



Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Honorable Mayor Fahey and Members of the City Council

THROUGH: Geoff Dolan, City Manager

FROM: Bruce Moe, Finance Director
Russell J. Morreale, Assistant Finance Director

DATE: March 15, 2005

SUBJECT: Consideration of Financial Reports:
A) Ratification of Demands: March 10, 2005
B) Investment Portfolio for the Month Ending February 28, 2005
C) Financial Reports for the Month Ending February 28, 2005

RECOMMENDATION:

Staff recommends that the City Council ratify the attached schedule of demands and receive and file this report.

FISCAL IMPLICATION:

The financial reports included herein are designed to communicate fiscal activity based upon adopted and approved budget appropriations. No action of a fiscal nature is requested as part of this report.

BACKGROUND:

Finance staff prepares a variety of financial reports for City Council and Finance Subcommittee review and approval. In the effort to streamline and enhance the reporting process, staff has combined all financial reports under one common agenda title as presented in this document. A brief discussion of the enclosed reports follows:

DISCUSSION:

Ratification of Demands: Every two weeks staff prepares a comprehensive listing of all disbursements made with staff certification that the expenditure transactions listed have been reviewed and concur with budget appropriations.

Investment Portfolio: State law requires that the investment portfolio be periodically submitted to City Council for review. It continues to be our practice to provide a detailed monthly reporting to the City's Finance Subcommittee, followed by a month end reporting to City Council. The month end portfolio includes a certification by the Finance Director that all investments made comply with established Financial Policies and provide sufficient liquidity to support projected expenditures.

It should be noted that this portfolio reflects the sale of Police/Fire Bonds which took place on November 9, 2004 and includes the transfer of significant reserve fund dollars to the Police /Fire

construction Fund trust account. This anticipated action reduced City LAIF levels within the 50% policy limit. Accordingly, staff has re-formatted the portfolio report to display bond and construction dollars held in trust given the significance of such balances.

Financial Reports: This package includes summary level financial reports for the month ending February 28, 2005. This report date marks the eighth month of the 2004-2005 fiscal year and reflects the annual budget adopted by City Council this past June. As part of the year end audit process, Finance reviews all prior years Capital Projects (CIPS) and purchase order obligations (PO's) and rolls these appropriations into the new year. The financial reports before you do include the carry forwards of all prior-year Purchase Orders and the roll-forward of prior year CIPS which have been booked now that the year end audit is complete.

These reports provide monthly and year-to-date activity for all funds and departments presenting a snapshot of budget performance. We have included a report highlighting the performance of our key revenue sources to assist in the review and planning process.

We hope that City Council finds these reports clear and informative as a basis for reviewing the City's financial status.

- Attachments:
- A. Warrant Register March 10, 2005
 - B. Investment Portfolio for the Month Ending February 28, 2005
 - C. Financial Reports for the Month Ending February 28, 2005

City of Manhattan Beach



Ratification of Demands

March 10, 2005

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3/11/2005

CITY OF MANHATTAN BEACH
WARRANT REGISTER

WARRANT BATCH NUMBER:

WR 19b

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
3042005	3/4/2005	T	CMB RISK MGMT LIABILITY	MONTHLY DISBURSAL	44,749.45
3072005	3/7/2005	T	CMB RISK MGMT WORKERS COMP	MONTHLY DISBURSAL	68,448.96
3142005	3/14/2005	T	UNION BANK	F.I.T./MEDICARE/S.I.T.	152,650.34
SUBTOTAL					265,848.75
451764	3/10/2005	N	1736 FAMILY CRISIS CENTER	PUBLIC SERVICE FUNDING	10,324.00
451765	3/10/2005	N	1ST PMF BANCORP	TEMP EMP SERVICES	6,255.12
451766	3/10/2005	N	ADOLPH KIEFER & ASSOCIATES	POOL EQUIPMENT	129.57
451767	3/10/2005	N	ADVANCED CLEANUP TECHNOLOGIES	HAZMAT TRANSFER	433.75
451768	3/10/2005	N	ADVANCED INFRASTRUCTURE TECH	HIGH PRESSURE SEWER HOSE	2,265.00
451769	3/10/2005	N	ADVENTURES AMERICA	TRANSPORTATION	4,916.00
451770	3/10/2005	N	AGENCIES TOOL CENTER INC	TOOLS & SUPPLIES	78.08
451771	3/10/2005	N	JOSEPH AIELLO	REIMBURSEMENT	181.99
451772	3/10/2005	N	AIR SOURCE INDUSTRIES INC	PARAMEDIC EQUIPMENT	261.95
451773	3/10/2005	N	ALLSTAR FIRE EQUIPMENT	FIRE SAFETY EQUIPMENT	739.23
451774	3/10/2005	N	ALLSTAR INTERIOR LANDSCAPE INC	PLANT MAINTENANCE	541.56
451775	3/10/2005	N	AMERICAN CLASSIC SANITATION	PORTABLE RESTROOMS	194.96
451776	3/10/2005	N	APPLE ONE	TEMP EMP SERVICES	1,758.75
451777	3/10/2005	N	APWA SO CALIF CHAPTER	STREETS & TECH CONFERENCE	135.00
451778	3/10/2005	N	AQUA-FLO	IRRIGATION SUPPLIES	472.48
451779	3/10/2005	N	ARCH WIRELESS	PAGER AGREEMENT	285.53

