

# *Proposed Budget*



**City of Redondo Beach**

Fiscal Year 2020-2021



# redondo beach

2020-2021

# proposed budget





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# CITY OF REDONDO BEACH

## MAYOR AND CITY COUNCIL



**Bill Brand**  
Mayor



**Nils Nehrenheim**  
Councilmember  
District 1



**Todd Loewenstein**  
Councilmember  
District 2



**Christian Horvath**  
Councilmember  
District 3



**John Gran**  
Councilmember  
District 4



**Laura Emdee**  
Councilmember  
District 5

## CITY OFFICIALS

**Joseph Hoefgen**  
City Manager

**Michael Witzansky**  
Assistant City Manager



**Michael Webb**  
City Attorney



**Eleanor Manzano**  
City Clerk



**Steven Diels**  
City Treasurer

**John LaRock**  
Community Services Director

**Robert Metzger**  
Fire Chief

**Stephen Proud**  
Waterfront and Economic Development Director

**Chris Benson**  
Information Technology Director

**Marni Ruhland**  
Finance Director

**Brandy Forbes**  
Community Development Director

**Keith Kauffman**  
Chief of Police

**Susan Anderson**  
Library Director

**Ted Semaan**  
Public Works Director

**Diane Strickfaden**  
Human Resources Director



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# CITY OF REDONDO BEACH

## PROPOSED BUDGET

### FISCAL YEAR 2020-2021

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May 16, 2020

As City Manager, it is my City Charter responsibility to present, by not later than May 16<sup>th</sup>, a proposed budget for the ensuing fiscal year for the City of Redondo Beach.

At this moment in time, our local economy has ground to a near standstill as the result of health orders implemented to save lives and to slow the spread of COVID-19. The fiscal impact on both the private and public sectors has been devastating, with corresponding significant losses of revenue resulting in a projected FY 2020-21 General Fund budget shortfall of \$8.9 million dollars for the City of Redondo Beach. The financial challenges are even more daunting for the State of California which is now projecting a \$54.3 billion dollar deficit -- over three times the size of California's rainy day emergency reserve.

The City Manager's Proposed FY 2020-21 Operating and Capital Budgets anticipate a phased reopening strategy and identify necessary and significant reductions to City programming, staffing, and operations to match our changed circumstances.

Under the proposed plan, the City will realign its operations to focus on the core priorities of:

- Continuing to respond to the COVID-19 public health emergency
- Promoting a broad and inclusive economic recovery
- Restructuring staffing and service levels to provide core municipal services to operate with \$8 million in less General Fund Revenue compared to midyear projections and meet the contemporary needs of the community
- Utilizing restricted grant and project funds to advance a robust Capital Improvement program in FY 2020-21

The Proposed Budget for FY 2020-21 will also:

- Ensure a continuing high level of service and safety in our community
- Transition to structural budget balance over the next two years through a judicious use of available reserves, reorganizations, budgetary reductions, and staffing modifications impacting all departments of the City as needed, while also dealing with limited revenues from a local economy devastated by COVID-19
- Allocate additional funding to pay for increasing pension obligations for both public safety (police and fire) as well as non-safety employees within the organization
- Continue our commitment to increasing community safety through innovative law enforcement practices



Together, the Proposed FY 2020-21 Operating Budget and the Proposed FY 2020-21 Capital Improvement Program (CIP) Budget provide funding to support core operational programs and the recommended capital projects for the coming year. Funding for activities supported by the General Fund totals \$88.4 million in FY 2020-21. The proposed CIP allocates roughly \$11.7 million in new CIP monies along with \$46.3 million for existing projects for a total FY 2020-21 CIP appropriation of \$58.0 million.

With City Council adoption of recommended budget modifications (commonly referred to as Decision Packages), the General Fund operating budget allocates funding for the provision of core municipal service to the residents, businesses, and visitors of Redondo Beach. The Proposed FY 2020-21 Budget was developed pursuant to the City Council's adopted financial principles – a copy of which is included in the proposed document. Additionally, the Proposed FY 2020-21 Budget includes line-item information to enable a more detailed review of City expenditures for the coming year.

Consistent with past actions, the Proposed Budget represents an ongoing commitment to prudent and deliberate financial management, as departments have operated with 55 fewer full-time positions compared to pre-recessionary levels and 90 fewer full-time positions compared to the City's peak staffing level in 1991. Unfortunately, the current financial crisis requires further staffing reductions in FY 2020-21. Specifically, if all recommended Decision Packages are approved, the City of Redondo Beach will deauthorize and/or temporarily defund 26 vacant or projected vacant full-time positions and an additional 9 filled full-time positions (five of the affected staff members will transfer to other positions, two will be converted to part-time, and two will result in layoffs) and eliminate significant amount of funding for part-time staffing in FY 2020-21. These reductions, while painful, have become necessary for our organization due to a precipitous decline in revenue as described below.

### **Significant Losses of Revenue due to COVID-19**

Redondo Beach is a community that relies heavily on tourism and visitors whose hotel stays and spending create tax revenue for the City. Prior to the COVID 19 public health crisis, the City's finances were stable and the budget was structurally balanced. Specifically, in the FY 2019-20 Midyear Budget Review that occurred in February 2020, the City had projected a surplus of \$1.6 million -- essentially excess monies available after satisfying financial obligations and replenishing reserves. A few short weeks later, we have seen this surplus vanish and replaced with a projected current year net budget shortfall of \$1.0 million, resulting from a revenue loss of \$5.1 million offset in part by projected departmental savings of \$2.5 million in FY 2019-20. The final accounting for the FY 2019-20 shortfall will take place at the end of the current fiscal year – at which time a precise amount will be known and subtracted from the City's CalPERS Reserve as part of the City's 2019-20 Comprehensive Annual Financial Report in November.

With only modest levels of tourism projected for the coming fiscal year, the City's level of hotel occupancy (previously nearly full occupancy and now in the single digits) is projected at less than 50% over the course of the coming fiscal year with reduced average daily room rates. Reduced hotel occupancy is the most important factor contributing to the projected FY 2020-21 Budget shortfall. Reduced sales tax revenue also contributes to the projected funding shortfall. These and other revenue losses are discussed in further detail in the revenue section of this budget document.

**Proactive Budget Management** – Before describing recommended budget modifications for the coming fiscal year, it is helpful to review our most recent proactive measures which have enabled the City to provide a high level of service in the most efficient manner possible. Past and current successes in this regard include the following programs and measures:

Reducing the Number of City Employees Injured on Duty – Six years ago, prior to the hiring of the City's Human Resources Director and our current Police Chief, there were 16 City employees (including nine police officers) designated as "injured on duty" and out on long term Workers Compensation paid leave. In some cases, these leaves lasted multiple years. Today by comparison, the number of employees out on paid leave currently stands at six employees, including two police officers. By thorough oversight of these cases by the Human Resources Director, the Police Chief, and Police command staff, Redondo Beach will be able to deploy more officers in active duty compared to six years ago even after the recommended FY 2020-21 Decision Packages are implemented.

Implementing a New Risk Pool for Insurance Services – Following the City Council action in April 2017 to approve the City's membership in the California State Association of Counties (CSAC) multi-agency risk pool, the City's annual insurance costs have been reduced by \$1.3 million dollars on an ongoing basis. It should be noted that the City's annualized savings potentially could be offset in part due to a supplemental assessment that the prior risk pool is attempting to levy on current and former member agencies.

Moving from Stand Alone Health Insurance to CalPERS Health – Similarly, the City of Redondo Beach transition of its health insurance to CalPERS due to increasing rates from the City's prior carrier was another beneficial move and reduced strain on the City's budget. The move to CalPERS health has been a success for a number of reasons including: (1) the number of insurance programs offered, (2) the monthly premium savings for employees, and (3) reduction in City expenses for retiree health obligations, cash in lieu payments and ongoing healthcare brokerage services. The move to CalPERS Health (versus the prior insurance arrangement) has resulted in an estimated annualized savings of \$1.5 million -- shared between the City and the employees.

Transitioning Street Sweeping Services to our Waste Hauler – As a component of a new multi-year service agreement, in FY 2019-20, the City transferred the responsibility of street sweeping to our franchised Waste Hauler – Athens Services. This action has saved the City's Solid Waste Fund approximately \$425,000 on an annual basis, and also has enabled City crews to focus on other maintenance issues within Redondo Beach.

Partnering with Redondo Unified School District on Policing – Thanks to the successful collaboration between RBUSD and the City's Police Department, RBUSD has indicated a willingness to continue contributing \$100,000 towards the cost of a School Resource Officer in FY 2020-21.

Implementation of Moss Adams Recommendations – Redondo Beach is unique in that it is the only City in the South Bay to retain a firm to perform a focused review of its internal financial controls and the City's financial practices. Significant work has been completed to date and the coming year will include additional follow-up on internal control items identified by Moss Adams despite the need to suspend the audit expense due to limited resources.

The efforts highlighted above are some of the most recent budgetary accomplishments of the City of Redondo Beach. It is worthwhile to note that due to the City's prior proactive budget management practices and adherence to the City's adopted financial principles, the Los Angeles County Grand Jury ranked the City of Redondo Beach in first place for implementing "best financial practices" among the 88 cities in Los Angeles County in 2012. The independent, third-party evaluation by the Los Angeles County Grand Jury is an impressive endorsement of the City's fiscal oversight and control of its finances. Additionally, Standard and Poor's affirmed the City's AA+ credit rating when rating the recent lease revenue bonds. In their explanation of the rating, they cited the City's strong management, strong budgetary performance, very strong budgetary flexibility, very strong liquidity, strong debt and contingent liability profile, and strong institutional framework score.

Looking ahead to FY 2020-21, the City's continued proactive budget management practices are of paramount importance and evidenced by two specific actions which include (1) recruiting only for the most critical positions over the past year and (2) identifying efficiencies by deauthorizing positions and recommending reorganizations in the Proposed FY 2020-21 Budget. These practices are highlighted below:

**Recruitments only for the Most Critical Positions** -- During the past year, Department Directors again were instructed to initiate recruitments for the most critical positions and to leave less critical positions vacant. The action to leave certain positions unfilled enabled Departments to assess the impacts of operating with reduced staffing, and to consider alternative service and staffing arrangements.

**Position Deauthorizations and Reorganizations in FY 2020-21** – In light of the experience of the unfilled positions and as outlined in the listing of decision packages immediately following this budget message, I am recommending that the City deauthorize and defund 26 vacant or projected vacant positions across the following departments: Financial Services (one position with a pending retirement), Library (two vacant positions), Community Services (one vacant position), Police (three vacant police officer positions and five vacant non-sworn positions), Fire (five vacant firefighter positions and one projected vacant firefighter and one projected vacant non-safety position), and Public Works (seven vacant or soon to be vacant positions).

Unfortunately, it also has become necessary to recommend elimination of 9 full-time filled positions impacting the following City Departments: Community Services (two positions – one of which will transition into a vacant position in Transit and one will result in a layoff), Human Resources (one position resulting in a layoff), Community Development (two positions reduced from full-time to part-time), Fire (three will transfer to other positions in the Department), and Financial Services (one will transfer to another position following a projected midyear retirement).

Additionally, the budget recommends a significant reduction in part time positions impacting the following City Departments: City Clerk, Library, Community Services, City Attorney, and the City Manager's Office.

Each of these reductions are described in the Decision Package pages which immediately follow this budget message.

### **General Fund Use of Transfers and Grants**

Transfers from the Capital Projects and Major Facilities Reconstruction Funds are necessary to balance the General Fund budget. The \$2,368,000 transfer from the Capital Projects Fund is available from the unallocated General Fund set-aside approved by the City Council as part of the FY 2018-19 year-end close, project savings from completed General Fund projects, and the defunding of some capital projects approved as part of the FY 2019-20 capital budget. Fortunately, restricted proceeds from the Community Financing Authority (CFA) totaling \$2,240,000 are available in FY 2020-21 to fund projects typically paid for by discretionary Capital Projects Funds. The \$231,924 transfer from the Major Facilities Reconstruction Fund still leaves approximately \$920,000 in savings for the future replacement of City facilities such as Police Stations, Fire Stations, and City Hall.

In addition to being used extensively for capital improvement projects, grants have been obtained to supplement and/or replace the use of General Fund appropriations. A grant for \$154,287 will be used by the Police Department and the City Attorney's Office for an enhanced response to crimes committed by people experiencing homelessness, and a grant for \$310,000 will be used by the Community Development Department for performing the Housing Element Update, developing/updating ADU and Residential Design Guidelines, and purchasing information technology equipment upgrades.

## General Fund Revenues

General Fund revenues are projected to decrease by \$8,055,764, or the equivalent of 8.4%, in FY 2020-21. The below table shows the primary revenue sources along with the percent change compared to the FY 2019-20 midyear report.

	<u>2019/20 Midyear General Fund Rev</u>	<u>2020/21 Proposed General Fund Rev</u>	<u>Percentage Change</u>
Property Tax	\$29,000,000	\$29,200,000	0.7%
Sales Tax	10,600,000	9,340,000	-11.9%
Transient Occupancy Tax	8,700,000	2,850,000	-67.2%
Property Tax in Lieu of VLF	7,875,000	8,150,000	3.5%
Utility Users Tax	6,700,000	6,400,000	-4.5%
Property Transfer Tax	2,800,000	2,500,000	-10.7%
Parking Meter Fees	2,300,000	2,070,000	-10.0%
Franchise Fees	1,700,000	1,700,000	0.0%
Parking Citations	1,250,000	1,125,000	-10.0%
Business License Tax	1,300,000	1,250,000	-3.8%
Other	<u>16,830,953</u>	<u>14,415,189</u>	-14.4%
Total Rev from Outside Sources	\$87,055,953	\$79,000,189	-9.2%
Overhead Charges	<u>9,417,289</u>	<u>9,417,289</u>	0.0%
<b>Total Revenue</b>	<b>\$96,473,242</b>	<b>\$88,417,478</b>	<b>-8.4%</b>

**Property tax (increasing 0.7%)**, and the related property tax in lieu of VLF (increasing 3.5%), are the only revenue sources increasing from the midyear estimates. Because the revenue received from these sources are based on calendar year 2019 property values, any current downgrades to property values as a result of the COVID-19 public health emergency will not be reflected until FY 2021-22.

The pandemic-related economic conditions have had an immediate and continuing effect on **sales tax** revenues with the lack of sales in the categories of restaurants and hotels, general consumer goods, business and industry, and autos and transportation contributing to the **11.9% decline** in FY 2020-21.

The City's General Fund revenue source most impacted by the COVID-19 public health crises is **transient occupancy tax**. Closed and nearly empty hotels are projected to remain in effect well into the coming year. Both greatly reduced occupancy and reduced average daily room rates are reflected in the revenue's **67.2% decrease**.

**Utility users' tax** is projected to **decrease by 4.5%** as the decreased usage of utilities (primarily water and electric) during the pandemic-related business closures is not offset by the increased residential usage as more individuals work from home.

Together, these four revenue sources comprise approximately 55% of the City's General Fund revenue and, when combined with other reduced General Fund revenues, account for a total loss from the midyear projections of approximately \$8 million. A more detailed analysis of each of the revenue sources is provided in the revenue section of the Proposed Budget.

It is worthwhile again to remember that there are a number of limitations on the City's ability to increase revenues, including voter approved requirements of Proposition 13, noticing and protest provisions of Proposition 218, and other restrictions imposed by State and Federal regulations. Specific examples of the restrictions on the City's ability to raise additional revenue include requirements to:

- Seek voter approval in many instances prior to increasing tax rates (e.g. Property Tax, Sales Tax, and Utility Users Tax);
- Demonstrate a “nexus” between the City’s cost of providing services and the fees charged for those services (e.g. Planning and Building Permit and Inspection Fees, User Pay Fees, etc.);
- Comply with the noticing and protest requirements of Proposition 218 prior to increasing certain property related fees (e.g. refuse rates and sewer rates); and
- Follow State and Federal regulations which govern how outside revenues are calculated and utilized (e.g. Housing, Community Development Block Grant - CDBG, and Transit Revenues)

In keeping with these limitations, the Proposed Budget includes Decision Packages for a very limited number of fee increases. A Public Hearing and report describing proposed fee adjustments to achieve cost recovery is scheduled for June 16, 2020.

**General Fund Expenditures**

FY 2020-21 General Fund expenditures, prior to the consideration of recommended decision packages, total \$96,711,993 to fund all General fund supported activities. This represents no increase in expenditure levels compared to the midyear FY 2019-20 budget as reflected in the following table:

	<u>2019/20 Midyear General Fund Exp</u>	<u>2020/21 Proposed General Fund Exp</u>	<u>Percentage Change</u>
Personnel	\$63,078,025	\$63,971,807	1.4%
Maintenance and Operations	<u>8,317,194</u>	<u>7,635,405</u>	-8.2%
Subtotal	\$71,395,219	\$71,607,212	0.3%
Internal Service Fund Allocations	25,104,781	25,104,781	0.0%
Capital Outlay	<u>260,000</u>	<u>--</u>	-100.0%
<b>Total Expenditures</b>	<b>\$96,760,000</b>	<b>\$96,711,993</b>	<b>0.0%</b>

The Proposed General Fund expenditures for FY 2020-21 are \$71,607,212, excluding internal service fund allocations and capital outlay. This represents a decrease of \$48,007 when compared to the midyear budget for FY 2019-20. Decreases from the inclusion of one-time appropriations in the midyear amounts nearly offset the increased ongoing appropriations in the proposed amounts. The FY 2019-20 one-time appropriations include funding for employee wage and benefit increases, homeless issues, tree trimming, and parking meter replacements. The FY 2020-21 increased ongoing appropriations include funding for the CalPERS unfunded liability payment and public safety wage and benefit increases.

- Personnel costs will increase by 1.4% to \$63,971,807 with the FY 2019-20 one-time appropriations for employee wage and benefit increases more than offset the FY 2020-21 higher costs for CalPERS costs and ongoing public safety wage and benefit increases. Shortly following the release of the proposed FY 2019-20 Budget, we will release a companion Budget Response Report which provides information on anticipated CalPERS rate changes for both safety and non-safety employees.
- 432 positions are included in the core budget (prior to the consideration of recommended decision packages) compared to the City's peak number of 522 in FY 1990-91. After factoring in Decision Packages, the position count is reduced to 398 positions.
- Maintenance and operations and capital outlay costs do not increase from midyear amounts unless a Decision Package is recommended by the City Manager for a specific purpose.
- Maintenance and operations expenses have decreased since the FY 2019-20 midyear budget with the inclusion of one-time appropriations in the midyear amounts.
- Internal service fund allocations were adjusted with the FY 2019-20 midyear budget review and will not be adjusted again until the FY 2020-21 midyear budget review unless specifically identified in a Decision Package.
- Capital improvement costs are scheduled in the Five-Year Capital Improvement Program.
- The structural difference between FY 2019-20 General Fund revenues and expenditures before Decision Packages is a negative \$8,926,310. If all Decision Packages are adopted, the General Fund would be balanced to zero and there would only be 398 funded full-time positions.

## **Mini-Financial Statements**

As has been the case for a number of years, we openly communicate the fiscal condition of our various municipal “business units” within the budget by using mini-financial statements. In this way, the Mayor and City Council can make informed policy choices, staff can make informed management decisions, and the public can have an informed understanding of City activities. This budget includes mini-financial statements for the following activities:

Harbor Tidelands	Housing Authority
Harbor Uplands	Seaside Lagoon
Solid Waste	Redondo Beach Performing Arts Center
Wastewater	Public Library
Transit	Farmers’ Market
Vehicle Replacement	Successor Agency
Street Landscaping and Lighting	Housing Successor Agency
Community Development Block Grant	Community Financing Authority

## **Budget Development Process**

As previously referenced, the City Manager is responsible for delivering a proposed budget to the City Council by May 16th of each year. This is done in accordance with the City Charter and the City Council’s Statements of Financial Principles. The City Manager is directly responsible to the City Council under the City Charter to (1) prepare and submit the annual budget to the City Council, (2) advise the City Council on the City’s financial condition and future needs, (3) be responsible for the Budget’s administration after adoption, and (4) prepare and submit a complete report on year-end financial and administrative activities. The City’s fiscal year runs from July 1 to June 30.

Every year the budget development process begins with an assessment of our revenue base, followed by an evaluation of potential changes in that revenue base. This has been a particular challenge due to the COVID-19 Public Health crisis. Next, the proposed expenditure plan for services and capital projects is prepared by the City’s executive team under the direction of the City Manager.

The Budget and Finance and Harbor Commissions will also provide their recommendations related to the operating budget and the CIP. The City’s expenditures are categorized into five areas: Personnel, Maintenance and Operations, Internal Service Fund Allocations, Capital Outlay, and Capital Improvements.



The departments were directed to prepare their proposed budgets starting with the expenditure and service levels adopted by the City Council for FY 2019-20. Adjustments were then made to departmental expenditure budgets in the Personnel category that reflect changes due to contractual obligations and employee movements within authorized compensation schedules. Expenditures in the departmental Internal Service Fund expenditure category were kept at the FY 2019-20 midyear level to be adjusted again during the FY 2020-21 midyear budget review or with specific and separate action. The combination of all of the above changes set the anticipated departmental “base” budget for FY 2020-21.

Based on the financial shortfall due to the COVID-19 public health crisis, Non-Safety Departments were given a 15% targeted amount for reduction, while Safety Departments (Police and Fire) along with Prosecution Services were given a 5% targeted reduction.

In order to implement modifications to base budgets or service levels, City Departments were required to submit a supplemental request (known as a “Decision Package”) to the City Manager for each change.

The attached Decision Packages are recommended for approval by the City Council as modifications to the departments’ FY 2020-21 base budgets. We have many more departmental needs than we have funding available. The City is primarily a service organization with 66.1% of its General Fund costs attributed to the personnel that provide services to the community.

The following criteria were used in the evaluation and ranking of Decision Packages with a higher priority given to resources needed for core municipal services in the police, fire, paramedic and public works areas.

1. Would the Decision Package support achievement of goals and objectives in the Strategic Plan?
2. Would the Decision Package be needed to comply with mandates or fund unavoidable costs for current basic services?
3. Would the Decision Package be needed to protect the health and safety of the public, employees or environment?
4. Would the Decision Package improve organizational efficiency, economy or effectiveness?
5. Would the Decision Package fill gaps in current services or meet new service needs?
6. Would the Decision Package sustain or improve revenues to the City?

7. Would the Decision Package reduce ongoing General Fund departmental expenditures to align with available City funding resources?

Budget deliberations are about policy priorities, allocating limited resources and making difficult choices. Using the criteria described above and our corporate value of “Fiscal Responsibility”, a total of 46 Decision Packages are recommended.

Decision Packages recommended by the City Manager are listed immediately following this message with a summary table identifying whether the modifications to the budget are of a one-time nature or have ongoing costs.

### **Conclusion**

The Proposed FY 2020-21 Budget is balanced and includes the resources necessary to satisfy the City’s most important obligations in the coming year.

There will be a variety of Budget Response Reports that will be released in the coming weeks for consideration with the proposed budget. These Budget Response Reports will provide detailed information above and beyond what we are able to provide in this transmittal message. These Budget Response Reports again will help “tell the story” of significant budget issues to be addressed in the coming year and beyond.


The preparation of the budget is a multi-month undertaking and there are many individuals and groups who deserve credit for the release of this document. First, I would like to thank the employees for their dedication and hard work during these difficult budget times. With each succeeding year, I am further impressed by the ingenuity and strong work ethic of employees throughout the organization. It is through their collective efforts that we are able to provide a continuing high level of service to the public.

Special thanks are due to key staff members who helped formulate the Proposed FY 2020-21 Budget including Assistant City Manager Mike Witzansky, all Department Heads and to all departmental part involved with the budget process. In the Financial Services Department, we are especially grateful to Finance Director Marni Ruhland, Assistant Financial Services Director Lori Yamasaka, and Administrative Analyst Jeff Payne for their work on all elements of the budget.

Finally, to the Mayor and City Councilmembers – as elected officials you have an especially difficult responsibility this year as we sort through the implications of the COVID-19 public health crisis. While these are trying times, they will become less difficult in future years if sound financial decisions are made through this budget process. While the City Council may consider an additional use of available reserves rather than to deauthorize positions, it is important to keep in mind that the greater we utilize reserves to pay for ongoing costs, the more difficult it will be to achieve structural balance in future years. I think of this year as transitional in nature as we work our way back to the structural balance which we had previously achieved.

We look forward to presenting to you the Proposed FY 2020-21 Budget as reflected in this document and the accompanying Budget Response Reports to be released over the next few weeks. On behalf of the City staff, thank you for the opportunity to work together in carrying out the programs and services for the benefit of Redondo Beach residents, businesses, and visitors.

Sincerely,

A handwritten signature in black ink that reads "Joseph M. Hoefgen". The signature is written in a cursive style with a long horizontal flourish at the end.

Joseph M. Hoefgen  
City Manager

**City Manager Recommended  
FY 2020-21 Decision Packages for City Council Approval**

**Decision Packages that would be needed to comply with County-State-Federal mandates or fund unavoidable costs to maintain basic services:**

Decision Package #1. Beach Cities Transit Contract Bus Operator Cost Increase. An additional appropriation of transit funds is required for continued operation of Lines 102 and 109 and WAVE dial-a-ride services. Based on the request for proposal process completed in FY 2019-20, it is estimated the cost for these services will increase by \$571,000. Recommended is an ongoing \$571,000 Transit Fund appropriation paid for by regional, State and Federal transit funds.

Decision Package #2. Community Services Department Office Building Rent Increase. An increased appropriation is needed for the annual rent increase per the lease agreement for the City facility at 1922 Artesia Blvd., which is occupied by the Community Services and Police Departments. The cost of rent negatively impacts the City's annual operating budget. To eventually eliminate this expense, the proposed FY 2020-21 Capital Improvement Project Budget includes a project recommendation to assess Community Services Department relocation options. Recommended is an ongoing appropriation of \$4,374 to the General Fund to pay for increased rent expenses, bringing the total annual rent for the 1922 Artesia facility to \$245,205.

Decision Package #3. Refuse Collection and Recycling Program Rate Adjustment. Set for City Council consideration on June 2, 2020, by separate action from the budget, are proposed refuse collection and recycling program rate adjustments per the solid waste franchise agreement, which would increase ongoing revenues and expenditures. Recommended is an ongoing revenue estimate increase of \$389,683 and an offsetting ongoing appropriation of \$389,683 to the Solid Waste Fund.

**Decision Packages that would sustain or improve revenue to the City:**

Decision Package #4. Credit Card Acceptance Fee. Now available is an alternative to the credit card acceptance fee that was to be collected previously but could not be implemented due to changes in the banking institution's requirements and associated costs. Currently proposed is the implementation of a 3% service fee remitted directly to the City's provider of credit card processing services. The charges for which the City is responsible when accepting credit card payments online or in person are then offset by the fee. An additional \$80,000 in ongoing General Fund revenue is estimated from the new fee. Recommended is direction to hold a public hearing on June 16, 2020 for consideration of the City's Master Fee Schedule and the proposed credit card acceptance fee.

Decision Package #5. Community Development Department Fee Increases. To cover Community Development Department costs for providing construction-related services, proposed is a 5% increase of all department fees, which is expected to generate ongoing General Fund revenue of \$197,500 and revenue to the Parks and Recreation Facilities Fund of \$1,500. Recommended is direction to hold a public hearing on June 16, 2020 for consideration of the fee increases.

**Decision Packages that would reduce departmental expenditures to align with available City funding sources:**

Decision Package #6. City Manager's Office Budget Reduction. The proposed expenditure reduction would eliminate funding for part-time staffing in the City Manager's Office (\$25,327) and reduce funding for contracts and professional services (\$110,000) and travel, training, promotions and other materials and supplies (\$44,064). Recommended are ongoing reduced General Fund appropriations totaling \$179,391.

Decision Package #7. Mayor and City Council Office Reduction. The proposed expenditure reduction would eliminate funding for part-time staffing (\$12,663) and reduce funding for travel, training, contracts and other materials and supplies (\$53,000). Recommended are ongoing reduced appropriations to the General Fund of \$65,663.

Decision Package #8. City Clerk's Office Budget Reduction. The proposed expenditure reduction would decrease funding for part-time staffing (\$30,000) as well as supplies, training, postage and other items in the maintenance and operations budget (\$20,016). Recommended are ongoing reduced appropriations of \$50,016 to the General Fund.

Decision Package #9. City Treasurer's Office Budget Reduction. The proposed expenditure reduction would cut expenses related to investment management and tax auditing services to reflect the new lower contract amount. Additionally, the investment management contractor can functionally replace the treasury management software maintenance agreement and the Bond Buyer publication. Recommended are ongoing reduced General Fund appropriations totaling \$18,310.

Decision Package #10. City Attorney's Office Budget Reduction. The proposed expenditure reduction would reduce funding for case tracking and analytics software (\$5,700), supplies (\$9,000), outside counsel in the Prosecution Division (\$11,524), professional services in the Prosecution Division (\$20,000), part-time staffing (\$19,036), and outside counsel for nonlitigation matters in the General Legal Administration Division (\$302,884). The reduction in outside counsel funding would leave \$67,244 (18.15% of the current core budget amount) in the General Fund available for all cases where the City initiated litigation, matters in front of regulatory or other administrative bodies, and any general nonlitigation matters and \$277,000 for waterfront matters. Recommended are ongoing reduced General Fund appropriations of \$368,144.

Decision Package #11. Information Technology Equipment Replacement Life Cycle Extensions. The City's information technology equipment replacement schedule is based on the estimated useful lives for the equipment included in the schedule. Extending the lives of the equipment by one year and suspending the departmental charges for FY 2020-21 will save the General Fund \$454,748 and other funds \$94,158. Recommended is the one-year extension of the information technology equipment replacement cycles and one-time reduced appropriations of \$454,748 and \$94,158 to the General Fund and other funds, respectively, together with a \$548,906 reduced revenue estimate to the Information Technology Fund.

Decision Package #12. Human Resources Department Budget Reduction. The proposed expenditure reduction would deauthorize the filled Risk Manager position (\$150,619) and make corresponding adjustments in workers' compensation and liability insurance internal service fund allocations, and decrease funding for labor negotiation contract services (\$27,000), recruitment-related services (\$15,800), and training (\$2,500). Recommended is the personnel change, reduced appropriations to the Human Resources' budget of \$60,365 to the General Fund and \$135,554 to the Self-Insurance Program Fund, and reduced appropriations for internal service fund allocations of \$104,565 to the General Fund and \$30,989 to other funds with a reduced revenue estimate to the Self-Insurance Program Fund of \$135,554.

Decision Package #13. Financial Services Department Budget Reduction. The proposed expenditure reduction would defund, upon a pending retirement in Financial Services, the department's Administrative Analyst position (\$124,513) and decrease funding for contract accounting services (\$20,000), training (\$2,200), and part-time staff hours (\$25,000). Recommended is an ongoing \$171,713 reduced appropriation to the General Fund.

Decision Package #14. Police Department Budget Reduction. The proposed expenditure reduction would deauthorize three vacant Police Officer positions (\$516,297), a vacant Police Services Specialist position (\$75,691), and a vacant Administrative Coordinator position (\$86,185) and capture cost savings (\$390,000) realized as Police Recruits fill the positions of seasoned retiring Police Officers. Additionally, the reduction would decrease funding for training, facility and equipment repairs, and other items in the maintenance and operations budget (\$113,000). Recommended are ongoing reduced General Fund appropriations of \$1,181,173.

Decision Package #15. Fire Department Budget Reduction. The proposed expenditure reduction would retain as vacant for the 2020-21 fiscal year five Firefighter positions (\$499,910) and an additional Firefighter position (\$83,128), upon the incumbent's anticipated midyear retirement, and would deauthorize an Administrative Specialist position (\$85,299). To achieve these savings a reduction in Ladder Truck staffing from four dedicated positions (one Fire Captain, one Fire Engineer and two Firefighters) to three positions (one Fire Captain, one Fire Engineer and one Firefighter) is required. Recommended are one-time reduced General Fund appropriations of \$583,038, ongoing reduced General Fund appropriations of \$28,149, ongoing reduced Harbor Tideland Fund appropriations of \$29,001 and ongoing reduced Harbor Uplands appropriations of \$28,149.

Decision Package #16. Public Library Budget Reduction. The proposed expenditure reduction would deauthorize a vacant Librarian position (\$107,925) and a vacant Library Clerk position (\$68,109). Additionally, the reduction includes a Monday closure of the Main Library and a 6:00 pm closing time at the Main Library and North Branch Library, which would produce a cost savings of \$162,250 due to the corresponding reduction in part-time staff hours. The delayed re-opening of the Libraries, expected as a result of the continuing COVID-19 crisis, will result in one-time staff savings of \$120,000 in FY 2020-21 and likely more, depending on the duration and severity of the emergency. Recommended is an ongoing reduced General Fund appropriation of \$338,284 and a one-time reduced appropriation of \$120,000.

Decision Package #17. Community Services Department Budget Reduction. The proposed expenditure reduction would reduce funding for supplies, training, postage and other items in the maintenance and operations budgets for the Administration, Cultural and Performing Arts, Recreation Services, and Senior and Family Services Divisions (\$105,060); various part-time staffing reductions (\$53,590), as well as the deauthorization of the filled Cultural Arts Manager position (\$136,499), the vacant Maintenance Worker I position (\$69,209) at the Performing Arts Center, and the filled Community Services Analyst position (\$136,152) with a projected move to an available position in the Transit Division. The deauthorizations would be partially offset by additional duties pay for the Technical Theater Manager (\$9,602) and new part-time staffing in the Administration Division (\$30,000). Additionally, the delayed re-opening of the senior centers, expected as a result of the continuing COVID-19 crisis, will result in one-time staff savings of \$30,000 in FY 2020-21 and likely more, depending on the duration and severity of the emergency. Resulting impacts of the reduction would be the closure of the Teen Center (although it may be periodically reactivated, depending on ongoing COVID-19 restrictions, for scheduled teen activities and as a programmable recreation facility that would generate revenue) and cancellation of the Alta Vista Park summer movies. Recommended are the personnel changes and an ongoing reduced General Fund appropriation of \$460,908 and a one-time reduced appropriation of \$30,000.

Decision Package #18. Community Development Department Budget Reduction. The proposed expenditure reduction would reduce part-time and overtime staffing (\$36,000) as well as supplies, training, advertising, and other items in the department's maintenance and operations budgets (\$118,000). Additionally, the reduction would convert a filled full-time Building and Engineering Technician position (\$91,516) and a filled full-time Planning Technician position (\$98,693) to part-time positions (\$79,418). Recommended are ongoing reduced General Fund appropriations of \$264,791.

Decision Package #19. Waterfront and Economic Development Department General Fund Budget Reduction. The proposed expenditure reduction would reduce funding for marketing materials, training, memberships and dues, and contract services. Recommended are ongoing reduced General Fund appropriations of \$22,000.

Decision Package #20. Public Works Department General Fund Budget Reduction. The proposed expenditure reduction would deauthorize a projected to be vacant Maintenance Worker II position (\$80,304) in the Street Maintenance Division, two (one vacant and one projected to be vacant) Senior Park Caretaker positions (\$171,886) in the Parks Maintenance Division, and a projected to be vacant Public Works Maintenance Supervisor position (\$144,075) in the Parks Maintenance Division. Additionally, the reduction would decrease funding for street light electric costs (\$98,000) to reflect the distribution pole credit from the Southern California Edison monthly bills and contracts (\$80,000) for traffic speed surveys and property appraisals. Recommended are the personnel changes, a reduced ongoing General Fund appropriation of \$332,190, a reduced ongoing Street Landscaping and Lighting Fund appropriation of \$242,075, and a corresponding ongoing \$242,075 reduction in General Fund subsidy to the Street Landscaping and Lighting Fund for total ongoing General Fund Savings of \$574,265. This action would reduce the Street Landscaping and Lighting Fund subsidy from approximately \$975,000 to below \$750,000.

Decision Package #21. One-Year Extension of Vehicle Life. Recommended is the delay of vehicle purchases scheduled for FY 2020-21 and a temporary 50% reduction of annual Vehicle Replacement Fund internal service fund allocations from all funds, to help balance the FY 2020-21 operating Budget. The 50% reduction in annual allocations to the Vehicle Replacement Fund will provide for one-time savings to a number of funds totaling \$790,292 and would continue in FY 2021-22 to complete the one-year delay. Recommended are one-time reduced appropriations in FY 2020-21 in the following amounts and funds: \$511,627 General Fund, \$32,934 Harbor Tidelands Fund, \$13,517 Harbor Uplands Fund, and \$232,214 other funds.



Decision Package #22. Reduction in Budgeted Employee Vacation Cashouts. Proposed is a methodology change in the budgeting for employee vacation cashouts. Historically, the vacation cashout for which all full-time employees are eligible to receive has been budgeted. The methodology change would include a budgeted amount only for those employees who routinely cash out their vacation leave and/or have a vacation balance nearing the maximum allowed for their bargaining group. The total savings realized with this methodology change total \$953,813 with savings of \$769,212 to the General Fund. Recommended is a \$769,212 General Fund reduced appropriation and a \$184,601 reduced appropriation to other funds.

Decision Package #23. Reduction in the Number of Commission Meetings. To save expenditures and staff time, proposed is a return to the scheduling of commission meetings (except those for the Planning and Harbor Commissions) for every other month instead of monthly. The cost savings are achieved with expenditure reductions in the City Clerk's operating budget for minutes secretary and video technician services, postage, and legal ads. Recommended are ongoing reduced appropriations of \$36,600 to the General Fund.

Decision Package #24. Elimination of Special Event Fee Waivers. Each year the City Council confirms the special events held in Redondo Beach for which they provide fee waivers. In addition to waiving the City's direct costs for supporting these events, the City also waives fees for facility and equipment rentals, permits, and parking meter revenue loss related to the events. In order to achieve a General Fund savings of \$31,000, a Harbor Tidelands Fund savings of \$4,200, and a Harbor Uplands Fund savings of \$16,800, proposed is the elimination of these fee waivers. Recommended are reduced ongoing appropriations of \$31,000 to the General Fund, \$4,200 to the Harbor Tidelands Fund, and \$16,800 to the Harbor Uplands Fund.

Decision Package #25. Internal Audit Services Contract. Proposed is a FY 2020-21 expenditure reduction from the City Clerk's, City Treasurer's and Financial Services' operating budgets by discontinuing the internal audit services provided by Moss Adams. The purchasing process improvement study and the policy development work scheduled for the coming fiscal year would be delayed until funding becomes available in the future. City staff would continue its work on the previous Moss Adams' recommendations regarding increased internal receivables collections and monitoring revenue collecting service providers. Recommended is an ongoing reduction of \$100,000 in General Fund appropriations spread across the three Departments.

Decision Package #26. Waterfront and Economic Development Department Harbor Enterprise Budget Reduction. The proposed expenditure reduction would decrease services in the waterfront. These services include 1) decreased funding for real estate advisory services, 2) suspension of Harbor contract auditing services, 3) suspension of on-call marine engineering contract services (although CIP projects will continue), and 4) suspension of the nuisance bird abatement falconer program. Recommended are reduced ongoing appropriations of \$82,500 to the Harbor Tidelands Fund and \$90,000 to the Harbor Uplands Funds and one-time appropriation reductions of \$142,500 to the Harbor Tidelands Fund and \$75,000 to the Harbor Uplands Fund.

Decision Package #27. Waterfront Leasehold Property Management Services Reduction. The City of Redondo Beach has a contract with Leonardo Property Management for services related to the management of four master leaseholds – Pier Plaza, International Boardwalk, Redondo Beach Marina, and Fisherman’s Wharf. Proposed are reductions to the operating expenses that will result in additional revenue to the Harbor Enterprise. These changes include 1) adjusting/reducing hours for third-party security, 2) moving some janitorial services from a third-party vendor to in-house employees, and 3) installing automated pay stations in the Redondo Beach Marina parking lot to eliminate the need for a parking attendant. Recommended are ongoing increased revenue estimates of \$15,000 and \$275,000 to the Harbor Tidelands and Harbor Uplands Funds, respectively.

Decision Package #28. Public Works Department Harbor Enterprise Budget Reduction. The proposed expenditure reduction would deauthorize a vacant Public Services Leadworker position (\$89,503), a vacant Building Maintenance Worker position (\$79,388), and a vacant Maintenance Worker I position (\$69,209). Additionally, the reduction would decrease funding for part-time staffing, training, supplies, repairs, utilities (reflecting less usage), mooring maintenance, and other items in the maintenance and operations budget (\$307,250). Recommended are the personnel changes, an ongoing reduced Harbor Tidelands Fund appropriation of \$301,389, an ongoing reduced Harbor Uplands Fund appropriation of \$221,585, and an ongoing reduced Wastewater Fund appropriation of \$22,376.

Decision Package #29. Fire Department Harbor Enterprise Budget Reduction – Harbor Patrol Staffing. Proposed is reduced Harbor Patrol staffing with the affected employees filling vacant Fire Captain and Firefighter Paramedic positions at the other two Fire Stations. This reduction would eliminate 1/3 of the staffing in the Harbor Patrol Division and require the implementation of a revised operating plan for Fire Station 3 that reflects a 1/3 reduction in service hours. The savings from the reduced staffing and operations model total \$543,742. Recommended are reduced appropriations of \$543,742 to the Harbor Tidelands Fund.

Decision Package #30. Police Department Harbor Enterprise Budget Reduction. In addition to the vacant Pier Unit Police Officer position that was deauthorized as part of the Fiscal Year 2019-20 budget adoption, proposed is the deauthorization of a vacant Community Services Officer II (CSO II) position assisting the Pier Unit. The position is allocated evenly between the Harbor Tidelands and Harbor Uplands Funds. Further savings to the Harbor Tidelands and Harbor Uplands Funds are projected from an additional projected CSO II vacancy assigned to the Division. Recommended are reduced ongoing appropriations of \$49,380 to the Harbor Tidelands Fund and \$49,380 to the Harbor Uplands Fund and one-time savings of \$48,926 to the Harbor Tidelands Fund and \$48,926 to the Harbor Uplands Fund.

Decision Package #31. Seaside Lagoon FY 2020-21 Operations. Modifications are needed to the Seaside Lagoon budget to reflect facility operations adjustments needed as a result of the COVID-19 crisis. Proposed are operations with no water use but with use of the facility for private rentals and summer camps as permitted by the Department of Health order for large groupings. With these modified operations, the loss in revenue from regular operations' entrance fees (\$598,562) would not offset the cost savings (\$268,366). Recommended is a one-time reduced appropriation to the Harbor Tidelands Fund of \$268,366 and a decrease in the Harbor Tidelands revenue estimate of \$598,562, resulting in a net cost of \$330,196.

**Decision Packages that would be needed to protect the health and safety of the public, employees, or environment:**

Decision Package #32. Fire Department Manual Monitor/Defibrillator Extended Warranty. An appropriation is needed for a three-year extended warranty and preventative maintenance contract for nine manual monitor/defibrillators utilized on medical aid responses. Recommended is a one-time \$32,000 appropriation to the General Fund.

Decision Package #33. Fire Department Emergency Medical Services. To provide mandated paramedic continuing education, as required by the Los Angeles County EMS agency, and to maintain an inventory stock of medical aid supplies used for emergency responses, an additional appropriation is needed. Recommended is a one-time appropriation to the General Fund of \$40,000.

Decision Package #34. SBCCOG Grant for Enhanced Response to Crimes Committed by People Experiencing Homelessness. A SBCCOG grant has been received to continue the City Attorney's Office enhanced response to crimes committed by people experiencing homelessness. Included in the response is the coordination and personal handling of the crimes by the two Deputy City Attorneys which would necessitate their continued upgrade to the positions of Senior Deputy City Attorney (\$44,287), programs for dealing with chronically mentally homeless individuals (\$100,000), and outside contract attorneys to backfill as needed (\$10,000). Recommended is a one-time appropriation with an offsetting increased revenue estimate of \$154,287 to the Intergovernmental Grants Fund.

Decision Package #35. Legal Services for Powerplant Property Matters. Recommended is a one-time appropriation of \$175,000 to provide funding for contract legal services to support various matters pertaining to the property formerly owned by AES including assistance with 1) the State Water Resources Board consideration of possible Once Through Cooling (OTC) Policy changes, 2) future Air Quality Management District (AQMD) and National Pollutant Discharge Elimination System (NPDES) permit requests, 3) wetlands dewatering regulations and enforcement, and 4) possible park and open space property acquisition agreements. Recommended is a \$175,000 one-time General Fund appropriation.

**Decision Packages that would improve organizational efficiency, economy or effectiveness:**

Decision Package #36. Information Technology Department Reorganization. As the focus of the Information Technology Department has been steadily shifting from end point hardware support to software support, it is proposed to deauthorize a current Information Technology Technician position (\$115,422) and authorize a Computer Support Specialist position (\$116,607) whose duties better align with current City software and program needs. Recommended is the personnel change. No additional appropriation is needed for the \$1,185 increase which will be absorbed by the Department's current core services budget.

Decision Package #37. Outsourced Animal Licensing. Anticipated savings of \$45,075 in FY 2020-21 and ongoing savings of \$90,150 beginning in FY 2021-22 can be achieved with the outsourcing of the City's animal licensing function. The savings include increased compliance with the City's animal licensing regulations, reduced postage costs related to annual renewal notices, and the reorganization (including the deauthorization of the Financial Services Department's Office Specialist III position) of the business and animal licensing functions upon the expected midyear retirement of a current employee. These savings would be partially offset by the cost of a contract for the services. Recommended is the personnel change, ongoing reduced General Fund appropriations netting to \$33,075, and an increased General Fund revenue estimate of \$12,000 for FY 2020-21, resulting in net savings of \$45,075.

Decision Package #38. Police Department Reorganization. Proposed is making permanent the FY 2019-20 pilot program that was part of the City Council-approved homeless outreach initiative whereby a third Police Captain position (\$334,215) was added to oversee the newly created Special Operations Bureau. The third Police Captain position significantly improves the supervisory span of control in the Department, allows for increased oversight of the Emergency Communications and Police Records Divisions, and makes redundant the vacant Records Manager position (\$130,477), which can therefore be deauthorized. Additionally, the increased supervision provided by the Captain allows for the deauthorization of a projected to be vacant Police Sergeant position (\$250,961) that, when combined with the Records Manager, creates net reorganization savings of \$47,223. Recommended are the personnel changes and an ongoing reduced appropriation to the General Fund of \$47,223.

**Decision Packages (with one-time requests) that would fill gaps in current services or meet new service needs:**

Decision Package #39. March 2, 2021 Election. Redondo Beach is scheduled to conduct a General Municipal election in 2021 to elect a Mayor, a City Attorney, three members of the City Council, and three members of the Redondo Beach Unified School District. The City is required to pay for the full costs of the election. Recommended is a one-time General Fund appropriation of \$321,000 for an election and an increased General Fund revenue estimate of \$5,000 for the associated candidate statement reimbursements, resulting in a net cost of \$316,000.

Decision Package #40. Information Technology Equipment Replacement. An appropriation from the Information Technology Fund is needed for replacement of the City's physical network equipment (network switches, core routers, and software applications used to manage that infrastructure) that have reached "end-of-life". In light of the City's current financial situation, all other scheduled equipment replacements will be delayed. Recommended is a one-time appropriation to the Information Technology Fund of \$1,133,086.

Decision Package #41. Transit Vehicle Replacements. To improve public safety, reduce maintenance and repair costs, and meet Federal Transit Administration heavy-duty transit vehicle "useful life/mileage" requirements, an appropriation is needed to replace three fixed-route Beach Cities Transit vehicles. Recommended are one-time Transit Fund appropriations with an offsetting transfer from the Proposition A Fund of \$313,614 and one-time appropriations and offsetting increased revenue estimates of \$1,254,458 to the Intergovernmental Grants Fund.

Decision Package #42. Section 8 Administration Funding Adjustment. The Redondo Beach Housing Authority has an administrative fee reserve account that is held by the City of Redondo Beach. Use of the administrative fee reserve account would offset a projected shortfall in administrative fee revenue during FY 2020-21. Recommended is a one-time \$50,000 increase to estimated revenues and appropriations to the Housing Authority Fund.

Decision Package #43. SB2 Planning Grant. The Community Development Department has been awarded the SB2 Planning Grant in the amount of \$310,000 from the California Department of Housing and Community Development (HCD). The grant funds would be utilized for performing the Housing Element Update, developing/updating ADU and Residential Design Guidelines, and purchasing information technology equipment upgrades, including enhancements to the Tyler MUNIS database and new computer equipment. Recommended is a one-time revenue estimate increase of \$310,000 and an offsetting one-time appropriation of \$310,000 to the Intergovernmental Grants Fund.

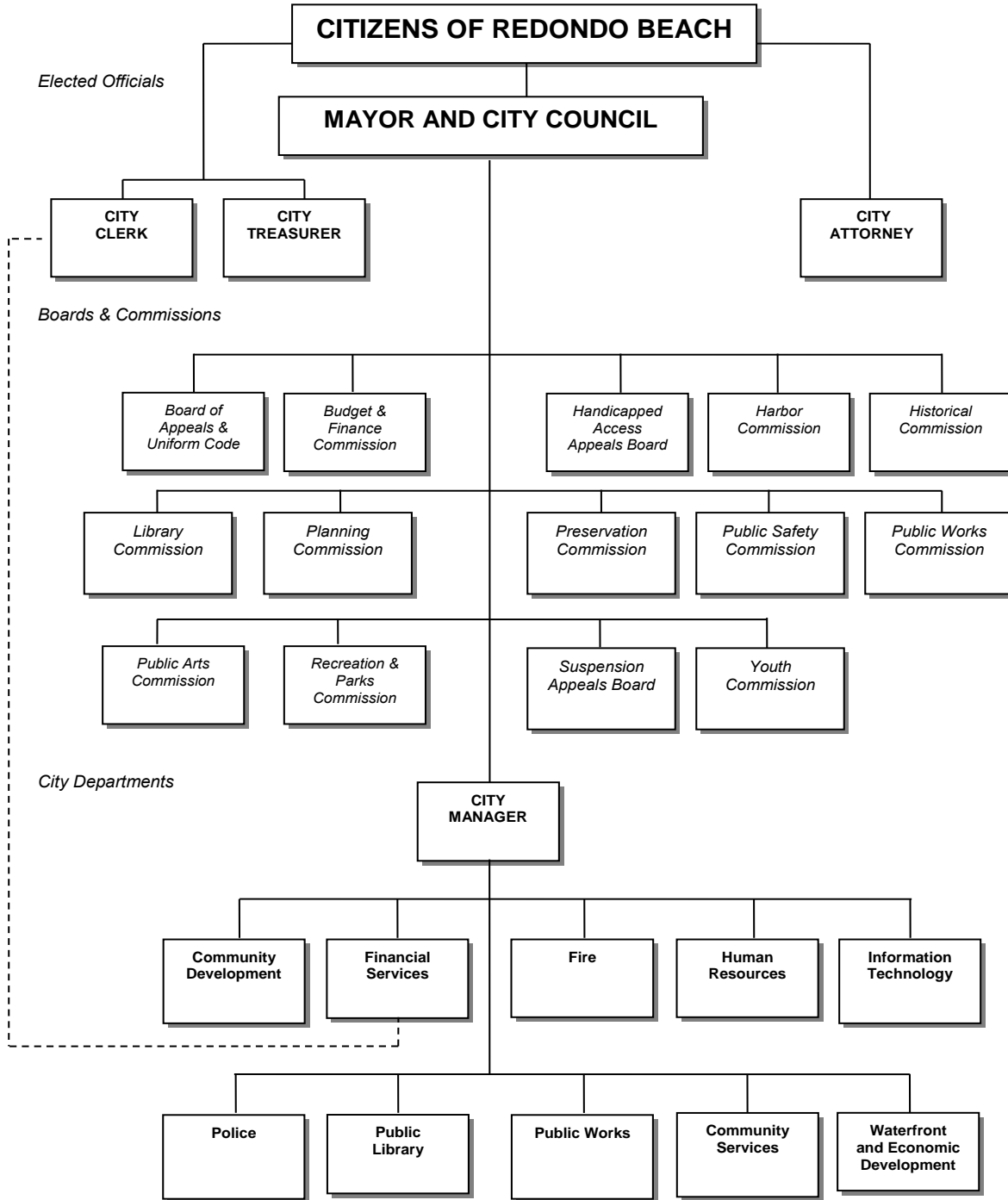
Decision Package #44. Regularly Scheduled Vehicle Replacement Purchases. The City schedules and funds vehicle replacements as part of the *Vehicle and Heavy Equipment Replacement Program*. An appropriation is necessary for the scheduled replacement of 22 Police and Public Works vehicles used by City employees to carry out their work assignments. These vehicles were originally scheduled to be replaced as part of the FY 2019-20 budget but were delayed as part of last year's lifecycle extension. Vehicles that were scheduled to be replaced in FY 2020-21 will be delayed until FY 2021-22, per the policy change described in Decision Package #21. Recommended is a one-time appropriation to the Vehicle Replacement Fund of \$796,003.

Decision Package #45. Transfer from the Capital Projects Fund. Proposed is a one-time transfer from the discretionary Capital Projects Fund to the General Fund to help balance the FY 2020-21 Operating Budget. The \$2,368,000 amount is available from the unallocated General Fund set aside approved by City Council as part of the FY 2018-19 year-end close; project savings from completed General Fund projects; and the defunding of some capital projects approved as part of the FY 2019-20 CIP Budget including \$400,000 from the Redondo Beach Performing Arts Center Seat Replacement Project and \$1,035,000 from various enhanced watershed management program projects. Recommended is the transfer of \$2,368,000 from the Capital Projects Fund to the General Fund.

Decision Package #46. Transfer from the Major Facilities Reconstruction Fund. Proposed is a one-time transfer from the Major Facilities Reconstruction Fund to help balance the FY 2020-21 Operating Budget. Recommended is the transfer of \$231,924 from the Major Facilities Reconstruction Fund to the General Fund.

