

City Council Adjourned Regular Meeting

Budget Study Session

Thursday, May 23, 2019

6:00 PM

City Council Chambers



Mayor Steve Napolitano
Mayor Pro Tem Nancy Hersman
Councilmember Richard Montgomery
Councilmember Suzanne Hadley
Councilmember Hildy Stern

Executive Team

Bruce Moe, City Manager
Quinn Barrow, City Attorney

Derrick Abell, Police Chief
Steve Charelian, Finance Director
Daryn Drum, Fire Chief
Lisa Jenkins, Human Resources Director
Stephanie Katsouleas, Public Works Director

Mark Leyman, Parks and Recreation Director
Anne McIntosh, Community Development Director
Liza Tamura, City Clerk
Sanford Taylor, Information Technology Director

MISSION STATEMENT:

**Our mission is to provide excellent municipal services,
preserve our small beach town character, and enhance the quality of life for our
residents, businesses and visitors.**

MANHATTAN BEACH'S CITY COUNCIL WELCOMES YOU!

Your presence and participation contribute to good city government.

By your presence in the City Council Chambers, you are participating in the process of representative government. To encourage that participation, this agenda provides an early opportunity for public comments under "Public Comments," at which time speakers may comment on any matter within the subject matter jurisdiction of the City Council, including items on the agenda.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are available for review on the City's website at www.citymb.info, the Police Department located at 420 15th Street, and are also on file in the Office of the City Clerk for public inspection. Any person who has any question concerning any agenda item may call the City Clerk's office at (310) 802-5056.

Meetings are broadcast live through Manhattan Beach Local Community Cable, Channel 8 (Chapter Spectrum), Channel 35 (Frontier Communications), and live streaming via the City's website.

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CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

I, Liza Tamura, City Clerk of the City of Manhattan Beach, California, state under penalty of perjury that this notice/agenda was posted on Friday, May 17, 2019, on the City's Website and on the bulletin boards of City Hall, Joslyn Community Center and Manhattan Heights.

BELOW ARE THE AGENDA ITEMS TO BE CONSIDERED.

A. CALL MEETING TO ORDER

B. PLEDGE TO THE FLAG

C. ROLL CALL

D. PUBLIC COMMENTS (3 MINUTES PER PERSON)

Speakers may provide public comments on any matter that is within the subject matter jurisdiction of the City Council, including items on the agenda. The Mayor may determine whether an item is within the subject matter jurisdiction of the City Council. While all comments are welcome, the Brown Act does not allow City Council to take action on any item not on the agenda. Each speaker may speak for up to 3 minutes.

Please complete the "Request to Address the City Council" card by filling out your name, city of residence, the item(s) you would like to offer public comment, and returning it to the City Clerk.

E. GENERAL BUSINESS

1. Presentation of Proposed Budget for Fiscal Year 2019-2020 (Finance Director Charelian).

[19-0247](#)**RECEIVE REPORT AND PROVIDE DIRECTION**

Attachments: [Proposed Budget Addendum for FY 2019-2020](#)
[Potential Budget Cuts as Presented on May 7, 2019](#)
[Version A: Potential Budget Cuts by Dept/Program](#)
[Version B: Potential Budget Cuts by Expenditure Category](#)
[Version C: Potential Budget Cuts by Amount \(High to Low\)](#)
[Version D: Potential Budget Cuts by Community Impact \(Low to High\)](#)
[Current Open Positions](#)
[Balance Sheet Trust Accounts](#)

F. ADJOURNMENT

Agenda Date: 5/23/2019

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Bruce Moe, City Manager

FROM:

Steve S. Charelian, Finance Director
Henry Mitzner, Controller
Libby Bretthauer, Senior Financial Analyst

SUBJECT:

Presentation of Proposed Budget for Fiscal Year 2019-2020 (Finance Director Charelian).

RECEIVE REPORT AND PROVIDE DIRECTION

RECOMMENDATION:

Staff recommends the City Council receive the presentation and provide direction in advance of the Public Hearing and Budget Adoption scheduled for June 4, 2019.

FISCAL IMPLICATIONS:

In March 2019, staff presented a mid-year budget report for FY 2018-2019. General Fund revenues at year-end are projected at \$76,305,699 and expenditures at \$73,777,030, resulting in a projected year-end surplus of \$2.5 million. Projected year-end transfers to other funds, including the Stormwater Fund, Street Lighting Fund, and Pension Stabilization Trust Fund, total approximately \$1.6 million. In addition, the budget included transfers out to the CIP Fund (\$547,600) and IT Fund (\$600,299) for one-time projects. Taking into account year-end projections and all anticipated transfers, the unreserved General Fund balance is projected to be \$5.5 million at fiscal year-end.

The FY 2019-2020 Proposed Budget was prepared starting with the budget as approved in June 2018 and then modified to reflect more recent revenue projections, technical changes to meet operational needs, and the carryforward of one-time purchases and projects not completed in the current fiscal year. The FY 2019-2020 Proposed Budget includes expenditures across all funds totaling \$130,116,677. The General Fund is balanced with revenues of \$76,012,686 and expenditures of \$75,662,429, resulting in a projected surplus of \$350,257. Any unspent funds at year-end will revert to unreserved fund balance.

The FY 2019-2020 Budget also includes transfers out to other funds totaling nearly \$1.5 million, resulting in an overall reduction in General Fund balance by nearly \$1.1 million. Within the fund balance, \$19.1 million has been designated to policy and economic uncertainty reserves. The balance of \$4.2 million is currently unreserved and available for future one-time purposes at the direction of the City Council.

BACKGROUND:

The biennial budget adopted in June 2018 included fiscal years (FY) 2018-2019 and 2019-2020. The first year of the budget (FY 2018-2019) was adopted by resolution and the second year (FY 2019-2020) was approved as a spending plan. The FY 2019-2020 approved budget will be adopted on June 4, 2019, with modifications as directed by the City Council. The FY 2019-2020 Budget, as modified, is presented in the Budget Addendum document, which is meant to be read in conjunction with the adopted biennial budget.

The Proposed Budget Addendum for FY 2019-2020 was first presented to the City Council on May 7, 2019. This overview outlined budgeted revenues, expenditures, changes in the fund balance due to transfer activity, and adjustments and carryforwards included in the Proposed Budget.

The City's Adopted Biennial Budget and Proposed Budget Addendum are available on the City's website at www.citymb.info/Budget <<http://www.citymb.info/Budget>> .

DISCUSSION:

Staff presented highlights of the Proposed Budget Addendum and the updated Five-Year Forecast during the City Council meeting on May 7, 2019, along with potential budget cuts of 1.2% to consider. During the meeting, the City Council requested staff to further review budgeted expenditures and achieve budget cuts of up to 4%.

On May 21, 2019, the City Council will be presented with departmental budget information and given the option to review and discuss the following items:

- Proposed Budget Addendum and Amendments to the Budget by department
- Potential budget cuts up to 4% as requested by the City Council
- Current open full-time positions

Staff was able to identify potential reductions within the operational budget, across all funds, which includes the General Fund, Internal Service Funds, and Special Revenue Funds (Attachment #3). Changes to one-time capital expenditures and required debt service were not considered in the process. Attachment #3 has four versions of the same information, to help sort and organize the presentation. The four versions are:

- Version A: Budget Cuts by Department/Program
- Version B: Budget Cuts by Expenditure Category
- Version C: Budget Cuts by Amount (High to Low)
- Version D: Budget Cuts by Anticipated Level of Community Impact (Low to High).

These schedules were also provided as addenda to the May 21st City Council agenda.

Staff weighed each potential budget reduction against the probable community impacts on current service levels and programs. Although the “needs” versus “wants” for certain services and programs are subjective, the general guidelines used to assess the impacts were as follows:

- Low impact: Little to no community/organizational impact
- Medium impact: Impact on internal City operations and/or staff; minimal impact to community services
- High Impact: Noticeable service impacts operationally and in the community.

As part of the review during the Budget Study Session, Attachments #1-5 contain potential topics for discussion along with budgetary impacts including:

- Proposed Budget Addendum
- Amendments to the Budget by Department
- Current open full-time positions
- Special event overtime costs
- Balance Sheet Trust Accounts

The direction provided by the City Council on these topics will be confirmed during the public hearing on June 4, 2019, and then incorporated into the final Biennial Budget Addendum document as adopted.

PUBLIC OUTREACH:

These dates are included on the City’s calendar of events for which e-notifications are being sent and the Beach Reporter has recently included advertisements announcing the budget meeting schedule.

ENVIRONMENTAL REVIEW:

The City has reviewed the proposed activity for compliance with the California Environmental Quality Act (CEQA) and has determined that the activity is not a “Project” as defined under Section 15378 of the State CEQA Guidelines; therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines the activity is not subject to CEQA. Thus, no environmental review is necessary.

LEGAL REVIEW:

The City Attorney has reviewed this report and determined that no additional legal analysis is necessary.

ATTACHMENTS:

1. Proposed Budget Addendum for FY 2019-2020
2. Potential Budget Cuts as Presented on May 7, 2019
3. Version A: Potential Budget Cuts By Dept/Program
Version B: Potential Budget Cuts By Expenditure Category
Version C: Potential Budget Cuts By Amount (High to Low)
Version D: Potential Budget Cuts By Community Impact (Low to High)
4. Current Open Positions

5. Balance Sheet Trust Accounts



CITY OF MANHATTAN BEACH

PROPOSED BUDGET ADDENDUM

FISCAL YEAR 2019-20



BIENNIAL OPERATING BUDGET
FISCAL YEARS 2018-19 and 2019-20

WWW.CITYMB.INFO/BUDGET

**CITY OF
MANHATTAN BEACH
CALIFORNIA**



BUDGET ADDENDUM
PROPOSED
BIENNIAL OPERATING BUDGET
FISCAL YEARS
2018-19 and 2019-20



Mayor Pro Tem
Nancy Hersman



Mayor
Steve Napolitano



Councilmember
Richard Montgomery



Elected Officials



Councilmember
Suzanne Hadley



Councilmember
Hildy Stern



City Treasurer
Tim Lilligren

Elected Officials & Executive Staff

Elected Officials

Term Ends

<i>Mayor</i>	<i>Steve Napolitano</i>	<i>November 2020</i>
<i>Mayor Pro-Tem</i>	<i>Nancy Hersman</i>	<i>November 2020</i>
<i>City Council Members</i>	<i>Richard Montgomery</i>	<i>November 2020</i>
	<i>Suzanne Hadley</i>	<i>November 2022</i>
	<i>Hildy Stern</i>	<i>November 2022</i>
<i>City Treasurer</i>	<i>Tim Lilligren</i>	<i>November 2020</i>

Executive Staff

<i>City Manager</i>	<i>Bruce Moe</i>
<i>City Clerk</i>	<i>Liza Tamura</i>
<i>City Attorney</i>	<i>Quinn M. Barrow</i>
<i>Finance Director</i>	<i>Steve S. Charelian</i>
<i>Human Resources Director</i>	<i>Lisa Jenkins</i>
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<i>Fire Chief</i>	<i>Daryn Drum</i>
<i>Community Development Director</i>	<i>Anne McIntosh</i>
<i>Public Works Director</i>	<i>Stephanie Katsouleas, P.E.</i>
<i>Information Technology Director</i>	<i>Sanford Taylor</i>

User Guide

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Introduction

This section explains the biennial budget process, highlights significant changes included in the Addendum, and points users to more detailed budget information.

Revenue Summaries

This section provides revenue summary charts and tables updated for the FY 2019-20 Adopted Budget and with FY 2018-19 Estimated Actuals. Charts and tables include:

- Source of Funds by Fund Type – Citywide
- Source of Funds by Category – General Fund
- Schedule of Revenues by Fund & Category
- Schedule of Revenues by Category & Fund
- Historical Comparison of Adopted Budget Revenues.

Expenditure Summaries

This section provides expenditure summary charts and tables updated for the FY 2019-20 Adopted Budget and with FY 2018-19 Estimated Actuals. Charts and tables include:

- Use of Funds by Fund Type – Citywide
- Schedule of Expenditures by Fund – Citywide
- Use of Funds by Category – Citywide
- Schedule of Expenditures by Fund & Category – Citywide
- Use of Funds by Department – Citywide
- Expenditures by Department Program – Citywide
- Use of Funds by Category – General Fund
- Use of Funds by Department – General Fund
- Historical Comparison of Adopted Budget Expenditures.

Operating Budget

This section provides department-level budget updates made during the FY 2019-20 exception-based budget process arranged in the following schedules:

- Changes from the Approved Budget by Department
- Schedule of Revenue Detail by Fund – Citywide
- Schedule of Expenditure Detail – Citywide
- Schedule of Expenditure Detail – General Fund
- Schedule of Expenditure Detail – Department
- Schedule of Expenditure Detail – Minor Program

Capital Budget

This section summarizes the five-year Capital Improvement Plan. Schedules of capital projects by fund are included as well as a schedule of other capital equipment purchases, including vehicles.

Five Year Forecast

This section provides a revised Five Year Forecast with updated fund balances after the completion of FY 2017-18, FY 2018-19 year-end estimates, and Adopted FY 2019-20 Operating and Capital Budgets. Growth factors are applied to forecast revenues and expenditures in future fiscal years.

Performance Measures Update

This section provides updates on performance measures and workload indicators.

Appendix

This section provides an updated narrative on major revenue sources, revised schedules of Full-time Positions and Debt Service, and resolutions adopting the FY 2019-20 Operating Budget and GANN Appropriations Limit.



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Capital Budget Summary

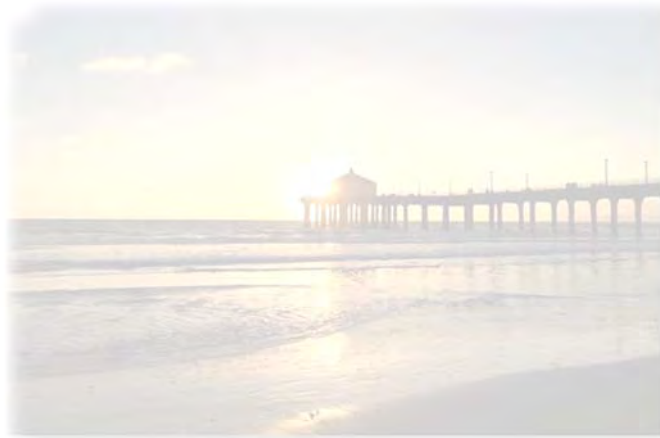
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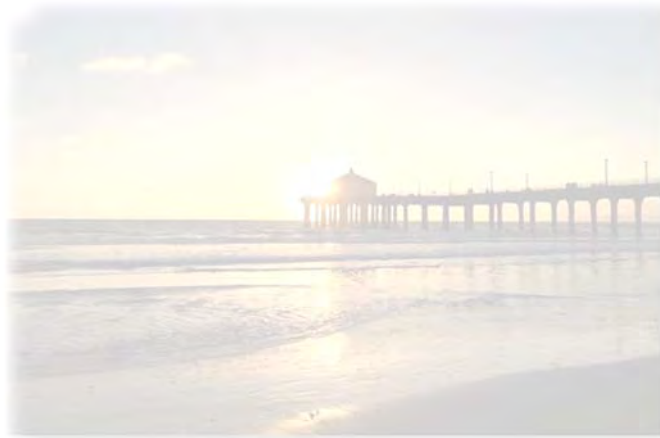
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Introduction





Biennial Budget Process

The purpose of the two-year budget is to encourage long range planning and link the spending plan to the overall vision of the City Council, which prioritizes the City's goals for the coming years. The advantages of the two-year budget include a greater emphasis on management, service delivery, program evaluation and monitoring. It also improves long-term planning, reallocation of human resources to more value-added activities other than budget preparation, and reduction in staff time spent on budget development in the second budget year.

In the beginning of the two-year budget cycle last year, the first year of the biennial budget (FY 2018-19) was adopted and the second year (FY 2019-20) was approved as a spending plan, but not adopted. Adoption of the second year occurs in June before the beginning of the fiscal year. Staff performed a review process for any critical changes to the second year spending plan and is presenting options to reduce and/or streamline costs to the City Council for consideration. The City Council will formally adopt the second year spending plan for FY 2019-20 as modified through this exception-based review process.

One of the greatest benefits to the two-year budget involves the City's Capital Improvement Plan (CIP). Previously, under the one-year budget process, the development and approval of the CIP occurred concurrently with the operating budget. This did not provide adequate time for a thorough review of one the City's major spending components - capital projects. Now, with the two-year budget, the first year (FY 2018-19) centered on the operating budget, with year two more closely focusing on the five year CIP. Accordingly, in this second year of the budget cycle, the entire Capital Improvement Plan has been reprioritized and realigned with updated funding estimates and City Council priorities.

FY 2019-20 Budget As Approved

The FY 2019-20 Budget was first approved by the City Council on June 19, 2018, during year one of the biennial budget process. As approved, City-wide revenues totaled \$125,031,863 and expenditures totaled \$125,808,281. General Fund revenues totaled \$75,199,750 and expenditures totaled \$74,625,671, resulting in an expected General Fund surplus of \$574,079.

FY 2019-20 Adopted Budget (Changes to Previously-Approved Budget)

Changes to the Approved FY 2019-20 Budget mainly include adjustments to revenues to reflect recent trends both positive and negative, as well as expenditure adjustments necessary to align the budget with operational needs. As proposed, the FY 2019-20 Operating Budget includes City-wide revenues totaling \$128,912,052 and expenditures totaling \$130,116,677. General Fund revenues total \$76,012,686 and expenditures total \$75,662,429, resulting in an expected General Fund surplus of \$350,257. Highlights of the proposed adjustments are presented below.

General Fund Revenues

Property Taxes, the General Fund's largest revenue source, were increased by \$296,142 according to revised data provided by the County of Los Angeles. Manhattan Beach's strong housing market, and residential construction and remodeling, has added to the assessed valuation of properties in recent years. We anticipate a measured continuation of this upward trend in assessed values in future years.

Transient Occupancy Taxes were increased by \$160,000 in anticipation of the rate increase approved by voters in March 2019. Voters approved Measure A, which allows for the City's Transient Occupancy Tax

Introduction to the Addendum

(Hotel bed tax) to increase from 10% up to 14% as directed by the City Council. Currently, the City Council has directed the rate to increase to 12% beginning May 2020.

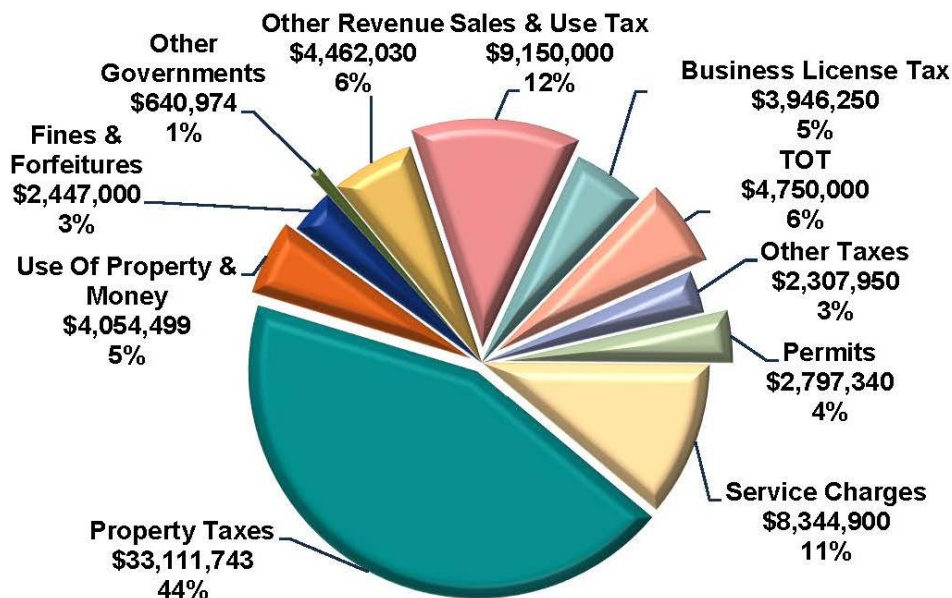
Various service charges and fees were increased based on recent trends in Parks and Recreation classes and Fire Plan Check fees. The increases, totaling \$132,750, are from charges and fees set by the City Council to fully recover the cost of programs and services provided. Additional ceramics classes added in FY 2019-20 are expected to increase revenues by an additional \$32,000.

Ambulance Fees were reduced by \$80,000 to reflect changes in the Basic Life Support (BLS) ambulance services provided by the Fire Department. The City Council recently directed changes to the program and contracted with a private company for these services, which resulted in changes to the cost recovery for these services.

Parking Citations were reduced by \$100,000 based on recent trends in the number of citations issued. The City has experienced several issues with parking meters at their end-of-life resulting in both a loss of parking meter revenue and losing the ability to cite for expired meters. The purchase of new “smart” meters is budgeted in FY 2019-20 which should result in these revenues returning to previous trends in future years.

The City has been successful in obtaining several grants in the last year. The California Coastal Commission recently awarded the City \$225,000 to assist with our Local Coastal Program Update and Climate Adaptation and Resiliency efforts. This project is a significant step toward the City’s environmental sustainability goals. Additionally, Public Safety grant awards for front-line emergency responder equipment and enhanced traffic safety patrols are being carried forward to FY 2019-20.

With these changes incorporated, General Fund revenues in FY 2019-20 total \$76,012,686.



General Fund Expenditures

Several changes to General Fund Expenditures were the result of personnel changes. The most significant change in personnel costs was for part-time employee salary adjustments. These adjustments, totaling \$129,552 in the General Fund, were necessary to meet the State-wide minimum wage increase to \$13.00 on January 1, 2020. Although few positions are at the minimum wage rate, higher position classifications must also

be adjusted to prevent compaction issues and maintain appropriate ranges within the salary grades. Furthermore, part-time positions with an equivalent full-time classification were updated to reflect recently approved MOU increases.

One part-time Administrative Clerk II position was added to backfill the City reception desk and assist all departments with clerical duties. Consistent coverage for reception and phone support is needed for the new City Hall schedule of being open 49 hours per week. The position will also assist departments with clerical needs that change from week to week depending on workloads and priorities. For instance, some departments regularly mail out public notices to households and businesses. The new “floating” part-time Administrative Clerk will be able to immediately assist as the need arises, resulting in the task being accomplished in a timely manner while full-time staff focus on more valued-added activities. The cost of this part-time position is offset by a reduction in Planning contract services.

Two full-time position classifications are included in the FY 2019-20 Proposed Budget. In the Police Department, a vacant Secretary position was eliminated for the addition of a Crime Analyst at a cost of \$15,659. The Crime Analyst will perform critical tracking and analysis of crime statistics and trends, develop and link local intelligence, and assist officers in identifying, locating, and apprehending suspects. The Crime Analyst will also conduct patrol briefings, create and disseminate wanted flyers, assist with case work-up and management, review surveillance video, and attend regional intelligence meetings.

In the Information Technology Department, a vacant GIS Technician was eliminated for an Information Systems Specialist. Unlike the GIS Technician’s limited duties, the Information Systems Specialist classification is a generalist able to provide Help Desk support, hardware/software deployments and maintenance, website maintenance, and other tasks. The duties formerly conducted by the GIS Technician will be performed by a new part-time GIS Technician, for which the cost is fully offset by the elimination of IT Intern hours, who had been providing basic Help Desk support and light clerical duties. This re-organization results in an overall savings of \$8,056 while providing a higher level of service.

Another change to the FY 2019-20 Approved Budget is a restructuring of the Fire Department ambulance operator program with no net effect on the expenditure budget. Using a contracted ambulance service instead of part-time Ambulance Operators to transport residents with non-acute medical needs frees up Firefighter Paramedics for higher-priorities, whether advanced life support medical calls or non-medical fire emergencies.

One-time purchases and initiatives carried forward to FY 2019-20 total \$626,324. These items were all budgeted in the current year but remain unspent for various reasons.

In Management Services, the cost for MuniCode Transparency software upgrades (\$8,200) and a Community Survey (\$20,000) were delayed for other higher-level priorities. A Community Survey, and Employee Survey (\$20,000) budgeted in Human Resources, was last conducted in 2015 to gauge the levels of service and satisfaction with the City’s engagement efforts. Repeating both surveys in FY 2019-20 will allow the City Council and management to measure areas still needing improvement and learn of new concerns that have recently emerged.

One-time assessments from the South Bay Regional Public Communications Authority to replace the 9-1-1 dispatch and records management software system are budgeted in both the Police (\$150,000) and Fire (\$55,000) Departments. The new software is expected to be fully implemented in FY 2019-20. Other public safety grant-funded equipment purchases, and the respective grant reimbursement revenue, were also re-budgeted in FY 2019-20.

Introduction to the Addendum

Within the Community Development Department, funds for environmental sustainability initiatives to update the City's Local Coastal Plan and Climate Adaptation and Resiliency efforts, including research on Sea Level Rise impacts, were carried forward from the prior year and enhanced to meet the full scope of the project. The total project is now budgeted for \$425,000 in FY 2019-20, before the previously mentioned grant reimbursement of \$225,000 from the California Coastal Commission.

The Parks and Recreation Department budget includes \$40,000 added in Contract Services to rent a temporary band stage for this year's Concerts in the Park. The current stage was deemed unsafe for continued use. After the conclusion of this year's concert series, the City plans to construct a permanent band shell stage utilizing Public Arts Trust Funds. The cost to construct a permanent structure (\$100,000) is budgeted in the CIP Fund along with the offsetting revenue from the Public Arts Trust to fund the project.

The balance of the adjustments, which are considered technical in nature, are listed by fund and program in the "Amendments to the Approved Budget" section of this document. These include other minor adjustments to revenues and expenditures based on trends, carryforwards (re-budgeting) of prior year projects yet to be completed, and changes to the CIP Plan as directed by the City Council.

Summaries by fund and category are provided for an overview of the proposed spending plan. For greater detail, the "Operating Budget" section includes Revenue and Expenditure schedules by fund and category as well as department-level expenditure budget updates made during the FY 2019-20 exception-based budget process.

Capital Budget Summary

In this second year of the biennial budget process, infrastructure and larger-scale capital improvements were the focus. All projects were reviewed through the lens of current needs and resources. Accordingly, projects were reprioritized based on estimated funding allocations and City Council priorities. The Capital Budget Summary section includes a summary by fund as well as a listing of individual projects and their associated cost estimates. For full project details, readers should consult the Fiscal Year 2020-24 Capital Improvement Program document on the City's website at www.citymb.info/CIP.

Five Year Forecast

The Five Year Forecast has been updated with fund balances after the completion of FY 2017-18, FY 2018-19 year-end estimates, and the FY 2019-20 Operating and Capital Budgets as proposed. Growth factors are then applied to this foundation to develop future fiscal year estimates through FY 2023-24. As presented, the General Fund has a range of surpluses from a low of \$410,310 to \$1,026,704 over the five-year period. It is important to note that the subsidies from the General Fund to Storm Water, and Street Lighting and Landscaping Districts, continue to draw down General Fund balances. This includes the exhaustion of Unreserved Fund Balance and the use of Economic Uncertainty reserves beginning in FY 2022-23.

Significant among the City's challenges are retirement system costs. For FY 2019-20, the City has budgeted \$4.17 million to provide employees with defined benefit pension plans through the California Public Employees' Retirement System (CalPERS). In addition, \$5.05 million is budgeted to pay down the City's unfunded actuarial liability.

The City has been working with CalPERS actuaries to review and analyze different payment scenarios. These payment scenarios, and resulting short and long-term impacts, will be presented to the Finance Subcommittee and City Council in the coming months. The Five Year Forecast as proposed includes the *minimum* payments required by CalPERS over the next five years. Similar to paying any credit card or amortized loan, the minimum payment due covers the cost of interest and does little to reduce the principal liability.

Over the last three years, CalPERS has phased reductions in the discount rate (the assumed rate of return on invested funds) from 7.5% to 7% in FY 2019-20 and adopted a new strategic asset allocation policy with the goal of maximizing investment returns for the long-term sustainability of the fund.

CalPERS' net investment returns were mixed in FY 2015-16 (0.6%), FY 2016-17 (11.2%), and FY 2017-18 (8.6%). The total net time-weighted rate of returns for this three year period was 6.7%, short of the new assumed 7.0% rate of return. When CalPERS' net investment returns do not meet its assumed rate of return, the liabilities of public agencies in CalPERS will increase. For Manhattan Beach, contributions are expected to rise from \$9.2 million in FY 2019-20 up to \$12.5 million by FY 2023-24. Although our five year forecast indicates the ability to absorb these increases, this is predicated on revenue and cost projections based on trend analysis and assuming no significant economic shocks (e.g. recession). Clearly these additional costs crowd-out the ability to enhance service levels or fund other priorities, so further analysis and discussion is needed.

PERFORMANCE MEASURES

The City's multi-year budget process places a great emphasis on management, service delivery, program evaluation and monitoring. Performance measurement is a key component to monitoring and evaluating our achievements as we strive for community goals and priorities. Updates to performance measures and workload indicators are also included for each department. This data, along with periodic community survey results, is used to inform future policy and program recommendations.

CONCLUSION

The creation of the City's two year budget, and this update for the second year of the spending plan, is the result of a collaborative effort from community members and staff in every City department. We are proud to point out that our biennial budget once again received awards both from the California Society of Municipal Finance Officers and from the Government Finance Officers Association.

Copies of the Operating Budget are available for public review at City Hall in the Finance Department and City Clerk's Office. The budget is also available online at the City's website:

www.citymb.info



Steve S. Charelian
Finance Director

CITIZENS OF MANHATTAN BEACH

City Council

City Treasurer

**Parking & Public
Improvements
Commission**

**Board of Building
Appeals**

**Planning
Commission**

**Parks &
Recreation
Commission**

**Cultural Arts
Commission**

**Library
Commission**

City Attorney

City Manager

Finance

**Community
Development**

Police

Fire

**Public
Works**

City Clerk

**Human
Resources**

**Parks &
Recreation**

**Information
Technology**

Administration
~
Accounting
~
Revenue
Services
~
General
Services

Administration
~
Planning
~
Building
~
Code
Enforcement
~
Traffic
Engineering
~
Environmental
Sustainability

Administration
~
Patrol
~
Investigations
~
Technical
Support
~
Community
Affairs
~
Traffic
Safety
~
Jail Operations
~
Parking
Enforcement
~
Animal Control
~
Asset Forfeiture

Administration
~
Prevention
~
Fire
Operations
~
Emergency
Medical
Services
~
Support
Services

Administration
~
Civil Engineering
~
Street
Maintenance
~
Building &
Grounds
Maintenance
~
Transportation
~
Street Lighting &
Landscaping
~
Streetscape
Maintenance
~
Water Programs
~
Storm Drain
Maintenance
~
Sewer
Maintenance
~
Refuse
Management
~
Parking Facilities
~
Fleet Services

Administration
~
Records
Management
~
Elections
~
Conflict of
Interest/
Campaign Filing
~
Open
Government

Administration
~
Risk
Management

Administration
~
Recreation
Services
~
Cultural Arts
~
Sports &
Aquatics
~
Community
Programs

Information
Technology
~
Geographic
Information
Systems

Department / Fund Matrix	Management Services	Finance	Human Resources	Parks and Recreation	Police	Fire	Community Development	Public Works	Information Technology
General Fund	✓	✓	✓	✓	✓	✓	✓	✓	✓
Street Lighting & Landscape Fund								✓	
Streets & Highways Fund								✓	
Asset Forfeiture Fund					✓				
Police Grants Fund					✓				
Prop A Fund				✓					
Prop C Fund								✓	
AB 2766 Fund								✓	
Measure R Fund								✓	
Measure M Fund								✓	
Capital Improvement Fund	✓	✓		✓	✓	✓		✓	
Water Fund								✓	
Stormwater Fund								✓	
Wastewater Fund								✓	
Refuse Fund								✓	
Parking Fund								✓	
County Parking Lot Fund								✓	
State Pier & Parking Lot Fund								✓	
Insurance Reserve Fund			✓						
Information Technology Fund									✓
Fleet Management Fund								✓	
Building Maintenance & Ops Fund		✓						✓	
Special Assessment Redemption Fund		✓							
Pension Trust Fund		✓							
PARS Investment Trust		✓							



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Manhattan Beach
California**

For the Biennium Beginning

July 1, 2018

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Manhattan Beach, California for its biennial budget for the biennium beginning July 1, 2018. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of two years only. We believe our next biennial budget will continue to conform to program requirements, and will submit it to GFOA to determine its eligibility for another award.

California Society of Municipal Finance Officers

Certificate of Award

Excellence Award for Fiscal Years 18-19 and 19-20 Operating Budget

Presented to the

City of Manhattan Beach

For meeting the criteria established to achieve the CSMFO Excellence Award for Budgeting

January 2, 2019



Margaret Moggia

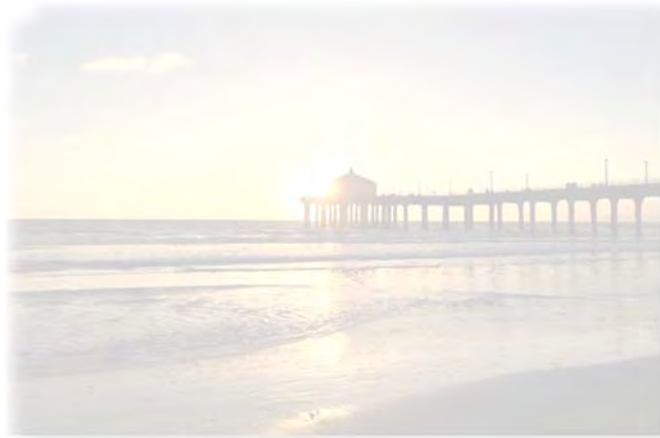
Margaret Moggia
CSMFO President

Sara J Roush

Sara Roush, Chair
Recognition Committee

Dedicated Excellence in Municipal Financial Reporting

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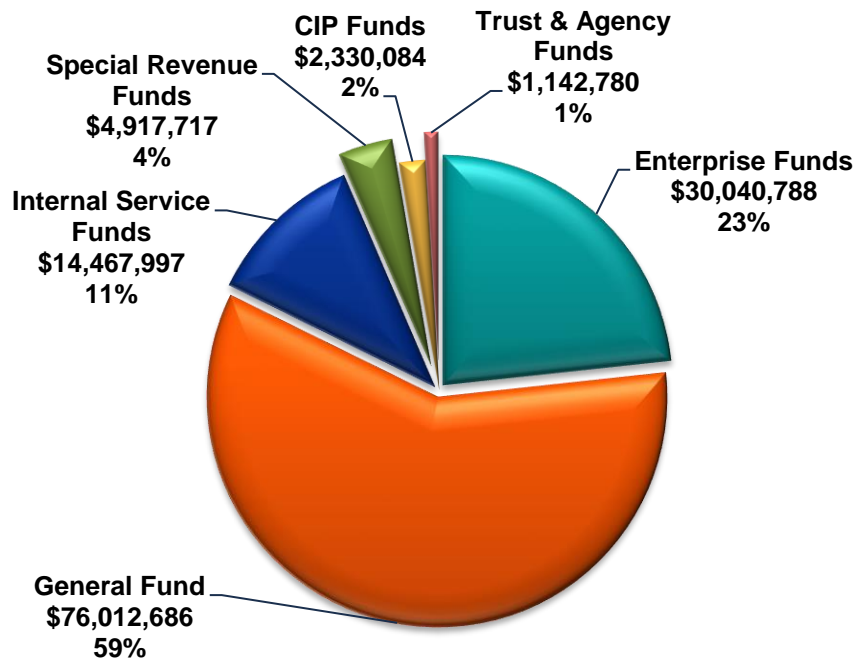


Summaries



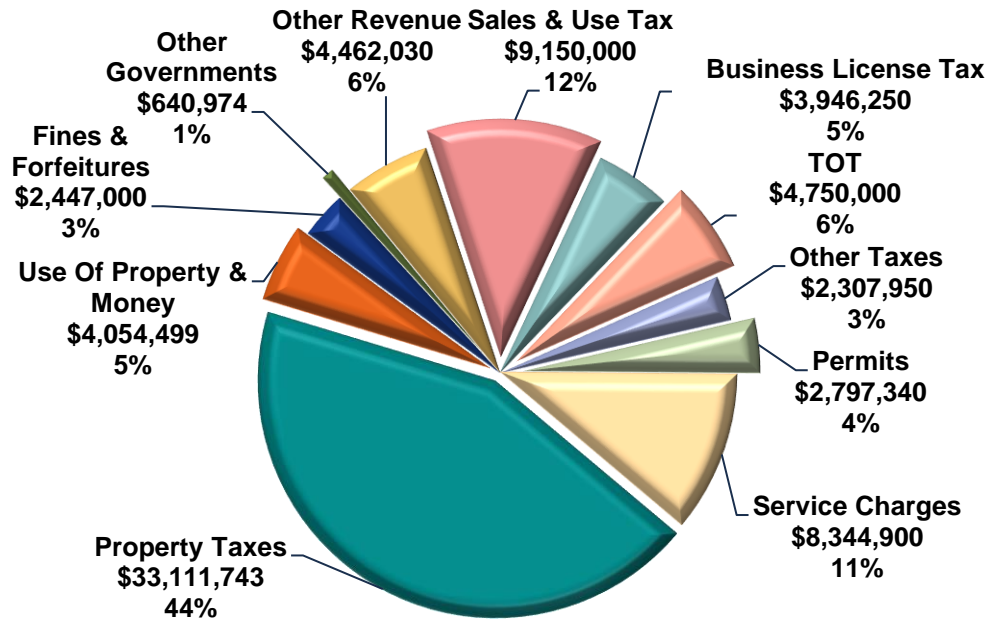
SOURCE OF FUNDS BY FUND TYPE

FY 2019-20 Source of Funds - City-Wide = \$128,912,052



SOURCE OF FUNDS - GENERAL FUND

FY 2019-20 Source of Funds - General Fund = \$76,012,686

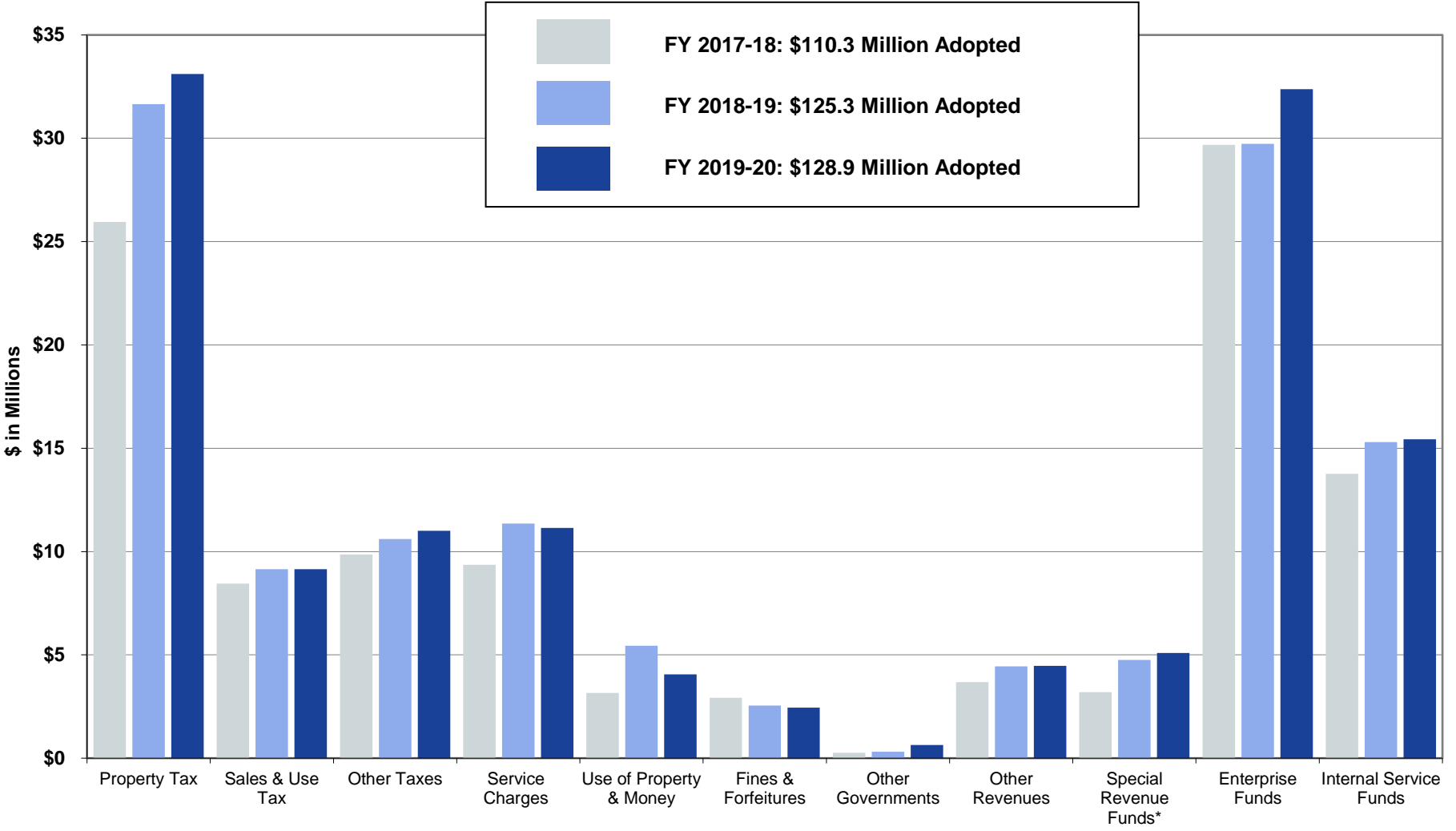


SCHEDULE OF REVENUES BY FUND & CATEGORY

	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	Change from 2018-19 Adopted	
General Fund						
Revenue from Property Taxes	\$30,318,225	\$31,657,588	\$31,960,114	\$33,111,743	\$1,454,155	4.6%
Revenue from Sales & Use Tax	8,970,808	9,150,000	9,072,249	9,150,000	-	-
Revenue from Transient Occupancy Tax	3,764,684	4,500,000	4,525,000	4,750,000	250,000	5.6%
Revenue from Business License Tax	3,718,418	3,811,000	3,850,000	3,946,250	135,250	3.5%
Revenue from Other Taxes	2,451,744	2,292,950	2,337,250	2,307,950	15,000	0.7%
Revenue from Permits	3,365,671	3,061,340	3,048,640	2,797,340	(264,000)	(8.6%)
Revenue from Fines & Forfeitures	2,472,308	2,547,000	2,447,000	2,447,000	(100,000)	(3.9%)
Revenue from Use of Property & Money	2,784,876	5,444,709	5,521,833	4,054,499	(1,390,210)	(25.5%)
Revenue from Vehicle License Fee	18,680	15,000	17,276	15,000	-	-
Revenue from Other Governments	344,991	294,350	305,860	625,974	331,624	112.7%
Revenue from Service Charges	9,075,609	8,291,150	8,335,714	8,344,900	53,750	0.6%
Miscellaneous Revenues	4,361,172	4,440,030	4,884,763	4,462,030	22,000	0.5%
Total General Fund	\$71,647,186	\$75,505,117	\$76,305,699	\$76,012,686	\$507,569	0.7%
Special Revenue Funds						
Street Lighting & Landscaping	\$393,983	\$394,474	\$394,428	\$394,800	\$326	0.1%
Gas Tax	1,034,492	1,446,239	1,665,308	1,619,869	173,630	12.0%
Asset Forfeiture	38,579	8,000	14,521	8,000	-	-
Police Safety Grants	140,425	141,217	143,169	141,328	111	0.1%
Proposition A	683,986	949,298	949,363	1,039,166	89,868	9.5%
Proposition C	593,672	641,136	709,644	672,715	31,579	4.9%
AB 2766	46,007	47,154	48,808	47,212	58	0.1%
Measure R	418,987	458,225	459,810	480,818	22,593	4.9%
Measure M	370,688	489,728	501,192	513,809	24,081	4.9%
Total Special Revenue Funds	\$3,720,819	\$4,575,471	\$4,886,243	\$4,917,717	\$342,246	7.5%
Capital Project Funds						
Capital Improvement	\$4,082,167	\$1,910,922	\$3,092,926	\$2,326,804	\$415,882	21.8%
Total Capital Projects Funds	\$4,082,167	\$1,910,922	\$3,092,926	\$2,326,804	\$415,882	21.8%
Underground Utility Construction Fund						
Underground Utility Construction	\$5,244	\$3,124	\$3,108	\$3,280	\$156	5.0%
Total Underground Utility Construction Fund	\$5,244	\$3,124	\$3,108	\$3,280	\$156	5.0%
Enterprise Funds						
Water	\$15,684,435	\$15,573,728	\$15,827,436	\$15,646,664	\$72,936	0.5%
Stormwater	355,414	367,721	370,060	368,633	912	0.2%
Wastewater	3,460,485	3,518,274	3,514,103	3,524,488	6,214	0.2%
Refuse	4,330,096	4,354,322	4,330,095	4,354,992	670	0.0%
Parking	2,533,982	2,597,598	2,726,067	4,299,078	1,701,480	65.5%
County Parking Lots	801,828	793,500	792,800	1,043,500	250,000	31.5%
State Pier & Parking Lot	857,147	616,984	695,789	803,433	186,449	30.2%
Total Enterprise Funds	\$28,023,387	\$27,822,127	\$28,256,350	\$30,040,788	\$2,218,661	8.0%
Internal Service Funds						
Insurance Reserve	\$7,092,807	\$6,851,720	\$7,038,129	\$6,851,720	\$0	-
Information Technology	2,283,324	2,718,124	2,718,124	2,814,647	96,523	3.6%
Fleet Management	2,048,472	2,703,266	2,738,157	2,718,095	14,829	0.5%
Building Maintenance & Operations	1,631,176	2,053,234	1,978,482	2,083,535	30,301	1.5%
Total Internal Service Funds	\$13,055,779	\$14,326,344	\$14,472,892	\$14,467,997	\$141,653	1.0%
Trust & Agency Funds						
Special Assessment Redemption Fund	\$955,960	\$965,000	\$984,745	\$965,000	\$0	-
Pension Trust	161,461	177,314	171,491	177,780	466	0.3%
PARS Investment Trust	13,621	-	6,000	-	-	-
Total Trust & Agency Funds	\$1,131,042	\$1,142,314	\$1,162,236	\$1,142,780	\$466	0.0%
Grand Total	\$121,665,624	\$125,285,419	\$128,179,454	\$128,912,052	\$3,626,633	2.9%

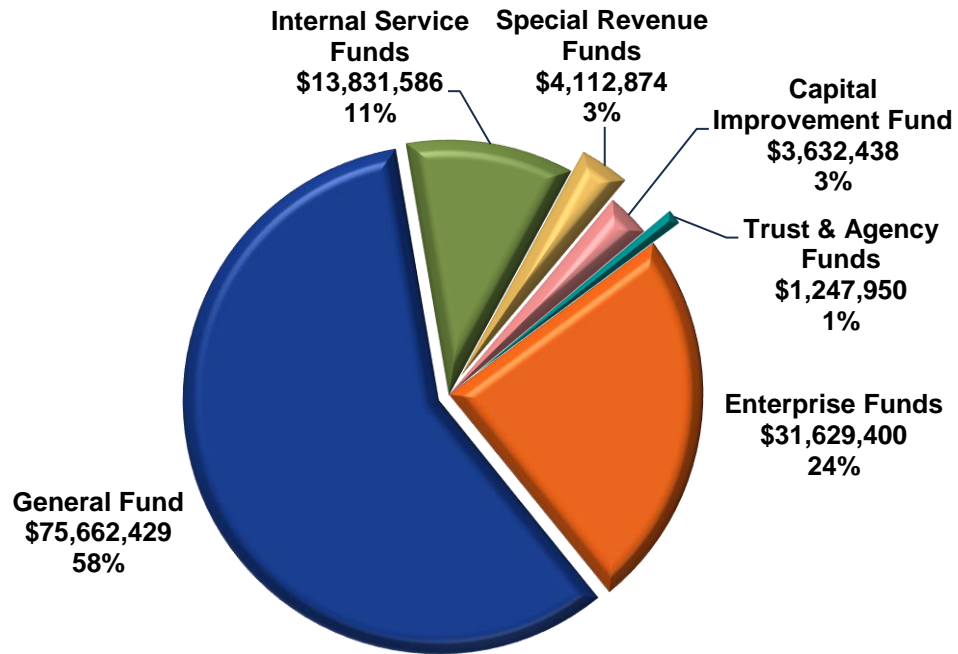
SCHEDULE OF REVENUES BY CATEGORY & FUND

	Property Taxes	Sales Taxes	Other Taxes	Licenses and Permits	From Other Agencies	Charges for Services	Fines and Forfeitures	Interest and Rents	Grants	Operating Transfers In	Other	2019-20 Proposed
General Fund												
General Fund	\$33,111,743	\$9,150,000	\$11,004,200	\$2,797,340	\$312,850	\$8,344,900	\$2,447,000	\$4,054,499	328,124	\$3,594,530	\$867,500	\$76,012,686
Special Revenue Funds												
Street Lighting & Landscaping	-	-	377,688	-	-	-	-	-	-	17,112	-	394,800
Gas Tax	-	-	-	-	1,143,530	-	-	58,389	417,950	-	-	1,619,869
Asset Forfeiture	-	-	-	-	-	-	-	8,000	-	-	-	8,000
Police Safety Grants	-	-	-	-	-	-	-	2,328	139,000	-	-	141,328
Proposition A	-	-	728,752	-	-	7,200	-	-	-	-	303,214	1,039,166
Proposition C	-	-	604,481	-	-	-	-	68,234	-	-	-	672,715
AB 2766	-	-	-	-	46,000	-	-	1,212	-	-	-	47,212
Measure R	-	-	453,410	-	-	-	-	27,408	-	-	-	480,818
Measure M	-	-	513,809	-	-	-	-	-	-	-	-	513,809
Capital Project Funds												
Capital Improvement	-	-	810,000	21,804	600,000	685,000	110,000	-	-	100,000	-	2,326,804
Underground Utility Construction Funds												
Underground Utility Construction	-	-	-	-	-	-	-	3,280	-	-	-	3,280
Enterprise Funds												
Water	-	-	-	-	-	15,195,000	-	436,664	-	-	15,000	15,646,664
Stormwater	-	-	-	-	-	349,484	-	19,149	-	-	-	368,633
Wastewater	-	-	-	20,000	-	3,391,000	-	115,488	-	-	(2,000)	3,524,488
Refuse	-	-	-	-	-	4,334,624	-	13,068	10,000	-	(2,700)	4,354,992
Parking	-	-	137,000	-	-	4,098,000	-	28,078	-	-	36,000	4,299,078
County Parking Lots	-	-	-	-	-	1,043,500	-	-	-	-	-	1,043,500
State Pier & Parking Lot	-	-	-	-	-	775,000	-	27,433	-	-	1,000	803,433
Internal Service Funds												
Insurance Reserve	-	-	-	-	-	-	-	-	-	6,801,720	50,000	6,851,720
Information Technology	-	-	-	-	-	-	-	-	-	2,814,647	-	2,814,647
Fleet Management	-	-	-	-	-	-	-	-	-	2,693,095	25,000	2,718,095
Building Maintenance & Operator	-	-	-	-	-	-	-	-	-	2,083,535	-	2,083,535
Trust & Agency Funds												
Special Assessment Redemption Fund	-	-	965,000	-	-	-	-	-	-	-	-	965,000
Pension Trust	-	-	-	-	-	-	-	9,780	-	-	168,000	177,780
PARS Investment Trust	-	-	-	-	-	-	-	-	-	-	-	-
Grand Total	\$33,111,743	\$9,150,000	\$15,594,340	\$2,839,144	\$2,102,380	\$38,223,708	\$2,557,000	\$4,873,010	\$895,074	\$18,104,639	\$1,461,014	\$128,912,052



USE OF FUNDS BY FUND TYPE

FY 2019-20 Use of Funds - City-Wide = \$130,116,677



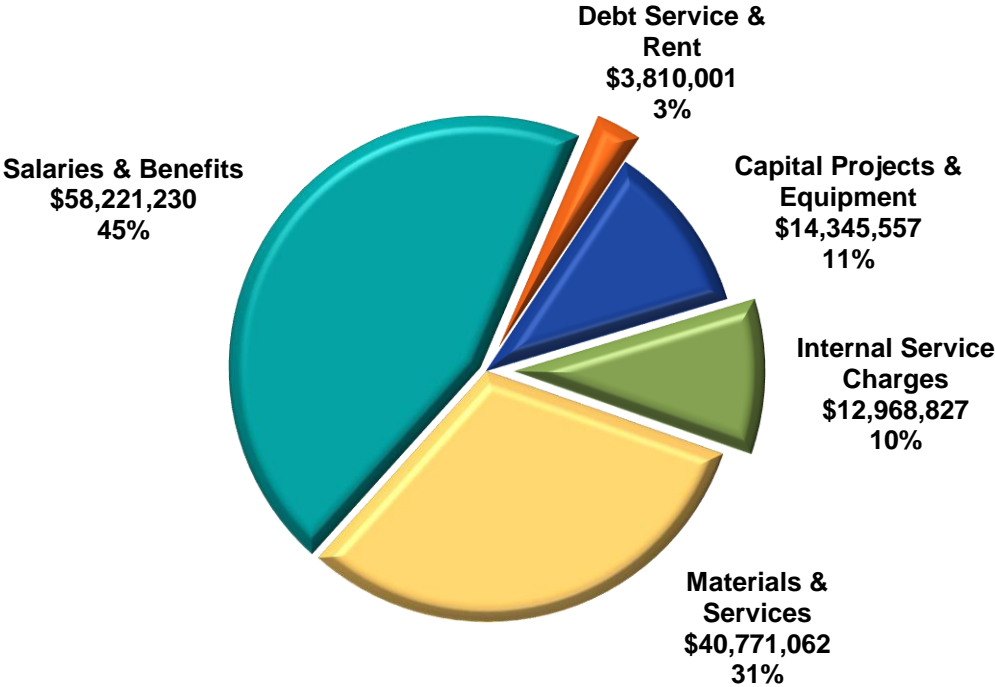
SCHEDULE OF EXPENDITURES BY FUND

	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	Change from Prior Amount	Percent
General Fund	\$68,160,232	\$75,689,871	\$73,777,030	\$75,662,429	(\$27,442)	(0.0%)
Street Lighting & Landscaping Fund	\$592,920	\$574,436	\$585,220	\$565,330	(\$9,106)	(1.6%)
Gas Tax Fund	1,953,795	2,175,259	3,320,575	880,000	(1,295,259)	(59.5%)
Asset Forfeiture Fund	197,462	164,500	170,615	153,700	(10,800)	(6.6%)
Police Safety Grants Fund	60,366	140,000	185,500	140,000	-	0.0%
Proposition A Fund	878,116	945,978	953,890	1,013,744	67,766	7.2%
Proposition C Fund	731,928	759,000	734,000	461,000	(298,000)	(39.3%)
AB 2766 Fund	20,089	45,600	45,600	2,100	(43,500)	(95.4%)
Measure R Fund	518,462	472,000	215,930	380,000	(92,000)	(19.5%)
Measure M Fund	-	311,000	435,000	517,000	206,000	66.2%
Total Special Revenue Funds	\$4,953,137	\$5,587,773	\$6,646,330	\$4,112,874	(\$1,474,899)	(26.4%)
Capital Improvement Fund	\$1,477,839	\$2,421,664	\$7,209,524	\$3,632,438	\$1,210,774	50.0%
Total Capital Improvement Fund	\$1,477,839	\$2,421,664	\$7,209,524	\$3,632,438	\$1,210,774	50.0%
Underground Assessment Districts Fund	\$403,265	\$0	\$197,475	\$0	\$0	-
Underground Assessment Districts Fund	\$403,265	\$0	\$197,475	\$0	\$0	-
Water Fund	\$11,786,113	\$38,503,963	\$13,668,226	\$14,213,603	(\$24,290,360)	(63.1%)
Stormwater Fund	1,502,048	1,615,767	1,178,964	1,638,215	22,448	1.4%
Wastewater Fund	1,883,913	5,349,957	2,536,703	5,092,073	(257,884)	(4.8%)
Refuse Fund	4,215,004	4,998,200	4,228,159	4,957,552	(40,648)	(0.8%)
Parking Fund	2,654,998	2,459,513	2,537,217	4,325,722	1,866,209	75.9%
County Parking Lots Fund	553,010	626,714	625,268	762,165	135,451	21.6%
State Pier & Parking Lot Fund	1,567,384	623,283	804,054	640,070	16,787	2.7%
Total Enterprise Funds	\$24,162,469	\$54,177,397	\$25,578,590	\$31,629,400	(\$22,547,997)	(41.6%)
Insurance Reserve Fund	\$7,305,435	\$6,434,699	\$6,591,405	\$6,561,358	\$126,659	2.0%
Information Technology Fund	2,204,428	3,729,659	3,698,474	2,975,828	(753,831)	(20.2%)
Fleet Management Fund	1,462,545	1,590,369	2,916,125	2,293,190	702,821	44.2%
Building Maintenance & Operations Fund	1,635,201	1,964,376	1,990,015	2,001,210	36,834	1.9%
Total Internal Service Funds	\$12,607,609	\$13,719,103	\$15,196,019	\$13,831,586	\$112,483	0.8%
Special Assessment Redemption Fund	\$922,519	\$158,850	\$158,850	\$1,006,950	\$848,100	533.9%
Post-Employment Benefits Trust Fund	234,846	232,000	232,000	241,000	9,000	3.9%
Total Trust & Agency Funds	\$1,157,365	\$390,850	\$390,850	\$1,247,950	\$857,100	219.3%
Grand Total	\$112,921,916	\$151,986,658	\$128,995,819	\$130,116,677	(\$21,869,981)	(14.4%)
Total Operating Expenses	\$106,274,026	\$115,723,399	\$115,517,083	\$117,191,677	\$1,468,278	1.3%
Total Capital Projects*	\$6,647,890	\$36,263,259	\$13,478,736	\$12,925,000	(\$23,338,259)	(64.4%)

*FY2018-19 estimate includes carryover projects from the prior year.