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451780	3/10/2005	N	BRYAN ARIANPOUR	REFUND	50.00
451781	3/10/2005	N	ASAP PUBLISHING COMPANY	LIBRARY UPDATE	27.50
451782	3/10/2005	N	AT SYSTEMS WEST	COURIER SERVICES	373.76
451783	3/10/2005	N	AVALON COMMUNICATIONS INC	PRINTING SERVICES	65.00
451784	3/10/2005	N	BATTERY SYSTEMS	CAR BATTERIES	1,252.12
451785	3/10/2005	N	BAVCO	PARTS & SUPPLIES FOR BACKFLOW	65.91
451786	3/10/2005	N	BENESYST INC	CHILD125 (CHILD 125 PLAN): Payment	10,401.20
451787	3/10/2005	N	BENESYST INC	FLEX ADMIN SERVICES	598.55
451788	3/10/2005	N	TRACY BLENDER	CONTRACTOR	5,390.00
451789	3/10/2005	N	BLUE RIDGE MEDICAL	MEDICAL SUPPLIES	166.20
451790	3/10/2005	N	SARAH ELIZABETH BOESCHEN	MINUTES SECRETARY	224.00
451791	3/10/2005	N	BOISE CASCADE OFFICE PROD CORP	OFFICE SUPPLIES	5,959.74
451792	3/10/2005	N	BOUND TREE MEDICAL LLC	FIRST AID AND MEDICAL SUPPLIES	1,642.54
451793	3/10/2005	N	BRAC PROPERTIES, LLC	AUTO DETAILING	100.00
451794	3/10/2005	N	DON J BRAUNECKER	CONTRACTOR	500.00
451795	3/10/2005	N	CA CARBURETOR WAREHOUSE	AUTOMOTIVE REPAIRS	127.73
451796	3/10/2005	N	CA TEAMSTERS LOCAL 911	AGENCY FEE (MISC): Payment	3,333.00
451797	3/10/2005	N	CAM SERVICES INC	JANITORIAL SERVICES	20,000.74
451798	3/10/2005	N	LUISA CAMBA	REIMBURSEMENT	49.00
451799	3/10/2005	N	CARMEN'S UNIFORMS	POLICE/FIRE UNIFORM SUPPLY	129.42
451800	3/10/2005	N	CENTINELA HOSP AIRPORT MED CTR	MEDICAL SERVICES	60.00

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451801	3/10/2005	N	JOE CHARLES	CONTRACTOR	2,574.75
451802	3/10/2005	N	CHEMSEARCH	SUPPLIES	403.29
451803	3/10/2005	N	MARIANO CINAT	CONTRACTOR	230.00
451804	3/10/2005	N	CITY OF MANHATTAN BEACH	PETTY CASH	523.15
451805	3/10/2005	N	CITY OF REDONDO BEACH	SMBBB TMDL IMPLEMENTATION	41,952.39
451806	3/10/2005	N	CITY OF TORRANCE	REGISTRATION	1,050.00
451807	3/10/2005	N	CLEAN SOURCE INC	JANITORIAL SUPPLIES	718.78
451808	3/10/2005	N	CLEANSTREET	STREET MAINTENANCE	357.50
451809	3/10/2005	N	CMTA	MEMBERSHIP DUES	145.00
451810	3/10/2005	N	WILLIAM COFFEY	REIMBURSEMENT	39.60
451811	3/10/2005	N	COLE'S EQUIPMENT RENTALS INC	EQUIPMENT	119.00
451812	3/10/2005	N	COLEN AND LEE	WC & LIABILITY ADMIN	8,200.00
451813	3/10/2005	N	COMPUTER CUSTOMIZING OF S B	SERVER REPLACEMENTS- FIRE & STINGRAY	8,729.30
451814	3/10/2005	N	COPLEY LOS ANGELES NEWSPAPERS	ADVERTISING	1,429.52
451815	3/10/2005	N	COUNTY OF ORANGE	EARNINGS WITHHOLDING	87.69
451816	3/10/2005	N	COUNTY OF ORANGE	EARNINGS WITHHOLDING	70.38
451817	3/10/2005	N	COURT TRUSTEE	EARNINGS WITHHOLDING	250.00
451818	3/10/2005	N	CPOA	REGISTRATION	160.00
451819	3/10/2005	N	CULLIGAN	WATER SUPPLY	23.82
451820	3/10/2005	N	CYGANY INC	JANITORIAL SUPPLIES	843.75
451821	3/10/2005	N	D & D EQUIPMENT RENTAL LLC	EQUIPMENT RENTAL	3,585.00

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451822	3/10/2005	N	D & D SERVICES INC	PICK UP & DISPOSAL SERVICES	295.00
451823	3/10/2005	N	D3 EQUIPMENT	EQUIPMENT RENTAL	1,151.40
451824	3/10/2005	N	DAPPER TIRE CO	TIRES	1,208.86
451825	3/10/2005	N	JANE DAVIS	REFUND	50.00
451826	3/10/2005	N	DEL DENNY	REIMBURSEMENT	797.42
451827	3/10/2005	N	DEPARTMENT OF TRANSPORTATION	TRAFFIC SIGNAL MAINTENANCE	918.93
451828	3/10/2005	N	DEPT OF CHILD SUPPORT SERVICES	EARNINGS WITHHOLDING	906.00
451829	3/10/2005	N	STEVE DIDIER	REIMBURSEMENT	168.68
451830	3/10/2005	N	LAURIE DILLMAN	REFUND	485.00
451831	3/10/2005	N	DON KOTT FORD/LINCOLN/MERCURY	CHIEF'S CAR	23,182.91
451832	3/10/2005	N	DUTHIE POWER SERVICES	SERVICE GENERATOR SETS	276.75
451833	3/10/2005	N	E.B. BRADLEY CO	SUPPLIES	48.58
451834	3/10/2005	N	EDDINGS BROTHERS INC	AUTO PARTS & SUPPLIES	1,863.02
451835	3/10/2005	N	EISEL ENTERPRISES INC	SUPPLIES	590.48
451836	3/10/2005	N	EL CAMINO COMMUNITY COLLEGE	REGISTRATION	52.00
451837	3/10/2005	N	ENTENMANN ROVIN CO	BADGES	125.14
451838	3/10/2005	N	ENVIRO-FLOW	FLOW METER CERTIFICATION	756.00
451839	3/10/2005	N	KARL ESTRIN	REFUND	100.00
451840	3/10/2005	N	EXPRESS TEL	LONG DISTANCE SERVICE	716.28
451841	3/10/2005	N	FALCON FUELS INC	MOTOR FUELS	15,064.62
451842	3/10/2005	N	FEDEX KINKO'S	PHOTOCOPYING/REPRODUCTION	48.71

