INFILL HOUSING**
- 822 NEIGHBORHOOD FORECLOSURE PRES - NON BOND**
- 824 NEIGHBORHOOD FORECLOSURE PRES - BOND**
- 830 INSURANCE REIMBURSEMENT EXPENSE**

900 CITY CONTRIBUTION

CAPITAL IMPROVEMENTS

- 901 DESIGN & ENGINEERING:** Costs associated with preparing detail plans for capital projects other than buildings. Includes both internal costs and outside services contract preparation, bid advertising, award and inspection.
- 902 OPERATION OF ACQUIRED PROPERTY**
- 903 RELOCATION COSTS**
- 906 INTEREST EXPENSE**
- 907 BOND DISCOUNT AMORTIZATION EXPENSE**
- 908 DEBT SERVICE**
- 909 CITY LOAN PRINCIPAL REDUCTION:** Repayment of principal on loans made by the City.
- 911 RIGHT-OF-WAY ACQUISITION:** Procurement of right-of-way for the City and related expenses.
- 912 PROPERTY ACQUISITION:** Purchase of real property holdings by public/private agencies.
- 924 CONSTRUCTION – IMPROVEMENTS:** Costs such as excavation, grading, land preparation, landscaping and internal roads, parking, sidewalks, etc.
- 939 EMERGENCY OPERATIONS**

REHABILITATION

- 940 CODE/DEMOLITION ACTIVITY:** Costs associated with repairs required for code enforcement or demolition of properties.
- 943 REDEVELOPMENT LOAN REPAYMENT**

SPECIAL FUNDS

- 950 ADMIN OH COSTS - REIMBURSEMENT TO CITY**
- 958 MISCELLANEOUS ADMINISTRATIVE COSTS**
- 959 LOSS ON SALE OF LAND**

BOND PAYMENTS

- 960 TA NOTE PAYMENTS:** Costs associated with retirement of tax allocation notes.
- 961 BOND INCIDENTALS/COI:** Costs associated with the preparation and sale of bond issues.
- 962 FISCAL AGENT FEES**
- 963 DEVELOPMENT DISPOSITION AGREEMENT (DDA)**
- 963 REIMBURSEMENT AGREEMENT COSTS**
- 964 ERAF LOAN REPAYMENT**

- 978 DEBT SERVICE**
- 981 DEBT SERVICE - PRINCIPAL**
- 982 DEBT SERVICE - INTEREST**
- 986 INTEREST EXPENSE - PREMIUM & DEFEASANCE**
- 991 TRANSFER/EXCHANGE WITH OTHER AGENCIES**
- 998 OTHER FINANCING USES**
- 999 CONTINGENCY**