USE OF FUNDS BY CATEGORY

FY 2019-20 Use of Funds - City-Wide = \$130,116,677

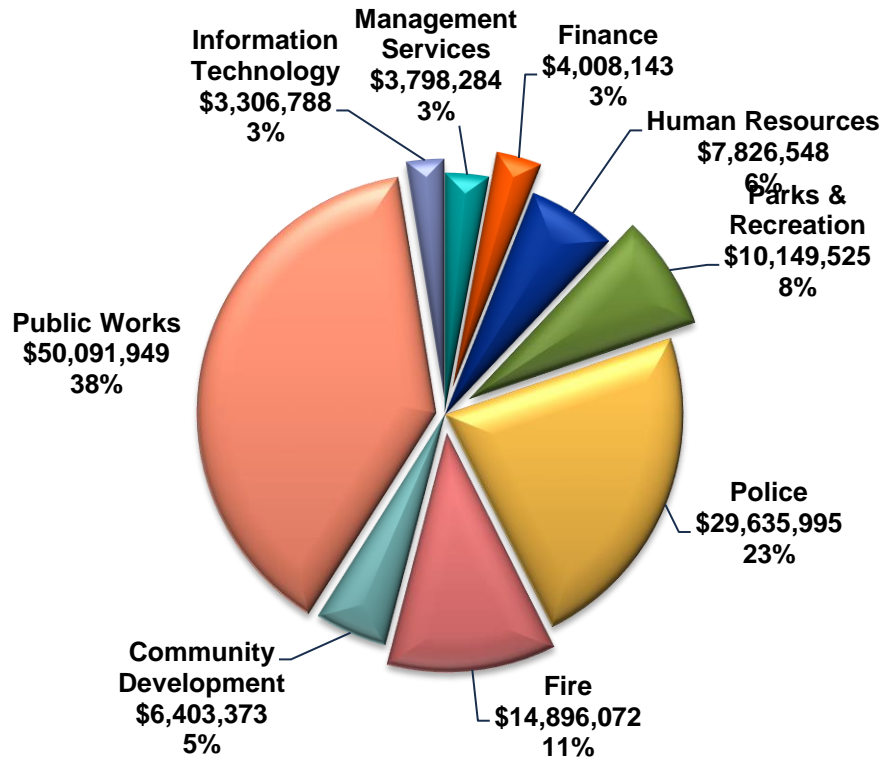


FY 2019-20 SCHEDULE OF EXPENDITURES BY FUND & CATEGORY

	Salaries & Benefits	Materials & Services	Capital Projects & Equipment	Debt Service & Rent	Internal Service Charge	Total	Percent of Total
General Fund	\$52,222,252	\$14,943,723	\$103,124	\$485,475	\$7,907,855	\$75,662,429	58.1%
Street Lighting & Landscaping Fund	-	479,091	35,000	-	51,239	565,330	0.4%
Gas Tax Fund	-	-	800,000	-	80,000	880,000	0.7%
Asset Forfeiture Fund	35,200	118,500	-	-	-	153,700	0.1%
Police Safety Grants Fund	-	140,000	-	-	-	140,000	0.1%
Proposition A Fund	747,375	137,710	-	-	128,659	1,013,744	0.8%
Proposition C Fund	-	-	400,000	-	61,000	461,000	0.4%
AB 2766 Fund	-	-	-	-	2,100	2,100	0.0%
Measure R Fund	-	-	340,000	-	40,000	380,000	0.3%
Measure M Fund	-	-	480,000	-	37,000	517,000	0.4%
Capital Improvement Fund	-	-	2,710,000	772,438	150,000	3,632,438	2.8%
Water Fund	1,242,408	8,830,526	1,707,509	172,841	2,260,319	14,213,603	10.9%
Stormwater Fund	94,557	660,147	710,000	-	173,511	1,638,215	1.3%
Wastewater Fund	439,503	378,358	3,254,156	85,134	934,922	5,092,073	3.9%
Refuse Fund	117,256	3,979,865	654,289	-	206,142	4,957,552	3.8%
Parking Fund	172,932	1,154,148	1,853,834	715,163	429,645	4,325,722	3.3%
County Parking Lot Fund	36,376	119,238	-	572,000	34,551	762,165	0.6%
State Pier & Parking Lot Fund	39,223	456,464	-	-	144,383	640,070	0.5%
Insurance Reserve Fund	513,652	5,977,685	-	-	70,021	6,561,358	5.0%
Information Technology Fund	1,281,743	1,392,063	252,982	-	49,040	2,975,828	2.3%
Fleet Management Fund	468,444	727,475	1,044,663	-	52,608	2,293,190	1.8%
Building Maintenance Fund	569,309	1,276,069	-	-	155,832	2,001,210	1.5%
Special Assessment Redemption Bon	-	-	-	1,006,950	-	1,006,950	0.8%
Post-Employment Benefits Trust Fund	241,000	-	-	-	-	241,000	0.2%
Grand Total FY FY 2019-	\$58,221,230	\$40,771,062	\$14,345,557	\$3,810,001	\$12,968,827	\$130,116,677	100.0%
Grand Total 2018-19 Adopted	\$56,192,369	\$40,703,914	\$39,572,899	\$2,825,802	\$12,691,674	\$151,986,658	
Dollar Change	\$2,028,861	\$67,148	(\$25,227,342)	\$984,199	\$277,153	(\$21,869,981)	
Percent Change	3.61%	0.16%	(63.75%)	34.83%	2.18%	(14.39%)	

USE OF FUNDS BY DEPARTMENT

FY 2019-20 Use of Funds - City-Wide = \$130,116,677



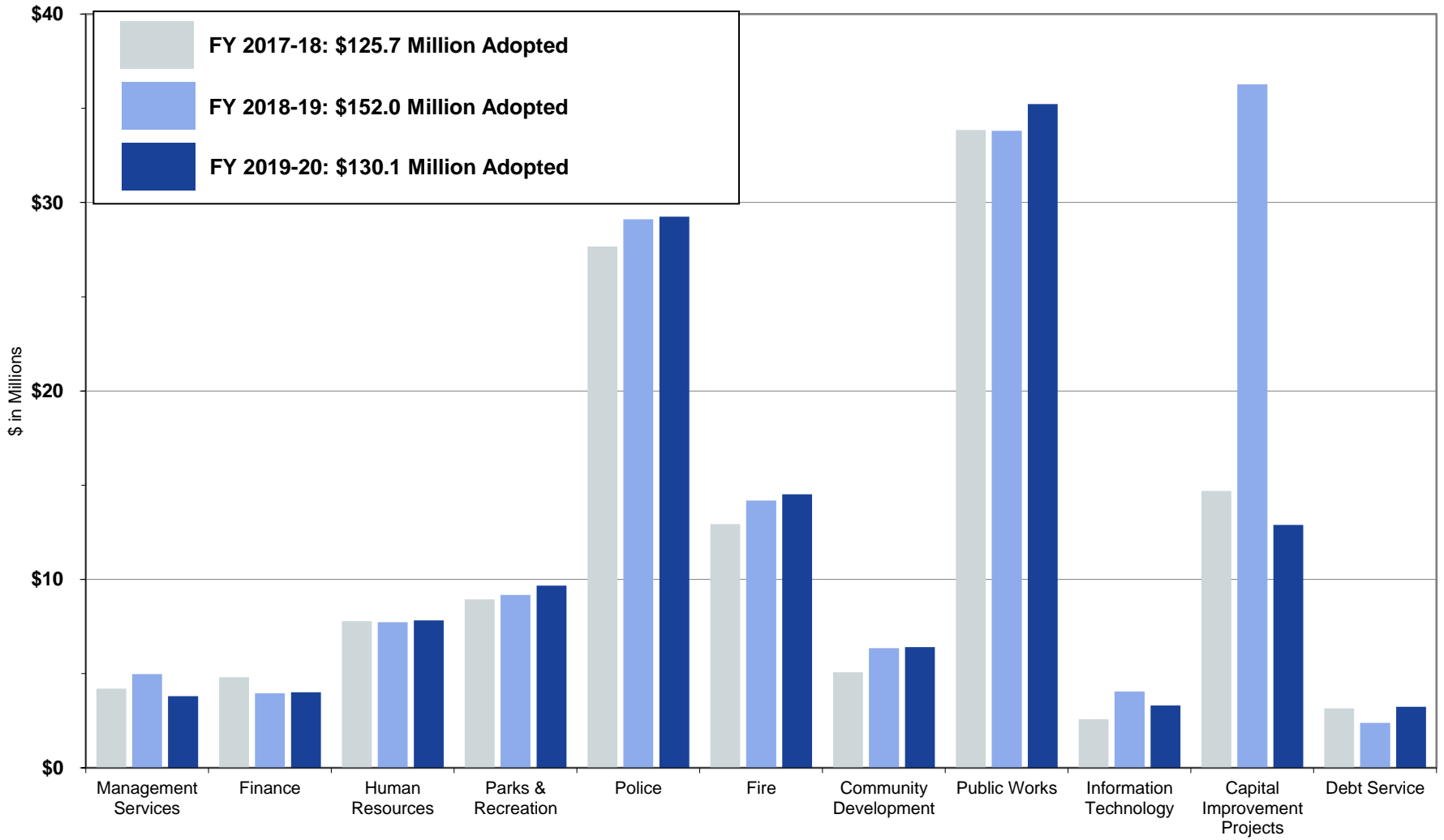
EXPENDITURES BY DEPARTMENT PROGRAM

	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	<i>Change from 2018-19 Adopted</i>	
Management Services						
City Council	\$388,275	\$1,590,472	\$1,534,089	\$610,348	(\$980,124)	(61.6%)
City Manager	2,177,485	1,448,477	1,368,564	1,352,604	(95,873)	(6.6%)
City Treasurer	36,414	44,385	37,200	45,322	937	2.1%
City Clerk	677,641	896,416	1,048,713	793,805	(102,611)	(11.4%)
City Attorney	1,143,978	990,961	1,099,534	996,205	5,244	0.5%
Total Management Services	\$4,423,793	\$4,970,711	\$5,088,100	\$3,798,284	(\$1,172,427)	(23.6%)
Finance						
Administration	\$1,284,208	\$1,394,705	\$1,395,764	\$1,380,312	(\$14,393)	(1.0%)
Accounting	698,642	733,897	736,030	759,375	25,478	3.5%
Revenue Services	991,958	1,142,712	974,919	1,170,033	27,321	2.4%
General Services	655,408	685,013	673,052	698,423	13,410	2.0%
Total Finance	\$3,630,216	\$3,956,327	\$3,779,766	\$4,008,143	\$51,816	1.3%
Human Resources						
Administration	\$1,128,224	\$1,299,170	\$1,166,880	\$1,265,190	(\$33,980)	(2.6%)
Risk Management	7,305,435	6,434,699	6,591,405	6,561,358	126,659	2.0%
Total Human Resources	\$8,433,659	\$7,733,869	\$7,758,285	\$7,826,548	\$92,679	1.2%
Parks & Recreation						
Administration	\$2,945,440	\$2,937,215	\$3,315,899	\$3,043,678	\$106,463	3.6%
Recreation Services	2,418,836	2,743,536	2,605,133	2,871,834	128,298	4.7%
Cultural Arts	827,085	822,068	866,679	916,464	94,396	11.5%
Sports & Aquatics	1,542,000	1,486,165	1,490,377	1,528,154	41,989	2.8%
Volunteers	185,852	194,797	201,124	202,006	7,209	3.7%
Older Adults	559,484	530,244	554,592	573,645	43,401	8.2%
Transportation	878,116	945,978	953,890	1,013,744	67,766	7.2%
Total Parks & Recreation	\$9,356,813	\$9,660,003	\$9,987,695	\$10,149,525	\$489,522	5.1%
Police						
Administration	\$6,793,530	\$6,779,415	\$6,846,208	\$6,899,758	\$120,343	1.8%
Patrol	9,320,743	9,606,921	9,510,694	10,202,009	595,088	6.2%
Investigations	2,832,241	2,803,170	2,543,267	2,939,315	136,145	4.9%
Technical Support Services	2,826,410	4,074,067	3,874,625	3,114,635	(959,432)	(23.5%)
Crime Prevention	599,201	584,110	596,503	610,424	26,314	4.5%
Traffic Safety	2,139,305	2,284,331	2,153,599	2,397,984	113,653	5.0%
Jail Operations	669,593	714,592	718,120	737,240	22,648	3.2%
Parking Enforcement	1,893,167	2,042,818	1,701,668	2,123,832	81,014	4.0%
Animal Control	236,163	299,950	341,180	317,098	17,148	5.7%
Asset Forfeiture	197,462	164,500	170,615	153,700	(10,800)	(6.6%)
Law Enforcement Grants	60,366	140,000	185,500	140,000	-	0.0%
Total Police	\$27,568,180	\$29,493,874	\$28,641,978	\$29,635,995	\$142,121	0.5%
Fire						
Administration	\$2,836,915	\$3,434,397	\$3,649,271	\$3,477,413	\$43,016	1.3%
Prevention	702,579	862,463	819,599	888,741	26,278	3.0%
Fire Operations	6,942,265	7,217,436	7,573,472	7,488,401	270,965	3.8%
Emergency Medical Services	1,951,474	2,368,107	2,232,656	2,457,889	89,782	3.8%
Support Services	517,806	689,905	658,258	583,628	(106,277)	(15.4%)
Total Fire	\$12,951,039	\$14,572,308	\$14,933,255	\$14,896,072	\$323,764	2.2%

EXPENDITURES BY DEPARTMENT PROGRAM

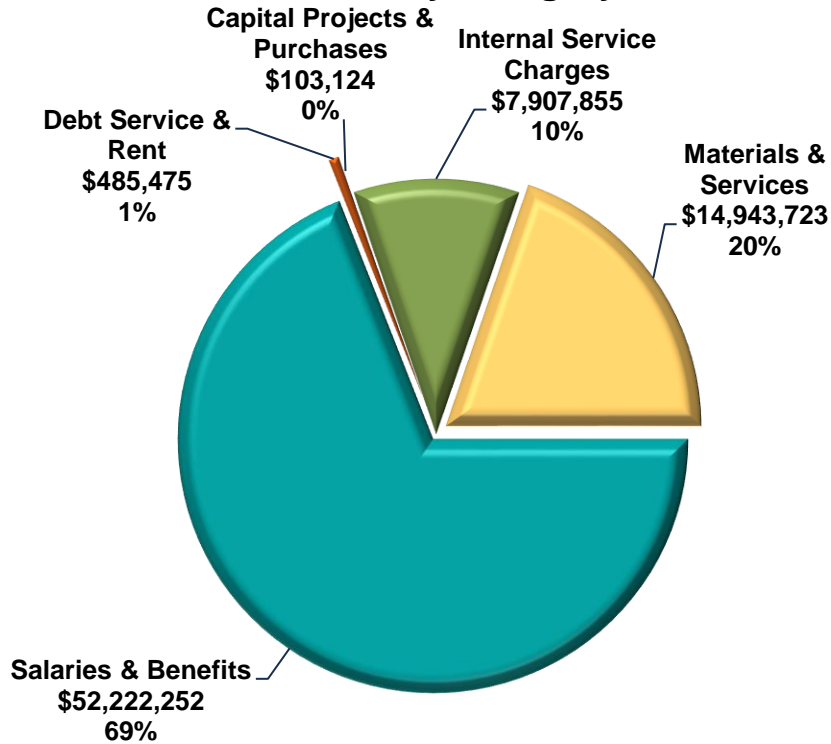
	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	<i>Change from 2018-19 Adopted</i>	
Community Development						
Administration	\$706,830	\$1,190,579	\$1,172,716	\$834,236	(\$356,343)	(29.9%)
Planning	1,046,254	1,302,654	1,107,876	1,330,410	27,756	2.1%
Building	2,320,500	2,590,524	2,497,228	2,616,163	25,639	1.0%
Code Enforcement	399,375	439,245	435,504	459,641	20,396	4.6%
Traffic Engineering	338,852	460,056	386,951	510,497	50,441	11.0%
Environmental Programs	166,610	371,409	218,284	652,426	281,017	75.7%
Total Community Development	\$4,978,420	\$6,354,467	\$5,818,559	\$6,403,373	\$48,906	0.8%
Public Works						
Administration	\$1,174,339	\$1,246,201	\$1,218,247	\$1,289,766	\$43,565	3.5%
Civil Engineering	4,091,941	4,314,816	6,431,756	6,434,226	2,119,410	49.1%
Street Maintenance	4,893,566	6,099,131	9,079,549	4,667,068	(1,432,063)	(23.5%)
Building & Grounds	2,650,535	3,142,428	3,129,503	3,210,869	68,441	2.2%
Transportation	20,089	45,600	45,600	2,100	(43,500)	(95.4%)
Street Lighting & Landscaping	408,440	408,517	419,471	394,208	(14,309)	(3.5%)
Streetscape Maintenance	184,479	165,919	165,749	171,122	5,203	3.1%
Water Administration	3,026,212	26,884,806	3,346,944	3,858,164	(23,026,642)	(85.6%)
Water Source of Supply	6,605,706	7,991,184	6,776,104	6,715,015	(1,276,169)	(16.0%)
Water Pumping/Treatment	867,170	1,945,974	1,967,718	1,952,658	6,684	0.3%
Water Maintenance	1,287,026	1,681,999	1,577,460	1,687,766	5,767	0.3%
Storm Drain Maintenance	1,502,048	1,615,767	1,178,964	1,638,215	22,448	1.4%
Sewer Maintenance	1,883,913	5,349,957	2,536,703	5,092,073	(257,884)	(4.8%)
Environmental & Refuse Management	4,215,004	4,998,200	4,228,159	4,957,552	(40,648)	(0.8%)
Parking Facilities	4,775,391	3,709,510	3,966,539	5,727,957	2,018,447	54.4%
Fleet Maintenance	1,462,545	1,590,369	2,916,125	2,293,190	702,821	44.2%
Total Public Works	\$39,048,404	\$71,190,378	\$48,984,590	\$50,091,949	(\$21,098,429)	(29.6%)
Information Technology						
Information Technology	\$2,531,392	\$4,054,721	\$4,003,592	\$3,306,788	(\$747,933)	(18.4%)
Total Information Technology	\$2,531,392	\$4,054,721	\$4,003,592	\$3,306,788	(\$747,933)	(18.4%)
Grand Total	\$112,921,916	\$151,986,658	\$128,995,819	\$130,116,677	(\$21,869,981)	(14.4%)

COMPARISON OF BUDGETED EXPENDITURES

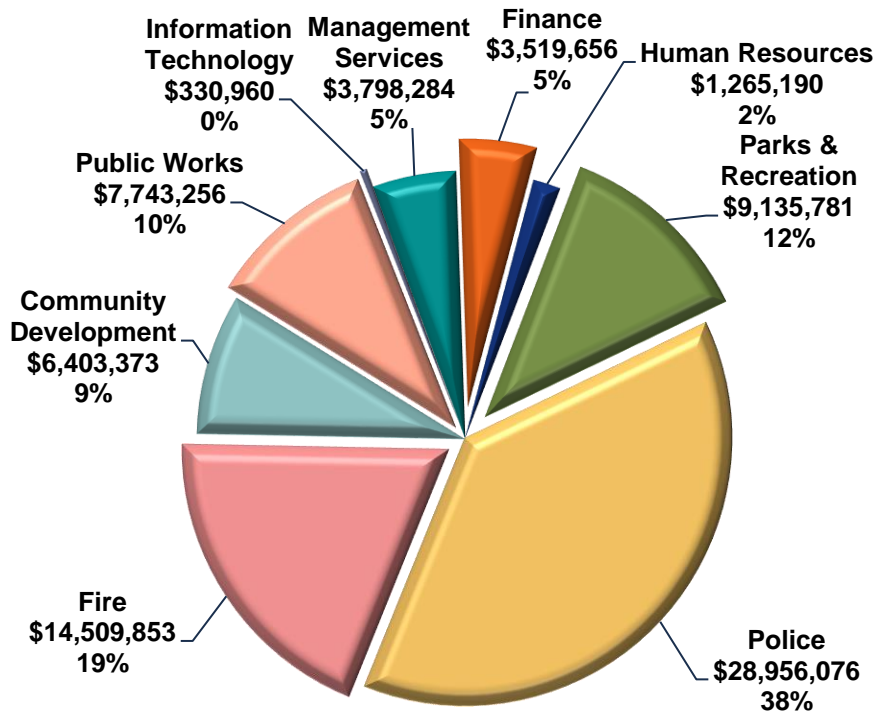


USE OF FUNDS - GENERAL FUND

FY 2019-20 Use of Funds by Category = \$75,662,429



FY 2019-20 Use of Funds by Department = \$75,662,429



SCHEDULE OF RESERVED & DESIGNATED FUND BALANCES

	07/01/2019 Opening Balance	FY 2020 Estimated Revenues	FY 2020 Operating Expenditures	FY 2020 Capital Equip & Projects	FY 2020 Debt Service Payments	FY 2020 Total Expenditures	FY 2020 Fund Balance Before Xfers	FY 2020 Fund Transfers	06/30/2020 Total Fund Balance	06/30/2020 Reserves & Designations	06/30/2020 Unreserved Balance
General Fund Undesignated	\$5,478,070	\$76,012,686	(\$74,648,830)	(\$528,124)	(\$485,475)	(\$75,662,429)	\$5,828,327	(\$194,512)	\$4,175,038		\$4,175,038
<i>Transfer from County Lots Parking Fund</i>								281,335			
<i>Transfer to Street Lighting Fund</i>								(\$170,530)			
<i>Transfer to Stormwater Fund</i>								(1,269,582)			
<i>Transfer to Pension Trust Fund</i>								(50,000)			
<i>Transfer to Pension Rate Stabilization Fund</i>								(250,000)			
Financial Policy Designation	14,937,974						14,937,974	194,512	15,132,486	15,132,486	
Reserve for Economic Uncertainty	4,000,000						4,000,000		4,000,000	4,000,000	
Total General Fund Balance	\$24,416,044	\$76,012,686	(\$74,648,830)	(\$528,124)	(\$485,475)	(\$75,662,429)	\$24,766,301	(\$1,458,777)	\$23,307,524	\$19,132,486	\$4,175,038
Special Revenue Funds											
Street Lighting & Landscape	-	\$394,800	(\$530,330)	(\$35,000)	-	(\$565,330)	(\$170,530)	\$170,530	-		-
Gas Tax	-	1,619,869	(80,000)	(800,000)	-	(880,000)	739,869		\$739,869		\$739,869
Asset Forfeiture & Safety Grants	354,629	8,000	(153,700)	-	-	(153,700)	208,929		208,929		208,929
Police Safety Grants	177,487	141,328	(140,000)	-	-	(140,000)	178,815		178,815		178,815
Prop A	(4,527)	1,039,166	(1,013,744)	-	-	(1,013,744)	20,895		20,895		20,895
Prop C	114,061	672,715	(61,000)	(400,000)	-	(461,000)	325,776		325,776		325,776
AB 2766	155,287	47,212	(2,100)	-	-	(2,100)	200,399		200,399		200,399
Measure R	219,952	480,818	(40,000)	(340,000)	-	(380,000)	320,770		320,770		320,770
Measure M	386,880	513,809	(37,000)	(480,000)	-	(517,000)	383,689		383,689		383,689
Total Special Revenue Funds Balance	\$1,403,769	\$4,917,717	(\$2,057,874)	(\$2,055,000)	-	(\$4,112,874)	\$2,208,612	\$170,530	\$2,379,142	-	\$2,379,142
Capital Project Funds											
Capital Improvement Fund	\$1,450,286	\$2,326,804	(\$150,000)	(\$2,710,000)	(\$772,438)	(\$3,632,438)	\$144,652		\$144,652	-	\$144,652
Underground Utility Construction Fund	1,681	3,280	-	-	-	-	4,961		4,961	-	4,961
Total Capital Project Funds Balance	\$1,451,967	\$2,330,084	(\$150,000)	(\$2,710,000)	(\$772,438)	(\$3,632,438)	\$149,613	-	\$149,613	-	\$149,613
Enterprise Funds											
Water*	\$2,427,189	\$15,646,664	(\$12,333,253)	(\$1,707,509)	(\$172,841)	(\$14,213,603)	\$3,860,250		\$3,860,250	3,860,250	-
Stormwater*	-	368,633	(928,215)	(710,000)	-	(1,638,215)	(1,269,582)	1,269,582	-	-	-
Wastewater	3,643,656	3,524,488	(1,752,783)	(3,254,156)	(85,134)	(5,092,073)	2,076,071		2,076,071	612,639	1,463,432
Refuse*	834,576	4,354,992	(4,303,263)	(654,289)	-	(4,957,552)	232,016		232,016	232,016	-
Parking*	297,319	4,299,078	(1,756,725)	(1,653,834)	(715,163)	(4,125,722)	470,675		470,675	470,675	-
County Parking Lots	-	1,043,500	(190,165)	-	(572,000)	(762,165)	281,335	(281,335)	-	-	-
State Pier & Parking	353,697	803,433	(640,070)	-	-	(640,070)	517,060		517,060	213,357	303,703
Enterprise Fund Reserves:											
North Manhattan Beach BID Reserve	553,653	-	-	(200,000)	-	(200,000)	353,653	-	353,653	353,653	-
Total Enterprise Funds Balance	\$8,110,089	\$30,040,788	(\$21,904,474)	(\$8,179,788)	(\$1,545,138)	(\$31,629,400)	\$6,521,477	\$988,247	\$7,509,724	\$5,742,589	\$1,767,135
Internal Service Funds											
Insurance Reserve	\$4,208,721	\$6,851,720	(\$6,561,358)	-	-	(\$6,561,358)	\$4,499,083		\$4,499,083	\$2,000,000	\$2,499,083
Information Technology	304,320	2,814,647	(2,722,846)	(252,982)	-	(2,975,828)	143,139		143,139		143,139
Fleet Management	3,151,370	2,718,095	(1,248,527)	(1,044,663)	-	(2,293,190)	3,576,275		3,576,275		3,576,275
Building Maintenance & Operations	(15,560)	2,083,535	(2,001,210)	-	-	(2,001,210)	66,765		66,765		66,765
Total Insurance Service Funds Balance	\$7,648,851	\$14,467,997	(\$12,533,941)	(\$1,297,645)	-	(\$13,831,586)	\$8,285,262	-	\$8,285,262	\$2,000,000	\$6,285,262

SCHEDULE OF RESERVED & DESIGNATED FUND BALANCES

	07/01/2019 Opening Balance	FY 2020 Estimated Revenues	FY 2020 Operating Expenditures	FY 2020 Capital Equip & Projects	FY 2020 Debt Service Payments	FY 2020 Total Expenditures	FY 2020 Fund Balance Before Xfers	FY 2020 Fund Transfers	06/30/2020 Total Fund Balance	06/30/2020 Reserves & Designations	06/30/2020 Unreserved Balance
Trust & Agency Funds											
Underground Assessment Fund	\$1,720,061	\$965,000	-	-	(\$1,006,950)	(\$1,006,950)	\$1,678,111		\$1,678,111	\$1,678,111	-
Post-Employment Benefits Trust Fund	157,335	177,780	(241,000)	-	-	(241,000)	94,115	50,000	144,115	144,115	-
Pension Rate Stabilization Fund	1,013,621	-	-	-	-	-	1,013,621	250,000	1,263,621	1,263,621	-
Total Trust Agency Funds Balance	\$2,891,017	\$1,142,780	(\$241,000)	-	(\$1,006,950)	(\$1,247,950)	\$2,785,847	\$300,000	\$3,085,847	\$3,085,847	-
Grand Total	\$45,921,737	\$128,912,052	(\$111,536,119)	(\$14,770,557)	(\$3,810,001)	(\$130,116,677)	\$44,717,112	-	\$44,717,112	\$29,960,922	\$14,756,191

* Not meeting current Financial Reserve Policy.



Operating Budget

Amendments to Approved Budget by Fund



Proposed Amendments to the FY 2019-20 Approved Budget

Adj. Type	Category	Description	Revenues	Expenditures	Comments
General Fund					
Revenue	Property Tax	Property Tax increased per Higher Assessed Values	296,142	-	
Revenue	Due From Other Governments	CA Coastal Commission Grant for Climate Adaptation and Resiliency	225,000	-	
Revenue	Other Taxes	Transient Occupancy Tax Increase due to Measure A	160,000	-	
Revenue	Due From Other Governments	Carryforward State Homeland Security Grant Reimbursement	103,124	-	
Revenue	Service Charges	Special Event Fees for Recreation Services	61,750	-	
Revenue	Service Charges	Reservation Fees for Facilities & Parks	50,000	-	
Revenue	Service Charges	Arts/Education Class Fees for added Ceramics classes	32,000	-	
Revenue	Service Charges	Fire Plan Check Fees	24,000	-	
Revenue	Other Taxes	Business License Tax Increased	20,920	-	
Revenue	Due From Other Governments	Carryforward Traffic Safety Grant Reimbursement	20,000	-	
Revenue	Service Charges	Ambulance Fees	(80,000)	-	
Revenue	Fines & Forfeitures	Parking Citations	(100,000)	-	
Other	Contract & Professional Services	BLS Ambulance Program - Contract Services	-	186,140	
One-time	Contract & Professional Services	Carryforward Climate Adaptation and Resiliency	-	150,000	
One-time	Contract & Professional Services	Carryforward CAD/RMS Replacement - Police Department	-	150,000	
Personnel	Salary & Wages	Part-Time Employee Salary Adjustments	-	129,552	Citywide Adjustments in line with new salary schedule
Other	Contract & Professional Services	Climate Adaptation and Resiliency (additional funds request)	-	125,000	
One-time	Property & Equipment	Carryforward State Homeland Security Grant for Police Equipment	-	93,124	
One-time	Contract & Professional Services	Carryforward CAD/RMS Replacement - Fire Department	-	55,000	
Other	Transfers Out	Transfer to Fleet Fund for net new PW Electrician Truck	-	50,000	
Other	Transfers Out	Transfer to Fleet Fund for net new PW Inspector Truck	-	50,000	
One-time	Contract & Professional Services	Concerts in the Park Temporary Stage Rental	-	40,000	Construction of permanent stage is included in CIP Fund
Other	Materials & Services	Increase in City Funds Exchange (GF to Prop A)	-	39,000	
Personnel	Salary & Wages	Add Part-time Administrative Clerk II	-	32,464	To backfill Reception Desk and other Clerical Duties
Ongoing	Contract & Professional Services	Additional Ceramics Classes (Contract Services)	-	29,521	
One-time	Contract & Professional Services	Carryforward Community Survey	-	20,000	
One-time	Contract & Professional Services	Carryforward Employee Survey	-	20,000	
One-time	Salary & Wages	Carryforward Traffic Safety Grant - Police Patrols	-	20,000	
Other	Salary & Wages	Fire Department - Overtime - Special Events Coverage	-	18,492	
Personnel	Salary & Wages	Add Crime Analyst in lieu of vacant Police Department Secretary	-	15,659	
Ongoing	Materials & Services	City Council Department Supplies Increase	-	11,050	
One-time	Property & Equipment	Carryforward State Homeland Security Grant Fire Equipment	-	10,000	
One-time	Contract & Professional Services	Carryforward MuniCode Transparency Upgrades Project	-	8,200	
Personnel	Salary & Wages	Add IS Specialist in lieu of vacant GIS Technician	-	2,160	
Other	Materials & Services	BLS Ambulance Program - Supplies	-	(12,300)	
Other	Contract & Professional Services	Reduce Contract Services in lieu of part-time Administrative Clerk II	-	(32,464)	
Personnel	Salary & Wages	BLS Ambulance Program - Part-time Employee Salaries/Benefits	-	(173,840)	
Total General Fund			812,936	1,036,758	
				(223,822)	Net Impact to Fund Balance
Street Lighting & Landscape Fund					
Revenue	Other Taxes	Streetlight Assessments	(195)	-	
Capital	Capital Improvement Projects	Annual Streetlight Replacement	-	35,000	
Other	Utilities	Electricity Savings due to Purchase of Edison Light Poles	-	(60,000)	
Total Street Lighting & Landscape Fund			(195)	(25,000)	
				24,805	Net Impact to Fund Balance

Proposed Amendments to the FY 2019-20 Approved Budget

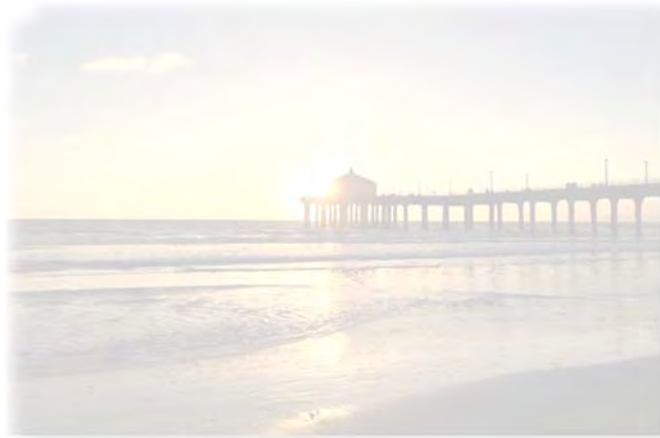
Adj. Type	Category	Description	Revenues	Expenditures	Comments
Streets & Highways Fund					
Revenue	Due from Other Governments	Gas Tax - Sec2103	26,772	-	
Revenue	Due from Other Governments	Gas Tax - Sec2107	1,828	-	
Revenue	Due from Other Governments	MTA - SB821 TDA	1,212	-	
Revenue	Due from Other Governments	SB1 Highway Users Loan	243	-	
Revenue	Due from Other Governments	Gas Tax - Sec2106	(3,894)	-	
Revenue	Due from Other Governments	Gas Tax - Sec2105	(10,217)	-	
Revenue	Due from Other Governments	SB1 Road Maintenance Rehabilitation	(11,284)	-	
Ongoing	Internal Services Charges	Administrative Service Charges	-	52,000	
Capital	Capital Improvement Projects	Annual Curb, Gutter and Ramp Replacement	-	(65,000)	
Capital	Capital Improvement Projects	Annual Slurry Seal Program	-	(385,000)	
Total Streets & Highways Fund			4,660	(398,000)	
				402,660	Net Impact to Fund Balance
Prop A Fund					
Revenue	Miscellaneous Revenue	Increase in City Funds Exchange (GF to Prop A)	55,714	-	
Revenue	Other Taxes	MTA - Prop A - Transit Sales Tax	13,316	-	
Personnel	Salary & Wages	Part-Time Employee Salary Adjustments	-	43,756	
Total Prop A Fund			69,030	43,756	
				25,274	Net Impact to Fund Balance
Prop C Fund					
Revenue	Other Taxes	MTA - Prop C - Transit Sales Tax	11,045	-	
Capital	Capital Improvement Projects	Street Resurfacing: Arterial & Collector	-	(300,000)	
Total Prop C Fund			11,045	(300,000)	
				311,045	Net Impact to Fund Balance
Measure R Fund					
Revenue	Other Taxes	MTA - Measure R	8,324	-	
Capital	Capital Improvement Projects	Rosecrans Bike Lane Improvements	-	240,000	
Other	Internal Services Charges	Administrative Service Charges	-	18,000	
Capital	Capital Improvement Projects	Aviation (West-side) and 33rd Sidewalk	-	(320,000)	
Total Measure R Fund			8,324	(62,000)	
				70,324	Net Impact to Fund Balance
Measure M Fund					
Revenue	Other Taxes	MTA - Measure M	9,389	-	
Capital	Capital Improvement Projects	Traffic Signal Pole at 15th & Highland	-	280,000	
Capital	Capital Improvement Projects	Rowell Avenue Sidewalk Connection (Curtis & 1st St.)	-	(640,000)	
Total Measure M Fund			9,389	(360,000)	
				369,389	Net Impact to Fund Balance
CIP Fund					
Revenue	Other Governments	Prop A Grant Reimbursement for Polliwog Playground Equip	600,000	-	
Revenue	Interfund Charges & Transfers	Public Arts Trust Transfer for Permanent Band Stage	100,000	-	
Capital	Capital Improvement Projects	Polliwog Playground Resurfacing and Equipment	-	1,000,000	
Capital	Capital Improvement Projects	Senior Center and Scout House	-	450,000	
Capital	Capital Improvement Projects	School District Project TBD	-	250,000	
Capital	Capital Improvement Projects	ALPR Pole on Sepulveda Blvd	-	150,000	
Capital	Capital Improvement Projects	Construct Permanent Band Stage at Polliwog Park	-	100,000	
Capital	Capital Improvement Projects	Fire Station 1 Diesel Exhaust Removal System	-	30,000	
Capital	Capital Improvement Projects	Facilities Improvements	-	(200,000)	
Total CIP Fund			700,000	1,780,000	
				(1,080,000)	Net Impact to Fund Balance

Proposed Amendments to the FY 2019-20 Approved Budget

Adj. Type	Category	Description	Revenues	Expenditures	Comments
Water Fund					
Capital	Capital Improvement Projects	Replacing and Modernizing Automated Water Monitoring System	-	200,000	
Total Water Fund			-	200,000	
				(200,000)	Net Impact to Fund Balance
Stormwater Fund					
Capital	Capital Improvement Projects	CCTV Storm Drain System	-	150,000	
Capital	Capital Improvement Projects	Storm Drain Debris Collection Devices	-	(150,000)	
Capital	Capital Improvement Projects	Joint Watershed Project: Hermosa Greenbelt	-	(500,000)	Moved to FY 2020-21
Total Stormwater Fund			-	(500,000)	
				500,000	Net Impact to Fund Balance
Wastewater Fund					
Other	Transfers Out	Transfer to Fleet Fund for net new PW CCTV Vehicle	-	30,000	
Total Wastewater Fund			-	30,000	
				(30,000)	Net Impact to Fund Balance
Refuse Fund					
Capital	Capital Improvement Projects	City-Owned Refuse Enclosure Improvements	-	500,000	
Total Refuse Fund			-	500,000	
				(500,000)	Net Impact to Fund Balance
Parking Fund					
Revenue	Service Charges	Parking Meter Rate Increase	1,700,000	-	
Capital	Capital Improvement Projects	Parking Meter Upgrades	-	1,400,000	Moved from FY 2020-21
Capital	Capital Improvement Projects	Parking Structure Structural Rehab: Lot 4	-	250,000	
Capital	Capital Improvement Projects	North MB Tree and Grate Installations	-	200,000	NMBBID Reserve Funds
Total Parking Fund			1,700,000	1,850,000	
				(150,000)	Net Impact to Fund Balance
County Parking Lots Fund					
Revenue	Service Charges	Parking Lot C Meter Rate Increase	200,000	-	
Revenue	Service Charges	Parking Lot B Meter Rate Increase	50,000	-	
Other	Debt Service	Parking Lot C Meter Land Lease to County	-	99,000	
Other	Debt Service	Parking Lot B Meter Land Lease to County	-	33,000	
Total County Parking Lots Fund			250,000	132,000	
				118,000	Net Impact to Fund Balance
State Pier & Parking Fund					
Revenue	Service Charges	Parking Meter Rate Increase	185,000	-	
Total State Pier & Parking Fund			185,000	-	
				185,000	Net Impact to Fund Balance
Information Technology Fund					
Personnel	Salary & Wages	Part-time GIS Technician in lieu of IT Intern hours	-	(10,216)	
One-time	Contract & Professional Services	Carryforward Document Scanning Services - HR Documents	-	20,000	
One-time	Materials & Services	Carryforward OnBase Hyland Software & Maintenance	-	18,000	
One-time	Contract & Professional Services	Carryforward Document Scanning Services - Public Works Documents	-	50,000	
One-time	Property & Equipment	Carryforward ERP Implementation Consultant	-	43,376	
Total Information Technology Fund			-	121,160	
				(121,160)	Net Impact to Fund Balance

Proposed Amendments to the FY 2019-20 Approved Budget

Adj. Type	Category	Description	Revenues	Expenditures	Comments
Fleet Management Fund					
One-time	Materials & Services	New Fleet Management Software	-	50,000	
One-time	Property & Equipment	Carryforward Replacement of PD Animal Control Truck	-	79,722	
One-time	Property & Equipment	Carryforward Purchase of New PW CCTV Vehicle	-	30,000	
One-time	Property & Equipment	Carryforward Purchase of New PW Electrician Truck	-	50,000	
One-time	Property & Equipment	Carryforward Purchase of New PW Inspector Truck	-	50,000	
Revenue	Interfund Charges & Transfers	Transfer In for net new Vehicles	130,000	-	
Total Fleet Management Fund			130,000	259,722	
				(129,722)	Net Impact to Fund Balance
TOTAL			\$3,880,189	\$4,308,396	



Operating Budget

Amendments to Approved Budget by Department





AMENDMENTS TO FY 2019-20 APPROVED BUDGET BY DEPARTMENT










Fund	Program	Category	Description	Expenditures
Management Services				
General Fund	City Clerk	Contract & Professional Services	Carryforward for MuniCode Transparency Upgrades Project	8,200
General Fund	City Council	Contract & Professional Services	Carryforward Community Survey	20,000
General Fund	City Council	Materials & Services	City Council Department Supplies Increase	11,050
General Fund	City Clerk	Salary & Wages	Part-Time Employee Salary Adjustment	743
General Fund	City Council	Salary & Wages	Part-Time Employee Salary Adjustment	196
General Fund	City Manager	Salary & Wages	Part-Time Employee Salary Adjustment	449
TOTAL				\$40,638

Changes from Approved Budget:

Unspent funds for the MuniCode Transparency Upgrades project were carried forward to FY 2019-20.

Unspent funds for a Community Survey, which was last completed in 2015, were carried forward to FY 2019-20.

Part-time Salaries were adjusted to meet State minimum wage requirements and/or to bring wages in line with the full-time equivalent.

Indicator	Prior Year Actuals					Target
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Estimate	2019-20 Budget
 % - Residents that agree Manhattan Beach is a "good" or "excellent" place to live ¹	97%	No Data	No Data	100%	No Data	100%
 % - Employees that feel "prepared" and "trained" to do their jobs ²	60%	No Data	No Data	70%	No Data	75%
 % - Increase of citizens engaging with the City on average via new online engagement tools including social media ³	315%	59%	23%	20%	26%	25%
 % - City Council Agendas and Agenda Packets Posted within Mandated Timeframes	94%	100%	100%	100%	100%	100%
 % - Regular City Council Meeting Minutes Presented for Approval at Next Regular City Council Meeting	74%	71%	88%	100%	80%	100%
 % - Public Records Requests responded to within mandated timeframes	99%	98%	98%	100%	99%	100%
 % - Average annual portfolio yield	1.01%	1.23%	1.61%	1.50%	2.10%	2.00%
 Maintain sufficient liquidity to meet operating needs	Yes	Yes	Yes	Yes	Yes	Yes
 Update and adopt Investment Policy annually	Yes	Yes	Yes	Yes	Yes	Yes

¹The City conducted the last Community Survey in 2015 which established a baseline of 97%. The goal of this Performance Measure is to be measured biennially via the Community Survey. The next measurement will be taken in FY 2019-20.

²The City conducted an in-depth employee survey in the FY 2015-2016. This Performance Measure will be measured every two to three years. The next measurement will be taken in FY 2019-2020.

³Online citizen engagement is defined as the number of followers and subscribers on the City's social media sites, including Twitter, Facebook and Open City Hall.









AMENDMENTS TO FY 2019-20 APPROVED BUDGET BY DEPARTMENT

Fund	Program	Category	Description	Expenditures
Finance				
General Fund	Accounting	Salary & Wages	Part-Time Employee Salary Adjustment	5,468
General Fund	Revenue Services	Salary & Wages	Add Part-time Administrative Clerk II to backfill Reception Desk	32,464
General Fund	General Services	Salary & Wages	Part-Time Employee Salary Adjustment	404
TOTAL				\$38,336

Changes from Approved Budget:

Part-time Salaries were adjusted to meet State minimum wage requirements and/or to bring wages in line with the full-time equivalent.

A part-time Administrative Clerk II position has been added to backfill the City Reception Desk and assist departments with fluctuating clerical demands (e.g. public notice mailings that need to be sent). The cost of this position is offset by a reduction in Planning Contact Services in Community Development.








Indicator	Prior Year Actuals				2018-2019 Estimate	Target 2019-2020 Budget
	2015-2016 Actual	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget		
 Maintain AAA/Aaa GO Bond Rating	Yes	Yes	Yes	Yes	Yes	Yes
 Attain an Unmodified audit opinion	Yes	Yes	Yes	Yes	Yes	Yes
 Attain CSMFO and GFOA Annual Budget Awards	Yes	Yes	Yes	Yes	Yes	Yes
 Attain GFOA Annual Financial Reporting Achievement	Yes	Yes	Yes	Yes	Yes	Yes
 % - Monthly collection rate on residential utility bill	94%	95%	96%	96%	96%	96%
 % - Bi-monthly auto debit utility payments processed through Electronic Bill Presentment Payment (EBPP) Program	24%	34%	36%	38%	40%	38%
 % - Bi-monthly Electronic Bill Presentment Payment (EBPP) Program paperless customers	34%	30%	30%	30%	36%	30%
 % - Process purchase requests (<\$20k) w/in 5 business days	82%	93%	85%	85%	85%	85%

AMENDMENTS TO FY 2019-20 APPROVED BUDGET BY DEPARTMENT

Fund	Program	Category	Description	Expenditures
Human Resources				
General Fund	Administration	Contract & Professional Services	Carryforward Employee Survey	20,000
TOTAL				\$20,000

Changes from Approved Budget:

Unspent funds for an Employee Survey, which was last completed in 2015, were carried forward to FY 2019-20.

Indicator	Prior Year Actuals				Target	
	2015-2016 Actual	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2018-2019 Estimate	2019-2020 Budget
 # - Leadership Development Training per year	13	12	3	11	8	5
 % - New Employee onboarding follow up	100%	100%	100%	100%	80%	100%
 % - Complete recruitment process in 75 business days	63%	83%	90%	86%	64%	95%
 % - Employee Performance Reviews Completed	n/a	70%	100%	62%	84%	100%
 # - Workers' Comp Claims Days Lost	1,712	1,058	1,100	1,928	3,000	1,100
 % - Wellness program participation	38%	63%	40%	63%	52%	50%
 # - Liability claims average days open	365	318	200	282	209	250

AMENDMENTS TO FY 2019-20 APPROVED BUDGET BY DEPARTMENT

Fund	Program	Category	Description	Expenditures
Parks and Recreation				
General Fund	Art Classes	Contract & Professional Services	Additional Ceramics Classes	29,521
General Fund	Concert in the Park	Contract & Professional Services	Concerts in the Park Temporary Stage Rental	40,000
General Fund	Recreation Services	Salary & Wages	Part-Time Employee Salary Adjustment	28,971
General Fund	Special Activity Classes *	Salary & Wages	Part-Time Employee Salary Adjustment	92
General Fund	Special Events	Salary & Wages	Part-Time Employee Salary Adjustment	15,583
General Fund	Tennis Operations	Salary & Wages	Part-Time Employee Salary Adjustment	5,385
General Fund	Facility & Parks Reserv.	Salary & Wages	Part-Time Employee Salary Adjustment	3,101
General Fund	Cultural Arts	Salary & Wages	Part-Time Employee Salary Adjustment	4,119
General Fund	Art Classes	Salary & Wages	Part-Time Employee Salary Adjustment	3,228
General Fund	Sports Classes	Salary & Wages	Part-Time Employee Salary Adjustment	620
General Fund	Swimming Activities	Salary & Wages	Part-Time Employee Salary Adjustment	12,090
General Fund	Volunteers	Salary & Wages	Part-Time Employee Salary Adjustment	277
General Fund	Older Adult Activities	Salary & Wages	Part-Time Employee Salary Adjustment	605
General Fund	Senior Services	Salary & Wages	Part-Time Employee Salary Adjustment	28,526
General Fund	Administration	Materials & Services	Increase in City Funds Exchange (General Fund to Prop A)	39,000
Prop A Fund	Transportation	Salary & Wages	Part-Time Employee Salary Adjustment	43,756
TOTAL				\$254,874











Changes from Approved Budget:

Additional ceramics classes were added, the income from the class registrations are expected to slightly exceed the cost of additional classes.

Contract Services was increased to temporarily rent a stage for Concerts in the Park until a permanent stage is built. The City-owned bandshell was deemed no longer safe for use. Construction of the new permanent stage is included in the CIP Fund.





Part-time Salaries were adjusted to meet State minimum wage requirements and/or to bring wages in line with the full-time equivalent.

The exchange of General Fund monies for restricted Prop A funds was increased to cover the cost of part-time wage increases per the recent MOU.

Indicator	Prior Year Actuals					Target
	2015-2016 Actual	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2018-2019 Estimate	2019-2020 Budget
 % -Favorable customer rating of registration process	95%	92%	100%	98%	99%	100%
 % -Residents satisfied with Recreation Department's special events ¹	89%	No Data	95%	No Data	No Data	100%
 % -Repeat customers	56%	62%	65%	65%	65%	70%
 % -Returning students in ceramics and art education programs	68%	70%	85%	85%	90%	85%
 % -Parks and Recreation employees satisfied with their job ²	84%	90%	100%	No Data	No Data	100%
 % -Teen Center/REC programs and camps rated favorably	88%	96%	100%	100%	95%	100%
 % -Facility, Park and Field reservations rated favorably	99%	99%	100%	97%	95%	100%
 % -Sports, fitness and aquatics classes/programs rated favorably	91%	93%	100%	97%	98%	100%
 % -Satisfaction from City residents for providing services and programs for seniors	61%	No Data	75%	75%	No Data	75%
 % -Patrons rating Dial-A-Ride drivers favorably	100%	100%	100%	100%	100%	100%

1 - A City wide survey is done every two years, next survey to be done in 2018/2019

2 - Department wide survey completed in 2016

	Prior Year Actuals				2018-2019 Estimate	Target 2019-2020 Budget
	2015-2016 Actual	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget		
Workload Trends						
 # - Sports league and tournament teams	350	331	450	295	464	352
 # - Hours donated by volunteers annually	23,410	19,200	20,000	20,000	19,000	20,000
 \$ - Annual savings from use of volunteers	\$546,233	\$449,664	\$468,400	\$468,400	\$444,980	\$468,400
 # - Manhattan Beach Arts Center participants	2,000	7,468	9,000	9,000	9,000	9,000

1 - A City wide survey is done every two years, next survey to be done in 2018/2019

2 - Department wide survey completed in 2016

AMENDMENTS TO FY 2019-20 APPROVED BUDGET BY DEPARTMENT

Fund	Program	Category	Description	Expenditures
Police Department				
General Fund	Communications	Contract & Professional Services	Carryforward CAD/RMS Replacement - Police Department	150,000
General Fund	Patrol	Property & Equipment	Carryforward State Homeland Security Grant for Police Equipment	93,124
General Fund	Patrol	Salary & Wages	Carryforward Traffic Safety Grant - Police Patrols	20,000
General Fund	Technical Support Serv.	Salary & Wages	Part-Time Employee Salary Adjustment	1,772
General Fund	Parking Enforcement	Salary & Wages	Part-Time Employee Salary Adjustment	13,773
General Fund	Administration	Salary & Wages	Part-Time Employee Salary Adjustment	399
General Fund	Traffic Safety	Salary & Wages	Part-Time Employee Salary Adjustment	188
General Fund	Investigations	Salary & Wages	Add Crime Analyst in lieu of vacant Police Department Secretary	15,659
TOTAL				\$294,915













Changes from Approved Budget:

Unspent funds for the South Bay Regional Public Communication Authority (SBRPCA) Computer Aided Dispatch (CAD) and Records Management Systems (RMS) project were carried forward to FY 2019-20. The project is not expected to be completed until FY 2019-20.

Unspent funds for the State Homeland Security Grant for Interoperable Communication Equipment are being carried forward to FY 2019-20.

Part-time Salaries were adjusted to meet State minimum wage requirements and/or to bring wages in line with the full-time equivalent.

A vacant Secretary position is being reclassified to a Crime Analyst in the Investigations division. The Crime Analyst will perform critical tracking and analysis of crime statistics and trends, develop and link local intelligence, and provide these updates to Detectives and during Patrol briefings.

Indicator	Prior Year Actuals				Target	
	2015-2016 Actual	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2018-2019 Estimate	2019-2020 Budget
 % - Residents Feel Safe in Manhattan Beach ¹	95%	No Data	95%	No Data	N/A	95%
 % - Resident Satisfaction with Police Services ¹	89%	No Data	90%	No Data	N/A	90%
 # - Average response time to emergency calls (minutes)	1:51	1:58	1:59	1:59	1:58	1:59
 %- Reduce Violent Crimes by 3%	0%	0%	3% Reduction	3% Reduction	5% Reduction	3% Reduction
 %- Reduce Property Crime by 3%	0%	0%	3% Reduction	5% Reduction	5% Reduction	3% Reduction
 %- Increase Social Media Subscribers/Followers by 15%	55%	68%	15%	30%	30%	15%
 % - Maintain Vacancy Factor below 5%	2%	4%	<5%	10%	8%	<5%
 % - Provide Perishable Skills Training ² In-House Annually	100%	100%	100%	100%	100%	100%
 % - Public records requests completed within 10 days	95%	95%	95%	95%	95%	95%
 %- Increase DUI Enforcement Efforts by 5%	10%	10%	5%	15%	15%	5%
 % - Reduce Traffic Collisions by 5% ³	19% Increase	7% Increase	5% Reduction	5% Reduction	3% Reduction	5% Reduction
 % - Maintain Compliance with all State/County jail inspections	100%	100%	100%	100%	100%	100%

¹Baseline survey results from 2015 Community Survey. This performance measure will be measured via the 2018/2019 City-wide Community Survey.

²The Commission on Peace Officer Standards and Training (POST) requires that each sworn officer complete training on identified "perishable skills" once every two years; MBPD strives to provide each of these training courses on an annual basis to ensure that officers are trained to provide the highest level of service to our community and to reduce liability.

³Utilize traffic calming measures and proactive enforcement to ensure safe movement of vehicles and pedestrians; in partnership with the Traffic Engineer, analyze traffic patterns and work to minimize traffic problems through traffic calming measures.