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451843	3/10/2005	N	FIRE INFO SUPPORT SERVICES INC	SUNPRO SUPPORT	200.00
451844	3/10/2005	N	FIRESTONE TIRE & SERVICE CNTRS	TIRES	173.14
451845	3/10/2005	N	FRY'S ELECTRONICS	ELECTRONIC/COMPUTER SUPPLIES	555.27
451846	3/10/2005	N	GAS EQUIPMENT SYSTEMS INC	CNG SYSTEM REPAIR	1,016.06
451847	3/10/2005	N	TRACEY GIBSON	CONTRACTOR	2,346.00
451848	3/10/2005	N	GIULIANO'S DELICATESSEN	CATERING	56.95
451849	3/10/2005	N	DIAA GUIRGUIS	REIMBURSEMENT	804.90
451850	3/10/2005	N	TRACY HAHN	REFUND	18.00
451851	3/10/2005	N	HANSON AGGREGATES PACIFIC	DUMP FEE	2,560.00
451852	3/10/2005	N	HILTON	REGISTRATION	683.58
451853	3/10/2005	N	HILTON CONCORD	REGISTRATION	333.30
451854	3/10/2005	N	HILTON CONCORD	REGISTRATION	333.30
451855	3/10/2005	N	HOLIDAY INN SELECT	REGISTRATION	177.02
451856	3/10/2005	N	HOME DEPOT CREDIT SERVICES	MISC BUILDING SUPPLIES	584.89
451857	3/10/2005	N	HONEYWELL	HVAC MAINTENANCE	7,323.91
451858	3/10/2005	N	IACP NET/LOGIN	ANNUAL FEE	1,100.00
451859	3/10/2005	N	IAFC	MEMBERSHIP DUES	215.00
451860	3/10/2005	N	ICMA RETIREMENT TRUST - 401	401A - 108075: Payment	1,024.84
451861	3/10/2005	N	ICMA RETIREMENT TRUST - 401	401A - 109365: Payment	2,888.56
451862	3/10/2005	N	ICMA RETIREMENT TRUST - 457	DEF COMP (DEFERRED COMP): Payment	45,015.53
451863	3/10/2005	N	ICMA RETIREMENT TRUST 401	401A - 109766: Payment	2,338.93

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451864	3/10/2005	N	INGLEWOOD WHOLESALE ELECTRIC	ELECTRICAL SUPPLIES	773.17
451865	3/10/2005	N	INVENTORY TRACKERS	SOFTWARE SUPPORT	400.00
451866	3/10/2005	N	IRON MOUNTAIN	RECORD STORAGE	561.44
451867	3/10/2005	N	J G TUCKER & SONS INC	GAS MONITOR SERVICE	80.55
451868	3/10/2005	N	JOBS AVAILABLE	ADVERTISING	178.75
451869	3/10/2005	N	KIMBERLY ANN JOHNSON	CONTRACTOR	8,384.40
451870	3/10/2005	N	KEYS CONFERENCE	REGISTRATION	299.00
451871	3/10/2005	N	KEYS CONFERENCE	REGISTRATION	299.00
451872	3/10/2005	N	KING KAR AUTO SERVICES	WHEEL ALIGNMENT SERVICES	288.41
451873	3/10/2005	N	KIWANIS CLUB OF M B	MONTHLY DUES	50.00
451874	3/10/2005	N	KONICA MINOLTA BUSINESS	OFFICE SUPPLIES	172.59
451875	3/10/2005	N	L A COUNTY DEPT OF P W	TMDL COST SHARING AGRMT	7,500.00
451876	3/10/2005	N	L A COUNTY DEPT OF P W	TRAFFIC SIGNAL MAINTENANCE	5,935.32
451877	3/10/2005	N	L A COUNTY DEPT OF P W	EL PORTO WALL	3,864.05
451878	3/10/2005	N	L A COUNTY DEPT OF P W	ROSECRANS IMPROVEMENT	155.61
451879	3/10/2005	N	LAKIN TIRE WEST INC	TIRE SERVICE	168.75
451880	3/10/2005	N	LAWRENCE LAPORTE	REFUND	330.00
451881	3/10/2005	N	LAWSON PRODUCTS INC	SHOP SUPPLIES	431.94
451882	3/10/2005	N	RANDY LEAF	REIMBURSEMENT	92.00
451883	3/10/2005	N	LEAGUE OF CALIFORNIA CITIES	REGISTRATION	425.00
451884	3/10/2005	N	LEGALNET LLC	ATTY SVC/PROCESS SERVER	361.00

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451885	3/10/2005	N	LITTLE CO OF MARY HOSPITAL	MEDICAL SERVICES	730.00
451886	3/10/2005	N	SHERILYN LOMBOS	REIMBURSEMENT	37.87
451887	3/10/2005	N	LONG BEACH BMW	REPAIR #604 MOTORCYCLE	1,929.81
451888	3/10/2005	N	LONG BEACH UNIFORM CO INC	POLICE UNIFORMS/SUPPLIES	54.07
451889	3/10/2005	N	LOS ALTOS TROPHY CO INC	PLAQUE	68.22
451890	3/10/2005	N	LUBRICATION ENGINEERS INC	SUPPLIES	812.09
451891	3/10/2005	N	M B POLICE OFFICERS ASSOCIA	DUES % (POLICE - %): Payment	2,846.12
451892	3/10/2005	N	M B WATER DEPARTMENT	MONTHLY WATER CHARGES	1,434.08
451893	3/10/2005	N	TIMOTHY MAGDALENO	COMPUTER LOAN	1,876.10
451894	3/10/2005	N	MARY JEAN MALLMAN	CONTRACTOR	2,351.00
451895	3/10/2005	N	MANERI SIGN CO INC	SIGNAGE	644.96
451896	3/10/2005	N	MANHATTAN AUTO SEAT COVER	SEAT COVERS AND REPAIRS	150.00
451897	3/10/2005	N	MARTIN CHEVROLET	AUTO PARTS	130.20
451898	3/10/2005	N	MASTER K-9 INC	K9 TRAINING	150.00
451899	3/10/2005	N	MATTHEW BENDER & CO INC	LIBRARY UPDATE	1,097.38
451900	3/10/2005	N	MBPOA RETIREE	MD TRUST (MED TRUST): Payment	2,213.00
451901	3/10/2005	N	PEGGY MC CLURE	ACTIVATE PICK SYSTEM	437.50
451902	3/10/2005	N	MC MASTER-CARR	MOTORS, PUMPS, PARTS	490.17
451903	3/10/2005	N	MCHS GRAD BOOSTER CLUB	GRAD NITE CONTRIBUTION	7,500.00
451904	3/10/2005	N	LISA MEADOWS	REIMBURSEMENT	348.96
451905	3/10/2005	N	MEDTRONIC PHYSIO-CONTROL CORP	ANN SERVICE MAINT CONTRACT FOR EKG/D	534.70