**City Manager Recommended  
FY 2020-21 Decision Packages for City Council Approval  
Summary**

	<u>General Fund</u>		<u>Other Funds</u>
	<u>One-Time</u>	<u>Ongoing</u>	
1. Beach Cities Transit Contract Bus Operator Cost Increase	-	-	571,000
2. Community Services Department Office Building Rent Increase	-	4,374	-
3. Refuse Collection and Recycling Program Rate Adjustment	-	-	-
4. Credit Card Acceptance Fee	-	(80,000)	-
5. Community Development Department Fee Increases	-	(197,500)	(1,500)
6. City Manager's Office Budget Reduction	-	(179,391)	-
7. Mayor and City Council Office Reduction	-	(65,663)	-
8. City Clerk's Office Budget Reduction	-	(50,016)	-
9. City Treasurer's Office Budget Reduction	-	(18,310)	-
10. City Attorney's Office Budget Reduction	-	(368,144)	-
11. Information Technology Equipment Replacement Life Cycle Extensions	(454,748)	-	454,748
12. Human Resources Department Budget Reduction	-	(164,930)	(30,989)
13. Financial Services Department Budget Reduction	-	(171,713)	-
14. Police Department Budget Reduction	-	(1,181,173)	-
15. Fire Department Budget Reduction	(583,038)	(28,149)	(57,150)
16. Public Library Budget Reduction	(120,000)	(338,284)	-
17. Community Services Department Budget Reduction	(30,000)	(460,908)	-
18. Community Development Department Budget Reduction	-	(264,791)	-
19. Waterfront and Economic Development Department General Fund Budget Reduction	-	(22,000)	-
20. Public Works Department General Fund Budget Reduction	-	(574,265)	-
21. One-Year Extension of Vehicle Life	(511,627)	-	(278,665)
22. Reduction in Budgeted Employee Vacation Cashouts	-	(769,212)	(184,601)
23. Reduction in the Number of Commission Meetings	-	(36,600)	-
24. Elimination of Special Event Fee Waivers	-	(31,000)	(21,000)
25. Internal Audit Services Contract	-	(100,000)	-
26. Waterfront and Economic Development Department Harbor Enterprise Budget Reduction	-	-	(390,000)
27. Waterfront Leasehold Property Management Services Reduction	-	-	(290,000)
28. Public Works Department Harbor Enterprise Budget Reduction	-	-	(545,350)
29. Fire Department Harbor Enterprise Budget Reduction - Harbor Patrol Staffing	-	-	(543,742)
30. Police Department Harbor Enterprise Budget Reduction	-	-	(98,760)
31. Seaside Lagoon FY 2020-21 Operations	-	-	330,196
32. Fire Department Manual Monitor/Defibrillator Extended Warranty	32,000	-	-
33. Fire Department Emergency Medical Services	40,000	-	-
34. SBCCOG Grant for Enhanced Response to Crimes Committed by People Experiencing Homelessness	-	-	-
35. Legal Services for Powerplant Property Matters	175,000	-	-
36. Information Technology Department Reorganization	-	-	-
37. Outsourced Animal Licensing	-	(45,075)	-
38. Police Department Reorganization	-	(47,223)	-
39. March 2, 2021 Election	316,000	-	-
40. Information Technology Equipment Replacement	-	-	1,133,086
41. Transit Vehicle Replacements	-	-	313,614
42. Section 8 Administration Funding Adjustment	-	-	-
43. SB2 Planning Grant	-	-	-
44. Regularly Scheduled Vehicle Replacement Purchases	-	-	796,003
45. Transfer from the Capital Projects Fund	(2,368,000)	-	2,368,000
46. Transfer from the Major Facilities Reconstruction Fund	(231,924)	-	231,924
<b>Total Recommended Decision Packages</b>	<b>(3,736,337)</b>	<b>(5,189,973)</b>	<b>3,756,814</b>
Deficit Ending Balance (After 8.33% "Minimum Contingency Reserve")	-	8,926,310	(33,829,020)
Revenues Under Expenditures if All Decision Packages Adopted	(3,736,337)	3,736,337	(30,072,206)



**ORGANIZATIONAL CHART  
FY 2020-21**



**PERSONNEL SUMMARY BY DEPARTMENT**

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Proposed 2020-21	Proposed w/ Decision Packages
<b><u>Mayor and City Council</u></b>						
Mayor	1.0	1.0	1.0	1.0	1.0	1.0
Council Member	5.0	5.0	5.0	5.0	5.0	5.0
Executive Assistant to the City Manager	1.0	1.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>
<b><u>City Clerk</u></b>						
City Clerk	1.0	1.0	1.0	1.0	1.0	1.0
Chief Deputy City Clerk	1.0	1.0	1.0	1.0	1.0	1.0
Records Management Supervisor	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Specialist	2.0	2.0	2.0	1.0	1.0	1.0
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>
<b><u>City Treasurer</u></b>						
City Treasurer	1.0	1.0	1.0	1.0	1.0	1.0
Chief Deputy City Treasurer	1.0	1.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>
<b><u>City Attorney</u></b>						
City Attorney	1.0	1.0	1.0	1.0	1.0	1.0
Assistant City Attorney	2.0	1.0	1.0	1.0	1.0	1.0
Assistant City Attorney/Prosecutor	1.0	1.0	1.0	1.0	1.0	1.0
Senior Deputy City Attorney	1.0	3.0	3.0	3.0	3.0	5.0
Deputy City Attorney	2.0	2.0	2.0	2.0	2.0	-
Executive Assistant to the City Prosecutor	1.0	1.0	1.0	1.0	1.0	1.0
Law Office Manager	1.0	1.0	1.0	1.0	1.0	1.0
Legal Secretary	1.0	1.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>10.0</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>
<b><u>City Manager</u></b>						
City Manager	1.0	1.0	1.0	1.0	1.0	1.0
Assistant City Manager	1.0	1.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>

**PERSONNEL SUMMARY BY DEPARTMENT**

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Proposed 2020-21	Proposed w/ Decision Packages
<b><u>Information Technology</u></b>						
Information Technology Director	1.0	1.0	1.0	1.0	1.0	1.0
Information Technology Operations Supervisor	1.0	1.0	1.0	1.0	1.0	1.0
Information Systems Specialist	1.0	1.0	1.0	1.0	1.0	1.0
Information Technology Analyst	1.0	1.0	1.0	1.0	1.0	1.0
Computer Support Specialist	1.0	1.0	1.0	1.0	1.0	2.0
Information Technology Technician	2.0	2.0	2.0	2.0	2.0	1.0
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>
<b><u>Human Resources</u></b>						
Human Resources Director	1.0	1.0	1.0	1.0	1.0	1.0
Risk Manager	1.0	1.0	1.0	1.0	1.0	-
Human Resources Analyst	1.0	1.0	1.0	1.0	1.0	1.0
Human Resources Technician	1.0	1.0	1.0	1.0	1.0	1.0
Office Specialist III	1.0	1.0	1.0	-	-	-
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>4.0</b>	<b>4.0</b>	<b>3.0</b>
<b><u>Financial Services</u></b>						
Finance Director	1.0	1.0	1.0	1.0	1.0	1.0
Assistant Financial Services Director	1.0	1.0	1.0	1.0	1.0	1.0
Payroll and Finance Manager	1.0	1.0	1.0	1.0	1.0	1.0
Grants Financial Administrator	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Analyst	1.0	1.0	1.0	1.0	1.0	-
Analyst	1.0	1.0	1.0	1.0	1.0	1.0
Accountant	2.0	2.0	2.0	2.0	2.0	2.0
Payroll Technician	1.0	2.0	2.0	1.0	1.0	1.0
Accounting Technician	3.0	2.0	2.0	2.0	2.0	2.0
License and Collections Clerk	1.0	1.0	1.0	1.0	1.0	1.0
Senior Account Clerk	1.0	1.0	1.0	1.0	1.0	1.0
Office Specialist III	1.0	1.0	1.0	1.0	1.0	-
<b>Total</b>	<b>15.0</b>	<b>15.0</b>	<b>15.0</b>	<b>14.0</b>	<b>14.0</b>	<b>12.0</b>
<b><u>Police</u></b>						
Chief of Police	1.0	1.0	1.0	1.0	1.0	1.0
Police Captain	2.0	2.0	2.0	2.0	2.0	3.0
Police Lieutenant	6.0	6.0	6.0	6.0	6.0	6.0
Police Sergeant	15.0	15.0	15.0	15.0	15.0	14.0
Police Officer	72.0	72.0	72.0	71.0	71.0	68.0
Support Services Manager	-	-	-	-	-	-

**PERSONNEL SUMMARY BY DEPARTMENT**

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Proposed 2020-21	Proposed w/ Decision Packages
<b><u>Police (cont.)</u></b>						
Administrative Services Manager	1.0	1.0	1.0	1.0	1.0	1.0
Police Records Manager	1.0	1.0	1.0	1.0	1.0	-
Crime Analyst	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Analyst	1.0	1.0	1.0	1.0	1.0	1.0
Communications Supervisor	4.0	4.0	4.0	4.0	4.0	4.0
Municipal Services Supervisor	-	-	-	-	-	-
Analyst	1.0	1.0	1.0	1.0	1.0	1.0
Executive Assistant	1.0	1.0	1.0	1.0	1.0	1.0
Police Identification Technician	1.0	1.0	1.0	1.0	1.0	1.0
Community Services Officer III	3.0	3.0	3.0	3.0	3.0	3.0
Emergency Services Dispatcher	12.0	12.0	12.0	10.0	10.0	10.0
Lead Police Services Specialist	2.0	2.0	2.0	2.0	2.0	2.0
Community Services Officer II	9.0	9.0	9.0	11.0	11.0	9.0
Administrative Coordinator	1.0	1.0	1.0	1.0	1.0	-
Parking Meter Technician	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Specialist	3.0	3.0	3.0	3.0	3.0	3.0
Police Services Specialist	7.0	7.0	7.0	7.0	7.0	6.0
Traffic Senior Clerk	1.0	-	-	-	-	-
Municipal Services Officer	7.0	7.0	7.0	7.0	7.0	7.0
Office Specialist III	1.0	2.0	2.0	2.0	2.0	2.0
<b>Total</b>	<b>154.0</b>	<b>154.0</b>	<b>154.0</b>	<b>153.0</b>	<b>153.0</b>	<b>145.0</b>
<b><u>Fire</u></b>						
Fire Chief	1.0	1.0	1.0	1.0	1.0	1.0
Fire Division Chief	3.0	3.0	3.0	3.0	3.0	3.0
Fire Captain	13.0	13.0	13.0	13.0	13.0	13.0
Fire Engineer	12.0	12.0	12.0	12.0	12.0	12.0
Firefighter/Paramedic	21.0	21.0	21.0	21.0	21.0	21.0
Deputy Harbor Master/Boat Captain	3.0	3.0	3.0	3.0	3.0	2.0
Harbor Patrol Officer	3.0	3.0	3.0	3.0	3.0	2.0
Firefighter	6.0	6.0	6.0	6.0	6.0	-
Hazardous Materials Specialist	1.0	1.0	1.0	1.0	1.0	1.0
Fire Prevention Plan Checker	-	1.0	1.0	1.0	1.0	1.0
Fire Prevention Officer	-	1.0	1.0	1.0	1.0	1.0
Administrative Analyst	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Specialist	1.0	1.0	1.0	1.0	1.0	-
<b>Total</b>	<b>65.0</b>	<b>67.0</b>	<b>67.0</b>	<b>67.0</b>	<b>67.0</b>	<b>58.0</b>

**PERSONNEL SUMMARY BY DEPARTMENT**

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Proposed 2020-21	Proposed w/ Decision Packages
<b><u>Public Library</u></b>						
Library Director	1.0	1.0	1.0	1.0	1.0	1.0
Senior Librarian	1.0	1.0	1.0	1.0	1.0	1.0
Librarian	2.0	2.0	2.0	2.0	2.0	1.0
Library Circulation Supervisor	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Coordinator	1.0	1.0	1.0	1.0	1.0	1.0
Library Technician	1.0	1.0	1.0	1.0	1.0	1.0
Library Clerk	6.0	6.0	6.0	6.0	6.0	5.0
<b>Total</b>	<b>13.0</b>	<b>13.0</b>	<b>13.0</b>	<b>13.0</b>	<b>13.0</b>	<b>11.0</b>
<b><u>Community Services</u></b>						
Community Services Director	1.0	1.0	1.0	1.0	1.0	1.0
Recreation and Youth Services Manager	1.0	1.0	1.0	-	-	-
Cultural Arts Manager	1.0	1.0	1.0	1.0	1.0	-
Transit Operations and Transit Facilities	1.0	1.0	1.0	1.0	1.0	1.0
Housing Supervisor	1.0	1.0	1.0	1.0	1.0	1.0
Technical Theater Supervisor	1.0	1.0	1.0	1.0	1.0	1.0
Recreation Supervisor	2.0	2.0	2.0	1.0	1.0	1.0
Senior Management Analyst	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Analyst	-	-	-	-	-	-
Community Services Analyst	1.0	1.0	1.0	1.0	1.0	1.0
Analyst	1.0	1.0	1.0	1.0	1.0	-
Housing Specialist	2.0	2.0	2.0	2.0	2.0	2.0
Senior Administrative Specialist	-	-	-	-	-	-
Recreation Coordinator	3.0	3.0	3.0	3.0	3.0	3.0
Office Specialist III	2.0	2.0	2.0	2.0	2.0	2.0
Account Clerk	1.0	1.0	1.0	1.0	1.0	1.0
Maintenance Worker I	1.0	1.0	1.0	1.0	1.0	-
<b>Total</b>	<b>20.0</b>	<b>20.0</b>	<b>20.0</b>	<b>18.0</b>	<b>18.0</b>	<b>15.0</b>
<b><u>Community Development</u></b>						
Community Development Director	1.0	1.0	1.0	1.0	1.0	1.0
Chief Building Official	1.0	1.0	1.0	1.0	1.0	1.0
Planning Manager	1.0	1.0	1.0	1.0	1.0	1.0
Senior Plan Check Engineer	1.0	1.0	1.0	1.0	1.0	1.0
Plan Check Engineer	1.0	1.0	1.0	1.0	1.0	1.0
Senior Planner	1.0	1.0	1.0	1.0	1.0	1.0
Associate Planner	1.0	1.0	1.0	1.0	1.0	1.0
Assistant Planner	1.0	1.0	1.0	1.0	1.0	1.0
Plans Examiner	1.0	1.0	1.0	1.0	1.0	1.0
Senior Building Inspector	3.0	3.0	3.0	3.0	3.0	3.0

**PERSONNEL SUMMARY BY DEPARTMENT**

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	Proposed 2020-21	Proposed w/ Decision Packages
<b><u>Community Development (cont.)</u></b>						
Senior Code Enforcement Officer	1.0	1.0	1.0	1.0	1.0	1.0
Code Enforcement Officer	1.0	1.0	1.0	1.0	1.0	1.0
Planning Analyst	1.0	1.0	1.0	1.0	1.0	1.0
Planning Technician	-	1.0	1.0	1.0	1.0	-
Building and Engineering Technician	2.0	2.0	2.0	2.0	2.0	1.0
<b>Total</b>	<b>17.0</b>	<b>18.0</b>	<b>18.0</b>	<b>18.0</b>	<b>18.0</b>	<b>16.0</b>
<b><u>Waterfront and Economic Development</u></b>						
Waterfront and Economic Development Director	1.0	1.0	1.0	1.0	1.0	1.0
Support Services Manager	1.0	1.0	1.0	1.0	1.0	1.0
Harbor Facilities Manager	1.0	-	-	-	-	-
Senior Management Analyst	-	1.0	1.0	1.0	1.0	1.0
Senior Administrative Specialist	1.0	1.0	1.0	-	-	-
<b>Total</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>
<b><u>Public Works</u></b>						
Public Works Director	1.0	1.0	1.0	1.0	1.0	1.0
Deputy Public Works Director	1.0	1.0	1.0	1.0	1.0	1.0
City Engineer	1.0	1.0	1.0	1.0	1.0	1.0
Principal Civil Engineer	1.0	1.0	1.0	1.0	1.0	1.0
Capital Projects Program Manager	1.0	1.0	1.0	1.0	1.0	1.0
Civil Engineer	2.0	2.0	2.0	2.0	2.0	2.0
Transportation Engineer	1.0	1.0	1.0	1.0	1.0	1.0
Associate Civil Engineer	4.0	4.0	4.0	4.0	4.0	4.0
Public Works Manager-Streets/Sewer	1.0	1.0	1.0	1.0	1.0	1.0
Public Works Manager-Bldg Facilities/Harbor	1.0	1.0	1.0	1.0	1.0	1.0
Public Works Manager-Pks/Urb Forest	1.0	1.0	1.0	1.0	1.0	1.0
Assistant Civil Engineer	2.0	2.0	2.0	2.0	2.0	2.0
Senior Management Analyst	2.0	2.0	2.0	2.0	2.0	2.0
Public Works Maintenance Supervisor	4.0	4.0	4.0	4.0	4.0	3.0
Analyst	1.0	1.0	1.0	1.0	1.0	1.0
Public Works Inspector	1.0	1.0	1.0	1.0	1.0	1.0
GIS Technician	1.0	1.0	1.0	1.0	1.0	1.0
Electrician Leadworker	1.0	1.0	1.0	1.0	1.0	1.0
Electrician	2.0	2.0	2.0	1.0	1.0	1.0
Building and Engineering Technician	1.0	1.0	1.0	1.0	1.0	1.0
Building Maintenance Leadworker	1.0	1.0	1.0	1.0	1.0	1.0

**PERSONNEL SUMMARY BY DEPARTMENT**

	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>Proposed 2020-21</b>	<b>Proposed w/ Decision Packages</b>
<b><i>Public Works (cont.)</i></b>						
Park Maintenance Leadworker	1.0	1.0	1.0	1.0	1.0	1.0
Pier Maintenance Leadworker	1.0	1.0	1.0	1.0	1.0	1.0
Public Services Leadworker	7.0	7.0	7.0	7.0	7.0	6.0
Senior Mechanic	2.0	2.0	2.0	2.0	2.0	2.0
Irrigation Technician	1.0	1.0	1.0	1.0	1.0	1.0
Mechanic	1.0	1.0	1.0	1.0	1.0	1.0
Pump Station Operator	5.0	5.0	5.0	5.0	5.0	5.0
Recycling Specialist	1.0	1.0	1.0	1.0	1.0	1.0
Traffic Painter	1.0	1.0	1.0	1.0	1.0	1.0
Painter	1.0	1.0	1.0	1.0	1.0	1.0
Senior Administrative Specialist	2.0	2.0	2.0	2.0	2.0	2.0
Equipment Operator	6.0	6.0	6.0	6.0	6.0	6.0
Senior Park Caretaker	8.0	8.0	8.0	7.0	7.0	5.0
Building Maintenance Worker	8.0	8.0	8.0	7.0	7.0	6.0
Maintenance Worker II	5.0	5.0	5.0	5.0	5.0	4.0
Equipment Service Worker	1.0	1.0	1.0	1.0	1.0	1.0
Park Caretaker	2.0	2.0	2.0	2.0	2.0	2.0
Maintenance Worker I	27.0	27.0	27.0	27.0	27.0	26.0
Recycling Ranger	1.0	1.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>112.0</b>	<b>112.0</b>	<b>112.0</b>	<b>109.0</b>	<b>109.0</b>	<b>102.0</b>
<b>TOTAL BUDGETED POSITIONS</b>	<b>438.0</b>	<b>442.0</b>	<b>442.0</b>	<b>432.0</b>	<b>432.0</b>	<b>398.0</b>

**PERSONNEL SUMMARY BY DEPARTMENT**

**RECAP OF POSITION CHANGES DURING FY 2019-20**

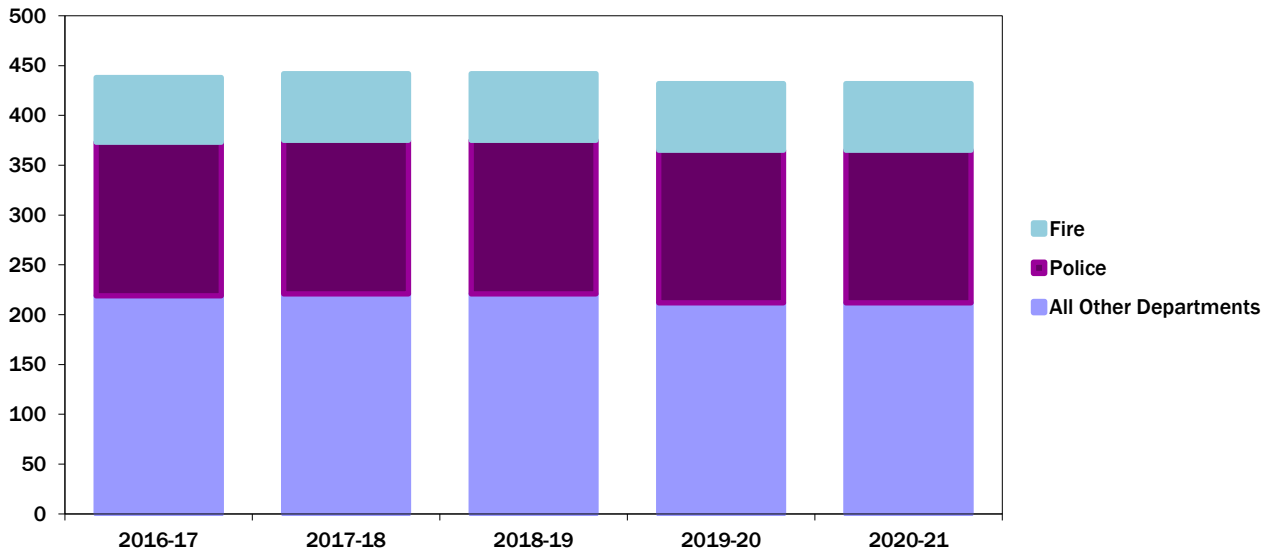
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	0.0		0.0
<b>Total</b>	<b>0.0</b>	<b>Total</b>	<b>0.0</b>

**RECAP OF POSITION CHANGES FOR FY 2020-21**

<b>Add:</b>		<b>Delete:</b>	
Senior Deputy City Attorney - CA	2.0	Deputy City Attorney - CA	2.0
Computer Support Specialist - IT	1.0	Information Technology Technician - IT	1.0
Police Captain - PD	1.0	Risk Manager - HR	1.0
		Administrative Analyst - FS	1.0
		Office Specialist III - FS	1.0
		Police Sergeant - PD	1.0
		Police Officer - PD	3.0
		Police Records Manager - PD	1.0
		Community Services Officer II - PD	2.0
		Administrative Coordinator - PD	1.0
		Police Services Specialist - PD	1.0
		Deputy Harbor Master/Boat Captain - FD	1.0
		Harbor Patrol Officer - FD	1.0
		Firefighter - FD	6.0
		Administrative Specialist - FD	1.0
		Librarian - LB	1.0
		Library Clerk - LB	1.0
		Cultural Arts Manager - CS	1.0
		Analyst - CS	1.0
		Maintenance Worker I - CS	1.0
		Planning Technician - CD	1.0
		Building and Planning Technician - CD	1.0
		Public Works Maintenance Supervisor - PW	1.0
		Public Services Leadworker - PW	1.0
		Sr. Park Caretaker - PW	2.0
		Building Maintenance Worker - PW	1.0
		Maintenance Worker II - PW	1.0
		Maintenance Worker I - PW	1.0
<b>Total</b>	<b>4.0</b>	<b>Total</b>	<b>38.0</b>

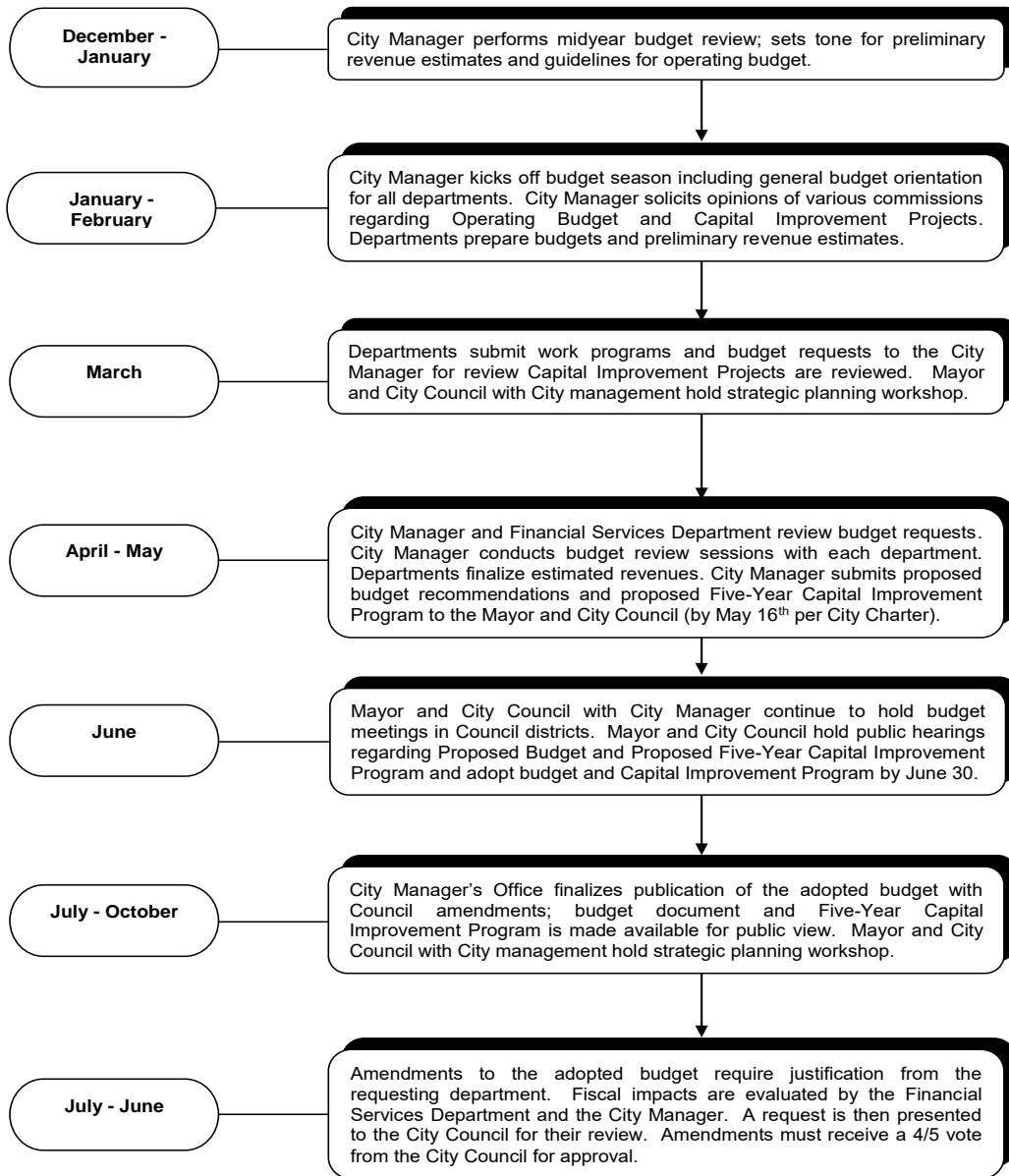
**STAFFING LEVELS**

FISCAL YEARS 2016-17 TO 2020-21





**BUDGET PREPARATION TIMELINE**



## STATEMENT OF FINANCIAL PRINCIPLES

**BACKGROUND:** On February 13, 1998, the City of Redondo Beach established a strategic plan. As part of the plan, various committees were formed to implement the five citywide goals. One of the said committees is the Strategic Financing Planning Committee.

The Strategic Financial Planning Committee, in concert with the Budget & Finance Commission, was tasked to develop a strategic plan for the City to achieve financial stability. The Strategic Financial Planning Committee and the Budget & Finance Commission determined that one of the steps in developing a strategic financial plan is for the City to establish a set of financial principles.

On November 17, 1998, the Mayor and City Council adopted the Statements of Financial Principles as a City Policy. The intention of the Mayor and City Council was to establish written policies to guide the financial management of the City of Redondo Beach and to demonstrate to the citizens of Redondo Beach, the investment community, and the bond rating agencies that the City of Redondo Beach is committed to a strong fiscal policy. The Mayor and City Council also determined that it is necessary to provide precedents for future policy makers and financial managers.

On June 6, 2000, the Mayor and City Council approved by resolution, to include under Section 11(h), a policy regarding threshold for capitalization of fixed assets.

On November 6, 2001, the Mayor and City Council amended by resolution Section 12(a) to reflect the "minimum reserve" for contingencies to be 8.33% of the General Fund's current fiscal year's operating expense budget.

On October 9, 2007, the Mayor and City Council approved by minute action, to add as Section 12(h), a policy requiring that the "reserves" or fund balances designated for other post employment benefits (OPEB) obligations be maintained at appropriate levels as authorized by the City Council.

On April 21, 2009, the Mayor and City Council approved by minute action, to add as Sections 8(c) and 8(d), policies requiring that internal service funds and central service departments retain the costs of using services provided by other City departments and that allocations among funds and departments be based on prior fiscal year-end actual expenses and distributed using fair and justifiable statistics.

On March 15, 2011, the Mayor and City Council amended by resolution Section 2 (General Principles), Section 3 (Revenue Policies), Section 4 (Expenditure/Budget Policies), Section 5 (Capital Improvement Projects (CIP) Policies), Section 9 (Special Revenue Policies), and Section 12 (Reserve Policies) to bring them into compliance with Governmental Accounting Standards Board (GASB) Statement No. 54.

### **CITY POLICY**

**Section 1: General Financial Goal** - To establish a five-year financial plan and achieve financial stability. Once achieved, maintain and enhance the City's fiscal health. To help achieve this goal, the City's objective is to adhere to the following statements of financial principles and policies:

**STATEMENT OF FINANCIAL PRINCIPLES**

**Section 2: General Principles**

- a) The City will maintain a level of expenditures which will provide for the well-being and safety of the general public and citizens of the community.
- b) The City will manage its financial assets in a sound and prudent manner.
- c) The City will maintain and further develop programs to assure its long-term ability to pay all the costs necessary to provide the highest quality of service required by the citizens of Redondo Beach.
- d) The City will adopt a balanced operating budget by June 30 of each year as required by the City Charter Section 17.9. The objective is to balance the budget without the use of restricted, committed, or assigned fund balances.
- e) The City will maintain and improve its infrastructure.
- f) The City will provide funding for capital equipment replacement, including a long-term technology plan, to achieve greater efficiency in its operations.
- g) The City will value its employees as one of its most important assets and will compensate them competitively according to the City's ability to pay.
- h) All City officials and employees shall always conduct themselves in a manner that will not expose the City to any liability.

**Section 3: Revenue Policies**

- a) The City will use a conservative approach in estimating revenues to maintain financial flexibility to adapt to local and regional economic changes.
- b) The master fee schedule will be updated annually to recover, as much as possible, the cost of providing the service and to allow for inflationary cost increases, but keeping in mind that fees are not to exceed the cost of providing the service. In some instances, the City may not want to charge any fees or the full cost of providing the service, if it is in the City's best interest to do so. These charges or fees for services will be identified during the budget approval process.
- c) The City will aggressively pursue revenue collection and auditing to assure that monies due the City are accurately received in a timely manner.
- d) Departments shall avoid earmarking General Fund revenues for specific purposes unless authorized by the City Council.
- e) One-time revenues shall be used for one-time expenditures.
- f) Revenues in excess of expenditures at the end of the fiscal year shall be used to first satisfy committed contingency requirements before appropriating for other uses.
- g) The City will continue to explore revenue-raising alternatives as necessary and pursue all grants available for local government. (The City may consider not accepting a grant if the grant requires continued City funding after the grant expires.)
- h) Program managers for special revenue funds shall diligently pursue reimbursements or receipts of grants in a timely manner to minimize the negative impact to the General Fund's investment earnings.
- i) The Mayor and City Council shall be promptly informed of any significant revenue gain or loss impacting the City.
- j) The City shall abide by the requirements of applicable Federal, State and local laws or statutes, when contemplating to raise revenues.

**STATEMENT OF FINANCIAL PRINCIPLES**

**Section 4: Expenditure/Budget Policies**

- a) Current year operating expenditures shall be funded by current year operating revenues.
- b) In an advisory capacity, the Budget & Finance Commission will conduct a preliminary review of all essential services. The City Council will have final approval in determining which services receive priority funding when a revenue shortfall exists or is projected.
- c) The City will continue to explore options in delivering services in the most cost-effective method, including public-private partnerships and partnerships with other governmental agencies.
- d) Programs that are funded through user fees shall be self supporting. (The City may partially subsidize some of these programs if it is in the City's best interest to do so.)
- e) Departments' fiscal year-end expenditures must be within approved appropriations by fund.
- f) Departments with unexpended/unencumbered balances in their *maintenance and operations* budget at the end of the year, *may* carryover a specified amount to the next fiscal year with specific approval by the City Manager.
- g) Departments with approved capital outlay budget but who were unable to purchase the capital item by the end of the fiscal year, may carryover this item with approval by the City Manager.
- h) Departments that have encumbrances at the end of the year, but have exceeded their total appropriations within each fund, may not be able to carryover the encumbrance balances, depending on the circumstances that caused the department to exceed its appropriations. Consequently, payments against these encumbrances may be charged to the affected department's subsequent fiscal year's budget.
- i) Salary and benefit savings at the end of the fiscal year will not be carried forward.
- j) Departments shall adhere to purchasing guidelines when expending City funds.
- k) All City officials and employees shall adhere to the City's conference and travel expense policy.
- l) Requests for new positions must identify specific funding sources and include a cost-benefit analysis.
- m) Budget transfers within each fund and between line accounts or programs within each department, must be approved by the City Manager or his/her designee. The Mayor and City Council shall be notified as soon as possible of budget transfers between departments and between capital improvement projects.
- n) Additional appropriations requests beyond the adopted budget must be approved by the City Council by four affirmative votes, as required by the City Charter Section 17.10.
- o) Salaries and benefits savings may not be transferred to fund maintenance & operations items other than those for which savings from vacancies are used for temporary or contractual services.
- p) When appropriate, projects or programs that have multiple funding sources (e.g. grants or bond proceeds) must first use restricted resources before using General Fund, unless otherwise approved by City Council.
- q) All City officials and City employees will exercise prudence and due care and will avoid any conflicts of interest or appearance thereof, when expending public funds.

**Section 5: Capital Improvement Projects (CIP) Policies**

- a) The City will account for all financial resources that are restricted, committed, or assigned to expenditure for capital outlays.
- b) The City will develop and implement a five-year capital improvement plan.
- c) The City will set aside a reasonable and prudent amount of General Fund monies for capital improvements and repairs of various facilities, in its annual budget process.

**STATEMENT OF FINANCIAL PRINCIPLES**

- d) All capital improvement projects must be coordinated with the CIP "Committee" before they are submitted to the City Manager. Subsequently, the City Manager's recommendations shall be submitted to a joint meeting of the Public Works Commission and the Budget & Finance Commission for review and prioritization before the capital projects are submitted to the City Council.
- e) Change orders for capital projects already in progress, that exceed the amounts normally pre-approved at the City Engineer's discretion, (per the schedule outlined in the Administrative Policies & Procedures - APP 14.1), shall be submitted to the City Council for approval.
- f) The long-term operating impact of any capital improvement project must be disclosed before the project is recommended for funding.
- g) The City will select only the most responsible and reputable contractors to work on capital projects.
- h) The City will abide by applicable Federal, State and local laws/regulations on public works contracts.

**Section 6: Debt Policies**

- a) The City shall avoid, as much as possible, incurring general obligation debt.
- b) The City shall obtain voter approval before incurring general bonded indebtedness for the City.
- c) The City's legal debt limit is 15% of assessed valuation of property within the City, per City Charter Section 17.11 and per California Government Code Section 436505.
- d) The City shall incur debt only for capital improvement projects and only if the projects cannot be funded by recurring or one-time revenues.
- e) Proceeds from long-term debt shall not be used for current ongoing expenditures.
- f) The debt shall be paid by specific revenue sources.
- g) The term of the debt incurred for capital projects shall not exceed the life of the projects being financed in accordance with regulations in federal, state or local law.
- h) The City shall not use short-term borrowing for operating expenditures.
- i) The City may participate in the statewide issuance of Tax & Revenue Anticipation Notes (TRANs) in accordance with applicable TRANs guidelines.
- j) The City shall consider interfund loans, when it is more cost effective and feasible, instead of borrowing outside, for short-term debt requirements.
- k) The City will use lease-purchase financing when it is cost effective.
- l) Bonds will be sold on a competitive basis unless it is in the City's best interest to conduct a negotiated sale.
- m) The City will follow a policy of full disclosure by communicating with bond rating agencies to inform them of the City's financial condition. (The continuing disclosure required in the City's Comprehensive Annual Financial Report is sent to the dissemination agent who will then report it to the bondholders, rather than the rating agencies.)
- n) The City will honor all its debt and seek to maintain the highest attainable bond rating to minimize issuance costs to the City.

**Section 7: Investment Policies**

- a) The City Treasurer's Office shall abide by the City's adopted investment policy and shall submit a monthly report to the Mayor and City Council on the investment activities. Additionally, the City Treasurer shall make a quarterly presentation to the Budget & Finance Commission and to the Mayor and City Council.
- b) The investment policy shall be annually reviewed and approved by the City Council.

**STATEMENT OF FINANCIAL PRINCIPLES**

**Section 8: Interfund Transfers Policies**

- a) Transfers to the General Fund from other funds for overhead costs shall be reviewed annually and shall conform to OMB (Office of Management & Budget) A-87 guidelines.
- b) All City funds, including eligible grant funds, shall share the administrative costs borne by the General Fund.
- c) Internal service funds and central service departments shall retain the costs of using services provided by other City departments.
- d) Allocations among funds and departments shall be based on prior fiscal year-end actual expenses and distributed using fair and justifiable statistics.

**Section 9: Special Revenue Policies**

- a) The City shall abide by applicable rules and regulations pertaining to the specific revenue sources and expenditures of special revenue funds as required by each funding source.
- b) Proceeds of specific restricted or committed revenue sources should be the foundation for the fund.
- c) Other revenue sources (i.e. investment earnings and transfers from other funds) may be reported in the fund if those resources are restricted, committed, or assigned to the specific purpose of the fund.

**Section 10: Enterprise Funds Policies**

- a) Enterprise activities will be programmed to generate sufficient revenues to fully support the Enterprise's operations including debt service requirements, current and future capital needs.
- b) Enterprise activities will generally adhere to all other applicable fiscal policies of the City.
- c) Audits of lessees shall be performed, based on the terms of the lease agreements, to ensure the City receives all revenues due the City.

**Section 11: Accounting, Auditing & Financial Reporting Policies**

- a) The City will comply with all generally accepted accounting principles (GAAP) and adhere to the statements issued by the Governmental Accounting Standards Board (GASB).
- b) The City shall continue to participate in the Government Finance Officers Association's (GFOA) and the California Society of Municipal Finance Officers' (CSMFO) financial reporting and budgeting awards program to help ensure continued quality financial reports and budget documents.
- c) The City shall retain the services of an independent auditor to perform annual financial audits.
- d) The City shall routinely bid for audit services, at a minimum, every five years. Audit contracts shall not exceed five years at a time. The Budget & Finance Commission will participate in the selection process.
- e) The City shall issue its Comprehensive Annual Financial Report by the second council meeting in December each year.
- f) Staff shall submit a mid-year budget review to the Mayor and City Council by the second council meeting in February each year.
- f) The Mayor and City Council shall be promptly informed of any significant financial reporting issue or any audit findings.
- g) The City shall, from time to time, review the threshold when capitalizing fixed assets and make necessary adjustments thereto, as appropriate, with the initial recommendation from the Financial Services Department and with concurrence by the City's independent auditors.

**STATEMENT OF FINANCIAL PRINCIPLES**

**Section 12: Fund Balance Reporting Policies**

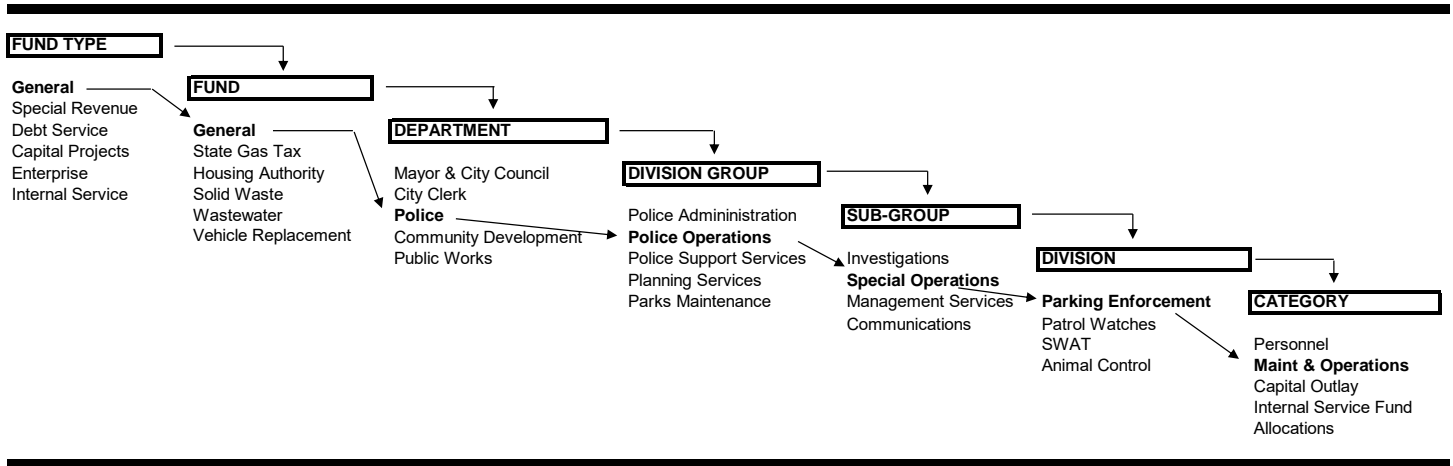
- a) The City shall maintain a committed fund balance for contingencies equivalent to 8.33% of the General Fund's current fiscal year's operating expense budget.
- b) City Council approval shall be required before expending any portion of the Committed fund balance in Section 12(a). Unforeseen circumstances that may require an expenditure of such amounts include, but are not limited to, natural disasters, significant State "take-aways", unforeseen deficiencies of a major revenue source, or unexpected operating or capital expenditures.
- c) If any circumstances in Section 12(b) occur, and the Committed fund balance falls below the City Council policy designated level in Section 12(a), all excess Unassigned fund balance in future years shall first be used to replenish the Committed fund balance until it reaches the policy designated level set forth in Section 12(a). The City Council shall replenish the Committed fund balance in Section 12(a) prior to expending Unassigned fund balances for other purposes.
- d) Restricted fund balances will be expended before unrestricted fund balances when expenditures are incurred for purposes for which both are available.
- e) Unrestricted fund balances will be exhausted in the order of assigned, unassigned, and committed when expenditures are incurred for which any of these fund balances are available.
- f) The unassigned fund balances, assuming other requirements are met, technically may be used for any purpose. However, the specific purpose requires Council approval. This process will be annually reviewed with the City Council.
- g) The City Council may alter fund balance requirements any time, as necessary.
- h) The fund balances assigned for claims and judgments, compensated absences, and other post employment benefits (OPEB) obligations shall be maintained at appropriate levels as authorized by the City Council.

**BUDGET ACCOUNT STRUCTURE**

As illustrated below, the City's highest level of reporting is Fund Type. For budgeting purposes, the City uses six Fund Types. Included in each Fund Type may be several Funds - the next level of reporting. For example, the Special Revenue Fund Type includes 16 funds of which only two are reflected below. Each Fund has at least one subordinate level, designated as the City's Departments (e.g., the Police Department), and within each Department, there is at least one Division Group (e.g., Police Operations). Within each Division Group is a division Sub-Group (e.g., Special Operations), and within each Sub-Group is a Division (e.g., Parking Enforcement).

The number of Departments within a Fund, as well as the number of subordinate levels of Division Groups, Sub-Groups and Divisions within a Department, depends on the management control needed to effectively monitor expenditures. Divisions assist management and citizenry in assessing the cost of providing a service. Finally, similar expenditure types are grouped at the Category level. For example, salaries and benefits are grouped together in the Category level as "Personnel"; office supplies, advertising, equipment maintenance, etc., are grouped together in the Category level "Maintenance & Operations".

Using General as the Fund Type, the following is an example of the flow of reporting from the highest level of budget reporting (Fund Type) to the lowest or most detailed level of budget reporting (Category).





### **CLASSIFICATION OF FUNDS**

The accounts of the City are organized on the basis of funds. A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts recording resources, together with all related liabilities, obligations, reserves and equities, which are segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. The City currently uses the following funds:

#### **GENERAL FUND**

The General Fund is used to account for the financial resources and expenditures associated with most City operations where revenue is not required to be recorded in a separate fund. Revenues collected in the General Fund are not restricted as to program or purpose they may be spent upon. They are derived primarily from taxes - property tax, sales and use tax, transient occupancy tax, utility users' tax, and business license tax. Taxes account for approximately 73% of all General Fund revenues. Other General Fund revenue sources include licenses and permits; fines and forfeitures; use of money and property, intergovernmental revenues, charges for services; and other miscellaneous revenues.

#### **SPECIAL REVENUE FUNDS**

##### **Air Quality Improvement Fund**

This fund accounts for monies received from the South Coast Air Quality District, which are used to reduce air pollution from motor vehicles.

##### **CalPERS Reserve Fund**

This fund was established in FY 2010-11 and will reserve monies for significant California Public Employees Retirement System (CalPERS) increases in future years.

##### **Community Development Block Grant Fund**

Revenues derived through the Federal Community Development Act are recorded in this fund. Community Development Block Grant (CDBG) receipts are restricted to the revitalization of low and moderate income areas within the City. As required by the U.S. Department of Housing and Urban Development (HUD), the City annually solicits public input regarding the expenditure of these funds.

##### **Disaster Recovery Fund**

This fund accounts for monies received and expenditures incurred related to disaster recovery.

##### **Housing Authority Fund**

HUD (Department of Housing & Urban Development) Section 8 housing grants are recorded in this fund. Section 8 monies are used to provide rent subsidies to qualifying low-income families and to locally administer the program.

##### **Intergovernmental Grants Fund**

**CLASSIFICATION OF FUNDS**

**Local Transportation Article 3 Fund**

This fund accounts for transportation services in the City and the Dial-A-Ride program which provides transportation to Redondo Beach and Hermosa Beach residents.

**Measure M Fund**

Monies received in this fund come from a Los Angeles County 2016 new voter-approved ½ cent sales tax and continued ½ cent traffic relief tax to be used for public transportation purposes.

**Measure R Fund**

Monies received in this fund come from a 2008 voter-approved ½ cent sales tax levied within Los Angeles County for public transportation purposes.

**Measure W Fund**

Monies received in this fund come from a 2018 voter-approved parcel tax levied within the Los Angeles County Flood Control District for storm water capture and storm runoff water quality improvement purposes.

**Narcotic Forfeiture and Seizure Fund**

Revenues recorded in this fund are the local agency's proportionate share of monies and sold property seized during drug and narcotic arrests. Monies are distributed after convictions are received by the lead State or Federal agency. Expenditures incurred are restricted to law enforcement activities and must supplement, not replace, existing law enforcement budgets.

**Parks and Recreation Facilities Fund**

Revenue in this fund originates from a \$400 per unit fee charged on the construction of new residential development within the City. Fees are due at the time a building permit is issued. This revenue is used solely for the acquisition, improvement and expansion of public parks, playgrounds, and recreation facilities.

**Proposition A (Prop A) Fund**

Monies received in this fund come from a 1980 voter-approved ½ cent sales tax levied within Los Angeles County for the operation of transit-related projects.

**Proposition C (Prop C) Fund**

Monies received in this fund come from a 1990 voter-approved ½ cent sales tax levied within Los Angeles County for the operation of transit-related projects.

**State Gas Tax Fund**

The City's share of the State gasoline tax is recorded in this fund. Monies are derived through Sections 2105, 2106, 2107, and 2107.5 of the California Streets and Highways code. Beginning with the 2010-11 fiscal year, Section 2103 was added. Section 2103, 2105, 2106 and 2107 revenue can be used for street maintenance and construction, while Section 2107.5 revenue is restricted to street engineering activities.

**CLASSIFICATION OF FUNDS**

**Storm Drain Improvement Fund**

In FY 2001-02 the Mayor and City Council established the Storm Drain Improvement Fund. This fund is used to account for the receipt of the storm drain impact fees and the related National Pollutant Discharge Elimination System (NPDES) implementation and enforcement costs.

**Street Landscaping and Lighting District Fund**

This is a special assessment fund which is used to account for revenue and expenditures associated with the Street Landscaping and Lighting District. Revenue comes into the fund through assessments levied against residential and business property. Expenditures charged to this fund are restricted to establishing, improving, operating and maintaining street lighting, street trees, traffic signals and median landscaping.

**Subdivision Park Trust Fund**

This fund is financed from Quimby fees, which are paid by developers on certain qualifying development projects. The monies in this fund are used exclusively for the acquisition, development, or rehabilitation of park land or related improvements.

**CAPITAL PROJECTS FUNDS**

**Capital Projects Fund**

In FY 1984-85 the Mayor and City Council established this fund following recommendations from the City's Public Improvement Commission. It is used to account for capital improvements such as the construction, repair, and upgrade of City facilities; streets; storm drains; sewers; and park facilities.

**Major Facilities Reconstruction Fund**

In FY 2015-16, the Mayor and City Council created this fund to begin saving for the replacement of City facilities such as Police Stations, Fire Stations and City Hall.

**Open Space Acquisition Fund**

In FY 2015-16, the Mayor and City Council created this fund to begin saving for the purchase of land within the City. The land purchased is to be used for open space purposes such as parks and community gardens.

**Pier Parking Structure Rehabilitation Fund**

This fund accounted for the costs to rehabilitate the publicly owned pier parking structure.

**CLASSIFICATION OF FUNDS**

**ENTERPRISE FUNDS**

**Harbor Tidelands Fund**

Revenue deposited in this fund is derived from business operations run by lessees, and from parking receipts. The use of this fund is restricted under the City's Tideland Trust Agreement with the State of California.

**Harbor Uplands Fund**

Revenue comes from similar sources as the Tidelands Fund - trade leases, and parking receipts. However, its use is less restrictive and is subject only to the decisions of the City Council.

**Solid Waste Fund**

In FY 1990-91 the Mayor and City Council established the Solid Waste Fund. This fund is used to account for expenditures and revenues related to the City's comprehensive solid waste program which includes refuse collection, recycling, and hazardous waste disposal. The solid waste program is wholly supported through user service fees.

**Transit Fund**

The Transit Fund was changed from a Special Fund to an Enterprise Fund in FY 2010-11 to more accurately classify its prime activity. Transit funding sources include the following: the 1980 voter approved Proposition A ½ cent sales tax; the 1990 voter approved Proposition C ½ cent sales tax; Federal and State transportation funds; and Beach Cities Transit fares. Transit fund monies are used to support public transportation programs and projects.

**Wastewater Fund**

In FY 1995-96 the Mayor and City Council approved the establishment of the Wastewater Fund, and at the time, was funded solely by a capital facility charge, more commonly referred to as a sewer connection fee. In FY 2003-04, in anticipation of the rehabilitation needs of the sewer system and additional requirements for operations and maintenance, the Mayor and City Council assessed an annual sewer user fee to be charged to users of the City's sewer system.

**CLASSIFICATION OF FUNDS**

**INTERNAL SERVICE FUNDS**

**Building Occupancy Fund**

Established in FY 2000-01, the Building Occupancy Fund includes reimbursement for costs associated with facilities maintenance and replacement. Cost allocations are based on square footage of the area occupied by each user department and department usage of utilities, contracts, and materials and supplies.

**Emergency Communications Fund**

Established in FY 2004-05, the Emergency Communications Fund includes reimbursement for costs related to technology used for emergency purposes, such as emergency dispatch equipment. Such equipment is currently used only in the Police, Fire and Public Works Departments. Therefore, costs are allocated only to those departments based on the replacement cost of the equipment utilized by each. In FY 2006-07, a component of all personnel, maintenance and operations, and internal service fund allocation costs associated with the Emergency Communications Division of the Police Department was added.

**Information Technology Fund**

Established in FY 2000-01, the Information Technology Fund includes reimbursement of all costs associated with the Information Technology Department. These costs include personnel, maintenance and operations and capital outlay expenses budgeted by this Department. In FY 2005-06, a component for equipment replacement was added to the charge for operations. In FY 2012-13, copy center operations (formerly included in the Printing and Graphics Fund) were added to the Information Technology charges. All costs are allocated to the users depending on the number of computers and telephones residing in the department.

**Major Facilities Repair Fund**

Established in FY 2008-09, the Major Facilities Repair Fund includes reimbursement of all costs incurred by the City in providing major repairs to City facilities. Cost allocations are based on square footage of the area occupied by each user department in the City facilities.

**Self-Insurance Program Fund**

Established in FY 2000-01, the Self-Insurance Program Fund contains reimbursement for costs associated with insurance premiums and claims experience related to liability, workers' compensation and unemployment. Depending on the type of insurance matter, allocations are based on a combination of square footage, property values, gross payroll and/or claims experience of the department.

**Vehicle Replacement Fund**

Established in FY 1983-84, the Vehicle Replacement Fund contains cost reimbursements from departments that utilize the City's Fleet Services Division for maintenance of vehicles and equipment. Also included in this fund are reimbursed rental charges for vehicles assigned to particular departments. Maintenance charges are based on historical records of the particular vehicle, and rental charges are based on the estimated future replacement value of the vehicle.

SUMMARY OF ESTIMATED REVENUES & APPROPRIATIONS AND  
ESTIMATED CHANGES IN FUND BALANCES  
BEFORE CITY MANAGER RECOMMENDED ADJUSTMENTS

<i>Fund</i>	Estimated Fund Balances July 1, 2020	Proposed Revenues 2020-21	Proposed Appropriations 2020-21	Transfers In	Transfers Out	Estimated Fund Balances June 30, 2021
General Fund	-	88,417,478	96,711,993	1,997,281	2,629,076	(8,926,310)
State Gas Tax	124,041	3,022,851	2,247,074	-	-	899,818
Storm Drain Improvement	85,522	50,000	-	-	-	135,522
Street Landscaping and Lighting	-	1,558,600	2,536,694	978,094	-	-
Local Transportation Article 3	(37,745)	46,714	-	-	-	8,969
Measure M	95,133	1,000,261	700,374	-	-	395,020
Proposition A	1,088,733	1,413,383	-	-	1,917,179	584,937
Proposition C	898,225	1,267,477	1,622,062	-	-	543,640
Measure R	61,610	875,855	675,000	-	-	262,465
Measure W	2,921	720,000	698,291	-	-	24,630
Air Quality Improvement	71,871	67,984	75,316	-	-	64,539
Intergovernmental Grants	-	1,361,201	1,361,201	-	-	-
Comm Develop Block Grant	75,250	472,566	361,502	-	-	186,314
Housing Authority	1,603,348	7,116,683	6,679,763	-	-	2,040,268
Parks and Recreation Facilities	26,541	30,000	-	-	-	56,541
Narcotic Forfeiture and Seizure	209,257	30,000	52,957	-	-	186,300
Subdivision Park Trust	234,292	500,000	60,000	-	-	674,292
Disaster Recovery	224,907	50,500	17,060	-	-	258,347
CalPERS Reserve	6,692,289	-	-	-	-	6,692,289
Capital Projects	966,148	477,262	2,893,953	2,240,000	-	789,457
Major Facilities Reconstruction	1,150,000	-	-	-	-	1,150,000
Open Space Acquisition	1,201,516	-	-	-	-	1,201,516
Harbor Tidelands	7,340,929	5,914,211	7,770,823	-	96,299	5,388,018
Harbor Uplands	2,602,023	4,442,300	4,778,744	-	1,650,982	614,597
Solid Waste	1,307,092	4,710,165	5,094,320	-	-	922,937
Wastewater	4,661,511	5,876,765	6,619,987	-	-	3,918,289
Transit	-	2,498,092	4,415,271	1,917,179	-	-
Self-Insurance Program	(11,734,872)	8,073,504	6,731,563	-	-	(10,392,931)
Vehicle Replacement	7,031,506	4,166,572	1,924,753	-	-	9,273,325
Building Occupancy	2,158,204	3,277,446	3,249,985	-	-	2,185,665
Information Technology	1,532,174	4,054,480	3,437,715	-	-	2,148,939
Emergency Communications	3,071,442	3,452,277	2,932,924	-	-	3,590,795
Major Facilities Repair	52,979	91,543	120,000	-	-	24,522
<b>Total Before Adjustments</b>	<b>32,796,847</b>	<b>155,036,170</b>	<b>163,769,325</b>	<b>7,132,554</b>	<b>6,293,536</b>	<b>24,902,710</b>
Less: Int Svc Fds/Overhead	-	32,426,532	32,426,532	-	-	-
<b>Total City</b>	<b>32,796,847</b>	<b>122,609,638</b>	<b>131,342,793</b>	<b>7,132,554</b>	<b>6,293,536</b>	<b>24,902,710</b>
Successor Agency	-	1,428,995	361,900	-	1,067,095	-
Housing Successor Agency	4,464,908	359,650	280,500	-	-	4,544,058
Community Financing Authority	1,422,905	273,975	1,924,957	2,468,077	2,240,000	-
<b>Grand Total</b>	<b>38,684,660</b>	<b>124,672,258</b>	<b>133,910,150</b>	<b>9,600,631</b>	<b>9,600,631</b>	<b>29,446,768</b>

- The 8.33% "minimum contingency reserve" set by the City Council has already been removed from the beginning fund balance of the General Fund.
- Beginning fund balances of the Harbor Tidelands and Harbor Uplands Funds exclude capital assets such as the pier and the parking structures.