AMENDMENTS TO FY 2019-20 APPROVED BUDGET BY DEPARTMENT

Fund	Program	Category	Description	Expenditures
Fire Department				
General Fund	Administration	Contract & Professional Services	Carryforward CAD/RMS Replacement - Fire Department	55,000
General Fund	Administration	Salary & Wages	Part-Time Employee Salary Adjustment	432
General Fund	Fire Operations	Salary & Wages	Fire Department Overtime - Special Events Coverage	18,492
General Fund	Administration	Property & Equipment	Carryforward State Homeland Security Grant Fire Equipment	10,000
General Fund	Emergency Med. Serv.	Salary & Wages	BLS Ambulance Program - Part-time Employee Salaries/Benefits	(173,840)
General Fund	Emergency Med. Serv.	Contract & Professional Services	BLS Ambulance Program - Contract Services	186,140
General Fund	Emergency Med. Serv.	Materials & Services	BLS Ambulance Program - Supplies	(12,300)
TOTAL				\$83,924









Changes from Approved Budget:

Unspent funds for the South Bay Regional Public Communication Authority (SBRPCA) Computer Aided Dispatch (CAD) and Records Management Systems (RMS) project were carried forward to FY 2019-20. The project is not expected to complete until FY 2019-20.

Part-time Salaries were adjusted to meet State minimum wage requirements and/or to bring wages in line with the full-time equivalent.

Unspent funds for the State Homeland Security Grant for Interoperable Communication Equipment are being carried forward to FY 2019-20. The grant funds will be used for equipment purchases.

The basic life support (BLS) ambulance operator program was restructured by eliminating part-time ambulance operators for a contracted BLS ambulance service. By eliminating all budgeted part-time salaries and supplies, the net result is cost neutral.

Indicator	Prior Year Actuals				Target	
	2015-2016 Actual	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2018-2019 Estimate	2019-2020 Budget
 % - Total property loss (based on total property value) due to fire	8%	4%	<10% of total property value of all	5%	6%	<10% of total property value of all
 % - First-arriving paramedic within 5:00 min of an emergency call	73%	71%	90%	73%	71%	90%
 % - First-arriving unit to fire calls within 6:00 min	86%	100%	90%	100%	100%	90%
 % - Businesses which offer services or have processes requiring an operational permit that are issued a fire permit	No Data	33%	>95%	37%	100%	>95%
 % - Increase of citizens and community members that are trained as CERT or BERT (Community/Business Emergency Response Team) members	No Data	1.4%	>1.4%	1.5%	1.6%	>1.4%
 # - Community members that were educated or trained about fire services through planned outreach activities	No Data	686*	1000	936	948	1000
 % - Plans returned to contractors and developers for residential fire sprinkler, fire alarm and solar installation in less than 4 business days	100%	100%	100%	100%	100%	100%
 % - Businesses or occupancies required to have an annual inspection that are code compliant	95%	52%	>95%	48%	89%	>95%

*This measurement has previously been tracked as # of hours of CERT training offered. The City offered 100 hours in FY 2013-2014, 246 hours in FY 2014-2015 and is estimated to offer 108 hours in FY 2015-2016. Moving forward, MBFD will track this measure through % of the community that has been trained, including the business community, for which a new curriculum will be created by the department.

AMENDMENTS TO FY 2019-20 APPROVED BUDGET BY DEPARTMENT












Fund	Program	Category	Description	Expenditures
Community Development				
General Fund	Planning	Salary & Wages	Part-Time Employee Salary Adjustment	1,085
General Fund	Environmental Sustainab	Salary & Wages	Part-Time Employee Salary Adjustment	1,004
General Fund	Environmental Prog.	Contract & Professional Services	Carryforward Climate Adaptation and Resiliency	150,000
General Fund	Environmental Prog.	Contract & Professional Services	Climate Adaptation and Resiliency (additional funds request)	125,000
General Fund	Planning	Contract & Professional Services	Reduce Contract Services in lieu of part-time Administrative Clerk II	(32,464)
TOTAL				\$244,625

Changes from Approved Budget:

Part-time Salaries were adjusted to meet State minimum wage requirements and/or to bring wages in line with the full-time equivalent.

Unspent funds for the Environmental Sustainability Climate Adaptation and Resiliency project were carried forward to FY 2019-20. To meet the full scope of the project, an additional \$125,000 was added. However, the total project cost will be offset by a \$225,000 grant from the California Coastal Commission.

Contract Services are being reduced to offset the part-time Administrative Clerk II added to backfill the City Reception Desk and assist departments with fluctuating clerical demands (e.g. public notice mailings that need to be sent). The Administrative Clerk II is budgeted in the Finance Department.

Indicator	Prior Year Actuals				Target	
	2015-2016 Actual	2016-2017 Actual	2017-2018 Actual	2018-2019 Goal	2018-2019 Estimate	2019-2020 Goal
 % - Review of discretionary planning applications for initial completeness within 30 days (Effectiveness)*	38%	43%	85%	85%	88%	85%
 % - Building plan checks of large projects (>\$250k) completed in six weeks (Efficiency)	93%	97%	90%	85%	95%	90%
 % - Building plan checks completed over-the-counter (Efficiency)	No Data	24%	30%	20%	10%	30%
 % - Code Enforcement cases with an initial response within two days (Efficiency)*	75%	56%	90%	50%	65%	90%
 % - Division level traffic and parking requests addressed within 10 days (Efficiency)*	No Data	52%	95%	65%	75%	95%
Workload Trends						
 # - Walk-in customers served at Permit Center ¹	20,410	21,117	22,600	15,000	17,000	15,000
 # - Discretionary planning applications reviewed	101	129	120	120	110	120
 # - Temporary encroachments issued (New)	No Data	No Data	No Data	200	500	300
 # - Code Enforcement cases	381	644	394	900	600	900
 # - Public Information and Civic Engagement Opportunities on Environmental Initiatives ²	70	48	50	50	65	55
 # - Individuals Reached with Education on Environmental Initiatives ³	NA	NA	NA	NA	7000	2150

*Revised performance measures beginning FY 2019

¹ Community Development purchased new software to track counter traffic. Total numbers reported reduced due to an operational improvement for sign in procedures.

² Public Information and Civic Engagement Opportunities via community study sessions, Sustainability Task Force meetings, website announcements, citywide newsletter articles, community meetings, advertisements in the local papers, presentations to community groups, and staff reports on environmental initiatives. This public outreach effort serves to provide timely and relevant information to educate the community and promote the City's ongoing environmental sustainability work.

³ This number only includes counts that can be made, such as individuals at presentations, meetings, tablings, events, etc. This number does NOT include web, newspaper, social media, and recordings/broadcasting outreach numbers.





AMENDMENTS TO FY 2019-20 APPROVED BUDGET BY DEPARTMENT

Fund	Program	Category	Description	Expenditures
Information Technology				
General Fund	GIS	Salary & Wages	Add IS Specialist in lieu of vacant GIS Technician	2,160
IT Fund	Information Technology	Salary & Wages	Part-time GIS Technician in lieu of IT Intern hours	(10,216)
IT Fund	Information Technology	Contract & Professional Services	Carryforward Document Scanning Services - HR Documents	20,000
IT Fund	Information Technology	Materials & Services	Carryforward OnBase Hyland Software & Maintenance	18,000
IT Fund	Information Technology	Contract & Professional Services	Carryforward Document Scanning Services - Public Works Documents	50,000
IT Fund	Information Technology	Property & Equipment	Carryforward ERP Implementation Consultant	43,376
TOTAL				\$123,320

Changes from Approved Budget:

A vacant GIS Technician position has been reclassified to an IS Specialist. The generalized IS Specialist position will support all City services, including Help Desk support, hardware/software deployments and maintenance, website maintenance, etc. The duties formerly conducted by the GIS Technician will be performed by a new part-time GIS Technician, for which the cost is fully offset by the elimination of IT Intern hours. This re-organization results in an overall savings of \$8,056.

Unspent funds for various scanning services and software implementations are being carried forward to FY 2019-20. These projects are in currently in progress and expected to be completed in FY 2019-20.

Indicator	Prior Year Actuals				Target	
	2015-2016 Actual	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2018-2019 Estimate	2019-2020 Budget
 # - City Meetings/Events Broadcasted/Recorded	68	64	67	75	72	73
 # - Granicus internet viewers of City meetings	15,987	18,184	12,600	12,600	13,178	13,600
 # - Website e-Notification Subscribers	5,504	5,660	2,200	5,660	5,804	5,900
 \$ - I.T. Spending per Enterprise employee	\$3,670	\$5,567	\$5,321	\$5,321	\$7,186	\$7,190

*Adopted expenditures for I.T. divided by number of total employees. Benchmarked against multiple industry standards per Gartner 2013 (all industry standard of \$13,197; Local/State Government standard of \$7,060). Determines the amount of IT support the average enterprise employee receives.

AMENDMENTS TO FY 2019-20 APPROVED BUDGET BY DEPARTMENT

Fund	Program	Category	Description	Expenditures
Public Works				
CIP Fund	Civil Engineering	Capital Improvement Projects	Polliwog Playground Resurfacing and Equipment	1,000,000
CIP Fund	Civil Engineering	Capital Improvement Projects	Construct Permanent Band Stage at Polliwog Park	100,000
CIP Fund	Civil Engineering	Capital Improvement Projects	Fire Station 1 Diesel Exhaust Removal System	30,000
CIP Fund	Civil Engineering	Capital Improvement Projects	Senior Center and Scout House	450,000
CIP Fund	Civil Engineering	Capital Improvement Projects	School District Project TBD	250,000
CIP Fund	Street Repair	Capital Improvement Projects	ALPR Pole on Sepulveda Blvd	150,000
CIP Fund	Civil Engineering	Capital Improvement Projects	Facilities Improvements	(200,000)
County Parking Lots	County Lot B	Debt Service	Parking Lot B Meter Land Lease to County	33,000
County Parking Lots	County Lot C	Debt Service	Parking Lot C Meter Land Lease to County	99,000
Fleet Fund	Fleet Replacement	Materials & Services	New Fleet Management Software	50,000
Fleet Fund	Fleet Replacement	Property & Equipment	Carryforward Replacement of PD Animal Control Truck	79,722
Fleet Fund	Fleet Replacement	Property & Equipment	Carryforward Purchase of New PW CCTV Vehicle	30,000
Fleet Fund	Fleet Replacement	Property & Equipment	Carryforward Purchase of New PW Electrician Truck	50,000
Fleet Fund	Fleet Replacement	Property & Equipment	Carryforward Purchase of New PW Inspector Truck	50,000
Streets & Highways Fund	Street Repair	Capital Improvement Projects	Annual Slurry Seal Program	(385,000)
Streets & Highways Fund	Street Repair	Capital Improvement Projects	Annual Curb, Gutter and Ramp Replacement	(65,000)
Streets & Highways Fund	Civil Engineering	Internal Services Charges	Administrative Service Charges	52,000
General Fund	Civil Engineering	Salary & Wages	Part-Time Employee Salary Adjustment	1,042
General Fund	Civil Engineering	Transfers Out	Transfer to Fleet Fund for net new PW Inspector Truck	50,000
General Fund	Street Repair	Transfers Out	Transfer to Fleet Fund for net new PW Electrician Truck	50,000
Measure M Fund	Street Repair	Capital Improvement Projects	Rowell Avenue Sidewalk Connection (Curtis & 1st St.)	(640,000)
Measure M Fund	Street Repair	Capital Improvement Projects	Traffic Signal Pole at 15th & Highland	280,000
Measure R Fund	Street Repair	Capital Improvement Projects	Aviation (West-side) and 33rd Sidewalk	(320,000)
Measure R Fund	Street Repair	Capital Improvement Projects	Rosecrans Bike Lane Improvements	240,000
Measure R Fund	Street Repair	Internal Services Charges	Administrative Service Charges	18,000
Parking Fund	Street Meters & Lots	Capital Improvement Projects	North MB Tree and Grate Installations	200,000
Parking Fund	Street Meters & Lots	Capital Improvement Projects	Parking Structure Structural Rehab: Lot 4	250,000
Parking Fund	Street Meters & Lots	Capital Improvement Projects	Parking Meter Upgrades	1,400,000
Prop C Fund	Civil Engineering	Capital Improvement Projects	Street Resurfacing: Arterial & Collector	(300,000)
Refuse Fund	Refuse Management	Capital Improvement Projects	City-Owned Refuse Enclosure Improvements	500,000
Stormwater Fund	Storm Drain Maint.	Capital Improvement Projects	CCTV Storm Drain System	150,000
Stormwater Fund	Storm Drain Maint.	Capital Improvement Projects	Storm Drain Debris Collection Devices	(150,000)
Stormwater Fund	Storm Drain Maint.	Capital Improvement Projects	Joint Watershed Project: Hermosa Greenbelt	(500,000)
Street Lighting Fund	Street Lighting	Utilities	Electricity Savings due to Purchase of Edison Light Poles	(60,000)
Street Lighting Fund	Street Lighting	Capital Improvement Projects	Annual Streetlight Replacement	35,000
Wastewater Fund	Sewer Maintenance	Transfers Out	Transfer to Fleet Fund for net new PW CCTV Vehicle	30,000
Water Fund	Water Administration	Capital Improvement Projects	Replacing and Modernizing Automated Water Monitoring System	200,000
TOTAL				\$3,207,764

Changes from Approved Budget:

The Five Year Capital Improvement Program was analyzed and reprioritized during the second year of the biennial budget process. Further information on items categorized as Capital Improvement Projects can be found in the Capital Budget Summary section of this document and at www.citymb.info/CIP.









As part of an effort to improve and integrate digital fleet management, the Fleet Maintenance division is allocating funds for new software to provide "smart" vehicle tracking solutions including remote GPS and mileage updates, fuel management, and vehicle status. Fleet Maintenance expects savings in the reduction of manual entry and increased opportunity for benchmarking fleet data.

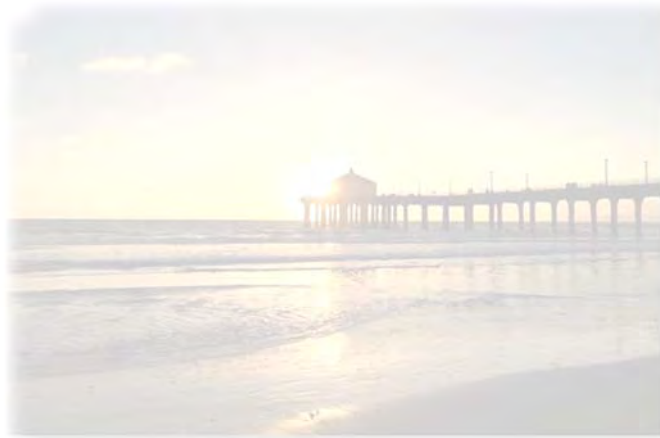
Due to delays in purchasing some new and replacement vehicles, unspent funds budgeted in the Fleet Fund are being carried forward to FY 2019-20. Appropriate transfers out from applicable funds are included for all net new vehicles added to the fleet.

Part-time Salaries were adjusted to meet State minimum wage requirements and/or to bring wages in line with the full-time equivalent.

Savings in the cost of Electricity are the result of purchasing street light poles from Southern California Edison. The City now owns and maintains these poles.

Administrative Services Charges were increased based on the anticipated capital project activity in those funds. Restricted funds such as Gas Tax and Measure R allow for a percentage of construction costs to be allocated for project management and overhead costs, thereby reducing the impact to the City's General Fund.

Indicator	Prior Year Actuals				Target	
	2015-2016 Actual	2016-2017 Actuals	2017-2018 Actual	2018-2019 Budget	2018-2019 Estimate	2019-2020 Budget
 % · Project designs completed & contracts awarded	71%	59%	70%	74%	73%	86%
 % · Potholes filled w/in 10 days of work order placement	98%	95%	95%	95%	95%	95%
 % · Graffiti sites abated in one or less days	96%	96%	95%	95%	95%	95%
 % · Facilities work orders responded to w/in 10 days	98%	93%	95%	95%	95%	95%
 % · Imported water purchase reductions	7%	10%	22%	11%	10%	18%
 % · Reduction of water use related to conservation, as compared to the baseline set in the 2010 Urban Water Management Plan	33%	32%	35%	27%	28%	35%
 % · Parking meters repaired w/in 2 days of work order	100%	100%	100%	100%	100%	100%
 % · Law Enforcement Vehicles Ready for Duty	86%	95%	90%	95%	95%	95%



Operating Budget



SCHEDULE OF REVENUE DETAIL BY FUND

		2017-18	2018-19	2018-19	2019-20	Change from	
		Actual	Adopted	Estimate	Proposed	2018-19 Adopted	
General Fund							
3101	CYr Secured Property Tax	\$24,512,502	\$25,698,500	\$25,983,252	\$27,022,582	\$1,324,082	5.2%
3102	CYr Unsecured Property Tax	953,591	940,000	940,000	940,000	-	-
3103	PYr Secured Property Tax	(49,269)	-	-	-	-	-
3104	PYr Unsecured Property Tax	27,323	20,000	20,000	20,000	-	-
3105	Supplemental Property Tax	696,972	600,000	650,000	600,000	-	-
3106	Property Tax Collection Administratic	(346,114)	(350,000)	(377,226)	(360,000)	(10,000)	2.9%
3107	Interest & Penalties	76,470	80,000	75,000	80,000	-	-
3108	Property Tax in Lieu of VLF	4,446,750	4,669,088	4,669,088	4,809,161	140,073	3.0%
Revenue from Property Tax		\$30,318,225	\$31,657,588	\$31,960,114	\$33,111,743	\$1,454,155	4.6%
3201	Sales & Use Tax	\$8,970,808	\$9,150,000	\$9,072,249	\$9,150,000	\$0	-
3202	Franchise Tax	1,262,037	1,155,700	1,200,000	1,155,700	-	-
3203	Transient Occupancy Tax	3,764,684	4,500,000	4,525,000	4,750,000	250,000	5.6%
3204	Business License Tax	3,718,418	3,811,000	3,850,000	3,946,250	135,250	3.5%
3206	Real Estate Transfer Tax	788,205	750,000	750,000	765,000	15,000	2.0%
3207	PSAF Sales Tax	401,471	386,250	386,250	386,250	-	-
3216	SB 1186 Disability Access & Educati	31	-	-	-	-	-
3217	AB 1379 Disability Access & Educati	-	1,000	1,000	1,000	-	-
Revenue from Other Taxes		\$18,905,654	\$19,752,950	\$19,783,499	\$20,153,200	\$400,250	2.0%
3301	Building Permits	\$2,118,129	\$1,890,000	\$1,890,000	\$1,650,000	(\$240,000)	(12.7%)
3302	Other Construction Permits	592,412	525,000	525,000	525,000	-	-
3303	Home Occupation Permits	3,741	5,100	5,100	5,100	-	-
3304	Fire Code Permits - Annual	132,837	125,000	140,000	125,000	-	-
3305	Fire Permits - One Time	49,615	50,000	35,000	50,000	-	-
3306	Outdoor Facilities Permits	1,112	500	500	500	-	-
3307	Film Permits	63,473	90,000	75,000	90,000	-	-
3309	Building Permits Surcharge	209,324	189,000	189,000	165,000	(24,000)	(12.7%)
3310	Police Alarm Permits	74,903	76,500	76,500	76,500	-	-
3311	Fire Construction Inspections	59,346	50,000	54,000	50,000	-	-
3312	Studio Tenant Fees	3,956	4,000	2,300	4,000	-	-
3350	Other Permits	3,572	4,240	4,240	4,240	-	-
3361	Animal License Fees	53,251	52,000	52,000	52,000	-	-
Revenue from Permits		\$3,365,671	\$3,061,340	\$3,048,640	\$2,797,340	(\$264,000)	(8.6%)
3401	Vehicle Code Fines	\$130,761	\$125,000	\$125,000	\$125,000	-	-
3402	Parking Citations	2,241,452	2,350,000	2,250,000	2,250,000	(100,000)	(4.3%)
3404	Comm Dev Fines	31,361	12,000	20,000	12,000	-	-
3421	Municipal Code Fines	68,734	60,000	52,000	60,000	-	-
Revenue from Fines & Forfeitures		\$2,472,308	\$2,547,000	\$2,447,000	\$2,447,000	(\$100,000)	(3.9%)
3501	Interest Earnings	\$810,507	\$875,480	\$880,099	\$919,254	\$43,774	5.0%
3505	Installment Fund Earnings	\$57	\$0	\$150	\$0	\$0	-
3506	Unrealized Investment Gain/Loss	(410,542)	-	-	-	-	-
3509	Other Interest Income	11,122	5,420	3,898	-	(5,420)	-
3510	Loan Principal	51,998	1,489,902	1,494,268	-	(1,489,902)	-
3511	Misc. Rents & Concessions	30,417	32,960	35,060	33,949	989	3.0%
3512	Golf Course Rent	7,870	10,000	10,000	10,000	-	-
3513	Tennis Club Rent	268,517	299,000	301,415	306,000	7,000	2.3%
3514	Tennis Club Percent Rent	56,733	190,000	180,000	190,000	-	-
3515	Marriott Hotel Rent	670,993	1,265,000	1,265,000	1,300,000	35,000	2.8%
3516	Minimum Hotel Rent Payments	399,996	400,000	399,996	400,000	-	-
3517	Wireless Communication Income	168,169	171,604	171,604	176,752	5,148	3.0%
3518	1334 Building Lease	85,200	41,314	41,314	42,553	1,239	3.0%
3519	Metlox Lease Payments	503,121	511,069	511,069	518,952	7,883	1.5%
3520	Investment Amortization	(80,714)	(75,000)	-	(75,000)	-	-
3531	Tennis Club Parking Lot Lease	29,784	32,000	32,000	32,000	-	-
3532	Mall Parking Lot Lease	134,446	135,960	135,960	140,039	4,079	3.0%
3533	Post Office Lease	41,459	53,800	53,800	53,800	-	-
3534	Library Parking Lot Lease	5,743	6,200	6,200	6,200	-	-
Revenue from Use of Property & Money		\$2,784,876	\$5,444,709	\$5,521,833	\$4,054,499	(\$1,390,210)	(25.5%)

SCHEDULE OF REVENUE DETAIL BY FUND

		2017-18	2018-19	2018-19	2019-20	Change from	
		Actual	Adopted	Estimate	Proposed	2018-19 Adopted	
3601	Vehicle in Lieu	\$18,680	\$15,000	\$17,276	\$15,000	-	-
3602	Homeowners Property Tax Relief	150,422	150,000	150,000	150,000	-	-
3604	State Mandated Cost Reimbursemer	11,256	11,500	12,081	15,000	3,500	30.4%
3605	BCHD Grant	29,359	29,000	29,000	29,000	-	-
3607	STC Reimbursement	14,246	3,850	3,850	3,850	-	-
3608	POST Reimbursement	14,908	25,000	25,000	25,000	-	-
3613	Miscellaneous Revenue	16,000	-	-	-	-	-
3617	State Grant Programs	-	-	20,000	225,000	225,000	-
3618	Federal Grant Programs	17,766	-	-	103,124	103,124	-
3622	Proposition A Project Specific	91,034	75,000	65,929	75,000	-	-
Revenue from Other Governments		\$363,671	\$309,350	\$323,136	\$640,974	\$331,624	107.2%
3701	New Residential Unit Fee	\$1,831	5,000	\$4,900	\$5,000	-	-
3702	Building Record Report Fees	147,449	\$135,000	115,000	135,000	-	-
3703	Building Plan Check Fees	1,807,116	1,800,000	1,800,000	1,800,000	-	-
3704	Planning Filing Fees	254,428	289,000	290,000	265,000	(24,000)	(8.3%)
3705	Microfilm Fees	187,552	157,500	157,500	137,500	(20,000)	(12.7%)
3706	Reproduction Fees	18,895	30,000	25,000	30,000	-	-
3707	Police False Alarm Fees	80,913	105,000	95,000	105,000	-	-
3708	Police Service Fees	181,329	50,000	50,000	50,000	-	-
3709	Special Event OT Reimbursement	124,420	125,000	180,000	145,000	20,000	16.0%
3710	DUI Cost Recovery	15,262	25,000	28,000	25,000	-	-
3711	Booking Fees	13,614	19,000	18,000	19,000	-	-
3712	Book Removal	3,888	6,000	5,000	6,000	-	-
3713	Vehicle Release Fee	72,342	85,000	80,000	85,000	-	-
3714	Animal Impound Fees	928	1,800	1,200	1,800	-	-
3715	Fire Services Fees	418,825	220,000	380,000	220,000	-	-
3716	Ambulance Fees	863,520	810,000	550,000	730,000	(80,000)	(9.9%)
3717	Fire Plan Check	227,168	76,000	120,000	100,000	24,000	31.6%
3718	Fire Inspection Fees	2,372	5,000	5,000	5,000	-	-
3719	Public Works Misc Fees	19,542	20,000	140,000	20,000	-	-
3725	Traffic Engineering Services	20,741	10,000	11,000	10,000	-	-
3726	Appeal Fees	-	500	500	500	-	-
3727	Traffic Engineer - Special Events	650	300	300	300	-	-
3728	Community Development Reimburse	11,641	130,000	27,330	100,000	(30,000)	(23.1%)
3734	Right of Way Permits	1,001,664	720,000	720,000	720,000	-	-
3735	Inter-City Median Maintenance	-	7,000	7,484	7,000	-	-
3736	Sepulveda Sweeping Reimbursemer	973	2,000	6,000	2,000	-	-
3771	Facility & Parks Reservations	725,304	625,000	625,000	675,000	50,000	8.0%
3772	Special Activities Classes	499,382	120,000	125,000	120,000	-	-
3773	Special Events	355,695	438,250	475,000	500,000	61,750	14.1%
3774	Tennis Operations	166,171	441,000	440,000	441,000	-	-
3776	Arts/Education Classes	251,213	233,000	233,000	280,000	47,000	20.2%
3778	Sports Leagues & Tournaments	367,564	281,000	300,000	281,000	-	-
3779	Sports Classes	518,002	615,300	635,000	615,300	-	-
3780	Swimming Classes	559,643	538,000	538,000	538,000	-	-
3784	Concerts in the Park	54,127	65,000	65,000	70,000	5,000	7.7%
3786	Older Adults Activities	101,289	100,000	82,000	100,000	-	-
3791	Returned Check Fees	156	500	500	500	-	-
Revenue from Service Charges		\$9,075,609	\$8,291,150	\$8,335,714	\$8,344,900	\$53,750	0.6%
3896	Operating Service Transfers	\$3,180,388	\$3,572,530	\$3,637,530	\$3,594,530	\$22,000	0.6%
Revenue from Interfund Charges & Transf		\$3,180,388	\$3,572,530	\$3,637,530	\$3,594,530	22,000	0.6%
3902	Sale of Property	\$10,345	\$2,500	\$1,000	\$2,500	-	-
3905	Cash Over/Short	29	-	-	-	-	-
3909	Bad Debt Recovery	40,605	25,000	25,000	25,000	-	-
3910	Contributions from Private Parties	-	-	5,000	-	-	-
3913	Workers Comp Salary Continuation	958,624	750,000	1,100,000	750,000	-	-
3946	Public Works Reimbursement	1,179	-	1,058	-	-	-
3947	City Store Sales	2,125	-	175	-	-	-
3994	P-Card Incentive	43,122	40,000	40,000	40,000	-	-
3995	Miscellaneous Revenues	124,755	50,000	75,000	50,000	-	-
Miscellaneous Revenue		\$1,180,784	\$867,500	\$1,247,233	\$867,500	\$0	-
Total General Fund		\$71,647,186	\$75,505,117	\$76,305,699	\$76,012,686	\$507,569	0.7%

SCHEDULE OF REVENUE DETAIL BY FUND

		2017-18	2018-19	2018-19	2019-20	Change from	
		Actual	Adopted	Estimate	Proposed	2018-19	Adopted
Street Lighting & Landscaping Fund							
3211	CYr Assessments	\$268,183	\$267,477	\$267,431	\$267,283	(194)	(0.1%)
3212	PYr Assessments	-	2,900	2,900	2,900	-	-
3213	CYr Streetscape Assessments	107,289	107,006	107,006	107,005	(1)	(0.0%)
3214	PYr Streetscape Assessments	-	500	500	500	-	-
3501	Interest Earnings	1	-	-	-	-	-
3506	Unrealized Investment Gain/Loss	81	-	-	-	-	-
3899	Transfers In	18,429	16,591	16,591	17,112	521	3.1%
Total Street Lighting & Landscaping Fund		\$393,983	\$394,474	\$394,428	\$394,800	\$326	0.1%
Streets & Highways Fund							
3501	Interest Earnings	56,391	55,609	56,547	58,389	2,780	5.0%
3506	Unrealized Investment Gain/Loss	(35,463)	-	-	-	-	-
3609	State Gas Tax 2105	186,687	207,651	201,430	200,226	(7,425)	(3.6%)
3610	State Gas Tax 2106	126,503	125,194	123,749	123,024	(2,170)	(1.7%)
3611	State Gas Tax 2107	262,054	263,775	270,550	268,926	5,151	2.0%
3613	Miscellaneous Grants	10,705	-	100,000	-	-	-
3614	SB 821 TDA	46,701	24,066	24,066	26,000	1,934	8.0%
3637	State Gas Tax 2103	132,627	135,814	127,669	307,007	171,193	126.0%
3638	Measure R Regional	-	-	150,000	-	-	-
3642	Highway Users Loan	40,344	40,344	40,587	40,587	243	0.6%
3643	Road Maintenance Rehab	207,943	593,786	570,710	595,710	1,924	0.3%
Total Streets & Highways Fund		\$1,034,492	\$1,446,239	\$1,665,308	\$1,619,869	\$173,630	12.0%
Asset Forfeiture Fund							
3501	Interest Earnings	\$9,348	\$8,000	\$9,319	\$8,000	-	-
3506	Unrealized Investment Gain/Loss	(5,609)	-	-	-	-	-
3615	Fed Forfeitures - DOJ Local	24,463	-	-	-	-	-
3627	State Forfeitures - Regional	10,378	-	5,202	-	-	-
3629	Fed Forfeitures - Treas Regional	(1)	-	-	-	-	-
Total Asset Forfeiture Fund		\$38,579	\$8,000	\$14,521	\$8,000	\$0	-
Police Safety Grants Fund							
3501	Interest Earnings	\$3,138	\$2,217	\$4,169	\$2,328	111	5.0%
3506	Unrealized Investment Gain/Loss	(2,129)	-	-	-	-	-
3617	State SLES Program	139,416	139,000	139,000	139,000	-	-
Total Federal Law Enforcement Services F		\$140,425	\$141,217	\$143,169	\$141,328	\$111	0.1%
Proposition A Fund							
3221	Transit Sales Tax	\$658,403	\$694,598	\$694,598	\$728,752	\$34,154	4.9%
3501	Interest Earnings	-	-	65	-	-	-
3506	Unrealized Investment Gain/Loss	20	-	-	-	-	-
3760	Dial-A-Ride Fares	6,415	6,000	6,000	6,000	-	-
3761	Bus Pass Subsidies	1,172	1,200	1,200	1,200	-	-
3995	Miscellaneous Revenues	17,976	17,500	17,500	17,500	-	-
3996	City Funds Exchange	-	230,000	230,000	285,714	55,714	24.2%
Total Proposition A Fund		\$683,986	\$949,298	\$949,363	\$1,039,166	\$89,868	9.5%
Proposition C Fund							
3221	Transit Sales Tax	\$545,025	\$576,151	\$576,151	\$604,481	\$28,330	4.9%
3501	Interest Earnings	72,801	64,985	83,493	68,234	3,249	5.0%
3506	Unrealized Investment Gain/Loss	(46,994)	-	-	-	-	-
3641	Measure R SB Highway	22,840	-	50,000	-	-	-
Total Proposition C Fund		\$593,672	\$641,136	\$709,644	\$672,715	\$31,579	4.9%
AB 2766 Fund							
3501	Interest Earnings	\$1,978	\$1,154	\$2,808	\$1,212	58	5.0%
3506	Unrealized Investment Gain/Loss	(1,385)	-	-	-	-	-
3621	AB 2766 Air Quality	45,414	46,000	46,000	46,000	-	-
Total AB 2766 Fund		\$46,007	\$47,154	\$48,808	\$47,212	\$58	0.1%

SCHEDULE OF REVENUE DETAIL BY FUND

		2017-18	2018-19	2018-19	2019-20	Change from	
		Actual	Adopted	Estimate	Proposed	2018-19	Adopted
Measure R							
3224	Proposition R Sales Tax	\$409,046	\$432,122	\$432,122	\$453,410	\$21,288	4.9%
3501	Interest Earnings	27,082	26,103	27,688	27,408	1,305	5.0%
3506	Unrealized Investment Gain/Loss	(17,141)	-	-	-	-	-
Total Measure R Fund		\$418,987	\$458,225	\$459,810	\$480,818	\$22,593	4.9%
Measure M							
3225	Measure M Sales Tax	\$370,688	\$489,728	\$489,728	\$513,809	\$24,081	4.9%
3501	Interest Earnings	-	-	11,464	-	-	-
Total Measure M Fund		\$370,688	\$489,728	\$501,192	\$513,809	\$24,081	4.9%
Capital Improvement Fund							
3203	Transient Occupancy Tax	\$664,396	\$794,118	783,016	\$810,000	\$15,882	2.0%
3308	Park Development/Quimby	18,170	21,804	27,255	21,804	-	-
3402	Parking Citations	98,664	110,000	110,000	110,000	-	-
3505	Installment Fund Earnings	278	-	800	-	-	-
3612	Aid to Cities/STP-Local	384,890	-	96,359	-	-	-
3613	Miscellaneous Grants	270,000	-	30,000	-	-	-
3617	State Grant Programs	28,928	-	707,775	-	-	-
3618	Federal Grant Programs	1,280,328	300,000	455,819	-	(300,000)	-
3622	Prop A Project Specific	-	-	-	600,000	600,000	-
3751	Parking Meters	636,154	685,000	680,000	685,000	-	-
3899	Transfers In	-	-	-	100,000	100,000	-
3910	Contributions From Private Parties	700,359	-	200,000	-	-	-
3995	Miscellaneous Revenues	-	-	1,902	-	-	-
Total Capital Improvement Fund		\$4,082,167	\$1,910,922	\$3,092,926	\$2,326,804	\$415,882	21.8%
Underground Utility Construction Fund							
3501	Interest Earnings	\$3,072	3,124	3,108	\$3,280	156	5.0%
3504	Construction Fund Earnings	1,617	-	-	-	-	-
3506	Unrealized Investment Gain/Loss	555	-	-	-	-	-
Total Underground Utility Construction Fund		\$5,244	3,124	3,108	\$3,280	\$156	5.0%
Water Fund							
3501	Interest Earnings	\$553,811	\$458,728	\$647,436	\$481,664	22,936	5.0%
3506	Unrealized Investment Gain/Loss	(363,815)	-	-	-	-	-
3520	Investment Amortization	(35,558)	(45,000)	-	(45,000)	-	-
3737	Utility Service Charge	15,408,059	14,950,000	14,950,000	15,000,000	50,000	0.3%
3738	Utility Connection Fees	28,891	100,000	100,000	100,000	-	-
3740	Meter Installation	54,935	55,000	88,000	55,000	-	-
3746	Penalties	38,387	40,000	40,000	40,000	-	-
3902	Sale of Property	2,580	10,000	5,000	10,000	-	-
3909	Bad Debt Recovery	4,632	4,000	5,000	4,000	-	-
3916	Bad Debt Writeoff	(14,684)	(9,000)	(9,000)	(9,000)	-	-
3995	Miscellaneous Revenues	7,197	10,000	1,000	10,000	-	-
Total Water Fund		\$15,684,435	\$15,573,728	\$15,827,436	\$15,646,664	\$72,936	0.5%
Stormwater Fund							
3501	Interest Earnings	\$18,513	\$18,237	\$20,576	\$19,149	912	5.0%
3506	Unrealized Investment Gain/Loss	(11,645)	-	-	-	-	-
3520	Investment Amortization	(1,344)	-	-	-	-	-
3737	Utility Service Charge	345,406	345,000	345,000	345,000	-	-
3748	Street Sweeping	4,484	4,484	4,484	4,484	-	-
Total Stormwater Fund		\$355,414	\$367,721	\$370,060	\$368,633	\$912	0.2%
Wastewater Fund							
3351	Fats, Oil, Grease Permit	20,909	\$20,000	\$20,000	\$20,000	-	-
3501	Interest Earnings	156,105	124,274	175,103	130,488	6,214	5.0%
3506	Unrealized Investment Gain/Loss	(103,445)	-	-	-	-	-
3520	Investment Amortization	(9,948)	(15,000)	-	(15,000)	-	-
3737	Utility Service Charges	3,371,642	3,300,000	3,300,000	3,300,000	-	-
3738	Utility Connection Fees	18,524	80,000	10,000	80,000	-	-
3746	Penalties	10,463	11,000	11,000	11,000	-	-
3916	Bad Debt Writeoff	(3,765)	(2,000)	(2,000)	(2,000)	-	-
Total Wastewater Fund		\$3,460,485	\$3,518,274	\$3,514,103	\$3,524,488	\$6,214	0.2%

SCHEDULE OF REVENUE DETAIL BY FUND

		2017-18	2018-19	2018-19	2019-20	Change from	
		Actual	Adopted	Estimate	Proposed	2018-19	Adopted
Refuse Fund							
3501	Interest Earnings	\$14,865	\$13,398	\$18,757	\$14,068	670	5.0%
3506	Unrealized Investment Gain/Loss	(9,571)	-	-	-	-	-
3520	Investment Amortization	(973)	(1,000)	-	(1,000)	-	-
3613	Miscellaneous Grants	18,816	10,000	9,100	10,000	-	-
3732	Residential City Cost Recovery	287,314	300,000	300,000	300,000	-	-
3733	Commercial City Cost Recovery	196,690	195,000	195,000	195,000	-	-
3742	Residential Refuse Fee	2,175,225	2,193,755	2,193,755	2,193,755	-	-
3743	Commercial Refuse Fee	1,491,792	1,541,869	1,541,869	1,541,869	-	-
3746	Penalties	19,331	8,000	34,000	8,000	-	-
3747	Recycling	36,256	36,000	36,000	36,000	-	-
3748	Street Sweeping	-	-	(286)	-	-	-
3750	Waste Management Plan	103,321	60,000	-	60,000	-	-
3916	Bad Debt Writeoff	(4,765)	(3,000)	(3,000)	(3,000)	-	-
3995	Miscellaneous Revenues	1,795	300	4,900	300	-	-
Total Refuse Fund		\$4,330,096	\$4,354,322	\$4,330,095	\$4,354,992	\$670	0.0%
Parking Fund							
3209	BID - A License Surcharge	\$109,993	\$108,000	\$108,000	\$108,000	-	-
3210	BID - B License Surcharge	28,771	29,000	29,000	29,000	-	-
3501	Interest Earnings	26,229	29,598	30,267	31,078	1,480	5.0%
3505	Installment Fund Earnings	116	-	200	-	-	-
3506	Unrealized Investment Gain/Loss	(15,833)	-	-	-	-	-
3520	Investment Amortization	(1,808)	(3,000)	-	(3,000)	-	-
3751	Parking Meters	2,047,886	2,170,000	2,300,000	3,870,000	1,700,000	78.3%
3752	Parking Lot Spaces	219,823	225,000	225,000	225,000	-	-
3758	Cash Key Parking Program	88,142	-	-	-	-	-
3759	Permit Parking Program	650	3,000	3,100	3,000	-	-
3910	Contribution From Private Parties	9,099	15,000	10,000	15,000	-	-
3995	Miscellaneous Revenues	20,914	21,000	20,500	21,000	-	-
Total Parking Meter Fund		\$2,533,982	\$2,597,598	\$2,726,067	\$4,299,078	\$1,701,480	65.5%
County Parking Lots Fund							
3753	Parking Lot B Meters	\$157,778	\$160,000	\$160,000	\$210,000	50,000	31.3%
3754	Parking Lot C Meters	631,480	620,000	620,000	820,000	200,000	32.3%
3755	Parking Lot B Spaces	1,350	2,500	1,800	2,500	-	-
3756	Parking Lot C Spaces	11,220	11,000	11,000	11,000	-	-
Total County Parking Lots Fund		\$801,828	\$793,500	\$792,800	\$1,043,500	\$250,000	31.5%
State Pier & Parking Lot Fund							
3501	Interest Earnings	\$28,198	\$28,984	\$19,603	\$30,433	1,449	5.0%
3506	Unrealized Investment Gain/Loss	(17,525)	-	-	-	-	-
3511	Misc. Rents & Concessions	6,353	-	-	-	-	-
3520	Investment Amortization	(1,905)	(3,000)	-	(3,000)	-	-
3751	Parking Meters	537,225	590,000	590,000	775,000	185,000	31.4%
3910	Contributions From Private Parties	303,792	-	84,986	-	-	-
3995	Miscellaneous Revenues	1,009	1,000	1,200	1,000	-	-
Total State Pier & Parking Lot Fund		\$857,147	\$616,984	\$695,789	\$803,433	\$186,449	30.2%
Insurance Reserve Fund							
3850	Workers Comp Billing	\$3,858,840	\$4,933,680	\$4,933,680	\$4,933,680	\$0	-
3851	Unemployment Billings	34,920	25,020	25,020	25,020	-	-
3852	Liability Insurance Billings	3,179,100	1,843,020	1,843,020	1,843,020	-	-
3906	Insurance Recoveries	17,834	-	236,266	-	-	-
3911	Cobra Payments	49	-	100	-	-	-
3914	Excess of SIR Recoveries	2,055	50,000	-	50,000	-	-
3995	Miscellaneous Revenues	9	-	43	-	-	-
Total Insurance Reserve fund		\$7,092,807	\$6,851,720	\$7,038,129	\$6,851,720	\$0	-
Information Technology Fund							
3860	Information Technology Charge	\$2,283,324	\$2,718,124	\$2,718,124	\$2,814,647	\$96,523	3.6%
Total Information Technology Fund		\$2,283,324	\$2,718,124	\$2,718,124	\$2,814,647	\$96,523	3.6%

SCHEDULE OF REVENUE DETAIL BY FUND

		2017-18	2018-19	2018-19	2019-20	<i>Change from</i>	
		Actual	Adopted	Estimate	Proposed	<i>2018-19 Adopted</i>	
Fleet Management Fund							
3853	Fleet Rental Charge	1,038,420	\$1,342,998	1,342,998	\$1,363,488	20,490	1.5%
3854	Fleet Maintenance Charge	964,204	1,161,768	1,289,956	1,199,607	37,839	3.3%
3899	Transfers In	-	173,500	43,500	130,000	(43,500)	(25.1%)
3901	Damage Claims	6,645	-	-	-	-	-
3902	Sale of Property	22,111	-	29,203	-	-	-
3942	Reimbursement Gas Charges MBUS	17,092	25,000	25,000	25,000	-	-
3995	Miscellaneous Revenues	-	-	7,500	-	-	-
Total Fleet Management Fund		\$2,048,472	\$2,703,266	\$2,738,157	\$2,718,095	\$14,829	0.5%
Building Maintenance & Operations Fund							
3861	Building Maintenance	\$1,530,929	\$1,922,340	\$1,851,246	\$1,951,560	\$29,220	1.5%
3862	Warehouse Sales	77,643	105,894	102,236	106,975	1,081	1.0%
3863	Garage Sales	22,604	25,000	25,000	25,000	-	-
Total Building Maintenance & Operation F		\$1,631,176	\$2,053,234	\$1,978,482	\$2,083,535	\$30,301	1.5%
Special Assessment Redemption Fund							
3211	CYr Assessments	\$950,388	\$965,000	\$965,000	\$965,000	-	-
3503	Bond Reserve Fund Earnings	4,999	-	10,000	-	-	-
3505	Installment Fund Earnings	573	-	500	-	-	-
3936	Bond Redemption	-	-	9,245	-	-	-
Total Special Assessment Redemption Fu		\$955,960	\$965,000	\$984,745	\$965,000	-	-
Pension Trust Fund							
3501	Interest Earnings	\$2,333	\$9,314	\$3,491	\$9,780	466	5.0%
3506	Unrealized Investment Gain/Loss	(222)	-	-	-	-	-
3945	Reimbursement Ca Emplr Ret Ben T	159,350	168,000	168,000	168,000	-	-
Total Pension Trust Fund		\$161,461	\$177,314	\$171,491	\$177,780	\$466	0.3%
PARS Investment Trust							
3523	PARS Section 115 Interest	\$13,621	\$0	\$6,000	\$0	\$0	-
Total Pension Trust Fund		\$13,621	\$0	\$6,000	\$0	\$0	-
Grand Total		\$121,665,624	\$125,285,419	\$128,179,454	\$128,912,052	\$3,626,633	2.9%

SCHEDULE OF EXPENDITURE DETAIL - CITY-WIDE

Object	Description	2017-18	2018-19	2018-19	2019-20	Change from	
		Actual	Adopted	Estimate	Proposed	2018-19	Adopted
4101	Salaries & Allowances	\$15,870,323	\$16,945,246	\$15,710,583	\$17,253,535	\$308,289	1.8%
4102	Sworn Employee Salaries	13,495,998	13,117,842	12,421,022	13,350,722	232,880	1.8%
4103	Part Time Employee Salaries	2,785,018	2,658,211	2,775,912	2,719,713	61,502	2.3%
4111	Overtime Regular Employees	360,278	378,763	488,041	367,898	(10,865)	(2.9%)
4112	Overtime Sworn Employees	3,285,921	3,464,398	3,492,240	3,525,908	61,510	1.8%
4113	Overtime Mutual Aid	244,399	165,312	340,000	169,344	4,032	2.4%
4114	Overtime Special Events	417,880	299,288	506,138	347,004	47,716	15.9%
4115	Cooperative Resources	74,767	72,384	72,384	69,600	(2,784)	(3.8%)
4116	Overtime Training & Special Detail	124,550	224,400	224,400	230,400	6,000	2.7%
4120	Supplemental Pension Plan	21,690	22,000	22,000	23,000	1,000	4.5%
4121	Single Highest Year Plan	53,805	54,000	54,000	56,000	2,000	3.7%
4123	Commuter Pay	13,800	15,000	15,000	15,000	-	-
4124	Fire Retiree's Health Ins	23,927	25,000	25,000	26,000	1,000	4.0%
4125	Police Retiree's Health Plan	87,384	84,000	84,000	87,000	3,000	3.6%
4126	Miscellaneous Retirees Health Plan	48,039	47,000	47,000	49,000	2,000	4.3%
4201	Group Medical Insurance	4,226,413	4,806,277	4,255,577	4,984,926	178,649	3.7%
4202	Medicare	496,608	457,397	484,542	466,982	9,585	2.1%
4203	Unemployment	34,920	25,020	25,020	25,020	-	-
4204	401A Plan City	253,414	296,845	255,338	302,173	5,328	1.8%
4205	Workers Compensation	3,858,840	4,933,680	4,933,680	4,933,680	-	-
4211	PERS Regular Contributions	1,247,184	1,581,133	1,337,582	1,650,585	69,452	4.4%
4212	PERS Sworn Contributions	2,343,987	2,473,214	2,296,384	2,517,941	44,727	1.8%
4218	PERS Regular Net Pension Liability	1,001,794	1,311,270	1,265,418	1,630,999	319,729	24.4%
4219	PERS Sworn Net Pension Liability	2,061,396	2,734,689	2,639,103	3,418,800	684,111	25.0%
4220	Accrued Leave (203)	-	-	-	-	-	-
4221	PERS Supplement Retirement Paym	3,428	-	18,034	-	-	-
Total Salaries & Benefits		\$52,432,132	\$56,192,369	\$53,788,398	\$58,221,230	2,028,861	3.6%
5101	Contract Services	\$18,632,226	\$19,995,040	\$20,468,989	\$21,051,716	\$1,056,676	5.3%
5103	Audit Services	67,542	66,000	59,000	96,000	30,000	45.5%
5104	Computer Contract Services	952,881	1,249,804	1,224,985	1,209,565	(40,239)	(3.2%)
5105	Elections	396	129,192	314,182	8,080	(121,112)	(93.7%)
5106	SBRPCA Communications	1,844,353	2,004,775	1,799,775	1,988,374	(16,401)	(0.8%)
5107	Physical/Psychological Exams	61,451	50,590	60,090	50,870	280	0.6%
5108	Legal Services	974,071	813,000	926,000	753,000	(60,000)	(7.4%)
5109	Background Investigations	8,216	7,584	6,364	7,684	100	1.3%
5201	Office Supplies	141,921	149,300	151,141	151,600	2,300	1.5%
5202	Memberships & Dues	108,435	137,276	130,797	139,777	2,501	1.8%
5203	Reference Books & Periodicals	13,276	15,633	14,640	23,469	7,836	50.1%
5205	Training, Conferences & Meetings	417,274	747,765	705,395	752,765	5,000	0.7%
5206	Uniforms/Safety Equipment	208,093	271,967	287,311	248,405	(23,562)	(8.7%)
5207	Advertising	88,088	118,996	106,282	119,664	668	0.6%
5208	Postage	94,049	99,107	100,420	99,107	-	-
5209	Tools & Minor Equipment	8,750	9,300	9,300	9,400	100	1.1%
5210	Computers, Supplies & Software	477,861	711,138	694,325	715,784	4,646	0.7%
5211	Automotive Parts	20,876	25,000	20,000	25,000	-	-
5212	Office Equipment Maintenance	96	3,250	3,550	3,350	100	3.1%
5213	Computer Maintenance & Repairs	2,394	24,434	24,057	24,434	-	-
5214	Employee Awards & Events	17,347	38,950	32,450	39,000	50	0.1%
5216	Tuition Reimbursement	23,336	32,000	30,000	32,000	-	-
5217	Departmental Supplies	1,705,398	2,240,088	2,305,009	2,280,576	40,488	1.8%
5218	Recruitment Costs	35,575	49,844	49,520	49,844	-	-
5219	STC Training	6,063	3,850	3,000	3,850	-	-
5220	POST Training	15,367	43,700	48,000	43,700	-	-
5221	Automotive Repair Services	58,572	72,100	72,100	72,100	-	-
5222	Warehouse Inventory Purchases	78,390	80,000	80,000	80,000	-	-
5223	Bus Pass Subsidies	5,374	6,600	4,000	6,600	-	-
5224	Recreation Bus Trips	47,098	57,222	57,222	59,225	2,003	3.5%
5225	Printing	136,578	175,979	187,213	181,473	5,494	3.1%
5226	Automotive Fuel	304,216	398,500	398,500	426,250	27,750	7.0%
5227	City Store Purchases	4,191	10,000	10,000	10,000	-	-
5231	Bank Service Charge	636,365	632,000	685,000	647,000	15,000	2.4%

SCHEDULE OF EXPENDITURE DETAIL - CITY-WIDE

Object Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	Change from 2018-19 Adopted	
5232 Bad Debt Expense	5,850	-	-	-	-	-
5240 Assessments & Taxes	121,460	773,140	773,221	793,960	20,820	2.7%
5250 Insurance Premiums	713,326	809,293	764,000	868,633	59,340	7.3%
5251 Claims Paid	5,490,564	4,300,000	4,553,334	4,300,000	-	-
5252 Claims Administration	213,441	235,829	232,494	242,658	6,829	2.9%
5253 Miscellaneous Bonds/Insurance	-	8,450	6,750	9,106	656	7.8%
5254 Unemployment Claims	10,925	25,000	25,000	25,000	-	-
5255 Property Insurance	164,805	240,000	207,607	276,000	36,000	15.0%
5260 Council Contingencies	-	100,000	42,150	100,000	-	-
5262 Public Service Events	40,862	44,375	40,000	44,375	-	-
5263 City Funds Match	9,977	6,000	6,595	8,000	2,000	33.3%
5264 City Funds Exchange	-	161,000	161,000	200,000	39,000	24.2%
5265 Service Agency Contributions	37,315	37,315	37,315	37,315	-	-
5266 DMBBPA Allocation	109,522	110,000	110,000	110,000	-	-
5267 UAD Loan Program	2,389	-	860	-	-	-
5268 UAD Construction Fund Refunds	-	-	197,475	-	-	-
5269 M.B. School Support	-	1,000,000	1,000,000	-	(1,000,000)	(100.0%)
5271 Bond Refunding	403,265	-	-	-	-	-
5501 Telephone	299,452	210,728	246,206	217,049	6,321	3.0%
5502 Electricity	1,137,698	1,302,336	1,189,708	1,281,409	(20,927)	(1.6%)
5503 Natural Gas	129,452	116,181	116,427	119,666	3,485	3.0%
5504 Water	528,412	564,192	502,530	581,117	16,925	3.0%
5601 Administrative Service Charge	3,180,389	3,572,530	3,637,530	3,664,530	92,000	2.6%
Total Materials & Services	\$39,795,223	\$44,086,353	\$44,918,820	\$44,288,480	202,127	0.5%
5611 Warehouse Purchases	\$77,643	\$105,894	\$102,236	\$106,975	\$1,081	1.0%
5612 Garage Purchases	22,604	25,000	25,000	25,000	-	-
5621 Information Systems Allocation	2,283,324	2,718,124	2,718,124	2,814,647	96,523	3.6%
5631 Insurance Allocation	3,179,100	1,843,020	1,843,020	1,843,020	-	-
5641 Fleet Rental Allocation	1,038,420	1,342,998	1,342,998	1,363,488	20,490	1.5%
5642 Fleet Maintenance Allocation	964,201	1,161,768	1,289,956	1,199,607	37,839	3.3%
5651 Building & Operations Allocation	1,530,927	1,922,340	1,851,246	1,951,560	29,220	1.5%
Total Internal Services	\$9,096,219	\$9,119,144	\$9,172,580	\$9,304,297	185,153	2.0%
9101 Transfers Out	\$18,429	\$190,091	\$60,091	\$147,112	(\$42,979)	(22.6%)
Total Transfers	\$18,429	\$190,091	\$60,091	\$147,112	(42,979)	(22.6%)
Total Operating Expenses	\$101,345,431	\$109,587,957	\$107,939,888	\$111,961,119	2,373,162	(1.5%)
6111 Furniture & Fixtures	\$23,193	-	\$5,011	-	\$0	-
6121 Machinery & Equipment	65,084	\$40,000	85,380	103,124	63,124	157.8%
6131 Vehicles	497,249	429,681	1,626,171	1,044,663	614,982	143.1%
6141 Computer Equipment & Software	207,136	2,121,067	2,321,839	57,719	(2,063,348)	(97.3%)
6142 ERP Implementation	-	718,892	718,892	215,051	(503,841)	(70.1%)
6151 Land	550,501	-	-	-	-	-
6212 CIP Bldg & Facility - CYr	2,184,353	26,185,000	2,301,231	3,445,000	(22,740,000)	(86.8%)
6222 CIP Street Improvements - CYr	2,914,217	4,048,259	7,180,505	2,270,000	(1,778,259)	(43.9%)
6232 CIP Utility Improvements - CYr	-	-	115,000	-	-	-
6242 CIP Line Improvements - CYr	1,243,163	5,000,000	762,000	4,750,000	(250,000)	(5.0%)
6252 CIP Landscape & Site - CYr	58,370	-	310,000	-	-	-
6263 Infrastructure Improvements	247,788	1,030,000	2,810,000	2,460,000	1,430,000	138.8%
Total Capital Projects & Equipment	\$7,991,053	\$39,572,899	\$18,236,028	\$14,345,557	(25,227,342)	(63.7%)
7101 Bond Principal	\$2,125,000	\$1,434,000	\$1,430,000	\$2,345,000	\$911,000	63.5%
7102 Bond Interest	1,000,965	935,102	935,102	875,301	(59,801)	(6.4%)
7103 Bond Administration Fee	17,369	16,700	14,800	17,700	1,000	6.0%
7301 Land Leases	441,003	440,000	440,000	572,000	132,000	30.0%
7303 Property & Equipment Interest	1,095	-	-	-	-	-
Total Debt Service	\$3,585,433	\$2,825,802	\$2,819,902	\$3,810,001	984,199	34.8%
Total Capital Expenditures & Debt Service	\$11,576,486	\$42,398,701	\$21,055,930	\$18,155,558	(24,243,143)	(57.2%)
Total City-Wide Expenditures	\$112,921,916	\$151,986,658	\$128,995,819	\$130,116,677	(\$21,869,981)	(14.4%)