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451906	3/10/2005	N	MELAD AND ASSOCIATES	PROFESSIONAL ENGINEERING SVCS	27,889.82
451907	3/10/2005	N	MELROY COMPANY INC	SAW CUTTING	1,972.00
451908	3/10/2005	N	METLOX LLC / CHARLES PANKOW	PROGRESS PAYMENT #14	109,250.00
451909	3/10/2005	N	METLOX LLC / CHARLES PANKOW	PROGRESS PAYMENT 07R	43,542.00
451910	3/10/2005	N	METLOX, LLC	PROGRESS PAYMENT #7	2,285.25
451911	3/10/2005	N	METLOX, LLC	PROGRESS PAYMENT 21	244.42
451912	3/10/2005	N	WALT PAUL MEYERS	CONTRACTOR	1,332.00
451913	3/10/2005	N	MICROADVANTAGE	DVD & CD DUPLICATION	854.68
451914	3/10/2005	N	SARAH MILLER-SANCHEZ	CONTRACTOR	2,646.00
451915	3/10/2005	N	HENRY MITZNER	REIMBURSEMENT	100.00
451916	3/10/2005	N	BRUCE A MOE	REIMBURSEMENT	92.00
451917	3/10/2005	N	CHRISTY MOLASKY	REFUND	30.00
451918	3/10/2005	N	RUSSELL J MORREALE	REIMBURSEMENT	215.40
451919	3/10/2005	N	MTGL INC	PSF TESTING & INSPECTION	11,720.00
451920	3/10/2005	N	MUNICIPAL COURT	PARKING CITATION SURCHARGE	18,386.00
451921	3/10/2005	N	MIKE MURREY	REIMBURSEMENT	71.34
451922	3/10/2005	N	STEVE NAPOLITANO	REIMBURSEMENT	57.60
451923	3/10/2005	N	NEW YORK FOOD CO INC	CATERING	243.56
451925	3/10/2005	N	NEXTEL COMMUNICATIONS	CELLULAR CHARGES	3,062.60
451926	3/10/2005	N	OFFICE RESOURCES INC	TEMP EMP SERVICES	8,704.00
451927	3/10/2005	N	PACKAGE PRODUCTS & SERVICE INC	MONTHLY FEE	1,575.90

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451928	3/10/2005	N	PARADISE AWARDS	ENGRAVING SERVICES	114.95
451929	3/10/2005	N	PEGASUS PRESS INC	PARKING CITATIONS	1,440.70
451930	3/10/2005	N	PERRY MAILING SERVICES INC	WATER BILLING SERVICE	3,120.34
451931	3/10/2005	N	PERS PUBLIC AGENCY COALITION	MEMBERSHIP DUES	500.00
451932	3/10/2005	N	KARA POMPAO	MINUTES SECRETARY	234.00
451933	3/10/2005	N	ERIC POOLE	STORM DRAIN INSTALLATION	4,400.00
451934	3/10/2005	N	PRE-PAID LEGAL SERVICES INC	PREPAID LEGAL: Payment	270.30
451935	3/10/2005	N	PRIMA	REGISTRATION	495.00
451936	3/10/2005	N	PRUDENTIAL OVERALL SUPPLY	UNIFORM SERVICE	1,202.28
451937	3/10/2005	N	PUBLIC EMPLOYEES'	PERS (PERS RET DED): Payment	55,077.91
451938	3/10/2005	N	QUARTERMASTER	POLICE UNIFORMS	281.34
451939	3/10/2005	N	QUINLAN PUBLISHING CO	SUBSCRIPTION RENEWAL	309.15
451940	3/10/2005	N	RAY ALLEN MANUFACTURING CO	UNIFORMS	25.95
451941	3/10/2005	N	READY REPRODUCTIONS INC	PRINTING SERVICES	979.51
451942	3/10/2005	N	RED WING SHOE STORE	SAFETY WORK BOOTS	548.87
451943	3/10/2005	N	JEFFREY RICE	REIMBURSEMENT	75.00
451944	3/10/2005	N	THERESA ROBBINS DUDECK	CONTRACTOR	3,442.50
451945	3/10/2005	N	ROBERT R FORD TRUCKING	TRUCKING/HAULING SERVICES	5,182.63
451946	3/10/2005	N	RODGERS & MC DONALD GRAPHICS	RECREATION NEWSLETTER PRINTING SVC	7,714.32
451947	3/10/2005	N	S & L INTERNATIONAL	WEBSense ENTERPRISE SOFTWARE	8,636.10
451948	3/10/2005	N	SABER	CONCRETE GRINDING	12,272.00