SUMMARY OF ESTIMATED REVENUES & APPROPRIATIONS AND  
ESTIMATED CHANGES IN FUND BALANCES

	RESOURCES										
	Estimated Fund Balances July 1, 2020	Taxes	License and Permits	Fines and Forfeitures	Use of Money and Property	Intergovernmental	Charges for Services	Other Revenues	Revenues	Available Resources	Transfers In
General Fund	-	62,340,000	1,774,409	1,227,500	3,049,050	310,000	17,406,419	2,310,100	88,417,478	88,417,478	1,997,281
State Gas Tax	124,041	2,996,851	-	-	20,000	-	-	6,000	3,022,851	3,146,892	-
Storm Drain Improvement	85,522	-	-	-	-	-	50,000	-	50,000	135,522	-
Street Landscaping and Lighting	-	-	-	-	-	-	1,558,600	-	1,558,600	1,558,600	978,094
Local Transportation Article 3	(37,745)	-	-	-	-	46,714	-	-	46,714	8,969	-
Measure M	95,133	-	-	-	30,000	970,261	-	-	1,000,261	1,095,394	-
Proposition A	1,088,733	-	-	-	30,000	1,383,383	-	-	1,413,383	2,502,116	-
Proposition C	898,225	-	-	-	120,000	1,147,477	-	-	1,267,477	2,165,702	-
Measure R	61,610	860,855	-	-	15,000	-	-	-	875,855	937,465	-
Measure W	2,921	-	-	-	-	720,000	-	-	720,000	722,921	-
Air Quality Improvement	71,871	-	-	-	2,000	65,984	-	-	67,984	139,855	-
Intergovernmental Grants	-	-	-	-	-	1,361,201	-	-	1,361,201	1,361,201	-
Comm Develop Block Grant	75,250	-	-	-	-	472,566	-	-	472,566	547,816	-
Housing Authority	1,603,348	-	-	-	-	7,116,683	-	-	7,116,683	8,720,031	-
Parks and Recreation Facilities	26,541	30,000	-	-	-	-	-	-	30,000	56,541	-
Narcotic Forfeiture and Seizure	209,257	-	-	20,000	10,000	-	-	-	30,000	239,257	-
Subdivision Park Trust	234,292	-	-	-	-	-	-	500,000	500,000	734,292	-
Disaster Recovery	224,907	-	-	-	-	-	500	50,000	50,500	275,407	-
CalPERS Reserve	6,692,289	-	-	-	-	-	-	-	-	6,692,289	-
Capital Projects	966,148	180,000	-	-	-	297,262	-	-	477,262	1,443,410	2,240,000
Major Facilities Reconstruction	1,150,000	-	-	-	-	-	-	-	-	1,150,000	-
Open Space Acquisition	1,201,516	-	-	-	-	-	-	-	-	1,201,516	-
Harbor Tidelands	7,340,929	-	-	7,200	4,640,000	-	1,263,511	3,500	5,914,211	13,255,140	-
Harbor Uplands	2,602,023	-	-	15,300	2,710,000	-	1,716,750	250	4,427,300	7,044,323	-
Solid Waste	1,307,092	-	25,000	-	-	35,518	4,471,290	178,357	4,710,165	6,017,257	-
Wastewater	4,661,511	-	-	-	300,000	-	5,528,000	48,765	5,876,765	10,538,276	-
Transit	-	-	-	-	-	2,171,275	326,317	500	2,498,092	2,498,092	1,917,179
Self-Insurance Program	(11,734,872)	-	-	-	-	-	8,073,504	-	8,073,504	(3,661,368)	-
Vehicle Replacement	7,031,506	-	-	-	-	-	4,049,072	117,500	4,166,572	11,198,078	-
Building Occupancy	2,158,204	-	-	-	-	-	3,277,446	-	3,277,446	5,435,650	-
Information Technology	1,532,174	-	-	-	-	-	4,054,480	-	4,054,480	5,586,654	-
Emergency Communications	3,071,442	-	-	-	-	-	3,452,277	-	3,452,277	6,523,719	-
Major Facilities Repair	52,979	-	-	-	-	-	91,543	-	91,543	144,522	-
<b>Total Before Adjustments</b>	<b>32,796,847</b>	<b>66,407,706</b>	<b>1,799,409</b>	<b>1,270,000</b>	<b>10,926,050</b>	<b>16,098,324</b>	<b>55,319,709</b>	<b>3,244,972</b>	<b>155,036,170</b>	<b>187,833,017</b>	<b>7,132,554</b>
Less: Int Svc Funds/Overhead	-	-	-	-	-	-	32,426,532	-	32,426,532	32,426,532	-
<b>Total City</b>	<b>32,796,847</b>	<b>66,407,706</b>	<b>1,799,409</b>	<b>1,270,000</b>	<b>10,926,050</b>	<b>16,098,324</b>	<b>22,893,177</b>	<b>3,244,972</b>	<b>122,609,638</b>	<b>155,406,485</b>	<b>7,132,554</b>
Successor Agency	-	-	-	-	-	1,067,095	-	361,900	1,428,995	1,428,995	-
Housing Successor Agency	4,464,908	-	-	-	-	359,150	500	-	359,650	4,824,558	-
Community Financing Authority	1,422,905	-	-	-	273,975	-	-	-	273,975	1,696,880	2,468,077
<b>Grand Total</b>	<b>38,684,660</b>	<b>66,407,706</b>	<b>1,799,409</b>	<b>1,270,000</b>	<b>11,200,025</b>	<b>17,524,569</b>	<b>22,893,677</b>	<b>3,576,872</b>	<b>124,872,258</b>	<b>163,356,918</b>	<b>9,600,631</b>

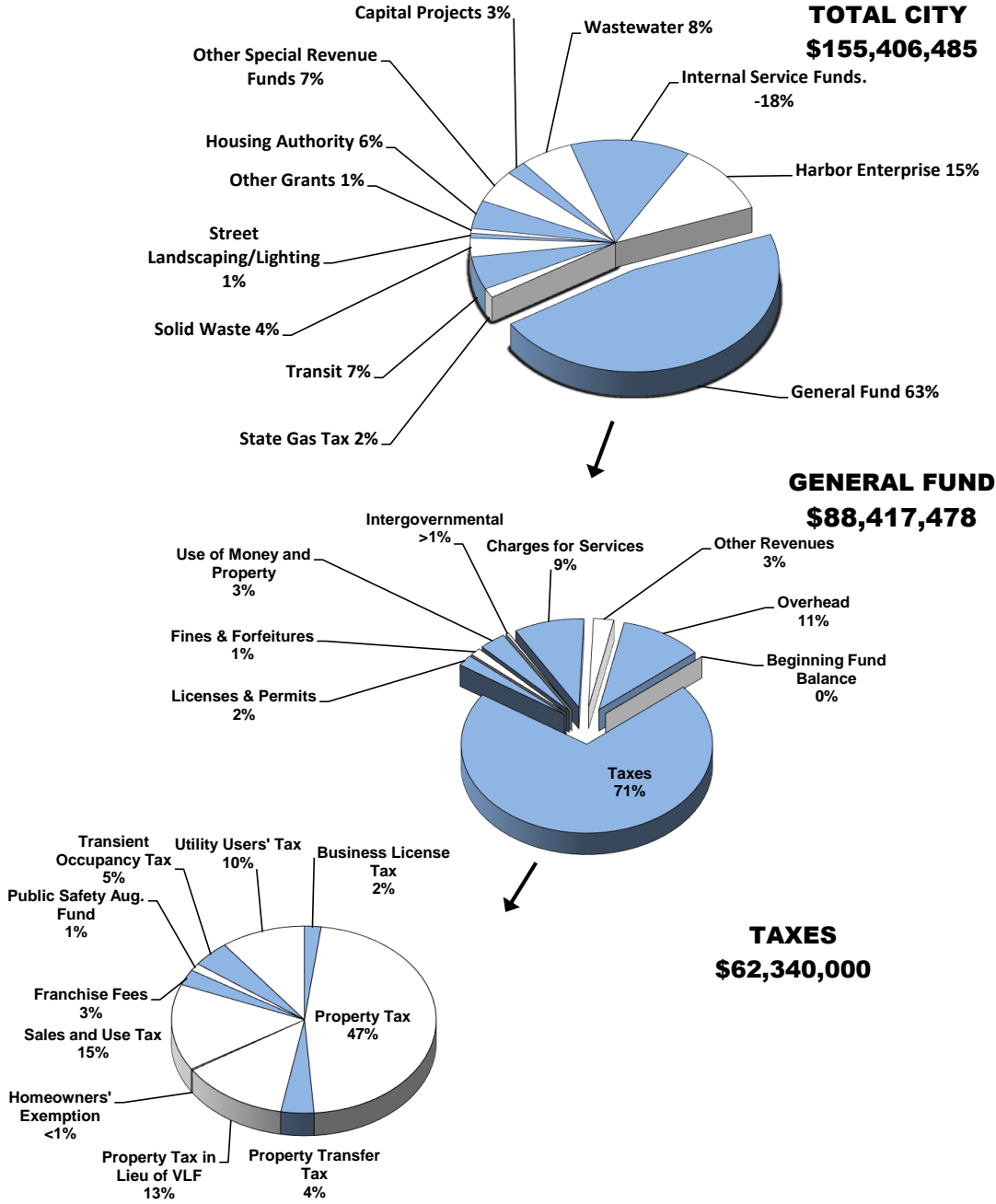
SUMMARY OF ESTIMATED REVENUES & APPROPRIATIONS AND  
ESTIMATED CHANGES IN FUND BALANCES

REQUIREMENTS							Fund Balances June 30, 2021	
Personnel	Maintenance and Operations	Internal Service	Capital Outlay	Capital Improvement	Expenditures	Transfers Out		
63,971,807	7,635,405	25,104,781	-	-	96,711,993	2,629,076	(8,926,310)	General Fund
723,511	272,060	451,503	-	800,000	2,247,074	-	899,818	State Gas Tax
-	-	-	-	-	-	-	135,522	Storm Drain Improvement
952,226	1,293,956	290,512	-	-	2,536,694	-	-	Street Landscaping and Lighting
-	-	-	-	-	-	-	8,969	Local Transportation Article 3
-	-	374	-	700,000	700,374	-	395,020	Measure M
-	-	-	-	-	-	1,917,179	584,937	Proposition A
-	-	2,062	-	1,620,000	1,622,062	-	543,640	Proposition C
-	-	-	-	675,000	675,000	-	262,465	Measure R
97,487	47,954	52,850	-	500,000	698,291	-	24,630	Measure W
26,494	43,555	5,267	-	-	75,316	-	64,539	Air Quality Improvement
100,201	166,000	-	-	1,095,000	1,361,201	-	-	Intergovernmental Grants
-	175,188	-	-	186,314	361,502	-	186,314	Comm Develop Block Grant
379,364	6,147,695	152,704	-	-	6,679,763	-	2,040,268	Housing Authority
-	-	-	-	-	-	-	56,541	Parks and Recreation Facilities
-	52,957	-	-	-	52,957	-	186,300	Narcotic Forfeiture and Seizure
-	-	-	-	60,000	60,000	-	674,292	Subdivision Park Trust
-	17,060	-	-	-	17,060	-	258,347	Disaster Recovery
-	-	-	-	-	-	-	6,692,289	CalPERS Reserve
180,953	-	-	-	2,713,000	2,893,953	-	789,457	Capital Projects
-	-	-	-	-	-	-	1,150,000	Major Facilities Reconstruction
-	-	-	-	-	-	-	1,201,516	Open Space Acquisition
4,303,241	1,912,327	1,555,255	-	-	7,770,823	96,299	5,388,018	Harbor Tidelands
2,166,627	1,216,952	1,395,165	-	-	4,778,744	1,650,982	614,597	Harbor Uplands
1,087,522	3,410,712	596,086	-	-	5,094,320	-	922,937	Solid Waste
1,610,514	1,346,921	462,552	-	3,200,000	6,619,987	-	3,918,289	Wastewater
629,436	3,572,172	213,663	-	-	4,415,271	-	-	Transit
226,155	6,433,179	72,229	-	-	6,731,563	-	(10,392,931)	Self-Insurance Program
612,957	1,051,879	259,917	-	-	1,924,753	-	9,273,325	Vehicle Replacement
1,384,272	1,343,137	522,576	-	-	3,249,985	-	2,185,665	Building Occupancy
1,306,194	1,673,830	457,691	-	-	3,437,715	-	2,148,939	Information Technology
2,048,330	186,161	698,433	-	-	2,932,924	-	3,590,795	Emergency Communications
-	-	-	-	120,000	120,000	-	24,522	Major Facilities Repair
<b>81,807,291</b>	<b>37,999,100</b>	<b>32,293,620</b>	-	<b>11,669,314</b>	<b>163,769,325</b>	<b>6,293,536</b>	<b>24,902,710</b>	<b>Total Before Adjustments</b>
132,912	-	32,293,620	-	-	32,426,532	-	-	Less: Int Svc Funds/Overhead
<b>81,674,379</b>	<b>37,999,100</b>	-	-	<b>11,669,314</b>	<b>131,342,793</b>	<b>6,293,536</b>	<b>24,902,710</b>	<b>Total City</b>
-	361,900	-	-	-	361,900	1,067,095	-	Successor Agency
-	280,500	-	-	-	280,500	-	4,544,058	Housing Successor Agency
-	1,924,957	-	-	-	1,924,957	2,240,000	-	Community Financing Authority
<b>81,674,379</b>	<b>40,566,487</b>	-	-	<b>11,669,314</b>	<b>133,910,150</b>	<b>9,600,631</b>	<b>29,446,768</b>	<b>Grand Total</b>



FISCAL YEAR 2020-21

**AVAILABLE RESOURCES:  
WHERE IT COMES FROM**

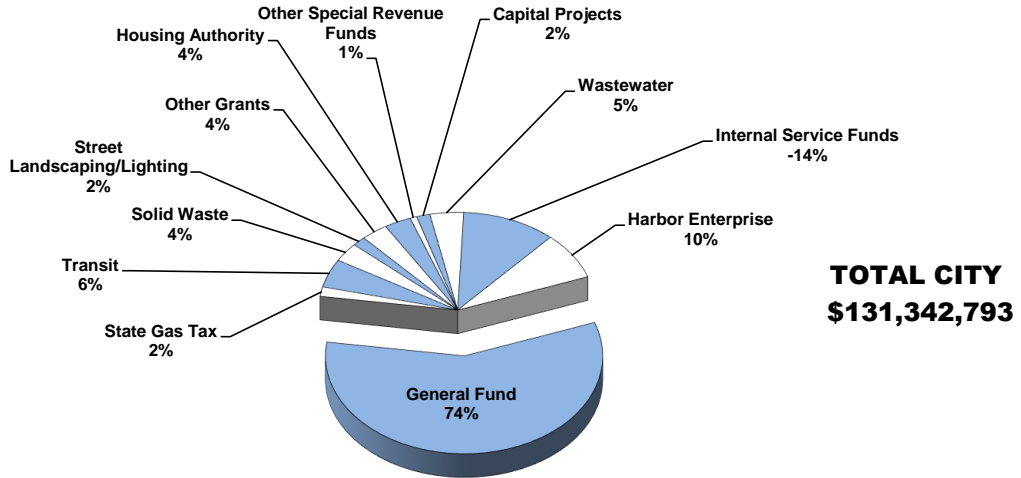


Notes:

- 1) Available resources not only include the current year's estimated revenue, but also the financial resources on hand at the beginning of the fiscal year (beginning fund balance).
- 2) Total City excludes revenues of the Successor Agency, Housing Successor Agency, Community Financing Authority, Public Financing Authority, Internal Service Funds, and Transfers In.
- 3) Capital Projects also include Major Facilities Reconstruction and Open Space Acquisition Funds.
- 4) Other Grants include Community Development Block Grant and Intergovernmental Grants Funds.
- 5) Other Special Revenue Funds include Parks and Recreation Facilities, Narcotic Forfeiture and Seizure, Local Transportation Article 3, Air Quality Improvement, Subdivision Park Trust, Disaster Recovery, Measure W and Storm Drain Improvement Funds.
- 6) Transit includes Proposition A, Proposition C, Measure R, Measure M, and Transit Funds.
- 7) Harbor Enterprise includes Harbor Tidelands and Harbor Uplands Funds.

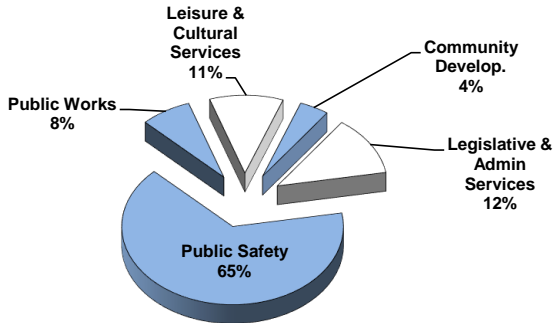
FISCAL YEAR 2020-21

**EXPENDITURES:  
WHERE IT GOES**

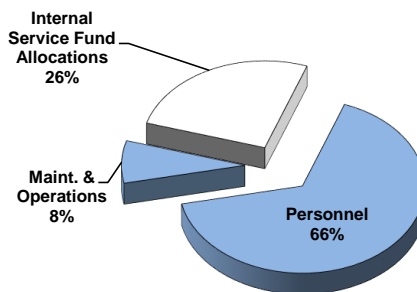


**GENERAL FUND  
\$96,711,993**

**GENERAL EXPENSE  
FUNCTIONS**



**GENERAL EXPENSE  
CATEGORIES**



Notes:

- 1) Total City excludes expenditures of the Successor Agency, Housing Successor Agency, Community Financing Authority, Public Financing Authority, Internal Service Funds and Transfers Out.
- 2) Capital Projects also include Major Facilities Reconstruction and Open Space Acquisition Funds.
- 3) Other Grants include Community Development Block Grant and Intergovernmental Grants Funds.
- 4) Other Special Revenue Funds include Storm Drain Improvement, Local Transportation Article 3, Air Quality Improvement, Measure W, Parks and Recreation Facilities, Narcotic Forfeiture and Seizure, Disaster Recovery and Subdivision Park Trust Funds.
- 5) Transit includes Proposition C, Proposition A, Measure R, Measure M, and Transit Funds.
- 6) Harbor Enterprise includes Harbor Tidelands and Harbor Uplands Funds.



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**SCHEDULE OF INTERFUND TRANSFERS**  
FISCAL YEAR 2020-21

<i>Fund</i>	<b>Transfer In</b>	<b>Transfer Out</b>
General Fund	1,997,281	2,629,076
Street Landscaping and Lighting	978,094	-
Proposition A	-	1,917,179
Capital Projects	2,240,000	-
Harbor Tidelands	-	96,299
Harbor Uplands	-	1,650,982
Transit	1,917,179	-
Successor Agency	-	1,067,095
Community Financing Authority	2,468,077	2,240,000
<b>TOTAL</b>	<b>\$ 9,600,631</b>	<b>\$ 9,600,631</b>

**Notes:**

- Transfer from the General Fund to the Street Landscaping and Lighting Fund will provide necessary support for its FY 2020-21 operations.
- Transfer from the General Fund to the Community Financing Authority reflects the FY 2020-21 rental payments in connection with the 2019 lease revenue bond issue.
- Transfer from the Proposition A Fund to the Transit Fund will provide necessary support for its FY 2020-21 operations.
- Transfer from the Harbor Tidelands Fund to the General Fund reflects the annual property tax in lieu for the publicly used portions of the Harbor Tidelands.
- Transfer from the Harbor Uplands Fund to the General Fund reflects the reimbursement of the FY 2020-21 General Fund rental payments in connection with the 2019 lease revenue bond issue.
- Transfer from the Successor Agency to the General Fund reflects the reimbursement of administration costs.
- Transfer from the Successor Agency to the Community Financing Authority reflects the 1996 revenue bond payments.
- Transfer from the Community Financing Authority to the Capital Projects Fund will provide FY 2020-21 capital improvement project funding.

HARBOR TIDELANDS FINANCIAL SUMMARY  
FISCAL YEAR 2020-21

<i>Funding</i>		<i>Expenditures</i>	
Beginning Fund Balance <sup>1</sup>	7,340,929	Personnel	4,303,241
Rents and Percentages	4,521,511	Maintenance and Operations	1,912,327
Parking Structure Revenue	307,200	Internal Service Fund Allocations	1,003,200
Seaside Lagoon Entrance Fees	661,000	Overhead	552,055
Investment Earnings	290,000	Capital Improvement Projects <sup>2</sup>	-
Fisherman's Wharf Sanitation	110,000	Property Tax In Lieu Fee <sup>3</sup>	96,299
Other Revenue	24,500		
<b>Total Funding</b>	<b>13,255,140</b>	<b>Total Expenditures</b>	<b>7,867,122</b>

**Excess (Deficit) = \$5,388,018**

**Operating Excess (Deficit)<sup>4</sup> = (\$1,952,911)**

<sup>1</sup>Beginning fund balance as of 7/1/20 derived from FY 2019-20 mid-year presentation. Represents funds available for FY 2020-21 appropriation. Balance reflects noncurrent liabilities (e.g. pension funding) and carryover CIP.

<sup>2</sup>Reflects new capital project funding scheduled for FY 2020-21. Projects can be referenced and are reflected in the FY 2020-21 to FY 2024-25 Five-Year CIP Plan.

<sup>3</sup>Property tax in lieu fee includes the annual 2% increase.

<sup>4</sup>Excludes beginning fund balance, capital improvement projects, reserves, and City Manager recommended FY 2020-21 Decisions Packages, where applicable.

**Policies**

- All relevant departments shall operate in the City's Harbor Tidelands with complete adherence to the City's Municipal Code, Tidelands Trust Agreement with the State of California, and all other applicable laws.
- Harbor Tidelands Fund activities will adhere to the City's Statements of Financial Principles.
- Harbor Tidelands revenues will be utilized to benefit, repair and improve Tidelands property and facilities.
- Harbor Tidelands leaseholds will be audited as feasible.

HARBOR UPLANDS FINANCIAL SUMMARY  
FISCAL YEAR 2020-21

<i>Funding</i>		<i>Expenditures</i>	
Beginning Fund Balance <sup>1</sup>	2,602,023	Personnel	2,166,627
Rents and Percentages	2,600,000	Maintenance and Operations	1,216,952
Parking Structure Revenue	1,515,300	Internal Service Fund Allocations	1,069,190
Parking Meter Fees	45,000	Overhead	325,975
Investment Earnings	110,000	Capital Improvement Projects <sup>2</sup>	-
Storage Fees	40,000	Debt Service <sup>3</sup>	1,650,982
Fisherman's Wharf Sanitation	130,000		
Other Revenue	2,000		
<b>Total Funding</b>	<b>7,044,323</b>	<b>Total Expenditures</b>	<b>6,429,726</b>

**Excess (Deficit) = \$614,597**

**Operating Excess (Deficit)<sup>4</sup> = (\$1,987,426)**

<sup>1</sup>Beginning fund balance as of 7/1/20 derived from FY 2019-20 mid-year presentation. Represents funds available for FY 2020-21 appropriation. Balance reflects noncurrent liabilities (e.g. pension funding) and carryover CIP.

<sup>2</sup>Reflects new capital project funding scheduled for FY 2020-21. Projects can be referenced and are reflected in the FY 2020-21 to FY 2024-25 Five-Year CIP Plan.

<sup>3</sup>Reflects the debt service payment associated with the refinancing/acquisition of harbor leaseholds.

<sup>4</sup>Excludes beginning fund balance, capital improvement projects, reserves and City Manager recommended FY 2020-21 Decision Packages, where applicable.

**Policies**

- All relevant departments shall operate in the City's Harbor Uplands with complete adherence to the City's Municipal Code, Tidelands Trust Agreement with the State of California, and all other applicable laws.
- Harbor Uplands Fund activities will adhere to the City's Statements of Financial Principles.
- Harbor Uplands revenues will be utilized to benefit, repair and improve Uplands property and facilities.
- Harbor Uplands leaseholds will be audited as feasible.

**SOLID WASTE FINANCIAL SUMMARY**  
FISCAL YEAR 2020-21

<i>Funding</i>		<i>Expenditures</i>	
Beginning Fund Balance	1,307,092	Personnel	1,087,522
Rubbish Fees-Residential	3,252,187	Maintenance and Operations	3,410,712
Household Haz Waste Collection	328,000	Internal Service Fund Allocations	385,356
Hazardous Disclosure	3,500	Overhead	210,730
AB939 Fee	254,000		
Waste Management Plan Fee	7,500		
Solid Waste Admin Fee	545,000		
Recycling Grants	35,518		
Other Solid Waste Revenue	284,460		
<b>Total Funding</b>	<b>6,017,257</b>	<b>Total Expenditures</b>	<b>5,094,320</b>

**Excess (Deficit) = \$922,937**

**Operating Excess (Deficit)<sup>1</sup> = (\$384,155)**

<sup>1</sup>Excludes beginning fund balance, capital improvement projects, reserves, and City Manager recommended FY 2020-21 Decision Packages, where applicable.

WASTEWATER FINANCIAL SUMMARY  
FISCAL YEAR 2020-21

<i>Funding</i>		<i>Expenditures</i>	
Beginning Fund Balance	4,661,511	Personnel	1,610,514
Inspection Fees	48,000	Debt Service	548,400
Sewer User Fees	5,450,000	Other Maintenance and Operations	798,521
Wastewater Capital Facility Fee	30,000	Internal Service Fund Allocations	255,616
City Facility Sewer Fee	47,765	Overhead	206,936
Investment Earnings	300,000	Capital Improvement Projects <sup>1</sup>	3,200,000
Other Revenue	1,000		
<b>Total Funding</b>	<b>10,538,276</b>	<b>Total Expenditures</b>	<b>6,619,987</b>
<b>Excess (Deficit) = \$3,918,289</b>			
<b>Operating Excess (Deficit)<sup>2</sup> = \$2,456,778</b>			

<sup>1</sup>Reflects all new capital project funding scheduled for FY 2020-21. Projects can be referenced and are reflected in the FY 2020-21 to FY 2024-25 Five-Year CIP Plan.

<sup>2</sup>Excludes beginning fund balance, capital improvement projects, reserves, and City Manager recommended FY 2020-21 Decision Packages, where applicable.

Wastewater Policies

- Wastewater funds will be programmed to fully support the wastewater system's maintenance and operations, including debt service requirements, current and future capital needs, costs of personnel and contracts, materials and supplies, equipment maintenance and operations and capital outlays.
- Wastewater funds will be programmed consistent with the guidelines and requirements of the City of Redondo Beach Wastewater System Financing Project bond documents.
- Wastewater funds will be used in accordance with all applicable fiscal policies/laws of the City, the State and its agencies, and the Federal government.



TRANSIT FINANCIAL SUMMARY  
FISCAL YEAR 2020-21

<i>Funding</i>		<i>Expenditures</i>	
Beginning Fund Balance	-	Personnel	629,436
Fares	254,317	Maintenance and Operations	3,572,172
Bus Passes	72,000	Internal Service Fund Allocations	112,138
TDA Article IV	747,604	Overhead	101,525
Proposition C Funding Allocation Procedures	217,829		
Proposition A Funding Allocation Procedures	483,442		
Proposition A Subregional Incentives	2,269		
State Transit Assistance	20,239		
Measure M Funding Allocation Procedures	306,753		
Measure R Funding Allocation Procedures	303,832		
SB1 Funding Allocation Procedures	71,632		
Other Revenue	18,175		
Proposition A Local Return	1,917,179		
<b>Total Funding</b>	<b>4,415,271</b>	<b>Total Expenditures</b>	<b>4,415,271</b>
<b>Excess (Deficit) = \$0</b>			
<b>Operating Excess (Deficit)<sup>1</sup> = \$0</b>			

<sup>1</sup>Excludes beginning fund balance, capital improvement projects, reserves, and City Manager recommended FY 2020-21 Decision Packages, where applicable.

VEHICLE REPLACEMENT FINANCIAL SUMMARY  
FISCAL YEAR 2020-21

<i>Funding</i>		<i>Expenditures</i>	
Beginning Fund Balance	7,031,506	Personnel	612,957
Vehicle Replacement	1,580,585	Maintenance and Operations	1,051,879
Vehicle Maintenance	2,468,487	Internal Service Fund Allocations	118,576
Sale of Fuel	45,000	Overhead	141,341
Other Revenue	72,500	Capital Outlay	-
<b>Total Funding</b>	<b>11,198,078</b>	<b>Total Expenditures</b>	<b>1,924,753</b>
<b>Excess (Deficit) = \$9,273,325</b>			
<b>Operating Excess (Deficit)<sup>1</sup> = \$2,241,819</b>			

<sup>1</sup>Excludes beginning fund balance, capital improvement projects, reserves, and City Manager recommended FY 2020-21 Decision Packages, where applicable.

**STREET LANDSCAPING AND LIGHTING FINANCIAL SUMMARY**  
**FISCAL YEAR 2020-21**

<i>Funding</i>		<i>Expenditures</i>	
Beginning Fund Balance	-	Personnel	952,226
Assessment Fee	1,513,000	Maintenance and Operations	1,293,956
Public Services Lighting Fee	30,000	Internal Service Fund Allocations	119,762
Other Revenue	15,600	Overhead	170,750
General Fund Subsidy	978,094		
<b>Total Funding</b>	<b>2,536,694</b>	<b>Total Expenditures</b>	<b>2,536,694</b>

**Excess (Deficit) = \$0**

**Operating Excess (Deficit)<sup>1</sup> = \$0**

<sup>1</sup>Excludes beginning fund balance, capital improvement projects, reserves, and City Manager recommended FY 2020-21 Decision Packages, where applicable.

COMMUNITY DEVELOPMENT BLOCK GRANT FINANCIAL SUMMARY  
FISCAL YEAR 2020-21

<i>Funding</i>		<i>Expenditures</i>	
Beginning Fund Balance	75,250	Personnel	-
Grant (Administration) Revenue	472,566	Maintenance and Operations	175,188
		Capital Improvement Projects <sup>1</sup>	186,314
<b>Total Funding</b>	<b>547,816</b>	<b>Total Expenditures</b>	<b>361,502</b>
<b>Excess (Deficit) = \$186,314</b>			
<b>Operating Excess (Deficit)<sup>2</sup> = \$111,064</b>			

<sup>1</sup>Reflects new capital project funding scheduled for FY 2020-21. Projects can be referenced and are reflected in the FY 2020-21 to FY 2024-25 Five-Year CIP Plan.

<sup>2</sup>Excludes beginning fund balance, capital improvement projects, reserves, and City Manager recommended FY 2020-21 Decision Packages, where applicable.

HOUSING AUTHORITY FINANCIAL SUMMARY  
FISCAL YEAR 2020-21

<i>Funding</i>		<i>Expenditures</i>	
Beginning Fund Balance	1,603,348	Personnel	379,364
Grant - Administration	532,668	Maintenance and Operations	115,455
Grant - Program/HAP	6,584,015	Internal Service Fund Allocations	61,067
		Overhead	91,637
		Other Program Expenditures	6,032,240
<b>Total Funding</b>	<b>8,720,031</b>	<b>Total Expenditures</b>	<b>6,679,763</b>
<b>Excess (Deficit) = \$2,040,268</b>			
<b>Operating Excess (Deficit)<sup>1</sup> = \$436,920</b>			

<sup>1</sup>Excludes beginning fund balance, capital improvement projects, reserves, and City Manager recommended FY 2019-20 Decision Packages, where applicable.

SEASIDE LAGOON FINANCIAL SUMMARY  
FISCAL YEAR 2020-21

<i>Funding</i>		<i>Expenditures</i>	
Entrance Fees	661,000	Personnel - Program	154,344
		Personnel - Maintenance	164,591
		Maintenance and Operations	145,420
		Internal Service Fund Allocations	37,718
		Overhead	33,215
<b>Total Funding</b>	<b>661,000</b>	<b>Total Expenditures</b>	<b>535,288</b>
<b>Excess (Deficit) = \$125,712</b>			
<b>Operating Excess (Deficit)<sup>1</sup> = \$125,712</b>			

<sup>1</sup>Excludes beginning fund balance, capital improvement projects, reserves, and City Manager recommended FY 2020-21 Decision Packages, where applicable.

- The Seaside Lagoon is funded through the Harbor Tidelands Fund.

REDONDO BEACH PERFORMING ARTS CENTER FINANCIAL SUMMARY  
FISCAL YEAR 2020-21

<i>Funding</i>		<i>Expenditures</i>	
Rents & Percentages	960,000	Personnel	549,014
		Maintenance and Operations	114,070
		Internal Service Fund Allocations	583,120
		Overhead	54,804
<b>Total Funding</b>	<b>960,000</b>	<b>Total Expenditures</b>	<b>1,301,008</b>
<b>Excess (Deficit) = (\$341,008)</b>			
<b>Operating Excess (Deficit)<sup>1</sup> = (\$341,008)</b>			

<sup>1</sup>Excludes beginning fund balance, capital improvement projects, reserves, and City Manager recommended FY 2020-21 Decision Packages, where applicable.

- Cultural Arts Manager allocated 65% to RBPAC, 35% to Cultural Activities.
- Technical Theater Supervisor allocated 95% to RBPAC, 5% to Cultural Activities.

**PUBLIC LIBRARY FINANCIAL SUMMARY**  
**FISCAL YEAR 2020-21**

<i>Funding</i>		<i>Expenditures</i>	
Facility Reservations	1,500	Personnel	2,290,870
Fines and Fees	36,000	Maintenance and Operations	420,522
Miscellaneous Revenue	6,200	Internal Service Fund Allocations	1,736,126
		Overhead	184,482
<b>Total Funding</b>	<b>43,700</b>	<b>Total Expenditures</b>	<b>4,632,000</b>
<b>Excess (Deficit) = (\$4,588,300)</b>			
<b>Operating Excess (Deficit)<sup>1</sup> = (\$4,588,300)</b>			

<sup>1</sup>Excludes beginning fund balance, capital improvement projects, reserves, and City Manager recommended FY 2020-21 Decision Packages, where applicable.

- The Public Library is funded through the General Fund.



FARMERS' MARKET FINANCIAL SUMMARY  
FISCAL YEAR 2020-21

<i>Funding</i>		<i>Expenditures</i>	
Revenue from Vendors' Fees	49,000	Contracted Market Manager	21,000
		Permits and Insurance	1,000
		Supplies	1,000
		Other Maintenance and Operations	3,200
<b>Total Funding</b>	<b>49,000</b>	<b>Total Expenditures</b>	<b>26,200</b>
<b>Excess (Deficit) = \$22,800</b>			
<b>Operating Excess (Deficit)<sup>1</sup> = \$22,800</b>			

<sup>1</sup>Excludes beginning fund balance, capital improvement projects, reserves, and City Manager recommended FY 2020-21 Decision Packages, where applicable.

**Policies**

- Market open every Thursday (except Thanksgiving and Christmas - when they fall on a Thursday).
- Four to six volunteers participating each week.

SUCCESSOR AGENCY FINANCIAL SUMMARY  
FISCAL YEAR 2020-21

<i>Funding</i>		<i>Expenditures</i>	
Beginning Fund Balance	-	1996 Tax Allocation Bonds	817,095
Rents and Percentages	372,432	Transfer Out for Admin Costs <sup>1</sup>	250,000
Administrative Allowance	250,000	Arbitrage Rebate Calculations	2,250
Property Tax Trust Fund	806,563	SERAF Loan Repayment	359,650
<b>Total Funding</b>	<b>1,428,995</b>	<b>Total Expenditures</b>	<b>1,428,995</b>
<b>Excess (Deficit) = \$0</b>			
<b>Operating Excess (Deficit)<sup>2</sup> = \$0</b>			

<sup>1</sup> Administration Costs

Personnel	\$ 138,049
Training/Meetings	4,089
Mileage Reimbursement	133
Postage	117
Office Supplies	3,533
Property Tax Consulting	2,768
Real Estate/Financial Consulting	2,333
Internal Service Fund/Overhead	98,978
	<u>\$ 250,000</u>

<sup>2</sup>Excludes beginning fund balance, capital improvement projects, reserves, and City Manager recommended FY 2020-21 Decision Packages, where applicable.

HOUSING SUCCESSOR AGENCY FINANCIAL SUMMARY  
FISCAL YEAR 2020-21

<i>Funding</i>		<i>Expenditures</i>	
Beginning Fund Balance	4,464,908	PATH Services	50,000
SERAF Loan Repayment	359,650	Heritage Point Compliance	30,500
		Homeless Outreach Services	200,000
<b>Total Funding</b>	<b>4,824,558</b>	<b>Total Expenditures</b>	<b>280,500</b>
<b>Excess (Deficit) = \$4,544,058</b>			
<b>Operating Excess (Deficit)<sup>1</sup> = \$79,150</b>			

<sup>1</sup>Excludes beginning fund balance, capital improvement projects, reserves, and City Manager recommended FY 2020-21 Decision Packages, where applicable.

COMMUNITY FINANCING AUTHORITY FINANCIAL SUMMARY  
FISCAL YEAR 2020-21

<i>Funding</i>		<i>Expenditures</i>	
Beginning Fund Balance	1,422,905	Debt Service	1,650,982
Rents and Percentages	273,975	Other Maintenance and Operations	102,464
Transfer In from City	1,650,982	Kincaid's Pass-Through	171,511
Transfer In from Successor Agency	817,095	Transfer Out to Capital Projects Fund	2,240,000
<b>Total Funding</b>	<b>4,164,957</b>	<b>Total Expenditures</b>	<b>4,164,957</b>

**Excess (Deficit) = \$0**

**Operating Excess (Deficit)<sup>1</sup> = (\$1,422,905)**

<sup>1</sup>Excludes beginning fund balance, capital improvement projects, reserves, and City Manager recommended FY 2020-21 Decision Packages, where applicable.



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## OVERVIEW OF ESTIMATED REVENUES

**Background:** Staff members from all departments worked in concert with Financial Services staff to develop revenue projections for the coming fiscal year. The projections reflect a somewhat conservative yet consistent approach with both established budget practices and financial principles. Staff considered the qualitative and quantitative methods of forecasting and used techniques such as trend analysis, economic indicators, consultant advice, and professional judgment to arrive at a consensus as to forecasted operating revenue. Revenue forecasting is one of the most challenging aspects in the budget process, as many unknown variables, including changes over which the City has no control, affect the ultimate amount of monies going into the City's coffers. These variables include the impact of fluctuations in the local, regional, statewide, and national economies; consumer habits and demands; and the fiscal impacts of legislative changes.

General Fund revenue from outside sources for FY 2020-21 is estimated at \$79,000,189, representing a decrease of \$8,055,764 from the FY 2019-20 midyear amount reflecting the impacts of the COVID-19 emergency with its "Safer at Home" restrictions and business closures. Significant operating revenue sources include: taxes, projected to decrease \$7,290,000, or 10.5%; licenses and permits anticipated to remain relatively flat, increasing only 0.1%; fines and forfeitures projected to decrease \$132,500, or 9.7%; use of money and property revenue expected to decrease \$369,232, or 10.8%, due to decreases in both investment earnings and rents and percentages; intergovernmental revenues expected to increase \$50,000, or 19.2%, to \$310,000; charges for services estimated to decrease \$502,269, or 5.9%, primarily from reduced parking meter fees; and other revenue expected to increase by 8.8% due to fluctuations in miscellaneous revenue.

Revenue from overhead is derived from sources internal to the City. The FY 2019-20 amount of \$9,417,289 reflects overhead charged to departmental budgets (to best reflect each department's true operating costs), with the corresponding revenue included in the General Fund.

Below are highlights of significant FY 2020-21 General Fund operating revenues compared to FY 2019-20 midyear amounts, unless otherwise indicated.

Property Tax revenue for FY 2020-21 is projected to increase by \$200,000, or 0.7%, to \$29,200,000, reflecting an incremental improvement in property values as assessed in calendar year 2019 partially offset by an anticipated increase in delinquent payments by property owners. If property values do decrease as a result of the pandemic, property tax revenue will be impacted in FY 2021-22. Property tax revenue is the City's number one source of operating revenue.

Property Tax in Lieu of VLF revenue is projected to increase by \$275,000, to \$8,150,000, in FY 2020-21. Property tax in lieu of VLF is vehicle license fee revenue classified as property tax, and the 3.5% increase in this revenue source parallels growth in base City property values (without the impact of delinquent payments). In FY 2004-05, cities and counties began receiving the additional property tax to replace vehicle license fee (VLF) revenue that the State did not allocate due to budget concerns.

Sales and Use Tax revenue is projected to decrease \$1,260,000, or 11.9%, to \$9,340,000. This decrease is due to the lack of sales in the categories of restaurants and hotels, general consumer goods, business and industry, and autos and transportation from the pandemic-related business closures.

Utility Users' Tax (UUT) revenue is projected to decrease in FY 2020-21 by \$300,000 to \$6,400,000. This estimate is based on analysis of the projected performance from each of the categorical components of the City's UUT tax base, including electricity, natural gas, telecommunications, water, and cable television. A decreased usage of utilities (primarily water and electric) during the pandemic-related business closures is not offsetting the increased residential usage as more individuals work from home. UUT provides support for essential City operational services.

Transient Occupancy Tax (TOT) revenue is projected to decrease \$5,850,000, or 67.2%, to \$2,850,000. FY 2020-21 projections anticipate a slow recovery from the closed and nearly empty hotels seen in FY 2019-20. TOT has been most impacted by the COVID-19 restrictions.

Franchise Fees are projected to remain flat at \$1,700,000 in FY 2020-21. Components of franchise fee revenue include Spectrum cable television operations, Southern California Edison electricity franchise, Southern California Gas operations, and Frontier Communications operations. Cable television fees represent about 55% of the overall franchise fee revenue estimate for FY 2019-20, while projected revenue from the electricity franchise represents about 25%. The franchise revenue generated from the sale and transport of natural gas utilized to power the local AES power plant represents approximately 20% of the total franchise fee estimate.

Business License Tax revenue is expected to decrease \$50,000 to \$1,250,000 reflecting the pandemic-related economic conditions.

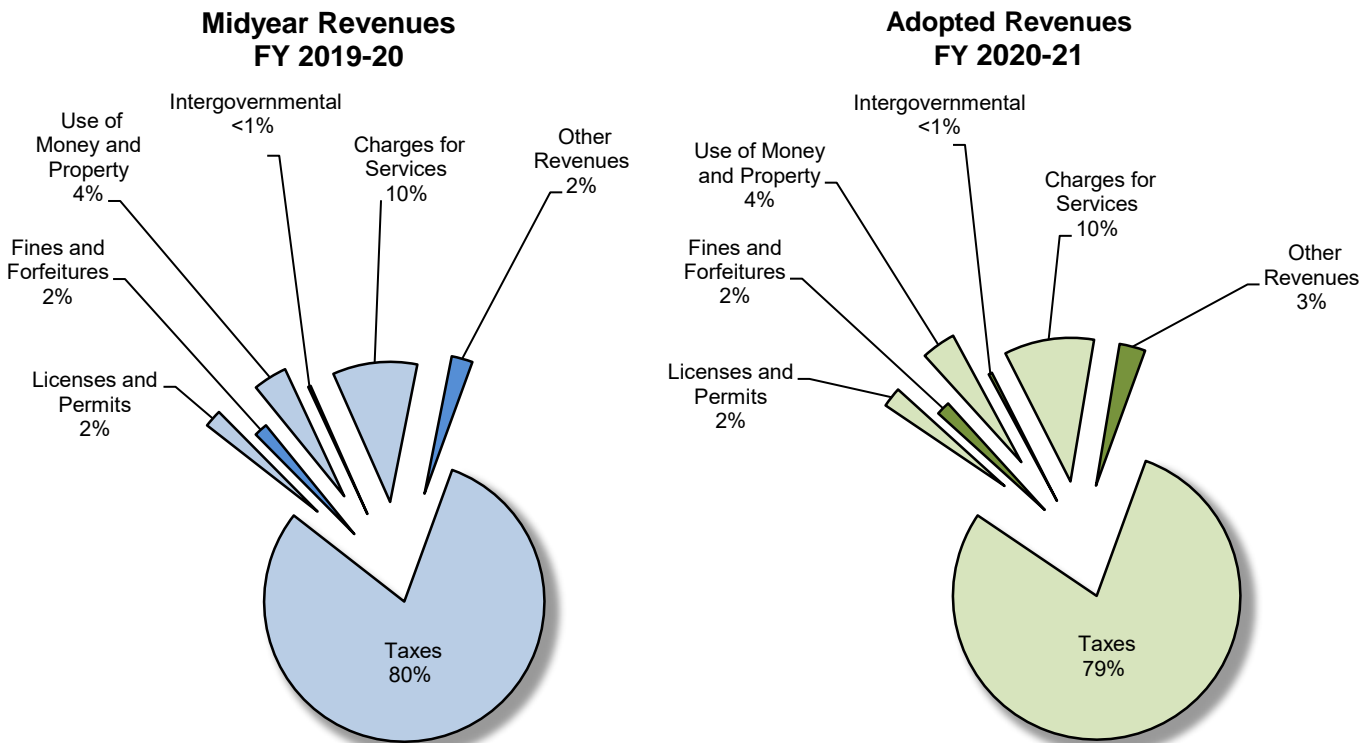
Property Transfer Tax revenue for FY 2020-21 is projected to decrease by \$300,000, to \$2,500,000, with an anticipated decrease in the number of Redondo Beach properties sold in the first quarter of the fiscal year and with stable property sales values throughout the year.

Investment Earnings for the General Fund for FY 2020-21 are projected to decrease \$325,000 to \$725,000 reflecting the current economic downturn which has caused interest rates to fall.

Below is a summary of the FY 2020-21 adopted General Fund operating revenues compared with the FY 2019-20 midyear budget operating revenues:

<i>General Fund</i>	<b>Midyear 2019-20</b>	<b>Proposed 2020-21</b>	<b>Increase/ (Decrease)</b>	<b>(%)</b>
Taxes	69,630,000	62,340,000	(7,290,000)	(10.5%)
Licenses & Permits	1,772,340	1,774,409	2,069	0.1%
Fines & Forfeitures	1,360,000	1,227,500	(132,500)	(9.7%)
Use of Money and Property	3,418,282	3,049,050	(369,232)	(10.8%)
Intergovernmental	260,000	310,000	50,000	19.2%
Charges for Services	8,491,399	7,989,130	(502,269)	(5.9%)
Other Revenues	2,123,932	2,310,100	186,168	8.8%
Revenue From Outside Sources	87,055,953	79,000,189	(8,055,764)	(9.3%)
Overhead	9,417,289	9,417,289	-	0.0%
<b>Total General Fund</b>	<b>96,473,242</b>	<b>88,417,478</b>	<b>(8,055,764)</b>	<b>(8.4%)</b>

**GENERAL FUND REVENUES  
FROM OUTSIDE SOURCES**





## SPECIAL REVENUE FUNDS

All Special Revenue Funds are for a specific purpose and are not available for other programs. The combined projected revenue in the Special Revenue Funds is \$19,584,075, decreasing from the FY 2019-20 midyear budget by \$5,127,974, or 20.7%. The Intergovernmental Grants Fund, where monies received from Federal, State and other governmental agencies are used primarily for capital improvement projects, is projected to decrease by \$4,170,804, or 75.4%. Revenue in this fund tends to fluctuate from year to year, depending on resources received from other governmental agencies.

## ENTERPRISE FUNDS

Enterprise Funds account for operations that are financed and operated in a manner similar to private business where the costs of providing goods or services to the general public are financed or recovered primarily through user charges. It should be noted that FY 2020-21 revenues are compared to FY 2019-20 midyear amounts unless otherwise indicated.

**Harbor Tidelands Fund:** Based on estimates provided by Waterfront staff, revenues for FY 2020-21 in the Harbor Tidelands Fund, including parking revenue, lease revenue, investment earnings and miscellaneous revenue, are projected to decrease by \$898,634, or 13.2%, to \$5,914,211 primarily as it relates to lease revenue impacted by the COVID-19 related recession.

**Harbor Uplands Fund:** Based on estimates provided by Waterfront staff, revenues for FY 2020-21 in the Harbor Uplands Fund including parking revenue, lease revenue, investment earnings and miscellaneous revenue, are projected at \$4,442,300, down \$1,487,700, or 25.1%, primarily as it relates to lease revenue impacted by the COVID-19 related recession.

**Solid Waste Fund:** FY 2020-21 revenues for the Solid Waste Fund are expected to increase only \$23,510, or 0.5%, to \$4,710,165.

**Wastewater Fund:** FY 2020-21 revenues are expected to decrease \$365,000, or 5.9%, to \$5,876,765 reflecting a FY 2019-20 one-time developer payment.

**Transit Fund:** The majority of the revenue in the Transit Fund is from other governmental agencies. The FY 2020-21 intergovernmental revenue is expected to decrease by \$452,295, or 17.2%, to \$2,171,275 as these funding sources are also impacted by the COVID-19 related economic downturn. The charges for services and other revenue are projected to remain relatively flat.

## INTERNAL SERVICE FUNDS

In order to determine the true cost of each operating department, internal service fund charges are allocated to each user department. These charges, in turn, represent revenue to each Internal Service Fund. Generally revenue in the internal service funds will change little from midyear. Descriptions of all internal service funds together with any changes in their revenue estimates are described in more detail below. Charges to the operating departments are updated with each year's midyear budget review. Therefore FY 2020-21 revenue estimates in only those internal service funds with revenue from other sources vary from the midyear amounts.

**Self-Insurance Program Fund:** The Self-Insurance Program Fund is the basis for allocating liability, workers' compensation and unemployment insurance to all departments. This fund's revenue is remaining relatively flat at \$8,073,504 with only a slight decrease in the per employee unemployment insurance charge.

**Vehicle Replacement Fund:** This fund accounts for charges to departments that utilize the City's Fleet Services Division for maintenance and repairs, which includes the costs of labor, fuel, and parts. In addition, rental charges are assessed based on the estimated future replacement cost of the vehicles. Revenue in this fund is increasing by \$18,000 to \$4,166,572 when compared to the FY 2019-20 midyear budget with an anticipated increase in reimbursements for damaged City property.

**Building Occupancy Fund:** Building maintenance costs are allocated to all City departments through the Building Occupancy Fund. These costs are allocated to all funds including the Special Revenue Funds and Harbor Enterprise Funds. This fund's estimated revenue is remaining flat at \$3,277,446.

**Information Technology Fund:** The Information Technology Fund includes Information Technology's personnel expenses, computer and telecommunications maintenance costs, and charges for equipment replacement. All costs are charged back to end users. This fund's estimated revenue remains flat at \$4,054,480.

**Emergency Communications Fund:** The Emergency Communications Fund includes replacement of emergency communications equipment and emergency communications operating expenses. All costs are charged back to the users, which are only the Police, Fire and Public Works Departments. This fund's estimated revenue is flat at \$3,452,277.

**Major Facilities Repair Fund:** The Major Facilities Repair Fund was set up for potential, but yet unknown, larger repair costs associated with the City's aging public facilities. Estimates for this fund remain flat at \$91,543.

TWO-YEAR COMPARISON OF ESTIMATED REVENUES BY FUND

<i>Fund</i>	Adopted 2019-20	Midyear 2019-20	Proposed 2020-21	Increase/ (Decrease)	
General Fund:					
Taxes	67,117,000	69,630,000	62,340,000	(7,290,000)	(10.5%)
Licenses and Permits	1,829,330	1,772,340	1,774,409	2,069	0.1%
Fines and Forfeitures	1,495,580	1,360,000	1,227,500	(132,500)	(9.7%)
Use of Money and Property	2,557,175	3,418,282	3,049,050	(369,232)	(10.8%)
Intergovernmental	55,000	260,000	310,000	50,000	19.2%
Charges for Services	8,124,533	8,491,399	7,989,130	(502,269)	(5.9%)
Other Revenues	1,768,121	2,123,932	2,310,100	186,168	8.8%
Overhead	8,170,297	9,417,289	9,417,289	-	0.0%
<b>Total General Fund</b>	<b>91,117,036</b>	<b>96,473,242</b>	<b>88,417,478</b>	<b>(8,055,764)</b>	<b>(8.4%)</b>
State Gas Tax	2,893,939	3,000,707	3,022,851	22,144	0.7%
Storm Drain Improvement	50,000	50,000	50,000	-	0.0%
Street Landscaping and Lighting	1,566,209	1,558,600	1,558,600	-	0.0%
Local Transportation Tax Article 3	46,714	49,587	46,714	(2,873)	(5.8%)
Measure M	950,904	990,182	1,000,261	10,079	1.0%
Proposition A	1,370,800	1,412,225	1,413,383	1,158	0.1%
Proposition C	1,173,711	1,208,155	1,267,477	59,322	4.9%
Measure R	841,051	866,959	875,855	8,896	1.0%
Measure W	-	720,000	720,000	-	0.0%
Air Quality Improvement	89,000	90,000	67,984	(22,016)	(24.5%)
Intergovernmental Grants	1,493,123	5,532,005	1,361,201	(4,170,804)	(75.4%)
Comm Develop Block Grant	377,171	472,566	472,566	-	0.0%
Housing Authority	5,917,520	7,404,563	7,116,683	(287,880)	(3.9%)
Parks and Recreation Facilities	30,000	30,000	30,000	-	0.0%
Narcotic Forfeiture and Seizure	32,000	12,000	30,000	18,000	150.0%
Subdivision Park Trust	2,500,000	1,262,500	500,000	(762,500)	(60.4%)
Disaster Recovery	52,000	52,000	50,500	(1,500)	(2.9%)
Capital Projects	687,512	490,921	477,262	(13,659)	(2.8%)
Harbor Tidelands	7,032,165	6,812,845	5,914,211	(898,634)	(13.2%)
Harbor Uplands	5,357,000	5,930,000	4,442,300	(1,487,700)	(25.1%)
Solid Waste	4,340,828	4,686,655	4,710,165	23,510	0.5%
Wastewater	5,605,050	6,241,765	5,876,765	(365,000)	(5.8%)
Transit	2,723,067	2,993,620	2,498,092	(495,528)	(16.6%)
Self-Insurance Program	7,562,531	8,076,000	8,073,504	(2,496)	(0.0%)
Vehicle Replacement	4,428,017	4,148,572	4,166,572	18,000	0.4%
Building Occupancy	4,149,630	3,277,446	3,277,446	-	0.0%
Information Technology	3,832,530	4,054,480	4,054,480	-	0.0%
Emergency Communications	3,363,825	3,452,277	3,452,277	-	0.0%
Major Facilities Repair	89,007	91,543	91,543	-	0.0%
<b>Total Before Adjustments</b>	<b>159,672,340</b>	<b>171,441,415</b>	<b>155,036,170</b>	<b>(16,405,245)</b>	<b>(9.6%)</b>
Less: Internal Svc Funds/Overhead	31,211,746	31,211,746	32,426,532	1,214,786	3.9%
<b>Total City</b>	<b>128,460,594</b>	<b>140,229,669</b>	<b>122,609,638</b>	<b>(17,620,031)</b>	<b>(12.6%)</b>
Successor Agency	617,487	617,487	1,178,995	561,508	90.9%
Housing Successor Agency	259,383	259,383	359,650	100,267	38.7%
Community Financing Authority	301,896	301,896	1,091,070	789,174	261.4%
<b>Grand Total</b>	<b>129,639,360</b>	<b>141,408,435</b>	<b>125,239,353</b>	<b>(16,169,082)</b>	<b>(11.4%)</b>

GENERAL FUND PROPERTY TAX

Description

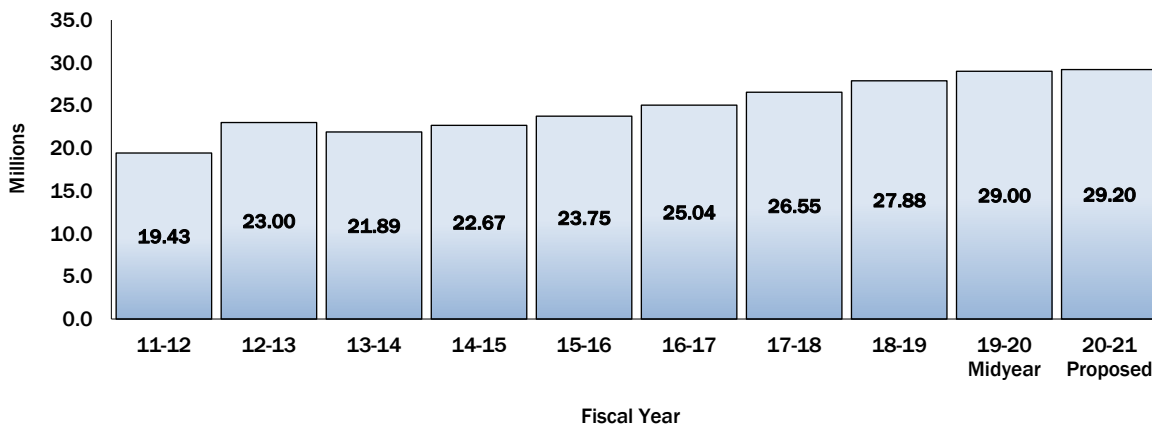
Property tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (moveable property) located within the City. Property is assessed by the County Assessor except for certain public utility properties which are assessed by the State Board of Equalization. The property tax rate is based on 1.0% of the assessed value. For every \$1 of property tax collected, \$0.166 goes to the City.

Background

Growth in property tax is realized from the 2.0% annual increase allowed by Proposition 13, increased valuation occurring due to any new construction activity, and the reassessment of property due to resale. In FY 2012-13, housing funds of the former Redevelopment Agency were returned to the State and redistributed to local jurisdictions.

Outlook

Property tax revenue for FY 2020-21 is projected to increase by \$200,000, or 0.7%, to \$29,200,000 (including Property Tax Trust Fund revenue of \$450,000). The increase is attributable to an incremental improvement in property values as assessed in calendar year 2019 partially offset by an anticipated increase in delinquent payments by property owners. Property tax revenue is the City's number one source of operating revenue.



**GENERAL FUND PROPERTY TAX IN LIEU OF VLF**

**Description**

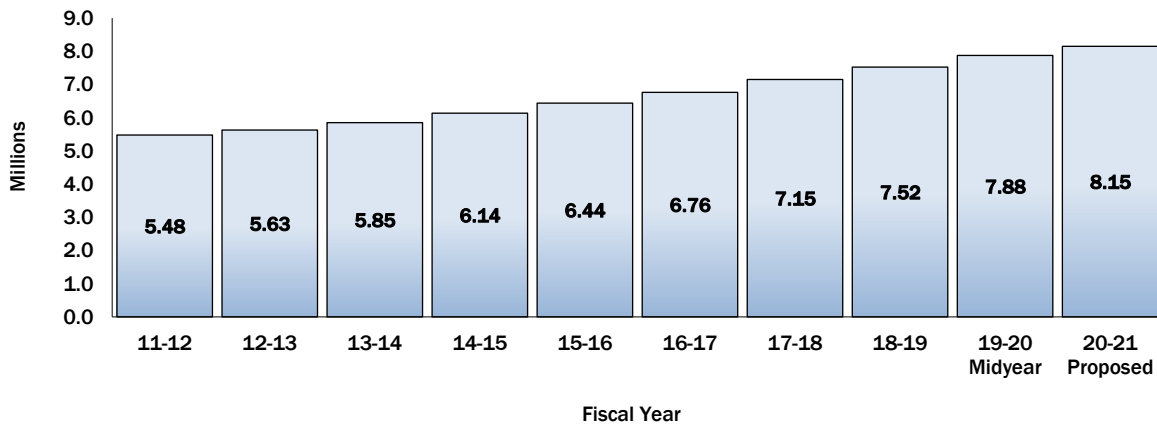
After lowering the vehicle license fee (VLF) rate in the mid-1990s, the state has reimbursed counties and cities for their lost revenue. Before 2004, the state provided counties and cities state General Fund revenue to reimburse these losses. Starting in 2004, the state paid for the lost VLF revenue by redirecting a portion of property taxes from schools to counties and cities. The amount counties and cities received was based on their populations. Today, counties' and cities' VLF swap amounts increase annually based on growth in the assessed value of property within their boundaries.

**Background**

Property tax in lieu of VLF mirrors property tax. As property values have increased steadily due to a combination of some new construction, increasing levels of real estate sales and home value growth, property tax in lieu of VLF has increased.

**Outlook**

*Property tax in lieu of VLF revenue for FY 2020-21 is projected to increase by \$275,000, or 3.5%, to \$8,150,000. The increase is attributable to an incremental improvement in property values as assessed in calendar year 2019. Delinquent payments by property owners do not impact this revenue source.*



GENERAL FUND SALES AND USE TAX

Description

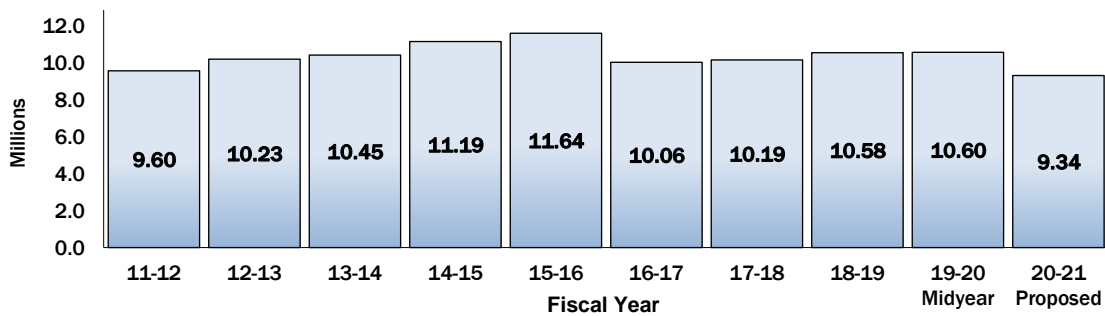
Sales and use tax is imposed upon most retail transactions. The Los Angeles County rate is currently 9.5% of the sale price of taxable goods and services sold at retail in Redondo Beach. The City receives 1.0% of the taxable sales while the remainder is allocated to the State, the County and various transit authorities. The sales tax data presented below includes for fiscal years prior to FY 2016-17, the State “triple flip” sales tax.

Background

Sales and use tax revenue is somewhat cyclical in nature, responding to local and state economic trends. The FY 2015-16 revenue amount includes the final true-up payment of “triple flip” revenue.