SCHEDULE OF EXPENDITURE DETAIL - GENERAL FUND

Object Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	<i>Change from 2018-19 Adopted</i>	
4101 Salaries & Allowances	\$12,798,498	\$13,583,361	\$12,591,948	\$13,800,377	217,016	1.6%
4102 Sworn Employee Salaries	13,495,998	13,117,842	12,421,022	13,350,722	232,880	1.8%
4103 Part Time Employee Salaries	2,388,763	2,309,717	2,348,375	2,332,632	22,915	1.0%
4111 Overtime Regular Employees	252,150	266,766	288,362	253,751	(13,015)	(4.9%)
4112 Overtime Sworn Employees	3,237,860	3,429,198	3,447,240	3,490,708	61,510	1.8%
4113 Overtime Mutual Aid	244,399	165,312	340,000	169,344	4,032	2.4%
4114 Overtime Special Events	415,604	297,288	503,138	344,804	47,516	16.0%
4115 Cooperative Resources	74,767	72,384	72,384	69,600	(2,784)	(3.8%)
4116 Overtime Training & Special Detail	124,550	224,400	224,400	230,400	6,000	2.7%
4123 Commuter Pay	-	15,000	15,000	15,000	-	-
4201 Group Medical Insurance	3,721,513	4,175,623	3,728,152	4,330,806	155,183	3.7%
4202 Medicare	445,724	404,048	432,593	412,313	8,265	2.0%
4203 Unemployment	34,920	25,020	25,020	25,020	-	-
4204 401A Plan City	214,258	250,197	218,481	254,381	4,184	1.7%
4205 Workers Compensation	3,393,600	4,610,040	4,610,040	4,610,040	-	-
4211 PERS Regular Contributions	996,961	1,238,074	1,065,279	1,299,764	61,690	5.0%
4212 PERS Sworn Contributions	2,343,987	2,473,214	2,296,384	2,517,941	44,727	1.8%
4218 PERS Regular Net Pension Liability	795,456	1,041,822	1,005,388	1,295,849	254,027	24.4%
4219 PERS Sworn Net Pension Liability	2,061,396	2,734,689	2,639,103	3,418,800	684,111	25.0%
4221 PERS Supplement Retirement Paym	3,428	-	18,034	-	-	-
Total Salaries & Benefits	\$44,183,552	\$46,657,484	\$44,627,818	\$47,507,603	850,119	1.8%
5101 Contract Services	\$5,306,289	\$6,171,090	\$6,416,739	\$6,744,816	573,726	9.3%
5103 Audit Services	67,542	66,000	59,000	96,000	30,000	45.5%
5104 Computer Contract Services	519,620	604,276	559,674	536,917	(67,359)	(11.1%)
5105 Elections	396	129,192	314,182	8,080	(121,112)	(93.7%)
5106 SBRPCA Communications	1,844,353	2,004,775	1,799,775	1,988,374	(16,401)	(0.8%)
5107 Physical/Psychological Exams	61,451	50,590	60,090	50,870	280	0.6%
5108 Legal Services	974,071	813,000	926,000	753,000	(60,000)	(7.4%)
5109 Background Investigations	8,216	7,584	6,364	7,684	100	1.3%
5201 Office Supplies	140,435	148,150	150,088	150,450	2,300	1.6%
5202 Memberships & Dues	95,730	120,286	113,837	122,042	1,756	1.5%
5203 Reference Books & Periodicals	12,541	13,903	13,140	21,739	7,836	56.4%
5205 Training, Conferences & Meetings	335,423	614,360	575,370	618,160	3,800	0.6%
5206 Uniforms/Safety Equipment	184,583	205,795	224,741	196,318	(9,477)	(4.6%)
5207 Advertising	77,426	105,296	92,582	102,964	(2,332)	(2.2%)
5208 Postage	89,974	97,730	98,984	97,730	-	-
5209 Tools & Minor Equipment	3,720	1,500	1,500	1,500	-	-
5210 Computers, Supplies & Software	50,767	62,706	42,150	39,391	(23,315)	(37.2%)
5212 Office Equipment Maintenance	96	3,250	3,550	3,350	100	3.1%
5214 Employee Awards & Events	17,347	33,950	32,450	34,000	50	0.1%
5216 Tuition Reimbursement	23,336	32,000	30,000	32,000	-	-
5217 Departmental Supplies	1,059,123	1,079,418	1,150,772	1,107,533	28,115	2.6%
5218 Recruitment Costs	35,575	49,844	49,520	49,844	-	-
5219 STC Training	6,063	3,850	3,000	3,850	-	-
5220 POST Training	15,367	43,700	48,000	43,700	-	-
5221 Automotive Repair Services	58,572	72,100	72,100	72,100	-	-
5225 Printing	127,103	161,117	172,397	165,561	4,444	2.8%
5227 City Store Purchases	4,191	10,000	10,000	10,000	-	-
5231 Bank Service Charge	181,368	175,000	175,000	178,000	3,000	1.7%
5240 Assessments & Taxes	2,834	2,800	2,881	2,800	-	-
5260 Council Contingencies	-	100,000	42,150	100,000	-	-
5262 Public Service Events	40,862	44,375	40,000	44,375	-	-
5263 City Funds Match	9,977	6,000	6,595	8,000	2,000	33.3%
5264 City Funds Exchange	-	161,000	161,000	200,000	39,000	24.2%
5265 Service Agency Contributions	37,315	37,315	37,315	37,315	-	-
5269 M.B. School Support	-	1,000,000	1,000,000	-	(1,000,000)	(100.0%)

SCHEDULE OF EXPENDITURE DETAIL - GENERAL FUND

Object Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	<i>Change from 2018-19 Adopted</i>	
5501 Telephone	116,710	117,556	92,983	121,082	3,526	3.0%
5502 Electricity	487,979	563,850	525,675	580,766	16,916	3.0%
5503 Natural Gas	26,592	23,444	24,778	24,147	703	3.0%
5504 Water	419,228	458,401	399,407	472,153	13,752	3.0%
Total Materials & Services	\$12,442,174	\$15,395,203	\$15,533,790	\$14,826,611	(568,592)	(3.7%)
5611 Warehouse Purchases	\$27,547	\$39,204	\$38,110	\$39,767	563	1.4%
5621 Information Systems Allocation	2,108,352	2,360,722	2,360,722	2,501,662	140,940	6.0%
5631 Insurance Allocation	2,983,140	1,496,220	1,496,220	1,496,220	-	-
5641 Fleet Rental Allocation	868,080	1,153,948	1,153,948	1,174,438	20,490	1.8%
5642 Fleet Maintenance Allocation	814,429	975,440	1,095,599	1,006,348	30,908	3.2%
5651 Building & Operations Allocation	1,321,577	1,664,040	1,602,499	1,689,420	25,380	1.5%
Total Internal Services	\$8,123,124	\$7,689,574	\$7,747,098	\$7,907,855	218,281	2.8%
9101 Transfers Out	\$18,429	\$116,591	\$16,591	\$117,112	521	0.4%
Total Transfers	\$18,429	\$116,591	\$16,591	\$117,112	521	0.4%
Total Operating Expenses	\$67,627,560	\$73,635,363	\$71,587,822	\$75,073,830	1,438,467	(2.8%)
6111 Furniture & Fixtures	-	-	\$5,011	-	-	-
6121 Machinery & Equipment	38,284	-	45,380	103,124	103,124	-
6141 Computer Equipment & Software	33,413	1,570,033	1,656,244	-	(1,570,033)	(100.0%)
Total Capital Projects & Equipment	\$71,697	\$1,570,033	\$1,706,634	\$103,124	(1,466,909)	(93.4%)
7101 Bond Principal	\$265,000	\$295,000	\$295,000	\$305,000	10,000	3.4%
7102 Bond Interest	194,375	185,975	185,975	176,975	(9,000)	(4.8%)
7103 Bond Administration Fee	1,600	3,500	1,600	3,500	-	-
Total Debt Service	\$460,975	\$484,475	\$482,575	\$485,475	1,000	0.2%
Total Capital Expenditures & Debt Service	\$532,672	\$2,054,508	\$2,189,209	\$588,599	(1,465,909)	(71.4%)
Total General Fund Expenditures	\$68,160,232	\$75,689,871	\$73,777,030	\$75,662,429	(27,442)	(0.0%)

SCHEDULE OF EXPENDITURE BY MINOR PROGRAM

Program	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Adopted	<i>Change from 2018/19 Adopted</i>	
Management Services						
City Council	\$388,275	\$1,590,472	\$1,534,089	\$610,348	(\$980,124)	(61.6%)
City Manager	2,177,485	1,448,477	1,368,564	1,352,604	(95,873)	(6.6%)
City Treasurer	36,414	44,385	37,200	45,322	937	2.1%
City Clerk	677,641	896,416	1,048,713	793,805	(102,611)	(11.4%)
City Attorney	1,143,978	990,961	1,099,534	996,205	5,244	0.5%
Total Management Services	\$4,423,793	\$4,970,711	\$5,088,100	\$3,798,284	(\$1,172,427)	(23.6%)
Finance						
Administration	\$1,284,208	\$1,394,705	\$1,395,764	\$1,380,312	(\$14,393)	(1.0%)
Accounting	698,642	733,897	736,030	759,375	25,478	3.5%
Revenue Services	480,213	616,170	457,737	645,940	29,770	4.8%
Business Licensing	117,126	106,655	109,113	107,817	1,162	1.1%
Parking Citations	227,968	222,354	221,683	230,127	7,773	3.5%
Utility Billing	166,651	197,533	186,386	186,149	(11,384)	(5.8%)
Purchasing	444,914	437,526	430,565	450,936	13,410	3.1%
General Services	210,494	247,487	242,487	247,487	-	0.0%
Total Finance	\$3,630,216	\$3,956,327	\$3,779,766	\$4,008,143	\$51,816	1.3%
Human Resources						
Administration	\$1,128,224	\$1,299,170	\$1,166,880	\$1,265,190	(\$33,980)	(2.6%)
Risk Management	692,947	764,526	750,619	796,220	31,694	4.1%
Liability	1,827,224	1,286,572	1,486,186	1,350,965	64,393	5.0%
Workers Compensation	4,785,264	4,383,601	4,354,600	4,414,173	30,572	0.7%
Total Human Resources	\$8,433,659	\$7,733,869	\$7,758,285	\$7,826,548	\$92,679	1.2%
Parks & Recreation						
Administration	\$2,945,440	\$2,937,215	\$3,315,899	\$3,043,678	\$106,463	3.6%
Recreation Services	1,081,682	1,121,904	1,077,107	1,199,863	77,959	6.9%
Teen Drop In Center	101,056	181,505	164,731	184,134	2,629	1.4%
Special Activity Classes	390,445	140,085	145,075	141,222	1,137	0.8%
Special Events	374,464	484,012	472,895	505,247	21,235	4.4%
Tennis Operations	142,970	386,106	355,230	394,027	7,921	2.1%
Facility & Parks Reservations	328,219	429,924	390,096	447,341	17,417	4.1%
Cultural Arts	426,234	498,566	398,423	514,167	15,601	3.1%
Art Classes	287,951	253,697	360,932	291,354	37,657	14.8%
Concerts In The Park	112,900	69,805	107,324	110,943	41,138	58.9%
Sports Leagues & Tournaments	381,142	211,489	260,979	215,657	4,168	2.0%
Sports Classes	442,703	539,307	517,660	545,650	6,343	1.2%
Swimming Activities	521,799	543,422	521,927	569,231	25,809	4.7%
Sports & Aquatics Administration	196,355	191,947	189,811	197,616	5,669	3.0%
Volunteers	185,852	194,797	201,124	202,006	7,209	3.7%
Older Adults Activities	151,208	153,088	153,149	158,605	5,517	3.6%
Senior Services	408,276	377,156	401,443	415,040	37,884	10.0%
Transportation	878,116	945,978	953,890	1,013,744	67,766	7.2%
Total Parks & Recreation	\$9,356,813	\$9,660,003	\$9,987,695	\$10,149,525	\$489,522	5.1%
Police Department						
Administration	\$6,793,530	\$6,779,415	\$6,846,208	\$6,899,758	\$120,343	1.8%
Patrol	9,320,743	9,606,921	9,510,694	10,202,009	595,088	6.2%
Investigations	2,820,004	2,770,838	2,512,190	2,906,768	135,930	4.9%
School Resource Officer	12,237	32,332	31,077	32,547	215	0.7%
Technical Support Services	1,423,636	2,574,310	2,524,868	1,626,537	(947,773)	(36.8%)
Communications	1,402,773	1,499,757	1,349,757	1,488,098	(11,659)	(0.8%)
Crime Prevention	599,201	584,110	596,503	610,424	26,314	4.5%
Traffic Safety	2,139,305	2,284,331	2,153,599	2,397,984	113,653	5.0%
Jail Operations	669,593	714,592	718,120	737,240	22,648	3.2%
Parking Enforcement	1,893,167	2,042,818	1,701,668	2,123,832	81,014	4.0%
Animal Control	236,163	299,950	341,180	317,098	17,148	5.7%
DOJ Regional	197,462	164,500	170,615	153,700	(10,800)	(6.6%)
State SLES Grant	60,366	140,000	185,500	140,000	-	0.0%
Total Police Department	\$27,568,180	\$29,493,874	\$28,641,978	\$29,635,995	\$142,121	0.5%

SCHEDULE OF EXPENDITURE BY MINOR PROGRAM

Program	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Adopted	<i>Change from 2018/19 Adopted</i>	
Fire Department						
Administration	\$2,836,915	\$3,434,397	\$3,649,271	\$3,477,413	\$43,016	1.3%
Prevention	698,215	827,095	799,399	853,373	26,278	3.2%
Fire Investigation	4,364	35,368	20,200	35,368	-	0.0%
Fire Operations	6,942,265	7,217,436	7,573,472	7,488,401	270,965	3.8%
Emergency Medical Services	1,951,474	2,368,107	2,232,656	2,457,889	89,782	3.8%
Support Services	349,810	319,935	308,748	336,485	16,550	5.2%
Emergency Preparedness	36,151	128,456	118,592	129,011	555	0.4%
Fire Reserves	77,286	-	76	-	-	-
CERT	6,788	25,940	24,940	26,520	580	2.2%
Communications	36,401	183,978	174,306	59,730	(124,248)	(67.5%)
Public Education	11,372	31,596	31,596	31,882	286	0.9%
Total Fire Department	\$12,951,039	\$14,572,308	\$14,933,255	\$14,896,072	\$323,764	2.2%
Community Development						
Administration	\$706,830	\$1,190,579	\$1,172,716	\$834,236	(\$356,343)	(29.9%)
Current Planning	564,839	1,302,654	1,080,982	1,330,410	27,756	2.1%
Advance Planning	481,415	-	26,894	-	-	-
Plan Check	1,280,487	1,466,284	1,421,467	1,445,694	(20,590)	(1.4%)
Inspection	1,040,013	1,124,240	1,075,761	1,170,469	46,229	4.1%
Code Enforcement	399,375	439,245	435,504	459,641	20,396	4.6%
Traffic Engineering	338,852	460,056	386,951	510,497	50,441	11.0%
Environmental Programs	166,610	371,409	218,284	652,426	281,017	75.7%
Total Community Development	\$4,978,420	\$6,354,467	\$5,818,559	\$6,403,373	\$48,906	0.8%
Public Works						
Administration	\$1,174,339	\$1,246,201	\$1,218,247	\$1,289,766	\$43,565	3.5%
Civil Engineering	4,091,941	4,314,816	6,431,756	6,434,226	2,119,410	49.1%
Street Repair	4,343,435	5,058,967	7,857,355	3,979,690	(1,079,277)	(21.3%)
Sidewalk Repair	229,511	665,000	755,000	300,000	(365,000)	(54.9%)
Traffic Control	320,620	375,164	467,195	387,378	12,214	3.3%
Bldg & Grounds Maintenance	1,443,521	1,716,889	1,747,528	1,753,723	36,834	2.1%
Parks Maintenance	922,571	1,140,327	1,112,722	1,162,757	22,430	2.0%
School District Maintenance	284,442	285,212	269,253	294,389	9,177	3.2%
Transportation	20,089	45,600	45,600	2,100	(43,500)	(95.4%)
Street Lighting	406,437	404,232	415,569	389,854	(14,378)	(3.6%)
Arbolado Tract Lighting	2,003	4,285	3,902	4,354	69	1.6%
Streetscape Maintenance	184,479	165,919	165,749	171,122	5,203	3.1%
Water Administration	3,026,212	26,884,806	3,346,944	3,858,164	(23,026,642)	(85.6%)
Water Source Of Supply	6,605,706	7,991,184	6,776,104	6,715,015	(1,276,169)	(16.0%)
Water Pumping	818,723	1,650,979	1,668,301	1,651,963	984	0.1%
Water Treatment	48,447	294,995	299,417	300,695	5,700	1.9%
Water Maintenance	1,287,026	1,681,999	1,577,460	1,687,766	5,767	0.3%
Storm Drain Maintenance	1,502,048	1,615,767	1,178,964	1,638,215	22,448	1.4%
Sewer Maintenance	1,883,913	5,349,957	2,536,703	5,092,073	(257,884)	(4.8%)
Refuse Management	4,215,004	4,998,200	4,228,159	4,957,552	(40,648)	(0.8%)
Street Meters & City Lots	2,654,998	2,459,513	2,537,217	4,325,722	1,866,209	75.9%
State Lot A Pier	1,567,384	623,283	804,054	640,070	16,787	2.7%
County Lot B - 26th St	155,083	176,965	176,823	211,618	34,653	19.6%
County Lot C - El Porto	397,927	449,749	448,445	550,547	100,798	22.4%
Fleet Maintenance	964,201	1,160,688	1,289,954	1,248,527	87,839	7.6%
Fleet Replacement	498,344	429,681	1,626,171	1,044,663	614,982	143.1%
Total Public Works	\$39,048,404	\$71,190,378	\$48,984,590	\$50,091,949	(\$21,098,429)	(29.6%)
Information Technology						
Information Technology	2,204,428	3,729,659	3,698,474	2,975,828	(753,831)	(20.2%)
Geographic Information Services	326,964	325,062	305,117	330,960	5,898	1.8%
Total Information Technology	\$2,531,392	\$4,054,721	\$4,003,592	\$3,306,788	(\$747,933)	(18.4%)
Total	\$112,921,916	\$151,986,658	\$128,995,819	\$130,116,677	(\$21,869,981)	(14.4%)

SCHEDULE OF EXPENDITURE DETAIL BY DEPARTMENT

Management Services

Object	Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	% of Total
4101	Salaries & Allowances	\$1,376,435	\$1,128,104	\$1,034,241	\$1,018,039	26.8%
4103	Part Time Employee Salaries	25,530	33,960	23,803	35,348	0.9%
4111	Overtime Regular Employees	1,156	5,000	4,000	5,000	0.1%
4201	Group Medical Insurance	229,161	206,454	205,475	214,295	5.6%
4202	Medicare	19,554	14,488	14,791	14,738	0.4%
4203	Unemployment	480	420	420	420	0.0%
4204	401A Plan City	43,540	39,247	35,997	40,033	1.1%
4205	Workers Compensation	1,920	59,820	59,820	59,820	1.6%
4211	PERS Regular Contribution	88,317	84,254	74,927	85,738	2.3%
4218	PERS Regular Net Pensions Liability	76,826	74,167	71,575	92,252	2.4%
Total Salaries & Benefits		\$1,862,920	\$1,645,914	\$1,525,049	\$1,565,683	41.2%
5101	Contract Services	\$384,797	\$356,840	\$362,000	\$346,840	9.1%
5104	Computer Contract Services	89,430	94,360	82,691	102,800	2.7%
5105	Elections	396	129,192	314,182	8,080	0.2%
5108	Legal Services	766,502	625,000	750,000	625,000	16.5%
5201	Office Supplies	16,010	12,000	14,138	12,500	0.3%
5202	Memberships & Dues	56,600	62,375	59,120	62,375	1.6%
5203	Reference Books & Periodicals	466	1,600	1,500	1,600	0.0%
5205	Training, Conferences & Meetings	78,344	142,965	123,795	142,665	3.8%
5207	Advertising	14,238	19,830	16,330	20,330	0.5%
5208	Postage	823	401	419	401	0.0%
5210	Computers, Supplies & Software	600	-	-	-	-
5212	Office Equipment Maintenance	96	250	250	250	0.0%
5214	Employee Awards & Events	-	11,500	11,500	11,500	0.3%
5217	Departmental Supplies	63,771	48,200	55,186	59,350	1.6%
5225	Printing	499	1,450	1,350	1,500	0.0%
5227	City Store Purchases	4,191	10,000	10,000	10,000	0.3%
5240	Assessments & Taxes	2,834	2,800	2,881	2,800	0.1%
5260	Council Contingencies	-	100,000	42,150	100,000	2.6%
5262	Public Service Events	40,862	44,375	40,000	44,375	1.2%
5269	M.B. School Support	-	1,000,000	1,000,000	-	-
5501	Telephone	3,475	5,502	4,373	5,666	0.1%
Total Materials & Services		\$1,523,935	\$2,668,640	\$2,891,865	\$1,558,032	41.0%
5611	Warehouse Purchases	\$171	\$250	\$300	\$250	0.0%
5621	Information Technology Allocation	145,800	264,167	264,167	279,939	7.4%
5631	Insurance Allocation	759,120	224,400	224,400	224,400	5.9%
5651	Building & Operations Allocation	131,826	167,340	161,151	169,980	4.5%
Total Internal Services		\$1,036,916	\$656,157	\$650,018	\$674,569	17.8%
Total Operating Expenses		\$4,423,771	\$4,970,711	\$5,066,932	\$3,798,284	100.0%
6111	Furniture & Fixtures	-	-	\$5,011	-	-
6141	Computer Equipment & Software	-	-	\$16,157	-	-
6212	CIP Bldg & Facility - CYr	\$22	-	-	-	-
Total Capital Projects & Equipment		\$22	-	\$16,157	-	-
Total Expenditures		\$4,423,793	\$4,970,711	\$5,088,100	\$3,798,284	100.0%
Source of Funds						
General Fund		\$4,423,771	\$4,970,711	\$5,088,100	\$3,798,284	100.0%
Capital Improvement Fund		22	-	-	-	-
Total Source of Funds		\$4,423,793	\$4,970,711	\$5,088,100	\$3,798,284	100.0%

SCHEDULE OF EXPENDITURE DETAIL BY DEPARTMENT

Finance

Object	Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	% of Total
4101	Salaries & Allowances	\$1,475,595	\$1,574,106	\$1,422,213	\$1,615,417	40.3%
4103	Part Time Employee Salaries	44,095	48,365	61,150	86,701	2.2%
4111	Overtime Regular Employees	2,534	12,602	5,948	18,017	0.4%
4120	Supplemental Pension Plan	21,690	22,000	22,000	23,000	0.6%
4121	Single Highest Year Plan	53,805	54,000	54,000	56,000	1.4%
4124	Fire Retiree's Health Insurance	23,927	25,000	25,000	26,000	0.6%
4125	Police Retiree's Health Plan	87,384	84,000	84,000	87,000	2.2%
4126	Miscellaneous Retirees Health Plan	48,039	47,000	47,000	49,000	1.2%
4201	Group Medical Insurance	227,358	261,038	227,030	270,791	6.8%
4202	Medicare	19,095	21,267	18,669	21,819	0.5%
4203	Unemployment	480	420	420	420	0.0%
4204	401A Plan City	29,280	41,424	34,249	42,254	1.1%
4205	Workers Compensation	52,500	44,520	44,520	44,520	1.1%
4211	PERS Regular Contribution	111,505	141,826	116,257	145,342	3.6%
4218	PERS Regular Net Pension Liability	90,446	116,016	111,961	144,303	3.6%
Total Salaries & Benefits		\$2,287,733	\$2,493,584	\$2,274,417	\$2,630,584	65.6%
5101	Contract Services	\$293,621	\$350,887	\$417,667	\$301,387	7.5%
5103	Audit Services	67,542	66,000	59,000	96,000	2.4%
5104	Computer Contract Services	187,722	213,271	194,782	134,350	3.4%
5201	Office Supplies	10,396	10,500	10,000	10,500	0.3%
5202	Memberships & Dues	2,166	2,825	2,665	2,825	0.1%
5203	Reference Books & Periodicals	175	1,100	915	1,100	0.0%
5205	Training, Conferences & Meetings	15,942	39,975	39,350	38,700	1.0%
5206	Uniforms/Safety Equipment	985	1,290	900	1,290	0.0%
5207	Advertising	1,752	2,100	960	1,950	0.0%
5208	Postage	36,807	44,870	44,563	44,870	1.1%
5210	Computer Supplies & Software	1,233	2,300	2,150	-	-
5211	Automotive Parts	20,876	25,000	20,000	25,000	0.6%
5214	Employee Awards & Events	679	600	600	600	0.0%
5217	Departmental Supplies	10,566	7,450	9,020	7,450	0.2%
5218	Recruitment Costs	174	-	-	-	-
5222	Warehouse Inventory Purchases	78,390	80,000	80,000	80,000	2.0%
5225	Printing	10,216	13,337	24,736	13,837	0.3%
5231	Bank Service Charge	181,368	175,000	175,000	178,000	4.4%
5267	UAD Loan Program	2,389	-	860	-	-
5501	Telephone	9,828	6,274	4,986	6,462	0.2%
Total Materials & Services		\$932,828	\$1,042,779	\$1,088,154	\$944,321	23.6%
5611	Warehouse Purchases	\$6,528	\$12,530	\$11,530	\$12,530	0.3%
5621	Information Technology Allocation	194,412	156,849	156,849	166,217	4.1%
5631	Insurance Allocation	15,480	6,600	6,600	6,600	0.2%
5641	Fleet Rental Allocation	5,100	5,050	5,050	5,050	0.1%
5642	Fleet Maintenance Allocation	1,434	1,935	2,084	2,001	0.0%
5651	Building & Operations Allocation	186,701	237,000	228,235	240,840	6.0%
Total Internal Services		\$409,655	\$419,964	\$410,348	\$433,238	10.8%
Total Operating Expenses		\$3,630,216	\$3,956,327	\$3,772,919	\$4,008,143	100.0%

SCHEDULE OF EXPENDITURE DETAIL BY DEPARTMENT

Finance

Object	Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	% of Total
6111	Furniture & Fixtures	-	-	-	-	-
6121	Machinery & Equipment	-	-	-	-	-
6141	Computer Equipment & Software	-	-	6,846	-	-
Total Capital Projects & Equipment		-	\$0	\$6,846	\$0	-
7302	Property & Equipment Principal	-	-	-	-	-
7303	Property & Equipment Interest	-	-	-	-	-
Total Debt Service		-	-	-	-	-
Total Capital Expenditures & Debt Service		-	-	\$6,846	-	-
Total Expenditures		\$3,630,216	\$3,956,327	\$3,779,766	\$4,008,143	100.0%
Source of Funds						
General Fund		\$3,182,488	\$3,476,840	\$3,304,419	\$3,519,656	87.8%
Capital Improvement Fund		2,389	-	860	-	-
Building Maintenance & Operations Fund		210,494	247,487	242,487	247,487	6.2%
Pension Trust Fund		234,846	232,000	232,000	241,000	6.0%
Total Source of Funds		\$3,630,216	\$3,956,327	\$3,779,766	\$4,008,143	100.0%

SCHEDULE OF EXPENDITURE DETAIL BY DEPARTMENT

Human Resources

Object	Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	% of Total
4101	Salaries & Allowances	\$845,740	\$817,150	\$717,181	\$833,179	10.6%
4103	Part Time Employee Salaries	718	-	-	-	-
4111	Overtime Regular Employees	389	2,500	2,500	2,500	0.0%
4123	Commuter Pay	-	15,000	15,000	15,000	0.2%
4201	Group Medical Insurance	134,942	139,053	114,278	144,290	1.8%
4202	Medicare	11,816	11,848	9,835	12,081	0.2%
4203	Unemployment	480	420	420	420	0.0%
4204	401A Plan City	31,617	31,097	23,963	31,716	0.4%
4205	Workers Compensation	28,200	51,960	51,960	51,960	0.7%
4211	PERS Regular Contribution	63,302	68,158	54,161	69,521	0.9%
4218	PERS Regular Net Pension Liability	48,822	64,977	62,706	80,821	1.0%
Total Salaries & Benefits		\$1,166,025	\$1,202,163	\$1,052,004	\$1,241,488	15.9%
5101	Contract Services	\$167,693	\$266,992	\$275,639	\$280,940	3.6%
5104	Computer Contract Services	7,308	7,545	7,545	1,767	0.0%
5107	Physical/Psychological Exams	32,555	36,090	45,590	36,090	0.5%
5108	Legal Services	173,039	180,000	173,000	120,000	1.5%
5201	Office Supplies	3,826	8,450	8,450	8,450	0.1%
5202	Memberships & Dues	1,862	2,859	2,925	2,859	0.0%
5203	Reference Books & Periodicals	882	930	250	930	0.0%
5205	Training, Conferences & Meetings	28,767	84,075	89,075	88,575	1.1%
5208	Postage	4,179	887	925	887	0.0%
5214	Employee Awards & Events	8,783	18,500	12,500	18,500	0.2%
5216	Tuition Reimbursement	23,307	32,000	30,000	32,000	0.4%
5217	Departmental Supplies	1,799	1,500	1,500	1,500	0.0%
5218	Recruitment Costs	30,870	44,300	45,000	44,300	0.6%
5225	Printing	57	150	150	150	0.0%
5250	Insurance Premiums	713,326	809,293	764,000	868,633	11.1%
5251	Claims Paid	5,490,564	4,300,000	4,553,334	4,300,000	54.9%
5252	Claims Administration	213,441	235,829	232,494	242,658	3.1%
5253	Miscellaneous Bonds/Insurance	-	8,450	6,750	9,106	0.1%
5254	Unemployment	10,925	25,000	25,000	25,000	0.3%
5255	Property Insurance	164,805	240,000	207,607	276,000	3.5%
5501	Telephone	9,687	3,404	2,706	3,506	0.0%
Total Materials & Services		\$7,087,673	\$6,306,254	\$6,484,440	\$6,361,851	81.3%
5611	Warehouse Purchases	\$175	\$300	\$300	\$300	0.0%
5621	Information Technology Allocation	87,408	120,572	120,572	116,829	1.5%
5631	Insurance Allocation	15,480	6,960	6,960	6,960	0.1%
5651	Building & Operations Allocation	76,898	97,620	94,009	99,120	1.3%
Total Internal Services		\$179,961	\$225,452	\$221,841	\$223,209	2.9%
Total Operating Expenses		\$8,433,659	\$7,733,869	\$7,758,285	\$7,826,548	100.0%
6141	Computer Equipment & Software	-	-	-	-	-
Total Capital Projects & Equipment		-	-	-	-	-
Total Expenditures		\$8,433,659	\$7,733,869	\$7,758,285	\$7,826,548	100.0%
Source of Funds						
General Fund		\$1,128,224	\$1,299,170	\$1,166,880	\$1,265,190	16.2%
Insurance Reserve		7,305,435	6,434,699	6,591,405	6,561,358	83.8%
Total Source of Funds		\$8,433,659	\$7,733,869	\$7,758,285	\$7,826,548	100.0%

SCHEDULE OF EXPENDITURE DETAIL BY DEPARTMENT

Parks and Recreation

Object	Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	% of Total
4101	Salaries & Allowances	\$1,808,774	\$1,904,429	\$1,823,404	\$1,952,919	19.2%
4103	Part Time Employee Salaries	1,857,906	1,762,698	1,897,220	1,914,101	18.9%
4111	Overtime Regular Employees	20,526	29,986	26,370	29,989	0.3%
4201	Group Medical Insurance	308,072	353,824	317,310	366,885	3.6%
4202	Medicare	52,228	50,606	54,234	51,450	0.5%
4203	Unemployment	11,280	8,100	8,100	8,100	0.1%
4204	401A Plan City	25,379	40,391	30,149	36,913	0.4%
4205	Workers Compensation	2,640	106,800	106,800	106,800	1.1%
4211	PERS Regular Contribution	206,918	283,196	228,175	319,588	3.1%
4218	PERS Regular Net Pension Liability	143,610	153,499	148,114	190,928	1.9%
Total Salaries & Benefits		\$4,437,333	\$4,693,529	\$4,639,876	\$4,977,673	49.0%
5101	Contract Services	\$2,087,645	\$2,181,565	\$2,228,187	\$2,292,187	22.6%
5104	Computer Contract Services	16,399	17,745	21,000	18,670	0.2%
5201	Office Supplies	42,660	37,500	37,500	37,500	0.4%
5202	Memberships & Dues	11,273	15,398	13,473	15,398	0.2%
5203	Reference Books & Periodicals	2,223	1,738	2,200	1,774	0.0%
5205	Training, Conferences & Meetings	42,728	60,100	51,430	60,100	0.6%
5206	Uniforms/Safety Equipment	13,010	18,547	18,045	14,345	0.1%
5207	Advertising	32,345	58,366	51,292	58,534	0.6%
5208	Postage	33,746	32,016	32,682	32,016	0.3%
5210	Computer Supplies & Software	5,471	6,316	2,500	5,316	0.1%
5217	Departmental Supplies	410,619	347,638	358,200	350,801	3.5%
5218	Recruitment Costs	4,035	5,544	4,520	5,544	0.1%
5223	Bus Pass Subsidies	5,374	6,600	4,000	6,600	0.1%
5224	Recreation Bus Trips	47,098	57,222	57,222	59,225	0.6%
5225	Printing	89,385	106,642	110,861	109,726	1.1%
5264	City Funds Exchange	-	161,000	161,000	200,000	2.0%
5265	Service Agency Contributions	37,315	37,315	37,315	37,315	0.4%
5501	Telephone	18,312	20,000	15,769	20,600	0.2%
5502	Electricity	200,800	219,224	210,678	225,801	2.2%
5503	Natural Gas	6,626	6,147	7,209	6,331	0.1%
Total Materials & Services		\$3,107,062	\$3,396,623	\$3,425,083	\$3,557,783	35.1%
5611	Warehouse Purchases	\$13,312	\$17,984	\$18,230	\$18,465	0.2%
5621	Information Technology Allocation	340,104	511,023	511,023	541,533	5.3%
5631	Insurance Allocation	740,160	279,360	279,360	279,360	2.8%
5641	Fleet Rental Allocation	46,620	40,600	40,600	42,800	0.4%
5642	Fleet Maintenance Allocation	57,061	69,129	74,474	76,456	0.8%
5651	Building & Operations Allocation	131,775	167,280	161,094	169,980	1.7%
Total Internal Services		\$1,329,032	\$1,085,376	\$1,084,781	\$1,128,594	11.1%
Total Operating Expenses		\$8,873,427	\$9,175,528	\$9,149,740	\$9,664,050	95.2%
6121	Machinery & Equipment	-	-	45,380	-	-
6252	CIP Landscape & Site - CYr	22,412	-	310,000	-	-
Total Capital Projects & Equipment		\$22,412	\$0	\$355,380	\$0	-

SCHEDULE OF EXPENDITURE DETAIL BY DEPARTMENT

Parks and Recreation

Object	Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	% of Total
7101	Bond Principal	\$265,000	\$295,000	\$295,000	\$305,000	3.0%
7102	Bond Interest	194,375	185,975	185,975	176,975	1.7%
7103	Bond Administration Fee	1,600	3,500	1,600	3,500	0.0%
Total Debt Service		\$460,975	\$484,475	\$482,575	\$485,475	4.8%
Total Capital Expenditures & Debt Service		\$483,387	\$484,475	\$837,955	\$485,475	4.8%
Total Expenditures		\$9,356,813	\$9,660,003	\$9,987,695	\$10,149,525	100.0%
Source of Funds						
	General Fund	\$8,456,286	\$8,714,025	\$8,723,804	\$9,135,781	90.0%
	Proposition A Fund	878,116	945,978	953,890	1,013,744	10.0%
	Capital Improvement Fund	22,412	-	310,000	-	-
Total Source of Funds		\$9,356,813	\$9,660,003	\$9,987,695	\$10,149,525	100.0%

SCHEDULE OF EXPENDITURE DETAIL BY DEPARTMENT

Police

Object	Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	% of Total
4101	Salaries & Allowances	\$2,701,484	\$2,751,541	\$2,680,371	\$2,833,105	9.6%
4102	Sworn Employee Salaries	8,500,196	8,282,102	7,735,789	8,446,711	28.5%
4103	Part Time Employee Salaries	432,765	372,628	403,000	388,760	1.3%
4111	Overtime Regular Employees	180,117	148,132	203,000	161,949	0.5%
4112	Overtime Sworn Employees	1,617,866	1,575,890	1,531,000	1,608,986	5.4%
4113	Overtime Mutual Aid	18	-	-	-	-
4114	Overtime Special Events	385,680	239,150	410,000	266,150	0.9%
4201	Group Medical Insurance	1,493,578	1,677,923	1,479,759	1,739,850	5.9%
4202	Medicare	182,930	160,200	174,321	163,718	0.6%
4203	Unemployment	12,480	8,700	8,700	8,700	0.0%
4204	401A Plan City	11,861	11,597	11,759	15,290	0.1%
4205	Workers Compensation	2,199,600	2,697,660	2,697,660	2,697,660	9.1%
4211	PERS Regular Contribution	201,573	241,094	220,672	248,334	0.8%
4212	PERS Sworn Contributions	1,492,640	1,604,377	1,448,824	1,636,621	5.5%
4218	PERS Regular Net Pension Liability	162,627	217,575	209,970	270,625	0.9%
4219	PERS Sworn Net Pension Liability	1,441,965	1,895,498	1,829,244	2,354,801	7.9%
4221	PERS Supplement Retirement Paym	3,428	-	11,800	-	-
Total Salaries & Benefits		\$21,020,809	\$21,884,067	\$21,055,869	\$22,841,260	77.1%
5101	Contract Services	\$537,796	\$677,690	\$706,600	\$723,790	2.4%
5104	Computer Contract Services	122,041	173,450	149,020	178,150	0.6%
5106	SBRPCA Communications	1,386,961	1,499,207	1,349,207	1,487,531	5.0%
5107	Physical/Psychological Exams	28,700	13,700	13,700	13,900	0.0%
5108	Legal Services	34,530	8,000	3,000	8,000	0.0%
5109	Background Investigations	7,016	6,720	5,500	6,820	0.0%
5201	Office Supplies	37,486	48,200	45,000	49,600	0.2%
5202	Memberships & Dues	7,556	8,755	8,860	9,105	0.0%
5203	Reference Books & Periodicals	1,023	1,140	1,000	1,140	0.0%
5205	Training, Conferences & Meetings	109,159	110,645	113,150	112,395	0.4%
5206	Uniforms/Safety Equipment	138,418	147,255	150,500	137,355	0.5%
5207	Advertising	18,050	6,000	6,000	3,000	0.0%
5208	Postage	5,807	8,959	9,343	8,959	0.0%
5210	Computer Supplies & Software	7,264	24,500	17,000	8,600	0.0%
5214	Employee Awards & Events	2,361	2,850	2,850	2,900	0.0%
5217	Departmental Supplies	245,586	330,900	352,200	334,500	1.1%
5219	STC Training	6,063	3,850	3,000	3,850	0.0%
5220	POST Training	15,367	43,700	48,000	43,700	0.1%
5225	Printing	14,930	17,800	13,000	17,800	0.1%
5263	City Funds Match	9,977	6,000	6,595	8,000	0.0%
5501	Telephone	34,882	47,984	36,383	49,424	0.2%
5502	Electricity	127,479	151,013	148,937	155,543	0.5%
5503	Natural Gas	6,881	5,365	6,391	5,526	0.0%
5504	Water	17,744	16,105	16,278	16,588	0.1%
Total Materials & Services		\$2,923,077	\$3,359,788	\$3,211,514	\$3,386,176	11.4%

SCHEDULE OF EXPENDITURE DETAIL BY DEPARTMENT

Police

Object	Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	% of Total
5611	Warehouse Purchases	\$1,369	\$2,000	\$2,000	\$2,000	0.0%
5621	Information Technology Allocation	738,288	646,037	646,037	684,605	2.3%
5631	Insurance Allocation	1,000,620	541,440	541,440	541,440	1.8%
5641	Fleet Rental Allocation	445,500	468,870	468,870	479,300	1.6%
5642	Fleet Maintenance Allocation	619,709	711,846	799,398	736,471	2.5%
5651	Building & Operations Allocation	386,100	478,680	460,977	485,400	1.6%
Total Internal Services		\$3,191,587	\$2,848,873	\$2,918,722	\$2,929,216	9.9%
Total Operating Expenses		\$27,135,473	\$28,092,728	\$27,186,105	\$29,156,652	98.4%
6111	Furniture & Fixtures	\$23,193	-	-	-	-
6121	Machinery & Equipment	-	-	-	\$93,124	0.3%
6141	Computer Equipment & Software	25,328	1,014,814	1,069,541	-	-
Total Capital Projects & Equipment		\$48,521	\$1,014,814	\$1,069,541	\$93,124	0.3%
7101	Bond Principal	\$240,000	\$250,000	\$250,000	\$257,500	0.9%
7102	Bond Interest	142,581	135,232	135,232	127,619	0.4%
7103	Bond Administration	1,605	1,100	1,100	1,100	0.0%
Total Debt Service		\$384,186	\$386,332	\$386,332	\$386,219	1.3%
Total Capital Expenditures & Debt Service		\$432,707	\$1,401,146	\$1,455,873	\$479,343	1.6%
Total Expenditures		\$27,568,180	\$29,493,874	\$28,641,978	\$29,635,995	100.0%
Source of Funds						
General Fund		\$26,926,166	\$28,803,042	\$27,899,531	\$28,956,076	97.7%
Asset Forfeiture		197,462	164,500	170,615	153,700	0.5%
Police Safety Grants Fund		60,366	140,000	185,500	140,000	0.5%
Capital Improvement Fund		384,186	386,332	386,332	386,219	1.3%
Total Source of Funds		\$27,568,180	\$29,493,874	\$28,641,978	\$29,635,995	100.0%

SCHEDULE OF EXPENDITURE DETAIL BY DEPARTMENT

Fire

Object	Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	% of Total
4101	Salaries & Allowances	\$89,992	\$90,715	\$60,941	\$92,055	0.6%
4102	Sworn Employee Salaries	4,995,803	4,835,740	4,685,233	4,904,011	32.9%
4103	Part Time Employee Salaries	168,271	301,477	162,577	161,909	1.1%
4111	Overtime Regular Employees	12,687	25,000	1,778	1,000	0.0%
4112	Overtime Sworn Employees	1,668,055	1,888,508	1,961,240	1,916,922	12.9%
4113	Overtime Mutual Aid	244,381	165,312	340,000	169,344	1.1%
4114	Overtime Special Events	12,946	17,138	47,138	35,904	0.2%
4115	Cooperative Resources	74,767	72,384	72,384	69,600	0.5%
4116	Overtime Training & Special Detail	124,550	224,400	224,400	230,400	1.5%
4201	Group Medical Insurance	673,929	671,225	666,378	696,047	4.7%
4202	Medicare	98,544	71,961	93,941	72,924	0.5%
4203	Unemployment	1,260	420	420	420	0.0%
4204	401A Plan City	4,624	5,422	2,973	5,531	0.0%
4205	Workers Compensation	1,101,660	1,512,780	1,512,780	1,512,780	10.2%
4211	PERS Regular Contribution	11,123	19,789	11,132	19,903	0.1%
4212	PERS Sworn Contributions	851,346	868,837	847,560	881,320	5.9%
4218	PERS Regular Net Pension Liability	2,118	7,354	7,097	9,148	0.1%
4219	PERS Sworn Net Pension Liability	619,431	839,191	809,859	1,063,999	7.1%
4221	PERS Supplement Retirement Paym	-	-	6,234	-	-
Total Salaries & Benefits		\$10,755,486	\$11,617,653	\$11,514,065	\$11,843,217	79.5%
5101	Contract Services	\$231,178	\$276,681	\$266,717	\$466,641	3.1%
5104	Computer Contract Services	35,208	42,650	56,289	48,850	0.3%
5106	SBRPCA Communications	457,392	505,568	450,568	500,843	3.4%
5107	Physical/Psychological Exams	196	800	800	880	0.0%
5109	Background Investigations	1,200	864	864	864	0.0%
5201	Office Supplies	3,099	6,400	6,400	6,400	0.0%
5202	Memberships & Dues	2,417	5,724	4,999	6,135	0.0%
5203	Reference Books & Periodicals	1,813	3,650	3,350	3,650	0.0%
5205	Training, Conferences & Meetings	63,686	130,150	111,150	127,500	0.9%
5206	Uniforms/Safety Equipment	34,121	62,075	76,566	54,165	0.4%
5208	Postage	591	214	223	214	0.0%
5209	Tools & Minor Equipment	323	-	-	-	-
5214	Employee Awards & Events	3,606	4,000	3,000	4,000	0.0%
5217	Departmental Supplies	148,750	212,100	245,950	216,825	1.5%
5221	Automotive Repair Services	58,572	72,100	72,100	72,100	0.5%
5225	Printing	365	2,350	2,250	2,250	0.0%
5501	Telephone	25,425	18,079	15,747	18,621	0.1%
5502	Electricity	66,197	78,392	77,286	80,744	0.5%
5503	Natural Gas	6,166	5,219	6,129	5,376	0.0%
5504	Water	8,693	7,802	7,776	8,036	0.1%
Total Materials & Services		\$1,148,997	\$1,434,818	\$1,408,164	\$1,624,094	10.9%

SCHEDULE OF EXPENDITURE DETAIL BY DEPARTMENT

Fire

Object	Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	% of Total
5611	Warehouse Purchases	\$4,369	\$6,500	\$6,500	\$6,500	0.0%
5621	Information Technology Allocation	155,496	335,802	335,802	355,846	2.4%
5631	Insurance Allocation	67,740	48,600	48,600	48,600	0.3%
5641	Fleet Rental Allocation	212,760	371,880	371,880	371,880	2.5%
5642	Fleet Maintenance Allocation	40,546	65,415	71,861	67,676	0.5%
5651	Building & Operations Allocation	144,780	179,520	172,881	182,040	1.2%
Total Internal Services		\$625,691	\$1,007,717	\$1,007,524	\$1,032,542	6.9%
Total Operating Expenses		\$12,530,174	\$14,060,188	\$13,929,753	\$14,499,853	97.3%
6111	Furniture & Fixtures	-	-	-	-	-
6121	Machinery & Equipment	\$28,593	-	-	\$10,000	0.1%
6141	Computer Equipment & Software	8,085	125,788	127,170	-	-
6212	CIP Bldg & Facility - CYr	-	-	490,000	-	-
Total Capital Projects & Equipment		\$36,678	\$125,788	\$617,170	\$10,000	0.1%
7101	Bond Principal	\$240,000	\$250,000	\$250,000	\$257,500	1.7%
7102	Bond Interest	142,581	135,232	135,232	127,619	0.9%
7103	Bond Administration	1,605	1,100	1,100	1,100	0.0%
Total Debt Service		\$384,186	\$386,332	\$386,332	\$386,219	2.6%
Total Capital Expenditures & Debt Service		\$420,865	\$512,120	\$1,003,502	\$396,219	2.7%
Total Expenditures		\$12,951,039	\$14,572,308	\$14,933,255	\$14,896,072	100.0%
Source of Funds						
General Fund		\$12,566,852	\$14,185,976	\$14,056,923	\$14,509,853	97.4%
Capital Improvement Fund		384,186	386,332	876,332	386,219	2.6%
Total Source of Funds		\$12,951,039	\$14,572,308	\$14,933,255	\$14,896,072	100.0%

SCHEDULE OF EXPENDITURE DETAIL BY DEPARTMENT

Community Development

Object	Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	% of Total
4101	Salaries & Allowances	\$2,424,839	\$2,713,783	\$2,536,150	\$2,784,236	43.5%
4103	Part Time Employee Salaries	92,688	29,694	76,125	32,679	0.5%
4111	Overtime Regular Employees	22,311	21,867	17,237	16,867	0.3%
4201	Group Medical Insurance	352,516	433,373	381,445	449,427	7.0%
4202	Medicare	35,903	39,682	36,806	40,633	0.6%
4203	Unemployment	480	420	420	420	0.0%
4204	401A Plan City	28,660	32,282	30,915	32,928	0.5%
4205	Workers Compensation	4,440	48,960	48,960	48,960	0.8%
4211	PERS Regular Contribution	186,752	228,070	195,977	234,061	3.7%
4218	PERS Regular New Pension Liability	144,119	209,050	201,743	260,022	4.1%
Total Salaries & Benefits		\$3,292,708	\$3,757,181	\$3,525,778	\$3,900,233	60.9%
5101	Contract Services	\$1,032,198	\$1,346,348	\$1,036,082	\$1,602,359	25.0%
5201	Office Supplies	7,973	13,600	13,600	14,000	0.2%
5202	Memberships & Dues	12,688	16,390	16,390	17,330	0.3%
5203	Reference Books & Periodicals	2,252	3,325	3,325	8,525	0.1%
5205	Training, Conferences & Meetings	20,909	47,700	46,950	51,275	0.8%
5206	Uniforms/Safety Equipment	4,043	6,900	6,800	6,000	0.1%
5207	Advertising	10,999	18,500	17,500	18,650	0.3%
5208	Postage	4,331	6,942	7,240	6,942	0.1%
5209	Tools & Minor Equipment	3,143	1,500	1,500	1,500	0.0%
5210	Computer Supplies & Software	16,073	14,990	13,500	15,675	0.2%
5214	Employee Awards & Events	525	500	500	500	0.0%
5217	Departmental Supplies	29,730	34,150	35,700	34,150	0.5%
5225	Printing	11,424	18,550	19,500	18,610	0.3%
5501	Telephone	8,617	9,163	7,283	9,439	0.1%
Total Materials & Services		\$1,164,906	\$1,538,558	\$1,225,870	\$1,804,955	28.2%
5611	Warehouse Purchases	\$1,418	\$2,000	\$2,000	\$2,100	0.0%
5621	Information Technology Allocation	262,332	245,525	245,525	260,183	4.1%
5631	Insurance Allocation	15,480	63,420	63,420	63,420	1.0%
5641	Fleet Rental Allocation	8,520	74,218	74,218	74,218	1.2%
5642	Fleet Maintenance Allocation	13,449	14,445	25,843	14,944	0.2%
5651	Building & Operations Allocation	219,607	278,880	268,566	283,320	4.4%
Total Internal Services		\$520,806	\$678,488	\$679,572	\$698,185	10.9%
Total Operating Expenses		\$4,978,420	\$5,974,227	\$5,431,220	\$6,403,373	100.0%
6141	Computer Equipment & Software	-	\$380,240	\$387,339	-	-
Total Capital Projects & Equipment		-	\$380,240	\$387,339	-	-
Total Expenditures		\$4,978,420	\$6,354,467	\$5,818,559	\$6,403,373	100.0%
Source of Funds						
General Fund		\$4,978,420	\$6,354,467	\$5,818,559	\$6,403,373	100.0%
Total Source of Funds		\$4,978,420	\$6,354,467	\$5,818,559	\$6,403,373	100.0%

SCHEDULE OF EXPENDITURE DETAIL BY DEPARTMENT

Information Technology

Object	Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	% of Total
4101	Salaries & Allowances	\$968,655	\$999,728	\$940,361	\$1,027,144	31.1%
4103	Part Time Employee Salaries	34,413	40,470	38,556	30,254	0.9%
4111	Overtime Regular Employees	52,641	36,798	53,180	37,976	1.1%
4201	Group Medical Insurance	122,054	143,418	120,690	148,757	4.5%
4202	Medicare	15,023	15,341	14,803	15,708	0.5%
4204	401A Plan City	18,275	26,151	17,804	26,891	0.8%
4205	Workers Compensation	1,320	62,400	62,400	62,400	1.9%
4211	PERS Regular Contribution	68,784	83,650	74,067	85,799	2.6%
4218	PERS Regular Net Pension Liability	56,380	79,737	76,950	99,179	3.0%
Total Salaries & Benefits		\$1,337,545	\$1,487,693	\$1,398,811	\$1,534,108	46.4%
5101	Contract Services	\$71,347	\$116,497	\$91,967	\$116,497	3.5%
5104	Computer Contract Services	477,818	641,173	636,164	643,978	19.5%
5201	Office Supplies	1,486	1,150	1,053	1,150	0.0%
5202	Memberships & Dues	2,412	2,400	2,115	2,400	0.1%
5203	Reference Books & Periodicals	224	500	450	500	0.0%
5205	Training, Conferences & Meetings	31,220	51,155	50,995	49,355	1.5%
5208	Postage	2,451	-	-	-	-
5210	Computer Supplies & Software	375,470	604,882	603,725	622,843	18.8%
5212	Office Equipment Maintenance	-	1,000	1,300	1,000	0.0%
5213	Computer Maintenance & Repair	2,394	24,434	24,057	24,434	0.7%
5216	Tuition Reimbursement	29	-	-	-	-
5217	Departmental Supplies	2,005	2,300	1,903	2,300	0.1%
5225	Printing	2,119	800	466	800	0.0%
5501	Telephone	2,352	5,243	4,167	5,401	0.2%
Total Materials & Services		\$971,328	\$1,451,534	\$1,418,362	\$1,470,658	44.5%
5611	Warehouse Purchases	\$358	\$800	\$746	\$800	0.0%
5631	Insurance Allocation	15,480	6,540	6,540	6,540	0.2%
5651	Building & Operations Allocation	32,959	40,920	39,407	41,700	1.3%
Total Internal Services		\$48,798	\$48,260	\$46,693	\$49,040	1.5%
Total Operating Expenses		\$2,357,670	\$2,987,487	\$2,863,866	\$3,053,806	92.3%
6141	Computer Equipment & Software	\$173,722	\$466,935	539,426	57,719	1.7%
6142	ERP Implementation	-	\$600,299	600,299	195,263	5.9%
Total Capital Projects & Equipment		\$173,722	\$466,935	\$539,426	\$57,719	1.7%
Total Expenditures		\$2,531,392	\$4,054,721	\$4,003,592	\$3,306,788	100.0%
Source of Funds						
General Fund		\$326,964	\$325,062	\$305,117	\$330,960	10.0%
Capital Improvement Fund		-	-	-	-	-
Information Systems Fund		2,204,428	3,729,659	3,698,474	2,975,828	90.0%
Total Source of Funds		\$2,531,392	\$4,054,721	\$4,003,592	\$3,306,788	100.0%

SCHEDULE OF EXPENDITURE DETAIL BY DEPARTMENT

Public Works

Object	Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	% of Total
4101	Salaries & Allowances	\$4,178,809	\$4,965,690	\$4,495,721	\$5,097,441	10.2%
4103	Part Time Employee Salaries	128,633	68,919	113,481	69,961	0.1%
4111	Overtime Regular Employees	67,916	96,878	174,028	94,600	0.2%
4114	Overtime Special Events	19,254	43,000	49,000	44,950	0.1%
4123	Commuter Pay	13,800	-	-	-	-
4201	Group Medical Insurance	684,802	919,969	743,212	954,584	1.9%
4202	Medicare	61,515	72,004	67,142	73,911	0.1%
4203	Unemployment	7,980	6,120	6,120	6,120	0.0%
4204	401A Plan City	60,178	69,234	67,529	70,617	0.1%
4205	Workers Compensation	466,560	348,780	348,780	348,780	0.7%
4211	PERS Regular Contribution	308,909	431,096	362,214	442,299	0.9%
4218	PERS Regular Net Pension Liability	276,847	388,895	375,302	483,721	1.0%
4220	Accrued Leave	(203)	-	-	-	-
Total Salaries & Benefits		\$6,275,000	\$7,410,585	\$6,802,529	\$7,686,984	15.3%
5101	Contract Services	\$13,825,951	\$14,421,540	\$15,084,130	\$14,921,075	29.8%
5104	Computer Contract Services	16,955	59,610	77,494	81,000	0.2%
5201	Office Supplies	18,985	11,500	15,000	11,500	0.0%
5202	Memberships & Dues	11,461	20,550	20,250	21,350	0.0%
5203	Reference Books & Periodicals	4,218	1,650	1,650	4,250	0.0%
5205	Training, Conferences & Meetings	26,518	81,000	79,500	82,200	0.2%
5206	Uniforms/Safety Equipment	17,517	35,900	34,500	35,250	0.1%
5207	Advertising	10,705	14,200	14,200	17,200	0.0%
5208	Postage	5,315	4,818	5,025	4,818	0.0%
5209	Tools & Minor Equipment	5,285	7,800	7,800	7,900	0.0%
5210	Computer Supplies & Software	71,749	58,150	55,450	63,350	0.1%
5212	Office Equipment Maintenance	-	2,000	2,000	2,100	0.0%
5214	Employee Awards & Events	1,392	1,000	1,500	1,000	0.0%
5217	Departmental Supplies	792,572	1,255,850	1,245,350	1,273,700	2.5%
5218	Recruitment Costs	495	-	-	-	-
5225	Printing	7,585	14,900	14,900	16,800	0.0%
5226	Automotive Fuel	304,216	398,500	398,500	426,250	0.9%
5231	Banking Service Fees	454,997	457,000	510,000	469,000	0.9%
5232	Bad Debt Expense	5,850	-	-	-	-
5240	Assessments & Taxes	118,626	770,340	770,340	791,160	1.6%
5266	DMMBPA Allocation	109,522	110,000	110,000	110,000	0.2%
5268	UAD Construction Fund Refunds	-	-	197,475	-	-
5271	Bond Refunding	403,265	-	-	-	-
5501	Telephone	186,874	95,079	154,792	97,930	0.2%
5502	Electricity	743,223	853,707	752,807	819,321	1.6%
5503	Natural Gas	109,779	99,450	96,698	102,433	0.2%
5504	Water	501,975	540,285	478,476	556,493	1.1%
Total Materials & Services		\$17,755,029	\$19,314,829	\$20,127,837	\$19,916,080	39.8%
5601	Administrative Service Charge	\$3,180,389	\$3,572,530	\$3,637,530	\$3,664,530	7.3%
5611	Warehouse Purchases	49,944	63,530	60,630	64,030	0.1%
5612	Garage Purchases	22,604	25,000	25,000	25,000	0.0%
5621	Information Technology Allocation	359,484	438,149	438,149	409,495	0.8%
5631	Insurance Allocation	549,540	665,700	665,700	665,700	1.3%
5641	Fleet Rental Allocation	319,920	382,380	382,380	390,240	0.8%
5642	Fleet Maintenance Allocation	232,002	298,998	316,295	302,059	0.6%
5651	Building & Operations Allocation	\$220,281	\$275,100	\$264,926	\$279,180	0.6%
Total Internal Services		\$4,934,163	\$5,721,387	\$5,790,610	\$5,800,234	11.6%

SCHEDULE OF EXPENDITURE DETAIL BY DEPARTMENT

Public Works

Object	Description	2017-18 Actual	2018-19 Adopted	2018-19 Estimate	2019-20 Proposed	% of Total
9101	Transfers Out	\$18,429	\$190,091	\$60,091	\$147,112	0.3%
Total Transfers		\$18,429	\$190,091	\$60,091	\$147,112	0.3%
Total Operating Expenses		\$28,982,621	\$32,636,892	\$32,781,067	\$33,550,410	67.0%
6121	Machinery & Equipment	\$36,491	\$40,000	\$40,000	-	-
6131	Vehicles	497,249	429,681	1,626,171	1,044,663	2.1%
6141	Computer Equipment & Software	-	133,290	175,360	-	-
6142	ERP Implementation	-	118,593	118,593	19,788	0.0%
6151	Land	550,501	-	-	-	-
6212	CIP Bldg. & Facility - CYr	2,184,331	26,185,000	1,811,231	3,445,000	6.9%
6222	CIP Street Improvements - CYr	2,914,217	4,048,259	7,180,505	2,270,000	4.5%
6232	CIP Utility Improvements - CYr	-	-	115,000	-	-
6242	CIP Line Improvements - CYr	1,243,163	5,000,000	762,000	4,750,000	9.5%
6252	CIP Landscape & Site - CYr	35,958	-	-	-	-
6263	Infrastructure Improvements	247,788	1,030,000	2,810,000	2,460,000	4.9%
Total Capital Projects & Equipment		\$7,709,698	\$36,984,823	\$14,638,860	\$13,989,451	27.9%
7101	Bond Principal	\$1,380,000	\$639,000	\$635,000	\$1,525,000	3.0%
7102	Bond Interest	521,428	478,663	478,663	443,088	0.9%
7103	Bond Administration	12,559	11,000	11,000	12,000	0.0%
Total Debt Service		\$1,913,987	\$1,128,663	\$1,124,663	\$1,980,088	4.0%
7301	Land Leases	\$441,003	\$440,000	\$440,000	\$572,000	1.1%
7303	Property & Equipment Interest	1,095	-	-	-	-
Total Property & Equipment Leases		\$442,099	\$440,000	\$440,000	\$572,000	1.1%
Total Capital Expenditures & Debt Service		\$10,065,783	\$38,553,486	\$16,203,523	\$16,541,539	33.0%
Total Expenditures		\$39,048,404	\$71,190,378	\$48,984,590	\$50,091,949	100.0%
Source of Funds						
General Fund		\$6,171,060	\$7,560,578	\$7,413,697	\$7,743,256	15.5%
Street Lighting & Landscape Fund		592,920	574,436	585,220	565,330	1.1%
Gas Tax		1,953,795	2,175,259	3,320,575	880,000	1.8%
Federal & State Grants Fund		-	-	-	-	-
Proposition C Fund		731,928	759,000	734,000	461,000	0.9%
AB 2766 Fund		20,089	45,600	45,600	2,100	0.0%
Measure R		518,462	472,000	215,930	380,000	0.8%
Measure M		-	311,000	435,000	517,000	1.0%
Capital Improvement Fund		684,645	1,649,000	5,636,000	2,860,000	5.7%
Underground Assessment Districts		403,265	-	197,475	-	-
Water Fund		11,786,113	38,503,963	13,668,226	14,213,603	28.4%
Stormwater Fund		1,502,048	1,615,767	1,178,964	1,638,215	3.3%
Wastewater Fund		1,883,913	5,349,957	2,536,703	5,092,073	10.2%
Refuse Fund		4,215,004	4,998,200	4,228,159	4,957,552	9.9%
Parking Fund		2,654,998	2,459,513	2,537,217	4,325,722	8.6%
County Parking Lots Fund		553,010	626,714	625,268	762,165	1.5%
State Pier and Parking Lot Fund		1,567,384	623,283	804,054	640,070	1.3%
Fleet Management Fund		1,462,545	1,590,369	2,916,125	2,293,190	4.6%
Building Maintenance & Operations Fund		1,424,707	1,716,889	1,747,528	1,753,723	3.5%
Special Assessment Redemption Fund		922,519	158,850	158,850	1,006,950	2.0%
Total Source of Funds		\$39,048,404	\$71,190,378	\$48,984,590	\$50,091,949	100.0%



Capital Budget Summary



SCHEDULE OF CAPITAL PROJECTS BY FUND

	Remaining Allocation as of 02/28/19 ¹	Capital Improvement Plan					TOTAL Five-Year
		Proposed FY2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	
CIP Project Funding Summary							
Street Lighting & Landscape Fund	-	35,000	35,000	35,000	35,000	35,000	175,000
Streets & Highways Fund	4,955,154	800,000	990,000	1,750,000	750,000	1,750,000	10,995,154
Prop C Fund	21,402,725	400,000	800,000	-	1,200,000	-	23,802,725
Measure R Fund	1,483,905	340,000	720,000	-	800,000	-	3,343,905
Measure M Fund	335,000	480,000	640,000	600,000	-	800,000	2,855,000
CIP Fund	7,166,576	2,710,000	700,000	850,000	850,000	850,000	13,126,576
Water Fund	36,630,732	1,700,000	2,050,000	1,750,000	2,250,000	2,000,000	46,380,732
Stormwater Fund	1,476,367	710,000	1,210,000	710,000	710,000	710,000	5,526,367
Wastewater Fund	7,421,289	3,250,000	3,000,000	2,500,000	1,100,000	2,500,000	19,771,289
Refuse Fund	150,000	650,000	-	-	-	-	800,000
Parking Fund	480,250	1,850,000	-	-	150,000	800,000	3,280,250
State Pier & Lot Fund	240,000	-	-	-	-	-	240,000
	\$81,741,998	\$12,925,000	\$10,145,000	\$8,195,000	\$7,845,000	\$9,445,000	\$130,296,998

	Estimated Unfunded Projects Cost	TOTAL Unfunded
Unfunded Projects	\$89,080,250	\$89,080,250

¹ "Remaining Allocation as of 02/28/19" column includes estimated carryover funding that will be expended as multi-year projects progress. Reported carryover funds reflect the amount of fund balance previously committed to projects in prior year adopted budgets. In the Five Year Forecast, Opening Fund Balances include assumptions for Committed Capital Project expenditures and, where applicable, anticipated grant revenue.