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451949	3/10/2005	N	SAFELITE AUTOGLASS	REPLACE WINDSHIELD CM CAR	231.40
451950	3/10/2005	N	SAFETY KLEEN CORP	GARAGE SUPPLIES	450.90
451951	3/10/2005	N	STACEY SALOMON	REFUND	81.00
451952	3/10/2005	N	SBRPCA	FEMA GRANT	10,457.81
451953	3/10/2005	N	SBRPCA	COMMUNICATIONS EQUIPMENT	185.75
451954	3/10/2005	N	SCHINDLER ELEVATOR CORPORATION	ELEVATOR SERVICE	2,644.00
451955	3/10/2005	N	LINDA S SCHUETZE	FINGERPRINT PROCESSING	480.00
451956	3/10/2005	N	SCMAF/BAY AREA	MEMBERSHIP DUES	50.00
451957	3/10/2005	N	SEA-CLEAR POOLS INC	BEGG POOL MAINTENANCE	1,890.00
451958	3/10/2005	N	JOHN SISKIN SIDNEY	K9 GROOMING	42.00
451959	3/10/2005	N	SIGNPRO CORPORATION	SIGNS	363.72
451960	3/10/2005	N	SIMS WELDING SUPPLY CO INC	WELDING SUPPLIES	60.85
451961	3/10/2005	N	SMART & FINAL	MISC FOOD SUPPLIES	165.03
451962	3/10/2005	N	MILDRED SMITH	EARNINGS WITHHOLDING	147.50
451963	3/10/2005	N	SNOW SUMMIT SKI CORP	LIFT TICKETS	2,112.00
451964	3/10/2005	N	SO BAY FAMILY HEALTHCARE CTR	PUBLIC SERVICE FUNDING	1,761.00
451965	3/10/2005	N	SOMERVILLE PLYWOOD CORP	BUILDING MATERIALS	321.98
451966	3/10/2005	N	SOUTH BAY FORD INC	AUTO PARTS & SERVICE	2,610.63
451967	3/10/2005	N	SOUTH BAY MUNICIPAL COURT	BAIL	15,000.00
451968	3/10/2005	N	SOUTH COAST AQMD	OPERATING & EMISSION FEES	285.07
451969	3/10/2005	N	SOUTHERN CALIFORNIA EDISON	MONTHLY ELECTRICITY CHGS	4,630.51

7:03:54AM
3/11/2005

CITY OF MANHATTAN BEACH
WARRANT REGISTER

WARRANT BATCH NUMBER: **WR 19b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
451970	3/10/2005	N	SPARKLETTS	DRINKING WATER	511.17
451971	3/10/2005	N	SPECIALTY DOORS	OVERHEAD DOOR MAINTENANCE	157.43
451972	3/10/2005	N	STANDARD CONCRETE PRODUCTS INC	CONCRETE VENDOR	4,058.22
451973	3/10/2005	N	STATE WATER RESOURCES	PSF - STORM WATER PERMIT	332.00
451974	3/10/2005	N	STEVE'S INC	KEY DUPLICATIONS	3.79
451975	3/10/2005	N	SULLY-MILLER CONTRACTING CO	ASPHALT/EMULSION	1,372.00
451976	3/10/2005	N	SUSAN SAXE-CLIFFORD PHD	PROFESSIONAL SERVICES	350.00
451977	3/10/2005	N	SWINERTON BUILDERS	PSF CONSTRUCTION	1,415,165.87
451978	3/10/2005	N	T & M CONCEPTS INC	CONSULTING SERVICES	1,275.00
451979	3/10/2005	N	TARGET STORES	MISCELLANEOUS SUPPLIES	455.47
451980	3/10/2005	N	THE "SAVE OUR SERVICES" FUND	SOS FUND: Payment	36.19
451981	3/10/2005	N	THE GAS COMPANY	MONTHLY GAS CHARGES	5,552.03
451982	3/10/2005	N	THE LIFEGUARD STORE	POOL SUPPLIES	859.00
451983	3/10/2005	N	TODD PIPE & SUPPLY	PIPE FITTINGS AND SUPPLIES	242.12
451984	3/10/2005	N	TOYOTA FINANCIAL SERVICES	LEASE PAYMENT	500.00
451985	3/10/2005	N	CHRISTIAN TREGILLIS	REFUND	50.00
451986	3/10/2005	N	TRUGREEN LANDCARE LLC	LANDCARE MAINTENANCE	600.00
451987	3/10/2005	N	UC REGENTS	CONTRACT PERSONNEL	1,750.92
451988	3/10/2005	N	UNDERGROUND SERVICE ALERT	UNDERGROUND SCHEMATIC NOTIFICATION	84.00
451989	3/10/2005	N	UNION BANK OF CALIFORNIA	PARS (PARS): Payment	2,986.02
451990	3/10/2005	N	UNITED PARCEL SERVICE	DELIVERY SERVICE	61.06

7:03:54AM
3/11/2005

CITY OF MANHATTAN BEACH
WARRANT REGISTER

WARRANT BATCH NUMBER:

WR 19b

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
451991	3/10/2005	N	UNITED WAY OF GREATER LA	UNT WAY (UNITED WAY): Payment	19.00
451992	3/10/2005	N	US BANK	TRUSTEE ADMIN FEES	3,508.80
451993	3/10/2005	N	VANIR CONSTRUCTION MANAGEMENT	PSF - PROJECT MGT	34,750.00
451994	3/10/2005	N	VANTAGEPOINT TRANSFER AGENTS	RETMNT HLTH SAVINGS: Payment	1,268.93
451995	3/10/2005	N	VANTAGEPOINT TRANSFER AGENTS	RETMNT HLTH SAVINGS: Payment	1,817.87
451996	3/10/2005	N	VANTAGEPOINT TRANSFER AGENTS	RETMNT HLTH SAVINGS: Payment	385.64
451997	3/10/2005	N	VANTAGEPOINT TRANSFER AGENTS	RETMNT HLTH SAVINGS: Payment	903.01
451998	3/10/2005	N	VANTAGEPOINT TRANSFER AGENTS	RETMNT HLTH SAVINGS: Payment	74.71
451999	3/10/2005	N	GINA VARIESCHI	REFUND	59.25
452000	3/10/2005	N	VERIZON CALIFORNIA INC	TELEPHONE SERVICE	9,997.23
452001	3/10/2005	N	VSA INC	EQUIPMENT	894.92
452002	3/10/2005	N	W W GRAINGER INC	MOTORS, PUMPS, PARTS	391.65
452003	3/10/2005	N	WARREN DISTRIBUTING INC	AUTO PARTS & SUPPLIES	118.06
452004	3/10/2005	N	WASTE MANAGEMENT INC	REFUSE REMITTANCE	235,040.65
452005	3/10/2005	N	WATER REPLENISHMENT DISTRICT	WATER PUMPING	26.93
452006	3/10/2005	N	KATHLEEN WATERS	REFUND	117.00
452007	3/10/2005	N	WEST COAST ARBORISTS INC	CONSULTING SERVICES	285.00
452008	3/10/2005	N	WEST PAYMENT CENTER	LIBRARY UPDATE	45.46
452009	3/10/2005	N	WESTERN CITY MAGAZINE	ADVERTISING	181.50
452010	3/10/2005	N	WESTSIDE CONCRETE CO INC	CONCRETE	1,329.55
452011	3/10/2005	N	WESTWOOD BUILDING MATERIALS	BLDG MATERIALS/CEMENT	1,021.69