Outlook

*Sales and use tax revenue is projected to decrease by \$1,260,000, or 11.9%, from midyear 2019-20 to \$9,340,000. The COVID-19 pandemic-related business closures are seen in a lack of sales for the coming year in the categories of restaurants and hotels, general consumer goods, business and industry, and autos and transportation.*



**GENERAL FUND UTILITY USERS' TAX**

**Description**

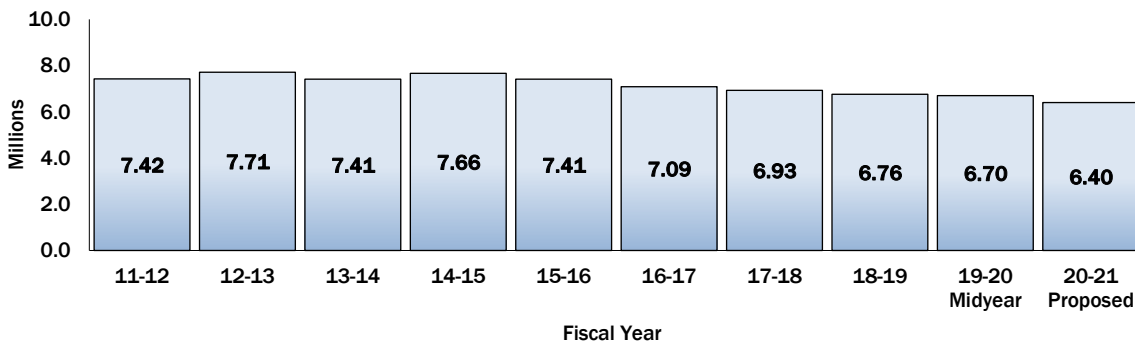
The utility users' tax (UUT) is imposed on consumers of electric, gas, cable television, water and telephone services. Since 1969, most residents and nearly all businesses in the City pay the UUT, which is imposed at 4.75%.

**Background**

Funds provided from this key tax-based operating resource have steadily declined over the past few years with changes in consumer usage. In FY 2008-09 the citizens of Redondo Beach passed a bill to keep the UUT at the same rate as prior years. In March 2009, local voters approved Measure A, the Utility Users' Tax Telecommunications Modernization Ordinance, updating the City's UUT Ordinance in response to changes in both telecommunications services and technology. Approval of this measure served to protect the telecommunications portion of this critical operation revenue source from a variety of legislative and legal challenges impairing the future viability of UUT resources.

**Outlook**

*UUT revenue for FY 2020-21 of \$6,400,000 is projected to decrease by \$300,000, or 4.5%, from midyear. A decreased usage of utilities (primarily water and electric) during the pandemic-related business closures is not offsetting the increased residential usage as more individuals work from home.*



**GENERAL FUND TRANSIENT OCCUPANCY TAX**

**Description**

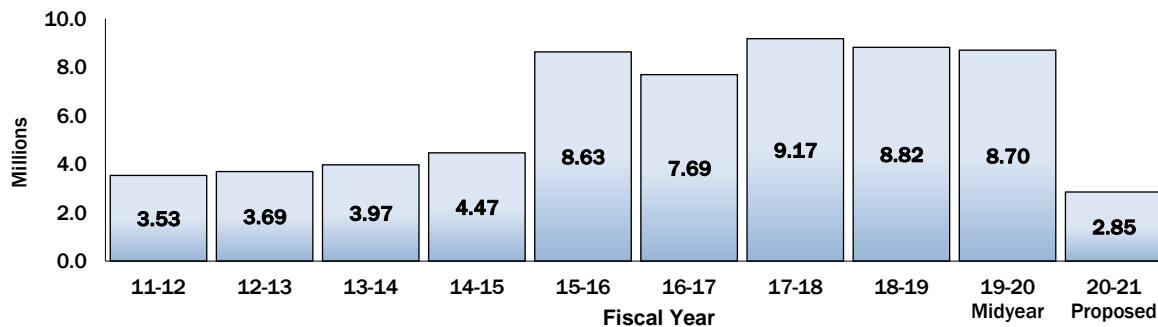
Transient occupancy tax (TOT) is imposed on occupants of hotel, motel, inn, tourist home or other lodging facilities unless such occupancy is for 30 days or longer. The tax is applied to the customer's lodging bill.

**Background**

The current voter-approved TOT rate of 12% became effective July 2005, increasing from the prior 10% rate. In FY 2015-16, the Marine Avenue hotel reserve account was booked as revenue, and in FY 2016-17, the reserve account became fully funded so the City began to receive its full TOT revenue.

**Outlook**

*FY 2019-20 TOT revenue is projected to decrease \$5,850,000 to \$2,850,000 reflecting an anticipated slow recovery from the closed and nearly empty hotels seen in FY 2019-20. TOT has been most impacted by the COVID-19 restrictions.*





**GENERAL FUND FRANCHISE FEES**

**Description**

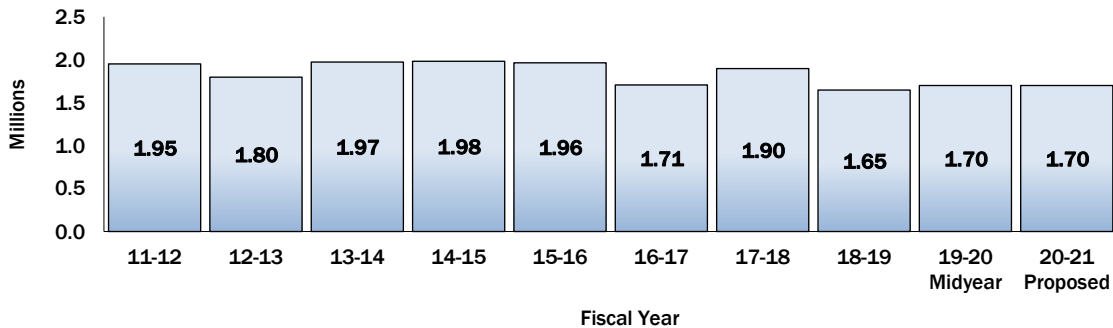
Franchise fees are imposed upon privately-owned utility companies for the privilege of using City streets or rights-of-way. The fees are based on a percentage of each utility company's gross receipts.

**Background**

The City collects franchise fees from Spectrum Cable, Southern California Edison, Southern California Gas Company, and Frontier. Pursuant to AB 1069, which passed in October 2017, the City's franchise process for local taxicab operators has been eliminated. In December 1992, the City successfully negotiated with Southern California Gas Company a franchise agreement on gas transported, but not sold by the gas company. An in-lieu fee was instituted, which effectively recovered all revenues lost through the deregulation of gas sales.

**Outlook**

*Franchise fees are projected to remain flat at \$1,700,000 from midyear FY 2019-20 to FY 2020-21. Cable television franchise revenue sources represent about 55% of the overall franchise fee revenue, while projected revenue from the electricity franchise represents 25%. The gas franchise revenue generated from the sale and transport of natural gas utilized to power the local AES power plant represents 20% of the total franchise fee estimate. Miscellaneous franchises, including those for water utilities, are negligible.*



## GENERAL FUND BUSINESS LICENSE TAX

### Description

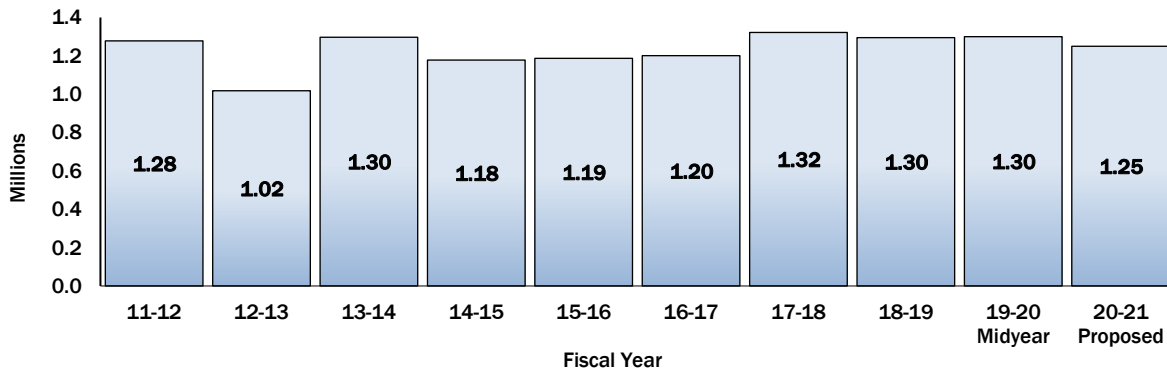
Business license tax is imposed on commercial establishments for the privilege of conducting business within the City. The majority of the tax is levied using two factors - a flat rate system and a per employee charge.

### Background

The flat rate has remained unchanged since FY 1991-92. During FY 2003-04, the cap on the number of employees subject to the \$18 per capita tax was removed. Estimates are based upon a combination of inflation factors, business growth, business turnover, collection percentage, and number of field inspections. In March 2005, the City put forth a ballot measure to raise the business license tax each year in an amount equal to the CPI. The voters did not approve this measure.

### Outlook

*Business license tax revenue is expected to decrease \$50,000 to \$1,250,000 reflecting the pandemic-related economic conditions.*



## GENERAL FUND PROPERTY TRANSFER TAX

### Description

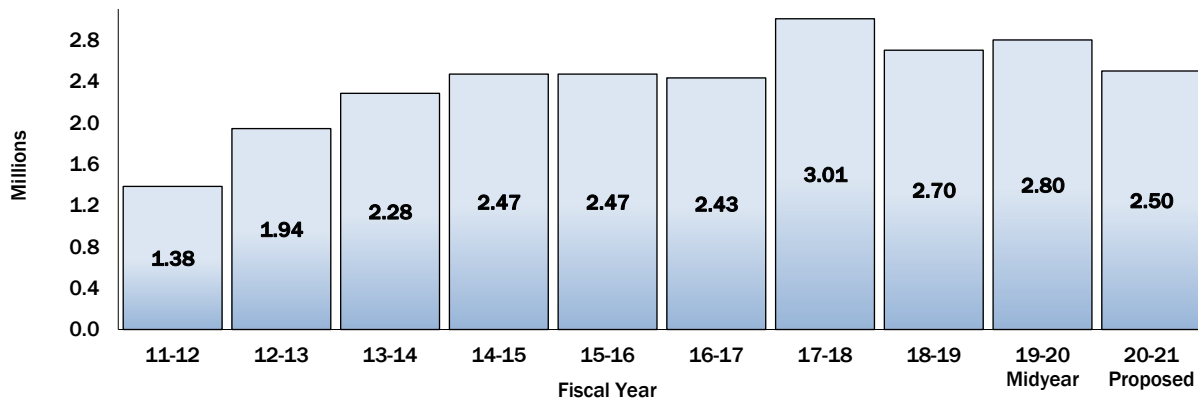
Property transfer tax is imposed on any conveyance of real property when a change in "deed" is filed with the County Registrar-Recorder.

### Background

The City's tax rate is \$1.10 per \$500 in sale value, and revenue fluctuates with the sale of property in Redondo Beach.

### Outlook

*The FY 2020-21 revenue estimate of \$2,500,000 represents a \$300,000 decrease from midyear. The number of properties sold in Redondo Beach are expected to decline in the first quarter of the fiscal year, and sales values are expected to remain stable throughout the year.*



**GENERAL FUND OTHER TAXES**

**Description**

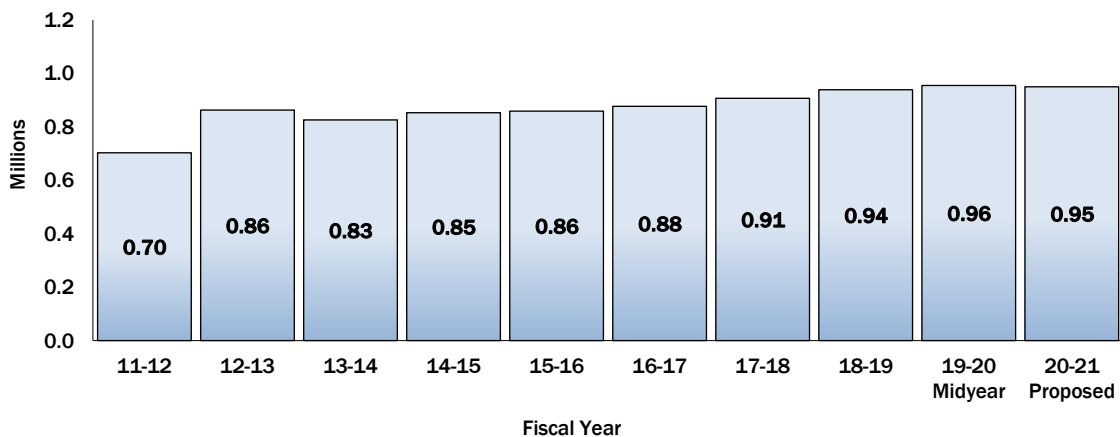
The other taxes graph presented below includes homeowners' exemption and public safety augmentation fund (PSAF) revenue. The California Constitution provides for a homeowner's exemption in assessed value from the property tax assessment of any property owned and occupied as the owner's principal place of residence. The loss of property tax revenue from the exemption is offset by this revenue source from the state. Pursuant to Proposition 172, PSAF is a half-cent sales tax dedicated to local public safety services.

**Background**

Both homeowners' exemptions and PSAF have been very stable revenue sources with only a small FY 2012-13 spike in PSAF. Homeowners' exemptions are \$7,000 (maximum) in assessed value, reducing the annual property tax bill for a qualified homeowner by up to only \$70. PSAF revenue is distributed to counties who then distribute funding to cities based on their proportionate share of net property tax loss due to ERAF.

**Outlook**

*Revenue from other taxes is projected to remain relatively flat with homeowners' exemptions at \$140,000 and PSAF decreasing by only \$5,000 to \$810,000.*



## GENERAL FUND LICENSES AND PERMITS

### Description

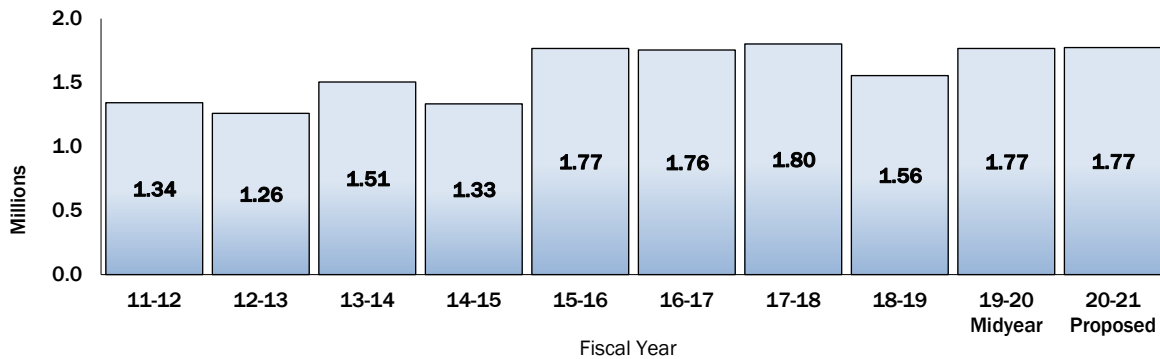
These fees are imposed for the processing of all construction permits, bicycle and canine licenses, and preferential parking permits.

### Background

Approximately 92% of this revenue is from permits issued for construction activity. The cyclical trends in recent years are wholly attributable to economic cycles which impact the building and construction industry.

### Outlook

The City expects to see a small increase of only \$2,069, to \$1,774,409 in this revenue source in FY 2020-21. The increase is primarily from miscellaneous permits such as dog licenses.



## GENERAL FUND FINES AND FORFEITURES

### Description

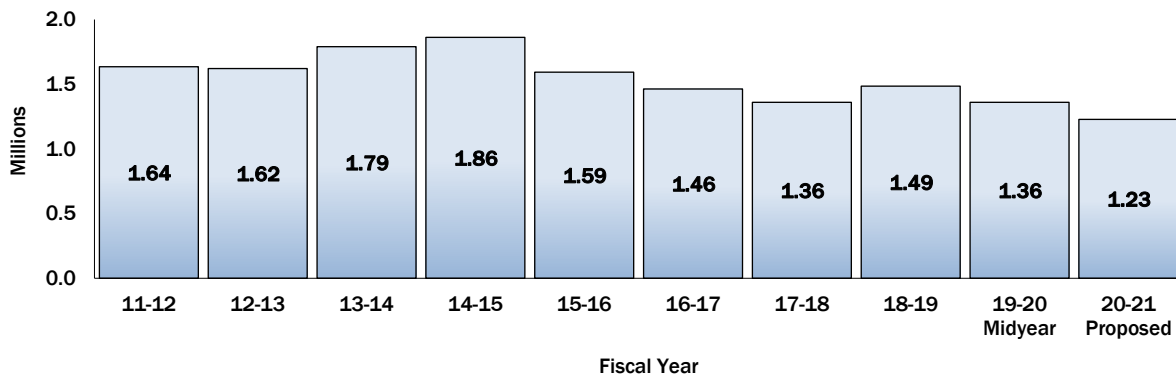
Fines are imposed on persons receiving tickets for vehicle code and/or parking violations in the City. In addition, reimbursements are required through the courts for direct billing of police services associated with arresting offenders or criminals.

### Background

Parking citations account for approximately 92% of this revenue source. Revenue decreases since FY 2014-15 have been offset by increases in parking meter revenue as meter technology enhancements have reduced violations at the meters.

### Outlook

*Estimates for FY 2020-21 of \$1,227,500 show fines and forfeitures revenue decreasing by \$132,500 primarily from parking citations and vehicle code fines while estimates for restitution are increasing slightly.*



GENERAL FUND USE OF MONEY AND PROPERTY

Description

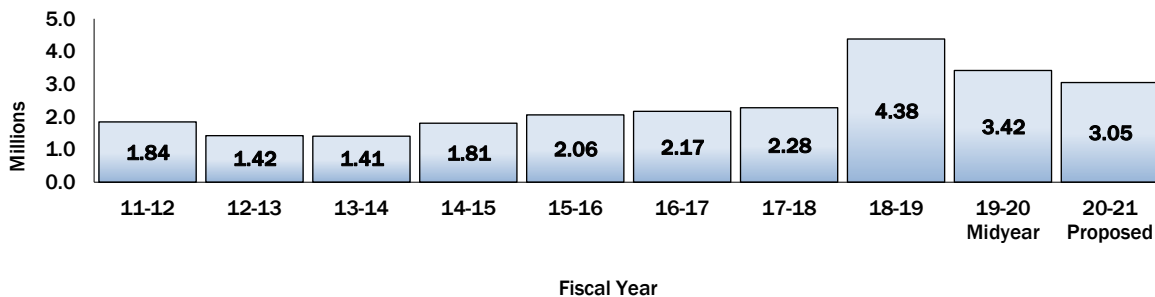
Use of money and property revenue is derived from two sources: (1) the investment and management of City surplus funds in accordance with State law, the City Charter, and the City's Statement of Investment Policy, and (2) the use of various City facilities and recreational venues, including Aviation, Veterans' and Alta Vista parks and camping fees at Wilderness Park.

Background

The City invests surplus funds based upon requirements of the California Government Code, City Charter, and the City's Statement of Investment Policy. The investment policy is reviewed and approved by the Mayor and City Council and the Budget and Finance Commission on an annual basis. Investments are maintained in a prudent and professionally responsible manner ensuring sufficient liquidity, responding to both the City's operating and capital improvement cash flow requirements. Investment liquidity is maintained while honoring the primary fiduciary responsibility of ensuring the safety of all investments. Proactive investment management produces competitive investment returns measured against established investment portfolio performance benchmarks.

Outlook

The use of money and property for the General Fund for FY 2020-21 is projected to decrease by \$369,232, or 10.8%, to \$3,049,050. With lower interest rates, investment earnings are estimated to decrease \$325,000. Decreased rental income estimates of \$44,232 reflect the pandemic-related economic conditions.



GENERAL FUND INTERGOVERNMENTAL

Description

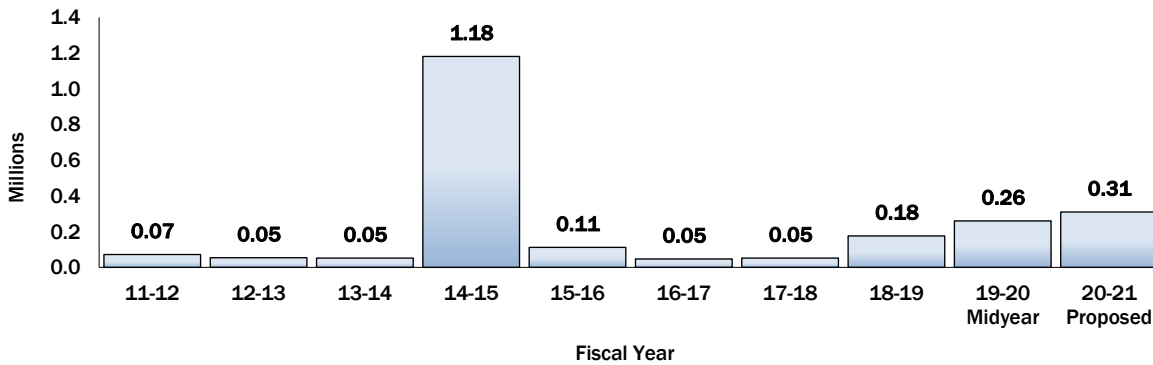
Intergovernmental revenue comes from other governmental agencies. The majority of this revenue is received from State subventions. Examples have historically included motor vehicle (registration) in-lieu tax (MVIL), SB90 reimbursements, and the California Library Services Act.

Background

Revenue estimates are provided by the State Department of Finance, State Controller's Office and the State Board of Equalization utilizing trend and projection assumptions. Fluctuations in this revenue source are dependent on the grants and other state subventions received by the City. For the last several years, there has been a steady decrease in the allocation of money to local governments from the State. FY 2014-15 revenue included a one-time back payment of SB90 reimbursements.

Outlook

Intergovernmental revenue is estimated to be \$310,000. For FY 2020-21, \$250,000 is projected for police grant funding; \$30,000 is projected for motor vehicle/in lieu; and \$30,000 is projected for SB90 State mandated cost reimbursement.





**GENERAL FUND CHARGES FOR SERVICES**

**Description**

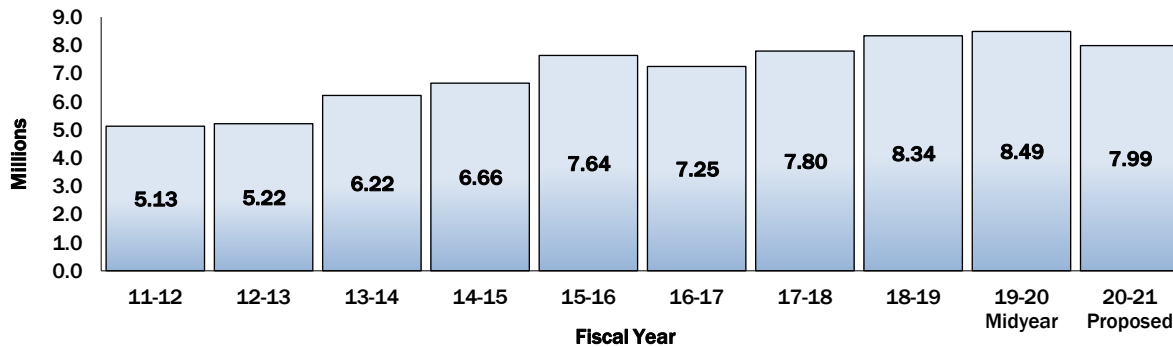
The City collects fees from users of, or participants in, City-provided services, such as plan checking, engineering services, parking meter fees, fire inspections, police booking fees, stand-by at special events, and recreational and cultural activities.

**Background**

The City establishes its user-fee structure to recover the full cost, or at least part of the cost, of providing services enjoyed by the users or participants. A comprehensive update to City fees was done in FY 2007-08 and FY 2008-09, raising a large percentage of the fees to full cost. Individual fees are usually updated during the annual budget process, however, changes to fees can be proposed at any time. Revenues from charges for services are impacted not only by rates, but also by usage.

**Outlook**

For FY 2020-21, forecasted revenue for charges for services will decrease 5.9%, or \$502,269, from midyear to \$7,989,130. The majority of the decrease in fees is from an anticipated drop in usage of City parking meters related to COVID-19 restrictions and closures.



REVENUE DETAIL  
FISCAL YEARS FY 2016-17 TO 2020-21

<i>Fund</i>	Actual 2016-17	Actual 2017-18	Actual 2018-19	Midyear 2019-20	Proposed 2020-21
<b>GENERAL FUND:</b>					
<b>Taxes:</b>					
Property Tax	25,034,620	26,547,311	27,883,984	29,000,000	29,200,000
Property Tax in Lieu of VLF	6,762,940	7,150,801	7,524,366	7,875,000	8,150,000
Homeowners' Exemption	145,440	144,005	139,995	140,000	140,000
Sales and Use Tax	10,059,087	10,185,208	10,578,527	10,600,000	9,340,000
Public Safety Augmentation Fund	731,571	762,572	798,799	815,000	810,000
Utility Users' Tax	7,085,063	6,928,129	6,757,622	6,700,000	6,400,000
Transient Occupancy Tax	7,689,889	9,172,934	8,816,739	8,700,000	2,850,000
Franchise Fees	1,706,371	1,896,809	1,647,287	1,700,000	1,700,000
Business License Tax	1,201,068	1,322,333	1,295,050	1,300,000	1,250,000
Property Transfer Tax	2,432,818	3,005,444	2,701,190	2,800,000	2,500,000
<b>Sub-total</b>	<b>62,848,867</b>	<b>67,115,546</b>	<b>68,143,559</b>	<b>69,630,000</b>	<b>62,340,000</b>
<b>Licenses and Permits:</b>					
Construction/Excavation Permits	1,611,040	1,656,555	1,417,082	1,638,500	1,638,000
Street/Curb/Parking Permits	63,060	63,562	63,415	68,500	66,250
Miscellaneous Licenses/Permits	81,019	81,384	74,910	65,340	70,159
<b>Sub-total</b>	<b>1,755,119</b>	<b>1,801,501</b>	<b>1,555,407</b>	<b>1,772,340</b>	<b>1,774,409</b>
<b>Fines and Forfeitures:</b>					
Parking Citations	1,340,862	1,224,404	1,355,100	1,250,000	1,125,000
Vehicle Code Fines	115,183	128,392	110,871	110,000	95,000
Restitution	6,576	7,486	19,394	-	7,500
<b>Sub-total</b>	<b>1,462,621</b>	<b>1,360,282</b>	<b>1,485,365</b>	<b>1,360,000</b>	<b>1,227,500</b>
<b>Use of Money and Property:</b>					
Investment Earnings	272,858	230,964	2,035,945	1,050,000	725,000
Rents and Percentages	1,895,318	2,047,466	2,345,423	2,368,282	2,324,050
<b>Sub-total</b>	<b>2,168,176</b>	<b>2,278,430</b>	<b>4,381,368</b>	<b>3,418,282</b>	<b>3,049,050</b>
<b>Intergovernmental:</b>					
Motor Vehicle/ In-Lieu	31,132	36,272	32,965	30,000	30,000
SB90 State Mandated Cost Reimb.	16,366	15,958	17,500	30,000	30,000
Grant Funding	-	-	125,468	200,000	250,000
<b>Sub-total</b>	<b>47,498</b>	<b>52,230</b>	<b>175,933</b>	<b>260,000</b>	<b>310,000</b>

REVENUE DETAIL  
FISCAL YEARS FY 2016-17 TO 2020-21

<i>Fund</i>	Actual 2016-17	Actual 2017-18	Actual 2018-19	Midyear 2019-20	Proposed 2020-21
<b>Charges for Services:</b>					
Administrative Fees	153,810	89,867	129,028	107,200	107,000
Parking Meter Fees	2,302,047	2,268,384	2,268,467	2,300,000	2,070,000
Police Service Fees	342,117	351,605	334,701	357,630	292,000
Fire Service Fees	373,367	713,434	866,878	837,600	642,750
Library Book Fines/Fees	68,017	63,077	70,010	52,700	37,500
Recreation Users Pay	1,803,285	1,956,061	2,006,709	1,965,000	1,935,000
Planning Fees	220,599	256,988	276,124	379,270	379,270
Building & Engineering Fees	1,574,351	1,698,103	2,001,962	2,104,460	2,129,560
State Energy Fees	183,461	186,018	151,561	173,000	173,000
Other Building Fees	227,294	211,076	230,732	208,539	208,550
Public Works Fees	893	783	1,279	6,000	14,500
<b>Sub-total</b>	<b>7,249,241</b>	<b>7,795,396</b>	<b>8,337,451</b>	<b>8,491,399</b>	<b>7,989,130</b>
<b>Other Revenue:</b>					
Miscellaneous Revenue	921,189	1,050,590	3,078,813	2,004,032	2,223,200
Program Donations	62,169	47,107	138,297	119,900	86,900
Claims Settlement	167	-	-	-	-
<b>Sub-total</b>	<b>983,525</b>	<b>1,097,697</b>	<b>3,217,110</b>	<b>2,123,932</b>	<b>2,310,100</b>
<b>REVENUE FROM OUTSIDE SOURCES</b>	<b>76,515,047</b>	<b>81,501,082</b>	<b>87,296,193</b>	<b>87,055,953</b>	<b>79,000,189</b>
<b>Overhead</b>					
Overhead Charges	8,292,178	8,170,297	8,503,283	9,417,289	9,417,289
<b>Sub-total</b>	<b>8,292,178</b>	<b>8,170,297</b>	<b>8,503,283</b>	<b>9,417,289</b>	<b>9,417,289</b>
<b>TOTAL GENERAL FUND</b>	<b>84,807,225</b>	<b>89,671,379</b>	<b>95,799,476</b>	<b>96,473,242</b>	<b>88,417,478</b>
<b>STATE GAS TAX FUND:</b>					
Taxes	1,311,069	1,847,902	2,653,976	2,985,207	2,996,851
Use of Money and Property	(470)	(2,265)	28,571	2,000	20,000
Charges for Services	-	1,431	-	-	-
Other Revenue	5,799	5,428	42,057	13,500	6,000
<b>TOTAL STATE GAS TAX FUND</b>	<b>1,316,398</b>	<b>1,852,496</b>	<b>2,724,604</b>	<b>3,000,707</b>	<b>3,022,851</b>

REVENUE DETAIL  
FISCAL YEARS FY 2016-17 TO 2020-21

<i>Fund</i>	Actual 2016-17	Actual 2017-18	Actual 2018-19	Midyear 2019-20	Proposed 2020-21
<i>STORM DRAIN IMPROVEMENT FUND:</i>					
Charges for Services	51,980	96,319	44,174	50,000	50,000
<b>TOTAL STORM DRAIN IMPROVEMENT FUND</b>	<b>51,980</b>	<b>96,319</b>	<b>44,174</b>	<b>50,000</b>	<b>50,000</b>
<i>STREET LANDSCAPING/LIGHTING FUND:</i>					
Charges for Services	1,524,793	1,517,231	1,510,189	1,558,600	1,558,600
<b>TOTAL STREET LANDSCAPING AND LIGHTING FUND</b>	<b>1,524,793</b>	<b>1,517,231</b>	<b>1,510,189</b>	<b>1,558,600</b>	<b>1,558,600</b>
<i>LOCAL TRANSPORTATION ARTICLE 3 FUND:</i>					
Intergovernmental	121,845	-	3,000	49,587	46,714
<b>TOTAL LOCAL TRANSPORTATION ARTICLE 3 FUND</b>	<b>121,845</b>	<b>-</b>	<b>3,000</b>	<b>49,587</b>	<b>46,714</b>
<i>MEASURE M FUND:</i>					
Use of Money and Property	-	(2,316)	50,368	10,000	30,000
Intergovernmental	-	729,824	970,261	980,182	970,261
<b>TOTAL MEASURE M FUND</b>	<b>-</b>	<b>727,508</b>	<b>1,020,629</b>	<b>990,182</b>	<b>1,000,261</b>
<i>PROPOSITION A FUND:</i>					
Use of Money and Property	16,613	(1,218)	63,577	22,000	30,000
Intergovernmental	1,242,554	1,296,290	1,383,384	1,390,225	1,383,383
<b>TOTAL PROPOSITION A FUND</b>	<b>1,259,167</b>	<b>1,295,072</b>	<b>1,446,961</b>	<b>1,412,225</b>	<b>1,413,383</b>
<i>PROPOSITION C FUND:</i>					
Use of Money and Property	12,481	31,900	240,589	55,000	120,000
Intergovernmental	1,030,004	1,075,847	1,147,478	1,153,155	1,147,477
<b>TOTAL PROPOSITION C FUND</b>	<b>1,042,485</b>	<b>1,107,747</b>	<b>1,388,067</b>	<b>1,208,155</b>	<b>1,267,477</b>
<i>MEASURE R FUND:</i>					
Use of Money and Property	2,396	5,767	22,073	2,000	15,000
Intergovernmental	773,186	805,342	860,856	864,959	860,855
<b>TOTAL MEASURE R FUND</b>	<b>775,582</b>	<b>811,109</b>	<b>882,929</b>	<b>866,959</b>	<b>875,855</b>
<i>MEASURE W FUND:</i>					
Intergovernmental	-	-	-	720,000	720,000
<b>TOTAL MEASURE W FUND</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>720,000</b>	<b>720,000</b>
<i>AIR QUALITY IMPROVEMENT FUND:</i>					
Use of Money and Property	442	867	8,698	2,000	2,000
Intergovernmental	88,743	88,355	65,984	88,000	65,984
<b>TOTAL AIR QUALITY IMPROVEMENT FUND</b>	<b>89,185</b>	<b>89,222</b>	<b>74,682</b>	<b>90,000</b>	<b>67,984</b>
<i>INTERGOVERNMENTAL GRANTS FUND:</i>					
Intergovernmental	934,452	886,045	1,445,850	5,532,005	1,361,201
<b>TOTAL INTERGOVERNMENTAL GRANTS FUND</b>	<b>934,452</b>	<b>886,045</b>	<b>1,445,850</b>	<b>5,532,005</b>	<b>1,361,201</b>

REVENUE DETAIL  
FISCAL YEARS FY 2016-17 TO 2020-21

<i>Fund</i>	Actual 2016-17	Actual 2017-18	Actual 2018-19	Midyear 2019-20	Proposed 2020-21
<b>COM DEV BLOCK GRANT FUND:</b>					
Intergovernmental	627,587	99,094	147,866	472,566	472,566
Other Revenue	82,234	-	20,000	-	-
<b>TOTAL COM DEV BLOCK GRANT FUND</b>	<b>709,821</b>	<b>99,094</b>	<b>167,866</b>	<b>472,566</b>	<b>472,566</b>
<b>HOUSING AUTHORITY FUND:</b>					
Use of Money and Property	207	213	795	-	-
Intergovernmental	6,038,899	5,693,499	6,443,799	7,404,563	7,116,683
<b>TOTAL HOUSING AUTHORITY FUND</b>	<b>6,039,106</b>	<b>5,693,712</b>	<b>6,444,594</b>	<b>7,404,563</b>	<b>7,116,683</b>
<b>PARKS AND REC FACILITIES FUND:</b>					
Taxes	33,600	40,800	34,400	30,000	30,000
<b>TOTAL PARKS AND REC FACILITIES FUND</b>	<b>33,600</b>	<b>40,800</b>	<b>34,400</b>	<b>30,000</b>	<b>30,000</b>
<b>NARCOTIC FORF/SEIZURE FUND:</b>					
Fines and Forfeitures	61,307	8,333	4,059	-	20,000
Use of Money and Property	1,760	5,375	24,681	12,000	10,000
<b>TOTAL NARCOTIC FORF/ SEIZURE FUND:</b>	<b>63,067</b>	<b>13,708</b>	<b>28,740</b>	<b>12,000</b>	<b>30,000</b>
<b>SUBDIVISION PARK TRUST FUND:</b>					
Use of Money and Property	(10,725)	6,257	-	-	-
Other Revenue	592,500	405,000	475,000	1,262,500	500,000
<b>TOTAL SUBDIVISION PARK TRUST FUND</b>	<b>581,775</b>	<b>411,257</b>	<b>475,000</b>	<b>1,262,500</b>	<b>500,000</b>
<b>DISASTER RECOVERY FUND:</b>					
Charges for Services	-	2,460	1,240	2,000	500
Other Revenue	11,241	396,825	297,796	50,000	50,000
<b>TOTAL DISASTER RECOVERY FUND</b>	<b>11,241</b>	<b>399,285</b>	<b>299,036</b>	<b>52,000</b>	<b>50,500</b>
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>14,554,497</b>	<b>15,040,605</b>	<b>17,990,721</b>	<b>24,712,049</b>	<b>19,584,075</b>
<b>CAPITAL PROJECTS FUND:</b>					
Use of Money and Property	27	67	144	-	-
Taxes	206,881	208,149	182,220	200,000	180,000
Intergovernmental	273,618	279,667	284,826	290,921	297,262
Other Revenue	-	-	-	-	-
<b>TOTAL CAPITAL PROJECTS FUND</b>	<b>480,526</b>	<b>487,883</b>	<b>467,190</b>	<b>490,921</b>	<b>477,262</b>
<b>OPEN SPACE ACQUISITION</b>					
Other Revenue	-	-	350,000	-	-
<b>TOTAL OPEN SPACE ACQUISITION FUND</b>	<b>-</b>	<b>-</b>	<b>350,000</b>	<b>-</b>	<b>-</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>99,842,248</b>	<b>105,199,867</b>	<b>114,607,387</b>	<b>121,676,212</b>	<b>108,478,815</b>

REVENUE DETAIL  
FISCAL YEARS FY 2016-17 TO 2020-21

<i>Fund</i>	Actual 2016-17	Actual 2017-18	Actual 2018-19	Midyear 2019-20	Proposed 2020-21
<i>HARBOR TIDELANDS FUND:</i>					
Fines and Forfeitures	7,590	8,015	18,585	17,000	7,200
Use of Money and Property	5,494,579	5,471,465	5,930,144	5,380,000	4,640,000
Charges for Services	1,244,830	1,187,964	1,363,181	1,412,345	1,263,511
Other Revenue	7,683	3,098	1,541	3,500	3,500
<b>TOTAL HARBOR TIDELANDS FUND</b>	<b>6,754,682</b>	<b>6,670,542</b>	<b>7,313,451</b>	<b>6,812,845</b>	<b>5,914,211</b>
<i>HARBOR UPLANDS FUND:</i>					
Fines and Forfeitures	23,175	18,060	7,155	8,000	15,300
Use of Money and Property	2,985,225	2,951,071	3,921,839	3,660,000	2,710,000
Charges for Services	2,417,054	2,336,942	2,419,470	2,261,750	1,716,750
Other Revenue	1,933	9,100	1,286	250	250
<b>TOTAL HARBOR UPLANDS FUND</b>	<b>5,427,387</b>	<b>5,315,173</b>	<b>6,349,750</b>	<b>5,930,000</b>	<b>4,442,300</b>
<i>SOLID WASTE FUND:</i>					
Licenses and Permits	24,816	26,894	30,087	30,000	25,000
Intergovernmental	36,394	36,257	53,499	36,178	35,518
Charges for Services	3,768,148	3,810,082	3,935,575	4,445,925	4,471,290
Other Revenue	164,171	267,800	171,139	174,552	178,357
<b>TOTAL SOLID WASTE FUND</b>	<b>3,993,529</b>	<b>4,141,033</b>	<b>4,190,300</b>	<b>4,686,655</b>	<b>4,710,165</b>
<i>WASTEWATER FUND:</i>					
Use of Money and Property	37,654	98,229	627,043	165,000	300,000
Charges for Services	5,546,092	5,575,855	5,380,957	5,528,000	5,528,000
Other Revenue	18	259	43,337	548,765	48,765
<b>TOTAL WASTEWATER FUND</b>	<b>5,583,764</b>	<b>5,674,343</b>	<b>6,051,337</b>	<b>6,241,765</b>	<b>5,876,765</b>
<i>TRANSIT FUND:</i>					
Intergovernmental	1,784,692	2,176,154	2,269,935	2,623,570	2,171,275
Charges for Services	412,044	372,041	377,422	369,000	326,317
Other Revenue	857	820	784	1,050	500
<b>TOTAL TRANSIT FUND</b>	<b>2,197,593</b>	<b>2,549,015</b>	<b>2,648,141</b>	<b>2,993,620</b>	<b>2,498,092</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>23,956,955</b>	<b>24,350,106</b>	<b>26,552,979</b>	<b>26,664,885</b>	<b>23,441,533</b>

REVENUE DETAIL  
FISCAL YEARS FY 2016-17 TO 2020-21

<i>Fund</i>	Actual 2016-17	Actual 2017-18	Actual 2018-19	Midyear 2019-20	Proposed 2020-21
<i>SELF-INSURANCE PROGRAM FUND:</i>					
Charges for Services	6,778,762	7,572,023	7,464,691	8,076,000	8,073,504
Other Revenue	1,234	108	-	-	-
<b>TOTAL SELF-INSURANCE PROGRAM FUND</b>	<b>6,779,996</b>	<b>7,572,131</b>	<b>7,464,691</b>	<b>8,076,000</b>	<b>8,073,504</b>
<i>VEHICLE REPLACEMENT FUND:</i>					
Charges for Services	4,044,531	4,449,754	4,306,886	4,049,072	4,049,072
Fines and Foreitures	842	1,177	-	-	-
Other Revenue	97,135	38,619	120,787	99,500	117,500
<b>TOTAL VEHICLE REPLACEMENT FUND</b>	<b>4,142,508</b>	<b>4,489,550</b>	<b>4,427,673</b>	<b>4,148,572</b>	<b>4,166,572</b>
<i>BUILDING OCCUPANCY FUND:</i>					
Charges for Services	3,929,547	4,149,630	4,368,316	3,277,446	3,277,446
Other Revenue	16,299	515	174	-	-
<b>TOTAL BUILDING OCCUPANCY FUND</b>	<b>3,945,846</b>	<b>4,150,145</b>	<b>4,368,490</b>	<b>3,277,446</b>	<b>3,277,446</b>
<i>INFORMATION TECHNOLOGY FUND:</i>					
Charges for Services	3,634,866	3,857,530	3,993,535	4,054,480	4,054,480
Other Revenue	3,450	2,369	940	-	-
<b>TOTAL INFORMATION TECHNOLOGY FUND</b>	<b>3,638,316</b>	<b>3,859,899</b>	<b>3,994,475</b>	<b>4,054,480</b>	<b>4,054,480</b>
<i>EMERGENCY COMMUNICATIONS FUND :</i>					
Charges for Services	3,618,911	3,447,505	2,964,157	3,452,277	3,452,277
<b>TOTAL EMERGENCY COMMUNICATIONS FUND</b>	<b>3,618,911</b>	<b>3,447,505</b>	<b>2,964,157</b>	<b>3,452,277</b>	<b>3,452,277</b>
<i>MAJOR FACILITIES REPAIR FUND:</i>					
Charges for Services	128,471	89,007	89,005	91,543	91,543
<b>TOTAL MAJOR FACILITIES REPAIR FUND</b>	<b>128,471</b>	<b>89,007</b>	<b>89,005</b>	<b>91,543</b>	<b>91,543</b>
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>22,254,048</b>	<b>23,608,237</b>	<b>23,308,491</b>	<b>23,100,318</b>	<b>23,115,822</b>
<b>LESS: INTERNAL CHARGES/OVERHEAD</b>	<b>30,384,714</b>	<b>31,683,111</b>	<b>31,683,111</b>	<b>31,700,009</b>	<b>32,426,532</b>
<b>TOTAL CITY</b>	<b>115,668,537</b>	<b>121,475,099</b>	<b>132,785,746</b>	<b>139,741,406</b>	<b>122,609,638</b>
<b>SUCCESSOR AGENCY</b>	<b>1,197,891</b>	<b>1,381,767</b>	<b>1,312,920</b>	<b>617,487</b>	<b>1,178,995</b>
<b>HOUSING SUCCESSOR AGENCY</b>	<b>134,389</b>	<b>85,353</b>	<b>74,847</b>	<b>259,383</b>	<b>359,650</b>
<b>COMMUNITY FINANCING AUTHORITY</b>	<b>829,136</b>	<b>768,050</b>	<b>28,632,024</b>	<b>301,896</b>	<b>1,091,070</b>
<b>GRAND TOTAL</b>	<b>117,829,953</b>	<b>123,710,269</b>	<b>162,805,537</b>	<b>140,920,172</b>	<b>125,239,353</b>

**OVERVIEW OF APPROPRIATIONS**

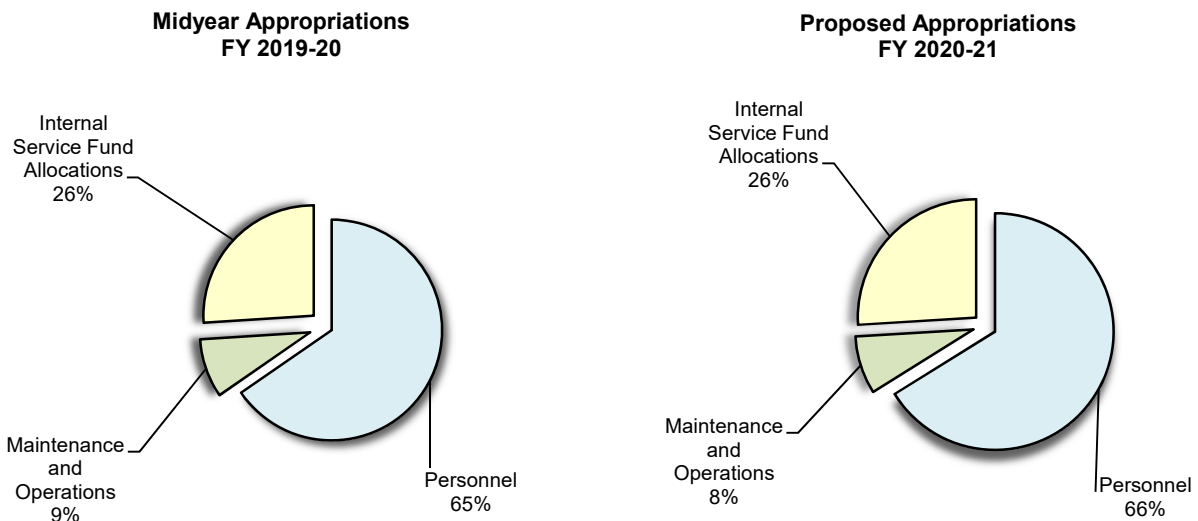
**GENERAL FUND**

The summary that follows reflects fund appropriations to City departments for the current budget year (FY 2020-21). Although appropriations originate from all funds of the City, the significant fund is the General Fund. Before consideration of transfers-out, General Fund appropriations are \$96,677,671, a decrease of \$48,007 from midyear. The decrease is from the inclusion of one-time appropriations in the midyear amounts more than offsetting the increased ongoing appropriations in the proposed amounts. The FY 2019-20 one-time appropriations include funding for employee wage and benefit increases, homeless issues, tree trimming, and parking meter replacements. The FY 2020-21 increased ongoing appropriations include funding for the CalPERS unfunded liability payment and public safety wage and benefit increases.

Below is a summary of the FY 2020-21 proposed General Fund expenditures compared with the FY 2019-20 midyear budget:

<i>Appropriation Category</i>	<b>Midyear 2019-20</b>	<b>Proposed 2020-21</b>	<b>Increase/ (Decrease)</b>	
<b>Personnel</b>	\$ 63,078,025	\$ 63,971,807	\$ 893,782	1.4%
<b>Maintenance and Operations</b>	8,317,194	7,635,405	(681,789)	(8.2%)
<b>Internal Service Fund Allocations</b>	25,104,781	25,104,781	-	0.0%
<b>Capital Outlay</b>	260,000	-	(260,000)	(100.0%)
<b>Subtotal</b>	96,760,000	96,711,993	(48,007)	(0.0%)
<b>Transfers-Out</b>	2,885,096	2,629,076	(256,020)	(8.9%)
<b>Total</b>	<b>99,645,096</b>	<b>99,341,069</b>	<b>(304,027)</b>	<b>(0.3%)</b>

**GENERAL FUND APPROPRIATIONS**





Personnel costs in the General Fund increased \$859,460, or 1.4%. The FY 2020-21 proposed personnel amounts reflect:

- Memorandums of Understanding (MOU) in force.
- Employer contribution increases to the California Public Employees Retirement System (CalPERS). The employer normal cost rates will increase from 9.152% to 9.342% for the miscellaneous group and from 22.230% to 23.353% for public safety. The City's unfunded liability contribution for all funds will increase from \$3,989,379 to \$4,511,145 for the miscellaneous group and from \$7,751,682 to \$8,730,646 for public safety.
- No medical insurance adjustments as they will not be made until FY 2020-21 midyear for rate increases effective in January 2021.
- Estimated Other Post-Employment Benefit (OPEB) contributions of 4.4% for the miscellaneous group and 7.2 % for public safety.

The FY 2020-21 maintenance and operations budget is decreasing from the FY 2019-20 midyear budget by \$681,789, or 8.2%, due to the one-time appropriations included in the midyear budget.

The FY 2020-21 internal service fund allocations are based on the last completed fiscal year's (FY 2018-1) actual expenses and were prepared just prior to midyear 2019-20. These allocations will be updated again with the midyear 2020-21 budget review (using actual expenses from FY 2019-20).

The FY 2020-21 transfers out reflect the street landscaping and lighting subsidy (\$978,094) and the debt service payment (\$1,650,982) from the City's General Fund to the Public Financing Authority associated with the refinancing/acquisition of harbor leaseholds which is reimbursed by the Harbor Uplands Fund.

## **SPECIAL REVENUE FUNDS**

The combined appropriations in the FY 2020-21 Special Revenue Funds are approximately \$17.1 million, a decrease of approximately \$6.8 million, or -28.4%, from midyear. This variation is attributable to one-time FY 2019-20 grant funding and a decrease in grant-funded capital improvement projects.

## **CAPITAL PROJECTS FUNDS**

The combined appropriations in the FY 2020-21 Capital Projects Funds are approximately \$2.9 million, an increase of approximately \$0.8 million, or 36.5%, from midyear. This variation is primarily attributable to the fluctuating nature of capital improvement projects.

## ENTERPRISE FUNDS

### ***Harbor Tidelands Fund:***

Budgeted appropriations for FY 2020-21 are estimated at approximately \$7.8 million, a decrease of 1.6% from midyear. The fluctuation of capital improvement projects in the Harbor Tidelands account for a majority of the variation.

### ***Harbor Uplands Fund:***

Appropriations for FY 2020-21 are budgeted at approximately \$4.8 million, down 21.6%, from FY 2019-20 midyear budgeted amounts. The decrease of the number of capital improvement projects accounts for a majority of the decrease.

### ***Solid Waste Fund:***

Appropriations are budgeted at approximately \$5.1 million, down just \$4,203, or 0.1%, from FY 2019-20 midyear amounts.

### ***Wastewater Fund:***

Appropriations for FY 2019-20 are budgeted at approximately \$6.6 million, up \$599,409, or 10.0%, from FY 2018-19 budgeted amounts. The increase of the capital improvement projects in the FY 2018-19 Adopted Budget accounts for a majority of the increase.

### ***Transit Fund:***

Appropriations for FY 2020-21 are budgeted at approximately \$4.4 million, down \$283,607, or 6.0%, from FY 2019-20 budgeted amounts. The decrease is due to FY 2019-20 one-time appropriations for bus rider information, transit planning services and transit vehicle replacements.

## INTERNAL SERVICE FUNDS

Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City. The total FY 2020-21 appropriations for the Internal Service Funds are approximately \$18.3 million, a decrease of nearly \$1.5 million. The decrease is comprised primarily of FY 2019-20 one-time appropriations for vehicle and equipment replacements as well as City facility repairs.

TWO-YEAR COMPARISON OF APPROPRIATIONS BY FUND

<i>Fund</i>	Adopted 2019-20	Midyear 2019-20	Proposed 2020-21	Increase/ (Decrease)	
General Fund	95,908,569	96,760,001	96,711,993	(48,008)	(0.0%)
State Gas Tax	2,563,474	2,557,670	2,247,074	(310,596)	(12.1%)
Street Landscaping and Lighting	2,696,798	2,731,914	2,536,694	(195,220)	(7.1%)
Measure M	850,062	850,374	700,374	(150,000)	(17.6%)
Proposition C	1,658,127	1,658,062	1,622,062	(36,000)	(2.2%)
Measure R	854,000	854,000	675,000	(179,000)	(21.0%)
Measure W	760,000	717,079	698,291	(18,788)	(2.6%)
Air Quality Improvement	72,285	72,855	75,316	2,461	3.4%
Intergovernmental Grants	5,522,005	5,865,305	1,361,201	(4,504,104)	(76.8%)
Comm Develop Block Grant	328,155	328,155	361,502	33,347	10.2%
Housing Authority	6,667,915	6,690,593	6,679,763	(10,830)	(0.2%)
Parks and Recreation Facilities	100,000	100,000	-	(100,000)	(100.0%)
Narcotic Forfeiture and Seizure	252,957	252,957	52,957	(200,000)	(79.1%)
Subdivision Park Trust	1,160,000	1,160,000	60,000	(1,100,000)	(94.8%)
Disaster Recovery	17,060	17,060	17,060	-	0.0%
Capital Projects	2,120,725	2,120,725	2,893,953	773,228	36.5%
Harbor Tidelands	7,794,867	7,894,135	7,770,823	(123,312)	(1.6%)
Harbor Uplands	5,129,096	6,098,855	4,778,744	(1,320,111)	(21.6%)
Solid Waste	5,031,101	5,098,523	5,094,320	(4,203)	(0.1%)
Wastewater	6,023,666	6,020,578	6,619,987	599,409	10.0%
Transit	4,723,854	4,698,878	4,415,271	(283,607)	(6.0%)
Self-Insurance Program	6,721,992	6,729,985	6,731,563	1,578	0.0%
Vehicle Replacement	2,634,285	2,548,383	1,924,753	(623,630)	(24.5%)
Building Occupancy	3,220,237	3,216,779	3,249,985	33,206	1.0%
Information Technology	3,662,435	3,653,910	3,437,715	(216,195)	(5.9%)
Emergency Communications	2,805,839	2,831,541	2,932,924	101,383	3.6%
Major Facilities Repair	765,000	765,000	120,000	(645,000)	(84.3%)
<b>Total Before Adjustments</b>	<b>170,044,504</b>	<b>172,293,317</b>	<b>163,769,325</b>	<b>(8,523,992)</b>	<b>(4.9%)</b>
Less: Internal Svc Funds/Overhead	31,211,746	31,211,746	32,426,532	1,214,786	3.9%
<b>Total City</b>	<b>138,832,758</b>	<b>141,081,571</b>	<b>131,342,793</b>	<b>(9,738,778)</b>	<b>(6.9%)</b>
Successor Agency	362,979	362,979	361,900	(1,079)	(0.3%)
Housing Successor Agency	280,500	280,500	280,500	-	0.0%
Community Financing Authority	301,896	301,896	1,924,957	1,623,061	537.6%
Public Financing Authority	2,108,097	2,108,097	-	(2,108,097)	(100.0%)
<b>Grand Total</b>	<b>141,886,230</b>	<b>144,135,043</b>	<b>133,910,150</b>	<b>(10,224,893)</b>	<b>(7.1%)</b>



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APPROPRIATIONS SUMMARY BY DEPARTMENT / BY FUND  
FISCAL YEAR 2020-21

<i>Fund</i>	Mayor & City Council	City Clerk	City Treasurer	City Attorney	City Manager	Information Technology	Human Resources	Financial Services	Police
General Fund	719,275	1,103,653	438,863	3,599,623	1,294,719	-	2,173,808	2,584,378	42,517,998
State Gas Tax	-	-	-	-	-	-	-	-	-
St. Landscaping & Lighting	-	-	-	-	-	-	-	-	-
Measure M	-	-	-	-	-	-	-	-	-
Proposition C	-	-	-	-	-	-	-	-	-
Measure R	-	-	-	-	-	-	-	-	-
Measure W	-	-	-	-	-	-	-	-	-
Air Quality Improvement	-	-	-	-	-	-	-	-	-
Intergovernmental Grants	-	-	-	-	-	-	-	-	124,380
Comm. Develop. Block Grant	-	-	-	-	-	-	-	-	-
Housing Authority	-	-	-	-	-	-	-	-	-
Narcotic Forfeiture & Seizure	-	-	-	-	-	-	-	-	52,957
Subdivision Park Trust	-	-	-	-	-	-	-	-	-
Disaster Recovery	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-
Harbor Tidelands	5,809	-	-	111,724	-	-	-	-	952,831
Harbor Uplands	18,249	-	-	176,828	-	-	-	-	1,144,970
Solid Waste	-	-	-	-	-	-	-	-	-
Wastewater	-	-	-	-	-	-	-	-	-
Transit	-	-	-	-	-	-	-	-	-
Self-Insurance Program	-	-	-	-	-	-	6,731,563	-	-
Vehicle Replacement	-	-	-	-	-	-	-	-	-
Building Occupancy	-	-	-	-	-	-	-	-	-
Information Technology	-	-	-	-	-	3,437,715	-	-	-
Emergency Communications	-	-	-	-	-	-	-	-	2,932,924
Major Facilities Repair	-	-	-	-	-	-	-	-	-
Community Financing Authority	-	-	-	-	-	-	-	-	-
Department Total	743,333	1,103,653	438,863	3,888,175	1,294,719	3,437,715	8,905,371	2,584,378	47,726,060

**Note:**

Each of the above departments includes costs for personnel, maintenance and operations, internal service charges, overhead and capital outlay. While personnel, maintenance and operations and capital outlay are external expenditures, internal charges represent costs incurred by one department which, in turn, are charged to others. For example, the amount paid for liability and workers' compensation insurance is an external expense to Human Resources and an internal allocation to other departments. Therefore, if you sum expenditures of all departments above to derive the City budget, you would double count those expenses booked to one department and allocated to another. An adjustment must be made to correctly report the City budget by eliminating those expenses which would be doubled. Community Financing Authority (CFA) expenditures also must be eliminated from the totals, as the CFA is separate from the City.