SCHEDULE OF CAPITAL PROJECTS BY FUND

	Remaining Allocation as of 02/28/19 ¹	Capital Improvement Plan					TOTAL Five-Year
		Proposed FY2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	
Street Lighting & Landscape Fund							
Annual Streetlight Replacement	-	35,000	35,000	35,000	35,000	35,000	\$175,000
Street Lighting & Landscape Total	-	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$175,000
Streets & Highways Fund							
Streets-Concrete Repairs							
Annual Curb, Gutter and Ramp Replacement	\$766,003	\$300,000	\$365,000	\$365,000	\$365,000	\$365,000	\$2,526,003
Strand Resurfacing Project	200,000	-	-	-	-	-	200,000
Village Field ADA Access: Design	100,000	-	-	-	-	-	100,000
Streets-Concrete Repairs Total	\$1,066,003	\$300,000	\$365,000	\$365,000	\$365,000	\$365,000	\$2,826,003
Streets-Pavement Projects							
Annual Slurry Seal Program	\$1,155,000	-	\$585,000	\$385,000	\$385,000	\$385,000	\$2,895,000
Annual Street Resurfacing Program	375,000	500,000	-	1,000,000	-	1,000,000	\$2,875,000
Street Resurfacing: Marine from Sepulveda to Aviation	598,259	-	-	-	-	-	\$598,259
Morningside Drive: 10th to MBB	199,368	-	-	-	-	-	\$199,368
Triennial Pavement Management System Update	-	-	40,000	-	-	-	\$40,000
Streets-Pavement Projects Total	\$2,327,627	\$500,000	\$625,000	\$1,385,000	\$385,000	\$1,385,000	\$6,607,627
Streets-Capacity Improvements							
Aviation at Artesia, SB to WB Right-Turn Lane (SBHP Grant)	\$1,349,066	-	-	-	-	-	\$1,349,066
Sepulveda & 8th St Intersection Improvements (HSIP Grant)	212,458	-	-	-	-	-	\$212,458
Streets-Capacity Improvements Total	\$1,561,524	-	-	-	-	-	\$1,561,524
Streets & Highways Total	\$4,955,154	\$800,000	\$990,000	\$1,750,000	\$750,000	\$1,750,000	\$10,995,154
Prop C Fund							
Streets-Pavement Projects							
Street Resurfacing: Marine from Sepulveda to Aviation	\$450,414	-	-	-	-	-	\$450,414
Annual Street Resurfacing Program	700,000	400,000	800,000	-	1,200,000	-	\$3,100,000
Streets-Pavement Projects Total	\$1,150,414	\$400,000	\$800,000	-	\$1,200,000	-	\$3,550,414
Streets-Capacity Improvements							
Dual LT Lanes on MBB at Sepulveda (SBHP Grant)	\$1,244,681	-	-	-	-	-	\$1,244,681
Sepulveda Bridge (SBHP Grant)	8,692,678	-	-	-	-	-	\$8,692,678
Sepulveda Bridge Widening (MTA Call Grant)	6,697,261	-	-	-	-	-	\$6,697,261
Sepulveda Bridge Widening Prop C Local	2,632,251	-	-	-	-	-	\$2,632,251
Sepulveda Intersection Improvements - Cedar/Marine only	985,440	-	-	-	-	-	\$985,440
Streets-Capacity Improvements Total	\$20,252,311	-	-	-	-	-	\$20,252,311
Prop C Total	\$21,402,725	\$400,000	\$800,000	-	\$1,200,000	-	\$23,802,725

SCHEDULE OF CAPITAL PROJECTS BY FUND

	Remaining Allocation as of 02/28/19 ¹	Proposed Capital Improvement Plan					TOTAL Five-Year
		FY2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	
Measure R							
Streets-Pavement Projects							
Street Resurfacing: Liberty Village	\$748,905	-	-	-	-	-	\$748,905
Annual Street Resurfacing Program	-	-	\$400,000	-	\$800,000	-	\$1,200,000
Streets-Pavement Projects Total	\$748,905	-	\$400,000	-	\$800,000	-	\$1,948,905
Streets-Capacity Improvements							
Protected LT Lanes: MBB at Peck Ave	\$285,000	-	-	-	-	-	\$285,000
Streets-Capacity Improvements Total	\$285,000	-	-	-	-	-	\$285,000
Streets-Pedestrian Improvements							
Ocean Drive Walkstreet Crossings	\$450,000	-	-	-	-	-	\$450,000
Rosecrans Bike Lane Improvements (relocated from CIP Fund)	-	\$240,000	-	-	-	-	\$240,000
Aviation (West-side) and 33rd Sidewalk	-	100,000	320,000	-	-	-	\$420,000
Streets-Pedestrian Improvements Total	\$450,000	\$340,000	\$320,000	-	-	-	\$1,110,000
Measure R Total	\$1,483,905	\$340,000	\$720,000	-	\$800,000	-	\$3,343,905
 Measure M							
ADA Transition Plan within Public Rights of Way	\$60,000	-	-	-	-	-	\$60,000
Street Resurfacing: Liberty Village	275,000	-	-	-	-	-	\$275,000
Rowell Avenue Sidewalk Connection (Curtis & 1st St.)	-	200,000	640,000	-	-	-	\$840,000
Annual Street Resurfacing Program	-	-	-	600,000	-	800,000	\$1,400,000
Traffic Signal Pole: 15th and Highland	-	280,000	-	-	-	-	\$280,000
Streets-Pedestrian Improvements Total	\$335,000	\$480,000	\$640,000	\$600,000	-	\$800,000	\$2,855,000
Measure M Total	\$335,000	\$480,000	\$640,000	\$600,000	-	\$800,000	\$2,855,000

SCHEDULE OF CAPITAL PROJECTS BY FUND

	Remaining Allocation as of 02/28/19 ¹	Capital Improvement Plan					TOTAL Five-Year
		Proposed FY2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	
CIP Fund							
Facilities Projects							
Facility Improvements	\$1,880,481	\$630,000	\$600,000	\$400,000	\$650,000	\$650,000	\$4,810,481
Streetlight LED Retrofit	381,189	-	-	-	-	-	\$381,189
City Hall 1st & 2nd Floor Restroom Remodel	476,550	-	-	-	-	-	\$476,550
Mariposa Fitness Station	217,500	-	-	-	-	-	\$217,500
Village Field Light Fixtures Replacement	39,597	-	-	-	-	-	\$39,597
Ceramics Studio Upgrades	267,000	-	-	-	-	-	\$267,000
City Hall Remodel	42,000	-	-	-	-	-	\$42,000
Engineering Division Space Planning	336,023	-	-	-	-	-	\$336,023
Fire Station 2 Design Development	777,441	-	-	-	-	-	\$777,441
Senior and Scout House	550,000	450,000	-	-	-	-	\$1,000,000
Replacement/Upgrade Fire Station 1 Diesel Exhaust Removal Sys.	-	30,000	-	-	-	-	\$30,000
Begg Field Improvements (Lighting, Fencing, etc.)	500,000	-	-	-	-	-	\$500,000
Historic Documents Repository	-	-	-	250,000	-	-	\$250,000
School District Project - TBD	-	250,000	-	-	-	-	\$250,000
Facilities Projects Total	\$5,467,781	\$1,360,000	\$600,000	\$650,000	\$650,000	\$650,000	\$8,877,781
Right-of-Way Projects							
Downtown Streetscape Improvements: Traffic Signal Pole Replaceme	\$993,050	-	-	-	-	-	\$993,050
Traffic Signal Battery Back-Up Installation	110,000	-	-	-	-	-	\$110,000
Traffic Signal Preemption Devices	158,282	-	-	-	-	-	\$158,282
Annual Non-Motorized Transport. Program (Bike Ins, Crswlks, etc.)	7,715	100,000	100,000	100,000	100,000	100,000	\$507,715
Veterans Parkway Pedestrian Access Master Plan	79,748	-	-	-	-	-	\$79,748
Roadway Safety Bollards/Barriers (concepts only)	-	-	-	-	-	-	-
Automatic License Plate Reader - Sepulveda Blvd (pole only)	-	150,000	-	-	-	-	\$150,000
Right-of-Way Projects Subtotal	1,348,795	250,000	100,000	100,000	100,000	100,000	1,848,795
Grants and Special Funds Projects							
Polliwog Playground Resurfacing & Equip. Replacement (Prop A/CIP)	-	1,000,000	-	-	-	-	\$1,000,000
Polliwog Band Stage (Public Art Trust Fund)	-	100,000	-	-	-	-	\$100,000
Village Field Access Ramp Construction (CDBG Funds)	300,000	-	-	-	-	-	\$300,000
Annual ADA Improvements Program (CDBG Funds)	-	-	-	100,000	100,000	100,000	\$300,000
Sepulveda/Oak Neighborhood Intrusion Study (Man. Village Mall)	50,000	-	-	-	-	-	\$50,000
Grants and Special Funds Projects Total	\$350,000	\$1,100,000	-	\$100,000	\$100,000	\$100,000	\$1,750,000
CIP Fund Total	\$7,166,576	\$2,710,000	\$700,000	\$850,000	\$850,000	\$850,000	\$12,476,576

SCHEDULE OF CAPITAL PROJECTS BY FUND

	Remaining Allocation as of 02/28/19 ¹	Capital Improvement Plan					TOTAL Five-Year
		Proposed FY2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	
Water Fund							
Water Projects							
Annual Pipe Replacement Program	\$3,100,000	\$1,500,000	\$1,500,000	\$1,500,000	\$2,000,000	\$2,000,000	\$11,600,000
Water Meter Upgrade and Automation	5,340,000	-	-	-	-	-	\$5,340,000
Block 35 Ground Level Reservoir Replacement (Design Only)	1,200,000	-	-	-	-	-	\$1,200,000
Chloramination System at Wells 11 & 15	302,879	-	-	-	-	-	\$302,879
Larsson Street Booster Station Improvement	745,500	-	-	-	-	-	\$745,500
Paint Block 35 Elevated Tank	841,594	-	-	-	-	-	\$841,594
Peck Ground Level Reservoir Replacement	23,110,364	-	-	-	-	-	\$23,110,364
Redrill & Equip Well 15	650,000	-	-	-	-	-	\$650,000
Utility Radio Telemetry	215,395	-	-	-	-	-	\$215,395
Well 11A Variable Frequency Drive Installation	125,000	-	-	-	-	-	\$125,000
Well 15 Electrical Panel Replacement and VFD Installation	300,000	-	-	-	-	-	\$300,000
Well Collection Line from Well 11A to Block 35 (Design Only)	700,000	-	-	-	-	-	\$700,000
Water Masterplan Update	-	-	300,000	-	-	-	\$300,000
Electronics Automation - SCADA, etc.	-	200,000	-	-	-	-	\$200,000
Generator Upgrades - Larsson, Well 15 and Block 35	-	-	250,000	250,000	250,000	-	\$750,000
Water Projects Total	\$36,630,732	\$1,700,000	\$2,050,000	\$1,750,000	\$2,250,000	\$2,000,000	\$46,380,732
Water Total	\$36,630,732	\$1,700,000	\$2,050,000	\$1,750,000	\$2,250,000	\$2,000,000	\$46,380,732
Stormwater Fund							
Stormwater Projects							
Storm Drain Debris Collection Devices	\$670,159	\$60,000	-	\$210,000	\$210,000	\$210,000	\$1,360,159
Storm Drain Repairs	556,208	500,000	-	500,000	500,000	500,000	\$2,556,208
CCTV Storm Drain System	-	150,000	-	-	-	-	\$150,000
Stormwater Masterplan Update	250,000	-	-	-	-	-	\$250,000
Joint Watershed Project: Hermosa Greenbelt	-	-	500,000	-	-	-	\$500,000
Manhattan Vill. Trash Capture Device (reallocated from Refuse)	-	-	710,000	-	-	-	\$710,000
Stormwater Projects Total	\$1,476,367	\$710,000	\$1,210,000	\$710,000	\$710,000	\$710,000	\$5,526,367
Stormwater Total	\$1,476,367	\$710,000	\$1,210,000	\$710,000	\$710,000	\$710,000	\$5,526,367

SCHEDULE OF CAPITAL PROJECTS BY FUND

Remaining Allocation as of 02/28/19 ¹	Capital Improvement Plan					TOTAL Five-Year	
	Proposed FY2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24		
Wastewater Fund							
Wastewater Projects							
Annual Rehabilitation of Gravity Sewer Mains	\$1,648,200	\$1,100,000	\$1,100,000	\$1,100,000	\$1,100,000	\$1,500,000	\$7,548,200
Poinsettia Sewage Lift Station and Force Main Replacement	3,297,480	-	-	-	-	-	\$3,297,480
Pacific Lift Station Upgrade	2,400,000	-	-	-	-	-	\$2,400,000
Utility Radio Telemetry	75,609	-	-	-	-	-	\$75,609
Voorhees Lift Station Upgrade	-	2,150,000	-	-	-	-	\$2,150,000
Meadows Lift Station Upgrade	-	-	1,600,000	-	-	-	\$1,600,000
Wastewater Master Plan Update	-	-	300,000	-	-	-	\$300,000
Palm Lift Station Upgrade	-	-	-	1,400,000	-	-	\$1,400,000
City Hall Lift Station Upgrade	-	-	-	-	-	1,000,000	\$1,000,000
Wastewater Projects Total	\$7,421,289	\$3,250,000	\$3,000,000	\$2,500,000	\$1,100,000	\$2,500,000	\$19,771,289
Wastewater Total	\$7,421,289	\$3,250,000	\$3,000,000	\$2,500,000	\$1,100,000	\$2,500,000	\$19,771,289
Refuse Fund							
Facilities Projects							
City-owned Refuse Enclosure Improvements	150,000	650,000	-	-	-	-	800,000
Facilities Projects Total	\$150,000	\$650,000	-	-	-	-	\$800,000
Refuse Total	\$150,000	\$650,000	-	-	-	-	\$800,000
Parking Fund							
Parking Projects							
Parking Structure Structural Rehab: Lot 4	480,250	250,000	-	-	-	-	\$730,250
Parking Structure Structural Analysis/Design: Lot 3	-	-	-	-	150,000	800,000	\$950,000
Parking Meter Upgrades	-	1,400,000	-	-	-	-	\$1,400,000
Tree and Grate Installations (NMB-BID Fund)	-	200,000	-	-	-	-	\$200,000
Parking Projects Total	\$480,250	\$1,850,000	-	-	\$150,000	\$800,000	\$3,280,250
Parking Total	\$480,250	\$1,850,000	-	-	\$150,000	\$800,000	\$3,280,250
State Pier & Lot Fund							
Parking Projects							
Pier Lot Safety Lighting	\$40,000	-	-	-	-	-	\$40,000
Pier Railings - Design	200,000	-	-	-	-	-	\$200,000
Parking Projects Total	\$240,000	-	-	-	-	-	\$240,000
State Pier & Lot Fund Total	\$240,000	-	-	-	-	-	\$240,000

FY 2019-20 SCHEDULE OF CAPITAL PURCHASES - EQUIPMENT & VEHICLES

Department	Description / Vehicle to Be Replaced	Expenditure Type	Prior Year Carryforward	Approved Expenditure	FY 2020 Approved
EQUIPMENT (Objects 6141 & 6142)					
Information Technology	ERP - Finance/HR System ¹	Replacement	43,376	\$171,675	\$215,051
Information Technology	Citywide Network Equipment Replacements	Replacement		57,719	\$57,719
Total Equipment Purchases			\$43,376	\$229,394	\$272,770
VEHICLES (Object 6131)					
New Vehicles for FY 2020					
Public Works	Truck for re-instated Public Works Inspector	New	50,000		\$50,000
Public Works	Truck for re-instated Electrician	New	50,000		\$50,000
Public Works	CCTV Vehicle	New	30,000		\$30,000
Replacement Vehicles for FY 2020					
Community Development	Chevrolet Bolt	Replacement		\$71,917	\$71,917
Parks and Recreation	Portable Bandstand	Replacement		177,813	\$177,813
Parks and Recreation	Chevrolet Bolt	Replacement		26,937	\$26,937
Police Department	Chevrolet Tahoe	Replacement		60,683	\$60,683
Police Department	Chevrolet Tahoe	Replacement		60,420	\$60,420
Police Department	Chevrolet Tahoe PPV Supervisor	Replacement		60,028	\$60,028
Police Department	F-250 SD Supercab XTL 4x4	Replacement	79,722		\$79,722
Public Works	Freightliner FL-70 Aerial	Replacement		210,143	\$210,143
Public Works	Ford F250 Valve Cycle Truck	Replacement		167,000	\$167,000
Total Vehicle Purchases			\$209,722	\$834,941	\$1,044,663
Total Funded Capital Purchases - Equipment & Vehicles			\$253,098	\$1,064,335	\$1,317,433
TOTAL CAPITAL PURCHASES BY DEPARTMENT					
Management Services			-	-	-
Finance			-	-	-
Human Resources			-	-	-
Parks and Recreation			-	204,750	204,750
Police Department			79,722	181,131	260,853
Fire Department			-	-	-
Community Development			-	71,917	71,917
Public Works			130,000	377,143	507,143
Information Technology			43,376	229,394	272,770
Grand Total			\$253,098	\$1,064,335	\$1,317,433

Represents capital expenditures (units > \$5k) only.

A majority of the vehicles are purchased by Public Works through the Fleet Fund. A rental charge is then assessed to the respective departments for the estimated life of the vehicle.

Five Year Forecast



Five Year Forecast

General Fund

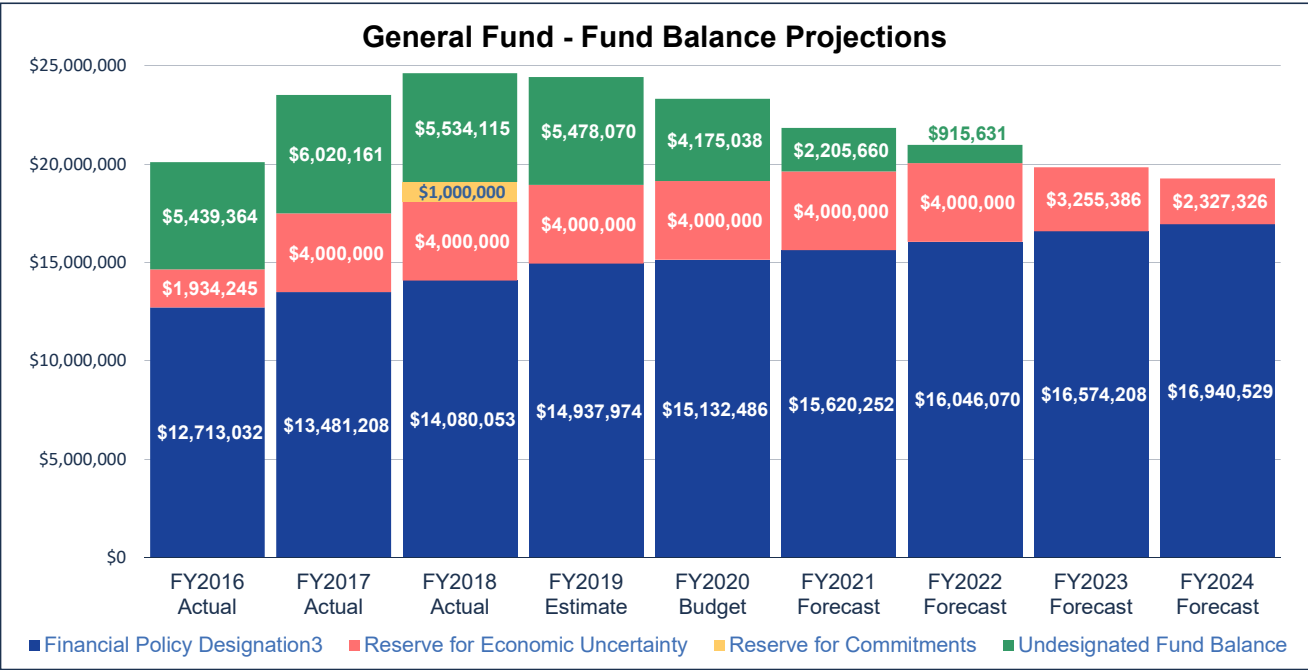
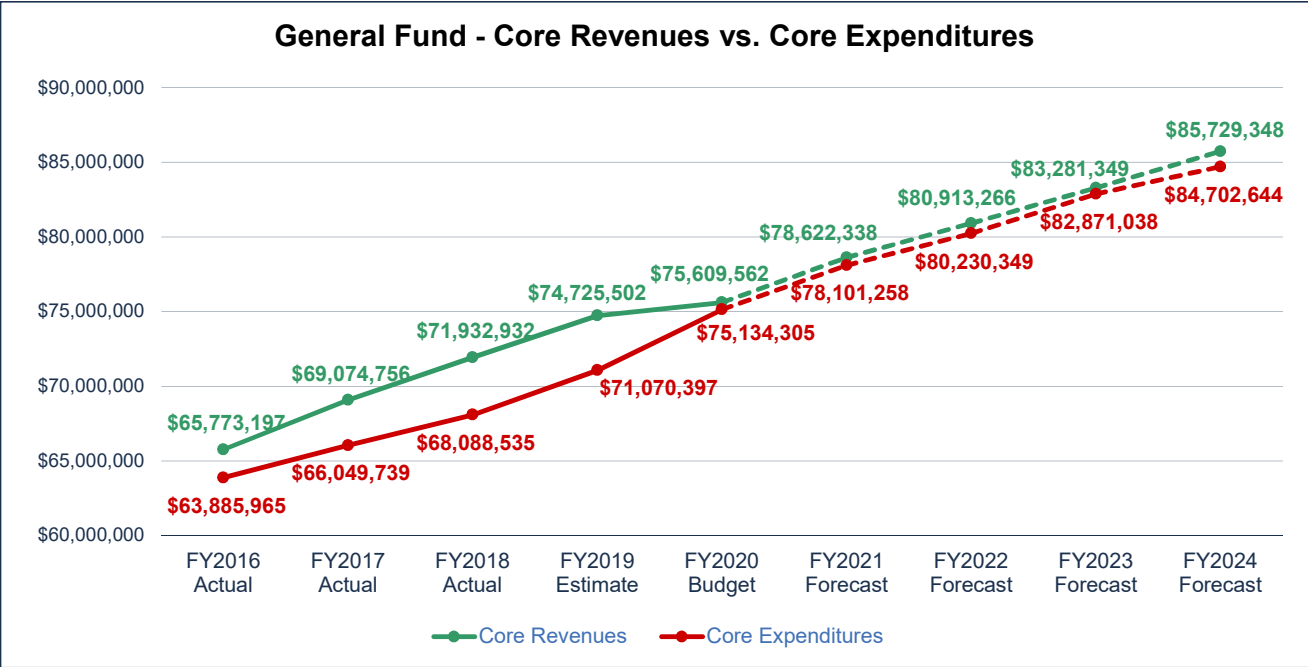
	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
General Fund	Actual	Actual	Actual	Estimate	Budget	Forecast	Forecast	Forecast	Forecast
BEGINNING FUND BALANCE	21,115,623	20,086,641	23,501,369	24,614,168	24,416,044	23,307,524	21,825,912	20,961,701	19,829,594
Revenues									
Core Revenues	65,773,197	69,074,756	71,932,932	74,725,502	75,609,562	78,622,338	80,913,266	83,281,349	85,729,348
Non-core Revenues (One-time & Grants)¹	1,074,052	2,503,002	(285,742)	1,580,197	403,124	-	-	-	-
Total Revenues & Other Inflows (A)	\$66,847,249	\$71,577,758	\$71,647,190	\$76,305,699	\$76,012,686	\$78,622,338	\$80,913,266	\$83,281,349	\$85,729,348
Expenditures									
Core Expenditures	63,885,965	66,049,739	68,088,535	71,070,397	75,134,305	78,101,258	80,230,349	82,871,038	84,702,644
Non-core Expenditures (One-time & Capital)²	2,464,364	492,486	71,697	2,706,634	528,124	-	-	-	-
Total Expenditures & Other Outflow: (B)	66,350,330	66,542,225	68,160,232	73,777,030	75,662,429	78,101,258	80,230,349	82,871,038	84,702,644
Annual Structural (Core) Surplus/(Deficit)	1,887,231	3,025,017	3,844,398	3,655,105	475,257	521,080	682,917	410,310	1,026,704
Annual Surplus/(Deficit) Before Transfers	496,919	5,035,533	3,486,959	2,528,669	350,257	521,080	682,917	410,310	1,026,704
Fund Equity Transfers Total (C)	(1,525,902)	(1,620,805)	(2,351,671)	(2,726,792)	(1,458,777)	(2,002,692)	(1,547,128)	(1,542,417)	(1,588,443)
Street Lighting & Landscape Fund	(215,395)	(230,296)	(198,935)	(190,792)	(170,530)	(171,707)	(172,915)	(174,157)	(175,432)
CIP Fund	-	(500,000)	-	(547,600)	-	-	-	-	-
Stormwater Fund	(841,286)	(967,382)	(982,355)	(1,223,073)	(1,269,582)	(1,795,563)	(1,321,799)	(1,348,567)	(1,375,782)
County Parking Lots Fund	197,779	170,422	246,618	184,972	281,335	264,578	247,587	230,306	212,771
Insurance Fund	(667,000)	(667,000)	(667,000)	-	-	-	-	-	-
Information Technology Fund	-	561,684	-	(600,299)	-	-	-	-	-
Pension Trust Fund	-	-	-	(100,000)	(50,000)	(50,000)	(50,000)	-	-
PARS Trust Fund	-	-	(750,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)
Other Financing Sources	-	11,767	-	-	-	-	-	-	-
Annual Incr./((Decr.) in Fund Balance (=A-B+C)	(1,028,983)	3,414,728	1,135,287	(198,123)	(1,108,520)	(1,481,612)	(864,211)	(1,132,107)	(561,739)
ENDING FUND BALANCE	\$20,086,641	\$23,501,369	\$24,614,168	\$24,416,044	\$23,307,524	\$21,825,912	\$20,961,701	\$19,829,594	\$19,267,855
Financial Policy Designation ³	\$ 12,713,032	\$ 13,481,208	\$ 14,080,053	\$ 14,937,974	\$ 15,132,486	\$ 15,620,252	\$ 16,046,070	\$ 16,574,208	\$ 16,940,529
Reserve for Economic Uncertainty	\$ 1,934,245	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000	\$ 3,255,386	\$ 2,327,326
Reserve for Commitments	-	-	\$ 1,000,000	-	-	-	-	-	-
Undesignated Fund Balance	\$ 5,439,364	\$ 6,020,161	\$ 5,534,115	\$ 5,478,070	\$ 4,175,038	\$ 2,205,660	\$ 915,631	-	-
						-	-	-	-

Not Meeting Policy by³

¹ Includes City Manager loan repayments in FY 2016-17 and FY 2018-19.

² FY2019 includes one-time Public Safety and Public Works radios (\$1,189,793), Permitting Software Solution (\$380,240) and \$1.0 million payment to MBUSD.

³ Financial Policy is 20% of adopted budget operating expenditures. If fund balance is projected to fall below the policy designation, the anticipated shortfall will be indicated in red.



FIVE YEAR FORECAST
FY 2020 SCHEDULE OF RESERVED & DESIGNATED FUND BALANCES

	07/01/2019 Opening Balance	FY 2020 Estimated Revenues	FY 2020 Operating Expenditures	FY 2020 Capital Equip & Projects	FY 2020 Debt Service Payments	FY 2020 Total Expenditures	FY 2020 Fund Balance Before Xfers	FY 2020 Fund Transfers	06/30/2020 Total Fund Balance	06/30/2020 Reserves & Designations	06/30/2020 Unreserved Balance
General Fund Undesignated	\$5,478,070	\$76,012,686	(\$74,648,830)	(\$528,124)	(\$485,475)	(\$75,662,429)	\$5,828,327	(\$194,512)	\$4,175,038		\$4,175,038
<i>Transfer from County Lots Parking Fund</i>								281,335			
<i>Transfer to Street Lighting Fund</i>								(\$170,530)			
<i>Transfer to Stormwater Fund</i>								(1,269,582)			
<i>Transfer to Pension Trust Fund</i>								(50,000)			
<i>Transfer to Pension Rate Stabilization Fund</i>								(250,000)			
Financial Policy Designation	14,937,974						14,937,974	194,512	15,132,486	15,132,486	
Reserve for Economic Uncertainty	4,000,000						4,000,000		4,000,000	4,000,000	
Total General Fund Balance	\$24,416,044	\$76,012,686	(\$74,648,830)	(\$528,124)	(\$485,475)	(\$75,662,429)	\$24,766,301	(\$1,458,777)	\$23,307,524	\$19,132,486	\$4,175,038
Special Revenue Funds											
Street Lighting & Landscape	-	\$394,800	(\$530,330)	(\$35,000)	-	(\$565,330)	(\$170,530)	\$170,530	-		-
Gas Tax	-	1,619,869	(80,000)	(800,000)	-	(880,000)	739,869		\$739,869		\$739,869
Asset Forfeiture & Safety Grants	354,629	8,000	(153,700)	-	-	(153,700)	208,929		208,929		208,929
Police Safety Grants	177,487	141,328	(140,000)	-	-	(140,000)	178,815		178,815		178,815
Prop A	(4,527)	1,039,166	(1,013,744)	-	-	(1,013,744)	20,895		20,895		20,895
Prop C	114,061	672,715	(61,000)	(400,000)	-	(461,000)	325,776		325,776		325,776
AB 2766	155,287	47,212	(2,100)	-	-	(2,100)	200,399		200,399		200,399
Measure R	219,952	480,818	(40,000)	(340,000)	-	(380,000)	320,770		320,770		320,770
Measure M	386,880	513,809	(37,000)	(480,000)	-	(517,000)	383,689		383,689		383,689
Total Special Revenue Funds Balance	\$1,403,769	\$4,917,717	(\$2,057,874)	(\$2,055,000)	-	(\$4,112,874)	\$2,208,612	\$170,530	\$2,379,142	-	\$2,379,142
Capital Project Funds											
Capital Improvement Fund	\$1,450,286	\$2,326,804	(\$150,000)	(\$2,710,000)	(\$772,438)	(\$3,632,438)	\$144,652		\$144,652	-	\$144,652
Underground Utility Construction Fund	1,681	3,280	-	-	-	-	4,961		4,961		4,961
Total Capital Project Funds Balance	\$1,451,967	\$2,330,084	(\$150,000)	(\$2,710,000)	(\$772,438)	(\$3,632,438)	\$149,613	-	\$149,613	-	\$149,613
Enterprise Funds											
Water*	\$2,427,189	\$15,646,664	(\$12,333,253)	(\$1,707,509)	(\$172,841)	(\$14,213,603)	\$3,860,250		\$3,860,250	3,860,250	-
Stormwater*	-	368,633	(928,215)	(710,000)	-	(1,638,215)	(1,269,582)	1,269,582	-	-	-
Wastewater	3,643,656	3,524,488	(1,752,783)	(3,254,156)	(85,134)	(5,092,073)	2,076,071		2,076,071	612,639	1,463,432
Refuse*	834,576	4,354,992	(4,303,263)	(654,289)	-	(4,957,552)	232,016		232,016	232,016	-
Parking*	297,319	4,299,078	(1,756,725)	(1,653,834)	(715,163)	(4,125,722)	470,675		470,675	470,675	-
County Parking Lots	-	1,043,500	(190,165)	-	(572,000)	(762,165)	281,335	(281,335)	-	-	-
State Pier & Parking	353,697	803,433	(640,070)	-	-	(640,070)	517,060		517,060	213,357	303,703
Enterprise Fund Reserves:											
North Manhattan Beach BID Reserve	553,653	-	-	(200,000)	-	(200,000)	353,653	-	353,653	353,653	
Total Enterprise Funds Balance	\$8,110,089	\$30,040,788	(\$21,904,474)	(\$8,179,788)	(\$1,545,138)	(\$31,629,400)	\$6,521,477	\$988,247	\$7,509,724	\$5,742,589	\$1,767,135
Internal Service Funds											
Insurance Reserve	\$4,208,721	\$6,851,720	(\$6,561,358)	-	-	(\$6,561,358)	\$4,499,083		\$4,499,083	\$2,000,000	\$2,499,083
Information Technology	304,320	2,814,647	(2,722,846)	(252,982)	-	(2,975,828)	143,139		143,139		143,139
Fleet Management	3,151,370	2,718,095	(1,248,527)	(1,044,663)	-	(2,293,190)	3,576,275		3,576,275		3,576,275
Building Maintenance & Operations	(15,560)	2,083,535	(2,001,210)	-	-	(2,001,210)	66,765		66,765		66,765
Total Insurance Service Funds Balance	\$7,648,851	\$14,467,997	(\$12,533,941)	(\$1,297,645)	-	(\$13,831,586)	\$8,285,262	-	\$8,285,262	\$2,000,000	\$6,285,262

FIVE YEAR FORECAST
FY 2020 SCHEDULE OF RESERVED & DESIGNATED FUND BALANCES

	07/01/2019 Opening Balance	FY 2020 Estimated Revenues	FY 2020 Operating Expenditures	FY 2020 Capital Equip & Projects	FY 2020 Debt Service Payments	FY 2020 Total Expenditures	FY 2020 Fund Balance Before Xfers	FY 2020 Fund Transfers	06/30/2020 Total Fund Balance	06/30/2020 Reserves & Designations	06/30/2020 Unreserved Balance
Trust & Agency Funds											
Underground Assessment Fund	\$1,720,061	\$965,000	-	-	(\$1,006,950)	(\$1,006,950)	\$1,678,111		\$1,678,111	\$1,678,111	-
Post-Employment Benefits Trust Fund	157,335	177,780	(241,000)	-	-	(241,000)	94,115	50,000	144,115	144,115	-
Pension Rate Stabilization Fund	1,013,621	-	-	-	-	-	1,013,621	250,000	1,263,621	1,263,621	-
Total Trust Agency Funds Balance	\$2,891,017	\$1,142,780	(\$241,000)	-	(\$1,006,950)	(\$1,247,950)	\$2,785,847	\$300,000	\$3,085,847	\$3,085,847	-
Grand Total	\$45,921,737	\$128,912,052	(\$111,536,119)	(\$14,770,557)	(\$3,810,001)	(\$130,116,677)	\$44,717,112	-	\$44,717,112	\$29,960,922	\$14,756,191

* Not meeting current Financial Reserve Policy.

FIVE YEAR FORECAST
FY 2021 SCHEDULE OF RESERVED & DESIGNATED FUND BALANCES

	07/01/2020 Opening Balance	FY 2021 Estimated Revenues	FY 2021 Operating Expenditures	FY 2021 Capital Equip & Projects	FY 2021 Debt Service Payments	FY 2021 Total Expenditures	FY 2021 Fund Balance Before Xfers	FY 2021 Fund Transfers	06/30/2021 Total Fund Balance	06/30/2021 Reserves & Designations	06/30/2021 Unreserved Balance
General Fund Undesignated	\$4,175,038	\$78,622,338	(\$77,620,158)	-	(\$481,100)	(\$78,101,258)	\$4,696,118	(\$487,766)	\$2,205,660		\$2,205,660
<i>Transfer from County Lots Parking Fund</i>								264,578			
<i>Transfer to Street Lighting Fund</i>								(171,707)			
<i>Transfer to Stormwater Fund</i>								(1,795,563)			
<i>Transfer to Pension Trust Fund</i>								(50,000)			
<i>Transfer to Pension Rate Stabilization Fund</i>								(250,000)			
Financial Policy Designation	15,132,486						15,132,486	487,766	15,620,252	15,620,252	
Reserve for Economic Uncertainty	4,000,000						4,000,000		4,000,000	4,000,000	
Total General Fund Balance	\$23,307,524	\$78,622,338	(\$77,620,158)	-	(\$481,100)	(\$78,101,258)	\$23,828,604	(\$2,002,692)	\$21,825,912	\$19,620,252	\$2,205,660
Special Revenue Funds											
Street Lighting & Landscape	-	\$402,354	(\$539,061)	(\$35,000)	-	(\$574,061)	(\$171,707)	\$171,707	-		-
Gas Tax	\$739,869	1,621,037	(100,000)	(990,000)	-	(1,090,000)	1,270,906		\$1,270,906		\$1,270,906
Asset Forfeiture & Safety Grants	208,929	8,160	(61,404)	-	-	(61,404)	155,685		155,685		155,685
Police Safety Grants	178,815	102,375	(140,000)	-	-	(140,000)	141,190		141,190		141,190
Prop A	20,895	1,053,957	(1,037,520)	-	-	(1,037,520)	37,332		37,332		37,332
Prop C	325,776	686,169	(62,220)	(800,000)	-	(862,220)	149,725		149,725		149,725
AB 2766	200,399	47,236	(2,142)	-	-	(2,142)	245,493		245,493		245,493
Measure R	320,770	490,434	(50,000)	(720,000)	-	(770,000)	41,205		41,205		41,205
Measure M	383,689	524,085	(37,740)	(640,000)	-	(677,740)	230,034		230,034		230,034
Total Special Revenue Funds Balance	\$2,379,142	\$4,935,807	(\$2,030,087)	(\$3,185,000)	-	(\$5,215,087)	\$2,099,862	\$171,707	\$2,271,569	-	\$2,271,569
Capital Project Funds											
Capital Improvement Fund	\$144,652	\$1,643,440	(\$153,000)	(\$700,000)	(\$771,806)	(\$1,624,806)	\$163,286		\$163,286	-	\$163,286
Underground Utility Construction Fund	4,961	-	-	-	-	-	4,961		4,961	-	4,961
Total Capital Project Funds Balance	\$149,613	\$1,643,440	(\$153,000)	(\$700,000)	(\$771,806)	(\$1,624,806)	\$168,247	-	\$168,247	-	\$168,247
Enterprise Funds											
Water	\$3,860,250	\$16,111,247	(\$12,668,478)	(\$2,050,000)	(\$172,092)	(\$14,890,570)	\$5,080,927		\$5,080,927	4,280,190	\$800,737
Stormwater*	-	369,151	(954,713)	(1,210,000)	-	(2,164,713)	(1,795,563)	1,795,563	-	-	-
Wastewater	2,076,071	3,628,928	(1,766,723)	(3,000,000)	(84,670)	(4,851,393)	853,606		853,606	617,131	236,475
Refuse*	232,016	4,485,292	(4,430,562)	-	-	(4,430,562)	286,746		286,746	286,746	-
Parking	470,675	4,302,380	(1,797,066)	-	(711,240)	(2,508,306)	2,264,749		2,264,749	836,102	1,428,647
County Parking Lots	-	1,043,500	(195,482)	-	(583,440)	(778,922)	264,578	(264,578)	-	-	-
State Pier & Parking	517,060	803,982	(655,959)	-	-	(655,959)	665,082		665,082	218,653	446,429
Enterprise Fund Reserves:											
North Manhattan Beach BID Reserve	353,653	-	-	-	-	-	353,653		353,653	353,653	
Total Enterprise Funds Balance	\$7,509,724	\$30,744,479	(\$22,468,984)	(\$6,260,000)	(\$1,551,442)	(\$30,280,426)	\$7,973,777	\$1,530,985	\$9,504,762	\$6,592,475	\$2,912,287
Internal Service Funds											
Insurance Reserve	\$4,499,083	\$6,936,153	(\$6,755,968)	-	-	(\$6,755,968)	\$4,679,268		\$4,679,268	\$2,000,000	\$2,679,268
Information Technology	143,139	2,870,940	(2,472,232)	(200,000)	-	(2,672,232)	341,847		341,847		341,847
Fleet Management	3,576,275	2,771,957	(1,283,123)	(1,250,000)	-	(2,533,123)	3,815,109		3,815,109		3,815,109
Building Maintenance & Operations	66,765	2,125,206	(2,047,291)	-	-	(2,047,291)	144,681		144,681		144,681
Total Insurance Service Funds Balance	\$8,285,262	\$14,704,256	(\$12,558,614)	(\$1,450,000)	-	(\$14,008,614)	\$8,980,904	-	\$8,980,904	\$2,000,000	\$6,980,904

FIVE YEAR FORECAST
FY 2021 SCHEDULE OF RESERVED & DESIGNATED FUND BALANCES

	07/01/2020 Opening Balance	FY 2021 Estimated Revenues	FY 2021 Operating Expenditures	FY 2021 Capital Equip & Projects	FY 2021 Debt Service Payments	FY 2021 Total Expenditures	FY 2021 Fund Balance Before Xfers	FY 2021 Fund Transfers	06/30/2021 Total Fund Balance	06/30/2021 Reserves & Designations	06/30/2021 Unreserved Balance
Trust & Agency Funds											
Underground Assessment Fund	\$1,678,111	\$984,300	-	-	(\$1,027,089)	(\$1,027,089)	\$1,635,322		\$1,635,322	\$1,635,322	-
Post-Employment Benefits Trust Fund	144,115	171,976	(242,580)	-	-	(242,580)	73,510	50,000	123,510	123,510	-
Pension Rate Stabilization Fund	1,263,621	-	-	-	-	-	1,263,621	250,000	1,513,621	1,513,621	-
Total Trust Agency Funds Balance	\$3,085,847	\$1,156,276	(\$242,580)	-	(\$1,027,089)	(\$1,269,669)	\$2,972,453	\$300,000	\$3,272,453	\$3,272,453	-
Grand Total	\$44,717,112	\$131,806,596	(\$115,073,423)	(\$11,595,000)	(\$3,831,437)	(\$130,499,860)	\$46,023,848	-	\$46,023,848	\$31,485,181	\$14,538,667

* Not meeting current Financial Reserve Policy.

FIVE YEAR FORECAST
FY 2022 SCHEDULE OF RESERVED & DESIGNATED FUND BALANCES

	07/01/2021 Opening Balance	FY 2022 Estimated Revenues	FY 2022 Operating Expenditures	FY 2022 Capital Equip & Projects	FY 2022 Debt Service Payments	FY 2022 Total Expenditures	FY 2022 Fund Balance Before Xfers	FY 2022 Fund Transfers	06/30/2022 Total Fund Balance	06/30/2022 Reserves & Designations	06/30/2022 Unreserved Balance
General Fund Undesignated	\$2,205,660	\$80,913,266	(\$79,750,299)	-	(\$480,050)	(\$80,230,349)	\$2,888,577	(\$425,818)	\$915,631		\$915,631
<i>Transfer from County Lots Parking Fund</i>								247,587			
<i>Transfer to Street Lighting Fund</i>								(172,915)			
<i>Transfer to Stormwater Fund</i>								(1,321,799)			
<i>Transfer to Insurance Reserve Fund</i>								-			
<i>Transfer to Pension Trust Fund</i>								(50,000)			
<i>Transfer to Pension Rate Stabilization Fund</i>								(250,000)			
<i>Financial Policy Designation</i>	15,620,252						15,620,252	425,818	16,046,070	16,046,070	
<i>Reserve for Economic Uncertainty</i>	4,000,000						4,000,000		4,000,000	4,000,000	
Total General Fund Balance	\$21,825,912	\$80,913,266	(\$79,750,299)	-	(\$480,050)	(\$80,230,349)	\$22,508,829	(\$1,547,128)	\$20,961,701	\$20,046,070	\$915,631
Special Revenue Funds											
Street Lighting & Landscape	-	\$410,059	(\$547,974)	(\$35,000)	-	(\$582,974)	(\$172,915)	\$172,915	-		-
Gas Tax	\$1,270,906	1,622,228	(100,000)	(1,750,000)	-	(1,850,000)	1,043,134		\$1,043,134		\$1,043,134
Asset Forfeiture & Safety Grants	155,685	8,323	(62,122)	-	-	(62,122)	101,886		101,886		101,886
Police Safety Grants	141,190	102,422	(140,000)	-	-	(140,000)	103,612		103,612		103,612
Prop A	37,332	1,069,046	(1,060,899)	-	-	(1,060,899)	45,479		45,479		45,479
Prop C	149,725	699,893	(63,464)	-	-	(63,464)	786,153		786,153		786,153
AB 2766	245,493	47,261	(2,185)	-	-	(2,185)	290,569		290,569		290,569
Measure R	41,205	500,243	(50,000)	-	-	(50,000)	491,448		491,448		491,448
Measure M	230,034	534,567	(38,495)	(600,000)	-	(638,495)	126,106		126,106		126,106
Total Special Revenue Funds Balance	\$2,271,569	\$4,994,041	(\$2,065,139)	(\$2,385,000)	-	(\$4,450,139)	\$2,815,472	\$172,915	\$2,988,387	-	\$2,988,387
Capital Project Funds											
Capital Improvement Fund	\$163,286	\$1,764,540	(\$156,060)	(\$850,000)	(\$770,726)	(\$1,776,786)	\$151,040		\$151,040	-	\$151,040
Underground Utility Construction Fund	4,961	-	-	-	-	-	4,961		4,961		4,961
Total Capital Project Funds Balance	\$168,247	\$1,764,540	(\$156,060)	(\$850,000)	(\$770,726)	(\$1,776,786)	\$156,001	-	\$156,001	-	\$156,001
Enterprise Funds											
Water	\$5,080,927	\$16,589,681	(\$13,007,827)	(\$1,750,000)	(\$174,479)	(\$14,932,306)	\$6,738,301		\$6,738,301	4,394,102	\$2,344,199
Stormwater*	-	369,680	(981,479)	(710,000)	-	(1,691,479)	(1,321,799)	1,321,799	-	-	-
Wastewater*	853,606	3,736,474	(1,810,404)	(2,500,000)	(85,845)	(4,396,249)	193,830		193,830	193,830	-
Refuse*	286,746	4,619,499	(4,560,776)	-	-	(4,560,776)	345,468		345,468	345,468	-
Parking	2,264,749	4,305,747	(1,839,005)	-	(716,869)	(2,555,874)	4,014,622		4,014,622	851,958	3,162,665
County Parking Lots	-	1,043,500	(200,804)	-	(595,109)	(795,913)	247,587	(247,587)	-	-	-
State Pier & Parking	665,082	804,541	(672,120)	-	-	(672,120)	797,503		797,503	224,040	573,463
Enterprise Fund Reserves:											
North Manhattan Beach BID Reserve	353,653	-	-	-	-	-	353,653		353,653	353,653	
Total Enterprise Funds Balance	\$9,504,762	\$31,469,121	(\$23,072,416)	(\$4,960,000)	(\$1,572,302)	(\$29,604,718)	\$11,369,165	\$1,074,213	\$12,443,378	\$6,363,051	\$6,080,327
Internal Service Funds											
Insurance Reserve	\$4,679,268	\$7,074,375	(\$6,956,425)	-	-	(\$6,956,425)	\$4,797,218		\$4,797,218	\$2,000,000	\$2,797,218
Information Technology	341,847	2,928,359	(2,538,353)	(200,000)	-	(2,738,353)	531,853		531,853		531,853
Fleet Management	3,815,109	2,826,896	(1,316,408)	(1,250,000)	-	(2,566,408)	4,075,597		4,075,597		4,075,597
Building Maintenance & Operations	144,681	2,167,710	(2,102,708)	-	-	(2,102,708)	209,683		209,683		209,683
Total Insurance Service Funds Balance	\$8,980,904	\$14,997,340	(\$12,913,894)	(\$1,450,000)	-	(\$14,363,894)	\$9,614,350	-	\$9,614,350	\$2,000,000	\$7,614,350

FIVE YEAR FORECAST
FY 2022 SCHEDULE OF RESERVED & DESIGNATED FUND BALANCES

All Funds

	07/01/2021 Opening Balance	FY 2022 Estimated Revenues	FY 2022 Operating Expenditures	FY 2022 Capital Equip & Projects	FY 2022 Debt Service Payments	FY 2022 Total Expenditures	FY 2022 Fund Balance Before Xfers	FY 2022 Fund Transfers	06/30/2022 Total Fund Balance	06/30/2022 Reserves & Designations	06/30/2022 Unreserved Balance
Trust & Agency Funds											
Underground Assessment Fund	\$1,635,322	\$1,003,986	-	-	(\$1,047,631)	(\$1,047,631)	\$1,591,677		\$1,591,677	\$1,591,677	-
Post-Employment Benefits Trust Fund	123,510	172,175	(224,192)	-	-	(224,192)	71,494	50,000	121,494	121,494	-
Pension Rate Stabilization Fund	1,513,621	-	-	-	-	-	1,513,621	250,000	1,763,621	1,763,621	-
Total Trust Agency Funds Balance	\$3,272,453	\$1,176,161	(\$224,192)	-	(\$1,047,631)	(\$1,271,822)	\$3,176,792	\$300,000	\$3,476,792	\$3,476,792	-
Grand Total	\$46,023,848	\$135,314,469	(\$118,182,000)	(\$9,645,000)	(\$3,870,708)	(\$131,697,708)	\$49,640,609	-	\$49,640,609	\$31,885,913	\$17,754,696

* Not meeting current Financial Reserve Policy.