7:03:54AM
3/11/2005

CITY OF MANHATTAN BEACH
WARRANT REGISTER

WARRANT BATCH NUMBER: **WR 19b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
452012	3/10/2005	N	ESTHER WILDENBERG	REFUND	70.00
452013	3/10/2005	N	WILDFIRE	SUBSCRIPTION	30.00
452014	3/10/2005	N	WILSON & ASSOCIATES	PROFESSIONAL SERVICES	175.00
452015	3/10/2005	N	LINDA WILSON	REIMBURSEMENT	25.60
452016	3/10/2005	N	WIRED ACCESSORIES INC	CELL PHONE ACCESSORIES	247.82
452017	3/10/2005	N	WITTMAN ENTERPRISES LLC	BILLING SERVICES	2,727.19
452018	3/10/2005	N	WONDERNATION INC	CONTRACTOR	2,634.00
452019	3/10/2005	N	XCEL MECHANICAL SYSTEMS INC	HVAC SERVICE	5,718.74
452020	3/10/2005	N	XEROX CORPORATION	LEASE OF COPIER	2,368.29
SUBTOTAL					2,453,328.82
COMBINED TOTAL					2,719,177.57

PAYMENT LEGEND:
T = Wire Transfers
N = System Printed Checks
H = Hand Written Checks



City of Manhattan Beach

Investment Portfolio

February 28, 2005

As Finance Director for the City of Manhattan Beach, I hereby certify that these investments are in compliance with the City's investment policy. Sufficient liquidity has been maintained to meet budget expenditure requirements for the current six month period.

Bruce Moe, Director of Finance

Attachment B

CITY OF MANHATTAN BEACH
Portfolio Management Summary
February 28, 2005

<u>Investments</u>	Book Value
LAIF	16,911,000.00
Money Market Fund	-
Medium Term Notes	6,641,100.00
Federal Agency Issues-Coupon	23,074,410.00
Treasury Securities	2,475,585.94
Subtotal Investments	<u>49,102,095.94</u>
<u>Demand Deposit and Accrued Interest</u>	
Cash in Bank	(282,157.89)
Accrued Interest	71,358.96
Total Demand Deposit and Accrued Interest	<u>(210,798.93)</u>
<u>Bond Funds Held in Trust</u>	*
Police/Fire (City Contribution)	15,353,688.77
Police/Fire (Bond)	10,614,676.14
Metlox	3,237,587.23
Marine	117,082.71
Water/Wastewater	452,718.76
Utility Assessment Dist	1,096,623.87
Subtotal Bonds Held in Trust	<u>30,872,377.48</u>
Grand Total	<u>79,763,674.49</u>

* *Balances as of prior month ending*

CITY OF MANHATTAN BEACH
Portfolio Management Summary
February 28, 2005

<u>Investments</u>	Book Value
LAIF	16,911,000.00
Money Market Fund	-
Medium Term Notes	6,641,100.00
Federal Agency Issues-Coupon	23,074,410.00
Treasury Securities	2,475,585.94
Subtotal Investments	<u>49,102,095.94</u>
<u>Demand Deposit and Accrued Interest</u>	
Cash in Bank	(282,157.89)
Accrued Interest	71,358.96
Total Demand Deposit and Accrued Interest	<u>(210,798.93)</u>
<u>Bond Funds Held in Trust</u>	*
Police/Fire (City Contribution)	15,353,688.77
Police/Fire (Bond)	10,617,406.39
Metlox	3,235,903.13
Marine	129,304.59
Water/Wastewater	338,565.77
Utility Assessment Dist	1,023,586.62
Subtotal Bonds Held in Trust	<u>30,698,455.27</u>
Grand Total	<u>79,589,752.28</u>

* *Balances as of prior month ending*

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Summary
February 28, 2005

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
LAIF	16,911,000.00	16,911,000.00	16,911,000.00	34.44	1	1	2.336	2.368
Medium Term Notes	6,500,000.00	6,559,675.00	6,641,100.00	13.53	926	565	3.846	3.899
Federal Agency Issues - Coupon	23,000,000.00	23,014,855.00	23,074,410.00	46.99	1,046	709	3.324	3.370
Treasury Securities - Coupon	2,500,000.00	2,472,845.94	2,475,585.94	5.04	947	915	3.272	3.317
Investments	48,911,000.00	48,958,375.94	49,102,095.94	100.00%	665	456	3.051	3.094
Cash and Accrued Interest								
Passbook/Checking (not included in yield calculations)	-282,157.89	-282,157.89	-282,157.89		0	0	0.000	0.000
Accrued Interest at Purchase		71,358.96	71,358.96					
Subtotal		-210,798.93	-210,798.93					
Total Cash and Investments	48,628,842.11	48,747,577.01	48,891,297.01		665	456	3.051	3.094
Total Earnings	February 28	Month Ending	Fiscal Year To Date					
Current Year	126,807.62		5,220,715.26					
Average Daily Balance	47,952,677.13							

BRUCE A. MOE, FINANCE DIRECTOR

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Investments
February 28, 2005