APPROPRIATIONS SUMMARY BY DEPARTMENT / BY FUND  
FISCAL YEAR 2020-21

Fire	Public Library	Comm. Svcs.	Community Development	Waterfront & Econ. Dev.	Public Works	Capital Improv Projects	For Total City*	Total City
20,587,358	4,632,000	5,746,624	3,717,713	451,215	7,144,766	-	(9,286,648)	87,425,345
-	-	-	-	-	1,447,074	800,000	-	2,247,074
-	-	-	-	-	2,536,694	-	-	2,536,694
-	-	374	-	-	-	700,000	-	700,374
-	-	483	-	-	1,579	1,620,000	-	1,622,062
-	-	-	-	-	-	675,000	-	675,000
-	-	-	-	-	198,291	500,000	-	698,291
-	-	75,316	-	-	-	-	-	75,316
58,000	-	-	-	-	83,821	1,095,000	-	1,361,201
-	-	175,188	-	-	-	186,314	-	361,502
-	-	6,679,763	-	-	-	-	-	6,679,763
-	-	-	-	-	-	-	-	52,957
-	-	-	-	-	-	60,000	-	60,000
17,060	-	-	-	-	-	-	-	17,060
-	-	-	-	-	180,953	2,713,000	-	2,893,953
2,223,126	-	523,425	-	1,775,637	2,178,271	-	-	7,770,823
220,237	-	-	-	1,611,342	1,607,118	-	-	4,778,744
221,202	-	-	-	-	4,873,118	-	-	5,094,320
-	-	-	-	-	3,419,987	3,200,000	(157,197)	6,462,790
-	-	4,415,271	-	-	-	-	-	4,415,271
-	-	-	-	-	-	-	(8,059,114)	(1,327,551)
-	-	-	-	-	1,924,753	-	(4,049,072)	(2,124,319)
-	-	-	-	-	3,249,985	-	(3,367,744)	(117,759)
-	-	-	-	-	-	-	(4,054,480)	(616,765)
-	-	-	-	-	-	-	(3,452,277)	(519,353)
-	-	-	-	-	-	120,000	-	120,000
-	-	-	-	51,844	-	-	(51,844)	-
-	-	-	-	-	-	-	-	-
23,326,983	4,632,000	17,616,444	3,717,713	3,890,038	28,846,410	11,669,314	(32,478,376)	131,342,793

APPROPRIATIONS SUMMARY BY DEPARTMENT / BY EXPENDITURE TYPE  
FISCAL YEAR 2020-21

<i>Department</i>	Personnel	Maintenance & Operations	Internal Service	Capital Outlay	Total <sup>1</sup>
Mayor and City Council	424,236	87,891	231,206	-	743,333
City Clerk	711,023	189,857	202,773	-	1,103,653
City Treasurer	251,446	154,926	32,491	-	438,863
City Attorney	2,749,974	760,777	377,424	-	3,888,175
City Manager	844,068	351,872	98,779	-	1,294,719
Information Technology	1,306,194	1,673,830	457,691	-	3,437,715 <sup>2</sup>
Human Resources	772,605	7,973,415	159,351	-	8,905,371 <sup>2</sup>
Financial Services	2,022,535	308,773	253,070	-	2,584,378 <sup>2</sup>
Police	33,335,341	1,772,195	12,618,524	-	47,726,060 <sup>2</sup>
Fire	17,714,443	518,585	5,093,955	-	23,326,983
Public Library	2,290,870	420,522	1,920,608	-	4,632,000
Community Services	3,603,727	11,141,504	2,871,213	-	17,616,444
Community Development	2,923,278	188,890	605,545	-	3,717,713
Waterfront and Econ. Develop.	650,780	1,465,962	1,773,296	-	3,890,038
Public Works	12,206,771	11,005,101	5,634,538	-	28,846,410 <sup>2</sup>
<b>Total Before Adjustments</b>	<b>81,807,291</b>	<b>38,014,100</b>	<b>32,330,464</b>	-	<b>152,151,855</b>
Less: Internal Svc Funds/Overhead	(132,912)	-	(32,293,620)	-	(32,426,532) <sup>2</sup>
Community Financing Authority	-	(15,000)	(36,844)	-	(51,844)
<b>Total Operating</b>	<b>81,674,379</b>	<b>37,999,100</b>	-	-	<b>119,673,479</b> <sup>2</sup>
Capital Improvements	-	-	-	11,669,314	11,669,314
<b>Total City</b>	<b>81,674,379</b>	<b>37,999,100</b>	-	<b>11,669,314</b>	<b>131,342,793</b> <sup>2</sup>
Successor Agency	-	361,900	-	-	361,900
Housing Successor Agency	-	280,500	-	-	280,500
Community Financing Authority	-	1,924,957	-	-	1,924,957
<b>Grand Total</b>	<b>81,674,379</b>	<b>40,566,457</b>	-	<b>11,669,314</b>	<b>133,910,150</b>

Notes:

- 1) Excludes transfers out.
- 2) The appropriations in the Information Technology, Human Resources, Financial Services, Police and Public Works Departments include Internal Service Fund and overhead expenditures. These expenditures are reversed out in the adjustment for Internal Service Funds/Overhead so they are not double counted in the "Total Operating" and "Total City" amounts.

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE  
FISCAL YEAR 2020-21

<i>Program</i>	<b>Department</b>	<b>Personnel</b>	<b>Maint. &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Capital Improv.</b>	<b>Total</b>
<b>General Fund</b>							
Mayor and City Council	Mayor and City Council	403,236	87,891	228,148	-	-	719,275
City Clerk Administration	City Clerk	711,023	182,475	199,673	-	-	1,093,171
Elections	City Clerk	-	7,382	3,100	-	-	10,482
City Treasurer	City Treasurer	251,446	154,926	32,491	-	-	438,863
General Legal Administration	City Attorney	1,642,983	421,576	256,685	-	-	2,321,244
Prosecution	City Attorney	1,106,991	62,201	109,187	-	-	1,278,379
City Manager	City Manager	844,068	351,872	98,779	-	-	1,294,719
Employee Relations	Human Resources	546,450	1,540,236	87,122	-	-	2,173,808
Financial Services	Financial Services	2,022,535	308,773	253,070	-	-	2,584,378
Police Administration	Police	1,817,374	252,563	280,991	-	-	2,350,928
Patrol	Police	15,081,370	292,306	6,135,788	-	-	21,509,464
Investigations	Police	4,701,034	76,720	1,487,317	-	-	6,265,071
Special Operations	Police	4,805,898	350,618	2,011,992	-	-	7,168,508
Management Services	Police	1,403,788	69,622	610,183	-	-	2,083,593
Administrative Services	Police	1,775,000	365,858	999,576	-	-	3,140,434
Fire Administration	Fire	567,994	9,728	513,966	-	-	1,091,688
Fire Prevention	Fire	920,895	20,095	191,299	-	-	1,132,289
Fire Operations	Fire	13,693,932	283,959	3,626,508	-	-	17,604,399
Fire Special Services	Fire	413,497	25,664	319,821	-	-	758,982
Public Library	Public Library	2,290,870	420,522	1,920,608	-	-	4,632,000
Community Services Administration	Community Services	393,419	57,556	43,564	-	-	494,539
Recreation Services	Community Services	1,076,535	767,189	1,338,063	-	-	3,181,787
Cultural and Performing Arts	Community Services	625,238	133,762	645,970	-	-	1,404,970
Senior and Family Services	Community Services	182,156	98,967	254,359	-	-	535,482
Community Development Block Grant	Community Services	-	-	129,846	-	-	129,846
Planning Services	Community Development	1,122,818	46,500	185,483	-	-	1,354,801
Building Services	Community Development	1,800,460	142,390	420,062	-	-	2,362,912
Economic Development	Waterfront and Econ. Develop.	76,765	77,518	296,932	-	-	451,215
Public Works Administration	Public Works	667,521	16,439	100,747	-	-	784,707
Sewer/Storm Drain Maintenance	Public Works	28,381	1,537	28,428	-	-	58,346
Street Maintenance	Public Works	670,642	2,652	1,204,958	-	-	1,878,252
Parks Maintenance	Public Works	1,419,025	518,368	625,396	-	-	2,562,789
Engineering Services	Public Works	908,463	487,540	464,669	-	-	1,860,672
<b>Total General Fund</b>		<b>63,971,807</b>	<b>7,635,405</b>	<b>25,104,781</b>	<b>-</b>	<b>-</b>	<b>96,711,993</b>
<b>State Gas Tax Fund</b>							
Sewer/Storm Drain Maintenance	Public Works	40,621	-	-	-	-	40,621
Street Maintenance	Public Works	682,890	272,060	451,503	-	-	1,406,453
MBB Resurfacing - Aviation Blvd. to Inglewood Ave.	Capital Improvements	-	-	-	-	800,000	800,000
<b>Total State Gas Tax Fund</b>		<b>723,511</b>	<b>272,060</b>	<b>451,503</b>	<b>-</b>	<b>800,000</b>	<b>2,247,074</b>
<b>Street Landscaping and Lighting Fund</b>							
Public Works Administration	Public Works	62,153	-	10,251	-	-	72,404
Street Maintenance	Public Works	313,830	915,909	142,159	-	-	1,371,898
Parks Maintenance	Public Works	531,897	348,047	131,535	-	-	1,011,479
Engineering Services	Public Works	44,346	30,000	6,567	-	-	80,913
<b>Total Street Landscaping and Lighting Fund</b>		<b>952,226</b>	<b>1,293,956</b>	<b>290,512</b>	<b>-</b>	<b>-</b>	<b>2,536,694</b>



APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE  
FISCAL YEAR 2020-21

<i>Program</i>	<b>Department</b>	<b>Personnel</b>	<b>MaInt. &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Capital Improv.</b>	<b>Total</b>
<b>Measure M Fund</b>							
Transit	Community Services	-	-	374	-	-	374
Residential Street Rehabilitation	Capital Improvements	-	-	-	-	500,000	500,000
Green Street Improvements	Capital Improvements	-	-	-	-	200,000	200,000
Total Measure M Fund		-	-	374	-	700,000	700,374
<b>Proposition C Fund</b>							
Transit	Community Services	-	-	483	-	-	483
Engineering Services	Public Works	-	-	1,579	-	-	1,579
Beryl St. Resurfacing & Drainage - Prospect to Flagler	Capital Improvements	-	-	-	-	800,000	800,000
Torrance Blvd. Resurfacing - PCH To Prospect	Capital Improvements	-	-	-	-	820,000	820,000
Total Proposition C Fund		-	-	2,062	-	1,620,000	1,622,062
<b>Measure W Fund</b>							
Sewer/Storm Drain Maintenance	Public Works	97,487	47,954	52,850	-	-	198,291
EWMP Implementation	Capital Improvements	-	-	-	-	500,000	500,000
Total Measure W Fund		97,487	47,954	52,850	-	500,000	698,291
<b>Measure R Fund</b>							
Residential Street Rehabilitation	Capital Improvements	-	-	-	-	500,000	500,000
Bicycle Transportation Plan Implementation	Capital Improvements	-	-	-	-	75,000	75,000
Anita/Herondo and PCH West Bound Right Turn Lane	Capital Improvements	-	-	-	-	100,000	100,000
Total Measure R Fund		-	-	-	-	675,000	675,000
<b>Air Quality Improvement Fund</b>							
Transit	Community Services	26,494	43,555	5,267	-	-	75,316
Total Air Quality Improvement Fund		26,494	43,555	5,267	-	-	75,316
<b>Intergovernmental Grants Fund</b>							
Police Administration	Police	12,380	108,000	-	-	-	120,380
Special Operations	Police	4,000	-	-	-	-	4,000
Fire Operations	Fire	-	58,000	-	-	-	58,000
Parks Maintenance	Public Works	83,821	-	-	-	-	83,821
Transit Fleet Operations Center	Capital Improvements	-	-	-	-	35,000	35,000
Anita/Herondo and PCH West Bound Right Turn Lane	Capital Improvements	-	-	-	-	300,000	300,000
NRB Bikeway Extension - Felton Ln. to Inglewood Ave.	Capital Improvements	-	-	-	-	500,000	500,000
NRB Bikeway Extension - Inglewood Ave. Design	Capital Improvements	-	-	-	-	60,000	60,000
Traffic Signal Communication and Network System	Capital Improvements	-	-	-	-	200,000	200,000
Total Intergovernmental Grants Fund		100,201	166,000	-	-	1,095,000	1,361,201
<b>Community Development Block Grant (CDBG) Fund</b>							
Community Development Block Grant	Community Services	-	175,188	-	-	-	175,188
Citywide Curb Ramp Improvements	Capital Improvements	-	-	-	-	186,314	186,314
Total Community Development Block Grant (CDBG) Fund		-	175,188	-	-	186,314	361,502

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE  
FISCAL YEAR 2020-21

<i>Program</i>	<b>Department</b>	<b>Personnel</b>	<b>MaInt. &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Capital Improv.</b>	<b>Total</b>
<b>Housing Authority Fund</b>							
Housing Authority	Community Services	379,364	6,147,695	152,704	-	-	6,679,763
Total Housing Authority Fund		379,364	6,147,695	152,704	-	-	6,679,763
<b>Narcotic Forfeiture and Seizure Fund</b>							
Patrol	Police	-	1,280	-	-	-	1,280
Administrative Services	Police	-	51,677	-	-	-	51,677
Total Narcotic Forfeiture and Seizure Fund		-	52,957	-	-	-	52,957
<b>Subdivision Park Trust Fund</b>							
Play Surface Replacement - Anderson Park & Perry Park	Capital Improvements	-	-	-	-	60,000	60,000
Total Subdivision Park Trust Fund		-	-	-	-	60,000	60,000
<b>Disaster Recovery Fund</b>							
Fire Special Services	Fire	-	17,060	-	-	-	17,060
Total Disaster Recovery Fund		-	17,060	-	-	-	17,060
<b>Capital Projects Fund</b>							
Public Works Administration	Public Works	180,953	-	-	-	-	180,953
RBTV Broadcast Facility/CC Chambers Upgrades	Capital Improvements	-	-	-	-	180,000	180,000
PD Shooting Range Upgrade Design/Environmental	Capital Improvements	-	-	-	-	300,000	300,000
Community Services Department Relocation Assessment	Capital Improvements	-	-	-	-	100,000	100,000
Dominguez Park Play Equipment, Landscape, Walkway	Capital Improvements	-	-	-	-	240,000	240,000
Dominguez Dog Park Improvements	Capital Improvements	-	-	-	-	60,000	60,000
Residential Street Rehabilitation	Capital Improvements	-	-	-	-	400,000	400,000
Traffic Calming	Capital Improvements	-	-	-	-	240,000	240,000
Citywide Slurry Seal Program	Capital Improvements	-	-	-	-	293,000	293,000
Sidewalk Improvements and Repairs	Capital Improvements	-	-	-	-	700,000	700,000
Drainage Improvent Project	Capital Improvements	-	-	-	-	200,000	200,000
Total Capital Projects Fund		180,953	-	-	-	2,713,000	2,893,953
<b>Harbor Tidelands Fund</b>							
Mayor and City Council	Mayor and City Council	4,200	-	1,609	-	-	5,809
General Legal Administration	City Attorney	-	106,000	5,724	-	-	111,724
Investigations	Police	171,471	-	13,330	-	-	184,801
Special Operations	Police	598,585	6,220	95,053	-	-	699,858
Administrative Services	Police	56,437	-	11,735	-	-	68,172
Fire Operations	Fire	1,747,882	90,367	384,877	-	-	2,223,126
Recreation Services	Community Services	291,085	145,420	86,678	-	-	523,183
Cultural and Performing Arts	Community Services	-	-	242	-	-	242
Waterfront	Waterfront and Econ. Develop.	287,006	849,938	638,693	-	-	1,775,637
Public Works Administration	Public Works	47,397	-	-	-	-	47,397
Harbor/Pier Maintenance	Public Works	1,083,920	689,382	312,299	-	-	2,085,601
Engineering Services	Public Works	15,258	25,000	5,015	-	-	45,273
Total Harbor Tidelands Fund		4,303,241	1,912,327	1,555,255	-	-	7,770,823

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE  
FISCAL YEAR 2020-21

<i>Program</i>	<b>Department</b>	<b>Personnel</b>	<b>MaInt. &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Capital Improv.</b>	<b>Total</b>
<b>Harbor Uplands Fund</b>							
Mayor and City Council	Mayor and City Council	16,800	-	1,449	-	-	18,249
General Legal Administration	City Attorney	-	171,000	5,828	-	-	176,828
Investigations	Police	226,016	-	43,504	-	-	269,520
Special Operations	Police	575,271	11,170	212,176	-	-	798,617
Administrative Services	Police	58,387	-	18,446	-	-	76,833
Fire Operations	Fire	194,851	-	25,386	-	-	220,237
Waterfront	Waterfront and Econ. Develop.	287,009	523,506	800,827	-	-	1,611,342
Engineering Services	Public Works	15,258	-	4,004	-	-	19,262
Harbor/Pier Maintenance	Public Works	793,035	511,276	283,545	-	-	1,587,856
<b>Total Harbor Uplands Fund</b>		<b>2,166,627</b>	<b>1,216,952</b>	<b>1,395,165</b>	<b>-</b>	<b>-</b>	<b>4,778,744</b>
<b>Solid Waste Fund</b>							
Fire Prevention	Fire	175,392	13,712	32,098	-	-	221,202
Public Works Administration	Public Works	111,604	12,000	11,936	-	-	135,540
Parks Maintenance	Public Works	161,601	-	70,050	-	-	231,651
Street Maintenance	Public Works	200,068	8,000	276,266	-	-	484,334
Solid Waste/Recycling	Public Works	438,857	3,377,000	205,736	-	-	4,021,593
<b>Total Solid Waste Fund</b>		<b>1,087,522</b>	<b>3,410,712</b>	<b>596,086</b>	<b>-</b>	<b>-</b>	<b>5,094,320</b>
<b>Wastewater Fund</b>							
Engineering Services	Public Works	566,826	621,346	71,443	-	-	1,259,615
Public Works Administration	Public Works	160,393	-	18,986	-	-	179,379
Sewer/Storm Drain Maintenance	Public Works	883,295	725,575	372,123	-	-	1,980,993
Sanitary Sewers Facilities Rehabilitation	Capital Improvements	-	-	-	-	500,000	500,000
Portofino Way Sewer Pump Station Design & Rebuild	Capital Improvements	-	-	-	-	250,000	250,000
Yacht Club Way Sewer Pump Station Construction	Capital Improvements	-	-	-	-	250,000	250,000
Alta Vista Pump Station	Capital Improvements	-	-	-	-	2,000,000	2,000,000
Morgan Sewer Pump Station Design	Capital Improvements	-	-	-	-	200,000	200,000
<b>Total Wastewater Fund</b>		<b>1,610,514</b>	<b>1,346,921</b>	<b>462,552</b>	<b>-</b>	<b>3,200,000</b>	<b>6,619,987</b>
<b>Transit Fund</b>							
Transit	Community Services	629,436	3,572,172	213,663	-	-	4,415,271
<b>Total Transit Fund</b>		<b>629,436</b>	<b>3,572,172</b>	<b>213,663</b>	<b>-</b>	<b>-</b>	<b>4,415,271</b>
<b>Self-Insurance Program Fund</b>							
Risk Management	Human Resources	226,155	6,433,179	72,229	-	-	6,731,563
<b>Total Self-Insurance Program Fund</b>		<b>226,155</b>	<b>6,433,179</b>	<b>72,229</b>	<b>-</b>	<b>-</b>	<b>6,731,563</b>
<b>Vehicle Replacement Fund</b>							
Fleet Services	Public Works	612,957	1,051,879	259,917	-	-	1,924,753
<b>Total Vehicle Replacement Fund</b>		<b>612,957</b>	<b>1,051,879</b>	<b>259,917</b>	<b>-</b>	<b>-</b>	<b>1,924,753</b>
<b>Building Occupancy Fund</b>							
Building Occupancy	Public Works	1,384,272	1,343,137	522,576	-	-	3,249,985
<b>Total Building Occupancy Fund</b>		<b>1,384,272</b>	<b>1,343,137</b>	<b>522,576</b>	<b>-</b>	<b>-</b>	<b>3,249,985</b>

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE  
FISCAL YEAR 2020-21

<i>Program</i>	<b>Department</b>	<b>Personnel</b>	<b>Maint. &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Capital Improv.</b>	<b>Total</b>
<b>Information Technology Fund</b>							
Information Technology	Information Technology	1,306,194	1,673,830	457,691	-	-	3,437,715
Total Information Technology Fund		1,306,194	1,673,830	457,691	-	-	3,437,715
<b>Emergency Communications Fund</b>							
Management Services	Police	2,048,330	186,161	698,433	-	-	2,932,924
Total Emergency Communications Fund		2,048,330	186,161	698,433	-	-	2,932,924
<b>Major Facilities Repair Fund</b>							
RBPAC Replacement of Electric Message Board	Capital Improvements	-	-	-	-	120,000	120,000
Total Major Facilities Repair Fund		-	-	-	-	120,000	120,000
Less Internal Service Funds / Overhead		(132,912)	-	(32,293,620)			(32,426,532)
<b>TOTAL CITY</b>		<b>81,674,379</b>	<b>37,999,100</b>	<b>-</b>	<b>-</b>	<b>11,669,314</b>	<b>131,342,793</b>
Successor Agency		-	361,900	-	-	-	361,900
Housing Successor Agency		-	280,500	-	-	-	280,500
Community Financing Authority		-	1,888,113	36,844	-	-	1,924,957
<b>Grand Total</b>		<b>81,674,379</b>	<b>40,529,613</b>	<b>36,844</b>	<b>-</b>	<b>11,669,314</b>	<b>133,910,150</b>

FIVE-YEAR OVERVIEW OF DEPARTMENTAL APPROPRIATIONS  
FISCAL YEARS 2016-17 TO 2020-21

<i>Department</i>	<b>Actual 2016-17</b> <sup>1</sup>	<b>Actual 2017-18</b> <sup>1</sup>	<b>Actual 2018-19</b> <sup>1</sup>	<b>Midyear 2019-20</b> <sup>1</sup>	<b>Proposed 2020-21</b> <sup>1</sup>
Mayor and City Council	648,547	675,687	705,268	746,396	743,333
City Clerk	1,293,165	1,058,035	1,324,767	1,122,680	1,103,653
City Treasurer	380,052	324,803	368,409	440,458	438,863
City Attorney	3,719,872	3,479,634	4,105,077	4,010,318	3,888,175
City Manager	1,673,873	1,273,967	1,269,624	1,347,552	1,294,719
Information Technology	3,039,213 <sup>2</sup>	3,737,391 <sup>2</sup>	3,400,346 <sup>2</sup>	3,653,910 <sup>2</sup>	3,437,715 <sup>2</sup>
Human Resources	13,259,319 <sup>2</sup>	9,153,983 <sup>2</sup>	11,044,606 <sup>2</sup>	10,176,785 <sup>2</sup>	8,905,371 <sup>2</sup>
Financial Services	2,304,019 <sup>2</sup>	2,372,615 <sup>2</sup>	2,388,133 <sup>2</sup>	2,484,970 <sup>2</sup>	2,584,378 <sup>2</sup>
Police	39,778,208 <sup>2</sup>	42,404,690 <sup>2</sup>	44,010,399 <sup>2</sup>	46,709,796 <sup>2</sup>	47,726,060 <sup>2</sup>
Fire	19,411,247	21,210,843	23,074,079	23,364,054	23,326,983
Public Library	4,517,097	4,628,578	4,676,631	4,574,747	4,632,000
Community Services	16,532,423	16,933,802	17,898,147	18,341,797	17,616,444
Community Development	2,975,962	3,372,375	3,791,466	3,560,870	3,717,713
Waterfront and Econ. Develop.	2,679,236	2,850,707	3,444,307	4,745,133	3,890,038
Public Works	28,113,308 <sup>2</sup>	29,724,906 <sup>2</sup>	30,289,659 <sup>2</sup>	29,584,546 <sup>2</sup>	28,846,410 <sup>2</sup>
<b>Total Before Adjustments</b>	<b>140,325,541<sup>2</sup></b>	<b>143,202,016<sup>2</sup></b>	<b>151,790,918<sup>2</sup></b>	<b>154,864,012<sup>2</sup></b>	<b>152,151,855<sup>2</sup></b>
Less: Internal Svcs Funds/Overhead	(30,384,714) <sup>2</sup>	(31,683,111) <sup>2</sup>	(31,690,858) <sup>2</sup>	(31,211,746) <sup>2</sup>	(32,426,532) <sup>2</sup>
Community Financing Authority	(33,094)	(24,230)	(50,233)	(51,844)	(51,844)
<b>Total Operating</b>	<b>109,907,733<sup>2</sup></b>	<b>111,494,675<sup>2</sup></b>	<b>120,049,827<sup>2</sup></b>	<b>123,600,422<sup>2</sup></b>	<b>119,673,479<sup>2</sup></b>
Capital Improvements	4,684,130	6,958,724	5,106,662	17,481,149	11,669,314
<b>Total City</b>	<b>114,591,863<sup>2</sup></b>	<b>118,453,399<sup>2</sup></b>	<b>125,156,489<sup>2</sup></b>	<b>141,081,571<sup>2</sup></b>	<b>131,342,793<sup>2</sup></b>
Successor Agency	751,434	713,953	1,238,810	362,979	361,900
Housing Successor Agency	8,000	6,602	64,991	280,500	280,500
Comm Financing Authority	261,926	231,095	223,474	301,896	1,924,957
Public Financing Authority	840,900	840,500	838,900	2,108,097	-
<b>Grand Total</b>	<b>116,454,123</b>	<b>120,245,549</b>	<b>127,522,664</b>	<b>144,135,043</b>	<b>133,910,150</b>

**Notes:**

- 1) Excludes transfers out.
- 2) The appropriations in the Information Technology, Human Resources, Financial Services, Police and Public Works Departments include Internal Service Fund and overhead expenditures. These expenditures are reversed out in the adjustment for Internal Service Funds/Overhead so they are not double counted in the "Total Operating" and "Total City" amounts.

FIVE-YEAR OVERVIEW OF APPROPRIATIONS BY FUND  
FISCAL YEARS 2016-17 TO 2020-21

<i>Fund</i>	Actual 2016-17	Actual 2017-18	Actual 2018-19	Midyear 2019-20	Proposed 2020-21
General	83,990,768	88,461,754	91,465,400	96,760,001	96,711,993
State Gas Tax	1,836,226	1,325,328	2,016,314	2,557,670	2,247,074
Storm Drain Improvement	196,004	381	155,117	-	-
Street Landscaping and Lighting	2,589,818	2,643,740	2,518,003	2,731,914	2,536,694
Local Transportation Article 3	121,207	-	3,402	-	-
Measure M	-	-	62	850,374	700,374
Proposition C	711,809	911,136	186,732	1,658,062	1,622,062
Measure R	404,561	773,300	296,889	854,000	675,000
Measure W	-	-	-	717,079	698,291
Air Quality Improvement	59,855	54,067	55,578	72,855	75,316
Intergovernmental Grants	1,197,063	2,323,515	1,389,023	5,865,305	1,361,201
Comm Develop Block Grant	568,201	151,298	124,221	328,155	361,502
Housing Authority	5,879,496	5,829,015	6,425,774	6,690,593	6,679,763
Parks and Recreation Facilities	19,740	5,458	2,972	100,000	-
Narcotic Forfeiture and Seizure	92,389	219,863	156,353	252,957	52,957
Subdivision Park Trust	54,629	18,778	692,902	1,160,000	60,000
Disaster Recovery Fund	11,096	328,562	220,737	17,060	17,060
Capital Projects	1,423,372	3,776,110	2,368,379	2,120,725	2,893,953
Open Space Acquisition	398,484	-	150,000	-	-
Harbor Tidelands	6,364,854	7,035,914	9,433,804	7,894,135	7,770,823
Harbor Uplands	4,479,267	3,224,094	5,016,102	6,098,855	4,778,744
Solid Waste	3,973,666	3,968,189	4,690,423	5,098,523	5,094,320
Wastewater	2,917,528	3,667,591	3,406,303	6,020,578	6,619,987
Transit	3,626,076	3,844,008	4,004,657	4,698,878	4,415,271
Self-Insurance Program	12,271,726	8,180,621	9,055,992	6,729,985	6,731,563
Vehicle Replacement	2,549,331	3,072,445	3,604,533	2,548,383	1,924,753
Building Occupancy	3,541,024	4,132,370	3,035,875	3,216,779	3,249,985
Information Technology	3,039,213	3,737,391	3,400,349	3,653,910	3,437,715
Emergency Communications	2,659,174	2,451,582	2,971,451	2,831,541	2,932,924
Major Facilities Repair	-	-	-	765,000	120,000
<b>Total Before Adjustments</b>	<b>144,976,577</b>	<b>150,136,510</b>	<b>156,847,347</b>	<b>172,293,317</b>	<b>163,769,325</b>
Less: Internal Svc Funds/Overhead	30,384,714	31,683,111	31,690,858	31,211,746	32,426,532
<b>Total City</b>	<b>114,591,863</b>	<b>118,453,399</b>	<b>125,156,489</b>	<b>141,081,571</b>	<b>131,342,793</b>
Successor Agency	751,434	713,953	1,238,810	362,979	361,900
Housing Successor Agency	8,000	6,602	64,991	280,500	280,500
Comm Financing Authority	261,926	231,095	223,474	301,896	1,924,957
Public Financing Authority	840,900	840,500	838,900	2,108,097	-
<b>Grand Total</b>	<b>116,454,123</b>	<b>120,245,549</b>	<b>127,522,664</b>	<b>144,135,043</b>	<b>133,910,150</b>

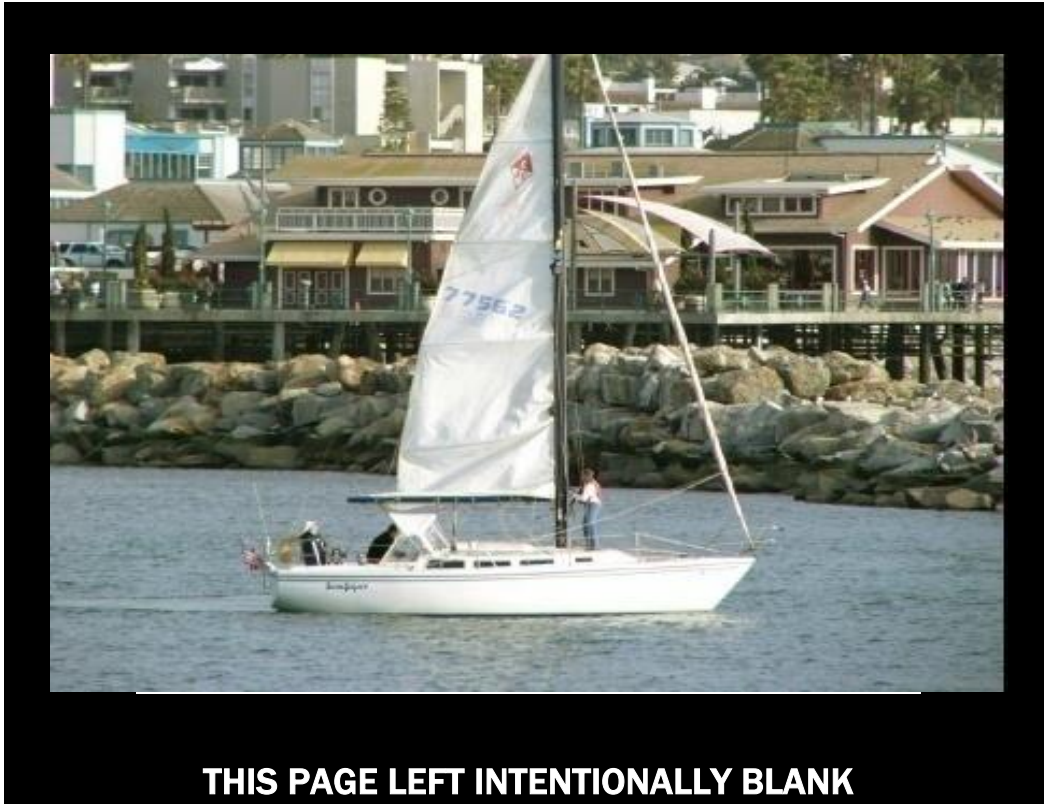
**HARBOR ENTERPRISE FUNDS SUMMARY**  
**BY DEPARTMENT/BY EXPENDITURE TYPE**  
**FISCAL YEAR 2020-21**

<i>Harbor Enterprise Funds</i>	<b>Personnel</b>	<b>Maintenance &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Capital Improvements</b>	<b>Total</b>
<b>Harbor Tidelands:</b>						
<b>Department:</b>						
Mayor and City Council	4,200	-	1,609	-	-	5,809
City Attorney	-	106,000	5,724	-	-	111,724
Police	826,493	6,220	120,118	-	-	952,831
Fire	1,747,882	90,367	384,877	-	-	2,223,126
Community Services	291,085	145,420	86,920	-	-	523,425
Waterfront and Econ. Develop.	287,006	849,938	638,693	-	-	1,775,637
Public Works	1,146,575	714,382	317,314	-	-	2,178,271
<b>Total</b>	<b>4,303,241</b>	<b>1,912,327</b>	<b>1,555,255</b>	<b>-</b>	<b>-</b>	<b>7,770,823</b>
<b>Harbor Uplands:</b>						
<b>Department:</b>						
Mayor and City Council	16,800	-	1,449	-	-	18,249
City Attorney	-	171,000	5,828	-	-	176,828
Police	859,674	11,170	274,126	-	-	1,144,970
Fire	194,851	-	25,386	-	-	220,237
Waterfront and Econ. Develop.	287,009	523,506	800,827	-	-	1,611,342
Public Works	808,293	511,276	287,549	-	-	1,607,118
<b>Total</b>	<b>2,166,627</b>	<b>1,216,952</b>	<b>1,395,165</b>	<b>-</b>	<b>-</b>	<b>4,778,744</b>
<b>Harbor Enterprise:</b>						
<b>Department:</b>						
Mayor and City Council	21,000	-	3,058	-	-	24,058
City Attorney	-	277,000	11,552	-	-	288,552
Police	1,686,167	17,390	394,244	-	-	2,097,801
Fire	1,942,733	90,367	410,263	-	-	2,443,363
Community Services	291,085	145,420	86,920	-	-	523,425
Waterfront and Econ. Development	574,015	1,373,444	1,439,520	-	-	3,386,979
Public Works	1,954,868	1,225,658	604,863	-	-	3,785,389
<b>Total</b>	<b>6,469,868</b>	<b>3,129,279</b>	<b>2,950,420</b>	<b>-</b>	<b>-</b>	<b>12,549,567</b>

**SOLID WASTE ENTERPRISE FUND SUMMARY**  
**BY DEPARTMENT/BY EXPENDITURE TYPE**  
**FISCAL YEAR 2020-21**

<i>Solid Waste Fund</i>	<b>Personnel</b>	<b>Maintenance &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Capital Improvements</b>	<b>Total</b>
<b>Department:</b>						
Fire	175,392	13,712	32,098	-	-	221,202
Public Works	912,130	3,397,000	563,988	-	-	4,873,118
<b>Total</b>	<b>1,087,522</b>	<b>3,410,712</b>	<b>596,086</b>	<b>-</b>	<b>-</b>	<b>5,094,320</b>





CITYWIDE ALLOCATED COSTS  
BY DEPARTMENT/BY ALLOCATION TYPE  
FISCAL YEAR 2020-21

<i>Department</i>	<b>Unem- ployment</b>	<b>Vehicle Maint</b>	<b>Vehicle Replace</b>	<b>IT Maint</b>	<b>IT Replace</b>	<b>Comm. Equip Replace</b>	<b>Emergency Comm</b>	<b>Workers' Comp</b>
Mayor & City Council	312	-	-	43,741	5,627	-	-	1,871
City Clerk	1,248	-	-	142,665	24,327	-	-	7,875
City Treasurer	624	-	-	13,644	1,608	-	-	1,155
City Attorney	3,432	-	-	110,357	13,703	-	-	31,046
City Manager	624	-	-	20,466	2,411	-	-	4,325
Information Technology	2,184	1,762	3,150	171,557	18,086	-	-	6,633
Human Resources	1,248	-	-	40,932	4,823	-	-	3,682
Financial Services	4,368	-	-	119,989	16,957	-	-	10,413
Police	47,736	1,112,925	542,621	980,983	210,309	306,142	2,705,189	1,888,422
Fire	20,904	289,144	426,937	478,152	76,118	150,936	260,332	1,309,021
Public Library	4,056	-	-	538,555	61,762	-	-	45,307
Community Services	5,616	4,162	3,408	271,479	32,972	-	-	39,329
Community Development	5,616	36,608	12,134	167,744	19,291	-	-	15,979
Waterfront and Econ. Develop.	936	-	-	34,110	5,864	-	-	4,052
Public Works	34,008	1,023,886	592,335	371,200	55,048	29,678	-	272,370
<b>Total Allocated Costs</b>	<b>132,912</b>	<b>2,468,487</b>	<b>1,580,585</b>	<b>3,505,574</b>	<b>548,906</b>	<b>486,756</b>	<b>2,965,521</b>	<b>3,641,480</b>

**Allocation Bases:**

Unemployment Insurance

Flat cost per employee in each user department

Vehicle Maintenance

Historical records of the maintenance costs for the vehicle(s) utilized by each user department

Vehicle Replacement

Estimated future replacement value of the vehicle(s) utilized by each user department

Information Technology Maintenance

Number of computers and telephones residing in each user department

Information Technology Replacement

Estimated future replacement value of the equipment utilized by each user department

Communications Equipment Replacement

Estimated future replacement value of the equipment utilized by each user department

Emergency Communications

Number and time length of calls for service together with the minimum dispatch staffing for each user department

Workers' Compensation

Combination of rate applied to user department wages and average claims of each user department

CITYWIDE ALLOCATED COSTS  
BY DEPARTMENT/BY ALLOCATION TYPE  
FISCAL YEAR 2020-21

<i>Department</i>	<b>Liability Insurance</b>	<b>Building Occupancy</b>	<b>Major Fac Repair</b>	<b>Sewer Fee</b>	<b>Overhead Charges</b>	<b>Total</b>
Mayor and City Council	60,342	37,090	664	458	81,413	<b>231,518</b>
City Clerk	15,070	9,338	166	232	3,100	<b>204,021</b>
City Treasurer	9,958	5,916	104	106	-	<b>33,115</b>
City Attorney	39,518	22,205	392	485	159,718	<b>380,856</b>
City Manager	45,223	25,618	522	214	-	<b>99,403</b>
Information Technology	89,693	70,056	930	551	95,273	<b>459,875</b>
Human Resources	35,037	20,461	373	291	53,752	<b>160,599</b>
Financial Services	64,929	39,327	692	763	-	<b>257,438</b>
Police	765,420	466,060	3,381	6,266	3,630,806	<b>12,666,260</b>
Fire	78,463	231,461	3,411	1,208	1,788,772	<b>5,114,859</b>
Public Library	391,856	672,964	20,621	5,061	184,482	<b>1,924,664</b>
Community Services	227,502	1,418,395	16,518	28,825	828,623	<b>2,876,829</b>
Community Development	55,610	32,772	578	709	264,120	<b>611,161</b>
Waterfront and Econ. Develop.	1,303,373	12,206	39,404	210	374,077	<b>1,774,232</b>
Public Works	1,117,118	213,577	3,787	111,818	1,843,721	<b>5,668,546</b>
	<b>4,299,112</b>	<b>3,277,446</b>	<b>91,543</b>	<b>157,197</b>	<b>9,307,857</b>	<b>32,463,376</b>

Liability Insurance

Combination of property values, cost per square foot and claims paid of the area occupied by each user department

32,330,464

Building Occupancy

Square footage of the area occupied by each user department

Major Facilities Repair

Square footage of the area occupied by each user department

City Facility Sewer Fee

Square footage of the area occupied by each user department

Overhead Charges

Historical usage of central service departments' services by each user department

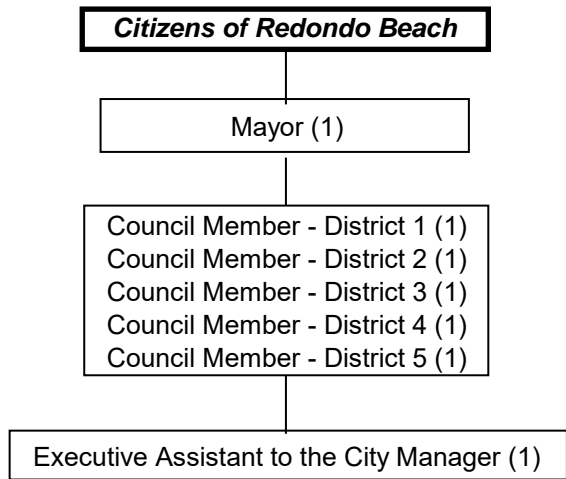


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## MAYOR AND CITY COUNCIL

***Mission Statement:** The City of Redondo Beach is committed to providing the finest services to enhance the quality of life for those who live, work, visit and play in our community.*

**MAYOR AND CITY COUNCIL**  
Proposed Budget - FY 2020-21



**SUMMARY OF PERSONNEL**  
**Proposed Budget - FY 2020-21**

**MAYOR AND CITY COUNCIL**

1.00	Mayor
5.00	Council Member
1.00	Executive Assistant to the City Manager
<u>7.00</u>	

**TOTAL PERSONNEL: 7.00**

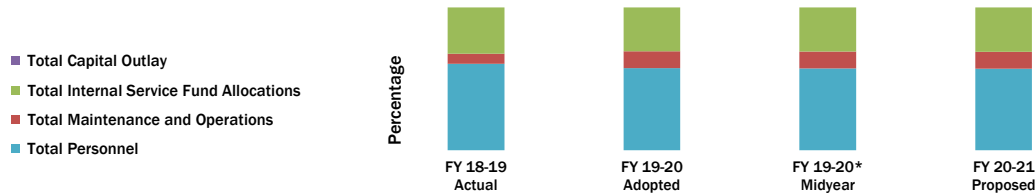
MAYOR AND CITY COUNCIL

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
500000	Full-Time Salaries	140,422	140,045	140,045	140,585	540	0%
500010	Part-Time Salaries	589	12,663	12,663	12,663	-	0%
500020	Overtime	612	-	-	-	-	0%
500030	Overtime - Special Events	66,369	52,000	52,000	52,000	-	0%
500070	Vacation/Holiday Cashout (PERSable)	3,474	3,470	3,470	3,470	-	0%
500110	Car Allowance	27,076	27,000	27,000	27,000	-	0%
500150	Cell Phone Allowance	662	660	660	660	-	0%
501000	Executive Deferred Compensation	8,035	8,010	8,010	8,010	-	0%
501020	FICA	14,972	14,814	14,814	13,136	(1,678)	(11%)
501030	Life Insurance	1,851	1,803	1,803	1,803	-	0%
501050	Medical Insurance	105,410	106,800	106,800	106,800	-	0%
501060	Medicare	4,157	3,464	3,464	3,071	(393)	(11%)
501070	Psychological Insurance	26	28	28	28	-	0%
501080	Pension (Employer Share)	12,137	12,781	12,781	13,102	321	3%
501085	Pension (Unfunded Liability)	28,600	31,418	31,418	29,524	(1,894)	(6%)
501090	Pension (Employee Share)	5,675	5,883	5,883	5,906	23	0%
501095	Other Post Employment Benefits (OPEB)	6,244	6,148	6,148	6,166	18	0%
501110	Unemployment	420	312	312	312	-	0%
	<b>Total Personnel</b>	<b>426,731</b>	<b>427,299</b>	<b>427,299</b>	<b>424,236</b>	<b>(3,063)</b>	<b>(1%)</b>
510010	Office Supplies	55	2,500	2,500	2,500	-	0%
510020	Special Departmental Supplies	14,770	36,010	36,010	36,010	-	0%
510040	Training/Meetings/Conferences	24,812	37,408	37,408	37,408	-	0%
510050	Mileage Reimbursement	104	300	300	300	-	0%
510200	Postage	74	1,500	1,500	1,500	-	0%
520040	Contracts/Professional Services	10,000	10,173	10,173	10,173	-	0%
	<b>Total Maintenance and Operations</b>	<b>49,815</b>	<b>87,891</b>	<b>87,891</b>	<b>87,891</b>	<b>-</b>	<b>0%</b>



MAYOR AND CITY COUNCIL

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	44,022	44,022	43,741	43,741	-	0%
550030	Information Tech. Equip Replacement	5,113	5,113	5,627	5,627	-	0%
550050	Workers' Compensation Insurance	2,021	2,021	1,871	1,871	-	0%
550060	Liability Insurance	61,453	61,453	60,342	60,342	-	0%
550080	Building Occupancy	49,659	49,659	37,090	37,090	-	0%
550090	Major Facilities Repair	632	632	664	664	-	0%
550110	City Facility Sewer Fee	354	354	458	458	-	0%
550120	Overhead	65,468	65,468	81,413	81,413	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>228,722</b>	<b>228,722</b>	<b>231,206</b>	<b>231,206</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>705,268</b>	<b>743,912</b>	<b>746,396</b>	<b>743,333</b>	<b>(3,063)</b>	<b>0%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	687,922	719,844	722,338	719,275	(3,063)	0%
Harbor Tidelands	1,601	5,801	5,809	5,809	-	0%
Harbor Uplands	15,745	18,267	18,249	18,249	-	0%
<b>TOTAL</b>	<b>705,268</b>	<b>743,912</b>	<b>746,396</b>	<b>743,333</b>	<b>(3,063)</b>	<b>0%</b>

\* Excludes carryover funding of \$4,240

## MAYOR AND CITY COUNCIL

### Core Service Activities

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(50%)</b>	<b>Total Staff Hours:</b>	<b>1,040</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(50%)</b>	<b>Total Staff Hours:</b>	<b>1,040</b>

- Provide oversight and policy guidance for the City's continuing response to the COVID-19 health crisis and oversee the City's economic recovery in FY 2020-2021 and beyond.
- Conduct approximately 38 regular and special public meetings to conclude public business.
- Conduct approximately 12 meetings of the Housing Authority, Parking Authority, Public Financing Authority, Community Financing Authority, and the Successor Agency to the Redevelopment Agency.
- Participate in business meetings of regional and national committees and organizations of which the City is a member, staying current on issues and trends concerning the City.
- Take action via Council resolutions or working with State and Federal lobbyists and direct contact with legislators consistent with legislative platform.
- Present approximately 120 public proclamations and commendations.
- Set policy and strategically plan the City's goals and objectives, while providing leadership to ensure those goals and objectives are achieved.
- Represent the public and communicate with constituents via telephone, email, letters and regular district meetings on a variety of issues throughout the year - including after hours, weekends and holidays.
- Review and enact nearly 80 resolutions and ordinances annually.
- Conduct public hearings in a quasi-judicial role.
- Provide leadership and direction to the City Manager and oversee the execution of City Council policy.
- Communicate with members of the press as needed on issues of concern to Redondo Beach.
- Provide intergovernmental relations on issues of common interest between cities.
- Lobby State and Federal legislators for funding and legislation that would benefit Redondo Beach.
- Coordinate Mayor's State of the City address and 2 strategic plan workshops.

### Key Projects and Assignments

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(44%)</b>	<b>Total Staff Hours:</b>	<b>915</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(44%)</b>	<b>Total Staff Hours:</b>	<b>915</b>

- Present the annual State of the City address to the public by March 2021.
- Adopt the annual budget by June 2020.
- Adopt the Five-Year Capital Improvement Program by June 2020.
- Consider meeting schedule and composition of boards and commissions by August 2020.
- Explore City's participation in the Los Angeles Olympics 2028 by June 2021.
- Lead the City's participation on issues related to the future of the AES site by June 2021.

## MAYOR AND CITY COUNCIL

- Consider recommendations of the General Plan Advisory Committee and Planning Commission for updates to the City's General Plan by June 2021.
- Support State advocacy efforts for more local control and pursue grant funding for parkland acquisition by June 2021.
- Complete work to update the City's existing 3-year goals (2016- 2019) and 10 year goals 2016-2026:

The 3 year goals (2016-2019) (not in priority order):

- Modernize City communication systems
- Vitalize the Waterfront, Riviera Village, Artesia Corridor and South Bay Galleria
- Ensure sustainability, livability, and health by completing the General Plan update and by implementing environmentally responsible programs
- Assess, prioritize and plan for park/open space acquisition and for reconstruction of major City facilities and infrastructure
- Maintain a high level of public safety with public engagement

The City's 10 year goals for 2016-2026 (not in priority order):

- Be the premier waterfront location on the west coast
- Secure funding for new safety facilities and City Hall
- Create the most innovative law enforcement agency in America
- Secure a voter-approved plan for a de-industrialized AES site
- Revitalize the South Bay Galleria
- Increase and enhance parks and public open space

### Customer Service and Referrals

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(6%)</b>	<b>Total Staff Hours:</b>	<b>125</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(6%)</b>	<b>Total Staff Hours:</b>	<b>125</b>

- Respond to more than 500 constituent requests annually.

## MAYOR AND CITY COUNCIL

### Selected Performance Measures

<i>Mayor and City Council</i>	<i>Actual FY 2018-19</i>	<i>Estimated FY 2019-20</i>	<i>Proposed FY 2020-21</i>
Conduct City Council meetings to conclude the public's business annually	33	39	38
Review, discuss and adopt resolutions annually	88	90	100
Present commendations and proclamations annually	222	150	100
Conduct bi-annual strategic planning and review the City's strengths and accomplishments	2	2	2
Review, discuss and adopt ordinances annually	9	15	15

## CITY CLERK

***Mission Statement:*** *The City Clerk's department, in partnership with the community, City Council, and City departments, is expanding the democratic process to increase accessibility to public records, and strengthen the community's faith in local government by preserving history while preparing for the future. Our vision is to create an environment that enables and inspires others to exceed their own expectations and to act with integrity, fairness and courage.*

**CITY CLERK**  
Proposed Budget - FY 2020-21

*City Clerk Administration*

City Clerk (1)

Chief Deputy City Clerk (1)  
Records Management Supervisor (1)  
Administrative Specialist (1)

**SUMMARY OF PERSONNEL  
Proposed Budget - FY 2020-21**

**CITY CLERK**

1.00	City Clerk
1.00	Chief Deputy City Clerk
1.00	Records Management Supervisor
1.00	Administrative Specialist
<u>4.00</u>	

**TOTAL PERSONNEL: 4.00**

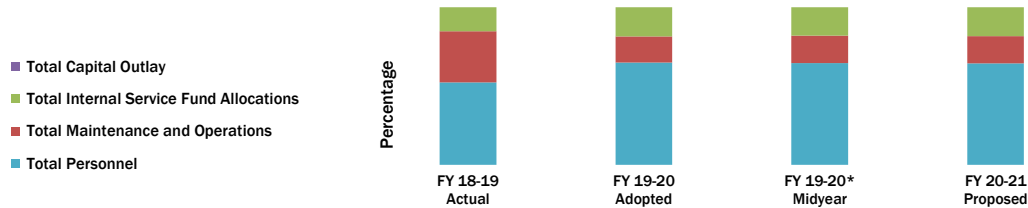
CITY CLERK

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
500000	Full-Time Salaries	391,704	437,733	437,733	387,861	(49,872) (11%)
500010	Part-Time Salaries	20,025	64,517	64,517	64,517	- 0%
500020	Overtime	20,205	6,007	21,257	16,007	(5,250) (25%)
500070	Vacation/Holiday Cashout (Non-PERSable)	12,100	16,330	16,330	14,732	(1,598) (10%)
500100	Personnel Adjustments	-	(95,216)	(95,216)	-	95,216 (100%)
500110	Car Allowance	4,513	4,500	4,500	4,500	- 0%
500150	Cell Phone Allowance	662	660	660	660	- 0%
501020	FICA	26,803	27,162	27,162	23,937	(3,225) (12%)
501030	Life Insurance	885	943	943	809	(134) (14%)
501050	Medical Insurance	58,109	71,904	71,904	46,387	(25,517) (35%)
501060	Medicare	6,503	6,661	6,661	5,838	(823) (12%)
501070	Psychological Insurance	14	20	20	16	(4) (20%)
501080	Pension (Employer Share)	34,012	39,949	39,949	36,118	(3,831) (10%)
501085	Pension (Unfunded Liability)	88,495	98,180	98,180	81,410	(16,770) (17%)
501090	Pension (Employee Share)	9,849	9,933	9,933	9,971	38 0%
501095	Other Post Employment Benefits (OPEB)	16,705	19,207	19,207	17,012	(2,195) (11%)
501110	Unemployment	1,408	1,560	1,560	1,248	(312) (20%)
	<b>Total Personnel</b>	<b>691,992</b>	<b>710,050</b>	<b>725,300</b>	<b>711,023</b>	<b>(14,277) (2%)</b>
510010	Office Supplies	2,425	3,130	3,130	3,130	- 0%
510020	Special Departmental Supplies	1,150	-	-	-	- 0%
510040	Training/Meetings/Conferences	4,336	6,523	6,523	6,523	- 0%
510050	Mileage Reimbursement	214	200	200	200	- 0%
510200	Postage	222	2,860	2,860	2,860	- 0%
510210	Publications/Subscriptions	219	940	940	940	- 0%
510220	Memberships/Dues	1,110	1,605	1,605	1,605	- 0%
510500	Elections	1,795	-	-	-	- 0%
520000	Maintenance Agreements	26,640	50,976	50,976	50,976	- 0%
520010	Maintenance/Repair	276	500	500	500	- 0%
520030	Advertising/Promotions	-	355	355	355	- 0%
520040	Contracts/Professional Services	391,792	112,768	127,518	122,768	(4,750) (4%)
	<b>Total Maintenance and Operations</b>	<b>430,179</b>	<b>179,857</b>	<b>194,607</b>	<b>189,857</b>	<b>(4,750) (2%)</b>



### CITY CLERK

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	139,503	139,503	142,665	142,665	-	0%
550030	Information Tech. Equip Replacement	22,750	22,750	24,327	24,327	-	0%
550050	Workers' Compensation Insurance	10,182	10,182	7,875	7,875	-	0%
550060	Liability Insurance	15,368	15,368	15,070	15,070	-	0%
550080	Building Occupancy	12,534	12,534	9,338	9,338	-	0%
550090	Major Facilities Repair	158	158	166	166	-	0%
550110	City Facility Sewer Fee	179	179	232	232	-	0%
550120	Overhead	1,922	1,922	3,100	3,100	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>202,596</b>	<b>202,596</b>	<b>202,773</b>	<b>202,773</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>1,324,767</b>	<b>1,092,503</b>	<b>1,122,680</b>	<b>1,103,653</b>	<b>(19,027)</b>	<b>(2%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	1,324,767	1,092,503	1,122,680	1,103,653	(19,027)	(2%)
<b>TOTAL</b>	<b>1,324,767</b>	<b>1,092,503</b>	<b>1,122,680</b>	<b>1,103,653</b>	<b>(19,027)</b>	<b>(2%)</b>

\* Excludes carryover funding of \$27,380

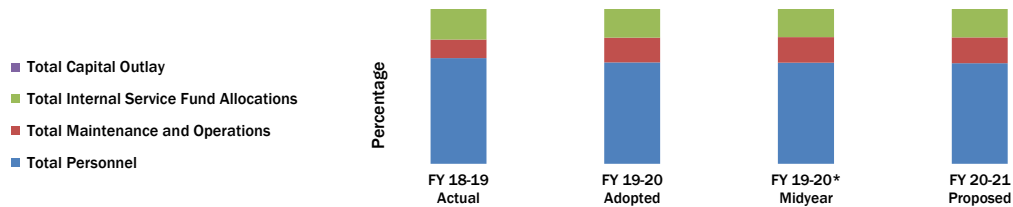
## CITY CLERK ADMINISTRATION

**Purpose:** To administer City Council, City's agencies and commission agendas and minutes. Attend City Council, commission and task force meetings. Administer the commission appointment process. Maintain the legislative history of the City, including the Charter and Municipal Code. Administer City staff's conflict of interest filings and oaths, and provide support to departments. Provide general information and services to the public, assist citizens in reviewing public records, and assist with vendor bids. Maintain the City's Records Retention Schedule and manage and operate an off-site records center where inactive City records are stored. Oversee and arrange for the destruction of confidential records.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	391,704	437,733	437,733	387,861	(49,872)	(11%)
500010	Part-Time Salaries	19,810	64,517	64,517	64,517	-	0%
500020	Overtime	19,879	6,007	16,007	16,007	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	12,100	16,330	16,330	14,732	(1,598)	(10%)
500100	Personnel Adjustments	-	(95,216)	(95,216)	-	95,216	(100%)
500110	Car Allowance	4,513	4,500	4,500	4,500	-	0%
500150	Cell Phone Allowance	662	660	660	660	-	0%
501020	FICA	26,774	27,162	27,162	23,937	(3,225)	(12%)
501030	Life Insurance	884	943	943	809	(134)	(14%)
501050	Medical Insurance	58,109	71,904	71,904	46,387	(25,517)	(35%)
501060	Medicare	6,496	6,661	6,661	5,838	(823)	(12%)
501070	Psychological Insurance	14	20	20	16	(4)	(20%)
501080	Pension (Employer Share)	34,012	39,949	39,949	36,118	(3,831)	(10%)
501085	Pension (Unfunded Liability)	88,495	98,180	98,180	81,410	(16,770)	(17%)
501090	Pension (Employee Share)	9,849	9,933	9,933	9,971	38	0%
501095	Other Post Employment Benefits (OPEB)	16,705	19,207	19,207	17,012	(2,195)	(11%)
501110	Unemployment	1,407	1,560	1,560	1,248	(312)	(20%)
	<b>Total Personnel</b>	<b>691,413</b>	<b>710,050</b>	<b>720,050</b>	<b>711,023</b>	<b>(9,027)</b>	<b>(1%)</b>
510010	Office Supplies	2,027	3,130	3,130	3,130	-	0%
510040	Training/Meetings/Conferences	1,460	4,516	4,516	4,516	-	0%
510050	Mileage Reimbursement	214	200	200	200	-	0%
510200	Postage	196	2,860	2,860	2,860	-	0%
510210	Publications/Subscriptions	219	490	490	490	-	0%
510220	Memberships/Dues	1,110	1,480	1,480	1,480	-	0%
520000	Maintenance Agreements	26,640	50,976	50,976	50,976	-	0%
520010	Maintenance/Repair	276	500	500	500	-	0%
520030	Advertising/Promotions	-	355	355	355	-	0%
520040	Contracts/Professional Services	88,879	107,968	117,968	117,968	-	0%
	<b>Total Maintenance and Operations</b>	<b>121,021</b>	<b>172,475</b>	<b>182,475</b>	<b>182,475</b>	<b>-</b>	<b>0%</b>

**CITY CLERK  
ADMINISTRATION**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	139,503	139,503	142,665	142,665	-	0%
550030	Information Tech. Equip Replacement	22,750	22,750	24,327	24,327	-	0%
550050	Workers' Compensation Insurance	10,171	10,171	7,875	7,875	-	0%
550060	Liability Insurance	15,368	15,368	15,070	15,070	-	0%
550080	Building Occupancy	12,534	12,534	9,338	9,338	-	0%
550090	Major Facilities Repair	158	158	166	166	-	0%
550110	City Facility Sewer Fee	179	179	232	232	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>200,663</b>	<b>200,663</b>	<b>199,673</b>	<b>199,673</b>	<b>-</b>	<b>0%</b>
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL</b>		<b>1,013,097</b>	<b>1,083,188</b>	<b>1,102,198</b>	<b>1,093,171</b>	<b>(9,027)</b>	<b>(1%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	1,013,097	1,083,188	1,102,198	1,093,171	(9,027)	(1%)
<b>TOTAL</b>	<b>1,013,097</b>	<b>1,083,188</b>	<b>1,102,198</b>	<b>1,093,171</b>	<b>(9,027)</b>	<b>(1%)</b>

\* Excludes carryover funding of \$27,380

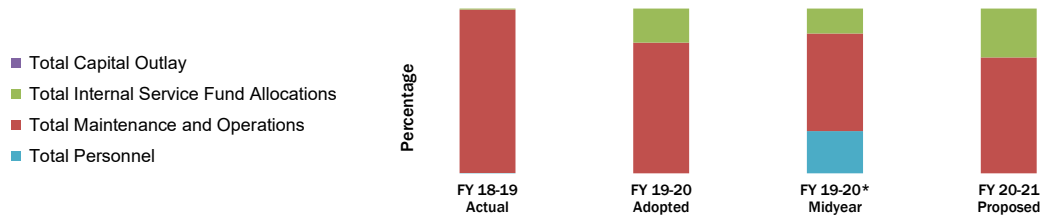
## CITY CLERK ELECTIONS

**Purpose:** To administer the City's elections including: the nomination process for candidates; processing of initiative/referendum petitions; and City Council sponsored ballot measures; election day voting; and conduct special and run-off elections. Maintain regulations and forms under the State's Political Reform Act; campaign statement filings and, elected official and appointed commissioner conflict of interest statement filings.