FIVE YEAR FORECAST
FY 2023 SCHEDULE OF RESERVED & DESIGNATED FUND BALANCES

	07/01/2022 Opening Balance	FY 2023 Estimated Revenues	FY 2023 Operating Expenditures	FY 2023 Capital Equip & Projects	FY 2023 Debt Service Payments	FY 2023 Total Expenditures	FY 2023 Fund Balance Before Xfers	FY 2023 Fund Transfers	06/30/2023 Total Fund Balance	06/30/2023 Reserves & Designations	06/30/2023 Unreserved Balance
General Fund Undesignated	\$915,631	\$83,281,349	(\$82,390,988)	-	(\$480,050)	(\$82,871,038)	\$1,325,941	(\$528,138)	(\$744,614)		-
<i>Transfer from County Lots Parking Fund</i>								230,306			
<i>Transfer to Street Lighting Fund</i>								(174,157)			
<i>Transfer to Stormwater Fund</i>								(1,348,567)			
<i>Transfer to Pension Rate Stabilization Fund</i>								(250,000)			
<i>Financial Policy Designation*</i>	16,046,070						16,046,070	528,138	16,574,208	16,574,208	
<i>Reserve for Economic Uncertainty</i>	4,000,000						4,000,000		4,000,000	3,255,386	
Total General Fund Balance	\$20,961,701	\$83,281,349	(\$82,390,988)	-	(\$480,050)	(\$82,871,038)	\$21,372,011	(\$1,542,417)	\$19,829,594	\$19,829,594	-
Special Revenue Funds											
Street Lighting & Landscape	-	\$417,918	(\$557,074)	(\$35,000)	-	(\$592,074)	(\$174,157)	\$174,157	-		-
Gas Tax	\$1,043,134	1,623,443	(100,000)	(750,000)	-	(850,000)	1,816,577		\$1,816,577		\$1,816,577
Asset Forfeiture & Safety Grants	101,886	8,490	(57,855)	-	-	(57,855)	52,521		52,521		52,521
Police Safety Grants	103,612	102,470	(140,000)	-	-	(140,000)	66,082		66,082		66,082
Prop A	45,479	1,084,439	(1,083,971)	-	-	(1,083,971)	45,947		45,947		45,947
Prop C	786,153	713,891	(64,734)	(1,200,000)	-	(1,264,734)	235,310		235,310		235,310
AB 2766	290,569	47,286	(2,229)	-	-	(2,229)	335,627		335,627		335,627
Measure R	491,448	510,248	(50,000)	(800,000)	-	(850,000)	151,696		151,696		151,696
Measure M	126,106	545,258	(39,265)	-	-	(39,265)	632,100		632,100		632,100
Total Special Revenue Funds Balance	\$2,988,387	\$5,053,442	(\$2,095,127)	(\$2,785,000)	-	(\$4,880,127)	\$3,161,702	\$174,157	\$3,335,859	-	\$3,335,859
Capital Project Funds											
Capital Improvement Fund	\$151,040	\$1,786,165	(\$159,181)	(\$850,000)	(\$770,772)	(\$1,779,953)	\$157,252		\$157,252	-	\$157,252
Underground Utility Construction Fund	4,961	-	-	-	-	-	4,961		4,961		4,961
Total Capital Project Funds Balance	\$156,001	\$1,786,165	(\$159,181)	(\$850,000)	(\$770,772)	(\$1,779,953)	\$162,213	-	\$162,213	-	\$162,213
Enterprise Funds											
Water	\$6,738,301	\$17,082,378	(\$13,353,804)	(\$2,250,000)	(\$174,487)	(\$15,778,291)	\$8,042,388		\$8,042,388	4,509,430	\$3,532,958
Stormwater*	-	370,221	(1,008,788)	(710,000)	-	(1,718,788)	(1,348,567)	1,348,567	-	-	-
Wastewater	193,830	3,847,218	(1,854,225)	(1,100,000)	(85,849)	(3,040,074)	1,000,974		1,000,974	646,691	354,283
Refuse*	345,468	4,757,729	(4,694,535)	-	-	(4,694,535)	408,662		408,662	408,662	-
Parking	4,014,622	4,309,182	(1,881,630)	(150,000)	(716,898)	(2,748,528)	5,575,277		5,575,277	866,176	4,709,101
County Parking Lots	-	1,043,500	(206,183)	-	(607,011)	(813,194)	230,306	(230,306)	-	-	-
State Pier & Parking	797,503	805,112	(688,612)	-	-	(688,612)	914,003		914,003	229,537	684,465
Enterprise Fund Reserves:											
North Manhattan Beach BID Reserve	353,653	-	-	-	-	-	353,653		353,653	353,653	
Total Enterprise Funds Balance	\$12,443,378	\$32,215,340	(\$23,687,776)	(\$4,210,000)	(\$1,584,245)	(\$29,482,022)	\$15,176,696	\$1,118,261	\$16,294,957	\$7,014,150	\$9,280,807
Internal Service Funds											
Insurance Reserve	\$4,797,218	\$7,215,362	(\$7,164,156)	-	-	(\$7,164,156)	\$4,848,424		\$4,848,424	\$2,000,000	\$2,848,424
Information Technology	531,853	2,986,926	(2,603,342)	(200,000)	-	(2,803,342)	715,437		715,437		715,437
Fleet Management	4,075,597	2,882,934	(1,349,398)	(1,250,000)	-	(2,599,398)	4,359,133		4,359,133		4,359,133
Building Maintenance & Operations	209,683	2,211,064	(2,158,206)	-	-	(2,158,206)	262,541		262,541		262,541
Total Insurance Service Funds Balance	\$9,614,350	\$15,296,286	(\$13,275,102)	(\$1,450,000)	-	(\$14,725,102)	\$10,185,534	-	\$10,185,534	\$2,000,000	\$8,185,534

FIVE YEAR FORECAST
FY 2023 SCHEDULE OF RESERVED & DESIGNATED FUND BALANCES

All Funds

	07/01/2022	FY 2023	FY 2023	FY 2023	FY 2023	FY 2023	FY 2023	FY 2023	FY 2023	06/30/2023	06/30/2023	06/30/2023
	Opening	Estimated	Operating	Capital Equip	Debt Service	FY 2023	FY 2023	FY 2023	FY 2023	Total	Reserves &	Unreserved
	Balance	Revenues	Expenditures	& Projects	Payments	Total	Fund Balance	Fund	Fund	Fund Balance	Designations	Balance
						Expenditures	Before Xfers	Transfers				
Trust & Agency Funds												
Underground Assessment Fund	\$1,591,677	\$1,024,066	-	-	(\$1,068,583)	(\$1,068,583)	\$1,547,159		\$1,547,159	\$1,547,159		-
Post-Employment Benefits Trust Fund	121,494	172,379	(225,435)	-	-	(225,435)	68,437		68,437	68,437		-
Pension Rate Stabilization Fund	1,763,621	-	-	-	-	-	1,763,621	250,000	2,013,621	2,013,621		-
Total Trust Agency Funds Balance	\$3,476,792	\$1,196,444	(\$225,435)	-	(\$1,068,583)	(\$1,294,019)	\$3,379,218	\$250,000	\$3,629,218	\$3,629,218		-
Grand Total	\$49,640,610	\$138,829,027	(\$121,833,611)	(\$9,295,000)	(\$3,903,650)	(\$135,032,261)	\$53,437,375	-	\$53,437,375	\$32,472,962		\$20,964,413

* Not meeting current Financial Reserve Policy.

FIVE YEAR FORECAST
FY 2024 SCHEDULE OF RESERVED & DESIGNATED FUND BALANCES

	07/01/2023 Opening Balance	FY 2024 Estimated Revenues	FY 2024 Operating Expenditures	FY 2024 Capital Equip & Projects	FY 2024 Debt Service Payments	FY 2024 Total Expenditures	FY 2024 Fund Balance Before Xfers	FY 2024 Fund Transfers	06/30/2024 Total Fund Balance	06/30/2024 Reserves & Designations	06/30/2024 Unreserved Balance
General Fund Undesignated	-	\$85,729,348	(\$84,222,594)	-	(\$480,050)	(\$84,702,644)	\$1,026,704	(\$366,321)	(\$928,060)		-
<i>Transfer from County Lots Parking Fund</i>								212,771			
<i>Transfer to Street Lighting Fund</i>								(175,432)			
<i>Transfer to Stormwater Fund</i>								(1,375,782)			
<i>Transfer to Pension Rate Stabilization Fund</i>								(250,000)			
<i>Financial Policy Designation*</i>	16,574,208						16,574,208	366,321	16,940,529	16,940,529	
<i>Reserve for Economic Uncertainty</i>		3,255,386					3,255,386		3,255,386	2,327,325	
Total General Fund Balance	\$19,829,594	\$85,729,348	(\$84,222,594)	-	(\$480,050)	(\$84,702,644)	\$20,856,298	(\$1,588,443)	\$19,267,854	\$19,267,854	-
Special Revenue Funds											
Street Lighting & Landscape	-	\$425,934	(\$566,366)	(\$35,000)	-	(\$601,366)	(\$175,432)	\$175,432	-		-
Gas Tax	\$1,816,577	1,624,682	(100,000)	(1,750,000)	-	(1,850,000)	1,591,259		\$1,591,259		\$1,591,259
Asset Forfeiture & Safety Grants	52,521	8,659	(58,602)	-	-	(58,602)	2,579		2,579		2,579
Police Safety Grants	66,082	102,520	(140,000)	-	-	(140,000)	28,602		28,602		28,602
Prop A	45,947	1,100,142	(1,106,314)	-	-	(1,106,314)	39,775		39,775		39,775
Prop C	235,310	728,168	(66,028)	-	-	(66,028)	897,450		897,450		897,450
AB 2766	335,627	47,312	(2,273)	-	-	(2,273)	380,666		380,666		380,666
Measure R	151,696	520,453	(50,000)	-	-	(50,000)	622,148		622,148		622,148
Measure M	632,100	556,163	(40,050)	(800,000)	-	(840,050)	348,213		348,213		348,213
Total Special Revenue Funds Balance	\$3,335,859	\$5,114,034	(\$2,129,633)	(\$2,585,000)	-	(\$4,714,633)	\$3,735,260	\$175,432	\$3,910,692	-	\$3,910,692
Capital Project Funds											
Capital Improvement Fund	\$157,252	\$1,808,328	(\$162,365)	(\$850,000)	(\$770,818)	(\$1,783,183)	\$182,397		\$182,397	-	\$182,397
Underground Utility Construction Fund	4,961	-	-	-	-	-	4,961		4,961		4,961
Total Capital Project Funds Balance	\$162,213	\$1,808,328	(\$162,365)	(\$850,000)	(\$770,818)	(\$1,783,183)	\$187,359	-	\$187,359	-	\$187,359
Enterprise Funds											
Water	\$8,042,388	\$17,589,766	(\$13,705,367)	(\$2,000,000)	(\$174,496)	(\$15,879,863)	\$9,752,291		\$9,752,291	4,626,621	\$5,125,670
Stormwater*	-	370,774	(1,036,556)	(710,000)	-	(1,746,556)	(1,375,782)	1,375,782	-	-	-
Wastewater*	1,000,974	3,961,257	(1,897,750)	(2,500,000)	(85,853)	(4,483,603)	478,628		478,628	478,628	-
Refuse*	408,662	4,900,103	(4,831,809)	-	-	(4,831,809)	476,956		476,956	476,956	-
Parking	5,575,277	4,312,686	(1,924,801)	(800,000)	(716,927)	(3,441,729)	6,446,234		6,446,234	880,576	5,565,658
County Parking Lots	-	1,043,500	(211,578)	-	(619,151)	(830,729)	212,771	(212,771)	-	-	-
State Pier & Parking	914,003	805,694	(705,404)	-	-	(705,404)	1,014,293		1,014,293	235,135	779,158
Enterprise Fund Reserves:											
North Manhattan Beach BID Reserve	353,653	-	-	-	-	-	353,653		353,653	353,653	
Total Enterprise Funds Balance	\$16,294,957	\$32,983,780	(\$24,313,264)	(\$6,010,000)	(\$1,596,428)	(\$31,919,692)	\$17,359,044	\$1,163,011	\$18,522,055	\$7,051,569	\$11,470,486
Internal Service Funds											
Insurance Reserve	\$4,848,424	\$7,359,169	(\$7,379,075)	-	-	(\$7,379,075)	\$4,828,517		\$4,828,517	\$2,000,000	\$2,828,517
Information Technology	715,437	3,046,664	(2,665,801)	(200,000)	-	(2,865,801)	896,300		896,300		896,300
Fleet Management	4,359,133	2,940,092	(1,381,561)	(1,250,000)	-	(2,631,561)	4,667,664		4,667,664		4,667,664
Building Maintenance & Operations	262,541	2,255,285	(2,213,134)	-	-	(2,213,134)	304,692		304,692		304,692
Total Insurance Service Funds Balance	\$10,185,534	\$15,601,210	(\$13,639,571)	(\$1,450,000)	-	(\$15,089,571)	\$10,697,173	-	\$10,697,173	\$2,000,000	\$8,697,173

FIVE YEAR FORECAST
FY 2024 SCHEDULE OF RESERVED & DESIGNATED FUND BALANCES

	07/01/2023 Opening Balance	FY 2024 Estimated Revenues	FY 2024 Operating Expenditures	FY 2024 Capital Equip & Projects	FY 2024 Debt Service Payments	FY 2024 Total Expenditures	FY 2024 Fund Balance Before Xfers	FY 2024 Fund Transfers	06/30/2024 Total Fund Balance	06/30/2024 Reserves & Designations	06/30/2024 Unreserved Balance
Trust & Agency Funds											
Underground Assessment Fund	\$1,547,159	\$1,044,547	-	-	(\$1,089,955)	(\$1,089,955)	\$1,501,751		\$1,501,751	\$1,501,751	-
Post-Employment Benefits Trust Fund	68,437	172,586	(226,704)	-	-	(226,704)	14,319		14,319	14,319	-
Pension Rate Stabilization Fund	2,013,621	-	-	-	-	-	2,013,621	250,000	2,263,621	2,263,621	-
Total Trust Agency Funds Balance	\$3,629,218	\$1,217,133	(\$226,704)	-	(\$1,089,955)	(\$1,316,659)	\$3,529,692	\$250,000	\$3,779,692	\$3,779,692	-
Grand Total	\$53,437,375	\$142,453,833	(\$124,694,132)	(\$10,895,000)	(\$3,937,251)	(\$139,526,383)	\$56,364,825	-	\$56,364,825	\$32,099,115	\$24,265,710

* Not meeting current Financial Reserve Policy.

Growth Factors for FY 2021 to FY 2024 Projections

	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
	Actual	Actual	Actual	Estimate	Budget	Forecast	Forecast	Forecast	Forecast
Core Revenues									
Property Tax	7.8%	7.1%	7.5%	5.4%	3.6%	4.0%	4.0%	4.0%	4.0%
Sales & Use Tax	1.9%	-4.1%	0.1%	1.1%	0.9%	2.0%	2.0%	2.0%	2.0%
Other Taxes & Assessments	-6.3%	-8.7%	1.7%	-4.6%	-2.8%	2.0%	2.0%	2.0%	2.0%
Transient Occupancy Tax	7.2%	0.4%	-15.0%	20.2%	5.0%	19.7%	2.5%	2.5%	2.5%
Business License Tax	3.0%	5.2%	1.6%	3.5%	2.5%	3.0%	3.0%	3.0%	3.0%
Charges for Services	3.9%	11.2%	18.7%	-10.1%	0.1%	3.0%	3.0%	3.0%	3.0%
Building Permits	41.8%	-4.5%	30.7%	-10.8%	-12.7%	2.0%	2.0%	2.0%	2.0%
Building Plan Check Fees	-24.6%	78.0%	-4.6%	-0.4%	0.0%	2.0%	2.0%	2.0%	2.0%
Licenses & Permits	12.4%	-1.5%	15.2%	-7.1%	-1.0%	2.0%	2.0%	2.0%	2.0%
Fines	-0.1%	-0.4%	-0.9%	-1.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Interest Earnings	47.0%	20.4%	27.3%	19.3%	-4.5%	2.0%	2.0%	2.0%	2.0%
Rents & Leases	10.9%	9.5%	-27.9%	28.1%	2.1%	2.0%	2.0%	2.0%	2.0%
Real Estate Transfer Tax	10.0%	-4.6%	4.3%	-4.8%	2.0%	2.0%	2.0%	2.0%	2.0%
From Other Agencies	-47.9%	-45.1%	-0.3%	-0.7%	0.3%	0.0%	0.0%	0.0%	0.0%
Miscellaneous	-11.3%	37.1%	20.4%	5.6%	-30.4%	0.0%	0.0%	0.0%	0.0%
Operating Transfers In	2.9%	0.0%	6.1%	14.4%	-1.2%	1.0%	1.0%	1.0%	1.0%
Core Revenues	4.7%	5.0%	4.1%	3.9%	1.2%	4.0%	2.9%	2.9%	2.9%
Non-Core Revenues									
Unrealized Investment Gain/Loss	1989.1%	-306.9%	-3.6%	-100.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Grants	-49.8%	-13.5%	63.7%	-31.1%	369.1%	-100.0%	0.0%	0.0%	0.0%
Lease Purchase Proceeds	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Property Transfer Fee	0.0%	-6.4%	-100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Non-core Revenues	478.3%	133.0%	-111.4%	-653.0%	-74.5%	-100.0%	0.0%	0.0%	0.0%
Total Revenues & Other Inflows	6.1%	7.1%	0.1%	6.5%	-0.4%	3.4%	2.9%	2.9%	2.9%
Core Expenditures									
Salary & Wages	4.4%	3.9%	2.2%	-2.4%	5.6%	2.0%	2.0%	2.0%	2.0%
Employee Benefits	10.5%	4.6%	6.0%	14.5%	13.3%	7.3%	6.1%	5.2%	3.8%
Contract & Professional Services	5.7%	-2.3%	6.6%	15.5%	-3.8%	8.5%	0.1%	5.8%	0.2%
Materials & Services	3.2%	-2.5%	-0.6%	28.3%	2.8%	1.8%	1.8%	1.8%	1.8%
Utilities	-1.7%	0.9%	-7.7%	-0.7%	14.9%	1.0%	1.0%	1.0%	1.0%
Internal Service Charges	9.2%	7.8%	0.8%	-4.6%	2.1%	2.0%	2.0%	2.0%	2.0%
Property Leases & Rentals	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Bond Debt Service	-67.9%	23.9%	3.8%	4.7%	0.6%	-0.9%	-0.2%	0.0%	0.0%
Operating Transfers Out	122.6%	-59.1%	-5.5%	-10.0%	605.9%	-85.1%	2.0%	2.0%	2.0%
Core Expenditures	4.8%	3.4%	3.1%	4.4%	5.7%	3.9%	2.7%	3.3%	2.2%
Non-Core Expenditures									
City Manager Loan	0.0%	-94.8%	-100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Property & Equipment	187.1%	3.4%	-81.3%	2280.3%	-94.0%	-100.0%	0.0%	0.0%	0.0%
Capital Improvement Projects	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Non-core Expenditures	1804.1%	-80.0%	-85.4%	3675.1%	-80.5%	-100.0%	0.0%	0.0%	0.0%
Total Expenditures & Other Outflows	8.6%	0.3%	2.4%	8.2%	2.6%	3.2%	2.7%	3.3%	2.2%

Appendix



FY 2019-20 SCHEDULE OF FULL-TIME POSITIONS

Department	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Change
Management Services	17.0	17.0	15.0	15.0	-
Finance	17.0	17.0	18.0	18.0	-
Human Resources	8.0	8.0	8.0	8.0	-
Parks and Recreation	25.0	25.0	25.0	25.0	-
Police	106.8	106.8	107.8	107.8	-
Fire	31.2	31.2	31.2	31.2	-
Community Development	24.0	28.0	30.0	30.0	-
Public Works	56.0	60.0	62.0	62.0	-
Information Technology	9.0	9.0	9.0	9.0	-
Total	294.0	302.0	306.0	306.0	-

Discussion of Changes in Full-Time Positions:

The Fiscal Year 2019-20 Budget includes 306 authorized full-time positions. The following staffing changes are introduced this budget cycle:

Management Services: No changes.

Finance: Upgrade Account Services Representatives I to I/II flex class. Change salary grade of Purchasing Clerk to be level with Secretary.

Human Resources: No changes.

Parks and Recreation: No changes.

Police: Reclassify vacant Secretary to Crime Analyst.

Fire: No changes.

Community Development: No changes.

Public Works: No changes.

Information Technology: Reclassify vacant GIS Technician to IS Specialist.

FY 2020 FULL-TIME POSITION COUNT

Department/Title	Department/Title	Department/Title
Management Services	Police	Public Works
City Clerk 1.0	Administrative Clerk I/II 5.0	Building Repair Craftsperson 4.0
City Manager 1.0	Chief of Police 1.0	City Engineer 1.0
Deputy City Clerk 1.0	Community Services Officer 15.0	Director 1.0
City Treasurer (Elected) 1.0	Crime Analyst 1.0	Electrician 2.0
Councilmember (Elected) 5.0	Executive Secretary 2.0	Engineering Technician I/II/III 1.0
Executive Assistant 1.0	IS Specialist <i>(shared with Fire)</i> 0.8	Equipment Maint Supervisor 1.0
Legal Secretary 1.0	Lead Records Technician 2.0	Equipment Mechanic I/II 3.0
Management Analyst 1.0	Records Manager 1.0	Executive Secretary 1.0
Receptionist Clerk 1.0	Park Enforcement Officer 1.0	Public Works Inspector 2.0
Senior Deputy City Clerk 1.0	Police Captain 2.0	Maint Worker I/II 15.0
Senior Management Analyst 1.0	Police Lieutenant 5.0	Maint Worker III 4.0
Management Services Total 15.0	Police Officer 46.0	Maintenance Supervisor 3.0
	Police Sergeant 11.0	Maintenance Superintendent 1.0
Finance	Police Services Officer 7.0	Meter Repair Worker 2.0
Accountant 2.0	Records Technician 7.0	Principal Engineer 1.0
Account Services Rep I/II 5.0	Senior Management Analyst 1.0	Secretary 3.0
Buyer 1.0	Police Total 107.8	Sewer Maint Worker I/II 3.0
Controller 1.0	Fire	Senior Civil Engineer 6.0
Director 1.0	Battalion Chief 3.0	Senior Management Analyst 2.0
Executive Secretary 1.0	Executive Secretary 1.0	Senior Plant Operator 1.0
Management Analyst 1.0	Fire Captain/Paramedic 6.0	Urban Forester 1.0
Manager 2.0	Fire Chief 1.0	Utilities Manager 1.0
Purchasing Clerk 1.0	Fire Engineer/Paramedic 6.0	Water Dist Supervisor 1.0
Revenue Services Specialist 1.0	Fire Marshal/Captain 1.0	Water Meter Reader 1.0
Senior Accountant 1.0	Firefighter/Paramedic 13.0	Water Plant Operator 1.0
Senior Financial Analyst 1.0	IS Specialist <i>(shared with Police)</i> 0.2	Public Works Total 62.0
Finance Total 18.0	Fire Total 31.2	Information Technology
Human Resources	Community Development	Director 1.0
Director 1.0	Administrative Clerk I/II 3.0	GIS Analyst 1.0
Executive Assistant 1.0	Assistant Planner 3.0	IS Specialist 3.0
Human Resources Assistant 1.0	Associate Planner 2.0	IT Analyst 1.0
Human Resources Analyst 1.0	Building Official 1.0	Manager 1.0
Human Resources Manager 1.0	Building Services Analyst 1.0	Network Administrator 1.0
Human Resources Technician 2.0	Code Enforcement Officer 3.0	Senior Management Analyst 1.0
Risk Manager 1.0	Director 1.0	Information Tech Total 9.0
Human Resources Total 8.0	Executive Secretary 1.0	Total City-Wide 306.0
Parks and Recreation	Environmental Prog. Manager 1.0	
Director 1.0	Inspector 1.0	
Secretary 1.0	Plan Check Engineer 1.0	
Graphic Artist 1.0	Planning Manager 1.0	
Manager 2.0	Permits Technician 2.0	
Management Analyst 1.0	Principal Building Inspector 1.0	
Recreation Supervisor 4.0	Secretary 1.0	
Recreation Coordinator 7.0	Senior Building Inspector 2.0	
Reservation Clerk 1.0	Senior Management Analyst 1.0	
Senior Manager 1.0	Senior Permits Technician 1.0	
Recreation Prog. Supervisor 3.0	Senior Plan Check Engineer 1.0	
Transportation Operator 3.0	Traffic Engineer 1.0	
Parks and Recreation Total 25.0	Traffic Engineering Tech I/II 1.0	
	Community Development Total 30.0	

SCHEDULE OF DEBT SERVICE & LEASE PAYMENTS

Marine Sports Fields Lease

In Fiscal Year 2001, the City entered into a Sale/Leaseback transaction with the Beach Cities Health District (BCHD). This transaction was a result of the City purchasing from TRW (now Northrup Grumman) seven acres of property located at the corner of Marine and Aviation within the City of Manhattan Beach. The City subsequently sold the property to BCHD with an exclusive agreement to lease back six of the seven acres. The lease authorized BCHD to spend funds up to \$2.5 million to construct recreational facilities on the property. These improvements were completed in Fiscal Year 2000-2001. In Fiscal Year 2002, the City issued variable rate Certificates of Participation to effect a full internal financing of the Sports Fields. The proceeds were used to pay in full all principal and interest obligations under the aforementioned lease with BCHD.

In Fiscal Year 2017, the City refunded the variable rate Certificates of Participation and issued fixed rate Certificates of Participation to secure lower interest rate payments through the maturity date of 2033. Debt service payments can be found in the Parks & Recreation administration budget.

Metlox Refunding Certificates of Participation

In January 2003 the City issued Certificates of Participation to Finance public improvements at the Metlox site. These funds were used to construct a two-level underground parking garage as well as a 45,000 square foot town square open space to complement the retail developments. The amount of the bond was \$13,350,000. In July 2012, with the call date of January 2013 approaching, the City determined to take advantage of a substantially improved interest rate environment by issuing \$10,210,000 of Certificates of Participation to refund the 2003 Metlox Public Improvements Certificates of Participation. The refunding took place in January 2013.

Water/Wastewater Refunding Certificates of Participation

In Fiscal Year 2013, the City was able to take advantage of the current interest rate market and refund existing debt that carried interest rates that were substantially higher than current rates. The existing debt, issued in 1996 was used to finance 1996 and 1997 water and wastewater projects. Since these bonds could be called without penalty, the City issued \$2,765,000 of Certificate of Participation refunding bonds in July 2012 (concurrent with the Metlox refunding bonds) and the 1996 issue was refunded in August 2012.

Police/Fire Facility Refunding Certificates of Participation

In February 2013, the City issued \$10,510,000 of Certificates of Participation to advance refund the 2004 Police Fire Facility Certificates of Participation. This refunding mirrors that of the Metlox and Water/Wastewater refunding in that the City took advantage of the reduced interest rate environment. This advance refunding will reduce debt service payments over 19 years by \$3,608,790. The 2004 Certificates of Participation were redeemed in January 2014. The original certificates were issued to complete financing for the January 2007 construction of the Police/Fire/Civic Center.

Underground Utility Assessment Bonds

In fiscal years 2005 and 2006 the City issued 1915 Act Underground Utility Assessment Bonds that financed the undergrounding of overhead appurtenances in five districts within the City. The two series were refinanced in FY 2018 to take advantage of lower interest rates. These bonds are not debt of the City, which acts a conduit between the property owners and the bond holders. Assessments are placed on the property tax bill in order to fund annual debt service.

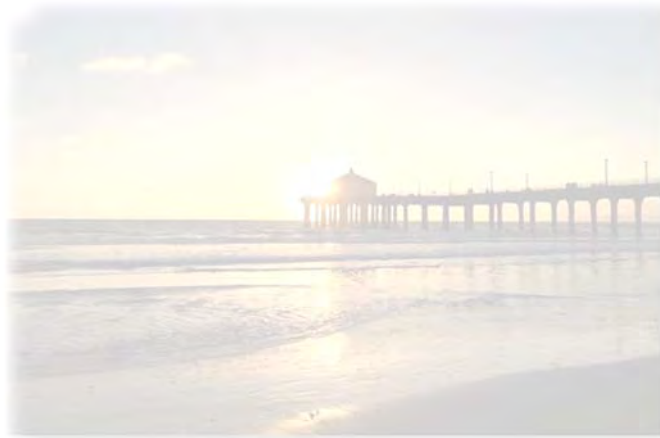
Legal Debt Limit

The City is subject to a legal general bonded debt limit equal to 3.75 percent of the total assessed value of property in Manhattan Beach. The City's total net taxable assessed property value is approximately \$16.4 billion, resulting in a legal general bonded debt limit of \$615,000,000. The City has no general bonded debt subject to the debt limit.

FY 2020 SCHEDULE OF DEBT SERVICE & LEASE PAYMENTS

Description	Fund	FY 2020 Principal	FY 2020 Interest	FY 2020 Lease	FY 2020 Total	Principal Remaining	Interest Remaining	Total Remaining
Marine Avenue Sports Field Bonds	General	\$305,000	\$176,975		\$481,975	\$5,040,000	\$1,142,700	\$6,182,700
Water/Wastewater Refunding Bonds	Water/Wastewater	205,000	52,375		257,375	1,405,000	156,850	1,561,850
Metlox Refunding Bonds	Parking	460,000	253,763		713,763	6,970,000	1,607,731	8,577,731
Police/Fire Facility Refunding Bonds	Capital Improvement	515,000	255,238		770,238	7,165,000	1,501,913	8,666,913
Utility Assessment Districts	Spec Assess Redemption	860,000	136,950		996,950	4,135,000	419,325	4,554,325
Total Bonded Debt Service		\$2,345,000	\$875,300		\$3,220,300	\$24,715,000	\$4,828,519	\$29,543,519
Operating Leases - County Lots	County Parking Lots			\$572,000	\$572,000			
Total Operating Lease		-	-	\$572,000	\$572,000	-	-	-
Total Lease Payments		-	-	\$572,000	\$572,000	-	-	-
Total		\$2,345,000	\$875,300	\$572,000	\$3,792,300	\$24,715,000	\$4,828,519	\$29,543,519

Excludes Administration Costs. Interest calculated on modified accrual basis.







City of
Manhattan Beach

1400 Highland Avenue, Manhattan Beach, CA 90266
www.citymb.info

#	Impact	Fund	Program	Type	Description	Amount
Management Services						
1	Low	General	City Council	Expenditure Control	Eliminate Council Contingencies Budget	100,000
2	Low	General	City Manager	Expenditure Control	Eliminate Alliance for Innovation City Membership	2,550
3	Low	General	City Manager	Expenditure Control	Eliminate Daily Breeze Subscription for City Manager	100
4	Low	General	City Manager	Expenditure Control	Eliminate IAP2 Civic Engagement Training	8,000
5	Low	General	City Manager	Expenditure Control	Eliminate ELGL Annual Conference for 1 Employee	1,200
6	Low	General	City Manager	Expenditure Control	Reduce funds for Clerk training/conference no longer needed	3,240
7	Low	General	City Manager	Expenditure Control	Reduce funds for portion of Granicus contract no longer needed	22,142
8	High	General	City Manager	Service Reduction	Eliminate Economic Development Partnership w/ Chamber of Commerce	60,000
Finance						
9	Low	General	Administration	Service Reduction	Eliminate OpenGov Online Financial Reporting platform	7,000
10	Low	General	Administration	Expenditure Control	Reduce Budget Printing Costs	1,000
11	Med	General	Administration	Expenditure Control	Eliminate ICMA Conference for 1 Employee	2,000
12	Med	General	Accounting	Expenditure Control	Reduce Overtime for Accounting staff	2,000
13	Med	Building & Ops	Purchasing	Expenditure Control	Eliminate Coffee Service at City facilities	29,000
14	Med	Building & Ops	Purchasing	Expenditure Control	Eliminate Bottled Water Service at City facilities	10,000
15	Med	Building & Ops	Purchasing	Expenditure Control	Eliminate Plant Service at City Hall	3,985
Human Resources						
16	Med	General	Administration	Expenditure Control	Reduce City-wide Training Courses (e.g. Microsoft Excel, Microsoft Word, Customer Service, etc.)	7,500
17	Med	Insurance	Risk Management	Expenditure Control	Eliminate funding for biometric screening and any unscheduled supplemental wellness activities	17,500
Parks and Recreation						
18	Low	General	Cultural Arts	Expenditure Control	Reduce Training per recent trends	2,320
19	Med	General	Administration	Expenditure Control	Reduce newspaper ads for City services and increase usage of social media	20,000
20	High	General	Administration	Service Reduction	Reduce Manhappenings production by 80%; Print limited supply for City facilities (Includes Postage)	73,000
21	High	General	Recreation Services	Service Reduction	Reduce contract cleaning at recreation facilities and rely on day porters and staff	55,000
22	High	Prop A	Transportation	Service Reduction	Reduce Dial-a-Ride services on Thursday evenings 2x/month (Based on low enrollment)	4,495
Police						
23	Low	General	Administration	Expenditure Control	Vehicle Replacement - Extend Non-Patrol vehicle life/replacement by 2 years	29,000
24	High	General	Traffic Safety	Service Reduction	Crossing Guard Program - Potential to scale back crossing guards at one or more of the current 24 locations (\$280,000 represents the entire program)	280,000

#	Impact	Fund	Program	Type	Description	Amount
Fire						
25	Low	General	Administration	Expenditure Control	Reduce Reference Books & Periodicals purchases per recent trends	1,500
26	Low	General	Emergency Supp. Serv.	Expenditure Control	Reduce Training per recent trends	2,425
27	Med	General	Emergency Med. Serv.	Expenditure Control	Eliminate the remaining funds in the BLS Ambulance Program. City contracted with McCormick Ambulance Services.	21,200
28	Med	General	Emergency Med. Serv.	Expenditure Control	Vehicle Replacement - Eliminate BLS Ambulance if service is eliminated	25,066
Community Development						
29	Low	General	Environmental	Expenditure Control	Reduce Advertising/Outreach for Environmental Sustainability programs	4,500
30	Low	General	Planning	Expenditure Control	Reduce Advanced Planning Consulting Services	14,783
31	Low	General	Traffic Engineering	Expenditure Control	Reduce Traffic Impact Guidelines Update by Consultant	4,000
Public Works						
32	Low	General	Civil Engineering	Expenditure Control	Reduce Periodicals and Reference Books	400
33	Med	General	Administration	Expenditure Control	Reduce Administration Training	1,000
34	Med	General	Civil Engineering	Expenditure Control	Reduce Engineering Training	2,000
35	Med	General	Civil Engineering	Expenditure Control	Reduce APWA Memberships	2,000
36	Med	General	Parks Maintenance	Service Reduction	Reduce/Eliminate Landscape Maint. Extras for tree replacements/seeding	50,000
37	Med	General	Street Maintenance	Service Reduction	Reduce Landscape Maintenance by 20%	20,000
38	Med	General	Street Maintenance	Service Reduction	Reduce/Eliminate Landscape Maint. Extras for tree replacements/seeding	15,000
39	Med	General	Street Maintenance	Expenditure Control	Reduce Street Maintenance Training	4,000
40	Med	General	Street Maintenance	Expenditure Control	Reduce Memberships	1,650
41	Med	General	Street Maintenance	Service Reduction	Eliminate Holiday Decorations	11,000
42	Med	Building & Ops	Building Maintenance	Expenditure Control	Reduce Buildings and Grounds Staff Training	1,000
43	Med	Building & Ops	Building Maintenance	Expenditure Control	Reduce Holiday LED Light Replacement (City Hall, PSF, Pier)	5,000
44	Med	Fleet	Fleet Maintenance	Expenditure Control	Reduce Fleet Management Staff Training	1,400
45	Med	Stormwater	Storm Drain Maint.	Expenditure Control	Reduce Storm Drain Staff Training	600
46	Med	Street Lighting	Streetscape Maint.	Service Reduction	Reduce Landscape Maintenance by 20%	10,000
47	High	General	Parks Maintenance	Service Reduction	Reduce Tennis/Basketball court resurfacing to biennial	17,500
48	High	General	Parks Maintenance	Service Reduction	Reduce Janitorial Service and Eliminate some services	20,000
49	High	Building & Ops	Building Maintenance	Service Reduction	Reduce Janitorial Service Cleaning frequency by 25%	44,750
50	High	Building & Ops	Building Maintenance	Service Reduction	Eliminate Janitorial Contract "Extras" for Special Events	30,000
51	High	Parking	Street Meters/City Lots	Expenditure Control	Reduce Metlox Power Washing Frequency by 50% (now weekly)	28,392
52	High	Stormwater	Storm Drain Maint.	Service Reduction	Reduce Street Sweeping Contract Services by 50% (now weekly)	128,000
53	High	Stormwater	Storm Drain Maint.	Service Reduction	Reduce Strand Sweeping Contract Services by 50% (now 1x monthly)	29,291
54	High	Street Lighting	Streetscape Maint.	Service Reduction	Reduce Power Washing - Downtown Sidewalk Cleaning by 50% (now 5x/week)	26,095

FY 2019-20 Approved Budget

Potential Budget Cuts

#	Impact	Fund	Program	Type	Description	Amount
Information Technology						
55	Low	General	GIS	Expenditure Control	Eliminate Overtime for GIS staff	500
56	Low	IT	Administration	Service Reduction	Eliminate Sprout Social (social media content management system)	27,342
57	Low	IT	Administration	Service Reduction	Eliminate Peak Democracy (Open City Hall)	8,580
58	Med	General	GIS	Expenditure Control	Eliminate ESRI Conference for 1 Employee	1,500
59	Med	IT	Administration	Service Reduction	Eliminate Workplace for Employees (Internal collaboration tool)	9,600
60	Med	IT	Administration	Expenditure Control	Eliminate Public CIO Technology Summit for 2 Employees	5,000
61	Med	IT	Administration	Expenditure Control	Eliminate CAPIO Conference for 1 Employee	1,000
62	Med	IT	Administration	Expenditure Control	Reduce Enterprise-wide Microsoft Training (Technical training for IT Staff)	3,000
63	Med	IT	Administration	Expenditure Control	Eliminate ESRI Conference for 1 Employee	1,500

Total Reductions in All Funds	\$ 1,321,606
% of Total Approved Budget	1.1%
Total General Fund Reductions	\$ 896,076
% of General Fund Approved Budget	1.2%

Impact Level

Low: Little to no community/organizational impact

Medium: Impact on internal City operations/staff; Minor to no impact to services in community

High: Noticeable service impacts in community

FY 2019-20 Proposed Budget by Department

Version A: Sorted by Department/Program

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
Management Services							
1	MGMT	City Clerk	Contract Services	Low	General	Eliminate funds for portion of Granicus contract due to costs being lower than anticipated	22,142
2	MGMT	City Clerk	Departmental Supplies	Low	General	Eliminate purchase of promotional City Store merchandise items	10,000
3	MGMT	City Clerk	Employee Development	Low	General	Reduce funds for Clerk training/conference from \$40,365 Total for various conferences	3,240
4	MGMT	City Clerk	Employee Development	Low	General	Eliminate Funding for Public Records Act and Ethics Training for City Employees (Training funded by City Attorney Contract Services)	2,000
5	MGMT	City Clerk	Departmental Supplies	Low	General	Eliminate Dry Cleaning linens for City Council meetings	1,100
6	MGMT	City Council	Council Contingency	Low	General	Eliminate City Council Contingency Budget	100,000
7	MGMT	City Council	Departmental Supplies	Low	General	Eliminate refreshments provided at all City Council meetings	27,050
8	MGMT	City Council	Contract Services	Low	General	Eliminate Community Survey	20,000
9	MGMT	City Council	Contract Services	Low	General	Eliminate City Manager and City Attorney Performance Evaluation Consultant Costs	10,000
10	MGMT	City Council	Contract Services	Low	General	Eliminate City Council Retreat Consultant Costs	9,000
11	MGMT	City Council	City Memberships	Low	General	Eliminate Membership dues for Manhattan Beach Chamber of Commerce	3,000
12	MGMT	City Council	Departmental Supplies	Low	General	Eliminate Council/Commission Reception provided to Board members and Commissioners (December)	2,300
13	MGMT	City Council	Part-time Reductions	Low	General	Eliminate City Council Agenda Packet Delivery	1,499
14	MGMT	City Council	Departmental Supplies	Low	General	Eliminate flowers for condolences and appropriate ceremonies	500
15	MGMT	City Council	Employee Development	Low	General	Eliminate Leadership Manhattan Beach Event Sponsorships a) "Meet the City" event (\$150) b) Mock City Council meeting (\$125) c) Graduation Dinner (\$150 - 5 Council @ \$30 per person)	425
16	MGMT	City Manager	Contract Services	High	General	Eliminate Economic Development Partnership w/ Chamber of Commerce	60,000
17	MGMT	City Manager	Departmental Supplies	Med	General	Eliminate food/supplies for Community engagement meetings (e.g. Mayor's Town Hall)	9,000
18	MGMT	City Manager	Employee Development	Low	General	Eliminate IAP2 Civic Engagement Training	8,000
19	MGMT	City Manager	Departmental Supplies	Low	General	Reduce community engagement meeting from 3 to 2 per year. Total annual budget is \$9,000	6,000
20	MGMT	City Manager	Employee Development	Low	General	Eliminate ICA Winter Conference and Summer Conference	3,000
21	MGMT	City Manager	Employee Development	Low	General	Eliminate League of California Cities City Manager Meetings	3,000
22	MGMT	City Manager	Part-time Reductions	Low	General	Eliminate of Summer Internship Program (consistent with City Council Work Plan direction)	3,000
23	MGMT	City Manager	Employee Development	Low	General	Eliminate Alliance for Innovation City Membership	2,550
24	MGMT	City Manager	Contract Services	Low	General	Reduce Cell Phone services costs in lieu of stipend offered to City Manager from \$5,040 (3 units at \$1,680)	2,460
25	MGMT	City Manager	Employee Development	Low	General	Eliminate ELGL Annual Conference for 1 Employee	1,200
26	MGMT	City Manager	Departmental Supplies	Med	General	Eliminate food/supplies for additional organizational development training sessions for Employees	1,000
27	MGMT	City Manager	Employee Development	Low	General	Eliminate IAP2 Civic Engagement Membership Dues	420

FY 2019-20 Proposed Budget by Department

Version A: Sorted by Department/Program

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
28	MGMT	City Manager	Employee Development	Low	General	Eliminate Daily Breeze Subscription for City Manager	100
29	MGMT	City Manager	Employee Development	Low	General	Eliminate membership dues for ASPA organization.	100
30	MGMT	City Treasurer	Employee Development	Low	General	Eliminate Local Investment Agency Investment Fund (LAIF) Conference	750
Finance							
31	FIN	Accounting	Contract Services	Med	General	Eliminate contracted Actuarial Analyses and rely solely on CalPERS reports	16,200
32	FIN	Accounting	Contract Services	Med	General	Reduce Contract Services for re-negotiated Audit Services contract - \$60,000 Total Contract	9,000
33	FIN	Accounting	Employee Development	Med	General	Eliminate Tyler Conference for 1 Employee	2,500
34	FIN	Accounting	Overtime	Med	General	Reduce Overtime for Accounting staff from \$5,000 Total	2,500
35	FIN	Accounting	Departmental Supplies	Med	General	Reduce Departmental Supplies - \$2,200 Total	400
36	FIN	Administration	Computer Contract Serv.	Low	General	Eliminate OpenGov Online Financial Transparency Reporting platform	7,000
37	FIN	Administration	Employee Development	Med	General	Eliminate ICMA Conference for 1 Employee	2,000
38	FIN	Administration	Printing	Low	General	Reduce Budget and CAFR Printing Costs (printing fewer copies) from \$7,100 Total for Budget and CAFR Printing)	1,200
39	FIN	Administration	Overtime	Low	General	Eliminate Overtime for Administrative staff	500
40	FIN	Administration	Publications/Advertising	Med	General	Reduce Advertising/Outreach for Budget Meetings from \$1,000 Total	500
41	FIN	Purchasing	Contract Services	Med	Building & Ops**	Eliminate Coffee Service at City facilities	29,000
42	FIN	Purchasing	Contract Services	Med	Building & Ops**	Eliminate Water Service at City facilities	10,000
43	FIN	Purchasing	Contract Services	Med	Building & Ops**	Eliminate Plant Care Service at City Hall	3,985
44	FIN	Purchasing	Employee Development	Med	General	Eliminate Tyler Conference for 1 Employee	2,400
45	FIN	Revenue Services	Audit Services	High	General	Eliminate Commercial Enterprise Audits (e.g. Hotel TOT, ground leases)	30,000
46	FIN	Revenue Services	Contract Services	Med	General	Reduce Emergency Medical billing services based on actual costs of last 3 years from \$48,000 Total Contract	5,000
47	FIN	Revenue Services	Employee Development	Med	General	Eliminate GFOA Conference for 1 Employee	1,750
48	FIN	Revenue Services	Computer Contract Serv.	Med	General	Eliminate custom software reports for utility billing (no longer needed w/ new ERP)	1,500
49	FIN	Revenue Services	Contract Services	High	General	Eliminate Utility Bill inserts 6 times/year (used to communicate with customers)	1,000
50	FIN	Revenue Services	Printing	Low	General	Eliminate Purchase of Taxi Decals	500
Human Resources							
51	HR	Administration	Contract Services	Low	General	Eliminate Employee Survey consultant costs (Carry-forward from the 2018-19 Budget)	20,000
52	HR	Administration	Employee Development	Med	General	Reduce City-wide Training Courses (e.g. Microsoft Excel, Microsoft Word, Customer Service Training, etc.); The total budget for Citywide employee training is \$40,000; In 2019/20, this budget will be used for required Harassment Prevention training for all City employees as well as other Citywide training initiatives	7,500
53	HR	Risk Management	Contract Services	Med	Insurance**	Reduce budget for the City's Wellness Program (MBFit) from \$40,000; The amount being reduced was initially slated for biometrics testing, which has not been utilized to-date; This budget could be utilized to expand the employee wellness program in future years if it is not used for biometric testing	17,500
54	HR	Risk Management	Contract Services	Med	Insurance**	Eliminate dispute resolution service provided for neighbor-neighbor and tenant-landlord conflicts	11,000

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
55	HR	Risk Management	Employee Development	Low	Insurance**	Eliminate Safety Incentive Program; this budget could be utilized in the future to revitalize a Citywide Safety Committee	5,000
Parks and Recreation							
56	PREC	Administration	Printing	High	General	Reduce Manhappenings print production by 80% from \$74,520; Print limited supply for City facilities (Includes Postage) - utilize social media and other delivery opportunities.	73,000
57	PREC	Administration	Publications/Advertising	Med	General	Reduce newspaper ads for City services and increase usage of social media from \$41,184 Total	20,000
58	PREC	Aquatics	Programs - Mira Costa Pool	Low	General	Eliminate services at Mira Costa Pool. MCHS Pool rentals can be administered through MBX. (Expenditure of \$144,102 is offset by Revenue of \$120,000 for Net savings of \$24,102)	24,102
59	PREC	Aquatics	Departmental Supplies	High	General	Reduce annual supply and equipment purchases at Begg Pool from \$20,700 Total	10,000
60	PREC	Cultural Arts	Programs - Arts	High	General	Reduce number of Concerts from ten (\$110,943 total) to six (Expenditures are offset by sponsorships; \$60,000 in revenue anticipated)	40,000
61	PREC	Cultural Arts	Programs - Arts	Med	General	Eliminate Metlox, Joslyn and Library Art Programs	10,000
62	PREC	Cultural Arts	Programs - Arts	Low	General	Eliminate planned expansion of art exhibition program into additional venues at the Mall & Downtown	4,500
63	PREC	Cultural Arts	Employee Development	Low	General	Reduce Training budget (Americans for the Arts) - \$4,520 for 2 Staff Members	2,320
64	PREC	Cultural Arts	Departmental Supplies	Med	General	Reduce ceramics equipment repair and replacement contingency from \$11,000	2,000
65	PREC	Cultural Arts	Publications/Advertising	Low	General	Eliminate camp and activity street banner	1,300
66	PREC	Recreation Services	Contract Services	High	General	Reduce contract cleaning at recreation facilities and rely on day porters (contract) and staff (\$191,000 annual contract)	55,000
67	PREC	Recreation Services	City Events	High	General	Reduce services during the Pumpkin Race Special Event (AV Equipment) from \$10,600 Total	5,000
68	PREC	Sports	Contract Services	High	General	Reduce the total number of tennis court cleanings from weekly to biweekly from \$27,738	12,000
69	PREC	Sports	Contract Services	High	General	Eliminate turf field grooming and cleaning contract	10,000
70	PREC	Sports	Contract Services	High	General	Eliminate annual Tennis & Basketball Court patchwork/repairs	5,000
71	PREC	Sports	Departmental Supplies	High	General	Reduce tennis court supply purchases (may impact quality of nets and ball machines) from \$25,000 Total	5,000
72	PREC	Transportation	Programs - Seniors	High	Prop A*	Eliminate Thursday evening Dial-a-Ride services based on low enrollment (2-3 riders per evening). Savings from dispatcher (4 hrs) and driver (5 hrs)	4,495
73	PREC	Volunteers	Contract Services	Med	General	Eliminate Volunteer Appreciation Dinner (Cost shared w/ Police)	7,100
Police							
74	POL	Administration	Public Safety Vehicles	Low	General	Vehicle Replacement - Extend Non-Patrol vehicle life/replacement by 2 years	29,000
75	POL	Comm. Affairs/Patrol	Community Programs	Low	General	Eliminate Police Open House event (with FD)	12,000
76	POL	Community Affairs	Community Programs	Med	General	Eliminate Community Police Academy Program	16,000
77	POL	Community Affairs	Departmental Supplies	Med	General	Eliminate Volunteer Appreciation Dinner (Cost shared w/ P&R)	5,800
78	POL	Patrol	Overtime	High	General	Eliminate OT for High Visibility Patrols (Foot beats, Bike Patrols)	150,000

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
79	POL	Patrol/Traffic Safety	Overtime	Med	General	Eliminate Explorer Program - Overtime related to officers mentoring youth volunteers, attending explorer meetings, providing training, and attending competitions with the explorers	20,000
80	POL	Traffic Safety	Contract Services	High	General	Crossing Guard Program - 24 total current locations staffed with Crossing Guards; each location costs approximately \$11,667 (\$280,000 represents the entire program). The program budget is scalable in that it can be reduced by evaluating and eliminating locations where there is the least traffic and the least number of children crossing. Example, if 3 locations were eliminated, the cost savings would be \$35,000/year. If directed to pursue this as a cost saving option, locations would be identified through traffic studies conducted by the Traffic Engineer and the Traffic Safety Bureau.	280,000
Fire							
81	FIRE	Administration	Computer Contract Serv.	Low	General	Eliminate annual warranty cost for equipment near end of life and evaluate one-time replacement cost	8,000
82	FIRE	Administration	Departmental Supplies	Low	General	Reduce departmental supplies from \$5,400	1,000
83	FIRE	CERT	Community Programs	High	General	Eliminate CERT Program	26,520
84	FIRE	Communications	Departmental Supplies	High	General	Reduce purchase and replacement of radios, batteries and accessories from \$18,400	7,900
85	FIRE	Communications	Contract Services	Med	General	Eliminate one cell phone and associated service	1,800
86	FIRE	Communications	Overtime	High	General	Reduce overtime as most meetings occur while personnel on-duty from \$6,560	1,640
87	FIRE	Emergency Medical Services	Public Safety Vehicles	Med	General	Eliminate BLS Ambulance annual charge out to the Fleet Fund for maintenance and future vehicle replacement (FD no longer utilizes the ambulance for BLS service)	25,066
88	FIRE	Emergency Medical Services	Departmental Supplies	Med	General	Eliminate the remaining funds in the BLS Ambulance Program (City contracted with McCormick Ambulance Services)	21,200
89	FIRE	Emergency Medical Services	Employee Development	Med	General	Eliminate Conference and Training in EMS (LCW Conf, CFED Conf, Firehouse World Conf, EMSAAC Conf, IAFC Conf)	7,070
90	FIRE	Emergency Prep	Overtime	High	General	Reduce projected overtime hours from \$8,400	6,384
91	FIRE	Emergency Prep	Contract Services	Med	General	Eliminate Emergency Preparedness townhall-style meetings provided by the Fire Department (budgeted for 3 per year; past speakers/topics have included Dr. Lucy Jones, Seismologist/expert on earthquake science and safety in California)	4,000
92	FIRE	Emergency Prep	Employee Development	Med	General	Eliminate California Specialized Training Institute (CSTI) training for one employee	3,800
93	FIRE	Emergency Prep	Employee Development	Med	General	Reduce memberships for Emergency Services Coordinator from \$1,100	250
94	FIRE	Investigations	Departmental Supplies	Low	General	Reduce supplies used for arson investigations from \$3,000	1,000
95	FIRE	Operations	Departmental Supplies	Med	General	Reduce Departmental supplies (wax, soap, training supplies, extend mattress and appliance replacement schedule) from \$10,180	5,100
96	FIRE	Operations	Employee Development	Med	General	Reduce Conference and Training in Operations (Liebert Cassidy, IAFC, Cal Chiefs)	2,050
97	FIRE	Operations	Community Programs	High	General	Eliminate Fire Open House event (with PD)	2,008
98	FIRE	Public Education	Departmental Supplies	High	General	Reduce departmental supplies by 50% from \$19,520	9,760
99	FIRE	Public Education	Overtime	High	General	Reduce OT allotment, events are attended while staff is on duty. Reduced allocated OT from 48 hrs. to 24 hrs @ \$84/hr. Reduce dedicated OT for PIO and web development from 20 hrs. to 12 hrs @ \$84/hr. - \$5,712	3,024

FY 2019-20 Proposed Budget by Department

Version A: Sorted by Department/Program

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
100	FIRE	Public Education	Employee Development	High	General	Eliminate Communications-related training for one Firefighter/Paramedic position	2,500
101	FIRE	Support Services	Employee Development	Med	General	Eliminate Conferences and Training in Support Services (Liebert Cassidy) - 1 Battalion Chief	2,150
102	FIRE	Support Services	Contract Services	Low	General	Reduce Monthly Cell Phone bills based on historical data from \$1,725	500
Community Development							
103	CDEV	Building Inspection	Contract Services	High	General	Reduce On-Call Consultant Inspector Services from \$50,000	10,000
104	CDEV	Building Plan Check	Contract Services	High	General	Reduce Melad & VCA Plan Check Engineering Services from \$650,000	117,000
105	CDEV	Environmental	Publications/Advertising	Low	General	Reduce Advertising/Outreach materials for various Environmental Sustainability programs from \$12,000	9,000
106	CDEV	Planning	Contract Services	High	General	Reduce advanced planning project services from \$107,319	40,135
107	CDEV	Planning	Contract Services	High	General	Reduce Short-Term Rental Ban Enforcement Services from \$80,000	40,000
108	CDEV	Traffic Engineering	Contract Services	High	General	Reduce Consulting Services for the Traffic Impact Guidelines Update from \$80,000	40,000
Public Works							
109	PWKS	Administration	Employee Development	Low	General	Eliminate Engineering APWA Memberships	2,000
110	PWKS	Administration	Publications/Advertising	Low	General	Eliminate Advertising budget and utilize City social media	200
111	PWKS	Civil Engineering	Contract Services	Low	General	Reduce contract assistance for federal grants by 50% from \$50,000	25,000
112	PWKS	Landscape Maintenance	Contract Services	Low	General	True up of new contract for landscape maintenance from \$776,850 over multiple accounts	188,000
113	PWKS	Meters/Lots/Structures	Contract Services	Low	Parking	Eliminate contract PPIC Secretary - moved to internal staff	20,700
114	PWKS	Parks Maintenance	Contract Services	High	General	Reduce funding by approximately 60% for tree replacements in medians (rely on tree fund instead) - \$52,000	30,000
115	PWKS	Parks Maintenance	Contract Services	High	General	Reduce City Tennis/Basketball court resurfacing from annual to biennial from \$17,500	8,750
116	PWKS	Refuse Management	Contract Services	High	Refuse	Eliminate big-belly leases; replace with static trash cans	23,000
117	PWKS	Refuse Management	Departmental Supplies	High	Refuse	Eliminate mutt-mitt program	15,000
118	PWKS	Refuse Management	Departmental Supplies	Med	Refuse	Eliminate promotional and educational supplies	6,000
119	PWKS	Refuse Management	Contract Services	High	Refuse	Eliminate shredding events - funding for extra events outside contract	2,500
120	PWKS	Refuse Management	Contract Services	High	Refuse	Eliminate compost bin subsidy	1,750
121	PWKS	School District Maint.	Contract Services	High	General	Reduce School Tennis/Basketball court resurfacing from annual to biennial from \$9,000	4,500
122	PWKS	Sewer Maintenance	Contract Services	Med	Sewer	Reduce sewer video inspections by 60% (Will use only for emergency assessments; use internal resources for small video inspections) from \$50,000	30,000
123	PWKS	Storm Drain Maint.	Contract Services	High	Stormwater*	Eliminate contract for annual Clean Bay Restaurant Certification Program	32,000
124	PWKS	Street Repair	Contract Services	High	General	Eliminate funding for tree replacements in medians - utilize tree fund	10,000
125	PWKS	Street Repair	Contract Services	Low	General	Reduce budget - reimbursed by DBPA \$2,700 for holiday lighting	2,700
126	PWKS	Street Sweeping	Contract Services	High	Stormwater*	Reduce street sweeping frequency from weekly to monthly from \$378,000	275,000
127	PWKS	Water Maintenance	Departmental Supplies	Low	Water	Reduce water meter purchase - included in CIP replacement from \$230,000	100,000
128	PWKS	Water Pumping	Assessments & Taxes	Low	Water	Eliminate Chevron lease for groundwater pumping (Replenishment Assessment Fee)	361,000
129	PWKS	Water Source/Supply	Contract Services	Low	Water	Eliminate Chevron lease for groundwater pumping - 600 acre ft.	200,000

FY 2019-20 Proposed Budget by Department

Version A: Sorted by Department/Program

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
130	PWKS	Water Treatment	Contract Services	High	Water	Eliminate printing and mailing consumer confidence report. Make available online and notify via social media, water bill, and newspaper.	11,000

FY 2019-20 Proposed Budget by Department

Version A: Sorted by Department/Program

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
Information Technology							
131	IT	Administration	Contract Services	Med	IT**	Reduction in fiber network redundant support from \$89,920	24,650
132	IT	Administration	Computer Contract Serv.	Low	IT**	Reduction in Sprout Social (social media content management system) from \$27,342 to \$3,000	24,342
133	IT	Administration	Computer Contract Serv.	Low	IT**	Reduction in vendor contract services for broadcast support from \$75,000	20,000
134	IT	Administration	Computer Contract Serv.	Med	IT**	Eliminate Internet Circuit (used as backup - redundancy)	15,600
135	IT	Administration	Computer Contract Serv.	Med	IT**	Eliminate Workplace for Employees (Internal collaboration tool)	9,600
136	IT	Administration	Computer Contract Serv.	Low	IT**	Eliminate Survey Platform - Open City Hall	8,580
137	IT	Administration	Departmental Supplies	Low	IT**	10% Reduction in scheduled printer replacements from \$50,000	5,000
138	IT	Administration	Employee Development	Med	IT**	Eliminate Public CIO Technology Summit for 2 Employees	5,000
139	IT	Administration	Contract Services	Low	IT**	Adjustment of Information Technology copier budget	2,000
140	IT	Administration	Contract Services	Med	IT**	Eliminate MiFi devices for select IT staff, loaner MiFi devices, and iPad data plans	2,000
141	IT	Administration	Employee Development	Med	IT**	Eliminate ESRI Conference for 1 Employee	1,500
142	IT	Administration	Employee Development	Med	IT**	Eliminate CAPIO Conference for 1 Employee	1,000
143	IT	GIS	Employee Development	Med	General	Eliminate ESRI Conference for 1 Employee	1,500
144	IT	GIS	Overtime	Low	General	Eliminate Overtime for GIS staff	500

Impact Level

High: Noticeable service impacts operationally and in the community
 Medium: Impact on internal City operations and/or staff; Minimal impact to community services/programs
 Low: Little to no community/organizational impact

Total Operating Budget Reductions in All Funds	<u>3,173,617</u>
% of Total Operating Budget	2.8%
Total General Fund Reductions	<u>1,895,415</u>
% of General Fund Approved Budget	2.5%

* These funds are subsidized by the General Fund as necessary.
 ** Internal Service Funds are allocated to the General Fund by about 90%.