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 365	Days to Maturity	Maturity Date
LAIF												
SYS3001	3001	Los Angeles County Pool		07/01/2000	0.00	0.00	0.00	5.890		5.890	1	
SYS3000	3000	Local Agency Invest. Fund		07/01/2000	16,911,000.00	16,911,000.00	16,911,000.00	2.368		2.368	1	
Subtotal and Average			16,714,571.43		16,911,000.00	16,911,000.00	16,911,000.00			2.368	1	
Money Market Fund												
SYSMMF39907	MMF39907	WELLS FARGO BANK		06/26/2003	0.00	0.00	0.00	0.910		0.910	1	
Subtotal and Average			-668,869.83		0.00	0.00	0.00			0.000	0	
Medium Term Notes												
001392AA7	MTN0037	AIG SUNAMERICA		07/27/2001	1,000,000.00	1,016,680.00	1,080,410.00	7.600	Aaa	5.280	106	06/15/2005
17303MDR7	MTN0041	CITICORP		01/26/2005	1,000,000.00	1,074,930.00	1,077,330.00	6.750	Aa2	3.730	958	10/15/2007
36962GF41	MTN0038	GENERAL ELECTRIC CAPITAL		07/29/2004	500,000.00	492,095.00	494,365.00	2.800	Aaa	3.279	685	01/15/2007
36962GM50	MTN0039	GENERAL ELECTRIC CAPITAL		12/16/2004	1,500,000.00	1,488,345.00	1,495,725.00	3.125	Aaa	3.280	618	11/09/2006
36962GM50	MTN0040	GENERAL ELECTRIC CAPITAL		01/26/2005	1,000,000.00	992,230.00	994,040.00	3.125	Aaa	3.470	618	11/09/2006
36962GM50	MTN0042	GENERAL ELECTRIC CAPITAL		02/01/2005	500,000.00	496,115.00	497,210.00	3.125	Aaa	3.450	618	11/09/2006
634906EC1	MTN0043	NATIONAL CITY BANK		02/10/2005	500,000.00	496,530.00	496,530.00	3.300	Aa3	3.620	805	05/15/2007
90327QCJ6	MTN0036	UNITED SERVICES AUTO ASSOC		07/27/2001	500,000.00	502,750.00	505,490.00	5.640	AA1	5.306	48	04/18/2005
Subtotal and Average			6,481,501.07		6,500,000.00	6,559,675.00	6,641,100.00			3.899	565	
Federal Agency Issues - Coupon												
31331TUT6	FAC0131	FED FARM CR BK		03/22/2004	750,000.00	737,347.50	750,000.00	2.520		2.521	661	12/22/2006
31331TM99	FAC0137	FED FARM CR BK		07/28/2004	500,000.00	501,250.00	503,540.00	3.750		3.520	993	11/19/2007
31339YY97	FAC0127	Federal Home Loan Bank		02/06/2004	1,000,000.00	987,190.00	998,050.00	2.500		2.580	531	08/14/2006
3133X3X99	FAC0128	Federal Home Loan Bank		02/27/2004	1,000,000.00	992,190.00	1,000,000.00	3.100		3.100	728	02/27/2007
3133X3XA6	FAC0129	Federal Home Loan Bank		02/27/2004	1,000,000.00	994,060.00	1,000,000.00	3.400		3.400	909	08/27/2007
3133X4JR3	FAC0132	Federal Home Loan Bank		03/24/2004	750,000.00	739,455.00	750,000.00	3.060		3.060	937	09/24/2007
3133X83J9	FAC0139	Federal Home Loan Bank		08/23/2004	1,000,000.00	998,440.00	1,000,000.00	3.420		3.420	724	02/23/2007
3128X1W86	FAC0126	Federal Home Loan Mortgage		02/06/2004	1,000,000.00	986,290.00	999,062.50	2.550		2.586	590	10/12/2006
3128X3DG5	FAC0136	Federal Home Loan Mortgage		05/18/2004	2,000,000.00	1,988,220.00	1,977,500.00	3.250		3.649	808	05/18/2007
31359MLH4	FAC0095	Fannie Mae		03/26/2002	1,000,000.00	1,016,250.00	966,910.00	4.375		5.199	593	10/15/2006
31359MJX2	FAC0096	Fannie Mae		03/26/2002	1,000,000.00	1,025,940.00	1,005,540.00	5.250		5.100	471	06/15/2006
31359MLH4	FAC0112	Fannie Mae		12/04/2002	250,000.00	254,062.50	260,587.50	4.375		3.200	593	10/15/2006
31359MJX2	FAC0113	Fannie Mae		12/04/2002	250,000.00	256,485.00	268,012.50	5.250		3.080	471	06/15/2006
3136F4TN4	FAC0125	Fannie Mae		11/17/2003	1,000,000.00	989,380.00	994,062.50	2.800		3.008	626	11/17/2006

Portfolio CITY
CP

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Investments
February 28, 2005

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 365	Days to Maturity	Maturity Date
Federal Agency Issues - Coupon												
3136F5AA9	FAC0130	Fannie Mae		02/24/2004	500,000.00	493,905.00	500,000.00	2.550		2.550	541	08/24/2006
31359MNP4	FAC0133	Fannie Mae		05/11/2004	1,000,000.00	1,015,940.00	1,020,810.00	4.250		3.550	866	07/15/2007
31359MPZ0	FAC0134	Fannie Mae		05/11/2004	1,000,000.00	989,380.00	984,980.00	3.250		3.710	989	11/15/2007
31359MMP5	FAC0135	Fannie Mae		05/11/2004	1,000,000.00	1,036,560.00	1,050,830.00	5.250		3.410	775	04/15/2007
3136F54V0	FAC0138	Fannie Mae		08/10/2004	2,000,000.00	1,991,260.00	2,000,000.00	3.050		3.050	527	08/10/2006
31359MLH4	FAC0141	Fannie Mae		12/16/2004	2,000,000.00	2,032,500.00	2,046,400.00	4.375		3.060	593	10/15/2006
31359MWT6	FAC0142	Fannie Mae		12/16/2004	3,000,000.00	2,988,750.00	2,998,125.00	3.375		3.401	805	05/15/2007
Subtotal and Average			23,074,410.00		23,000,000.00	23,014,855.00	23,074,410.00			3.370	709	
Treasury Securities - Coupon												
912828CR9	UST0005	US TREASURY		01/26/2005	1,000,000.00	985,310.00	986,406.25	2.750		3.309	897	08/15/2007
912828AN0	UST0006	US TREASURY		01/26/2005	1,000,000.00	989,450.00	991,093.75	3.000		3.334	989	11/15/2007
912828CG3	UST0007	US TREASURY		02/08/2005	500,000.00	498,085.94	498,085.94	3.125		3.300	805	05/15/2007
Subtotal and Average			2,351,064.46		2,500,000.00	2,472,845.94	2,475,585.94			3.317	915	
Total and Average			47,952,677.13		48,911,000.00	48,958,375.94	49,102,095.94			3.094	456	