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
500010	Part-Time Salaries	215	-	-	-	- 0%
500020	Overtime	326	-	5,250	-	(5,250) (100%)
501020	Fica	29	-	-	-	- 0%
501030	Life Insurance	1	-	-	-	- 0%
501060	Medicare	7	-	-	-	- 0%
501110	Unemployment	1	-	-	-	- 0%
	<b>Total Personnel</b>	<b>579</b>	<b>-</b>	<b>5,250</b>	<b>-</b>	<b>(5,250) (100%)</b>
510010	Office Supplies	398	-	-	-	- 0%
510020	Special Departmental Supplies	1,150	-	-	-	- 0%
510040	Training/Meetings/Conferences	2,876	2,007	2,007	2,007	- 0%
510200	Postage	26	-	-	-	- 0%
510210	Publications/Subscriptions	-	450	450	450	- 0%
510220	Memberships/Dues	-	125	125	125	- 0%
510500	Elections	1,795	-	-	-	- 0%
520040	Contracts/Professional Services	302,913	4,800	9,550	4,800	(4,750) (50%)
	<b>Total Maintenance and Operations</b>	<b>309,158</b>	<b>7,382</b>	<b>12,132</b>	<b>7,382</b>	<b>(4,750) (39%)</b>

**CITY CLERK  
ELECTIONS**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
550050	Workers' Compensation Insurance	11	11	-	-	- 0%
550120	Overhead	1,922	1,922	3,100	3,100	- 0%
<b>Total Internal Service Fund Allocations</b>		<b>1,933</b>	<b>1,933</b>	<b>3,100</b>	<b>3,100</b>	<b>- 0%</b>
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>- 0%</b>
<b>TOTAL</b>		<b>311,670</b>	<b>9,315</b>	<b>20,482</b>	<b>10,482</b>	<b>(10,000) (49%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
General Fund	311,670	9,315	20,482	10,482	(10,000) (49%)
<b>TOTAL</b>	<b>311,670</b>	<b>9,315</b>	<b>20,482</b>	<b>10,482</b>	<b>(10,000) (49%)</b>

## CITY CLERK

### Core Service Activities

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(49%)</b>	<b>Total Staff Hours:</b>	<b>4,077</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(40%)</b>	<b>Total Staff Hours:</b>	<b>3,328</b>

- Compile, prepare, and post over 35 City Council and 32 agency agendas.
- Process over 1,053 City Council agenda items and post City Council meetings.
- Monitor the postings of over 80 commission agendas.
- Oversight of over 147 City Council and commission minutes for inclusion in their respective agendas by the subsequent meeting date.
- Track and report over 150 Annual Conflict of Interest Form 700 and 94 Campaign Statements Form 460 in compliance with the Fair Political Practices Commission deadlines.
- Maintain a legislative history of over 2,181,349 documents through document imaging.
- Prepare and process approximately 187 resolutions and 16 ordinances.
- Provide contract management for over 1,911 contracts.
- Respond to over 933 public records requests.
- Accept, review and process over 33 City commission/board applications.
- Publish 80 legal ads and review proofs from publisher.
- Prepare and print 8 in memory of.
- Review over 11,896 invoices before payment, per Charter requirement.
- Require one full time staff to attend professional association seminars and conferences for continuing education to maintain and/or attain certification/re-certification of Certified Municipal Clerk designation, and/or Master Municipal Clerk designation.
- Continue to assist the County in updating their current voter registration records for the City of Redondo Beach (total of 46,483 registered voters).
- Assist the County in obtaining vote center locations, voter registration and election information for Federal, State and County elections.
- Conduct nominations and General Municipal Elections for 5 City elective offices and 3 RBUSD board seats.

### Key Projects and Assignments

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(29%)</b>	<b>Total Staff Hours:</b>	<b>2,413</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(41%)</b>	<b>Total Staff Hours:</b>	<b>3,413</b>

- |   | <b>Hours</b> |
|---|--------------|
| • Agenda Management software and video streaming system implementation to include City boards and commission meetings by December 2020. | 1,413        |
| • Finalize, adopt and implement the City-wide Records Retention Schedule by December 2020.  | 1,000        |
| • Implement and prepare a Stand-Alone Election for March 2 <sup>nd</sup> , 2021.  | 1,000        |

## CITY CLERK

### Customer Service and Referrals

Adopted FY 2019-20 (22%) Total Staff Hours: 1,830  
 Proposed FY 2020-21 (19%) Total Staff Hours: 1,579

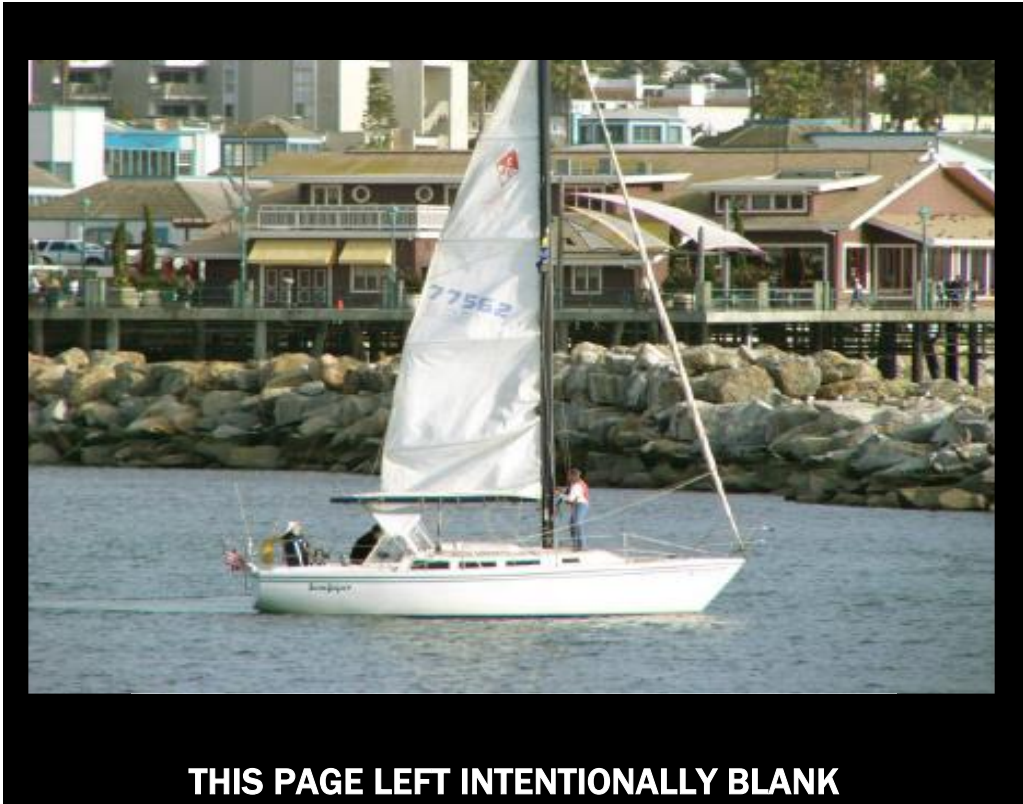
- Respond to approximately 200 calls for assistance regarding County and State elections.
- Provide guidance to departments on the preparation of administrative reports, resolutions, ordinances, contract procedures, public hearing requirements, cancellation and posting requirements for meetings.
- Assist departmental personnel with publication and public hearing needs and requests.
- Notarize 26 official City business documents assisting other departments.
- Review, accept and process 101 claims, subpoenas, summons and complaints.
- Respond to over 4,600 calls, providing direction and assistance to the general public.
- Provide guidance for records retention and destruction.

### Selected Performance Measures

<i>Administration Division</i>	<i>Actual FY 2018-19</i>	<i>Estimated FY 2019-20</i>	<i>Proposed FY 2020-21</i>
Public records requests	637	933	1,000
Review invoices before payment	12,274	11,896	12,000

<i>Election Division</i>	<i>Actual FY 2018-19</i>	<i>Estimated FY 2019-20</i>	<i>Proposed FY 2020-21</i>
Assist the County in updating their current voter registration records	47,300	46,483	48,000

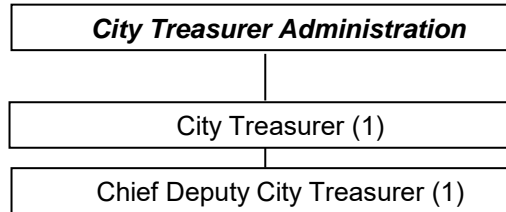




## CITY TREASURER

***Mission Statement:*** *The City Treasurer's department will: provide the highest quality municipal treasury services at the lowest cost; Invest using best practice priorities of safety, liquidity and yield consistent with the City's investment policy; Promote citizen trust by increasing organizational effectiveness, efficiency, and fiscal responsibility; Enhance the City's financial viability.*

**CITY TREASURER**  
Proposed Budget - FY 2020-21



**SUMMARY OF PERSONNEL  
Proposed Budget - FY 2020-21**

**CITY TREASURER**

1.00	City Treasurer
1.00	Chief Deputy City Treasurer
<u>2.00</u>	

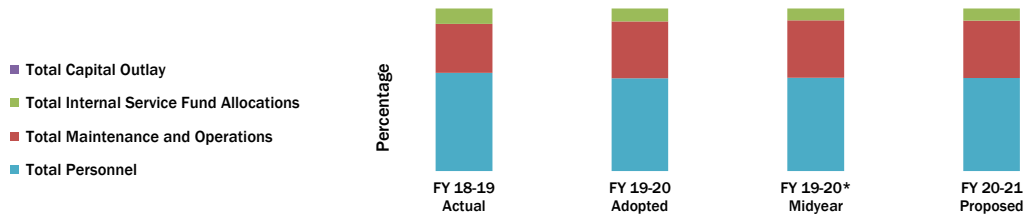
**TOTAL PERSONNEL: 2.00**

**CITY TREASURER**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
500000	Full-Time Salaries	130,758	148,684	148,684	149,028	344	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	3,025	4,271	4,271	4,265	(6)	0%
500110	Car Allowance	4,513	4,500	4,500	4,500	-	0%
500150	Cell Phone Allowance	662	660	660	660	-	0%
501020	FICA	8,398	9,455	9,455	9,281	(174)	(2%)
501030	Life Insurance	509	508	508	508	-	0%
501050	Medical Insurance	27,082	27,000	27,000	27,000	-	0%
501060	Medicare	1,964	2,211	2,211	2,170	(41)	(2%)
501070	Psychological Insurance	9	8	8	8	-	0%
501080	Pension (Employer Share)	11,281	13,551	13,551	13,864	313	2%
501085	Pension (Unfunded Liability)	26,589	33,304	33,304	31,251	(2,053)	(6%)
501090	Pension (Employee Share)	1,643	1,750	1,750	1,757	7	0%
501095	Other Post Employment Benefits (OPEB)	5,710	6,515	6,515	6,530	15	0%
501110	Unemployment	625	624	624	624	-	0%
	<b>Total Personnel</b>	<b>222,768</b>	<b>253,041</b>	<b>253,041</b>	<b>251,446</b>	<b>(1,595)</b>	<b>(1%)</b>
510040	Training/Meetings/Conferences	3,728	8,415	8,415	8,415	-	0%
510050	Mileage Reimbursement	-	250	250	250	-	0%
510210	Publications/Subscriptions	374	1,100	1,100	1,100	-	0%
520000	Maintenance Agreements	-	3,460	3,460	3,460	-	0%
520040	Contracts/Professional Services	106,335	141,701	141,701	141,701	-	0%
	<b>Total Maintenance and Operations</b>	<b>110,437</b>	<b>154,926</b>	<b>154,926</b>	<b>154,926</b>	<b>-</b>	<b>0%</b>

CITY TREASURER

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	13,774	13,774	13,644	13,644	-	0%
550030	Information Tech. Equip Replacement	1,461	1,461	1,608	1,608	-	0%
550050	Workers' Compensation Insurance	1,562	1,562	1,155	1,155	-	0%
550060	Liability Insurance	10,193	10,193	9,958	9,958	-	0%
550080	Building Occupancy	8,031	8,031	5,916	5,916	-	0%
550090	Major Facilities Repair	101	101	104	104	-	0%
550110	City Facility Sewer Fee	82	82	106	106	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>35,204</b>	<b>35,204</b>	<b>32,491</b>	<b>32,491</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>368,409</b>	<b>443,171</b>	<b>440,458</b>	<b>438,863</b>	<b>(1,595)</b>	<b>0%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	368,409	443,171	440,458	438,863	(1,595)	0%
<b>TOTAL</b>	<b>368,409</b>	<b>443,171</b>	<b>440,458</b>	<b>438,863</b>	<b>(1,595)</b>	<b>0%</b>

## CITY TREASURER

### Core Service Activities

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(55%)</b>	<b>Total Staff Hours:</b>	<b>1,132</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(43%)</b>	<b>Total Staff Hours:</b>	<b>1,140</b>

- Maintain responsibility for the custody and investment management of all City funds in accordance with State law, City Charter, and the City Investment Policy.
- Provide administrative support and internal review services for major tax based operating revenue sources, including property tax, utility users tax, sales and use tax, transient occupancy tax, franchise fees, investment income, and various State subventions.
- Review potential revenue impacts from other sources such as cannabis and short term rental ordinances.
- Provide operating budget and capital improvement program cash flow management forecasting and advisory support services.
- Prepare monthly and quarterly management reports detailing cash and investment positions within all City funds, including operating funds of the General Investment portfolio, as well as the Housing Authority, Parking Authority, Public Financing Authority, Community Financing Authority and Successor Agency.
- In coordination with Financial Services, provide operational and strategic forecasts of key tax based and other major General Fund revenue sources.
- Provide administrative support services and internal audit review of various City operational functions in response to service requests.
- Conduct annual review of both the City and Successor Agency Comprehensive Statement of Investment Policy and maintain policies' professional certification.
- Provide managerial oversight and investment management of all City entities bond proceeds.
- Continue implementation and review of numerous departmental best management practices enhancing both departmental productivity and the City's operating revenue base.
- Provide internal support services to Financial Services and other key operating departments in response to internal support service requests.
- Participate in continuing education and represent Redondo Beach fiduciary concerns through related regional and national policy and professional associations to keep abreast of legislative, regulatory and economic opportunities and threats.
- Provide quarterly reports on investment portfolio compliance with the City's Investment Policy.

## CITY TREASURER

### Key Projects and Assignments

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(35%)</b>	<b>Total Staff Hours:</b>	<b>740</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(35%)</b>	<b>Total Staff Hours:</b>	<b>940</b>

	<b>Hours</b>
• Issue request for information for banking services – Potential Account Analysis Fee Reduction	76
• Review City’s Revenue Manual and adjust as needed.	153
• Coordinate with credit card providers to compare credit card fees – Work with existing vendors on cost cutting measures to save on fees	50
• Recordkeeping of transient occupancy tax revenues from short-term rentals/hotel sites – Update hotels with revised tax forms to ensure accuracy in reporting	65
• Work with our Internal Auditor Moss Adams to update the Roles and Responsibilities of the department	102
• Continue contractual professional services serving as revenue recovery agents for the City in auditing the City's tax-based revenue resources producing additional revenue in support of City operations – Identify potential sources for new revenues	25
• Continue implementation and utilization of services of registered investment advisor providing City Treasurer with additional professional investment advice, greater managerial flexibility, and increased cost effectiveness, in fulfilling the fiduciary responsibilities of the City Treasurer's elected position.	76
• Review and implement changes recommended for City Treasurer charter responsibility performance audit.	51
• Continue to implement additional cost-effective operational improvements emphasizing City Treasurer oversight responsibilities while de-emphasizing the City Treasurer's administrative tasks in response to performance audit findings.	64
• Continue implementation of enhanced investment reporting format including cash and investments within all City funds and investment funds held with all bank trustees. Provide detailed reporting on quarterly reports presented to Budget and Finance Commission as well as Mayor and City Council	51
• Working in cooperation with the Financial Services department, conduct ongoing reviews of City-wide cash handling procedures ensuring adherence to internal control compliance standards – Review compliance of policies and procedures	51
• Continue implementation of banking services technology enhancements designed to streamline disbursement processes; automate current cash management processes; improve upon fraud prevention measures; and expedite collection recovery efforts.	51
• Complete staff work to assist with the update of the City's webpage – Ensure documents are up to date	64
• Improve transparency with OpenGov online financial reporting – Utilize their updated software tools for better recordkeeping	13
• Improve quarterly reports with the addition to cash flow analysis.	51

## CITY TREASURER

### Customer Service and Referrals

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(10%)</b>	<b>Total Staff Hours:</b>	<b>208</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(22%)</b>	<b>Total Staff Hours:</b>	<b>600</b>

- Strive to make every transaction with both our internal City Hall and external citizen customer service base a positive "solutions oriented" customer service experience.
- Continue implementation of customer service information enhancements and improvements to the departmental web site, promoting ease, accuracy, timeliness, and usefulness of accessible public information.
- Continue development and implementation of local outreach program providing useful, educational information regarding municipal treasury operational services.
- Provide ongoing department-wide customer service training of at least 2 hours per employee on a quarterly basis.
- Respond to approximately 300 customer service requests and 6 City Council and Budget and Finance Commission referrals on an annual basis.
- Research and implement new and continuing best management practice departmental procedural improvements that promote operational efficiency, enhance customer service skills, and augment operating revenues.
- Work with businesses to streamline monthly tax payments.
- Improve the payment capabilities of outside vendors.



## CITY TREASURER

### Selected Performance Measures

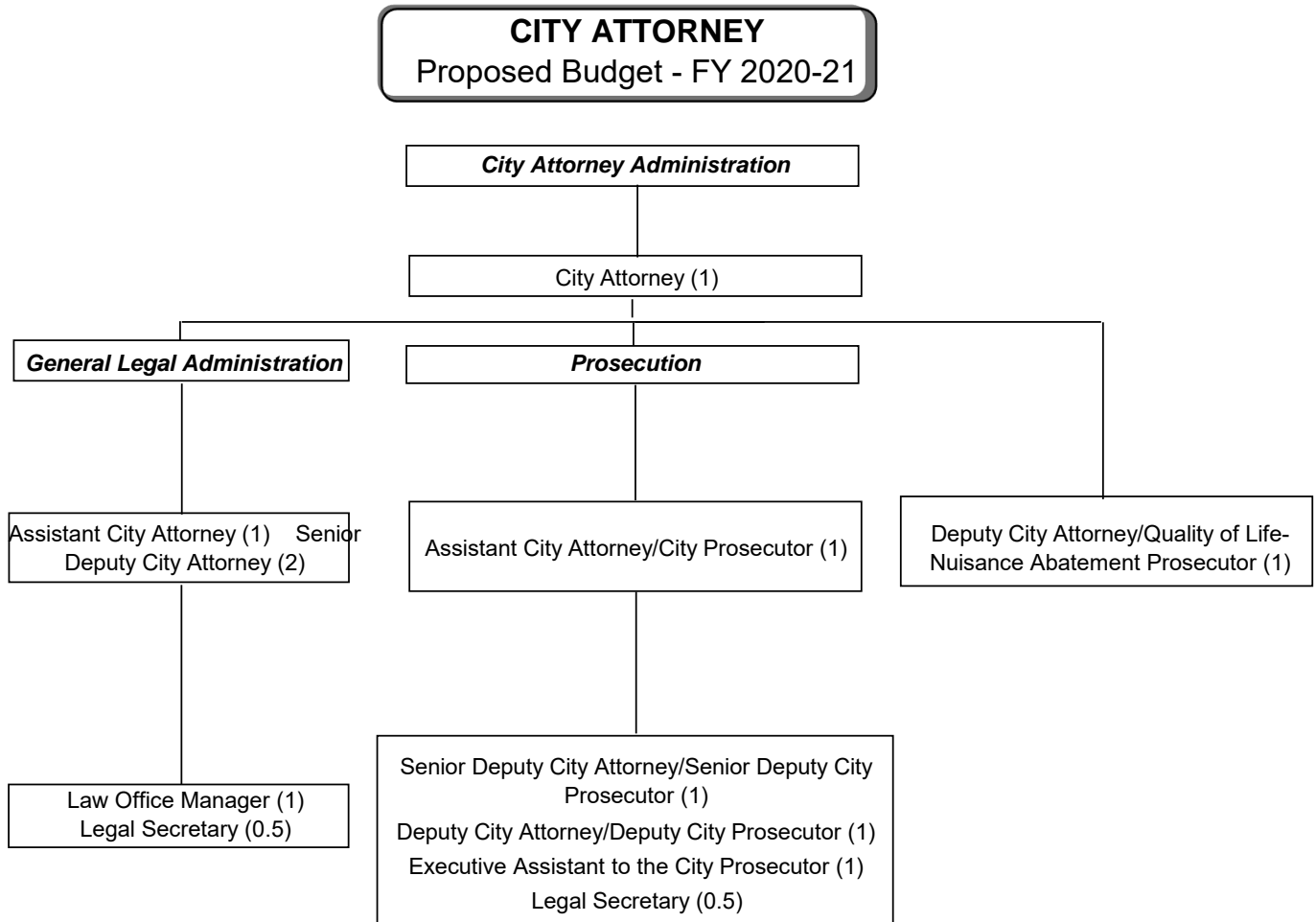
<i>City Treasurer</i>	<i>Actual FY 2018-19</i>	<i>Estimated FY 2019-20</i>	<i>Proposed FY 2020-21</i>
Publish 4 quarterly reports	4	4	4
Produce cash-flow analysis	4	4	4
Produce 12 monthly investment reports	12	12	12
Contractor performance review	6	6	6
Bi-annual update to City Treasurer's webpage	2	2	2
Quarterly update to OpenGov	4	4	4
Internal audit review: harbor leaseholds, Moss Adams	2	2	2
Bi-annual investment earnings forecasts	2	2	2
Produce City's Revenue Manual	1	1	1
Bi-annual review of banking services/account analysis fees	2	2	2
Review and update City's Investment Policy	2	2	2
Renew expiring contracts with vendors	6	6	6
Analyze and report monthly TOT	12	12	12
Review utility users tax	1	1	1
Review sales tax	1	1	1
Respond to public records requests	10	15	15
Respond to calls and customer service requests	250	300	300



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# CITY ATTORNEY

***Mission Statement:*** *To protect the public's interest and uphold the law. To promote the public's safety by working diligently with law enforcement to aggressively prosecute all criminal activity within the City's jurisdiction. Further, to provide comprehensive professional cost-efficient legal advice and representation for the City with the objective of avoiding civil litigation whenever possible.*



**SUMMARY OF PERSONNEL  
Proposed Budget - FY 2020-21**

**CITY ATTORNEY**

**General Legal Administration**

1.00	City Attorney
1.00	Assistant City Attorney
2.00	Senior Deputy City Attorney
0.50	Deputy City Attorney/Quality of Life-Nuisance Abatement Prosecutor
1.00	Law Office Manager
<u>0.50</u>	Legal Secretary
6.00	

**Prosecution**

1.00	Assistant City Attorney/City Prosecutor
1.00	Senior Deputy City Attorney/Senior Deputy City Prosecutor
1.00	Deputy City Attorney/Deputy City Prosecutor
0.50	Deputy City Attorney/Quality of Life-Nuisance Abatement Prosecutor
1.00	Executive Assistant to the City Prosecutor
<u>0.50</u>	Legal Secretary
5.00	

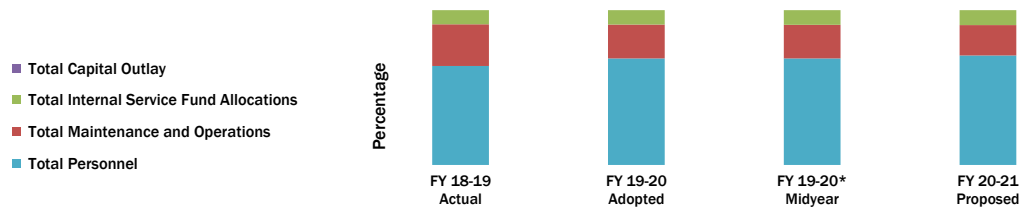
**TOTAL PERSONNEL: 11.00**

**CITY ATTORNEY**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
500000	Full-Time Salaries	1,598,381	1,634,869	1,634,869	1,648,306	13,437	1%
500010	Part-Time Salaries	15,650	-	-	-	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	50,714	72,564	72,564	73,807	1,243	2%
500100	Personnel Adjustments	-	49,000	49,000	-	(49,000)	(100%)
500110	Car Allowance	25,571	25,500	25,500	25,500	-	0%
500120	Other Pay	62,357	62,357	62,357	62,764	407	1%
500150	Cell Phone Allowance	4,812	4,800	4,800	4,800	-	0%
501020	FICA	83,784	85,201	85,201	86,595	1,394	2%
501030	Life Insurance	2,682	2,721	2,721	2,918	197	7%
501050	Medical Insurance	152,436	157,512	157,512	166,452	8,940	6%
501060	Medicare	25,410	26,291	26,291	26,554	263	1%
501070	Psychological Insurance	25	44	44	44	-	0%
501080	Pension (Employer Share)	128,498	138,649	138,649	144,784	6,135	4%
501085	Pension (Unfunded Liability)	319,691	340,751	340,751	345,367	4,616	1%
501090	Pension (Employee Share)	82,089	85,863	85,863	86,484	621	1%
501095	Other Post Employment Benefits (OPEB)	69,337	71,563	71,563	72,167	604	1%
501110	Unemployment	3,369	3,432	3,432	3,432	-	0%
	<b>Total Personnel</b>	<b>2,624,806</b>	<b>2,761,117</b>	<b>2,761,117</b>	<b>2,749,974</b>	<b>(11,143)</b>	<b>0%</b>
510010	Office Supplies	3,952	4,450	4,450	4,450	-	0%
510020	Special Departmental Supplies	516	9,608	9,608	9,608	-	0%
510040	Training/Meetings/Conferences	6,556	14,487	14,487	14,487	-	0%
510050	Mileage Reimbursement	-	200	200	200	-	0%
510200	Postage	309	1,340	1,340	1,340	-	0%
510210	Publications/Subscriptions	31,450	22,290	22,290	22,290	-	0%
510220	Memberships/Dues	8,463	9,480	9,480	9,480	-	0%
510310	Cell Phones	18	-	-	-	-	0%
520040	Contracts/Professional Services	16,310	135,270	135,270	35,270	(100,000)	(74%)
530070	Attorney Fees	1,036,503	669,652	669,652	658,652	(11,000)	(2%)
530080	Donation Expenditures	-	5,000	5,000	5,000	-	0%
	<b>Total Maintenance and Operations</b>	<b>1,104,077</b>	<b>871,777</b>	<b>871,777</b>	<b>760,777</b>	<b>(111,000)</b>	<b>(13%)</b>

**CITY ATTORNEY**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	117,217	117,217	110,357	110,357	-	0%
550030	Information Tech. Equip Replacement	12,967	12,967	13,703	13,703	-	0%
550040	Communication Equipment Replacement	-	-	-	-	-	0%
550050	Workers' Compensation Insurance	49,413	49,413	31,046	31,046	-	0%
550060	Liability Insurance	40,431	40,431	39,518	39,518	-	0%
550070	Unemployment Insurance Charges	-	-	-	-	-	0%
550080	Building Occupancy	30,020	30,020	22,205	22,205	-	0%
550090	Major Facilities Repair	378	378	392	392	-	0%
550100	Printing And Graphics Charges	-	-	-	-	-	0%
550110	City Facility Sewer Fee	375	375	485	485	-	0%
550120	Overhead	125,393	125,393	159,718	159,718	-	0%
550130	Emergency Communications Operations	-	-	-	-	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>376,194</b>	<b>376,194</b>	<b>377,424</b>	<b>377,424</b>	<b>-</b>	<b>0%</b>
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL</b>		<b>4,105,077</b>	<b>4,009,088</b>	<b>4,010,318</b>	<b>3,888,175</b>	<b>(122,143)</b>	<b>(3%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	3,518,655	3,722,666	3,721,766	3,599,623	(122,143)	(3%)
Harbor Tidelands	135,644	110,644	111,724	111,724	-	0%
Harbor Uplands	450,778	175,778	176,828	176,828	-	0%
<b>TOTAL</b>	<b>4,105,077</b>	<b>4,009,088</b>	<b>4,010,318</b>	<b>3,888,175</b>	<b>(122,143)</b>	<b>(3%)</b>

\* Excludes carryover funding of \$27,810

**CITY ATTORNEY  
GENERAL LEGAL ADMINISTRATION**

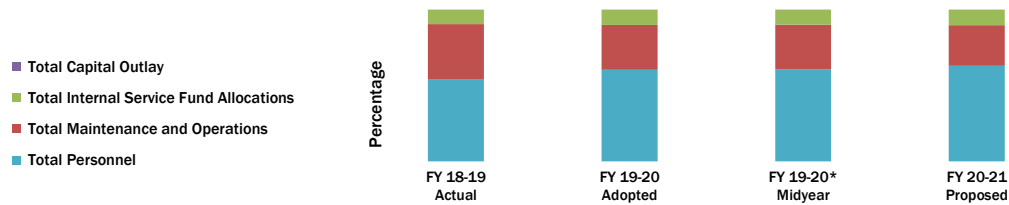
**Purpose:** The City Attorney's office is available to keep the City Council and City Manager fully informed as to the legal options available to them in their decision-making process, as well as to assist departments with legal document review and advice. The City Attorney's office continues to focus on identifying and reducing liability risk through a cooperative effort of City Attorney staff and Risk Management staff, as well as to represent the City with most qualified and cost-efficient legal counsel, both in and out of court settings.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	979,420	1,007,779	1,007,779	1,017,491	9,712	1%
500070	Vacation/Holiday Cashout (Non-PERSable)	35,802	50,162	50,162	51,354	1,192	2%
500100	Personnel Adjustments	-	37,052	37,052	2,749	(34,303)	(93%)
500110	Car Allowance	14,959	15,000	15,000	15,000	-	0%
500120	Other Pay	13,759	-	-	-	-	0%
500150	Cell Phone Allowance	2,478	2,490	2,490	2,490	-	0%
501020	FICA	47,159	47,348	47,348	48,846	1,498	3%
501030	Life Insurance	1,470	1,459	1,459	1,459	-	0%
501050	Medical Insurance	78,335	79,656	79,656	80,889	1,233	2%
501060	Medicare	15,234	15,780	15,780	15,867	87	1%
501070	Psychological Insurance	16	24	24	24	-	0%
501080	Pension (Employer Share)	74,750	82,203	82,203	86,142	3,939	5%
501085	Pension (Unfunded Liability)	183,748	199,870	199,870	210,490	10,620	5%
501090	Pension (Employee Share)	59,393	63,259	63,259	63,793	534	1%
501095	Other Post Employment Benefits (OPEB)	42,501	44,122	44,122	44,548	426	1%
501110	Unemployment	1,854	1,841	1,841	1,841	-	0%
	<b>Total Personnel</b>	<b>1,550,878</b>	<b>1,648,045</b>	<b>1,648,045</b>	<b>1,642,983</b>	<b>(5,062)</b>	<b>0%</b>
510010	Office Supplies	1,814	3,000	3,000	3,000	-	0%
510020	Special Departmental Supplies	516	9,608	9,608	9,608	-	0%
510040	Training/Meetings/Conferences	2,646	9,670	9,670	9,670	-	0%
510050	Mileage Reimbursement	-	50	50	50	-	0%
510200	Postage	150	840	840	840	-	0%
510210	Publications/Subscriptions	17,018	12,910	12,910	12,910	-	0%
510220	Memberships/Dues	5,075	5,200	5,200	5,200	-	0%
520040	Contracts/Professional Services	9,701	109,900	109,900	9,900	(100,000)	(91%)
530070	Attorney Fees	1,018,695	658,398	647,398	647,398	-	0%
	<b>Total Maintenance and Operations</b>	<b>1,055,615</b>	<b>809,576</b>	<b>798,576</b>	<b>698,576</b>	<b>(100,000)</b>	<b>(13%)</b>



**CITY ATTORNEY  
GENERAL LEGAL ADMINISTRATION**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	73,057	73,057	66,816	66,816	-	0%
550030	Information Tech. Equip Replacement	8,950	8,950	9,282	9,282	-	0%
550050	Workers' Compensation Insurance	41,713	41,713	25,312	25,312	-	0%
550060	Liability Insurance	40,431	40,431	39,518	39,518	-	0%
550080	Building Occupancy	30,020	30,020	22,205	22,205	-	0%
550090	Major Facilities Repair	378	378	392	392	-	0%
550110	City Facility Sewer Fee	375	375	485	485	-	0%
550120	Overhead	79,012	79,012	104,227	104,227	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>273,936</b>	<b>273,936</b>	<b>268,237</b>	<b>268,237</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>2,880,429</b>	<b>2,731,557</b>	<b>2,714,858</b>	<b>2,609,796</b>	<b>(105,062)</b>	<b>(4%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	2,294,007	2,445,135	2,426,306	2,321,244	(105,062)	(4%)
Harbor Tidelands	135,644	110,644	111,724	111,724	-	0%
Harbor Uplands	450,778	175,778	176,828	176,828	-	0%
<b>TOTAL</b>	<b>2,880,429</b>	<b>2,731,557</b>	<b>2,714,858</b>	<b>2,609,796</b>	<b>(105,062)</b>	<b>(4%)</b>

\* Excludes carryover funding of \$26,300

## CITY ATTORNEY PROSECUTION

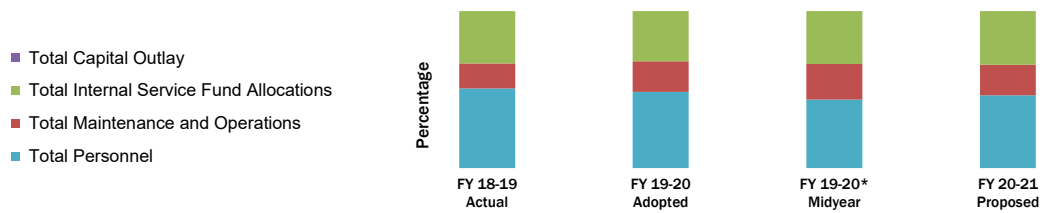
**Purpose:** The Prosecution division of the City Attorney's office prosecutes all legal actions filed as misdemeanor violations of State and local law; consults with City officials and department heads on matters having legal implications in criminal prosecution; serves as a legal resource for a variety of boards and commissions; and participates in a variety of City committees, study groups and, task forces. The Prosecution division advocates aggressively on behalf of the people of the State of California while recognizing a prosecutor's special professional responsibilities and acting with integrity, with ethics, and within the applicable professional rules of conduct.

The Prosecution division also works diligently with other law enforcement agencies to design and implement new programs that actively and creatively suppress both criminal conduct and the causative factors of crime. Major program efforts include the identity theft investigation/prosecution team, enhanced monitoring of and collection of required DNA samples from registered sex offenders and improving hometown security.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	618,961	627,090	627,090	630,815	3,725	1%
500010	Part-Time Salaries	15,650	-	-	-	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	14,912	22,402	22,402	22,453	51	0%
500100	Personnel Adjustments	-	11,948	11,948	(2,749)	(14,697)	(123%)
500110	Car Allowance	10,612	10,500	10,500	10,500	-	0%
500120	Other Pay	48,598	62,357	62,357	62,764	407	1%
500150	Cell Phone Allowance	2,334	2,310	2,310	2,310	-	0%
501020	FICA	36,625	37,853	37,853	37,749	(104)	0%
501030	Life Insurance	1,212	1,262	1,262	1,459	197	16%
501050	Medical Insurance	74,101	77,856	77,856	85,563	7,707	10%
501060	Medicare	10,176	10,511	10,511	10,687	176	2%
501070	Psychological Insurance	9	20	20	20	-	0%
501080	Pension (Employer Share)	53,748	56,446	56,446	58,642	2,196	4%
501085	Pension (Unfunded Liability)	135,943	140,881	140,881	134,877	(6,004)	(4%)
501090	Pension (Employee Share)	22,696	22,604	22,604	22,691	87	0%
501095	Other Post Employment Benefits (OPEB)	26,836	27,441	27,441	27,619	178	1%
501110	Unemployment	1,515	1,591	1,591	1,591	-	0%
	<b>Total Personnel</b>	<b>1,073,928</b>	<b>1,113,072</b>	<b>1,113,072</b>	<b>1,106,991</b>	<b>(6,081)</b>	<b>(1%)</b>
510010	Office Supplies	2,138	1,450	1,450	1,450	-	0%
510040	Training/Meetings/Conferences	3,910	4,817	4,817	4,817	-	0%
510050	Mileage Reimbursement	-	150	150	150	-	0%
510200	Postage	159	500	500	500	-	0%
510210	Publications/Subscriptions	14,432	9,380	9,380	9,380	-	0%
510220	Memberships/Dues	3,388	4,280	4,280	4,280	-	0%
510310	Cell Phones	18	-	-	-	-	0%
520040	Contracts/Professional Services	6,609	25,370	25,370	25,370	-	0%
530070	Attorney Fees	17,808	11,254	22,254	11,254	(11,000)	(49%)
530080	Donation Expenditures	-	5,000	5,000	5,000	-	0%
	<b>Total Maintenance and Operations</b>	<b>48,462</b>	<b>62,201</b>	<b>73,201</b>	<b>62,201</b>	<b>(11,000)</b>	<b>(15%)</b>

**CITY ATTORNEY  
PROSECUTION**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	44,160	44,160	43,541	43,541	-	0%
550030	Information Tech. Equip Replacement	4,017	4,017	4,421	4,421	-	0%
550050	Workers' Compensation Insurance	7,700	7,700	5,734	5,734	-	0%
550120	Overhead	46,381	46,381	55,491	55,491	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>102,258</b>	<b>102,258</b>	<b>109,187</b>	<b>109,187</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>1,224,648</b>	<b>1,277,531</b>	<b>1,295,460</b>	<b>1,278,379</b>	<b>(17,081)</b>	<b>(1%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	1,224,648	1,277,531	1,295,460	1,278,379	(17,081)	(1%)
<b>TOTAL</b>	<b>1,224,648</b>	<b>1,277,531</b>	<b>1,295,460</b>	<b>1,278,379</b>	<b>(17,081)</b>	<b>(1%)</b>

\* Excludes carryover funding of \$1,510

## CITY ATTORNEY

### Core Service Activities

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(70%)</b>	<b>Total Staff Hours:</b>	<b>16,016</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(70%)</b>	<b>Total Staff Hours:</b>	<b>16,016</b>

#### *General Legal Administration*

- Represent and advise the City Council and all City officers in all matters of law pertaining to the respective offices/duties.
- Represent and appear for the City and any City officer, employee or former City officer or employee, in any and all actions or proceedings in which the City or such officer or employee, in or by reason of his official capacity is concerned or is a party.
- Attend all meetings of the City Council unless excused and give advice orally or in writing whenever requested to do so by the City Council.
- Approve the form of all bonds given to, and all contracts made by, the City.
- Prepare any and all proposed ordinances or resolutions for the City and amendments thereto.

#### *Prosecution*

- Review complaints arising from incidents that occur in Redondo Beach and Hermosa Beach from any agency, (i.e., City, County, State, or Federal), seeking misdemeanor filings to determine if a criminal complaint is justified. This includes those felony arrests referred back to the City Prosecutor's office from the District Attorney.
- Prosecute all criminal cases arising from misdemeanor violations of State law, the City Charter and City ordinances.
- Provide training regarding prosecution issues that arise from Police department activities.

### Key Projects and Assignments

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(20%)</b>	<b>Total Staff Hours:</b>	<b>4,576</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(20%)</b>	<b>Total Staff Hours:</b>	<b>4,576</b>

#### *General Legal Administration*

- Continue to update the information on the City Attorney's webpage by June 2021.

#### *Prosecution*

- Handle prosecution of all misdemeanor crimes that occur within the City of Redondo Beach and Hermosa Beach including review complaints and prepare filings through June 2021.
- Provide training to the Hermosa Beach police department personnel regarding report writing and evidence gathering through June 2021.
- Identify and retain Pro Bono legal resources with the equivalent value of \$1,000,000, or greater, to support prosecution cases by June 2021.

## CITY ATTORNEY

- Complete 1 community based special law enforcement project to target special threats to public safety by June 2021.
- Each prosecutor is to participate in at least 1 community meeting in conjunction with the Community Services Unit of the Police department (Community Based Officers) or 1 community meeting held by any member of City Council by June 2021.
- Teach a segment on the role of the prosecutor in the criminal justice system at each Citizen's Academy conducted up to June 2021 for Redondo Beach and Hermosa Beach.

### Customer Service and Referrals

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(10%)</b>	<b>Total Staff Hours:</b>	<b>2,288</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(10%)</b>	<b>Total Staff Hours:</b>	<b>2,288</b>

- Be available for personal consultation within 24 hours and carry a cell phone 24/7 for situations requiring immediate attention.
- Respond to 270 defense discovery requests without requiring a formal contested discovery hearing.
- Prepare 200 cases for jury trial to "ready" status within the statutory trial period assigned by the court.



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## CITY MANAGER

***Mission Statement:*** *The mission of the City Manager's Office is to ensure implementation and administration of policies and programs adopted by the City Council.*

**CITY MANAGER**  
Proposed Budget - FY 2020-21

*City Manager Administration*

City Manager (1)  
Assistant City Manager (1)



**SUMMARY OF PERSONNEL  
Proposed Budget - FY 2020-21**

**CITY MANAGER**

1.00	City Manager
1.00	Assistant City Manager
<u>2.00</u>	

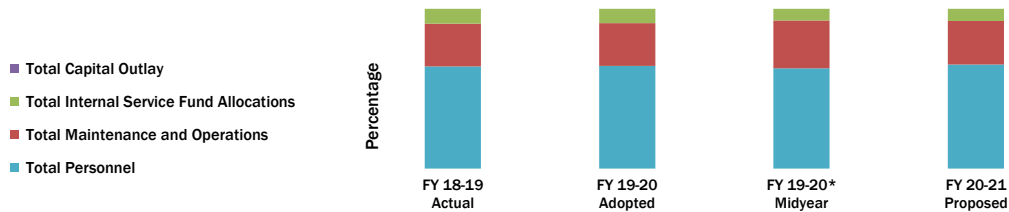
**TOTAL PERSONNEL: 2.00**

**CITY MANAGER**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
500000	Full-Time Salaries	495,560	494,225	494,225	496,127	1,902	0%
500010	Part-Time Salaries	-	25,327	25,327	25,327	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	20,240	19,702	19,702	19,702	-	0%
500110	Car Allowance	9,025	9,000	9,000	9,000	-	0%
500120	Other Pay	20,479	20,422	20,422	20,500	78	0%
500150	Cell Phone Allowance	1,323	1,320	1,320	1,320	-	0%
501020	FICA	16,311	16,480	16,480	17,074	594	4%
501030	Life Insurance	519	518	518	518	-	0%
501050	Medical Insurance	33,309	31,200	31,200	31,200	-	0%
501060	Medicare	7,704	7,651	7,651	7,797	146	2%
501070	Psychological Insurance	9	8	8	8	-	0%
501080	Pension (Employer Share)	44,483	46,866	46,866	48,024	1,158	2%
501085	Pension (Unfunded Liability)	104,832	115,181	115,181	108,244	(6,937)	(6%)
501090	Pension (Employee Share)	35,722	35,846	35,846	35,984	138	0%
501095	Other Post Employment Benefits (OPEB)	22,490	22,531	22,531	22,619	88	0%
501110	Unemployment	625	624	624	624	-	0%
	<b>Total Personnel</b>	<b>812,631</b>	<b>846,901</b>	<b>846,901</b>	<b>844,068</b>	<b>(2,833)</b>	<b>0%</b>
510010	Office Supplies	243	6,300	6,300	6,300	-	0%
510020	Special Departmental Supplies	7,999	12,000	62,000	12,000	(50,000)	(81%)
510040	Training/Meetings/Conferences	6,539	12,562	12,562	12,562	-	0%
510050	Mileage Reimbursement	-	250	250	250	-	0%
510200	Postage	5	3,000	3,000	3,000	-	0%
510210	Publications/Subscriptions	-	3,050	3,050	3,050	-	0%
510220	Memberships/Dues	62,811	68,691	68,691	68,691	-	0%
520000	Maintenance Agreements	-	50	50	50	-	0%
520010	Maintenance/Repair	-	2,500	2,500	2,500	-	0%
520020	Telephone Maintenance/Repair	-	250	250	250	-	0%
520030	Advertising/Promotions	-	26,000	26,000	26,000	-	0%
520040	Contracts/Professional Services	242,070	217,219	217,219	217,219	-	0%
530110	Tourism Marketing District	18,695	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>338,362</b>	<b>351,872</b>	<b>401,872</b>	<b>351,872</b>	<b>(50,000)</b>	<b>(12%)</b>

**CITY MANAGER**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	20,661	20,661	20,466	20,466	-	0%
550030	Information Tech. Equip Replacement	2,191	2,191	2,411	2,411	-	0%
550050	Workers' Compensation Insurance	19,540	19,540	4,325	4,325	-	0%
550060	Liability Insurance Charges	41,206	41,206	45,223	45,223	-	0%
550080	Building Occupancy Charges	34,428	34,428	25,618	25,618	-	0%
550090	Major Facilities Repair	440	440	522	522	-	0%
550110	City Facility Sewer Fee	165	165	214	214	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>118,631</b>	<b>118,631</b>	<b>98,779</b>	<b>98,779</b>	<b>-</b>	<b>0%</b>
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL</b>		<b>1,269,624</b>	<b>1,317,404</b>	<b>1,347,552</b>	<b>1,294,719</b>	<b>(52,833)</b>	<b>(4%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	1,269,624	1,317,404	1,347,552	1,294,719	(52,833)	(4%)
<b>TOTAL</b>	<b>1,269,624</b>	<b>1,317,404</b>	<b>1,347,552</b>	<b>1,294,719</b>	<b>(52,833)</b>	<b>(4%)</b>

\* Excludes carryover funding of \$154,652

## CITY MANAGER

### Core Service Activities

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(54%)</b>	<b>Total Staff Hours:</b>	<b>2,246</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(61%)</b>	<b>Total Staff Hours:</b>	<b>2,540</b>

- Provide proactive management of the City's continuing response to the COVID-19 health crisis and coordinate the City's economic recovery in FY 2020-2021 and beyond.
- Direct the City's day-to-day operations within the policies of the Mayor and City Council.
- Provide leadership and oversight for full-time and part-time employees.
- Prepare and submit the proposed annual City Operating Budget and five-year Capital Improvement Plan.
- Direct the completion of objectives contained in the City's Strategic Plan.
- Cultivate and pursue strategic economic development opportunities, including protecting the City's existing businesses and business climate.
- Manage the implementation of the Capital Improvement Plan.
- Effectively communicate with employees about current events and the City's Mission, Vision, Core Values, Three Year Goals and Ten Year Goals.

### Key Projects and Assignments

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(44%)</b>	<b>Total Staff Hours:</b>	<b>1,850</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(35%)</b>	<b>Total Staff Hours:</b>	<b>1,450</b>

	<b>Hours</b>
• Work with regional agencies to continue to address the issue of homelessness in Redondo Beach and LA County utilizing local funding, regional Measure H funding and other available grant funds through June 2021.	100
• Coordinate Communications Task Force and establish improvements based on stakeholder input through June 2021.	200
• Continue to evaluate the feasibility of providing services to other entities; bringing services in-house; or contracting services to increase revenue and achieve savings while maintaining a high level of service by June 2021.	150
• Work with the Community Development department to coordinate the update of the City's General Plan through June 2021.	200
• Provide staff support for the work of the AES-City Council subcommittee through June 2021.	200
• Provide staff support for the work of the Olympic subcommittee through June 2021.	150
• Coordinate Cannabis Task Force recommendations that will be sent to City Council by December 2020.	300
• Provide staff support in the City Council's effort in acquiring open space acquisition grant funds by June 2021.	150

## CITY MANAGER

### Customer Service and Referrals

Adopted FY 2019-20 (2%) Total Staff Hours: 64  
 Proposed FY 2020-21 (4%) Total Staff Hours: 170

- Respond to approximately 400 service requests and referrals.

### Selected Performance Measures

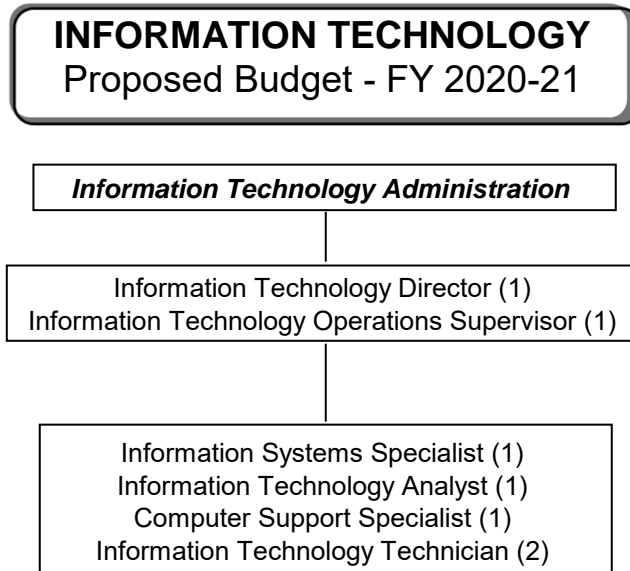
<i>City Manager</i>	<i>Actual FY 2018-19</i>	<i>Estimated FY 2019-20</i>	<i>Proposed FY 2020-21</i>
Finalize agenda packets and reports for City Council meetings throughout the year	33	39	42
Periodic meeting with Los Angeles County Beaches & Harbor	4	8	8
Conduct regular department head meetings to update staff on current events, review project progress and implement Council policy.	52	70	70



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## INFORMATION TECHNOLOGY

***Mission Statement:*** *The Information Technology department is committed to providing the highest level of customer support for all City information technology and copy center services, including the planning, acquisition, implementation, maintenance, and replacement of IT assets, management of website and citizen engagement systems and end user training, in order to promote the most effective and efficient use of technology and ensure the highest availability of network services.*





**SUMMARY OF PERSONNEL**  
**Proposed Budget - FY 2020-21**

**INFORMATION TECHNOLOGY**

1.00	Information Technology Director
1.00	Information Technology Operations Supervisor
1.00	Information Systems Specialist
1.00	Information Technology Analyst
1.00	Computer Support Specialist
<u>2.00</u>	Information Technology Technician
7.00	

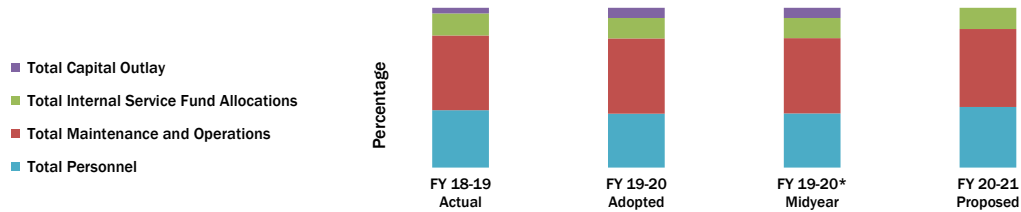
**TOTAL PERSONNEL: 7.00**

## INFORMATION TECHNOLOGY

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
500000	Full-Time Salaries	669,082	700,830	700,830	705,693	4,863	1%
500010	Part-Time Salaries	11,120	50,806	50,806	50,806	-	0%
500020	Overtime	-	2,160	2,160	2,160	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	21,320	30,501	30,501	30,904	403	1%
500110	Car Allowance	4,513	4,500	4,500	4,500	-	0%
500120	Other Pay	58,195	58,684	58,684	70,664	11,980	20%
500150	Cell Phone Allowance	1,839	2,160	2,160	2,160	-	0%
501020	FICA	42,555	43,139	43,139	44,917	1,778	4%
501030	Life Insurance	1,290	1,290	1,290	1,290	-	0%
501050	Medical Insurance	95,505	96,150	96,150	101,778	5,628	6%
501060	Medicare	11,882	12,103	12,103	12,383	280	2%
501070	Psychological Insurance	6	28	28	28	-	0%
501075	GASB 68 Pension Expense	107,711	-	-	-	-	0%
501076	GASB 75 OPEB Expense	(6,792)	-	-	-	-	0%
501080	Pension (Employer Share)	43,295	47,423	47,423	49,942	2,519	5%
501085	Pension (Unfunded Liability)	102,153	116,549	116,549	156,924	40,375	35%
501090	Pension (Employee Share)	28,541	36,927	36,927	37,070	143	0%
501095	Other Post Employment Benefits (OPEB)	29,729	32,570	32,570	32,791	221	1%
501110	Unemployment	2,185	2,184	2,184	2,184	-	0%
	<b>Total Personnel</b>	<b>1,224,129</b>	<b>1,238,004</b>	<b>1,238,004</b>	<b>1,306,194</b>	<b>68,190</b>	<b>6%</b>
510010	Office Supplies	18,273	24,300	24,300	24,300	-	0%
510020	Special Departmental Supplies	46,518	67,600	67,600	47,600	(20,000)	(30%)
510040	Training/Meetings/Conferences	3,717	13,572	13,572	5,064	(8,508)	(63%)
510050	Mileage Reimbursement	109	150	150	150	-	0%
510200	Postage	5	2,460	2,460	2,460	-	0%
510220	Memberships/Dues	520	1,000	1,000	1,000	-	0%
510240	Modems	35,145	40,000	40,000	40,000	-	0%
510300	Utilities - Telephone	333,024	300,742	300,742	343,750	43,008	14%
510310	Cell Phones	5,754	6,600	6,600	4,100	(2,500)	(38%)
520000	Maintenance Agreements	681,235	631,050	631,050	631,050	-	0%
520010	Maintenance/Repair	-	2,800	2,800	2,800	-	0%
520020	Telephone Maintenance/Repair	33,315	31,930	31,930	31,930	-	0%
520040	Contracts/Professional Services	188,235	309,226	309,226	247,226	(62,000)	(20%)
520050	Rent/Lease - Equipment	169,895	292,400	292,400	292,400	-	0%
540000	Depreciation	73,007	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>1,588,752</b>	<b>1,723,830</b>	<b>1,723,830</b>	<b>1,673,830</b>	<b>(50,000)</b>	<b>(3%)</b>

## INFORMATION TECHNOLOGY

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
550000	Vehicle Maintenance	2,110	2,110	1,762	1,762	- 0%
550010	Vehicle Equipment Replacement	3,150	2,800	3,150	3,150	- 0%
550020	Information Tech. Equip Maintenance	173,801	173,801	171,557	171,557	- 0%
550030	Information Tech. Equip Replacement	16,435	16,435	18,086	18,086	- 0%
550050	Workers' Compensation Insurance	8,402	8,402	6,633	6,633	- 0%
550060	Liability Insurance	91,572	91,572	89,693	89,693	- 0%
550080	Building Occupancy	89,806	89,806	70,056	70,056	- 0%
550090	Major Facilities Repair	899	899	930	930	- 0%
550110	City Facility Sewer Fee	426	426	551	551	- 0%
550120	Overhead	79,965	79,965	95,273	95,273	- 0%
<b>Total Internal Service Fund Allocations</b>		<b>466,566</b>	<b>466,216</b>	<b>457,691</b>	<b>457,691</b>	<b>- 0%</b>
560030	Technological Equipment	120,899	234,385	234,385	-	<b>(234,385) (100%)</b>
<b>Total Capital Outlay</b>		<b>120,899</b>	<b>234,385</b>	<b>234,385</b>	<b>-</b>	<b>(234,385) (100%)</b>
<b>TOTAL</b>		<b>3,400,346</b>	<b>3,662,435</b>	<b>3,653,910</b>	<b>3,437,715</b>	<b>(216,195) (6%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
Information Technology	3,400,346	3,662,435	3,653,910	3,437,715	<b>(216,195) (6%)</b>
<b>TOTAL</b>	<b>3,400,346</b>	<b>3,662,435</b>	<b>3,653,910</b>	<b>3,437,715</b>	<b>(216,195) (6%)</b>

\* Excludes carryover funding of \$826,767

## INFORMATION TECHNOLOGY

### Core Service Activities

Adopted	FY 2019-20	(30%)	Total Staff Hours:	4,368
Proposed	FY 2020-21	(30%)	Total Staff Hours:	4,368

#### *Administrative*

- Process and submit for payment approximately 75 monthly invoices.
- Prepare and submit the proposed Information Technology budget.
- Maintain and account for approximately 1,150 active City-wide Information Technology assets including cost and lifespan for replacement funding.
- Calculate and distribute the IT internal service fund allocation amounts annually for 20 departmental cost centers.
- Manage multiple hardware/software maintenance agreements.
- Coordinate and assist departments with copy center requests.