Total by Fund:	
General	1,895,415
Water	672,000
Stormwater*	307,000
Sewer	30,000
Parking	20,700
Refuse	48,250
Prop A*	4,495
Building & Ops**	42,985
Insurance**	33,500
IT**	119,272
	<u>3,173,617</u>

FY 2019-20 Proposed Budget by Department

Version A: Sorted by Department/Program

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
NON-CITY SPECIAL EVENTS STAFF OVERTIME AND CONTRACT SERVICES							
1	FIRE	Fire - Operations	Overtime	High	General	Eliminate City subsidy for Overtime during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, Holiday Fireworks, Tour de Pier	13,612
2	POL	Police - Patrol	Overtime	High	General	Eliminate City subsidy for Overtime during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, MB Little League Parade, Holiday Fireworks, America Martyrs, Little League Parade, Grandview 5K, Robinson 5K	87,000
3	POL	Police - Traffic Safety	Contract Services	High	General	Eliminate City subsidy for Traffic Control & Unarmed Guard Services during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, Holiday Fireworks	51,500
4	PWKS	Public Works - Streets	Overtime	High	General	Eliminate City subsidy for Overtime during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, Holiday Fireworks, Tour de Pier	27,950
5	PWKS	Traffic Control	Contract Services	High	General	Eliminate City subsidy for Traffic Control during Special Events: Holiday Fireworks, Hometown Fair	13,000

Subtotal **193,062**

CITY EVENTS STAFF OVERTIME AND CONTRACT SERVICES							
1	FIRE	Fire - Operations	Overtime	High	General	Eliminate FD Overtime during City Events: Six Man, Manhattan Beach Open, Friendship Walk, Pier Lighting & Holiday Open House	13,940
2	POL	Police - Patrol	Overtime	High	General	Eliminate PD Overtime during City Events: Six Man, Pier Lighting & Holiday Open House, Concerts in the Park	57,000
3	POL	Police - Traffic Safety	Contract Services	High	General	Eliminate PD Traffic Control & Unarmed Guard Services during City Events: Six Man, Pier Lighting & Holiday Open House, Concerts in the Park	62,500
4	PWKS	Public Works - Streets	Overtime	High	General	Eliminate PW Overtime during City Events: Six Man, Manhattan Beach Open, Friendship Walk, Pier Lighting & Holiday Open House, Concerts in the Park, Other Misc.	14,800
5	PWKS	Traffic Control	Contract Services	High	General	Eliminate Traffic Control during City Event: Pier Lighting & Holiday Open House	13,000

Subtotal **161,240**

Total 354,302

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
Potential Reductions in City Council Budget - Memberships and Training/Conferences/Meetings							
1	MGMT	City Council	Memberships & Dues		General	South Bay Cities Council of Governments (SBCCOG) Membership Dues	15,000
2	MGMT	City Council	Memberships & Dues		General	League of California Cities Membership Dues	13,500
3	MGMT	City Council	Conferences & Meetings		General	Independent Cities Association Winter and Summer Conferences	10,000
4	MGMT	City Council	Conferences & Meetings		General	National League of Cities Leadership Summits and Conference	10,000
5	MGMT	City Council	Conferences & Meetings		General	California Contract Cities Association Annual Conference	7,500
6	MGMT	City Council	Conferences & Meetings		General	League of California Cities Annual Conference	7,000
7	MGMT	City Council	Conferences & Meetings		General	US Mayors Conference of Mayors winter and summer conferences	6,000
8	MGMT	City Council	Memberships & Dues		General	US Conference of Mayors Membership Dues	3,800
9	MGMT	City Council	Memberships & Dues		General	Southern California Assn. of Governments (SCAG) Membership Dues	3,700
10	MGMT	City Council	Memberships & Dues		General	National League of Cities (NLC) Membership Dues	3,500
11	MGMT	City Council	Memberships & Dues		General	California Contract Cities Association (CCCA) Membership Dues	3,500
12	MGMT	City Council	Conferences & Meetings		General	League of California Cities Leadership Training for Councilmembers	3,000
14	MGMT	City Council	Conferences & Meetings		General	League of California Cities Forums	3,000
15	MGMT	City Council	Conferences & Meetings		General	National League of Cities Congressional City Conference	3,000
16	MGMT	City Council	Conferences & Meetings		General	Local Government Commission Conference	2,500
17	MGMT	City Council	Memberships & Dues		General	California Coastal Coalition Membership Dues	2,000
18	MGMT	City Council	Memberships & Dues		General	Legally Required Local Agency Formation Commission (LAFCO) Membership Dues	1,750
19	MGMT	City Council	Memberships & Dues		General	Independent Cities Association Dues	1,600
20	MGMT	City Council	Conferences & Meetings		General	Joint Meetings with Board/Commission Members	1,500
21	MGMT	City Council	Memberships & Dues		General	League of California Cities - L.A. County Division Membership Dues	1,450
22	MGMT	City Council	Conferences & Meetings		General	State of the County Address	1,000
23	MGMT	City Council	Conferences & Meetings		General	South Bay Business Leaders Summit	700
24	MGMT	City Council	Conferences & Meetings		General	Southern California Assn. of Governments General Assembly	600
25	MGMT	City Council	Conferences & Meetings		General	Medal of Valor Luncheon	500
26	MGMT	City Council	Conferences & Meetings		General	Annual Interviews with Board/Commission candidates and Boards and Commissions orientation	500
27	MGMT	City Council	Memberships & Dues		General	Manhattan Beach Coordinating Council Sponsorship	500
28	MGMT	City Council	Memberships & Dues		General	Miscellaneous Citywide Membership Dues	250
29	MGMT	City Council	Conferences & Meetings		General	League of California Cities - LA County Division Meetings	250
30	MGMT	City Council	Memberships & Dues		General	United States/Mexico Sister Cities Association Membership Dues	200
31	MGMT	City Council	Conferences & Meetings		General	Lifeguard Medal of Honor dinner	175
Total							107,975

FY 2019-20 Proposed Budget by Department

Version A: Sorted by Department/Program

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
Potential Reductions in City Council Budget - Public Service Events							
1	MGMT	City Council	Public Service Events		General	Mira Costa Grad Night Sponsorship	7,500
2	MGMT	City Council	Public Service Events		General	Manhattan Beach Education Foundation Event Sponsorship	7,000
3	MGMT	City Council	Public Service Events		General	Grades of Green Event Sponsorship	5,500
4	MGMT	City Council	Public Service Events		General	TEDx Event Sponsorship	5,500
5	MGMT	City Council	Public Service Events		General	Miscellaneous Public Event Sponsorships (as-needed)	5,500
6	MGMT	City Council	Public Service Events		General	"Best of Manhattan," Chamber of Commerce Event Sponsorship	5,000
7	MGMT	City Council	Public Service Events		General	"Economic Forum," Chamber of Commerce Event Sponsorship	4,000
8	MGMT	City Council	Public Service Events		General	"State of the City," Chamber of Commerce Event Sponsorship	2,000
9	MGMT	City Council	Public Service Events		General	Holiday Fireworks Newspaper Ad Sponsorship	1,250
10	MGMT	City Council	Public Service Events		General	Richstone Affair of the Heart Event Sponsorship	625
11	MGMT	City Council	Public Service Events		General	AVP Championship Dinner Event Sponsorship	500
Total							<u>44,375</u>

FY 2019-20 Proposed Budget by Department

Version B: Sorted by Expenditure Category

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
1	PWKS	Water Pumping	Assessments & Taxes	Low	Water	Eliminate Chevron lease for groundwater pumping (Replenishment Assessment Fee)	361,000
2	FIN	Revenue Services	Audit Services	High	General	Eliminate Commercial Enterprise Audits (e.g. Hotel TOT, ground leases)	30,000
3	PREC	Recreation Services	City Events	High	General	Reduce services during the Pumpkin Race Special Event (AV Equipment) from \$10,600 Total	5,000
4	MGMT	City Council	City Memberships	Low	General	Eliminate Membership dues for Manhattan Beach Chamber of Commerce	3,000
5	POL	Comm. Affairs/Patrol	Community Programs	Low	General	Eliminate Police Open House event (with FD)	12,000
6	POL	Community Affairs	Community Programs	Med	General	Eliminate Community Police Academy Program	16,000
7	FIRE	CERT	Community Programs	High	General	Eliminate CERT Program	26,520
8	FIRE	Operations	Community Programs	High	General	Eliminate Fire Open House event (with PD)	2,008
9	FIN	Administration	Computer Contract Serv.	Low	General	Eliminate OpenGov Online Financial Transparency Reporting platform	7,000
10	FIN	Revenue Services	Computer Contract Serv.	Med	General	Eliminate custom software reports for utility billing (no longer needed w/ new ERP)	1,500
11	FIRE	Administration	Computer Contract Serv.	Low	General	Eliminate annual warranty cost for equipment near end of life and evaluate one-time replacement cost	8,000
12	IT	Administration	Computer Contract Serv.	Low	IT**	Reduction in Sprout Social (social media content management system) from \$27,342 to \$3,000	24,342
13	IT	Administration	Computer Contract Serv.	Low	IT**	Reduction in vendor contract services for broadcast support from \$75,000	20,000
14	IT	Administration	Computer Contract Serv.	Med	IT**	Eliminate Internet Circuit (used as backup - redundancy)	15,600
15	IT	Administration	Computer Contract Serv.	Med	IT**	Eliminate Workplace for Employees (Internal collaboration tool)	9,600
16	IT	Administration	Computer Contract Serv.	Low	IT**	Eliminate Survey Platform - Open City Hall	8,580
17	MGMT	City Clerk	Contract Services	Low	General	Eliminate funds for portion of Granicus contract due to costs being lower than anticipated	22,142
18	MGMT	City Council	Contract Services	Low	General	Eliminate Community Survey	20,000
19	MGMT	City Council	Contract Services	Low	General	Eliminate City Manager and City Attorney Performance Evaluation Consultant Costs	10,000
20	MGMT	City Council	Contract Services	Low	General	Eliminate City Council Retreat Consultant Costs	9,000
21	MGMT	City Manager	Contract Services	High	General	Eliminate Economic Development Partnership w/ Chamber of Commerce	60,000
22	MGMT	City Manager	Contract Services	Low	General	Reduce Cell Phone services costs in lieu of stipend offered to City Manager from \$5,040 (3 units at \$1,680)	2,460
23	FIN	Accounting	Contract Services	Med	General	Eliminate contracted Actuarial Analyses and rely solely on CalPERS reports	16,200
24	FIN	Accounting	Contract Services	Med	General	Reduce Contract Services for re-negotiated Audit Services contract - \$60,000 Total Contract	9,000
25	FIN	Purchasing	Contract Services	Med	Building & Ops**	Eliminate Coffee Service at City facilities	29,000
26	FIN	Purchasing	Contract Services	Med	Building & Ops**	Eliminate Water Service at City facilities	10,000
27	FIN	Purchasing	Contract Services	Med	Building & Ops**	Eliminate Plant Care Service at City Hall	3,985
28	FIN	Revenue Services	Contract Services	Med	General	Reduce Emergency Medical billing services based on actual costs of last 3 years from \$48,000 Total Contract	5,000
29	FIN	Revenue Services	Contract Services	High	General	Eliminate Utility Bill inserts 6 times/year (used to communicate with customers)	1,000
30	HR	Administration	Contract Services	Low	General	Eliminate Employee Survey consultant costs (Carry-forward from the 2018-19 Budget)	20,000

FY 2019-20 Proposed Budget by Department

Version B: Sorted by Expenditure Category

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
31	HR	Risk Management	Contract Services	Med	Insurance**	Reduce budget for the City's Wellness Program (MBFit) from \$40,000; The amount being reduced was initially slated for biometrics testing, which has not been utilized to-date; This budget could be utilized to expand the employee wellness program in future years if it is not used for biometric testing	17,500
32	HR	Risk Management	Contract Services	Med	Insurance**	Eliminate dispute resolution service provided for neighbor-neighbor and tenant-landlord conflicts	11,000
33	PREC	Recreation Services	Contract Services	High	General	Reduce contract cleaning at recreation facilities and rely on day porters (contract) and staff (\$191,000 annual contract)	55,000
34	PREC	Sports	Contract Services	High	General	Reduce the total number of tennis court cleanings from weekly to biweekly from \$27,738	12,000
35	PREC	Sports	Contract Services	High	General	Eliminate turf field grooming and cleaning contract	10,000
36	PREC	Sports	Contract Services	High	General	Eliminate annual Tennis & Basketball Court patchwork/repairs	5,000
37	PREC	Volunteers	Contract Services	Med	General	Eliminate Volunteer Appreciation Dinner (Cost shared w/ Police)	7,100
38	POL	Traffic Safety	Contract Services	High	General	Crossing Guard Program - 24 total current locations staffed with Crossing Guards; each location costs approximately \$11,667 (\$280,000 represents the entire program). The program budget is scalable in that it can be reduced by evaluating and eliminating locations where there is the least traffic and the least number of children crossing. Example, if 3 locations were eliminated, the cost savings would be \$35,000/year. If directed to pursue this as a cost saving option, locations would be identified through traffic studies conducted by the Traffic Engineer and the Traffic Safety Bureau.	280,000
39	FIRE	Communications	Contract Services	Med	General	Eliminate one cell phone and associated service	1,800
40	FIRE	Emergency Prep	Contract Services	Med	General	Eliminate Emergency Preparedness townhall-style meetings provided by the Fire Department (budgeted for 3 per year; past speakers/topics have included Dr. Lucy Jones, Seismologist/expert on earthquake science and safety in California)	4,000
41	FIRE	Support Services	Contract Services	Low	General	Reduce Monthly Cell Phone bills based on historical data from \$1,725	500
42	CDEV	Building Inspection	Contract Services	High	General	Reduce On-Call Consultant Inspector Services from \$50,000	10,000
43	CDEV	Building Plan Check	Contract Services	High	General	Reduce Melad & VCA Plan Check Engineering Services from \$650,000	117,000
44	CDEV	Planning	Contract Services	High	General	Reduce advanced planning project services from \$107,319	40,135
45	CDEV	Planning	Contract Services	High	General	Reduce Short-Term Rental Ban Enforcement Services from \$80,000	40,000
46	CDEV	Traffic Engineering	Contract Services	High	General	Reduce Consulting Services for the Traffic Impact Guidelines Update from \$80,000	40,000
47	PWKS	Civil Engineering	Contract Services	Low	General	Reduce contract assistance for federal grants by 50% from \$50,000	25,000
48	PWKS	Landscape Maintenance	Contract Services	Low	General	True up of new contract for landscape maintenance from \$776,850 over multiple accounts	188,000
49	PWKS	Meters/Lots/Structures	Contract Services	Low	Parking	Eliminate contract PPIC Secretary - moved to internal staff	20,700
50	PWKS	Parks Maintenance	Contract Services	High	General	Reduce funding by approximately 60% for tree replacements in medians (rely on tree fund instead) - \$52,000	30,000
51	PWKS	Parks Maintenance	Contract Services	High	General	Reduce City Tennis/Basketball court resurfacing from annual to biennial from \$17,500	8,750
52	PWKS	Refuse Management	Contract Services	High	Refuse	Eliminate big-belly leases; replace with static trash cans	23,000

FY 2019-20 Proposed Budget by Department

Version B: Sorted by Expenditure Category

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
53	PWKS	Refuse Management	Contract Services	High	Refuse	Eliminate shredding events - funding for extra events outside contract	2,500
54	PWKS	Refuse Management	Contract Services	High	Refuse	Eliminate compost bin subsidy	1,750
55	PWKS	School District Maint.	Contract Services	High	General	Reduce School Tennis/Basketball court resurfacing from annual to biennial from \$9,000	4,500
56	PWKS	Sewer Maintenance	Contract Services	Med	Sewer	Reduce sewer video inspections by 60% (Will use only for emergency assessments; use internal resources for small video inspections) from \$50,000	30,000
57	PWKS	Storm Drain Maint.	Contract Services	High	Stormwater*	Eliminate contract for annual Clean Bay Restaurant Certification Program	32,000
58	PWKS	Street Repair	Contract Services	High	General	Eliminate funding for tree replacements in medians - utilize tree fund	10,000
59	PWKS	Street Repair	Contract Services	Low	General	Reduce budget - reimbursed by DBPA \$2,700 for holiday lighting	2,700
60	PWKS	Street Sweeping	Contract Services	High	Stormwater*	Reduce street sweeping frequency from weekly to monthly from \$378,000	275,000
61	PWKS	Water Source/Supply	Contract Services	Low	Water	Eliminate Chevron lease for groundwater pumping - 600 acre ft.	200,000
62	PWKS	Water Treatment	Contract Services	High	Water	Eliminate printing and mailing consumer confidence report. Make available online and notify via social media, water bill, and newspaper.	11,000
63	IT	Administration	Contract Services	Med	IT**	Reduction in fiber network redundant support from \$89,920	24,650
64	IT	Administration	Contract Services	Low	IT**	Adjustment of Information Technology copier budget	2,000
65	IT	Administration	Contract Services	Med	IT**	Eliminate MiFi devices for select IT staff, loaner MiFi devices, and iPad data plans	2,000
66	MGMT	City Council	Council Contingency	Low	General	Eliminate City Council Contingency Budget	100,000
67	MGMT	City Clerk	Departmental Supplies	Low	General	Eliminate purchase of promotional City Store merchandise items	10,000
68	MGMT	City Clerk	Departmental Supplies	Low	General	Eliminate Dry Cleaning linens for City Council meetings	1,100
69	MGMT	City Council	Departmental Supplies	Low	General	Eliminate refreshments provided at all City Council meetings	27,050
70	MGMT	City Council	Departmental Supplies	Low	General	Eliminate Council/Commission Reception provided to Board members and Commissioners (December)	2,300
71	MGMT	City Council	Departmental Supplies	Low	General	Eliminate flowers for condolences and appropriate ceremonies	500
72	MGMT	City Manager	Departmental Supplies	Med	General	Eliminate food/supplies for Community engagement meetings (e.g. Mayor's Town Hall)	9,000
73	MGMT	City Manager	Departmental Supplies	Low	General	Reduce community engagement meeting from 3 to 2 per year. Total annual budget is \$9,000	6,000
74	MGMT	City Manager	Departmental Supplies	Med	General	Eliminate food/supplies for additional organizational development training sessions for Employees	1,000
75	FIN	Accounting	Departmental Supplies	Med	General	Reduce Departmental Supplies - \$2,200 Total	400
76	PREC	Aquatics	Departmental Supplies	High	General	Reduce annual supply and equipment purchases at Begg Pool from \$20,700 Total	10,000
77	PREC	Cultural Arts	Departmental Supplies	Med	General	Reduce ceramics equipment repair and replacement contingency from \$11,000	2,000
78	PREC	Sports	Departmental Supplies	High	General	Reduce tennis court supply purchases (may impact quality of nets and ball machines) from \$25,000 Total	5,000
79	POL	Community Affairs	Departmental Supplies	Med	General	Eliminate Volunteer Appreciation Dinner (Cost shared w/ P&R)	5,800
80	FIRE	Administration	Departmental Supplies	Low	General	Reduce departmental supplies from \$5,400	1,000
81	FIRE	Communications	Departmental Supplies	High	General	Reduce purchase and replacement of radios, batteries and accessories from \$18,400	7,900
82	FIRE	Emergency Medical Services	Departmental Supplies	Med	General	Eliminate the remaining funds in the BLS Ambulance Program (City contracted with McCormick Ambulance Services)	21,200
83	FIRE	Investigations	Departmental Supplies	Low	General	Reduce supplies used for arson investigations from \$3,000	1,000

FY 2019-20 Proposed Budget by Department

Version B: Sorted by Expenditure Category

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
84	FIRE	Operations	Departmental Supplies	Med	General	Reduce Departmental supplies (wax, soap, training supplies, extend mattress and appliance replacement schedule) from \$10,180	5,100
85	FIRE	Public Education	Departmental Supplies	High	General	Reduce departmental supplies by 50% from \$19,520	9,760
86	PWKS	Refuse Management	Departmental Supplies	High	Refuse	Eliminate mutt-mitt program	15,000
87	PWKS	Refuse Management	Departmental Supplies	Med	Refuse	Eliminate promotional and educational supplies	6,000
88	PWKS	Water Maintenance	Departmental Supplies	Low	Water	Reduce water meter purchase - included in CIP replacement from \$230,000	100,000
89	IT	Administration	Departmental Supplies	Low	IT**	10% Reduction in scheduled printer replacements from \$50,000	5,000
90	MGMT	City Clerk	Employee Development	Low	General	Reduce funds for Clerk training/conference from \$40,365 Total for various conferences	3,240
91	MGMT	City Clerk	Employee Development	Low	General	Eliminate Funding for Public Records Act and Ethics Training for City Employees (Training funded by City Attorney Contract Services)	2,000
92	MGMT	City Council	Employee Development	Low	General	Eliminate Leadership Manhattan Beach Event Sponsorships a) "Meet the City" event (\$150) b) Mock City Council meeting (\$125) c) Graduation Dinner (\$150 - 5 Council @ \$30 per person)	425
93	MGMT	City Manager	Employee Development	Low	General	Eliminate IAP2 Civic Engagement Training	8,000
94	MGMT	City Manager	Employee Development	Low	General	Eliminate ICA Winter Conference and Summer Conference	3,000
95	MGMT	City Manager	Employee Development	Low	General	Eliminate League of California Cities City Manager Meetings	3,000
96	MGMT	City Manager	Employee Development	Low	General	Eliminate Alliance for Innovation City Membership	2,550
97	MGMT	City Manager	Employee Development	Low	General	Eliminate ELGL Annual Conference for 1 Employee	1,200
98	MGMT	City Manager	Employee Development	Low	General	Eliminate IAP2 Civic Engagement Membership Dues	420
99	MGMT	City Manager	Employee Development	Low	General	Eliminate Daily Breeze Subscription for City Manager	100
100	MGMT	City Manager	Employee Development	Low	General	Eliminate membership dues for ASPA organization.	100
101	MGMT	City Treasurer	Employee Development	Low	General	Eliminate Local Investment Agency Investment Fund (LAIF) Conference	750
102	FIN	Accounting	Employee Development	Med	General	Eliminate Tyler Conference for 1 Employee	2,500
103	FIN	Administration	Employee Development	Med	General	Eliminate ICMA Conference for 1 Employee	2,000
104	FIN	Purchasing	Employee Development	Med	General	Eliminate Tyler Conference for 1 Employee	2,400
105	FIN	Revenue Services	Employee Development	Med	General	Eliminate GFOA Conference for 1 Employee	1,750
106	HR	Administration	Employee Development	Med	General	Reduce City-wide Training Courses (e.g. Microsoft Excel, Microsoft Word, Customer Service Training, etc.); The total budget for Citywide employee training is \$40,000; In 2019/20, this budget will be used for required Harassment Prevention training for all City employees as well as other Citywide training initiatives	7,500
107	HR	Risk Management	Employee Development	Low	Insurance**	Eliminate Safety Incentive Program; this budget could be utilized in the future to revitalize a Citywide Safety Committee	5,000
108	PREC	Cultural Arts	Employee Development	Low	General	Reduce Training budget (Americans for the Arts) - \$4,520 for 2 Staff Members	2,320
109	FIRE	Emergency Medical Services	Employee Development	Med	General	Eliminate Conference and Training in EMS (LCW Conf, CFED Conf, Firehouse World Conf, EMSAAC Conf, IAFC Conf)	7,070
110	FIRE	Emergency Prep	Employee Development	Med	General	Eliminate California Specialized Training Institute (CSTI) training for one employee	3,800
111	FIRE	Emergency Prep	Employee Development	Med	General	Reduce memberships for Emergency Services Coordinator from \$1,100	250
112	FIRE	Operations	Employee Development	Med	General	Reduce Conference and Training in Operations (Liebert Cassidy, IAFC, Cal Chiefs)	2,050
113	FIRE	Public Education	Employee Development	High	General	Eliminate Communications-related training for one Firefighter/Paramedic position	2,500

FY 2019-20 Proposed Budget by Department

Version B: Sorted by Expenditure Category

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
114	FIRE	Support Services	Employee Development	Med	General	Eliminate Conferences and Training in Support Services (Liebert Cassidy) - 1 Battalion Chief	2,150
115	PWKS	Administration	Employee Development	Low	General	Eliminate Engineering APWA Memberships	2,000
116	IT	Administration	Employee Development	Med	IT**	Eliminate Public CIO Technology Summit for 2 Employees	5,000
117	IT	Administration	Employee Development	Med	IT**	Eliminate ESRI Conference for 1 Employee	1,500
118	IT	Administration	Employee Development	Med	IT**	Eliminate CAPIO Conference for 1 Employee	1,000
119	IT	GIS	Employee Development	Med	General	Eliminate ESRI Conference for 1 Employee	1,500
120	FIN	Accounting	Overtime	Med	General	Reduce Overtime for Accounting staff from \$5,000 Total	2,500
121	FIN	Administration	Overtime	Low	General	Eliminate Overtime for Administrative staff	500
122	POL	Patrol	Overtime	High	General	Eliminate OT for High Visibility Patrols (Foot beats, Bike Patrols)	150,000
123	POL	Patrol/Traffic Safety	Overtime	Med	General	Eliminate Explorer Program - Overtime related to officers mentoring youth volunteers, attending explorer meetings, providing training, and attending competitions with the explorers	20,000
124	FIRE	Communications	Overtime	High	General	Reduce overtime as most meetings occur while personnel on-duty from \$6,560	1,640
125	FIRE	Emergency Prep	Overtime	High	General	Reduce projected overtime hours from \$8,400	6,384
126	FIRE	Public Education	Overtime	High	General	Reduce OT allotment, events are attended while staff is on duty. Reduced allocated OT from 48 hrs. to 24 hrs @ \$84/hr. Reduce dedicated OT for PIO and web development from 20 hrs. to 12 hrs @ \$84/hr. - \$5,712	3,024
127	IT	GIS	Overtime	Low	General	Eliminate Overtime for GIS staff	500
128	MGMT	City Council	Part-time Reductions	Low	General	Eliminate City Council Agenda Packet Delivery	1,499
129	MGMT	City Manager	Part-time Reductions	Low	General	Eliminate of Summer Internship Program (consistent with City Council Work Plan direction)	3,000
130	FIN	Administration	Printing	Low	General	Reduce Budget and CAFR Printing Costs (printing fewer copies) from \$7,100 Total for Budget and CAFR Printing)	1,200
131	FIN	Revenue Services	Printing	Low	General	Eliminate Purchase of Taxi Decals	500
132	PREC	Administration	Printing	High	General	Reduce Manhappenings print production by 80% from \$74,520; Print limited supply for City facilities (Includes Postage) - utilize social media and other delivery opportunities.	73,000
133	PREC	Cultural Arts	Programs - Arts	High	General	Reduce number of Concerts from ten (\$110,943 total) to six (Expenditures are offset by sponsorships; \$60,000 in revenue anticipated)	40,000
134	PREC	Cultural Arts	Programs - Arts	Med	General	Eliminate Metlox, Joslyn and Library Art Programs	10,000
135	PREC	Cultural Arts	Programs - Arts	Low	General	Eliminate planned expansion of art exhibition program into additional venues at the Mall & Downtown	4,500
136	PREC	Aquatics	Programs - Mira Costa Pool	Low	General	Eliminate services at Mira Costa Pool. MCHS Pool rentals can be administered through MBX. (Expenditure of \$144,102 is offset by Revenue of \$120,000 for Net savings of \$24,102)	24,102
137	PREC	Transportation	Programs - Seniors	High	Prop A*	Eliminate Thursday evening Dial-a-Ride services based on low enrollment (2-3 riders per evening). Savings from dispatcher (4 hrs) and driver (5 hrs)	4,495
138	POL	Administration	Public Safety Vehicles	Low	General	Vehicle Replacement - Extend Non-Patrol vehicle life/replacement by 2 years	29,000

FY 2019-20 Proposed Budget by Department

Version B: Sorted by Expenditure Category

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
139	FIRE	Emergency Medical Services	Public Safety Vehicles	Med	General	Eliminate BLS Ambulance annual charge out to the Fleet Fund for maintenance and future vehicle replacement (FD no longer utilizes the ambulance for BLS service)	25,066
140	FIN	Administration	Publications/Advertising	Med	General	Reduce Advertising/Outreach for Budget Meetings from \$1,000 Total	500
141	PREC	Administration	Publications/Advertising	Med	General	Reduce newspaper ads for City services and increase usage of social media from \$41,184 Total	20,000
142	PREC	Cultural Arts	Publications/Advertising	Low	General	Eliminate camp and activity street banner	1,300
143	CDEV	Environmental	Publications/Advertising	Low	General	Reduce Advertising/Outreach materials for various Environmental Sustainability programs from \$12,000	9,000
144	PWKS	Administration	Publications/Advertising	Low	General	Eliminate Advertising budget and utilize City social media	200

Impact Level

High: Noticeable service impacts operationally and in the community
 Medium: Impact on internal City operations and/or staff; Minimal impact to community services/programs
 Low: Little to no community/organizational impact

Total Operating Budget Reductions in All Funds **3,173,617**
% of Total Operating Budget **2.8%**

Total General Fund Reductions **1,895,415**
% of General Fund Approved Budget **2.5%**

* These funds are subsidized by the General Fund as necessary.
 ** Internal Service Funds are allocated to the General Fund by about 90%.

Total by Fund:

General	1,895,415
Water	672,000
Stormwater*	307,000
Sewer	30,000
Parking	20,700
Refuse	48,250
Prop A*	4,495
Building & Ops**	42,985
Insurance**	33,500
IT**	119,272
Total	3,173,617

FY 2019-20 Proposed Budget by Department

Version B: Sorted by Expenditure Category

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
NON-CITY SPECIAL EVENTS STAFF OVERTIME AND CONTRACT SERVICES							
1	FIRE	Police - Traffic Safety	Contract Services	High	General	Eliminate City subsidy for Traffic Control & Unarmed Guard Services during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, Holiday Fireworks	51,500
2	POL	Traffic Control	Contract Services	High	General	Eliminate City subsidy for Traffic Control during Special Events: Holiday Fireworks, Hometown Fair	13,000
3	POL	Fire - Operations	Overtime	High	General	Eliminate City subsidy for Overtime during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, Holiday Fireworks, Tour de Pier	13,612
4	PWKS	Police - Patrol	Overtime	High	General	Eliminate City subsidy for Overtime during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, MB Little League Parade, Holiday Fireworks, America	87,000
5	PWKS	Public Works - Streets	Overtime	High	General	Eliminate City subsidy for Overtime during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, Holiday Fireworks, Tour de Pier	27,950
Subtotal							193,062
CITY EVENTS STAFF OVERTIME AND CONTRACT SERVICES							
1	FIRE	Police - Traffic Safety	Contract Services	High	General	Eliminate PD Traffic Control & Unarmed Guard Services during City Events: Six Man, Pier Lighting & Holiday Open House, Concerts in the Park	62,500
2	POL	Traffic Control	Contract Services	High	General	Eliminate Traffic Control during City Event: Pier Lighting & Holiday Open House	13,000
3	POL	Fire - Operations	Overtime	High	General	Eliminate FD Overtime during City Events: Six Man, Manhattan Beach Open, Friendship Walk, Pier Lighting & Holiday Open House	13,940
4	PWKS	Police - Patrol	Overtime	High	General	Eliminate PD Overtime during City Events: Six Man, Pier Lighting & Holiday Open House, Concerts in the Park	57,000
5	PWKS	Public Works - Streets	Overtime	High	General	Eliminate PW Overtime during City Events: Six Man, Manhattan Beach Open, Friendship Walk, Pier Lighting & Holiday Open House, Concerts in the Park, Other Misc.	14,800
Subtotal							161,240
Total							<u>354,302</u>

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
Potential Reductions in City Council Budget - Memberships and Training/Conferences/Meetings							
1	MGMT	City Council	Conferences & Meetings		General	Independent Cities Association Winter and Summer Conferences	10,000
2	MGMT	City Council	Conferences & Meetings		General	National League of Cities Leadership Summits and Conference	10,000
3	MGMT	City Council	Conferences & Meetings		General	California Contract Cities Association Annual Conference	7,500
4	MGMT	City Council	Conferences & Meetings		General	League of California Cities Annual Conference	7,000
5	MGMT	City Council	Conferences & Meetings		General	US Mayors Conference of Mayors winter and summer conferences	6,000
6	MGMT	City Council	Conferences & Meetings		General	League of California Cities Leadership Training for Councilmembers	3,000
7	MGMT	City Council	Conferences & Meetings		General	League of California Cities Forums	3,000
8	MGMT	City Council	Conferences & Meetings		General	National League of Cities Congressional City Conference	3,000
9	MGMT	City Council	Conferences & Meetings		General	Local Government Commission Conference	2,500
10	MGMT	City Council	Conferences & Meetings		General	Joint Meetings with Board/Commission Members	1,500
11	MGMT	City Council	Conferences & Meetings		General	State of the County Address	1,000
12	MGMT	City Council	Conferences & Meetings		General	South Bay Business Leaders Summit	700
14	MGMT	City Council	Conferences & Meetings		General	Southern California Assn. of Governments General Assembly	600
15	MGMT	City Council	Conferences & Meetings		General	Medal of Valor Luncheon	500
16	MGMT	City Council	Conferences & Meetings		General	Annual Interviews with Board/Commission candidates and Boards and Commissions	500
17	MGMT	City Council	Conferences & Meetings		General	League of California Cities - LA County Division Meetings	250
18	MGMT	City Council	Conferences & Meetings		General	Lifeguard Medal of Honor dinner	175
19	MGMT	City Council	Memberships & Dues		General	South Bay Cities Council of Governments (SBCCOG) Membership Dues	15,000
20	MGMT	City Council	Memberships & Dues		General	League of California Cities Membership Dues	13,500
21	MGMT	City Council	Memberships & Dues		General	US Conference of Mayors Membership Dues	3,800
22	MGMT	City Council	Memberships & Dues		General	Southern California Assn. of Governments (SCAG) Membership Dues	3,700
23	MGMT	City Council	Memberships & Dues		General	National League of Cities (NLC) Membership Dues	3,500
24	MGMT	City Council	Memberships & Dues		General	California Contract Cities Association (CCCA) Membership Dues	3,500
25	MGMT	City Council	Memberships & Dues		General	California Coastal Coalition Membership Dues	2,000
26	MGMT	City Council	Memberships & Dues		General	Legally Required Local Agency Formation Commission (LAFCO) Membership Dues	1,750
27	MGMT	City Council	Memberships & Dues		General	Independent Cities Association Dues	1,600
28	MGMT	City Council	Memberships & Dues		General	League of California Cities - L.A. County Division Membership Dues	1,450
29	MGMT	City Council	Memberships & Dues		General	Manhattan Beach Coordinating Council Sponsorship	500
30	MGMT	City Council	Memberships & Dues		General	Miscellaneous Citywide Membership Dues	250
31	MGMT	City Council	Memberships & Dues		General	United States/Mexico Sister Cities Association Membership Dues	200

Total **107,975**

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
Potential Reductions in City Council Budget - Public Service Events							
1	MGMT	City Council	Public Service Events		General	Mira Costa Grad Night Sponsorship	7,500
2	MGMT	City Council	Public Service Events		General	Manhattan Beach Education Foundation Event Sponsorship	7,000
3	MGMT	City Council	Public Service Events		General	Grades of Green Event Sponsorship	5,500
4	MGMT	City Council	Public Service Events		General	TEDx Event Sponsorship	5,500
5	MGMT	City Council	Public Service Events		General	Miscellaneous Public Event Sponsorships (as-needed)	5,500
6	MGMT	City Council	Public Service Events		General	"Best of Manhattan," Chamber of Commerce Event Sponsorship	5,000
7	MGMT	City Council	Public Service Events		General	"Economic Forum," Chamber of Commerce Event Sponsorship	4,000
8	MGMT	City Council	Public Service Events		General	"State of the City," Chamber of Commerce Event Sponsorship	2,000
9	MGMT	City Council	Public Service Events		General	Holiday Fireworks Newspaper Ad Sponsorship	1,250
10	MGMT	City Council	Public Service Events		General	Richstone Affair of the Heart Event Sponsorship	625
11	MGMT	City Council	Public Service Events		General	AVP Championship Dinner Event Sponsorship	500
Total							44,375

FY 2019-20 Proposed Budget by Department

Version C: Sorted by Amount (High to Low)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
1	PWKS	Water Pumping	Assessments & Taxes	Low	Water	Eliminate Chevron lease for groundwater pumping (Replenishment Assessment Fee)	361,000
2	POL	Traffic Safety	Contract Services	High	General	Crossing Guard Program - 24 total current locations staffed with Crossing Guards; each location costs approximately \$11,667 (\$280,000 represents the entire program). The program budget is scalable in that it can be reduced by evaluating and eliminating locations where there is the least traffic and the least number of children crossing. Example, if 3 locations were eliminated, the cost savings would be \$35,000/year. If directed to pursue this as a cost saving option, locations would be identified through traffic studies conducted by the Traffic Engineer and the Traffic Safety Bureau.	280,000
3	PWKS	Street Sweeping	Contract Services	High	Stormwater*	Reduce street sweeping frequency from weekly to monthly from \$378,000	275,000
4	PWKS	Water Source/Supply	Contract Services	Low	Water	Eliminate Chevron lease for groundwater pumping - 600 acre ft.	200,000
5	PWKS	Landscape Maintenance	Contract Services	Low	General	True up of new contract for landscape maintenance from \$776,850 over multiple accounts	188,000
6	POL	Patrol	Overtime	High	General	Eliminate OT for High Visibility Patrols (Foot beats, Bike Patrols)	150,000
7	CDEV	Building Plan Check	Contract Services	High	General	Reduce Melad & VCA Plan Check Engineering Services from \$650,000	117,000
8	MGMT	City Council	Council Contingency	Low	General	Eliminate City Council Contingency Budget	100,000
9	PWKS	Water Maintenance	Departmental Supplies	Low	Water	Reduce water meter purchase - included in CIP replacement from \$230,000	100,000
10	PREC	Administration	Printing	High	General	Reduce Manhappenings print production by 80% from \$74,520; Print limited supply for City facilities (Includes Postage) - utilize social media and other delivery opportunities.	73,000
11	MGMT	City Manager	Contract Services	High	General	Eliminate Economic Development Partnership w/ Chamber of Commerce	60,000
12	PREC	Recreation Services	Contract Services	High	General	Reduce contract cleaning at recreation facilities and rely on day porters (contract) and staff (\$191,000 annual contract)	55,000
13	CDEV	Planning	Contract Services	High	General	Reduce advanced planning project services from \$107,319	40,135
14	CDEV	Planning	Contract Services	High	General	Reduce Short-Term Rental Ban Enforcement Services from \$80,000	40,000
15	CDEV	Traffic Engineering	Contract Services	High	General	Reduce Consulting Services for the Traffic Impact Guidelines Update from \$80,000	40,000
16	PREC	Cultural Arts	Programs - Arts	High	General	Reduce number of Concerts from ten (\$110,943 total) to six (Expenditures are offset by sponsorships; \$60,000 in revenue anticipated)	40,000
17	PWKS	Storm Drain Maint.	Contract Services	High	Stormwater*	Eliminate contract for annual Clean Bay Restaurant Certification Program	32,000
18	FIN	Revenue Services	Audit Services	High	General	Eliminate Commercial Enterprise Audits (e.g. Hotel TOT, ground leases)	30,000
19	PWKS	Parks Maintenance	Contract Services	High	General	Reduce funding by approximately 60% for tree replacements in medians (rely on tree fund instead) - \$52,000	30,000
20	PWKS	Sewer Maintenance	Contract Services	Med	Sewer	Reduce sewer video inspections by 60% (Will use only for emergency assessments; use internal resources for small video inspections) from \$50,000	30,000
21	FIN	Purchasing	Contract Services	Med	Building & Ops**	Eliminate Coffee Service at City facilities	29,000
22	POL	Administration	Public Safety Vehicles	Low	General	Vehicle Replacement - Extend Non-Patrol vehicle life/replacement by 2 years	29,000
23	MGMT	City Council	Departmental Supplies	Low	General	Eliminate refreshments provided at all City Council meetings	27,050
24	FIRE	CERT	Community Programs	High	General	Eliminate CERT Program	26,520
25	FIRE	Emergency Medical Services	Public Safety Vehicles	Med	General	Eliminate BLS Ambulance annual charge out to the Fleet Fund for maintenance and future vehicle replacement (FD no longer utilizes the ambulance for BLS service)	25,066
26	PWKS	Civil Engineering	Contract Services	Low	General	Reduce contract assistance for federal grants by 50% from \$50,000	25,000

FY 2019-20 Proposed Budget by Department

Version C: Sorted by Amount (High to Low)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
27	IT	Administration	Contract Services	Med	IT**	Reduction in fiber network redundant support from \$89,920	24,650
28	IT	Administration	Computer Contract Serv.	Low	IT**	Reduction in Sprout Social (social media content management system) from \$27,342 to \$3,000	24,342
29	PREC	Aquatics	Programs - Mira Costa Pool	Low	General	Eliminate services at Mira Costa Pool. MCHS Pool rentals can be administered through MBX. (Expenditure of \$144,102 is offset by Revenue of \$120,000 for Net savings of \$24,102)	24,102
30	PWKS	Refuse Management	Contract Services	High	Refuse	Eliminate big-belly leases; replace with static trash cans	23,000
31	MGMT	City Clerk	Contract Services	Low	General	Eliminate funds for portion of Granicus contract due to costs being lower than anticipated	22,142
32	FIRE	Emergency Medical Services	Departmental Supplies	Med	General	Eliminate the remaining funds in the BLS Ambulance Program (City contracted with McCormick Ambulance Services)	21,200
33	PWKS	Meters/Lots/Structures	Contract Services	Low	Parking	Eliminate contract PPIC Secretary - moved to internal staff	20,700
34	IT	Administration	Computer Contract Serv.	Low	IT**	Reduction in vendor contract services for broadcast support from \$75,000	20,000
35	MGMT	City Council	Contract Services	Low	General	Eliminate Community Survey	20,000
36	HR	Administration	Contract Services	Low	General	Eliminate Employee Survey consultant costs (Carry-forward from the 2018-19 Budget)	20,000
37	POL	Patrol/Traffic Safety	Overtime	Med	General	Eliminate Explorer Program - Overtime related to officers mentoring youth volunteers, attending explorer meetings, providing training, and attending competitions with the explorers	20,000
38	PREC	Administration	Publications/Advertising	Med	General	Reduce newspaper ads for City services and increase usage of social media from \$41,184 Total	20,000
39	HR	Risk Management	Contract Services	Med	Insurance**	Reduce budget for the City's Wellness Program (MBFit) from \$40,000; The amount being reduced was initially slated for biometrics testing, which has not been utilized to-date; This budget could be utilized to expand the employee wellness program in future years if it is not used for biometric testing	17,500
40	FIN	Accounting	Contract Services	Med	General	Eliminate contracted Actuarial Analyses and rely solely on CalPERS reports	16,200
41	POL	Community Affairs	Community Programs	Med	General	Eliminate Community Police Academy Program	16,000
42	IT	Administration	Computer Contract Serv.	Med	IT**	Eliminate Internet Circuit (used as backup - redundancy)	15,600
43	PWKS	Refuse Management	Departmental Supplies	High	Refuse	Eliminate mutt-mitt program	15,000
44	POL	Comm. Affairs/Patrol	Community Programs	Low	General	Eliminate Police Open House event (with FD)	12,000
45	PREC	Sports	Contract Services	High	General	Reduce the total number of tennis court cleanings from weekly to biweekly from \$27,738	12,000
46	HR	Risk Management	Contract Services	Med	Insurance**	Eliminate dispute resolution service provided for neighbor-neighbor and tenant-landlord conflicts	11,000
47	PWKS	Water Treatment	Contract Services	High	Water	Eliminate printing and mailing consumer confidence report. Make available online and notify via social media, water bill, and newspaper.	11,000
48	MGMT	City Council	Contract Services	Low	General	Eliminate City Manager and City Attorney Performance Evaluation Consultant Costs	10,000
49	FIN	Purchasing	Contract Services	Med	Building & Ops**	Eliminate Water Service at City facilities	10,000
50	PREC	Sports	Contract Services	High	General	Eliminate turf field grooming and cleaning contract	10,000
51	CDEV	Building Inspection	Contract Services	High	General	Reduce On-Call Consultant Inspector Services from \$50,000	10,000
52	PWKS	Street Repair	Contract Services	High	General	Eliminate funding for tree replacements in medians - utilize tree fund	10,000

FY 2019-20 Proposed Budget by Department

Version C: Sorted by Amount (High to Low)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
53	MGMT	City Clerk	Departmental Supplies	Low	General	Eliminate purchase of promotional City Store merchandise items	10,000
54	PREC	Aquatics	Departmental Supplies	High	General	Reduce annual supply and equipment purchases at Begg Pool from \$20,700 Total	10,000
55	PREC	Cultural Arts	Programs - Arts	Med	General	Eliminate Metlox, Joslyn and Library Art Programs	10,000
56	FIRE	Public Education	Departmental Supplies	High	General	Reduce departmental supplies by 50% from \$19,520	9,760
57	IT	Administration	Computer Contract Serv.	Med	IT**	Eliminate Workplace for Employees (Internal collaboration tool)	9,600
58	MGMT	City Council	Contract Services	Low	General	Eliminate City Council Retreat Consultant Costs	9,000
59	FIN	Accounting	Contract Services	Med	General	Reduce Contract Services for re-negotiated Audit Services contract - \$60,000 Total Contract	9,000
60	MGMT	City Manager	Departmental Supplies	Med	General	Eliminate food/supplies for Community engagement meetings (e.g. Mayor's Town Hall)	9,000
61	CDEV	Environmental	Publications/Advertising	Low	General	Reduce Advertising/Outreach materials for various Environmental Sustainability programs from \$12,000	9,000
62	PWKS	Parks Maintenance	Contract Services	High	General	Reduce City Tennis/Basketball court resurfacing from annual to biennial from \$17,500	8,750
63	IT	Administration	Computer Contract Serv.	Low	IT**	Eliminate Survey Platform - Open City Hall	8,580
64	FIRE	Administration	Computer Contract Serv.	Low	General	Eliminate annual warranty cost for equipment near end of life and evaluate one-time replacement cost	8,000
65	MGMT	City Manager	Employee Development	Low	General	Eliminate IAP2 Civic Engagement Training	8,000
66	FIRE	Communications	Departmental Supplies	High	General	Reduce purchase and replacement of radios, batteries and accessories from \$18,400	7,900
67	HR	Administration	Employee Development	Med	General	Reduce City-wide Training Courses (e.g. Microsoft Excel, Microsoft Word, Customer Service Training, etc.); The total budget for Citywide employee training is \$40,000; In 2019/20, this budget will be used for required Harassment Prevention training for all City employees as well as other Citywide training initiatives	7,500
68	PREC	Volunteers	Contract Services	Med	General	Eliminate Volunteer Appreciation Dinner (Cost shared w/ Police)	7,100
69	FIRE	Emergency Medical Services	Employee Development	Med	General	Eliminate Conference and Training in EMS (LCW Conf, CFED Conf, Firehouse World Conf, EMSAAC Conf, IAFC Conf)	7,070
70	FIN	Administration	Computer Contract Serv.	Low	General	Eliminate OpenGov Online Financial Transparency Reporting platform	7,000
71	FIRE	Emergency Prep	Overtime	High	General	Reduce projected overtime hours from \$8,400	6,384
72	MGMT	City Manager	Departmental Supplies	Low	General	Reduce community engagement meeting from 3 to 2 per year. Total annual budget is \$9,000	6,000
73	PWKS	Refuse Management	Departmental Supplies	Med	Refuse	Eliminate promotional and educational supplies	6,000
74	POL	Community Affairs	Departmental Supplies	Med	General	Eliminate Volunteer Appreciation Dinner (Cost shared w/ P&R)	5,800
75	FIRE	Operations	Departmental Supplies	Med	General	Reduce Departmental supplies (wax, soap, training supplies, extend mattress and appliance replacement schedule) from \$10,180	5,100
76	PREC	Recreation Services	City Events	High	General	Reduce services during the Pumpkin Race Special Event (AV Equipment) from \$10,600 Total	5,000
77	FIN	Revenue Services	Contract Services	Med	General	Reduce Emergency Medical billing services based on actual costs of last 3 years from \$48,000 Total Contract	5,000
78	PREC	Sports	Contract Services	High	General	Eliminate annual Tennis & Basketball Court patchwork/repairs	5,000

FY 2019-20 Proposed Budget by Department

Version C: Sorted by Amount (High to Low)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
79	PREC	Sports	Departmental Supplies	High	General	Reduce tennis court supply purchases (may impact quality of nets and ball machines) from \$25,000 Total	5,000

FY 2019-20 Proposed Budget by Department

Version C: Sorted by Amount (High to Low)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
80	IT	Administration	Departmental Supplies	Low	IT**	10% Reduction in scheduled printer replacements from \$50,000	5,000
81	HR	Risk Management	Employee Development	Low	Insurance**	Eliminate Safety Incentive Program; this budget could be utilized in the future to revitalize a Citywide Safety Committee	5,000
82	IT	Administration	Employee Development	Med	IT**	Eliminate Public CIO Technology Summit for 2 Employees	5,000
83	PWKS	School District Maint.	Contract Services	High	General	Reduce School Tennis/Basketball court resurfacing from annual to biennial from \$9,000	4,500
84	PREC	Cultural Arts	Programs - Arts	Low	General	Eliminate planned expansion of art exhibition program into additional venues at the Mall & Downtown	4,500
85	PREC	Transportation	Programs - Seniors	High	Prop A*	Eliminate Thursday evening Dial-a-Ride services based on low enrollment (2-3 riders per evening). Savings from dispatcher (4 hrs) and driver (5 hrs)	4,495
86	FIRE	Emergency Prep	Contract Services	Med	General	Eliminate Emergency Preparedness townhall-style meetings provided by the Fire Department (budgeted for 3 per year; past speakers/topics have included Dr. Lucy Jones, Seismologist/expert on earthquake science and safety in California)	4,000
87	FIN	Purchasing	Contract Services	Med	Building & Ops**	Eliminate Plant Care Service at City Hall	3,985
88	FIRE	Emergency Prep	Employee Development	Med	General	Eliminate California Specialized Training Institute (CSTI) training for one employee	3,800
89	MGMT	City Clerk	Employee Development	Low	General	Reduce funds for Clerk training/conference from \$40,365 Total for various conferences	3,240
90	FIRE	Public Education	Overtime	High	General	Reduce OT allotment, events are attended while staff is on duty. Reduced allocated OT from 48 hrs. to 24 hrs @ \$84/hr. Reduce dedicated OT for PIO and web development from 20 hrs. to 12 hrs @ \$84/hr. - \$5,712	3,024
91	MGMT	City Council	City Memberships	Low	General	Eliminate Membership dues for Manhattan Beach Chamber of Commerce	3,000
92	MGMT	City Manager	Employee Development	Low	General	Eliminate ICA Winter Conference and Summer Conference	3,000
93	MGMT	City Manager	Employee Development	Low	General	Eliminate League of California Cities City Manager Meetings	3,000
94	MGMT	City Manager	Part-time Reductions	Low	General	Eliminate of Summer Internship Program (consistent with City Council Work Plan direction)	3,000
95	PWKS	Street Repair	Contract Services	Low	General	Reduce budget - reimbursed by DBPA \$2,700 for holiday lighting	2,700
96	MGMT	City Manager	Employee Development	Low	General	Eliminate Alliance for Innovation City Membership	2,550
97	PWKS	Refuse Management	Contract Services	High	Refuse	Eliminate shredding events - funding for extra events outside contract	2,500
98	FIN	Accounting	Employee Development	Med	General	Eliminate Tyler Conference for 1 Employee	2,500
99	FIRE	Public Education	Employee Development	High	General	Eliminate Communications-related training for one Firefighter/Paramedic position	2,500
100	FIN	Accounting	Overtime	Med	General	Reduce Overtime for Accounting staff from \$5,000 Total	2,500
101	MGMT	City Manager	Contract Services	Low	General	Reduce Cell Phone services costs in lieu of stipend offered to City Manager from \$5,040 (3 units at \$1,680)	2,460
102	FIN	Purchasing	Employee Development	Med	General	Eliminate Tyler Conference for 1 Employee	2,400
103	PREC	Cultural Arts	Employee Development	Low	General	Reduce Training budget (Americans for the Arts) - \$4,520 for 2 Staff Members	2,320
104	MGMT	City Council	Departmental Supplies	Low	General	Eliminate Council/Commission Reception provided to Board members and Commissioners (December)	2,300
105	FIRE	Support Services	Employee Development	Med	General	Eliminate Conferences and Training in Support Services (Liebert Cassidy) - 1 Battalion Chief	2,150
106	FIRE	Operations	Employee Development	Med	General	Reduce Conference and Training in Operations (Liebert Cassidy, IAFC, Cal Chiefs)	2,050
107	FIRE	Operations	Community Programs	High	General	Eliminate Fire Open House event (with PD)	2,008
108	IT	Administration	Contract Services	Low	IT**	Adjustment of Information Technology copier budget	2,000

FY 2019-20 Proposed Budget by Department

Version C: Sorted by Amount (High to Low)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
109	IT	Administration	Contract Services	Med	IT**	Eliminate MiFi devices for select IT staff, loaner MiFi devices, and iPad data plans	2,000
110	PREC	Cultural Arts	Departmental Supplies	Med	General	Reduce ceramics equipment repair and replacement contingency from \$11,000	2,000
111	MGMT	City Clerk	Employee Development	Low	General	Eliminate Funding for Public Records Act and Ethics Training for City Employees (Training funded by City Attorney Contract Services)	2,000
112	FIN	Administration	Employee Development	Med	General	Eliminate ICMA Conference for 1 Employee	2,000
113	PWKS	Administration	Employee Development	Low	General	Eliminate Engineering APWA Memberships	2,000
114	FIRE	Communications	Contract Services	Med	General	Eliminate one cell phone and associated service	1,800
115	PWKS	Refuse Management	Contract Services	High	Refuse	Eliminate compost bin subsidy	1,750
116	FIN	Revenue Services	Employee Development	Med	General	Eliminate GFOA Conference for 1 Employee	1,750
117	FIRE	Communications	Overtime	High	General	Reduce overtime as most meetings occur while personnel on-duty from \$6,560	1,640
118	FIN	Revenue Services	Computer Contract Serv.	Med	General	Eliminate custom software reports for utility billing (no longer needed w/ new ERP)	1,500
119	IT	Administration	Employee Development	Med	IT**	Eliminate ESRI Conference for 1 Employee	1,500
120	IT	GIS	Employee Development	Med	General	Eliminate ESRI Conference for 1 Employee	1,500
121	MGMT	City Council	Part-time Reductions	Low	General	Eliminate City Council Agenda Packet Delivery	1,499
122	PREC	Cultural Arts	Publications/Advertising	Low	General	Eliminate camp and activity street banner	1,300
123	MGMT	City Manager	Employee Development	Low	General	Eliminate ELGL Annual Conference for 1 Employee	1,200
124	FIN	Administration	Printing	Low	General	Reduce Budget and CAFR Printing Costs (printing fewer copies) from \$7,100 Total for Budget and CAFR Printing)	1,200
125	MGMT	City Clerk	Departmental Supplies	Low	General	Eliminate Dry Cleaning linens for City Council meetings	1,100
126	FIN	Revenue Services	Contract Services	High	General	Eliminate Utility Bill inserts 6 times/year (used to communicate with customers)	1,000
127	MGMT	City Manager	Departmental Supplies	Med	General	Eliminate food/supplies for additional organizational development training sessions for Employees	1,000
128	FIRE	Administration	Departmental Supplies	Low	General	Reduce departmental supplies from \$5,400	1,000
129	FIRE	Investigations	Departmental Supplies	Low	General	Reduce supplies used for arson investigations from \$3,000	1,000
130	IT	Administration	Employee Development	Med	IT**	Eliminate CAPIO Conference for 1 Employee	1,000
131	MGMT	City Treasurer	Employee Development	Low	General	Eliminate Local Investment Agency Investment Fund (LAIF) Conference	750
132	FIRE	Support Services	Contract Services	Low	General	Reduce Monthly Cell Phone bills based on historical data from \$1,725	500
133	MGMT	City Council	Departmental Supplies	Low	General	Eliminate flowers for condolences and appropriate ceremonies	500
134	FIN	Administration	Overtime	Low	General	Eliminate Overtime for Administrative staff	500
135	IT	GIS	Overtime	Low	General	Eliminate Overtime for GIS staff	500
136	FIN	Revenue Services	Printing	Low	General	Eliminate Purchase of Taxi Decals	500
137	FIN	Administration	Publications/Advertising	Med	General	Reduce Advertising/Outreach for Budget Meetings from \$1,000 Total	500
138	MGMT	City Council	Employee Development	Low	General	Eliminate Leadership Manhattan Beach Event Sponsorships a) "Meet the City" event (\$150) b) Mock City Council meeting (\$125) c) Graduation Dinner (\$150 - 5 Council @ \$30 per person)	425
139	MGMT	City Manager	Employee Development	Low	General	Eliminate IAP2 Civic Engagement Membership Dues	420
140	FIN	Accounting	Departmental Supplies	Med	General	Reduce Departmental Supplies - \$2,200 Total	400
141	FIRE	Emergency Prep	Employee Development	Med	General	Reduce memberships for Emergency Services Coordinator from \$1,100	250
142	PWKS	Administration	Publications/Advertising	Low	General	Eliminate Advertising budget and utilize City social media	200

FY 2019-20 Proposed Budget by Department

Version C: Sorted by Amount (High to Low)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
143	MGMT	City Manager	Employee Development	Low	General	Eliminate Daily Breeze Subscription for City Manager	100
144	MGMT	City Manager	Employee Development	Low	General	Eliminate membership dues for ASPA organization.	100

Impact Level

High: Noticeable service impacts operationally and in the community

Medium: Impact on internal City operations and/or staff; Minimal impact to community services/programs

Low: Little to no community/organizational impact

Total Operating Budget Reductions in All Funds **3,173,617**
% of Total Operating Budget **2.8%**

Total General Fund Reductions **1,895,415**
% of General Fund Approved Budget **2.5%**

* These funds are subsidized by the General Fund as necessary.