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Cash
February 28, 2005

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM	Days to 365 Maturity
Money Market Fund											
SYS39903-39902	39901	UNION BANK		06/01/2003	-282,157.89	-282,157.89	-282,157.89			0.000	1
		Average Balance	0.00	Accrued Interest at Purchase		<u>71,358.96</u>	<u>71,358.96</u>				0
				Subtotal		<u>-210,798.93</u>	<u>-210,798.93</u>				
Total Cash and Investmentss			47,952,677.13		48,628,842.11	48,747,577.01	48,891,297.01			3.094	456

City of Manhattan Beach



Attachment C

Month End Financial Reports

February 28, 2005

Fiscal Year 2004-2005

City of Manhattan Beach
Month End Financial Reports
Revenue and Expenditures
Year To Date Budget To Actual -February 2005

		Current Year Activity						% of Year	66.67%
<u>Fund Title</u>	<u>Fund No.</u>	<u>Budgeted Revenue</u>	<u>YTD Revenues</u>	<u>Realized</u>	<u>Avg Realized</u>	<u>Budgeted Expenditures</u>	<u>YTD Expenditures</u>	<u>Realized</u>	<u>Avg Realized</u>
General Fund	100	39,074,905	24,917,348	64%	67%	39,523,462	24,452,761	62%	63%
Street Lighting & Landscaping Fund	201	428,722	242,766	57%		429,161	268,391	63%	
Gas Tax Fund	205	692,600	450,959	65%		2,249,541	115,388	5%	
Asset Forfeiture Fund	210	17,100	21,156	124%		332,522	40,792	12%	
Police Safety Grants	211	100,000	103,288	103%		189,813	191,401	101%	
Federal & State Grant Funds	220	-	-	-		-	-	-	
Prop A Fund	230	740,400	354,357	48%		852,001	609,731	72%	
Prop C Fund	231	411,600	315,147	77%		2,169,179	885,598	41%	
AB 2766 Fund	232	42,970	24,009	56%		2,000	2,000	100%	
Capital Improvement Fund	401	3,301,112	1,839,543	56%		5,423,257	631,822	12%	
Safety & Civic Center Construction Fund	402	14,250,000	12,057,375	85%		18,765,882	8,007,219	43%	*
Underground Assessment Districts	403	3,372,889	3,387,240	100%		4,499,000	3,846,010	85%	
Water Fund	501	7,459,640	3,526,085	47%		10,124,000	4,144,303	41%	
Stormwater Fund	502	339,800	238,236	70%		1,271,151	179,829	14%	
Wastewater Fund	503	1,427,329	949,398	67%		2,311,907	689,607	30%	
Refuse Fund	510	3,442,500	2,388,612	69%		3,408,481	2,028,658	60%	
Parking Fund	520	915,320	641,819	70%		3,561,258	1,218,325	34%	*
County Parking Lots Fund	521	383,500	280,628	73%		279,502	98,199	35%	
State Pier and Parking Lot Fund	522	308,100	226,263	73%		271,107	109,485	40%	
Insurance Reserve Fund	601	2,504,180	1,706,977	68%		2,478,679	2,296,039	93%	
Information Systems Fund	605	760,240	506,829	67%		832,340	438,078	53%	
Fleet Management Fund	610	1,349,600	843,766	63%		1,457,355	825,844	57%	
Building Maintenance & Operations	615	880,000	517,049	59%		877,932	543,693	62%	
Special Assessment Redemption Fund	710	271,642	164,817	61%		83,050	79,050	95%	
City Pension Fund	801	45,000	41,256	92%		83,580	52,833	63%	
		82,519,149	55,744,923	68%		101,476,160	51,755,056	51%	

* Reflects the construction of the Melox Parking Lot & the initial phases of Police/Fire

**City of Manhattan Beach
Key Revenue Trends
February 28, 2005**

% of Year **66.67%**

Key Revenue Items	Fund No.						Actual 2005	Annual Bdgt 2005	YTD Percentages	
		2001	2002	2003	2,004	Avg			Realized	Avg Realized
Secured Property Tax	100	4,270,422	4,666,521	5,183,861	5,647,814	4,307,530	5,881,187	10,702,440	55%	60%
Sales & Use Tax	100	4,838,502	4,661,445	4,825,349	4,862,503	4,522,810	5,025,431	7,254,000	69%	69%
Franchise Tax	100	137,322	245,986	249,023	249,918	177,707	266,573	900,000	30%	30%
Hotel Tax	100	1,568,920	1,227,537	1,132,409	1,192,363	1,277,818	1,301,185	1,900,400	68%	70%
Business License Tax	100	157,309	171,635	191,784	235,215	201,092	227,165	2,050,000	11%	13%
Real Estate Transfer Tax	100	332,318	289,024	365,338	377,075	303,450	464,584	550,074	84%	85%
Building Permits	100	581,127	572,419	694,790	705,268	633,916	640,256	850,068	75%	93%
Parking Citations	100	1,020,796	938,413	1,071,165	1,249,717	945,109	1,056,188	1,992,000	53%	65%
Interest Earnings	100	1,097,123	1,571,067	1,416,652	1,097,002	1,156,773	472,159	992,000	48%	76%
Hotel Rent	100	266,667	266,667	266,667	266,667	266,667	430,846	512,000	84%	67%
Vehicle In Lieu	100	1,251,136	1,262,259	1,408,223	919,798	1,130,407	1,321,109	2,119,500	62%	71%
Buidling Plan Check Fees	100	590,875	527,598	699,690	696,745	665,198	659,769	1,000,000	66%	90%
		16,112,517	16,400,571	17,504,951	17,500,085	15,588,477	17,746,452	30,824,487	59%	66%

Key Revenue Performance Graph
Percent of Revenue Realized
February 2005