#### *Network/Servers/Workstations*

- Maintain the computer and voice network infrastructure consisting of 2 core routers, 50 edge-switches, 50 virtual LANS, category 5/category 3/house and fiber optic cable and 83 wireless access points, at 15 locations.
- Coordinate and assist with various consultants/vendors to perform required department specific application implementations, maintenance, upgrades, and fixes.
- Prepare, test, and distribute application and OS updates to approximately 400 workstations, 25 laptops, and 88 printers.
- Maintain public access network including 27 public access PC's, 17 catalog PC's, 2 database PC's, fiber optic transport, 2 document scanning stations, 2 coin machines, 1 physical and 5 virtual servers and a public access self-service management system.
- Install, test, patch, upgrade, maintain, and distribute 18 departmental applications.
- Maintain 47 public safety in-vehicle mobile data computers, 47 wireless modems and a Verizon wireless private network.
- Manage 7 copiers, in-house printing, copying, binding and mail services.
- Manage Comcate citizen engagement software system.
- Manage Granicus website content management system.
- Manage O365 infrastructure (SharePoint, Exchange, OneDrive, file system).

#### *Security*

- Manage KnowBe4 cyber security training system.
- Manage Perimeter Firewall Security Suite.
- Manage web content filtering and anti-virus system.
- Manage desktop anti-virus system for City desktop computers, servers and laptops.
- Install security patches and perform upgrades to 10 physical network servers, 70 virtualized servers, 3 storage arrays and 1 tape backup appliance.

## INFORMATION TECHNOLOGY

### *Data Backups*

- Perform nightly backups for the Police public safety system and financial management system.
- Prepare and manage cloud backups.
- Prepare backup media for bi-weekly off-site storage.

### *Telecommunications*

- Maintain approximately 51 voice mail auto-attendants per month.
- Process multiple Frontier phone bills for payment each month.
- Generate approximately 20 call-accounting reports and e-mail to departments each month.
- Perform approximately 10 add/move/change requests and repairs per month on the City's Vol P phone system.
- Maintain 492 phone instruments, 378 voice mailboxes, 42 special circuits and 243 miscellaneous 7-digit lines.

## Key Projects and Assignments

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(40%)</b>	<b>Total Staff Hours:</b>	<b>5,824</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(40%)</b>	<b>Total Staff Hours:</b>	<b>5,824</b>

	<b>Hours</b>
• Complete equipment technology refresh as called out in the IT Replacement Program by June, 2021.	4774
• Complete City Council Chamber and Main Library AV broadcast equipment replacement by March, 2021.	750
• Participate in South Bay Regional Broadband Fiber Optic Master Plan development by September 2020.	300

## Customer Service and Referrals

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(30%)</b>	<b>Total Staff Hours:</b>	<b>4,368</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(30%)</b>	<b>Total Staff Hours:</b>	<b>4,368</b>

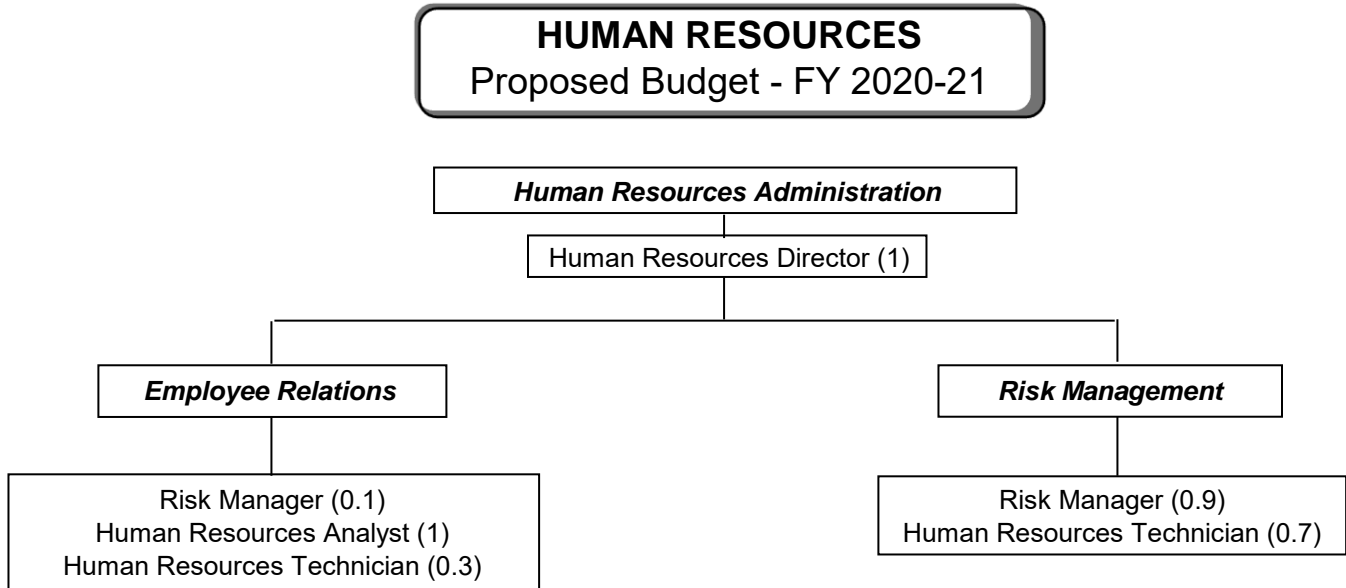
- Complete approximately 150 electronic Service Desk work orders for hardware, software and phone support per month.
- Support 600 departmental users.
- Manage approximately 40-50 ongoing City-wide departmental technology projects.
- Complete approximately 50 copy center requests for printing and duplication services per month.

## INFORMATION TECHNOLOGY

<i>Information Technology</i>	<i>Actual FY 2018-19</i>	<i>Estimated FY 2019-20</i>	<i>Proposed FY 2020-21</i>
Servers maintained	82 Virtual 15 Physical	76 Virtual 12 Physical	70 Virtual 10 Physical
Network switches maintained	50	50	50
Workstations / laptops / MDC's maintained	405 Workstations 35 Laptops 88 Printers 42 MDC's	405 Workstations 35 Laptops 88 Printers 42 MDC's	400 Workstations 25 Laptops 88 Printers 47 MDC's
Departmental users supported	576	558	600
Wireless access (public/City) maintained	83	83	83
Service Desk requests completed	170	170	150
Copy Center requests completed	50 per month	50 per month	50 per month
Phone instruments maintained	492 phone devices 378 voice mailboxes 70 special circuits 243 miscellaneous 7 digit lines	492 phone devices 378 voice mailboxes 57 special circuits 243 miscellaneous 7 digit lines	492 phone devices 378 voice mailboxes 42 special circuits 243 miscellaneous 7 digit lines

## HUMAN RESOURCES

***Mission Statement:*** *To provide the City of Redondo Beach with a full range of hire through retire services, by providing a dedicated focus on recruitment, training, talent retention and employee engagement. Our purpose is to help City departments meet their strategic, operational and administrative goals via effective recruitments, minimization of risk, compliance with Federal, State and local laws, and maintenance of positive labor relations.*





**SUMMARY OF PERSONNEL  
Proposed Budget - FY 2020-21**

**HUMAN RESOURCES**

**Employee Relations**

1.00	Human Resources Director
0.10	Risk Manager
1.00	Human Resources Analyst
0.30	Human Resources Technician
<u>2.40</u>	

**Risk Management**

0.90	Risk Manager
0.70	Human Resources Technician
<u>1.60</u>	

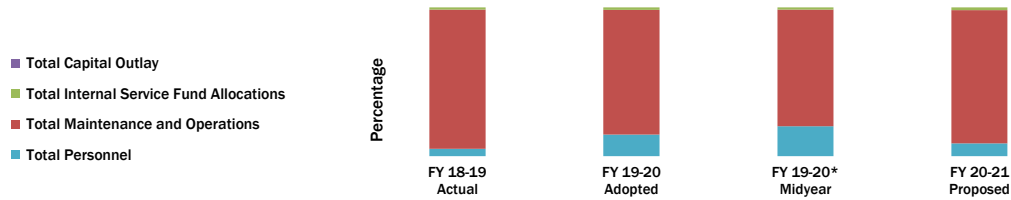
**TOTAL PERSONNEL: 4.00**

## HUMAN RESOURCES

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
500000	Full-Time Salaries	415,111	470,689	470,689	428,552	(42,137)	(9%)
500010	Part-Time Salaries	864	45,000	45,000	45,000	-	0%
500020	Overtime	234	500	500	500	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	10,737	16,786	16,786	19,676	2,890	17%
500100	Personnel Adjustments	-	539,371	1,200,603	-	(1,200,603)	(100%)
500110	Car Allowance	4,513	4,500	4,500	4,500	-	0%
500120	Other Pay	23,083	23,018	23,018	32,154	9,136	40%
500150	Cell Phone Allowance	1,083	1,080	1,080	1,080	-	0%
501020	FICA	26,075	27,249	27,249	25,607	(1,642)	(6%)
501030	Life Insurance	930	987	987	881	(106)	(11%)
501050	Medical Insurance	42,730	60,000	60,000	42,600	(17,400)	(29%)
501060	Medicare	7,059	7,456	7,456	7,004	(452)	(6%)
501070	Psychological Insurance	10	20	20	16	(4)	(20%)
501075	GASB 68 Pension Expense	(153,116)	-	-	-	-	0%
501076	GASB 75 OPEB Expense	3,035	-	-	-	-	0%
501080	Pension (Employer Share)	38,019	45,005	45,005	42,006	(2,999)	(7%)
501085	Pension (Unfunded Liability)	94,912	110,609	110,609	94,683	(15,926)	(14%)
501090	Pension (Employee Share)	7,052	7,320	7,320	7,312	(8)	0%
501095	Other Post Employment Benefits (OPEB)	19,185	21,637	21,637	19,786	(1,851)	(9%)
501110	Unemployment	1,334	1,560	1,560	1,248	(312)	(20%)
	<b>Total Personnel</b>	<b>542,850</b>	<b>1,382,787</b>	<b>2,044,019</b>	<b>772,605</b>	<b>(1,271,414)</b>	<b>(62%)</b>
510010	Office Supplies	2,794	6,500	6,500	6,500	-	0%
510020	Special Departmental Supplies	12,517	25,695	25,695	25,695	-	0%
510030	Tuition Reimbursement/Professional Dev.	86,629	100,000	100,000	100,000	-	0%
510040	Training/Meetings/Conferences	5,909	11,686	11,686	11,686	-	0%
510050	Mileage Reimbursement	162	600	600	600	-	0%
510200	Postage	950	5,200	5,200	5,200	-	0%
510220	Memberships/Dues	1,000	5,450	5,450	5,450	-	0%
520030	Advertising/Promotions	3,857	12,000	12,000	12,000	-	0%
520040	Contracts/Professional Services	444,990	331,105	331,105	331,105	-	0%
530010	Citywide Retiree Medical Insurance	1,108,881	1,200,000	1,200,000	1,200,000	-	0%
530020	Workers Compensation Premiums	-	-	-	216,000	216,000	n/a
530030	Workers Compensation Claims	1,297,649	2,588,100	2,588,100	2,071,160	(516,940)	(20%)
530040	Unemployment Claims	37,030	123,800	123,800	123,800	-	0%
530050	Liability Insurance Premiums	1,391,142	1,463,279	1,463,279	1,764,219	300,940	21%
530060	Liability Claims	5,740,787	2,100,000	2,100,000	2,100,000	-	0%
530061	Liability Claims (Pre-Litigation)	200,541	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>10,334,838</b>	<b>7,973,415</b>	<b>7,973,415</b>	<b>7,973,415</b>	<b>-</b>	<b>0%</b>

## HUMAN RESOURCES

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	49,559	49,559	40,932	40,932	-	0%
550030	Information Tech. Equip Replacement	5,478	5,478	4,823	4,823	-	0%
550050	Workers' Compensation Insurance	5,759	5,759	3,682	3,682	-	0%
550060	Liability Insurance	35,627	35,627	35,037	35,037	-	0%
550080	Building Occupancy	27,248	27,248	20,461	20,461	-	0%
550090	Major Facilities Repair	352	352	373	373	-	0%
550110	City Facility Sewer Fee	225	225	291	291	-	0%
550120	Overhead	42,670	42,670	53,752	53,752	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>166,918</b>	<b>166,918</b>	<b>159,351</b>	<b>159,351</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>11,044,606</b>	<b>9,523,120</b>	<b>10,176,785</b>	<b>8,905,371</b>	<b>(1,271,414)</b>	<b>(12%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	1,988,613	2,801,128	3,446,800	2,173,808	(1,272,992)	(37%)
Self-Insurance Program	9,055,993	6,721,992	6,729,985	6,731,563	1,578	0%
<b>TOTAL</b>	<b>11,044,606</b>	<b>9,523,120</b>	<b>10,176,785</b>	<b>8,905,371</b>	<b>(1,271,414)</b>	<b>(12%)</b>

\* Excludes carryover funding of \$4,274

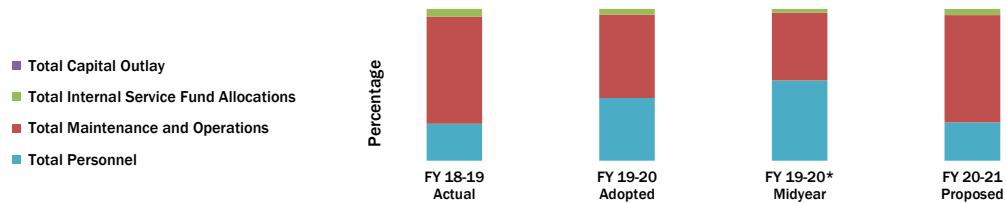
## HUMAN RESOURCES EMPLOYEE RELATIONS

**Purpose:** To provide centralized support to the City's management staff, employees, and City Council in areas of labor and employee relations; employee training and development; health, safety and risk management; recruitment and selection; classification/compensation; and employee benefits administration.

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
500000	Full-Time Salaries	288,176	337,095	337,095	292,703	(44,392)	(13%)
500010	Part-Time Salaries	864	45,000	45,000	45,000	-	0%
500020	Overtime	70	500	500	500	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	8,434	10,606	10,606	13,405	2,799	26%
500100	Personnel Adjustments	-	539,371	1,200,603	-	(1,200,603)	(100%)
500110	Car Allowance	4,513	4,500	4,500	4,500	-	0%
500120	Other Pay	23,083	23,018	23,018	32,154	9,136	40%
500150	Cell Phone Allowance	704	702	702	702	-	0%
501020	FICA	17,763	18,545	18,545	16,811	(1,734)	(9%)
501030	Life Insurance	619	677	677	572	(105)	(16%)
501050	Medical Insurance	24,374	41,700	41,700	24,300	(17,400)	(42%)
501060	Medicare	5,115	5,420	5,420	4,947	(473)	(9%)
501070	Psychological Insurance	6	14	14	10	(4)	(29%)
501080	Pension (Employer Share)	26,777	32,822	32,822	29,359	(3,463)	(11%)
501085	Pension (Unfunded Liability)	68,306	80,666	80,666	66,176	(14,490)	(18%)
501090	Pension (Employee Share)	702	732	732	731	(1)	0%
501095	Other Post Employment Benefits (OPEB)	13,556	15,780	15,780	13,830	(1,950)	(12%)
501110	Unemployment	835	1,062	1,062	750	(312)	(29%)
	<b>Total Personnel</b>	<b>483,897</b>	<b>1,158,210</b>	<b>1,819,442</b>	<b>546,450</b>	<b>(1,272,992)</b>	<b>(70%)</b>
510010	Office Supplies	2,794	6,500	6,500	6,500	-	0%
510020	Special Departmental Supplies	12,517	25,695	25,695	25,695	-	0%
510030	Tuition Reimbursement/Professional Dev.	86,629	100,000	100,000	100,000	-	0%
510040	Training/Meetings/Conferences	5,909	11,686	11,686	11,686	-	0%
510050	Mileage Reimbursement	162	600	600	600	-	0%
510200	Postage	950	5,200	5,200	5,200	-	0%
510220	Memberships/Dues	1,000	5,450	5,450	5,450	-	0%
520030	Advertising and Promotions	3,857	12,000	12,000	12,000	-	0%
520040	Contracts/Professional Services	179,335	173,105	173,105	173,105	-	0%
530010	Citywide Retiree Medical Insurance	1,108,881	1,200,000	1,200,000	1,200,000	-	0%
	<b>Total Maintenance and Operations</b>	<b>1,402,034</b>	<b>1,540,236</b>	<b>1,540,236</b>	<b>1,540,236</b>	-	0%

## HUMAN RESOURCES EMPLOYEE RELATIONS

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	49,559	49,559	40,932	40,932	-	0%
550030	Information Tech. Equip Replacement	5,478	5,478	4,823	4,823	-	0%
550050	Workers' Compensation Insurance	4,096	4,096	2,612	2,612	-	0%
550060	Liability Insurance	24,296	24,296	23,975	23,975	-	0%
550080	Building Occupancy	18,783	18,783	14,226	14,226	-	0%
550090	Major Facilities Repair	245	245	263	263	-	0%
550110	City Facility Sewer Fee	225	225	291	291	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>102,682</b>	<b>102,682</b>	<b>87,122</b>	<b>87,122</b>	<b>-</b>	<b>0%</b>
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL</b>		<b>1,988,613</b>	<b>2,801,128</b>	<b>3,446,800</b>	<b>2,173,808</b>	<b>(1,272,992)</b>	<b>(37%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	1,988,613	2,801,128	3,446,800	2,173,808	(1,272,992)	(37%)
<b>TOTAL</b>	<b>1,988,613</b>	<b>2,801,128</b>	<b>3,446,800</b>	<b>2,173,808</b>	<b>(1,272,992)</b>	<b>(37%)</b>

\* Excludes carryover funding of \$4,274

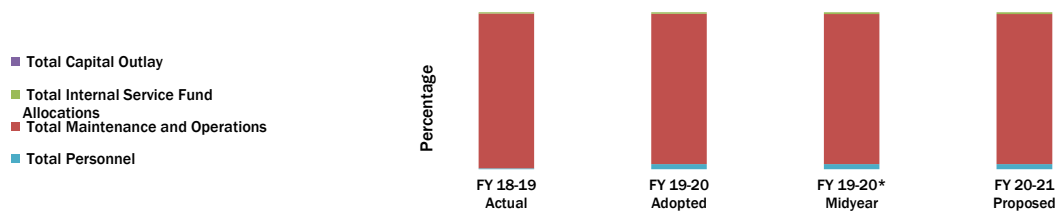
## HUMAN RESOURCES RISK MANAGEMENT

**Purpose:** To proactively administer the City's workers' compensation, general liability and employee benefits programs by focusing on minimizing risk, optimizing training opportunities and serving as a resource for City employees as well as external customers.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	126,935	133,594	133,594	135,849	2,255	2%
500020	Overtime	164	-	-	-	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	2,303	6,180	6,180	6,271	91	1%
500150	Cell Phone Allowance	379	378	378	378	-	0%
501020	FICA	8,312	8,704	8,704	8,796	92	1%
501030	Life Insurance	311	310	310	309	(1)	0%
501050	Medical Insurance	18,356	18,300	18,300	18,300	-	0%
501060	Medicare	1,944	2,036	2,036	2,057	21	1%
501070	Psychological Insurance	4	6	6	6	-	0%
501075	GASB 68/ Pension Expense	(153,116)	-	-	-	-	0%
501076	GASB 75 OPEB Expense	3,035	-	-	-	-	0%
501080	Pension (Employer Share)	11,242	12,183	12,183	12,647	464	4%
501085	Pension (Unfunded Liability)	26,606	29,943	29,943	28,507	(1,436)	(5%)
501090	Pension (Employee Share)	6,350	6,588	6,588	6,581	(7)	0%
501095	Other Post Employment Benefits (OPEB)	5,629	5,857	5,857	5,956	99	2%
501110	Unemployment	499	498	498	498	-	0%
	<b>Total Personnel</b>	<b>58,953</b>	<b>224,577</b>	<b>224,577</b>	<b>226,155</b>	<b>1,578</b>	<b>1%</b>
520040	Contracts/Professional Services	265,655	158,000	158,000	158,000	-	0%
530020	Workers Compensation Premiums	-	-	-	216,000	216,000	n/a
530030	Workers Compensation Claims	1,297,649	2,588,100	2,588,100	2,071,160	(516,940)	(20%)
530040	Unemployment Claims	37,030	123,800	123,800	123,800	-	0%
530050	Liability Insurance Premiums	1,391,142	1,463,279	1,463,279	1,764,219	300,940	21%
530060	Liability Claims	5,740,787	2,100,000	2,100,000	2,100,000	-	0%
530061	Liability Claims (Pre-Litigation)	200,541	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>8,932,804</b>	<b>6,433,179</b>	<b>6,433,179</b>	<b>6,433,179</b>	<b>-</b>	<b>0%</b>

## HUMAN RESOURCES RISK MANAGEMENT

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550050	Workers' Compensation Insurance	1,663	1,663	1,070	1,070	-	0%
550060	Liability Insurance	11,331	11,331	11,062	11,062	-	0%
550080	Building Occupancy	8,465	8,465	6,235	6,235	-	0%
550090	Major Facilities Repair	107	107	110	110	-	0%
550120	Overhead	42,670	42,670	53,752	53,752	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>64,236</b>	<b>64,236</b>	<b>72,229</b>	<b>72,229</b>	<b>-</b>	<b>0%</b>
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL</b>		<b>9,055,993</b>	<b>6,721,992</b>	<b>6,729,985</b>	<b>6,731,563</b>	<b>1,578</b>	<b>0%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
Self-Insurance Program	9,055,993	6,721,992	6,729,985	6,731,563	1,578	0%
<b>TOTAL</b>	<b>9,055,993</b>	<b>6,721,992</b>	<b>6,729,985</b>	<b>6,731,563</b>	<b>1,578</b>	<b>0%</b>

## HUMAN RESOURCES

### Core Service Activities

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(70%)</b>	<b>Total Staff Hours:</b>	<b>5,825</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(70%)</b>	<b>Total Staff Hours:</b>	<b>5,825</b>

- Perform City-wide labor relations services through negotiation, meet and confer, maintenance, and interpretation of 6 Memoranda of Understanding (MOU) and 2 pay and benefits plans.
- Manage the City's PERS health and other insurance benefits programs in coordination with employee bargaining groups.
- Coordinate recruitment, selection and pre-employment testing and activities for all full-time and part-time vacancies.
- Develop, administer and modify City Administrative Policies and Procedures.
- Process monthly insurance payments to PERS and other coverage providers, manage cafeteria plan for 400 employees.
- Process mandated monthly reimbursements for 150 retirees participating in PERS Health plan.
- Administer employee personnel transactions and input all payroll changes into financial system (MUNIS), associated with new hires, MOU changes, employee performance evaluations, benefit modifications, or other HR related payroll changes.
- Provide HR procedural consultation and policy advice to 13 line departments.
- Coordinate and provide periodic training and professional development opportunities for best employment practices, employee well-being, workplace safety, customer service and other workplace relevant programs, to employees and managers through various forums.
- Coordinate annual City-wide Employee Service Awards Luncheon.
- Serve as primary liaison and coordinator to employee events committee, wellness committee, and health insurance committee.
- Maintain employee personnel files for approximately 800 employees.
- Manage safety and miscellaneous CalPERS contracts for approximately 400 active employees.
- Process CalPERS retirement and continued benefit applications for approximately 25 employees annually.
- Administer deferred compensation programs for approximately 300 employees.
- Coordinate 4 ICMA quarterly financial planning seminars and 6 ICMA site visits/individual appointment days per year.
- Manage City participation in CSAC risk pool committees and programs.
- Oversee and manage self insurance fund budget in conjunction with City Attorney's Office.
- Process and coordinate administration of all general liability claims against the City.
- Administer 10 annual property, liability, and workers compensation insurance policy renewals.
- Process and monitor compliance for approximately 500 insurance certificates for City contracts and general operations.
- Administer approximately 100 insurance documents for film permits.



## HUMAN RESOURCES

- Provide insurance quotes and policies for approximately 60 special events.
- Administer 100 ongoing workers' compensation claims.
- Process annual Cal/OSHA log information.
- Oversee third party administrators for Flexible Spending Accounts and unemployment insurance benefits.
- Provide overall coordination of the City's Confidentiality of Medical Information Act policies and procedures.
- Monitor and maintain compliance with the Affordable Care Act and its impact on the City.
- Coordinate job related medical services and analyze associated medical clinics to ensure quality of care.
- Provide verbal and written employment verification for outside entities.
- Maintain an Occupational Health and Safety Exposure Reduction Program for approximately 800 employees.
- Administer Department of Transportation drug testing for eligible safety-sensitive employees.

### Key Projects and Assignments

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(22%)</b>	<b>Total Staff Hours:</b>	<b>1,830</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(22%)</b>	<b>Total Staff Hours:</b>	<b>1,830</b>

	<b>Hours</b>
• Work with Financial Services and Information Systems departments and City-wide timekeeping staff to implement Executime electronic timekeeping and streamlined payroll processing for all employees, by June 2021.	630
• Continue to facilitate ongoing worksite wellness programs for full time employees in conjunction with Beach Cities Health District by June 2021.	400
• Develop and/or modify critical administrative policies and procedures, including creation/updates to Anti-Harassment Policy, Substance Abuse Policy and Personal Vehicle Use Policies by June 2021.	300
• Modify and improve existing Service Awards Program in conjunction with employee events committee by June 2021.	300
• Continue to manage and implement City participation in California State Association of Counties (CSAC) risk pool programs by June 2021.	200

## HUMAN RESOURCES

### Customer Service and Referrals

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(08%)</b>	<b>Total Staff Hours:</b>	<b>665</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(08%)</b>	<b>Total Staff Hours:</b>	<b>665</b>

- Respond to pay and benefit inquiries from City employees within 2 business days.
- Respond to application or employment opportunity inquiries from City employees within 2 business days.
- Respond to application or employment opportunity inquiries from the public within 3 business days.
- Contact job candidates to begin pre-employment process within 2 business days from receipt of signed personnel (hiring) transaction form.

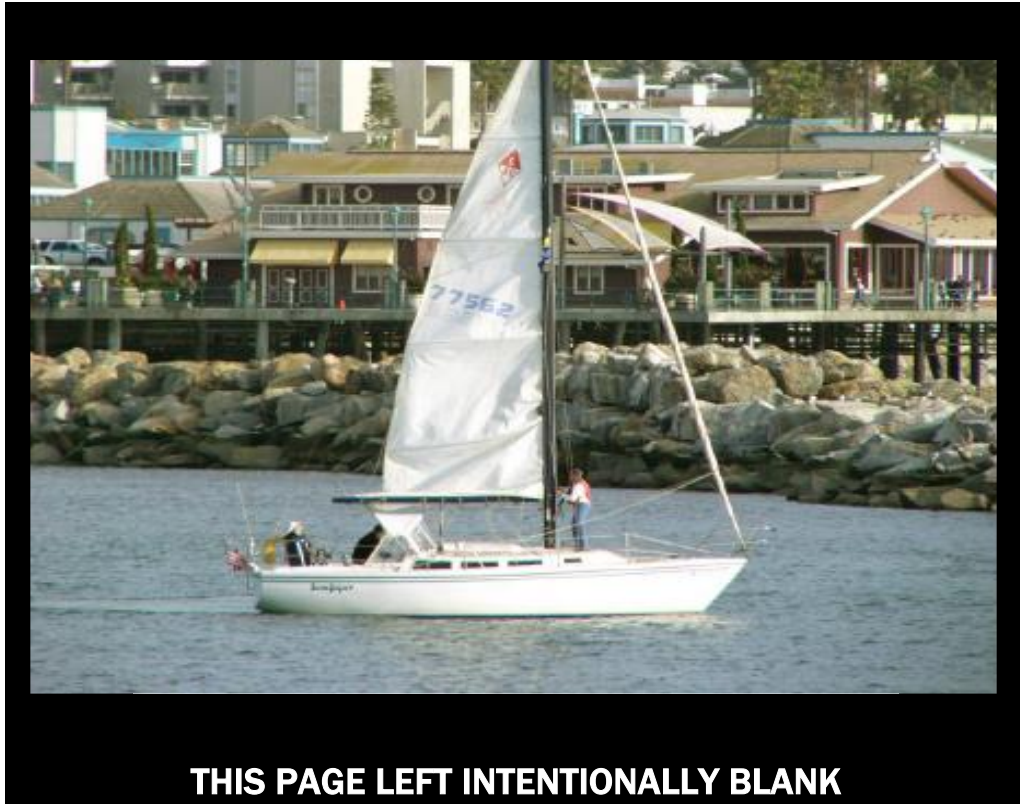
### Selected Performance Measurements

<i>Employee Relations</i>	<i>Actual FY 2018-19</i>	<i>Estimated FY 2019-20</i>	<i>Proposed FY 2020-21</i>
Coordinate and process employee recruitment / hiring for vacant full-time and part time positions	65	60	35**
Process full time, part time and seasonal pre-hire background checks and physical exams	147	160	160
Review employment applications for full and part-time positions through NEOGOV	6,068	4,200*	4,000
Develop and implement updated administrative policies, procedures and various processes	2	5	7
Coordinate and implement bi weekly payroll changes and streamlined processes in conjunction with Financial Services	26	26	26
Coordinate City-wide employee training and development programs	7	16	14

## HUMAN RESOURCES

<i><b>Risk Management</b></i>	<i><b>Actual FY 2018-19</b></i>	<i><b>Estimated FY 2019-20</b></i>	<i><b>Proposed FY 2020-21</b></i>
Process employee new workers' compensation claim filings within three days of receipt	46	31	35
Process new general liability claims within 45 days of receipt	65	55	55
Process annual health benefits insurance plan renewals for active employees	395	410	410
Process annual ancillary health benefits insurance plan renewals for retired employees	180	155	150

\* Recruitment practices have been modernized and made more efficient  
 \*\* Projection based on proposed reduction in recruitments due to Covid-19



## FINANCIAL SERVICES

***Mission Statement:*** *To provide fiduciary control of the City's assets, perform fiscally related services, and provide accurate, timely and transparent financial information to support the delivery of municipal services to the City organization and the public.*

**FINANCIAL SERVICES**  
Proposed Budget - FY 2020-21

*Financial Services Administration*

*Financial Services*

Finance Director (1)

- Assistant Financial Services Director (1)
- Payroll and Finance Manager (1)
- Grants Financial Administrator (1)
- Administrative Analyst (1)
- Analyst (1)
- Accountant (2)
- Payroll Technician (1)
- Accounting Technician (2)
- License and Collections Clerk (1)
- Senior Account Clerk (1)
- Office Specialist III (1)

**SUMMARY OF PERSONNEL  
Proposed Budget - FY 2020-21**

**FINANCIAL SERVICES**

1.00	Finance Director
1.00	Assistant Financial Services Director
1.00	Payroll and Finance Manager
1.00	Grants Financial Administrator
1.00	Administrative Analyst
1.00	Analyst
2.00	Accountant
1.00	Payroll Technician
2.00	Accounting Technician
1.00	License and Collections Clerk
1.00	Senior Account Clerk
1.00	Office Specialist III
<u>14.00</u>	

**TOTAL PERSONNEL: 14.00**

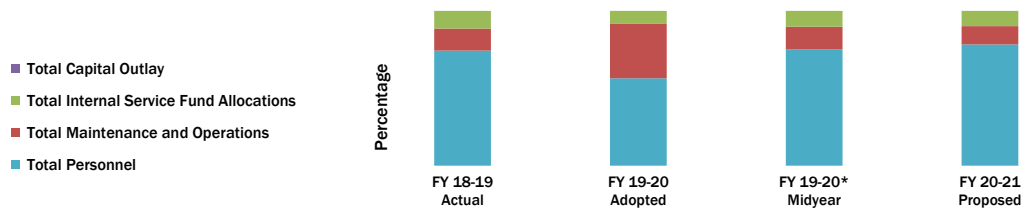
## FINANCIAL SERVICES

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
500000	Full-Time Salaries	1,126,043	1,193,855	1,193,855	1,151,130	(42,725)	(4%)
500010	Part-Time Salaries	15,824	75,778	53,448	75,778	22,330	42%
500020	Overtime	3,225	-	-	-	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	16,953	41,507	41,507	41,677	170	0%
500100	Personnel Adjustments	-	(102,418)	(102,418)	-	102,418	(100%)
500110	Car Allowance	4,513	4,500	4,500	4,500	-	0%
500120	Other Pay	24,224	24,561	24,561	47,763	23,202	94%
500150	Cell Phone Allowance	1,083	1,080	1,080	1,080	-	0%
501020	FICA	73,771	78,266	78,266	76,140	(2,126)	(3%)
501030	Life Insurance	2,327	2,502	2,502	2,378	(124)	(5%)
501050	Medical Insurance	164,652	186,330	186,330	171,645	(14,685)	(8%)
501060	Medicare	18,381	19,395	19,395	19,121	(274)	(1%)
501070	Psychological Insurance	29	60	60	56	(4)	(7%)
501080	Pension (Employer Share)	61,984	74,854	74,854	75,135	281	0%
501085	Pension (Unfunded Liability)	158,817	183,961	183,961	246,597	62,636	34%
501090	Pension (Employee Share)	50,557	51,819	51,819	53,637	1,818	4%
501095	Other Post Employment Benefits (OPEB)	48,229	52,397	52,397	51,530	(867)	(2%)
501110	Unemployment	4,292	4,680	4,680	4,368	(312)	(7%)
	<b>Total Personnel</b>	<b>1,774,904</b>	<b>1,893,127</b>	<b>1,870,797</b>	<b>2,022,535</b>	<b>151,738</b>	<b>8%</b>
510010	Office Supplies	10,886	6,000	6,000	5,000	(1,000)	(17%)
510020	Special Departmental Supplies	4,895	5,000	5,000	5,000	-	0%
510040	Training/Meetings/Conferences	4,492	7,551	7,551	7,650	99	1%
510050	Mileage Reimbursement	86	107	107	148	41	38%
510200	Postage	15,695	13,000	13,000	15,000	2,000	15%
510220	Memberships/Dues	945	1,535	1,535	1,245	(290)	(19%)
520000	Maintenance Agreements	8,271	5,500	5,500	5,600	100	2%
520040	Contracts/Professional Services	295,296	300,080	322,410	269,130	(53,280)	(17%)
520060	Rent/Lease - Building	-	847,575	-	-	-	0%
540040	Cash Overage/Shortage	7	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>340,573</b>	<b>1,186,348</b>	<b>361,103</b>	<b>308,773</b>	<b>(52,330)</b>	<b>(14%)</b>



## FINANCIAL SERVICES

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	121,267	121,267	119,989	119,989	-	0%
550030	Information Tech. Equip Replacement	15,709	15,709	16,957	16,957	-	0%
550050	Workers' Compensation Insurance	14,583	14,583	10,413	10,413	-	0%
550060	Liability Insurance	66,442	66,442	64,929	64,929	-	0%
550080	Building Occupancy	53,393	53,393	39,327	39,327	-	0%
550090	Major Facilities Repair	673	673	692	692	-	0%
550110	City Facility Sewer Fee	589	589	763	763	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>272,656</b>	<b>272,656</b>	<b>253,070</b>	<b>253,070</b>	<b>-</b>	<b>0%</b>
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL</b>		<b>2,388,133</b>	<b>3,352,131</b>	<b>2,484,970</b>	<b>2,584,378</b>	<b>99,408</b>	<b>4%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	2,388,133	3,352,131	2,484,970	2,584,378	99,408	4%
<b>TOTAL</b>	<b>2,388,133</b>	<b>3,352,131</b>	<b>2,484,970</b>	<b>2,584,378</b>	<b>99,408</b>	<b>4%</b>

\* Excludes carryover funding of \$34,490

## FINANCIAL SERVICES

### Core Service Activities

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(67%)</b>	<b>Total Staff Hours:</b>	<b>19,510</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(67%)</b>	<b>Total Staff Hours:</b>	<b>19,510</b>

- Direct preparation of all financial reporting including the annual operating budget and Comprehensive Annual Financial Report.
- Prepare approximately 3,200 internal service fund/overhead allocations by February each year for inclusion in the midyear and following year's budget.
- Prepare the Adopted Budget document by September each year for submission to the GFOA and CSMFO awards programs.
- Submit 4 State mandated reimbursement claims annually for costs incurred during most recently completed fiscal year totaling \$30,000.
- Prepare the Comprehensive Annual Financial Report by December each year for submission to the GFOA Award program.
- Coordinate annual audit of the City and special audits of Federal, State, and transportation funds.
- Account for 40 Federal, State, and local grants annually.
- Issue an average of 608 paychecks bi-weekly.
- Reconcile 816 W-2 forms to annual payroll reports.
- Prepare and process Federal and State payroll tax withholding reports quarterly.
- Process and record 2,600 accounts receivable invoices annually.
- Provide animal licensing and data base management for 4,000 dog licenses annually.
- Produce and distribute 565 accounts payable checks semi-monthly.
- Produce and distribute 160 1099 forms annually.
- Process 350 purchase orders annually.
- Prepare and process 41,500 central cashiering transactions annually.
- Provide business licensing and data base management for 9,500 business licenses annually.
- Prepare and submit Recognized Obligation Payment Schedule (ROPS) and Administrative Budget to Successor Agency and Los Angeles County Oversight Board annually.
- Evaluate current inventory of over 1,400 non-infrastructure capital assets and ensure inclusion/tagging of additions and retirement of deletions annually.
- Provide support and administrative assistance in the operation of the Budget and Finance Commission, Community Financing Authority, and Successor Agency.
- Submit to FCN 100 delinquent accounts for collections.
- Present web-based financial data to the public on the OpenGov platform
- Prepare and submit annually to the State Controller the Financial Transactions Report, the Streets and Roads Report, and the Government Compensation Report.

## FINANCIAL SERVICES

### Key Projects and Assignments.

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(9%)</b>	<b>Total Staff Hours:</b>	<b>2,621</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(11%)</b>	<b>Total Staff Hours:</b>	<b>3,100</b>

	<b>Hours</b>
• Complete Moss Adams review of purchasing processes by March 2021.	400
• Working with Moss Adams, develop and/or update policies for contract management, cash management, asset management, travel expense reimbursement, grants management, accounts payable and budget by June 2021.	400
• Implement electronic timekeeping within Tyler Munis by December 2020.	2,000
• Modify financial statement recordation of leases as required by Governmental Accounting Standards Board (GASB) Statement No. 87 by June 2021.	100
• Develop and implement processes for monitoring revenue collecting service providers by June 2021.	200

### Customer Service and Referrals

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(24%)</b>	<b>Total Staff Hours:</b>	<b>6,989</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(22%)</b>	<b>Total Staff Hours:</b>	<b>6,510</b>

- Respond to approximately 6,500 internal customer service requests annually.
- Respond to approximately 9,500 external customer service requests annually.
- Respond to 125 public record requests annually.
- Assist in the development of 5 administrative reports/resolutions annually related to agenda items presented by departments other than Financial Services.
- Respond to 45 informational email requests from other government agencies annually
- Respond to licensing inquiries within 48 hours.

## FINANCIAL SERVICES

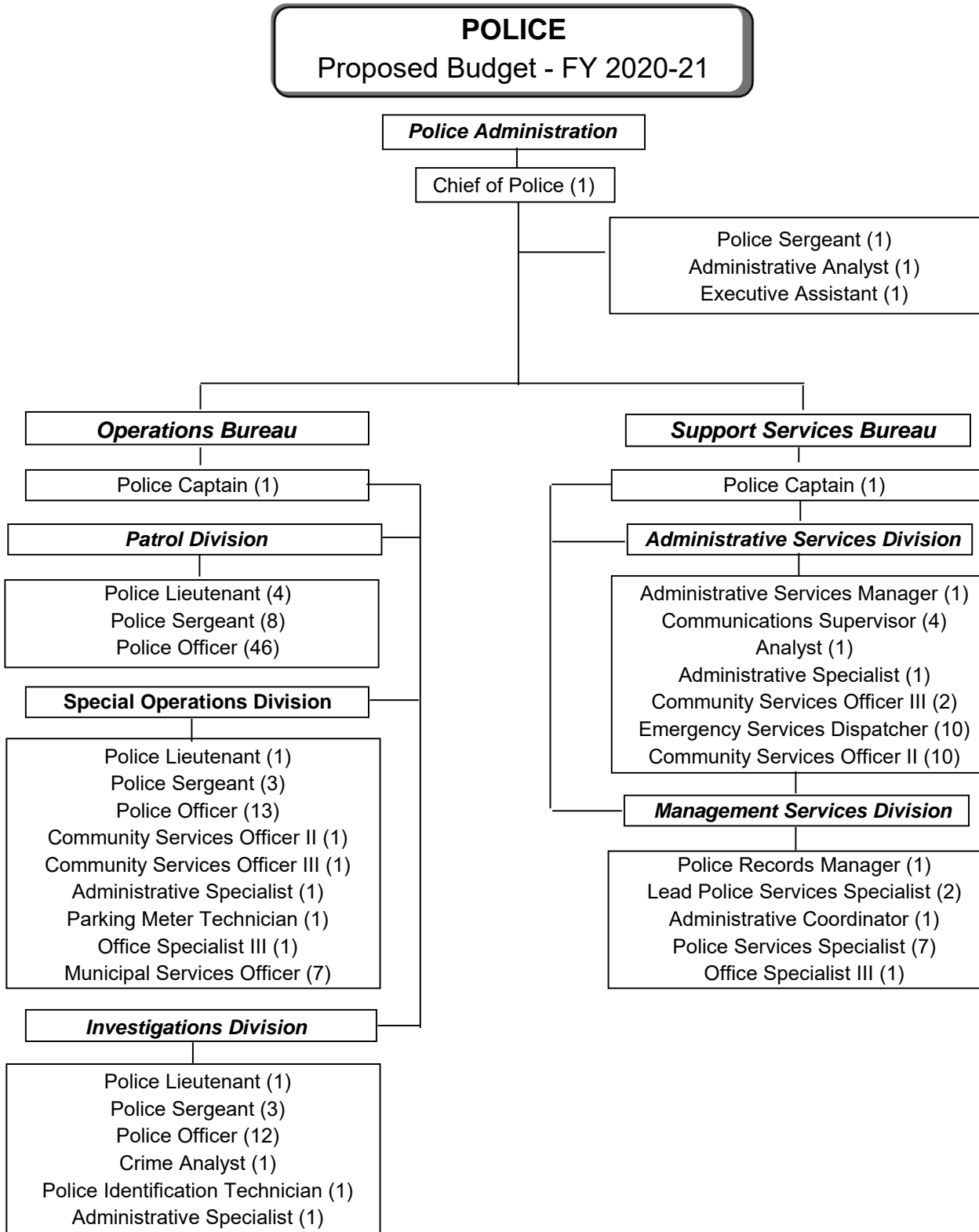
### Selected Performance Measures

<b><i>Financial Services</i></b>	<b><i>Actual FY 2018-19</i></b>	<b><i>Estimated FY 2019-20</i></b>	<b><i>Proposed FY 2020-21</i></b>
Process payroll checks	17,514	15,800	15,800
Process warrants	6,813	6,800	6,800
Process journal entries	752	756	750
Process cashiering transactions	41,711	34,329	40,000

## **POLICE**

***Mission Statement:*** *The mission of the Redondo Beach Police department is to forge a partnership with the community to control and prevent crime, to improve the quality of life in our neighborhoods, and to provide outstanding service in accordance with the values of our agency. We value openness and honesty, integrity and ethics, accountability, outstanding customer service, teamwork, excellence, dignity, equality and respect for all people, innovation with creative and proactive problem solving and fiscal responsibility.*

***We are the community – Leading the way in law enforcement***



**SUMMARY OF PERSONNEL  
Proposed Budget - FY 2020-21**

**POLICE**

**Administration**

1.00 Chief of Police  
2.00 Police Captain  
1.00 Police Sergeant  
1.00 Administrative Analyst  
1.00 Executive Assistant  
6.00

**Operations Bureau  
Patrol Division**

4.00 Police Lieutenant  
8.00 Police Sergeant  
41.00 Police Officer  
53.00

**K-9 Team**

5.00 Police Officer

**Special Operations Division**

1.00 Police Lieutenant  
1.00

**Pier**

1.00 Police Sergeant  
3.00 Police Officer  
1.00 Community Services Officer II  
5.00

**Community Based Policing**

1.00 Police Sergeant  
5.00 Police Officer  
1.00 Community Services Officer III  
7.00

**Traffic**

1.00 Police Sergeant  
5.00 Police Officer  
1.00 Office Specialist III  
7.00

**Parking Enforcement & Animal Control**

1.00 Administrative Specialist  
1.00 Parking Meter Technician  
7.00 Municipal Services Officer  
9.00

**95.00 Total Sworn**

**Operations Bureau (cont.)  
Investigations Division**

1.00 Police Lieutenant  
3.00 Police Sergeant  
12.00 Police Officer  
1.00 Crime Analyst  
1.00 Police Identification Technician  
1.00 Administrative Specialist  
19.00

**Support Services Bureau  
Administrative Services Division**

1.00 Administrative Services Manager  
1.00 Analyst  
1.00 Administrative Specialist  
3.00

**Technical Services**

1.00 Community Services Officer III  
1.00 Community Services Officer II  
2.00

**Redondo Beach Jail**

1.00 Community Services Officer III  
9.00 Community Services Officer II  
10.00

**Communications**

4.00 Communications Supervisor  
10.00 Emergency Services Dispatcher  
14.00

**Management Services Division**

**Records**

1.00 Police Records Manager  
2.00 Lead Police Services Specialist  
1.00 Administrative Coordinator  
7.00 Police Services Specialist  
1.00 Office Specialist III  
12.00

**58.00 Total Non-Sworn**

**TOTAL PERSONNEL: 153.00**

**POLICE**

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	14,591,676	15,405,480	15,405,480	15,951,199	545,719	4%
500010	Part-Time Salaries	489,010	618,308	618,308	618,308	-	0%
500020	Overtime	2,655,912	1,247,826	1,360,334	1,177,826	(182,508)	(13%)
500030	Overtime - Special Events	55,502	84,020	84,020	84,020	-	0%
500050	Vacation/Holiday Cashout (PERSable)	341,329	708,579	708,579	713,469	4,890	1%
500070	Vacation/Holiday Cashout (Non-PERSable)	281,254	727,851	727,851	722,132	(5,719)	(1%)
500100	Personnel Adjustments	-	(323,419)	(323,419)	(200,000)	123,419	(38%)
500110	Car Allowance	15,041	15,000	15,000	12,048	(2,952)	(20%)
500120	Other Pay	395,678	428,201	428,201	375,547	(52,654)	(12%)
500130	Sick Leave Bonus	28,963	27,138	27,138	28,501	1,363	5%
500140	Standby Bonus	37,609	36,400	36,400	39,000	2,600	7%
500150	Cell Phone Allowance	570	-	-	-	-	0%
500160	Public Safety Uniform Allowance	16,502	20,400	20,400	15,850	(4,550)	(22%)
501020	FICA	316,837	268,422	268,422	260,343	(8,079)	(3%)
501030	Life Insurance	18,737	19,429	19,429	19,774	345	2%
501050	Medical Insurance	1,886,213	2,025,311	2,025,311	2,283,230	257,919	13%
501060	Medicare	266,091	248,599	248,599	259,717	11,118	4%
501070	Psychological Insurance	569	616	616	612	(4)	(1%)
501075	GASB 68 Pension Expense	250,554	-	-	-	-	0%
501076	GASB 75 OPEB Expense	(11,390)	-	-	-	-	0%
501080	Pension (Employer Share)	2,632,112	2,857,293	2,857,293	3,126,693	269,400	9%
501085	Pension (Unfunded Liability)	4,575,723	5,493,626	5,493,626	6,324,081	830,455	15%
501090	Pension (Employee Share)	328,319	358,363	358,363	360,709	2,346	1%
501095	Other Post Employment Benefits (OPEB)	1,009,986	1,081,286	1,081,286	1,114,546	33,260	3%
501110	Unemployment	45,956	48,048	48,048	47,736	(312)	(1%)
	<b>Total Personnel</b>	<b>30,228,753</b>	<b>31,396,777</b>	<b>31,509,285</b>	<b>33,335,341</b>	<b>1,826,056</b>	<b>6%</b>

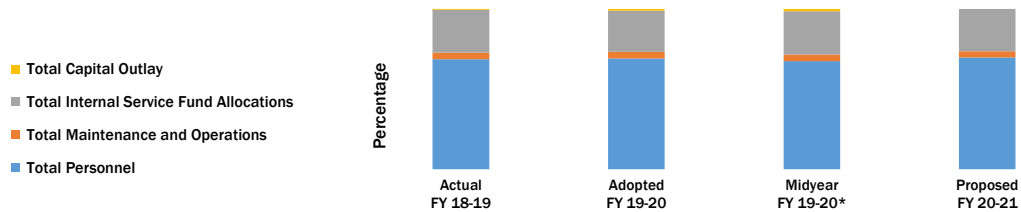


**POLICE**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
510000	Uniforms/Clothing/Personal Supplies	51,019	109,790	109,790	64,790	(45,000)	(41%)
510010	Office Supplies	46,315	51,560	51,560	51,560	-	0%
510020	Special Departmental Supplies	357,998	323,159	336,609	309,159	(27,450)	(8%)
510040	Training/Meetings/Conferences	83,377	100,832	104,174	100,832	(3,342)	(3%)
510050	Mileage Reimbursement	151	1,450	1,450	1,450	-	0%
510200	Postage	10,114	13,240	13,240	13,240	-	0%
510210	Publications/Subscriptions	4,103	9,200	9,200	9,200	-	0%
510220	Memberships/Dues	10,623	62,235	62,235	62,235	-	0%
510310	Cell Phones	41,327	35,390	35,390	35,390	-	0%
520000	Maintenance Agreements	247,561	365,951	365,951	365,951	-	0%
520010	Maintenance/Repair	37,415	56,490	56,490	56,490	-	0%
520030	Advertising/Promotions	-	400	400	400	-	0%
520040	Contracts/Professional Services	618,041	666,638	680,638	636,638	(44,000)	(6%)
520050	Rent/Lease - Equipment	-	4,360	4,360	4,360	-	0%
520060	Rent/Lease - Building	9,548	10,400	10,400	10,400	-	0%
530000	Other Non-Capital Equipment	14,266	900	900	900	-	0%
530080	Donation Expenditures	64,040	89,200	89,200	49,200	(40,000)	(45%)
540000	Depreciation	190,330	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>1,786,228</b>	<b>1,901,195</b>	<b>1,931,987</b>	<b>1,772,195</b>	<b>(159,792)</b>	<b>(8%)</b>
550000	Vehicle Maintenance	934,774	934,774	1,112,925	1,112,925	-	0%
550010	Vehicle Equipment Replacement	612,118	550,856	542,621	542,621	-	0%
550020	Information Tech. Equip Maintenance	963,802	963,802	980,983	980,983	-	0%
550030	Information Tech. Equip Replacement	157,999	157,999	210,309	210,309	-	0%
550040	Communication Equipment Replacement	236,360	236,360	306,142	306,142	-	0%
550050	Workers' Compensation Insurance	1,975,749	1,975,749	1,888,422	1,888,422	-	0%
550060	Liability Insurance	584,640	584,640	765,420	765,420	-	0%
550080	Building Occupancy	638,647	638,647	466,060	466,060	-	0%
550090	Major Facilities Repair	3,296	3,296	3,381	3,381	-	0%
550110	City Facility Sewer Fee	4,840	4,840	6,266	6,266	-	0%
550120	Overhead	3,332,125	3,332,125	3,630,806	3,630,806	-	0%
550130	Emergency Communications Operations	2,326,278	2,326,278	2,705,189	2,705,189	-	0%
	<b>Total Internal Service Fund Allocations</b>	<b>11,770,628</b>	<b>11,709,366</b>	<b>12,618,524</b>	<b>12,618,524</b>	<b>-</b>	<b>0%</b>

**POLICE**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
560000	Vehicle Equipment	35,000	-	-	-	- 0%
560020	Furniture/Equipment	29,038	260,000	260,000	-	(260,000) (100%)
560030	Technological Equipment	160,752	200,000	390,000	-	(390,000) (100%)
	<b>Total Capital Outlay</b>	<b>224,790</b>	<b>460,000</b>	<b>650,000</b>	<b>-</b>	<b>(650,000) (100%)</b>
	<b>TOTAL</b>	<b>44,010,399</b>	<b>45,467,338</b>	<b>46,709,796</b>	<b>47,726,060</b>	<b>1,016,264 2%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
General Fund	38,470,567	40,451,725	41,277,901	42,517,998	1,240,097 3%
Intergovernmental Grants	300,614	124,380	457,680	124,380	(333,300) (73%)
Narcotic Forfeiture and Seizure	156,353	252,957	252,957	52,957	(200,000) (79%)
Disaster Recovery	16,779	-	-	-	- 0%
Harbor Tidelands	1,149,635	717,404	739,980	952,831	212,851 29%
Harbor Uplands	949,676	1,115,033	1,149,737	1,144,970	(4,767) 0%
Emergency Communications	2,966,775	2,805,839	2,831,541	2,932,924	101,383 4%
<b>TOTAL</b>	<b>44,010,399</b>	<b>45,467,338</b>	<b>46,709,796</b>	<b>47,726,060</b>	<b>1,016,264 3%</b>

\* Excludes carryover funding of \$1,185,299

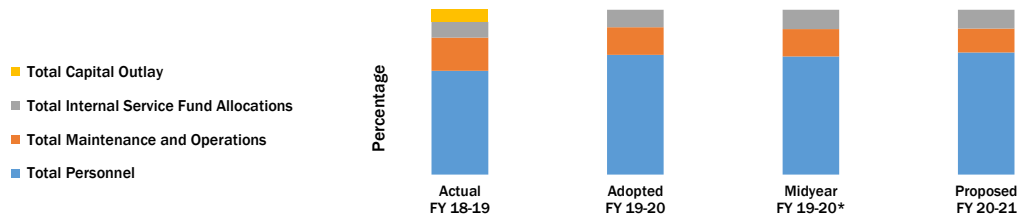
**POLICE  
ADMINISTRATION**

**Purpose:** Police Administration provides leadership, vision, management and strategic planning to the department's divisions to facilitate the delivery of law enforcement and community relations services to the City. Police Administration manages the department's budget and resources and empowers personnel to accomplish the values, vision, mission, goals and objectives of the City and the department.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	<b>Increase/ Decrease</b>	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	885,781	902,625	902,625	925,766	<b>23,141</b>	<b>3%</b>
500010	Part-Time Salaries	35,096	36,354	36,354	36,354	-	<b>0%</b>
500020	Overtime	1,179	7,500	7,500	7,500	-	<b>0%</b>
500050	Vacation/Holiday Cashout (PERSable)	33,143	31,939	31,939	23,043	<b>(8,896)</b>	<b>(28%)</b>
500070	Vacation/Holiday Cashout (Non-PERSable)	36,176	31,394	31,394	41,963	<b>10,569</b>	<b>34%</b>
500100	Personnel Adjustments	-	20,000	20,000	-	<b>(20,000)</b>	<b>(100%)</b>
500120	Other Pay	11,551	11,517	11,517	9,534	<b>(1,983)</b>	<b>(17%)</b>
500130	Sick Leave Bonus	1,200	600	600	450	<b>(150)</b>	<b>(25%)</b>
500160	Public Safety Uniform Allowance	2,302	2,300	2,300	1,650	<b>(650)</b>	<b>(28%)</b>
501020	FICA	13,317	11,867	11,867	12,038	<b>171</b>	<b>1%</b>
501030	Life Insurance	1,045	1,046	1,046	1,046	-	<b>0%</b>
501050	Medical Insurance	81,443	86,496	86,496	96,462	<b>9,966</b>	<b>12%</b>
501060	Medicare	14,555	14,422	14,422	14,862	<b>440</b>	<b>3%</b>
501070	Psychological Insurance	19	23	23	23	-	<b>0%</b>
501080	Pension (Employer Share)	165,594	152,867	152,867	164,847	<b>11,980</b>	<b>8%</b>
501085	Pension (Unfunded Liability)	295,219	294,746	294,746	369,604	<b>74,858</b>	<b>25%</b>
501090	Pension (Employee Share)	55,837	56,691	56,691	57,794	<b>1,103</b>	<b>2%</b>
501095	Other Post Employment Benefits (OPEB)	63,456	63,587	63,587	65,024	<b>1,437</b>	<b>2%</b>
501110	Unemployment	1,783	1,794	1,794	1,794	-	<b>0%</b>
	<b>Total Personnel</b>	<b>1,698,696</b>	<b>1,727,768</b>	<b>1,727,768</b>	<b>1,829,754</b>	<b>101,986</b>	<b>6%</b>
510010	Office Supplies	2,660	3,000	3,000	3,000	-	<b>0%</b>
510020	Special Departmental Supplies	112,588	38,450	38,450	38,450	-	<b>0%</b>
510040	Training/Meetings/Conferences	22	-	-	-	-	<b>0%</b>
510050	Mileage Reimbursement	151	750	750	750	-	<b>0%</b>
510210	Publications/Subscriptions	-	740	740	740	-	<b>0%</b>
510220	Memberships/Dues	3,544	4,050	4,050	4,050	-	<b>0%</b>
510310	Cell Phones	41,327	32,700	32,700	32,700	-	<b>0%</b>
520000	Maintenance Agreements	77,971	117,813	117,813	117,813	-	<b>0%</b>
520010	Maintenance/Repair	-	860	860	860	-	<b>0%</b>
520040	Contracts/Professional Services	49,618	121,100	121,100	121,100	-	<b>0%</b>
530000	Other Non-Capital Equipment	13,472	-	-	-	-	<b>0%</b>
530080	Donation Expenditures	54,185	81,100	81,100	41,100	<b>(40,000)</b>	<b>(49%)</b>
540000	Depreciation	187,087	-	-	-	-	<b>0%</b>
	<b>Total Maintenance and Operations</b>	<b>542,625</b>	<b>400,563</b>	<b>400,563</b>	<b>360,563</b>	<b>(40,000)</b>	<b>(10%)</b>

**POLICE  
ADMINISTRATION**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550000	Vehicle Maintenance	21,769	21,769	21,378	21,378	-	0%
550010	Vehicle Equipment Replacement	15,916	13,680	13,680	13,680	-	0%
550020	Information Tech. Equip Maintenance	82,645	82,645	81,865	81,865	-	0%
550030	Information Tech. Equip Replacement	9,753	9,753	10,634	10,634	-	0%
550040	Communication Equipment Replacement	9,209	9,209	11,928	11,928	-	0%
550050	Workers' Compensation Insurance	10,608	10,608	8,334	8,334	-	0%
550060	Liability Insurance	1,334	1,334	1,326	1,326	-	0%
550080	Building Occupancy	21,595	21,595	15,564	15,564	-	0%
550090	Major Facilities Repair	100	100	94	94	-	0%
550110	City Facility Sewer Fee	229	229	292	292	-	0%
550130	Emergency Communications Operations	81,353	81,353	115,896	115,896	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>254,511</b>	<b>252,275</b>	<b>280,991</b>	<b>280,991</b>	-	0%
560000	Vehicle Equipment	35,000	-	-	-	-	0%
560020	Furniture/Equipment	29,038	-	-	-	-	0%
560030	Technological Equipment	135,761	-	-	-	-	0%
<b>Total Capital Outlay</b>		<b>199,799</b>	-	-	-	-	0%
<b>TOTAL</b>		<b>2,695,631</b>	<b>2,380,606</b>	<b>2,409,322</b>	<b>2,471,308</b>	<b>61,986</b>	<b>3%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	2,120,220	2,260,226	2,288,942	2,350,928	61,986	3%
Intergovernmental Grants	166,845	120,380	120,380	120,380	-	0%
Narcotic Forfeiture and Seizure	120,774	-	-	-	-	0%
Emergency Communications	287,792	-	-	-	-	0%
<b>TOTAL</b>	<b>2,695,631</b>	<b>2,380,606</b>	<b>2,409,322</b>	<b>2,471,308</b>	<b>61,986</b>	<b>3%</b>

\* Excludes carryover funding of \$790,416

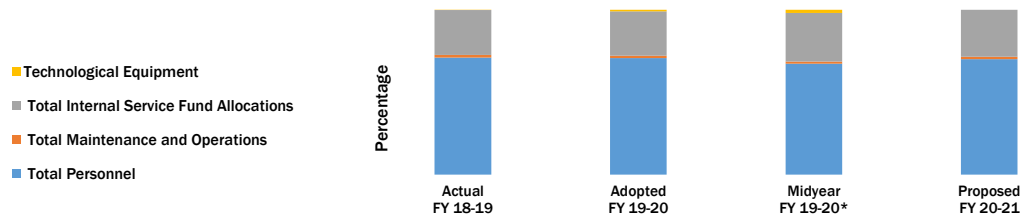
**POLICE  
PATROL**

**Purpose:** The Patrol division responds to calls for service, enforces laws, deters crime, makes arrests, conducts preliminary investigations of crimes and collisions, and prepares associated reports. Patrol works with the community to prevent and solve crime and to enhance the quality of life for those who live, work, visit and play in Redondo Beach.