** Internal Service Funds are allocated to the General Fund by about 90%.

Total by Fund:

General	1,895,415
Water	672,000
Stormwater*	307,000
Sewer	30,000
Parking	20,700
Refuse	48,250
Prop A*	4,495
Building & Ops**	42,985
Insurance**	33,500
IT**	119,272
	<u>3,173,617</u>

FY 2019-20 Proposed Budget by Department

Version C: Sorted by Amount (High to Low)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
NON-CITY SPECIAL EVENTS STAFF OVERTIME AND CONTRACT SERVICES							
1	PWKS	Police - Patrol	Overtime	High	General	Eliminate City subsidy for Overtime during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, MB Little League Parade, Holiday Fireworks, America	87,000
2	FIRE	Police - Traffic Safety	Contract Services	High	General	Eliminate City subsidy for Traffic Control & Unarmed Guard Services during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, Holiday Fireworks	51,500
3	PWKS	Public Works - Streets	Overtime	High	General	Eliminate City subsidy for Overtime during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, Holiday Fireworks, Tour de Pier	27,950
4	POL	Fire - Operations	Overtime	High	General	Eliminate City subsidy for Overtime during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, Holiday Fireworks, Tour de Pier	13,612
5	POL	Traffic Control	Contract Services	High	General	Eliminate City subsidy for Traffic Control during Special Events: Holiday Fireworks, Hometown Fair	13,000

Subtotal **193,062**

CITY EVENTS STAFF OVERTIME AND CONTRACT SERVICES							
1	FIRE	Police - Traffic Safety	Contract Services	High	General	Eliminate PD Traffic Control & Unarmed Guard Services during City Events: Six Man, Pier Lighting & Holiday Open House, Concerts in the Park	62,500
2	PWKS	Police - Patrol	Overtime	High	General	Eliminate PD Overtime during City Events: Six Man, Pier Lighting & Holiday Open House, Concerts in the Park	57,000
3	PWKS	Public Works - Streets	Overtime	High	General	Eliminate PW Overtime during City Events: Six Man, Manhattan Beach Open, Friendship Walk, Pier Lighting & Holiday Open House, Concerts in the Park, Other Misc.	14,800
4	POL	Fire - Operations	Overtime	High	General	Eliminate FD Overtime during City Events: Six Man, Manhattan Beach Open, Friendship Walk, Pier Lighting & Holiday Open House	13,940
5	POL	Traffic Control	Contract Services	High	General	Eliminate Traffic Control during City Event: Pier Lighting & Holiday Open House	13,000

Subtotal **161,240**

Total 354,302

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
Potential Reductions in City Council Budget - Memberships and Training/Conferences/Meetings							
1	MGMT	City Council	Memberships & Dues		General	South Bay Cities Council of Governments (SBCCOG) Membership Dues	15,000
2	MGMT	City Council	Memberships & Dues		General	League of California Cities Membership Dues	13,500
3	MGMT	City Council	Conferences & Meetings		General	Independent Cities Association Winter and Summer Conferences	10,000
4	MGMT	City Council	Conferences & Meetings		General	National League of Cities Leadership Summits and Conference	10,000
5	MGMT	City Council	Conferences & Meetings		General	California Contract Cities Association Annual Conference	7,500
6	MGMT	City Council	Conferences & Meetings		General	League of California Cities Annual Conference	7,000
7	MGMT	City Council	Conferences & Meetings		General	US Mayors Conference of Mayors winter and summer conferences	6,000
8	MGMT	City Council	Memberships & Dues		General	US Conference of Mayors Membership Dues	3,800
9	MGMT	City Council	Memberships & Dues		General	Southern California Assn. of Governments (SCAG) Membership Dues	3,700
10	MGMT	City Council	Memberships & Dues		General	National League of Cities (NLC) Membership Dues	3,500
11	MGMT	City Council	Memberships & Dues		General	California Contract Cities Association (CCCA) Membership Dues	3,500
12	MGMT	City Council	Conferences & Meetings		General	League of California Cities Leadership Training for Councilmembers	3,000
14	MGMT	City Council	Conferences & Meetings		General	League of California Cities Forums	3,000
15	MGMT	City Council	Conferences & Meetings		General	National League of Cities Congressional City Conference	3,000
16	MGMT	City Council	Conferences & Meetings		General	Local Government Commission Conference	2,500
17	MGMT	City Council	Memberships & Dues		General	California Coastal Coalition Membership Dues	2,000
18	MGMT	City Council	Memberships & Dues		General	Legally Required Local Agency Formation Commission (LAFCO) Membership Dues	1,750
19	MGMT	City Council	Memberships & Dues		General	Independent Cities Association Dues	1,600
20	MGMT	City Council	Conferences & Meetings		General	Joint Meetings with Board/Commission Members	1,500
21	MGMT	City Council	Memberships & Dues		General	League of California Cities - L.A. County Division Membership Dues	1,450
22	MGMT	City Council	Conferences & Meetings		General	State of the County Address	1,000
23	MGMT	City Council	Conferences & Meetings		General	South Bay Business Leaders Summit	700
24	MGMT	City Council	Conferences & Meetings		General	Southern California Assn. of Governments General Assembly	600
25	MGMT	City Council	Conferences & Meetings		General	Medal of Valor Luncheon	500
26	MGMT	City Council	Conferences & Meetings		General	Annual Interviews with Board/Commission candidates and Boards and Commissions	500
27	MGMT	City Council	Memberships & Dues		General	Manhattan Beach Coordinating Council Sponsorship	500
28	MGMT	City Council	Conferences & Meetings		General	League of California Cities - LA County Division Meetings	250
29	MGMT	City Council	Memberships & Dues		General	Miscellaneous Citywide Membership Dues	250
30	MGMT	City Council	Memberships & Dues		General	United States/Mexico Sister Cities Association Membership Dues	200
31	MGMT	City Council	Conferences & Meetings		General	Lifeguard Medal of Honor dinner	175

Total 107,975

FY 2019-20 Proposed Budget by Department

Version C: Sorted by Amount (High to Low)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
Potential Reductions in City Council Budget - Public Service Events							
1	MGMT	City Council	Public Service Events		General	Mira Costa Grad Night Sponsorship	7,500
2	MGMT	City Council	Public Service Events		General	Manhattan Beach Education Foundation Event Sponsorship	7,000
3	MGMT	City Council	Public Service Events		General	Grades of Green Event Sponsorship	5,500
4	MGMT	City Council	Public Service Events		General	TEDx Event Sponsorship	5,500
5	MGMT	City Council	Public Service Events		General	Miscellaneous Public Event Sponsorships (as-needed)	5,500
6	MGMT	City Council	Public Service Events		General	"Best of Manhattan," Chamber of Commerce Event Sponsorship	5,000
7	MGMT	City Council	Public Service Events		General	"Economic Forum," Chamber of Commerce Event Sponsorship	4,000
8	MGMT	City Council	Public Service Events		General	"State of the City," Chamber of Commerce Event Sponsorship	2,000
9	MGMT	City Council	Public Service Events		General	Holiday Fireworks Newspaper Ad Sponsorship	1,250
10	MGMT	City Council	Public Service Events		General	Richstone Affair of the Heart Event Sponsorship	625
11	MGMT	City Council	Public Service Events		General	AVP Championship Dinner Event Sponsorship	500
Total							44,375

FY 2019-20 Proposed Budget by Department

Version D: Sorted by Community Impact (Low to High)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
1	CDEV	Environmental	Publications/Advertising	Low	General	Reduce Advertising/Outreach materials for various Environmental Sustainability programs from \$12,000	9,000
2	FIN	Administration	Computer Contract Serv.	Low	General	Eliminate OpenGov Online Financial Transparency Reporting platform	7,000
3	FIN	Administration	Printing	Low	General	Reduce Budget and CAFR Printing Costs (printing fewer copies) from \$7,100 Total for Budget and CAFR Printing)	1,200
4	FIN	Administration	Overtime	Low	General	Eliminate Overtime for Administrative staff	500
5	FIN	Revenue Services	Printing	Low	General	Eliminate Purchase of Taxi Decals	500
6	FIRE	Administration	Computer Contract Serv.	Low	General	Eliminate annual warranty cost for equipment near end of life and evaluate one-time replacement cost	8,000
7	FIRE	Administration	Departmental Supplies	Low	General	Reduce departmental supplies from \$5,400	1,000
8	FIRE	Investigations	Departmental Supplies	Low	General	Reduce supplies used for arson investigations from \$3,000	1,000
9	FIRE	Support Services	Contract Services	Low	General	Reduce Monthly Cell Phone bills based on historical data from \$1,725	500
10	HR	Administration	Contract Services	Low	General	Eliminate Employee Survey consultant costs (Carry-forward from the 2018-19 Budget)	20,000
11	HR	Risk Management	Employee Development	Low	Insurance**	Eliminate Safety Incentive Program; this budget could be utilized in the future to revitalize a Citywide Safety Committee	5,000
12	IT	Administration	Computer Contract Serv.	Low	IT**	Reduction in Sprout Social (social media content management system) from \$27,342 to \$3,000	24,342
13	IT	Administration	Computer Contract Serv.	Low	IT**	Reduction in vendor contract services for broadcast support from \$75,000	20,000
14	IT	Administration	Computer Contract Serv.	Low	IT**	Eliminate Survey Platform - Open City Hall	8,580
15	IT	Administration	Departmental Supplies	Low	IT**	10% Reduction in scheduled printer replacements from \$50,000	5,000
16	IT	Administration	Contract Services	Low	IT**	Adjustment of Information Technology copier budget	2,000
17	IT	GIS	Overtime	Low	General	Eliminate Overtime for GIS staff	500
18	MGMT	City Council	Council Contingency	Low	General	Eliminate City Council Contingency Budget	100,000
19	MGMT	City Council	Departmental Supplies	Low	General	Eliminate refreshments provided at all City Council meetings	27,050
20	MGMT	City Clerk	Contract Services	Low	General	Eliminate funds for portion of Granicus contract due to costs being lower than anticipated	22,142
21	MGMT	City Council	Contract Services	Low	General	Eliminate Community Survey	20,000
22	MGMT	City Council	Contract Services	Low	General	Eliminate City Manager and City Attorney Performance Evaluation Consultant Costs	10,000
23	MGMT	City Clerk	Departmental Supplies	Low	General	Eliminate purchase of promotional City Store merchandise items	10,000
24	MGMT	City Council	Contract Services	Low	General	Eliminate City Council Retreat Consultant Costs	9,000
25	MGMT	City Manager	Employee Development	Low	General	Eliminate IAP2 Civic Engagement Training	8,000
26	MGMT	City Manager	Departmental Supplies	Low	General	Reduce community engagement meeting from 3 to 2 per year. Total annual budget is \$9,000	6,000
27	MGMT	City Clerk	Employee Development	Low	General	Reduce funds for Clerk training/conference from \$40,365 Total for various conferences	3,240
28	MGMT	City Council	City Memberships	Low	General	Eliminate Membership dues for Manhattan Beach Chamber of Commerce	3,000
29	MGMT	City Manager	Employee Development	Low	General	Eliminate ICA Winter Conference and Summer Conference	3,000
30	MGMT	City Manager	Employee Development	Low	General	Eliminate League of California Cities City Manager Meetings	3,000
31	MGMT	City Manager	Part-time Reductions	Low	General	Eliminate of Summer Internship Program (consistent with City Council Work Plan direction)	3,000
32	MGMT	City Manager	Employee Development	Low	General	Eliminate Alliance for Innovation City Membership	2,550

FY 2019-20 Proposed Budget by Department

Version D: Sorted by Community Impact (Low to High)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
33	MGMT	City Manager	Contract Services	Low	General	Reduce Cell Phone services costs in lieu of stipend offered to City Manager from \$5,040 (3 units at \$1,680)	2,460
34	MGMT	City Council	Departmental Supplies	Low	General	Eliminate Council/Commission Reception provided to Board members and Commissioners (December)	2,300
35	MGMT	City Clerk	Employee Development	Low	General	Eliminate Funding for Public Records Act and Ethics Training for City Employees (Training funded by City Attorney Contract Services)	2,000
36	MGMT	City Council	Part-time Reductions	Low	General	Eliminate City Council Agenda Packet Delivery	1,499
37	MGMT	City Manager	Employee Development	Low	General	Eliminate ELGL Annual Conference for 1 Employee	1,200
38	MGMT	City Clerk	Departmental Supplies	Low	General	Eliminate Dry Cleaning linens for City Council meetings	1,100
39	MGMT	City Treasurer	Employee Development	Low	General	Eliminate Local Investment Agency Investment Fund (LAIF) Conference	750
40	MGMT	City Council	Departmental Supplies	Low	General	Eliminate flowers for condolences and appropriate ceremonies	500
41	MGMT	City Council	Employee Development	Low	General	Eliminate Leadership Manhattan Beach Event Sponsorships a) "Meet the City" event (\$150) b) Mock City Council meeting (\$125) c) Graduation Dinner (\$150 - 5 Council @ \$30 per person)	425
42	MGMT	City Manager	Employee Development	Low	General	Eliminate IAP2 Civic Engagement Membership Dues	420
43	MGMT	City Manager	Employee Development	Low	General	Eliminate Daily Breeze Subscription for City Manager	100
44	MGMT	City Manager	Employee Development	Low	General	Eliminate membership dues for ASPA organization.	100
45	POL	Administration	Public Safety Vehicles	Low	General	Vehicle Replacement - Extend Non-Patrol vehicle life/replacement by 2 years	29,000
46	POL	Comm. Affairs/Patrol	Community Programs	Low	General	Eliminate Police Open House event (with FD)	12,000
47	PREC	Aquatics	Programs - Mira Costa Pool	Low	General	Eliminate services at Mira Costa Pool. MCHS Pool rentals can be administered through MBX. (Expenditure of \$144,102 is offset by Revenue of \$120,000 for Net savings of \$24,102)	24,102
48	PREC	Cultural Arts	Programs - Arts	Low	General	Eliminate planned expansion of art exhibition program into additional venues at the Mall & Downtown	4,500
49	PREC	Cultural Arts	Employee Development	Low	General	Reduce Training budget (Americans for the Arts) - \$4,520 for 2 Staff Members	2,320
50	PREC	Cultural Arts	Publications/Advertising	Low	General	Eliminate camp and activity street banner	1,300
51	PWKS	Water Pumping	Assessments & Taxes	Low	Water	Eliminate Chevron lease for groundwater pumping (Replenishment Assessment Fee)	361,000
52	PWKS	Water Source/Supply	Contract Services	Low	Water	Eliminate Chevron lease for groundwater pumping - 600 acre ft.	200,000
53	PWKS	Landscape Maintenance	Contract Services	Low	General	True up of new contract for landscape maintenance from \$776,850 over multiple accounts	188,000
54	PWKS	Water Maintenance	Departmental Supplies	Low	Water	Reduce water meter purchase - included in CIP replacement from \$230,000	100,000
55	PWKS	Civil Engineering	Contract Services	Low	General	Reduce contract assistance for federal grants by 50% from \$50,000	25,000
56	PWKS	Meters/Lots/Structures	Contract Services	Low	Parking	Eliminate contract PPIC Secretary - moved to internal staff	20,700
57	PWKS	Street Repair	Contract Services	Low	General	Reduce budget - reimbursed by DBPA \$2,700 for holiday lighting	2,700
58	PWKS	Administration	Employee Development	Low	General	Eliminate Engineering APWA Memberships	2,000
59	PWKS	Administration	Publications/Advertising	Low	General	Eliminate Advertising budget and utilize City social media	200
60	FIN	Purchasing	Contract Services	Med	Building & Ops**	Eliminate Coffee Service at City facilities	29,000
61	FIN	Accounting	Contract Services	Med	General	Eliminate contracted Actuarial Analyses and rely solely on CalPERS reports	16,200
62	FIN	Purchasing	Contract Services	Med	Building & Ops**	Eliminate Water Service at City facilities	10,000

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
63	FIN	Accounting	Contract Services	Med	General	Reduce Contract Services for re-negotiated Audit Services contract - \$60,000 Total Contract	9,000
64	FIN	Revenue Services	Contract Services	Med	General	Reduce Emergency Medical billing services based on actual costs of last 3 years from \$48,000 Total Contract	5,000
65	FIN	Purchasing	Contract Services	Med	Building & Ops**	Eliminate Plant Care Service at City Hall	3,985
66	FIN	Accounting	Employee Development	Med	General	Eliminate Tyler Conference for 1 Employee	2,500
67	FIN	Accounting	Overtime	Med	General	Reduce Overtime for Accounting staff from \$5,000 Total	2,500
68	FIN	Purchasing	Employee Development	Med	General	Eliminate Tyler Conference for 1 Employee	2,400
69	FIN	Administration	Employee Development	Med	General	Eliminate ICMA Conference for 1 Employee	2,000
70	FIN	Revenue Services	Employee Development	Med	General	Eliminate GFOA Conference for 1 Employee	1,750
71	FIN	Revenue Services	Computer Contract Serv.	Med	General	Eliminate custom software reports for utility billing (no longer needed w/ new ERP)	1,500
72	FIN	Administration	Publications/Advertising	Med	General	Reduce Advertising/Outreach for Budget Meetings from \$1,000 Total	500
73	FIN	Accounting	Departmental Supplies	Med	General	Reduce Departmental Supplies - \$2,200 Total	400
74	FIRE	Emergency Medical Services	Public Safety Vehicles	Med	General	Eliminate BLS Ambulance annual charge out to the Fleet Fund for maintenance and future vehicle replacement (FD no longer utilizes the ambulance for BLS service)	25,066
75	FIRE	Emergency Medical Services	Departmental Supplies	Med	General	Eliminate the remaining funds in the BLS Ambulance Program (City contracted with McCormick Ambulance Services)	21,200
76	FIRE	Emergency Medical Services	Employee Development	Med	General	Eliminate Conference and Training in EMS (LCW Conf, CFED Conf, Firehouse World Conf, EMSAAC Conf, IAFC Conf)	7,070
77	FIRE	Operations	Departmental Supplies	Med	General	Reduce Departmental supplies (wax, soap, training supplies, extend mattress and appliance replacement schedule) from \$10,180	5,100
78	FIRE	Emergency Prep	Contract Services	Med	General	Eliminate Emergency Preparedness townhall-style meetings provided by the Fire Department (budgeted for 3 per year; past speakers/topics have included Dr. Lucy Jones, Seismologist/expert on earthquake science and safety in California)	4,000
79	FIRE	Emergency Prep	Employee Development	Med	General	Eliminate California Specialized Training Institute (CSTI) training for one employee	3,800
80	FIRE	Support Services	Employee Development	Med	General	Eliminate Conferences and Training in Support Services (Liebert Cassidy) - 1 Battalion Chief	2,150
81	FIRE	Operations	Employee Development	Med	General	Reduce Conference and Training in Operations (Liebert Cassidy, IAFC, Cal Chiefs)	2,050
82	FIRE	Communications	Contract Services	Med	General	Eliminate one cell phone and associated service	1,800
83	FIRE	Emergency Prep	Employee Development	Med	General	Reduce memberships for Emergency Services Coordinator from \$1,100	250
84	HR	Risk Management	Contract Services	Med	Insurance**	Reduce budget for the City's Wellness Program (MBFit) from \$40,000; The amount being reduced was initially slated for biometrics testing, which has not been utilized to-date; This budget could be utilized to expand the employee wellness program in future years if it is not used for biometric testing	17,500
85	HR	Risk Management	Contract Services	Med	Insurance**	Eliminate dispute resolution service provided for neighbor-neighbor and tenant-landlord conflicts	11,000
86	HR	Administration	Employee Development	Med	General	Reduce City-wide Training Courses (e.g. Microsoft Excel, Microsoft Word, Customer Service Training, etc.); The total budget for Citywide employee training is \$40,000; In 2019/20, this budget will be used for required Harassment Prevention training for all City employees as well as other Citywide training initiatives	7,500

FY 2019-20 Proposed Budget by Department

Version D: Sorted by Community Impact (Low to High)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
87	IT	Administration	Contract Services	Med	IT**	Reduction in fiber network redundant support from \$89,920	24,650
88	IT	Administration	Computer Contract Serv.	Med	IT**	Eliminate Internet Circuit (used as backup - redundancy)	15,600
89	IT	Administration	Computer Contract Serv.	Med	IT**	Eliminate Workplace for Employees (Internal collaboration tool)	9,600
90	IT	Administration	Employee Development	Med	IT**	Eliminate Public CIO Technology Summit for 2 Employees	5,000
91	IT	Administration	Contract Services	Med	IT**	Eliminate MiFi devices for select IT staff, loaner MiFi devices, and iPad data plans	2,000
92	IT	Administration	Employee Development	Med	IT**	Eliminate ESRI Conference for 1 Employee	1,500
93	IT	GIS	Employee Development	Med	General	Eliminate ESRI Conference for 1 Employee	1,500
94	IT	Administration	Employee Development	Med	IT**	Eliminate CAPIO Conference for 1 Employee	1,000
95	MGMT	City Manager	Departmental Supplies	Med	General	Eliminate food/supplies for Community engagement meetings (e.g. Mayor's Town Hall)	9,000
96	MGMT	City Manager	Departmental Supplies	Med	General	Eliminate food/supplies for additional organizational development training sessions for Employees	1,000
97	POL	Patrol/Traffic Safety	Overtime	Med	General	Eliminate Explorer Program - Overtime related to officers mentoring youth volunteers, attending explorer meetings, providing training, and attending competitions with the explorers	20,000
98	POL	Community Affairs	Community Programs	Med	General	Eliminate Community Police Academy Program	16,000
99	POL	Community Affairs	Departmental Supplies	Med	General	Eliminate Volunteer Appreciation Dinner (Cost shared w/ P&R)	5,800
100	PREC	Administration	Publications/Advertising	Med	General	Reduce newspaper ads for City services and increase usage of social media from \$41,184 Total	20,000
101	PREC	Cultural Arts	Programs - Arts	Med	General	Eliminate Metlox, Joslyn and Library Art Programs	10,000
102	PREC	Volunteers	Contract Services	Med	General	Eliminate Volunteer Appreciation Dinner (Cost shared w/ Police)	7,100
103	PREC	Cultural Arts	Departmental Supplies	Med	General	Reduce ceramics equipment repair and replacement contingency from \$11,000	2,000
104	PWKS	Sewer Maintenance	Contract Services	Med	Sewer	Reduce sewer video inspections by 60% (Will use only for emergency assessments; use internal resources for small video inspections) from \$50,000	30,000
105	PWKS	Refuse Management	Departmental Supplies	Med	Refuse	Eliminate promotional and educational supplies	6,000
106	CDEV	Building Plan Check	Contract Services	High	General	Reduce Melad & VCA Plan Check Engineering Services from \$650,000	117,000
107	CDEV	Planning	Contract Services	High	General	Reduce advanced planning project services from \$107,319	40,135
108	CDEV	Planning	Contract Services	High	General	Reduce Short-Term Rental Ban Enforcement Services from \$80,000	40,000
109	CDEV	Traffic Engineering	Contract Services	High	General	Reduce Consulting Services for the Traffic Impact Guidelines Update from \$80,000	40,000
110	CDEV	Building Inspection	Contract Services	High	General	Reduce On-Call Consultant Inspector Services from \$50,000	10,000
111	FIN	Revenue Services	Audit Services	High	General	Eliminate Commercial Enterprise Audits (e.g. Hotel TOT, ground leases)	30,000
112	FIN	Revenue Services	Contract Services	High	General	Eliminate Utility Bill inserts 6 times/year (used to communicate with customers)	1,000
113	FIRE	CERT	Community Programs	High	General	Eliminate CERT Program	26,520
114	FIRE	Public Education	Departmental Supplies	High	General	Reduce departmental supplies by 50% from \$19,520	9,760
115	FIRE	Communications	Departmental Supplies	High	General	Reduce purchase and replacement of radios, batteries and accessories from \$18,400	7,900
116	FIRE	Emergency Prep	Overtime	High	General	Reduce projected overtime hours from \$8,400	6,384
117	FIRE	Public Education	Overtime	High	General	Reduce OT allotment, events are attended while staff is on duty. Reduced allocated OT from 48 hrs. to 24 hrs @ \$84/hr. Reduce dedicated OT for PIO and web development from 20 hrs. to 12 hrs @ \$84/hr. - \$5,712	3,024
118	FIRE	Public Education	Employee Development	High	General	Eliminate Communications-related training for one Firefighter/Paramedic position	2,500
119	FIRE	Operations	Community Programs	High	General	Eliminate Fire Open House event (with PD)	2,008

FY 2019-20 Proposed Budget by Department

Version D: Sorted by Community Impact (Low to High)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
120	FIRE	Communications	Overtime	High	General	Reduce overtime as most meetings occur while personnel on-duty from \$6,560	1,640
121	MGMT	City Manager	Contract Services	High	General	Eliminate Economic Development Partnership w/ Chamber of Commerce	60,000
122	POL	Traffic Safety	Contract Services	High	General	Crossing Guard Program - 24 total current locations staffed with Crossing Guards; each location costs approximately \$11,667 (\$280,000 represents the entire program). The program budget is scalable in that it can be reduced by evaluating and eliminating locations where there is the least traffic and the least number of children crossing. Example, if 3 locations were eliminated, the cost savings would be \$35,000/year. If directed to pursue this as a cost saving option, locations would be identified through traffic studies conducted by the Traffic Engineer and the Traffic Safety Bureau.	280,000
123	POL	Patrol	Overtime	High	General	Eliminate OT for High Visibility Patrols (Foot beats, Bike Patrols)	150,000
124	PREC	Administration	Printing	High	General	Reduce Manhappenings print production by 80% from \$74,520; Print limited supply for City facilities (Includes Postage) - utilize social media and other delivery opportunities.	73,000
125	PREC	Recreation Services	Contract Services	High	General	Reduce contract cleaning at recreation facilities and rely on day porters (contract) and staff (\$191,000 annual contract)	55,000
126	PREC	Cultural Arts	Programs - Arts	High	General	Reduce number of Concerts from ten (\$110,943 total) to six (Expenditures are offset by sponsorships; \$60,000 in revenue anticipated)	40,000
127	PREC	Sports	Contract Services	High	General	Reduce the total number of tennis court cleanings from weekly to biweekly from \$27,738	12,000
128	PREC	Sports	Contract Services	High	General	Eliminate turf field grooming and cleaning contract	10,000
129	PREC	Aquatics	Departmental Supplies	High	General	Reduce annual supply and equipment purchases at Begg Pool from \$20,700 Total	10,000
130	PREC	Recreation Services	City Events	High	General	Reduce services during the Pumpkin Race Special Event (AV Equipment) from \$10,600 Total	5,000
131	PREC	Sports	Contract Services	High	General	Eliminate annual Tennis & Basketball Court patchwork/repairs	5,000
132	PREC	Sports	Departmental Supplies	High	General	Reduce tennis court supply purchases (may impact quality of nets and ball machines) from \$25,000 Total	5,000
133	PREC	Transportation	Programs - Seniors	High	Prop A*	Eliminate Thursday evening Dial-a-Ride services based on low enrollment (2-3 riders per evening). Savings from dispatcher (4 hrs) and driver (5 hrs)	4,495
134	PWKS	Street Sweeping	Contract Services	High	Stormwater*	Reduce street sweeping frequency from weekly to monthly from \$378,000	275,000
135	PWKS	Storm Drain Maint.	Contract Services	High	Stormwater*	Eliminate contract for annual Clean Bay Restaurant Certification Program	32,000
136	PWKS	Parks Maintenance	Contract Services	High	General	Reduce funding by approximately 60% for tree replacements in medians (rely on tree fund instead) - \$52,000	30,000
137	PWKS	Refuse Management	Contract Services	High	Refuse	Eliminate big-belly leases; replace with static trash cans	23,000
138	PWKS	Refuse Management	Departmental Supplies	High	Refuse	Eliminate mutt-mitt program	15,000
139	PWKS	Water Treatment	Contract Services	High	Water	Eliminate printing and mailing consumer confidence report. Make available online and notify via social media, water bill, and newspaper.	11,000
140	PWKS	Street Repair	Contract Services	High	General	Eliminate funding for tree replacements in medians - utilize tree fund	10,000
141	PWKS	Parks Maintenance	Contract Services	High	General	Reduce City Tennis/Basketball court resurfacing from annual to biennial from \$17,500	8,750
142	PWKS	School District Maint.	Contract Services	High	General	Reduce School Tennis/Basketball court resurfacing from annual to biennial from \$9,000	4,500
143	PWKS	Refuse Management	Contract Services	High	Refuse	Eliminate shredding events - funding for extra events outside contract	2,500

FY 2019-20 Proposed Budget by Department

Version D: Sorted by Community Impact (Low to High)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
144	PWKS	Refuse Management	Contract Services	High	Refuse	Eliminate compost bin subsidy	1,750

Impact Level

High: Noticeable service impacts operationally and in the community
 Medium: Impact on internal City operations and/or staff; Minimal impact to community services/programs
 Low: Little to no community/organizational impact

Total Operating Budget Reductions in All Funds	3,173,617
% of Total Operating Budget	2.8%
Total General Fund Reductions	1,895,415
% of General Fund Approved Budget	2.5%

* These funds are subsidized by the General Fund as necessary.
 ** Internal Service Funds are allocated to the General Fund by about 90%.

Total by Fund:	
General	1,895,415
Water	672,000
Stormwater*	307,000
Sewer	30,000
Parking	20,700
Refuse	48,250
Prop A*	4,495
Building & Ops**	42,985
Insurance**	33,500
IT**	119,272
	3,173,617

FY 2019-20 Proposed Budget by Department

Version D: Sorted by Community Impact (Low to High)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
NON-CITY SPECIAL EVENTS STAFF OVERTIME AND CONTRACT SERVICES							
1	PWKS	Police - Patrol	Overtime	High	General	Eliminate City subsidy for Overtime during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, MB Little League Parade, Holiday Fireworks, America	87,000
2	FIRE	Police - Traffic Safety	Contract Services	High	General	Eliminate City subsidy for Traffic Control & Unarmed Guard Services during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, Holiday Fireworks	51,500
3	PWKS	Public Works - Streets	Overtime	High	General	Eliminate City subsidy for Overtime during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, Holiday Fireworks, Tour de Pier	27,950
4	POL	Fire - Operations	Overtime	High	General	Eliminate City subsidy for Overtime during Special Events: Grand Prix Bike Race, Hometown Fair, 10K Race, Holiday Fireworks, Tour de Pier	13,612
5	POL	Traffic Control	Contract Services	High	General	Eliminate City subsidy for Traffic Control during Special Events: Holiday Fireworks, Hometown Fair	13,000

Subtotal **193,062**

CITY EVENTS STAFF OVERTIME AND CONTRACT SERVICES							
1	FIRE	Police - Traffic Safety	Contract Services	High	General	Eliminate PD Traffic Control & Unarmed Guard Services during City Events: Six Man, Pier Lighting & Holiday Open House, Concerts in the Park	62,500
2	PWKS	Police - Patrol	Overtime	High	General	Eliminate PD Overtime during City Events: Six Man, Pier Lighting & Holiday Open House, Concerts in the Park	57,000
3	PWKS	Public Works - Streets	Overtime	High	General	Eliminate PW Overtime during City Events: Six Man, Manhattan Beach Open, Friendship Walk, Pier Lighting & Holiday Open House, Concerts in the Park, Other Misc.	14,800
4	POL	Fire - Operations	Overtime	High	General	Eliminate FD Overtime during City Events: Six Man, Manhattan Beach Open, Friendship Walk, Pier Lighting & Holiday Open House	13,940
5	POL	Traffic Control	Contract Services	High	General	Eliminate Traffic Control during City Event: Pier Lighting & Holiday Open House	13,000

Subtotal **161,240**

Total 354,302

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
Potential Reductions in City Council Budget - Memberships and Training/Conferences/Meetings							
1	MGMT	City Council	Memberships & Dues		General	South Bay Cities Council of Governments (SBCCOG) Membership Dues	15,000
2	MGMT	City Council	Memberships & Dues		General	League of California Cities Membership Dues	13,500
3	MGMT	City Council	Conferences & Meetings		General	Independent Cities Association Winter and Summer Conferences	10,000
4	MGMT	City Council	Conferences & Meetings		General	National League of Cities Leadership Summits and Conference	10,000
5	MGMT	City Council	Conferences & Meetings		General	California Contract Cities Association Annual Conference	7,500
6	MGMT	City Council	Conferences & Meetings		General	League of California Cities Annual Conference	7,000
7	MGMT	City Council	Conferences & Meetings		General	US Mayors Conference of Mayors winter and summer conferences	6,000
8	MGMT	City Council	Memberships & Dues		General	US Conference of Mayors Membership Dues	3,800
9	MGMT	City Council	Memberships & Dues		General	Southern California Assn. of Governments (SCAG) Membership Dues	3,700
10	MGMT	City Council	Memberships & Dues		General	National League of Cities (NLC) Membership Dues	3,500
11	MGMT	City Council	Memberships & Dues		General	California Contract Cities Association (CCCA) Membership Dues	3,500
12	MGMT	City Council	Conferences & Meetings		General	League of California Cities Leadership Training for Councilmembers	3,000
14	MGMT	City Council	Conferences & Meetings		General	League of California Cities Forums	3,000
15	MGMT	City Council	Conferences & Meetings		General	National League of Cities Congressional City Conference	3,000
16	MGMT	City Council	Conferences & Meetings		General	Local Government Commission Conference	2,500
17	MGMT	City Council	Memberships & Dues		General	California Coastal Coalition Membership Dues	2,000
18	MGMT	City Council	Memberships & Dues		General	Legally Required Local Agency Formation Commission (LAFCO) Membership Dues	1,750
19	MGMT	City Council	Memberships & Dues		General	Independent Cities Association Dues	1,600
20	MGMT	City Council	Conferences & Meetings		General	Joint Meetings with Board/Commission Members	1,500
21	MGMT	City Council	Memberships & Dues		General	League of California Cities - L.A. County Division Membership Dues	1,450
22	MGMT	City Council	Conferences & Meetings		General	State of the County Address	1,000
23	MGMT	City Council	Conferences & Meetings		General	South Bay Business Leaders Summit	700
24	MGMT	City Council	Conferences & Meetings		General	Southern California Assn. of Governments General Assembly	600
25	MGMT	City Council	Conferences & Meetings		General	Medal of Valor Luncheon	500
26	MGMT	City Council	Conferences & Meetings		General	Annual Interviews with Board/Commission candidates and Boards and Commissions orientation	500
27	MGMT	City Council	Memberships & Dues		General	Manhattan Beach Coordinating Council Sponsorship	500
28	MGMT	City Council	Conferences & Meetings		General	League of California Cities - LA County Division Meetings	250
29	MGMT	City Council	Memberships & Dues		General	Miscellaneous Citywide Membership Dues	250
30	MGMT	City Council	Memberships & Dues		General	United States/Mexico Sister Cities Association Membership Dues	200
31	MGMT	City Council	Conferences & Meetings		General	Lifeguard Medal of Honor dinner	175

Total 107,975

FY 2019-20 Proposed Budget by Department

Version D: Sorted by Community Impact (Low to High)

#	Dept.	Program	Expenditure Category	Impact	Fund	Description	Amount (\$)
Potential Reductions in City Council Budget - Public Service Events							
1	MGMT	City Council	Public Service Events		General	Mira Costa Grad Night Sponsorship	7,500
2	MGMT	City Council	Public Service Events		General	Manhattan Beach Education Foundation Event Sponsorship	7,000
3	MGMT	City Council	Public Service Events		General	Grades of Green Event Sponsorship	5,500
4	MGMT	City Council	Public Service Events		General	TEDx Event Sponsorship	5,500
5	MGMT	City Council	Public Service Events		General	Miscellaneous Public Event Sponsorships (as-needed)	5,500
6	MGMT	City Council	Public Service Events		General	"Best of Manhattan," Chamber of Commerce Event Sponsorship	5,000
7	MGMT	City Council	Public Service Events		General	"Economic Forum," Chamber of Commerce Event Sponsorship	4,000
8	MGMT	City Council	Public Service Events		General	"State of the City," Chamber of Commerce Event Sponsorship	2,000
9	MGMT	City Council	Public Service Events		General	Holiday Fireworks Newspaper Ad Sponsorship	1,250
10	MGMT	City Council	Public Service Events		General	Richstone Affair of the Heart Event Sponsorship	625
11	MGMT	City Council	Public Service Events		General	AVP Championship Dinner Event Sponsorship	500
Total							44,375

**Current Open Positions Citywide
As of May 14, 2019**

#	Fund	Program	Title	Recruitment Notes	Salary/Benefits
Management Services					
1	General	City Attorney	Legal Secretary	Pending Dept.'s evaluation of position	\$92,325
Finance					
2	General	Revenue Services	Account Services Representative	New employee will start 05/28/19	\$75,124
3	General	Revenue Services	Revenue Services Manager	Recruitment process initiated	\$139,098
Human Resources					
4	General	Administration	Human Resources Manager	Recruitment in process (Interviews scheduled for 06/07/19)	\$166,512
5	Insurance	Risk Management	Risk Manager	Part-time underfill as of 03/13/19	\$166,512
Police					
6	General	Parking Enforcement	Administrative Clerk I/II	Eligibility List established/Dept. Interview	\$67,632
7	General	Parking Enforcement	Community Services Officer	Recruitment in process (Interviews scheduled for 05/20/19)	\$78,810
8	General	Parking Enforcement	Community Services Officer	Recruitment in process (Interviews scheduled for 05/20/19)	\$78,810
9	General	Administration	IS Specialist (Split 80% Pol/20% Fire)	Recruitment in process (Interviews scheduled for 05/15/19)	\$105,157
10	General	Investigations	Police Officer	Recruitment in process	\$166,112
11	General	Investigations	Police Officer	Recruitment in process	\$166,112
12	General	Patrol	Police Officer	Currently in Academy	\$166,112
13	General	Patrol	Police Officer	Currently in Academy	\$166,112
14	General	Patrol	Police Officer	Currently in Academy	\$166,112
15	General	Traffic Safety	Police Officer	Recruitment in process	\$166,112
16	General	Technical Support Services	Police Records Tech/Matron	Eligibility List established/Dept. Interview	\$78,956
17	General	Investigations	Secretary	Reclassified to Crime Analyst in FY20 - Recruitment in process	\$78,983
Public Works					
18	General	Street Repair	Electrician	Recruitment in process	\$90,255
19	General	Civil Engineering	Engineering Technician I/II	Recruitment in process (Interviews scheduled for 05/30/19)	\$95,040
20	General	Civil Engineering	Public Works Inspector	Recruitment in process	\$93,219
21	General	Civil Engineering	Senior Civil Engineer	Recruitment in process (Dept. interview-week of May 20th)	\$140,676
22	Water	Water Pumping	Water Plant Operator	Recruitment in process (Interviews scheduled for 05/29/19)	\$87,641
Information Technology					
23	General	GIS	GIS Technician	Reclassified to IS Specialist in FY20 - Recruitment will start on July 1	\$95,040
TOTAL					\$2,726,460

*Note: All positions are budgeted with a 4% vacancy factor reduction. The current 23 position openings are 7.5% of the authorized/budgeted 306 full-time positions, resulting in additional savings at year-end.

**Balance Sheet Trust Accounts - General Fund
As of March 31, 2019**

Account	Description	Established	Purpose	Amount
Management Services				
100-21507	Management Sponsored Events	2019	This account is used to track and receive annual donation(s) from Chevron to be applied to the City's Holiday Fireworks event.	\$ 5,000
100-21728	Mayor's Youth Council Trust	2013	An account to track and receive registration fees for Mayor's Youth Council participants. The funds collected are used to pay for food, transportation and supplies over the course of the program.	\$ 10,346
Finance				
100-21509	Valet: Downtown	2017	Downtown BID - An account to hold 3 months of payments in case of default. A Contract with a Valet Service operation was entered into wherein the operator paid the City for the use of metered parking spaces used during the course of their operations. This account was set up to invoice and receive payments from the operator. Invoicing rates were established in the contract based on the potential revenue loss of metered spaces. Outstanding Funds have been returned to the Valet Operator as the City will no longer utilize this program (Check cut on 5/9/19).	\$ 4,950
Parks & Recreation				
100-21547	Tree and Bench Donations	2003	This account is used to track and receive donations to be applied towards the purchase and maintenance of trees & benches throughout the City.	\$ 2,469
100-21705	Joslyn Foundation Deposits	1997	This is used to track and receive donations to the Older Adults programs held at Joslyn Center.	\$ 5,645
100-21701	Customer Deposits	1998	Holding account used to deposit funds received from activity registration and facility reservations. The funds are subsequently transferred into associated program revenues.	\$ 17,375
100-21727	Pumpkin Race	2013	This is used to track and receive Pumpkin Race Sponsorship revenue and associated expenses.	\$ 8,069
Police				
100-21613	Reserve Force Deposits	1997	This account is used to track and receive donations to be applied towards providing Reserve Officers with equipment, training, etc.	\$ 1,945
100-21607	K9 Deposits	1997	This is used to track and receive donations to be applied towards the purchase of Police K9 Units with Equipment.	\$ 2,718
100-21611	Victims Assistance Deposits	1997	An account that tracks any permanently forfeited Property that goes to auction. The capital received from auction is deposited into this account for use in funding Victims Assistance programs.	\$ 4,101
100-21615	Every 15 Minutes Deposits	1998	This account is used to track and receive donations to be applied towards the "Every 15 Minutes" youth drunk driving prevention program.	\$ 4,356
100-21612	Explorer Scout Deposits	1997	This is used to track and receive donations to be applied to the "Explorer Scout" youth program including events, competitions, the purchase of special equipment, etc.	\$ 11,925
100-21606	Neighborhood Watch Deposits	1997	An account that tracks any permanently forfeited property that goes to auction. The capital received from auction is deposited into this account to fund various Neighborhood Watch activities.	\$ 14,351
100-21610	Equipment Deposits	1997	This account is used to track and receive donations to be applied towards various Special Equipment purchases.	\$ 16,944
100-21617	Graux Trust (Police)	2014	This is used to track the Police Department portion of the donation gift from the Graux Trust.	\$ 27,798
100-21602	Evidence Deposits	1997	An account that is used to track the value of Arrestee Evidence which is held until court cases are adjudicated.	\$ 40,000
100-21604	Inmate Welfare Deposits	1997	This account is used to track and receive the funds generated through inmate telephone calls in the jail. The collected funds are used for Inmate Welfare initiatives as well as materials such as new mattresses, periodicals, newspapers, books, etc.	\$ 41,326
Fire				
100-21592	Paramedic Trust Deposits	1997	This account is used to track and receive donations specific to paramedic operations and to purchase paramedic equipment.	\$ 4,545
100-21590	Graux/Rotary Trust (Fire)	2014	This is used to track donations to the Fire Department from the Rotary trust and the Fire Department's portion of the donation from the Graux Trust. These discretionary funds are used to improve living quarters or to purchase and replace equipment.	\$ 4,756
100-21591	Customer Deposits	2012	This account is used to track and receive donations from the Public to be applied towards improving fire services through the purchase of protective gear or other related fire fighting equipment.	\$ 5,001

**Balance Sheet Trust Accounts - General Fund
As of March 31, 2019**

Account	Description	Established	Purpose	Amount
Community Development				
100-21538	BSA Revolving Fund Fee	2009	An account to track and receive a fee identified during Building permit application. A portion of this fee is calculated and paid quarterly by the City to the CA Building Standards Commission (BSC) along with a quarterly report. The remaining funds are retained for related administrative costs and code enforcement education.	\$ 5,758
100-21525	Tree Penalties/Non Refundable	2018	This account is used to track and receive the fines paid when trees are illegally removed. The collected fines are used to fund the planting of new trees.	\$ 12,860
100-21531	Customer Deposits	1997	This is used to track and receive deposits taken during the Subdivision process to ensure applicant records final subdivision map with Community Development. The funds are used to ensure the final original recorded mylar map is completed and provided to Public Works.	\$ 15,765
100-21537	Tree Deposits Refundable	1998	An account to track and receive refundable deposits for Tree Protection during construction. Once construction is complete and any penalties are assessed, all refundable deposits are returned to the appropriate party.	\$ 22,741
100-21534	Seismic Fees	1998	This is an account to track and receive a fee identified during Building permit application. A portion of this fee is paid quarterly by the City to the Department of Conservation (DoC) along with a quarterly report. The remaining balance is used for data utilization and seismic education incorporating data interpretations from data of the strong-motion instrumentation program.	\$ 27,392
100-21533	Sign Deposits	1997	This is used to track and receive deposits from Temporary Sign Permit applications. The total fee is identified by Permit Technician when processing the application. Funds are used to offset the cost of having a Code Enforcement Officer inspect and verify that the temporary sign has been placed and removed according to the permit. Any remaining funds are returned to the applicant.	\$ 39,701
100-21540	City Attorney Review	2012	A pass-through account used to track Manhattan Village Mall litigation expenses. The funds are reimbursed by developer RREEF.	\$ 69,626
100-21536	Congestion Management Plan	2002	This account is used to track and receive fees that are charged for projects that increase traffic based on a planning correction checklist section that includes a Congestion Management Plan (CMP), were a spreadsheet calculates trips/cost, and/or payments to the county program that has been on hold for a number of years. Any remaining funds are used for transportation improvements.	\$ 138,201
100-21541	Right of Way Permit Deposits	1997	This is used to track and receive the deposits associated with a Right Of Way (ROW) application. ROW deposits are identified by the Public Works department or Traffic Engineer and include: Excavation Clean Up deposit or Liquid Damages deposit; Temporary Encroachment Clean Up deposit; Construction Bonds; Public Works Bond; and Traffic permits. Permit holder is required to contact the PW Inspector to request an inspection to confirm the conditions of their permit have been fulfilled.	\$ 193,699
100-21559	Mall CEQA	2017	An account used to track and receive funds for the Manhattan Village Mall paid by RREEF for payment to various consultants as part of the requirements of the California Environmental Quality Act.	\$ 10,000

**Balance Sheet Trust Accounts - General Fund
As of March 31, 2019**

Account	Description	Established	Purpose	Amount
100-21562	Mall Oak & Cedar Ave Traffic Study	2014	This account is used to track the funds for a Manhattan Village Mall traffic study paid by RREEF. The Study must be initiated w/in one year of deposit (deposited on 10/17/16). The study has been initiated and baseline data has been collected.	\$ 20,000
100-21557	SB 1186 Disability Access & Education	2014	This is used to track and receive fees collected during the permitting process. A portion of the fees collected are made available yearly for training on Title 24, CASp (Certified Access Specialist Program) and SB 1186 for Building Inspector(s).	\$ 26,601
100-21561	Mall Compliance & Mitigation	2017	An account used to track and receive consultant costs, cost recoveries, and staff time reimbursements associated with all construction activities at the Manhattan Village Mall.	\$ 38,365
100-21565	Sunrise Project	2019	This account is used to track and receive the Sunrise Senior Assisted Living Project Trust deposit paid for by the developer of Sunrise. Funds are used to pay for staff, City Attorney and consultants to process the Environmental Impact Report (EIR) and project entitlements for Sunrise.	\$ 92,463
100-21568	Skechers Design General Project	2019	This is used to track and receive deposits for the Skechers Design Center and Offices project. Funds collected from the developer are used for project management, compliance with conditions of approval, and mitigation monitoring services for the project which is located in both Hermosa Beach and Manhattan Beach.	\$ 183,036
100-21564	Mall Building Permit	2018	An account used to track and receive fees associated with the Manhattan Village Mall project. Collected funds are used in permit issuance for all phases of the project.	\$ 199,814
100-21569	Skechers Traffic Calming	2019	This account is used to track and receive deposits from a developer for the Skechers Design Center and Office project. The funds collected are to be applied to the preparation of a Traffic Calming Study in the cities of Manhattan Beach and Hermosa Beach and to develop recommendations on potential measures that would enhance the livability of the neighborhood streets in the vicinity of the project site.	\$ 200,000
100-21529	General Plan Maintenance	2010	This is used to track and receive fees generated from a surcharge taken from permits. Funds are applied to the development of updates to the City's General Plan (i.e., Mobility Plan, Housing Element, Land Use, etc.).	\$ 314,381
Public Works				
100-21566	Underground Assessment District 04	2018	An account used to track and receive fees paid by residents through a Deposit Agreement approved by City Council on June 5, 2018 and applied to fund the updated design for the District 04 undergrounding from three utility companies. In the event that Prop 218 passes, the full deposit amount will be refunded to residents through the property assessments levied against parcels in District 4.	\$ 189,726
Information Technology				
100-21503	Spectrum PEG Deposit	1997	This account is used to track and receive the Public, Education, and Government (PEG) Access fee from Spectrum (formerly Time Warner/Charter Communications). The fund is utilized for capital expenditures, repairs and upgrades to support the City's Governmental Access channel on Spectrum's Cable network (Channel 8 also known as MBtv) and is available via web-stream 24/7 from www.citymb.info. PEG funds cannot be used for labor-related expenses.	\$ 261,520
100-21505	Frontier PEG Deposit	2007	This account is used to track and receive the Public, Education and Government (PEG) Access fee from Frontier (formerly Verizon). The fund is utilized for capital expenditures, repairs and upgrades to support the City's Governmental Access channel on Frontier's Cable network (Channel 35 also known as MBtv) and is available via web-stream 24/7 from www.citymb.info. PEG funds cannot be used for labor-related expenses.	\$ 295,373

Total \$ 2,590,641