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
500000	Full-Time Salaries	6,540,668	6,656,351	6,656,351	7,004,410	348,059	5%
500020	Overtime	1,561,111	656,666	656,666	656,666	-	0%
500030	Overtime - Special Events	4,415	-	-	-	-	0%
500050	Vacation/Holiday Cashout (PERSable)	183,799	409,931	409,931	431,884	21,953	5%
500070	Vacation/Holiday Cashout (Non-PERSable)	83,096	266,907	266,907	276,398	9,491	4%
500110	Car Allowance	12,033	12,000	12,000	12,048	48	0%
500120	Other Pay	152,573	172,090	172,090	135,582	(36,508)	(21%)
500130	Sick Leave Bonus	15,700	15,200	15,200	13,613	(1,587)	(10%)
500160	Public Safety Uniform Allowance	4,050	4,050	4,050	3,400	(650)	(16%)
501020	FICA	21,487	11,302	11,302	-	(11,302)	(100%)
501030	Life Insurance	7,322	6,800	6,800	6,972	172	3%
501050	Medical Insurance	780,396	775,854	775,854	945,150	169,296	22%
501060	Medicare	117,039	105,605	105,605	111,571	5,966	6%
501070	Psychological Insurance	257	229	229	232	3	1%
501080	Pension (Employer Share)	1,409,724	1,484,854	1,484,854	1,660,520	175,666	12%
501085	Pension (Unfunded Liability)	2,345,026	2,781,759	2,781,759	3,159,489	377,730	14%
501090	Pension (Employee Share)	104,749	110,542	110,542	106,313	(4,229)	(4%)
501095	Other Post Employment Benefits (OPEB)	500,425	517,609	517,609	539,026	21,417	4%
501110	Unemployment	18,994	17,876	17,876	18,096	220	1%
	<b>Total Personnel</b>	<b>13,862,864</b>	<b>14,005,625</b>	<b>14,005,625</b>	<b>15,081,370</b>	<b>1,075,745</b>	<b>8%</b>
510010	Office Supplies	6,109	2,530	2,530	2,530	-	0%
510020	Special Departmental Supplies	102,886	99,089	99,089	99,089	-	0%
510040	Training/Meetings/Conferences	7,118	-	-	-	-	0%
510050	Mileage Reimbursement	-	500	500	500	-	0%
510200	Postage	-	100	100	100	-	0%
510210	Publications/Subscriptions	2,220	3,260	3,260	3,260	-	0%
510220	Memberships/Dues	500	1,230	1,230	1,230	-	0%
520000	Maintenance Agreements	20,589	24,267	24,267	24,267	-	0%
520010	Maintenance/Repair	3,655	10,600	10,600	10,600	-	0%
520030	Advertising/Promotions	-	200	200	200	-	0%
520040	Contracts/Professional Services	168,238	135,510	135,510	135,510	-	0%
520060	Rent/Lease - Building	9,548	10,400	10,400	10,400	-	0%
530000	Other Non-Capital Equipment	-	900	900	900	-	0%
530080	Donation Expenditures	5,260	5,000	5,000	5,000	-	0%
	<b>Total Maintenance and Operations</b>	<b>326,123</b>	<b>293,586</b>	<b>293,586</b>	<b>293,586</b>	<b>-</b>	<b>0%</b>

**POLICE  
PATROL**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
550000	Vehicle Maintenance	679,352	679,352	782,412	782,412	- 0%
550010	Vehicle Equipment Replacement	405,810	387,078	383,625	383,625	- 0%
550020	Information Tech. Equip Maintenance	258,483	258,483	253,828	253,828	- 0%
550030	Information Tech. Equip Replacement	30,527	30,527	31,697	31,697	- 0%
550040	Communication Equipment Replacement	84,416	84,416	115,299	115,299	- 0%
550050	Workers' Compensation Insurance	1,130,826	1,130,826	1,256,472	1,256,472	- 0%
550060	Liability Insurance	264,449	264,449	507,574	507,574	- 0%
550080	Building Occupancy	230,373	230,373	169,089	169,089	- 0%
550090	Major Facilities Repair	882	882	907	907	- 0%
550110	City Facility Sewer Fee	2,096	2,096	2,818	2,818	- 0%
550120	Overhead	1,308,695	1,308,695	1,453,315	1,453,315	- 0%
550130	Emergency Communications Operations	926,961	926,961	1,178,752	1,178,752	- 0%
<b>Total Internal Service Fund Allocations</b>		<b>5,322,870</b>	<b>5,304,138</b>	<b>6,135,788</b>	<b>6,135,788</b>	<b>- 0%</b>
560030	Technological Equipment	24,991	200,000	390,000	-	(390,000) (100%)
<b>Total Capital Outlay</b>		<b>24,991</b>	<b>200,000</b>	<b>390,000</b>	<b>-</b>	<b>(390,000) (100%)</b>
<b>TOTAL</b>		<b>19,536,848</b>	<b>19,803,349</b>	<b>20,824,999</b>	<b>21,510,744</b>	<b>685,745 3%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
General Fund	19,507,447	19,602,069	20,433,719	21,509,464	1,075,745 5%
Intergovernmental Grants	-	-	190,000	-	(190,000) (100%)
Narcotic Forfeiture and Seizure	12,622	201,280	201,280	1,280	(200,000) (99%)
Disaster Recovery	16,779	-	-	-	- 0%
<b>TOTAL</b>	<b>19,536,848</b>	<b>19,803,349</b>	<b>20,824,999</b>	<b>21,510,744</b>	<b>685,745 3%</b>

\* Excludes carryover funding of \$139,954

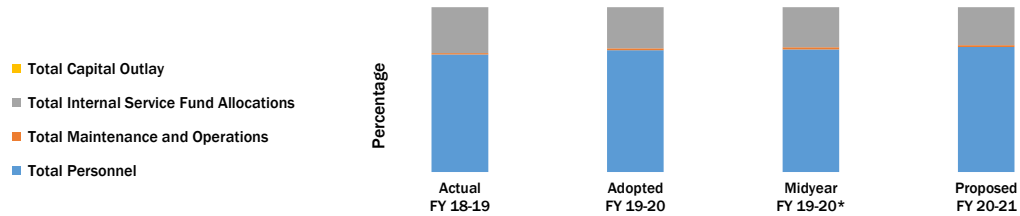
**POLICE  
INVESTIGATIONS**

**Purpose:** The Investigations division proactively detects, investigates and deters crime and acts of terrorism. It prepares cases for prosecution to maintain and improve public safety and to enhance the quality of life for those who live, work, visit and play in Redondo Beach.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	2,064,607	2,211,037	2,211,037	2,382,442	171,405	8%
500020	Overtime	211,832	251,550	251,550	251,550	-	0%
500050	Vacation/Holiday Cashout (PERSable)	77,817	124,565	124,565	132,072	7,507	6%
500070	Vacation/Holiday Cashout (Non-PERSable)	31,194	94,022	94,022	97,497	3,475	4%
500110	Car Allowance	3,008	3,000	3,000	-	(3,000)	(100%)
500120	Other Pay	73,693	80,098	80,098	63,504	(16,594)	(21%)
500130	Sick Leave Bonus	7,000	6,000	6,000	6,000	-	0%
500140	Standby Bonus	29,487	31,200	31,200	15,600	(15,600)	(50%)
500160	Public Safety Uniform Allowance	8,000	9,950	9,950	8,000	(1,950)	(20%)
501020	FICA	11,760	14,048	14,048	14,915	867	6%
501030	Life Insurance	2,093	2,430	2,430	2,430	-	0%
501050	Medical Insurance	230,025	261,120	261,120	290,550	29,430	11%
501060	Medicare	36,986	37,614	37,614	40,560	2,946	8%
501070	Psychological Insurance	66	76	76	76	-	0%
501075	GASB 68 Pension Expense	35,500	-	-	-	-	0%
501076	GASB 75 Pension Expense	(10,510)	-	-	-	-	0%
501080	Pension (Employer Share)	432,488	474,130	474,130	532,798	58,668	12%
501085	Pension (Unfunded Liability)	703,459	897,076	897,076	1,033,431	136,355	15%
501090	Pension (Employee Share)	24,205	39,608	39,608	41,179	1,571	4%
501095	Other Post Employment Benefits (OPEB)	156,879	169,211	169,211	179,989	10,778	6%
501110	Unemployment	5,190	5,928	5,928	5,928	-	0%
	<b>Total Personnel</b>	<b>4,134,779</b>	<b>4,712,663</b>	<b>4,712,663</b>	<b>5,098,521</b>	<b>385,858</b>	<b>8%</b>
510010	Office Supplies	5,981	9,970	9,970	9,970	-	0%
510020	Special Departmental Supplies	2,970	15,180	15,180	15,180	-	0%
510040	Training/Meetings/Conferences	2,004	-	-	-	-	0%
510210	Publications/Subscriptions	-	160	160	160	-	0%
510220	Memberships/Dues	1,255	360	360	360	-	0%
520000	Maintenance Agreements	12,673	27,450	27,450	27,450	-	0%
520010	Maintenance/Repair	400	2,170	2,170	2,170	-	0%
520040	Contracts/Professional Services	23,298	21,130	21,130	21,130	-	0%
520050	Rent/Lease - Equipment	-	300	300	300	-	0%
	<b>Total Maintenance and Operations</b>	<b>48,581</b>	<b>76,720</b>	<b>76,720</b>	<b>76,720</b>	<b>-</b>	<b>0%</b>

**POLICE  
INVESTIGATIONS**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550000	Vehicle Maintenance	122,855	122,855	163,288	163,288	-	0%
550010	Vehicle Equipment Replacement	97,781	72,536	68,363	68,363	-	0%
550020	Information Tech. Equip Maintenance	188,788	188,788	186,806	186,806	-	0%
550030	Information Tech. Equip Replacement	19,356	19,356	21,301	21,301	-	0%
550040	Communication Equipment Replacement	32,230	32,230	37,771	37,771	-	0%
550050	Workers' Compensation Insurance	91,024	91,024	20,767	20,767	-	0%
550060	Liability Insurance	14,194	14,194	14,879	14,879	-	0%
550080	Building Occupancy	85,135	85,135	60,656	60,656	-	0%
550090	Major Facilities Repair	1,175	1,175	1,208	1,208	-	0%
550120	Overhead	475,204	475,204	486,023	486,023	-	0%
550130	Emergency Communications Operations	488,135	488,135	483,089	483,089	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>1,615,877</b>	<b>1,590,632</b>	<b>1,544,151</b>	<b>1,544,151</b>	<b>-</b>	<b>0%</b>
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL</b>		<b>5,799,237</b>	<b>6,380,015</b>	<b>6,333,534</b>	<b>6,719,392</b>	<b>385,858</b>	<b>6%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	5,493,959	6,041,850	5,989,892	6,265,071	275,179	5%
Intergovernmental Grants	10,202	-	-	-	-	0%
Narcotic Forfeiture and Seizure	-	-	-	-	-	0%
Harbor Tidelands	112,692	128,025	129,461	184,801	55,340	43%
Harbor Uplands	182,384	210,140	214,181	269,520	55,339	26%
<b>TOTAL</b>	<b>5,799,237</b>	<b>6,380,015</b>	<b>6,333,534</b>	<b>6,719,392</b>	<b>385,858</b>	<b>3%</b>



**POLICE  
SPECIAL OPERATIONS**

**Purpose:** The Special Operations division oversees the operations of the Traffic Unit, the Pier, Community Services, Parking Enforcement and Animal Control. The Special Operations division proactively performs operations that enhance the safety of the community.

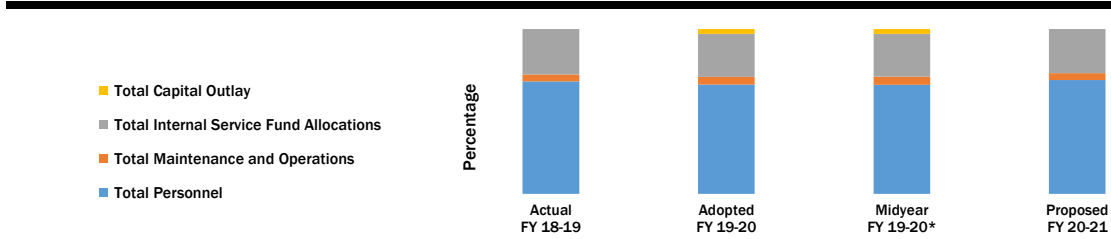
<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	2,480,815	2,827,831	2,827,831	2,790,295	(37,536)	(1%)
500010	Part-Time Salaries	328,352	348,308	348,308	348,308	-	0%
500020	Overtime	213,748	188,930	301,438	118,930	(182,508)	(61%)
500030	Overtime - Special Events	51,087	84,020	84,020	84,020	-	0%
500050	Vacation/Holiday Cashout (PERSable)	46,707	138,989	138,989	126,470	(12,519)	(9%)
500070	Vacation/Holiday Cashout (Non-PERSable)	49,426	115,145	115,145	122,627	7,482	6%
500100	Personnel Adjustments	-	(363,419)	(363,419)	(200,000)	163,419	(45%)
500120	Other Pay	90,246	94,864	94,864	77,934	(16,930)	(18%)
500130	Sick Leave Bonus	4,500	5,000	5,000	7,950	2,950	59%
500140	Standby Bonus	300	-	-	15,600	15,600	n/a
500150	Cell Phone Allowance	570	-	-	-	-	0%
500160	Public Safety Uniform Allowance	2,150	4,100	4,100	2,800	(1,300)	(32%)
501020	FICA	59,656	38,733	38,733	38,691	(42)	0%
501030	Life Insurance	3,104	3,660	3,660	3,402	(258)	(7%)
501050	Medical Insurance	348,038	393,836	393,836	433,075	39,239	10%
501060	Medicare	45,598	45,093	45,093	46,290	1,197	3%
501070	Psychological Insurance	110	120	120	112	(8)	(7%)
501075	GASB 68 Pension Expense	447,413	-	-	-	-	0%
501076	GASB 75 Pension Expense	(49,349)	-	-	-	-	0%
501080	Pension (Employer Share)	468,463	554,082	554,082	567,650	13,568	2%
501085	Pension (Unfunded Liability)	842,158	1,057,024	1,057,024	1,132,294	75,270	7%
501090	Pension (Employee Share)	52,035	55,872	55,872	58,659	2,787	5%
501095	Other Post Employment Benefits (OPEB)	174,447	202,975	202,975	199,911	(3,064)	(2%)
501110	Unemployment	7,949	9,360	9,360	8,736	(624)	(7%)
	<b>Total Personnel</b>	<b>5,667,523</b>	<b>5,804,523</b>	<b>5,917,031</b>	<b>5,983,754</b>	<b>66,723</b>	<b>1%</b>
510000	Uniforms/Clothing/Personal Supplies	268	12,400	12,400	4,900	(7,500)	(60%)
510010	Office Supplies	5,946	5,900	5,900	5,900	-	0%
510020	Special Departmental Supplies	55,814	83,530	96,980	69,530	(27,450)	(28%)
510040	Training/Meetings/Conferences	-	-	3,342	-	(3,342)	(100%)
510050	Mileage Reimbursement	-	200	200	200	-	0%
510200	Postage	2,947	2,540	2,540	2,540	-	0%
510210	Publications/Subscriptions	484	670	670	670	-	0%
510220	Memberships/Dues	340	1,060	1,060	1,060	-	0%
510310	Cell Phones	-	920	920	920	-	0%
520000	Maintenance Agreements	-	3,630	3,630	3,630	-	0%
520010	Maintenance/Repair	27,246	32,040	32,040	32,040	-	0%

**POLICE  
SPECIAL OPERATIONS**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
520030	Advertising/Promotions	-	200	200	200	- 0%
520040	Contracts/Professional Services	252,464	271,868	285,868	241,868	(44,000) (15%)
520050	Rent/Lease - Equipment	-	1,450	1,450	1,450	- 0%
530080	Donation Expenditures	4,595	3,100	3,100	3,100	- 0%
540000	Depreciation	3,243	-	-	-	- 0%
	<b>Total Maintenance and Operations</b>	<b>353,347</b>	<b>419,508</b>	<b>450,300</b>	<b>368,008</b>	<b>(82,292) (18%)</b>
550000	Vehicle Maintenance	84,434	84,434	98,398	98,398	- 0%
550010	Vehicle Equipment Replacement	76,709	64,067	64,067	64,067	- 0%
550020	Information Tech. Equip Maintenance	179,064	179,064	206,067	206,067	- 0%
550030	Information Tech. Equip Replacement	18,990	18,990	24,518	24,518	- 0%
550040	Communication Equipment Replacement	46,043	46,043	57,651	57,651	- 0%
550050	Workers' Compensation Insurance	133,398	133,398	122,566	122,566	- 0%
550060	Liability Insurance	292,531	292,531	227,162	227,162	- 0%
550080	Building Occupancy	71,581	71,581	52,484	52,484	- 0%
550090	Major Facilities Repair	371	371	382	382	- 0%
550110	City Facility Sewer Fee	914	914	1,117	1,117	- 0%
550120	Overhead	720,952	720,952	769,145	769,145	- 0%
550130	Emergency Communications Operations	667,114	667,114	695,664	695,664	- 0%
	<b>Total Internal Service Fund Allocations</b>	<b>2,292,101</b>	<b>2,279,459</b>	<b>2,319,221</b>	<b>2,319,221</b>	<b>- 0%</b>
560020	Furniture/Equipment	-	260,000	260,000	-	(260,000) (100%)
	<b>Total Capital Outlay</b>	<b>-</b>	<b>260,000</b>	<b>260,000</b>	<b>-</b>	<b>(260,000) (100%)</b>
	<b>TOTAL</b>	<b>8,312,971</b>	<b>8,763,490</b>	<b>8,946,552</b>	<b>8,670,983</b>	<b>(275,569) (3%)</b>

**POLICE  
SPECIAL OPERATIONS**

<i>Operating Expenses</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
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<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
General Fund	6,518,168	7,400,644	7,391,270	7,168,508	<b>(222,762) (3%)</b>
Intergovernmental Grants	123,567	4,000	147,300	4,000	<b>(143,300) (97%)</b>
Harbor Tidelands	978,891	526,215	545,804	699,858	<b>154,054 28%</b>
Harbor Uplands	692,345	832,631	862,178	798,617	<b>(63,561) (7%)</b>
<b>TOTAL</b>	<b>8,312,971</b>	<b>8,763,490</b>	<b>8,946,552</b>	<b>8,670,983</b>	<b>(275,569) 3%</b>

\* Excludes carryover funding of \$135,940

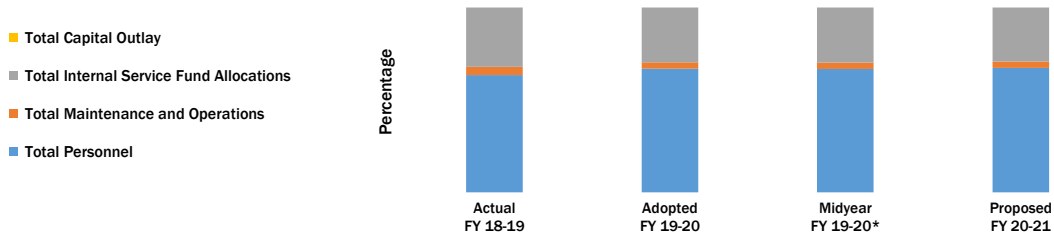
**POLICE  
MANAGEMENT SERVICES**

**Purpose:** The Management Services division provides support for the Records Unit and Information Services. The Management Services division collects, processes, and disseminates law enforcement information to assist in the apprehension and prosecution of criminal offenders and to improve public safety, communication and productivity.

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
500000	Full-Time Salaries	621,597	698,465	698,465	683,860	(14,605)	(2%)
500010	Part-Time Salaries	103,553	183,499	183,499	183,499	-	0%
500020	Overtime	66,639	14,000	14,000	14,000	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	30,610	53,090	53,090	44,347	(8,743)	(16%)
500120	Other Pay	17,072	14,940	14,940	24,220	9,280	62%
500130	Sick Leave Bonus	225	-	-	-	-	0%
501020	FICA	52,573	47,526	47,526	46,122	(1,404)	(3%)
501030	Life Insurance	1,355	1,471	1,471	1,704	233	16%
501050	Medical Insurance	105,068	117,375	117,375	142,800	25,425	22%
501060	Medicare	12,312	11,114	11,114	10,786	(328)	(3%)
501070	Psychological Insurance	31	47	47	48	1	2%
501080	Pension (Employer Share)	39,222	51,363	51,363	52,979	1,616	3%
501085	Pension (Unfunded Liability)	99,143	123,322	123,322	148,997	25,675	21%
501090	Pension (Employee Share)	15,967	16,294	16,294	15,549	(745)	(5%)
501095	Other Post Employment Benefits (OPEB)	27,618	31,367	31,367	31,133	(234)	(1%)
501110	Unemployment	3,386	3,652	3,652	3,744	92	3%
	<b>Total Personnel</b>	<b>1,196,371</b>	<b>1,367,525</b>	<b>1,367,525</b>	<b>1,403,788</b>	<b>36,263</b>	<b>3%</b>
510010	Office Supplies	15,617	14,800	14,800	14,800	-	0%
510020	Special Departmental Supplies	934	2,230	2,230	2,230	-	0%
510200	Postage	6,995	10,500	10,500	10,500	-	0%
510210	Publications/Subscriptions	1,351	3,000	3,000	3,000	-	0%
510220	Memberships/Dues	230	355	355	355	-	0%
520000	Maintenance Agreements	54,347	30,387	30,387	30,387	-	0%
520010	Maintenance/Repair	-	710	710	710	-	0%
520040	Contracts/Professional Services	4,323	5,030	5,030	5,030	-	0%
520050	Rent/Lease - Equipment	-	2,610	2,610	2,610	-	0%
530000	Other Non-Capital Equipment	794	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>84,591</b>	<b>69,622</b>	<b>69,622</b>	<b>69,622</b>	<b>-</b>	<b>0%</b>

**POLICE  
MANAGEMENT SERVICES**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550000	Vehicle Maintenance	14,518	14,518	12,328	12,328	-	0%
550010	Vehicle Equipment Replacement	8,140	7,326	7,326	7,326	-	0%
550020	Information Tech. Equip Maintenance	88,182	88,182	87,283	87,283	-	0%
550030	Information Tech. Equip Replacement	17,164	17,164	18,082	18,082	-	0%
550040	Communication Equipment Replacement	19,952	19,952	23,855	23,855	-	0%
550050	Workers' Compensation Insurance	102,672	102,672	79,272	79,272	-	0%
550060	Liability Insurance	2,817	2,817	2,952	2,952	-	0%
550080	Building Occupancy	52,602	52,602	38,569	38,569	-	0%
550090	Major Facilities Repair	208	208	214	214	-	0%
550110	City Facility Sewer Fee	496	496	583	583	-	0%
550120	Overhead	234,322	234,322	243,041	243,041	-	0%
550130	Emergency Communications Operations	65,080	65,080	96,678	96,678	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>606,153</b>	<b>605,339</b>	<b>610,183</b>	<b>610,183</b>	<b>-</b>	<b>0%</b>
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL</b>		<b>1,887,115</b>	<b>2,042,486</b>	<b>2,047,330</b>	<b>2,083,593</b>	<b>36,263</b>	<b>2%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	1,887,115	2,042,486	2,047,330	2,083,593	36,263	2%
<b>TOTAL</b>	<b>1,887,115</b>	<b>2,042,486</b>	<b>2,047,330</b>	<b>2,083,593</b>	<b>36,263</b>	<b>3%</b>

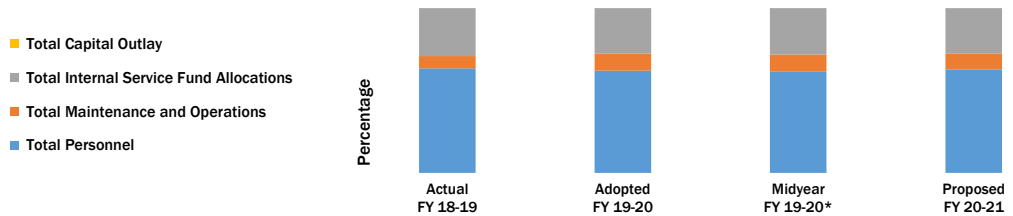
**POLICE**  
**ADMINISTRATIVE SERVICES**

**Purpose:** The Administrative Services division strategically plans, organizes, manages and supervises unit activities in payroll, personnel and training, jail, technical services, property and evidence, emergency communications and supports the field services divisions that maintain and improve public safety. The Administrative Services division also works with the Public Works department to maintain and improve the Police department's public facility.

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
500000	Full-Time Salaries	1,998,208	2,109,171	2,109,171	2,164,426	55,255	3%
500010	Part-Time Salaries	22,009	50,147	50,147	50,147	-	0%
500020	Overtime	601,403	129,180	129,180	129,180	-	0%
500050	Vacation/Holiday Cashout (PERSable)	(137)	3,155	3,155	-	(3,155)	(100%)
500070	Vacation/Holiday Cashout (Non-PERSable)	50,752	167,293	167,293	139,300	(27,993)	(17%)
500100	Personnel Adjustments	-	20,000	20,000	-	(20,000)	(100%)
500120	Other Pay	50,543	54,692	54,692	64,773	10,081	18%
500130	Sick Leave Bonus	338	338	338	488	150	44%
500140	Standby Bonus	7,822	5,200	5,200	7,800	2,600	50%
501020	FICA	158,044	144,946	144,946	148,577	3,631	3%
501030	Life Insurance	3,818	4,022	4,022	4,220	198	5%
501050	Medical Insurance	341,243	390,630	390,630	375,193	(15,437)	(4%)
501060	Medicare	39,601	34,751	34,751	35,648	897	3%
501070	Psychological Insurance	86	121	121	121	-	0%
501075	GASB 68 Pension Expense	(232,359)	-	-	-	-	0%
501076	GASB 75 OPEB Expense	48,469	-	-	-	-	0%
501080	Pension (Employer Share)	116,621	139,997	139,997	147,899	7,902	6%
501085	Pension (Unfunded Liability)	290,718	339,699	339,699	480,266	140,567	41%
501090	Pension (Employee Share)	75,526	79,356	79,356	81,215	1,859	2%
501095	Other Post Employment Benefits (OPEB)	87,161	96,537	96,537	99,463	2,926	3%
501110	Unemployment	8,654	9,438	9,438	9,438	-	0%
	<b>Total Personnel</b>	<b>3,668,520</b>	<b>3,778,673</b>	<b>3,778,673</b>	<b>3,938,154</b>	<b>159,481</b>	<b>4%</b>
510000	Uniforms/Clothing/Personal Supplies	50,751	97,390	97,390	59,890	(37,500)	(39%)
510010	Office Supplies	10,002	15,360	15,360	15,360	-	0%
510020	Special Departmental Supplies	82,806	84,680	84,680	84,680	-	0%
510040	Training/Meetings/Conferences	74,233	100,832	100,832	100,832	-	0%
510200	Postage	172	100	100	100	-	0%
510210	Publications/Subscriptions	48	1,370	1,370	1,370	-	0%
510220	Memberships/Dues	4,754	55,180	55,180	55,180	-	0%
510310	Cell Phones	-	1,770	1,770	1,770	-	0%
520000	Maintenance Agreements	81,981	162,404	162,404	162,404	-	0%
520010	Maintenance/Repair	6,114	10,110	10,110	10,110	-	0%
520040	Contracts/Professional Services	120,100	112,000	112,000	112,000	-	0%
	<b>Total Maintenance and Operations</b>	<b>430,961</b>	<b>641,196</b>	<b>641,196</b>	<b>603,696</b>	<b>(37,500)</b>	<b>(6%)</b>

**POLICE  
ADMINISTRATIVE SERVICES**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550000	Vehicle Maintenance	11,846	11,846	35,121	35,121	-	0%
550010	Vehicle Equipment Replacement	7,762	6,169	5,560	5,560	-	0%
550020	Information Tech. Equip Maintenance	166,640	166,640	165,134	165,134	-	0%
550030	Information Tech. Equip Replacement	62,209	62,209	104,077	104,077	-	0%
550040	Communication Equipment Replacement	44,510	44,510	59,638	59,638	-	0%
550050	Workers' Compensation Insurance	507,221	507,221	401,011	401,011	-	0%
550060	Liability Insurance	9,315	9,315	11,527	11,527	-	0%
550080	Building Occupancy	177,361	177,361	129,698	129,698	-	0%
550090	Major Facilities Repair	560	560	576	576	-	0%
550110	City Facility Sewer Fee	1,105	1,105	1,456	1,456	-	0%
550120	Overhead	592,952	592,952	679,282	679,282	-	0%
550130	Emergency Communications Operations	97,635	97,635	135,110	135,110	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>1,679,116</b>	<b>1,677,523</b>	<b>1,728,190</b>	<b>1,728,190</b>	<b>-</b>	<b>0%</b>
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL</b>		<b>5,778,597</b>	<b>6,097,392</b>	<b>6,148,059</b>	<b>6,270,040</b>	<b>121,981</b>	<b>2%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	2,943,658	3,104,450	3,126,748	3,140,434	13,686	0%
Narcotic Forfeiture and Seizure	22,957	51,677	51,677	51,677	-	0%
Harbor Tidelands	58,052	63,164	64,715	68,172	3,457	5%
Harbor Uplands	74,947	72,262	73,378	76,833	3,455	5%
Emergency Communications	2,678,983	2,805,839	2,831,541	2,932,924	101,383	4%
<b>TOTAL</b>	<b>5,778,597</b>	<b>6,097,392</b>	<b>6,148,059</b>	<b>6,270,040</b>	<b>121,981</b>	<b>3%</b>

\* Excludes carryover funding of \$118,919

## POLICE

### Core Service Activities

**Adopted FY 2019-20 (87%) Total Staff Hours: 276,869**

**Proposed FY 2020-21 (87%) Total Staff Hours: 276,869**

#### *Patrol*

- Provide 114,400 hours of Police patrol to the community.
- Arrest 2,100 criminal offenders.
- Conduct 34,500 parking violation investigations.
- Perform 10 high-risk operations coordinated and operated by SWAT personnel.
- Conduct quarterly Sergeants' patrol performance meetings.
- Investigate 690 traffic collisions.
- Initiate 6,125 traffic violation contacts.
- Conduct 3 DUI checkpoints.
- Conduct 20 dog bite investigations.
- Review 70 film permits/noise variance requests and coordinate their security.
- Respond to 3400 animal complaint calls for service.
- Service 800 parking meters.
- Process, collect and verify 1,500 parking meter permits.
- Investigate 250 graffiti cases and file 5 graffiti cases for prosecution.
- Conduct 3 juvenile curfew and/or truancy sweeps.
- Provide security and support at City Council meetings, City Council neighborhood meetings and special meetings.
- Complete 25 dog licensing investigation and citation details.
- Conduct 500 vehicle impounds and storages.

#### *Investigations*

- Provide 23,660 hours of Police investigations to the community.
- Investigate 100 cases of aggravated assault and obtain 25 felony filings.
- Investigate and obtain the appropriate disposition of 180 juvenile cases.
- Conduct surveillance of 125 known or suspected career criminals that are believed to be operating in Redondo Beach and/or adjacent cities.
- Investigate 125 narcotics cases.
- Investigate 1,300 property crime cases and serve 18 search warrants to recover evidence and victim property.

#### *Management Services*

- Process 6,950 police reports.
- Compile, review, duplicate, distribute, file and electronically archive 7,500 police reports.



## POLICE

### *Administrative Services*

- Arrange 275 training classes for sworn and non-sworn personnel.
- Conduct background checks on 45 applicants.
- Manage and maintain a 95% compliance score of current personnel training records to ensure State mandated requirements.
- Book 5,000 pieces of evidence into Police custody.
- Process 2,200 subpoenas, including data base entry, tracking, reports and calls.
- Process 1,250 court cases for review, filing, and tracking.
- Book coherent eligible detainees within 2 hours of receipt of approved pre-booking form 97% of the time.
- Answer 20,000 9-1-1 calls within 10 seconds 96% of the time.
- Coordinate and prepare billings for 1,000 false alarm incidents that qualify for billings of approximately \$50,000.

### *Administration*

- Work with the newly established Police Foundation by reviewing grants, assisting in fundraising, attending meetings as an ex parte member, and giving presentations regarding Police activities to the board of directors.
- Investigate 15 complaints/internal affairs issues and provide training on issues derived from sustained complaints.
- Conduct quarterly reviews of the Lexipol policy manual and implement updates as necessary.

## Key Projects and Assignments

**Adopted FY 2019-20 (4%) Total Staff Hours: 12,730**

**Proposed FY 2020-21 (4%) Total Staff Hours: 12,730**

### *Special Operations*

- |   | <b>Hours</b> |
|---|--------------|
| • Complete next phase of plan for parking meter replacement through the City by December 2020.  | 400          |
| • Continue working with key stakeholders along with the contracted non-profit organization PATH (People Assisting the Homeless), in order to mitigate the homelessness issues within the City by June 2021. | 900          |
| • Develop and implement 2 new community outreach programs which will allow for improved information exchange between law enforcement and citizenry by June 2021.  | 1,500        |
| • Provide security and traffic control for up to two Beach Life Concerts by June 2021.  | 791          |

## POLICE

• Provide security and traffic control for 4th of July City sponsored signature event by July 2020.	682
• Provide security and traffic control for the 10K Race City sponsored signature event by February 2021.	700
• Provide personnel resources necessary to staff the annual public safety fair event by October 2020.	200
• Conduct 20 parolee and probationer compliance checks to insure acceptable community behavior and to ensure recidivism is not an issue, by June 2020.	480
• Conduct up to 3 narcotics detection operations at Redondo Union High School as requested by school district personnel by June 2021.	900
• Provide citizen academy instruction to at least 22 citizens on Police operations and activities by June 2021.	1,500
• Conduct 6 Coffee with a Cop events by June 2021.	108
• Participate in National Walk to School Day on October 4, 2020.	24
• Participate in Distracted Driver Awareness Month in April 2021.	100
• Conduct 4 "Know Your Limit" campaigns" by June 2021.	100
• Research the feasibility of using a medical source other than the local hospitals for receiving pre-booking medical treatment, which reduces amount of time officers are waiting for arrestees to receive medical screening and evaluation by June 2021.	175
• Deploy the Community Sub-Station trailer in each district of the City by June 2021.	100
• Conduct investigations of massage businesses in the City and determine if they are operating legally and within City Municipal Code standards by June 2021.	400
• Continue training of new Crime Scene Technician by June 2021.	100
<i>Management Services</i>	
• Implement Mark43, the new Records Management System (RMS/CAD), by December 2020.	710
• Create a training manual for Records trainees by June 2021.	650
• Complete quality control and destroy 2008 and 2009 crime reports by December 2020.	200
• Complete quality control and destroy 50% of 2010 crime reports by June 2021.	300
<i>Administrative Services</i>	
• Initiate 1 drug destruction and 1 firearm destruction by June 2021.	200
• Send a Police Sergeant to the Supervisory Leadership Institute for professional development by June 2021.	800
• Enter into an agreement with the Los Angeles Sheriff's department to become a participating agency in Property, Evidence and Laboratory Information Management Systems (PRELIMS) for use of evidence entry for movement and tracking by December 2020.	60
• Continue development of Everbridge Multi-Jurisdictional Notification System (MJNS) pilot program as part of the South Bay cities within the Area G Disaster Management Operational Area.	200
• Increase number of Nixle group members to 7,000 by June 2021.	50
• Create templates for Jail training through ADORE software by December 2020.	150
• Implement software to review, approve and track departmental routing guides, personnel evaluations and employee training by June 2021.	250

## POLICE

### Customer Service and Referrals

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(9%)</b>	<b>Total Staff Hours:</b>	<b>28,641</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(9%)</b>	<b>Total Staff Hours:</b>	<b>28,641</b>

#### *Administration*

- Respond to Comcate requests within 3 business days 90% of the time.

#### *Patrol*

- Traffic hotline citizen complaints.
- Conduct 2 animal awareness safety Complete 80 community Police service questionnaires.
- Respond to 75 classes for elementary school students.
- Conduct 6 Neighborhood Watch block meetings.

#### *Investigations*

- Conduct 4 community awareness presentations on investigation related programs.

#### *Management Services*

- Receive and dispose of 75,000 telephone calls to Communications for assistance.
- Provide 24-hour citizen access to City services via the Records Unit.

## POLICE

### Selected Performance Measures

<b>Administration</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Complaints/internal affairs issues investigated on issues derived from complaints	19	15	15
Quarterly reviews conducted on Lexipol Policy manual to implement updates as necessary	4	4	4
Percentage of authorized sworn personnel positions filled	95%	95%	95%

<b>Patrol</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Police hours patrolling the community	114,000	108,000	108,000
Police reports completed (JH /Records)	7,228	7,000	7,500

<b>Special Operations</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Parking violations investigated	34,043	34,500	34,500
Animal complaint calls responded to for service	2,698	2,500	3,000

<b>Investigations</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Police hours for investigations to the community	23,660	23,000	23,000
Aggravated assault cases investigated	64	150	100
Narcotic cases investigated	107	275	275
Bait items deployed to make associated arrests	Not a program	15/4	15/4

## POLICE

<b>Support Services</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Invoices prepared for commercial and residential false alarms	1,024	900-	9501,100
Percentage of 9-1-1 Calls answered within ten seconds by Emergency Services Dispatchers	98.89%	99.3%	99%
Increase RBPD Nixle & Alert South Bay Alert subscribers	7,594/ 0	8500 / 4562	8,600/7000
Percentage of crime reports destroyed, from a selected previous year, to maintain record compliance	0%	50% of 2008	100% of 2008 100% of 2009
Annual Police reports compiled, reviewed, duplicated, distributed, filed and electronically archived	7,210	7,100	7,300

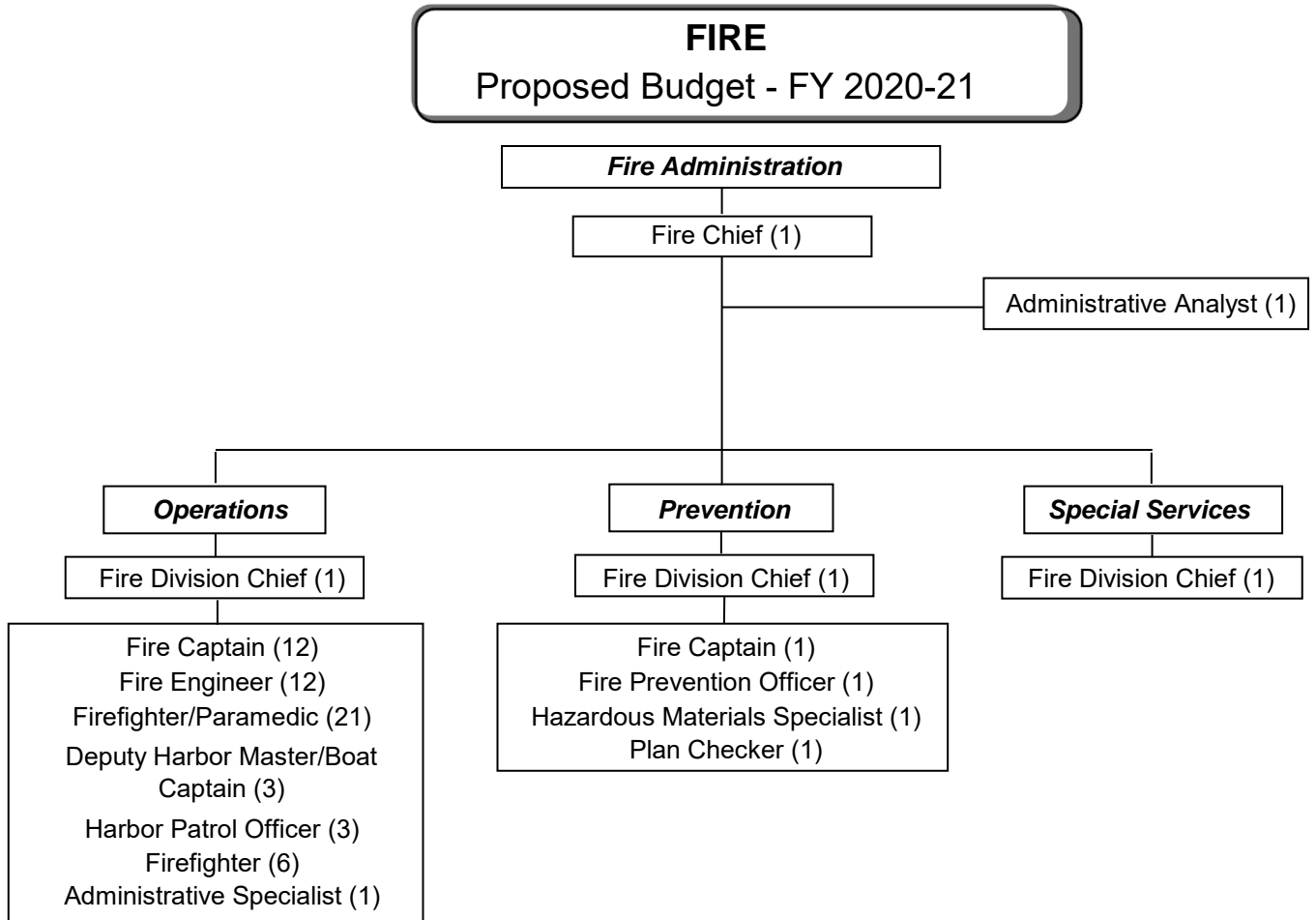
<b>Administrative Services</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Training classes arranged for personnel	211	275	280
Pieces of evidence booked into Police custody	5,188	4,500	5,400
Court cases processed for review, filing, and tracking	1,546	1,781	1,650
Percentage of eligible coherent detainees booked within two hours of receipt of approved pre-booking form	95%	97%	97%



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# **FIRE**

***Mission Statement:*** *Serving the community by protecting life, property, and the environment through prevention, education, and emergency services.*





**SUMMARY OF PERSONNEL**  
**Proposed Budget - FY 2020-21**

**FIRE**

**Administration**

1.00	Fire Chief
1.00	Administrative Analyst
<u>2.00</u>	

**Operations**

1.00	Fire Division Chief
12.00	Fire Captain
12.00	Fire Engineer
21.00	Firefighter/Paramedic
3.00	Deputy Harbor Master/Boat Captain
3.00	Harbor Patrol Officer
6.00	Firefighter
1.00	Administrative Specialist
<u>59.00</u>	

**Prevention**

1.00	Fire Division Chief
1.00	Fire Captain
1.00	Fire Prevention Officer
1.00	Hazardous Materials Specialist
1.00	Plan Checker
<u>5.00</u>	

**Special Services**

1.00	Fire Division Chief
<u>1.00</u>	

**62.00 Total Sworn**

**5.00 Total Non-Sworn**

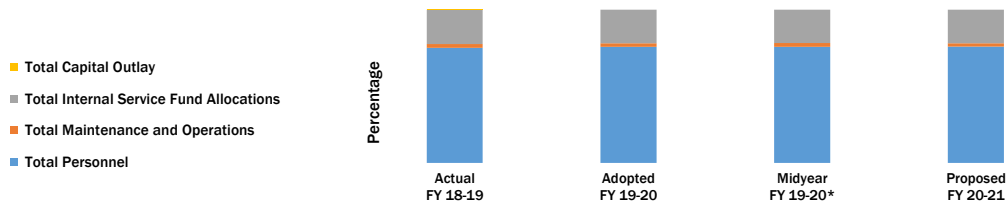
**TOTAL PERSONNEL: 67.00**

## FIRE

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	6,778,610	7,860,902	7,860,902	7,842,568	(18,334)	0%
500010	Part-Time Salaries	28,969	47,551	47,551	47,551	-	0%
500020	Overtime	3,349,927	1,996,347	1,996,347	2,035,042	38,695	2%
500030	Overtime Special Events	7,402	6,000	6,000	6,000	-	0%
500050	Persable Vac./Hol. Cash-Out	109,230	355,441	355,441	294,082	(61,359)	(17%)
500070	Vacation/Holiday Cashout (Non-PERSable)	64,169	556,856	556,856	531,971	(24,885)	(4%)
500120	Other Bonus	13,569	17,120	17,120	9,900	(7,220)	(42%)
500130	Sick Leave Bonus	15,996	15,996	15,996	16,512	516	3%
500150	Cell Phone Allowance	2,648	11,760	11,760	2,640	(9,120)	(78%)
500160	Public Safety Uniform Allowance	6,915	6,700	6,700	6,100	(600)	(9%)
501020	FICA	21,195	28,739	28,739	27,208	(1,531)	(5%)
501030	Life Insurance	8,075	9,129	9,129	9,124	(5)	0%
501050	Medical Insurance	823,537	944,858	944,858	971,191	26,333	3%
501060	Medicare	145,914	127,476	127,476	125,951	(1,525)	(1%)
501070	Psychological Insurance	246	268	268	268	-	0%
501075	Pension Expense - GASB 68	1,438,190	-	-	-	-	0%
501076	Opeb Expense - GASB 75	(99,382)	-	-	-	-	0%
501080	Pension (Employer Share)	1,437,999	1,700,614	1,700,614	1,781,935	81,321	5%
501085	Pension (Unfunded Liability)	2,565,521	3,279,710	3,279,710	3,306,580	26,870	1%
501090	Pension (Employee Share)	104,238	119,912	119,912	105,072	(14,840)	(12%)
501095	Other Post Employment Benefits (OPEB)	505,933	580,231	580,231	573,844	(6,387)	(1%)
501110	Unemployment	18,614	20,904	20,904	20,904	-	0%
	<b>Total Personnel</b>	<b>17,347,515</b>	<b>17,686,514</b>	<b>17,686,514</b>	<b>17,714,443</b>	<b>27,929</b>	<b>0%</b>
510000	Uniforms, Clothing and Personal Supplies	94,970	54,600	54,600	54,600	-	0%
510010	Office Supplies	8,498	14,640	14,640	14,640	-	0%
510020	Special Departmental Supplies	181,424	142,850	172,850	127,850	(45,000)	(26%)
510040	Training/Meetings/Conferences	25,729	36,088	36,088	36,088	-	0%
510050	Mileage Reimbursement	-	240	240	240	-	0%
510200	Postage	1,415	4,640	4,640	4,640	-	0%
510210	Publications/Subscriptions	2,262	5,171	5,171	5,171	-	0%
510220	Memberships/Dues	1,859	1,550	1,550	1,550	-	0%
510310	Pagers and Cellular Phones	6,335	20,550	20,550	20,550	-	0%
510600	Motor Fuel/Petroleum Products	10,051	11,500	11,500	11,500	-	0%
520000	Maintenance Agreements	55,472	105,946	105,946	105,946	-	0%
520010	Maintenance and Repair	6,173	11,000	11,000	11,000	-	0%
520040	Contracts/Professional Services	141,368	123,510	128,510	108,510	(20,000)	(16%)
530000	Other Non-Capital Equipment	11,091	16,300	16,300	16,300	-	0%
540000	Depreciation	1,577	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>548,224</b>	<b>548,585</b>	<b>583,585</b>	<b>518,585</b>	<b>(65,000)</b>	<b>(11%)</b>

**FIRE**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550000	Vehicle Maintenance	321,354	321,354	289,144	289,144	-	0%
550010	Vehicle Equipment Replacement	499,452	426,937	426,937	426,937	-	0%
550020	Information Tech. Equip Maintenance	483,997	483,997	478,152	478,152	-	0%
550030	Information Tech. Equip Replacement	72,136	72,136	76,118	76,118	-	0%
550040	Communication Equipment Replacement	143,406	143,406	150,936	150,936	-	0%
550050	Workers' Compensation Insurance	1,452,499	1,452,499	1,309,021	1,309,021	-	0%
550060	Liability Insurance	55,048	55,048	78,463	78,463	-	0%
550080	Building Occupancy	321,883	321,883	231,461	231,461	-	0%
550090	Major Facilities Repair	3,323	3,323	3,411	3,411	-	0%
550110	City Facility Sewer Fee	1,202	1,202	1,208	1,208	-	0%
550120	Overhead	1,573,992	1,573,992	1,788,772	1,788,772	-	0%
550130	Emergency Communications Operations	240,088	240,088	260,332	260,332	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>5,168,380</b>	<b>5,095,865</b>	<b>5,093,955</b>	<b>5,093,955</b>	-	0%
560020	Furniture and Equipment	9,960	-	-	-	-	0%
<b>Total Capital Outlay</b>		<b>9,960</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL</b>		<b>23,074,079</b>	<b>23,330,964</b>	<b>23,364,054</b>	<b>23,326,983</b>	<b>(37,071)</b>	<b>0%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	19,173,490	20,650,249	20,711,506	20,587,358	(124,148)	(1%)
Intergovernmental Grants	48,000	48,000	58,000	58,000	-	0%
Disaster Recovery	203,958	17,060	17,060	17,060	-	0%
Harbor Tidelands	3,409,681	2,211,757	2,147,425	2,223,126	75,701	4%
Harbor Uplands	175,810	184,445	209,831	220,237	10,406	5%
Solid Waste	63,140	219,453	220,232	221,202	970	0%
<b>TOTAL</b>	<b>23,074,079</b>	<b>23,330,964</b>	<b>23,364,054</b>	<b>23,326,983</b>	<b>(74,142)</b>	<b>0%</b>

\* Excludes carryover funding of \$407,096

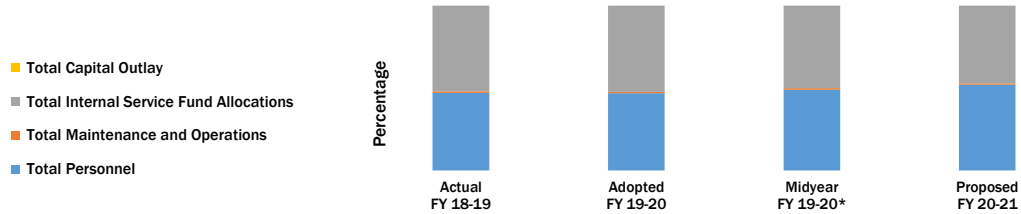
## FIRE ADMINISTRATION

**Purpose:** The purpose of Fire Administration is to provide overall planning, control, and management of all Fire department activities and staff support for all divisions and to direct the day-to-day administration of the Fire department within the policies set forth by the City Council and City Manager. Fire Administration also establishes and modifies as needed all department strategies, tactics and policies in addition to administering joint training and automatic/mutual aid responses with neighboring fire jurisdictions. Fire Administration also oversees its participation in the City's combined Police/Fire communications services and serves as liaison to other fire suppression and medical emergency organizations. Specific administrative activities include general administration, establishment of annual goals and objectives, staff report development, fiscal management, records management, purchasing, clerical support, program coordination and community services.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	321,685	319,743	319,743	320,973	1,230	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	2,688	9,138	9,138	9,177	39	0%
500150	Cell Phone Allowance	662	660	660	660	-	0%
500160	Public Safety Uniform Allowance	802	800	800	800	-	0%
501020	FICA	6,245	6,246	6,246	6,204	(42)	(1%)
501030	Life Insurance	483	482	482	482	-	0%
501050	Medical Insurance	31,295	31,200	31,200	31,200	-	0%
501060	Medicare	4,629	4,718	4,718	4,704	(14)	0%
501070	Psychological Insurance	3	8	8	8	-	0%
501080	Pension (Employer Share)	34,120	35,415	35,415	53,460	18,045	51%
501085	Pension (Unfunded Liability)	78,840	67,540	67,540	112,484	44,944	67%
501090	Pension (Employee Share)	6,820	7,011	7,011	7,038	27	0%
501095	Other Post Employment Benefits (OPEB)	20,098	20,103	20,103	20,180	77	0%
501110	Unemployment	626	624	624	624	-	0%
	<b>Total Personnel</b>	<b>508,996</b>	<b>503,688</b>	<b>503,688</b>	<b>567,994</b>	<b>64,306</b>	<b>13%</b>
510000	Uniforms, Clothing and Personal Supplies	748	800	800	800	-	0%
510010	Office Supplies	2,163	5,000	5,000	5,000	-	0%
510040	Training/Meetings/Conferences	5,122	1,808	1,808	1,808	-	0%
510200	Postage	50	1,430	1,430	1,430	-	0%
510210	Publications/Subscriptions	-	30	30	30	-	0%
510220	Memberships/Dues	1,359	660	660	660	-	0%
	<b>Total Maintenance and Operations</b>	<b>9,442</b>	<b>9,728</b>	<b>9,728</b>	<b>9,728</b>	<b>-</b>	<b>0%</b>

**FIRE  
ADMINISTRATION**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550000	Vehicle Maintenance	1,672	1,672	7,867	7,867	-	0%
550010	Vehicle Equipment Replacement	3,369	2,948	2,948	2,948	-	0%
550020	Information Tech. Equip Maintenance	28,899	28,899	28,693	28,693	-	0%
550030	Information Tech. Equip Replacement	3,287	3,287	3,617	3,617	-	0%
550040	Communication Equipment Replacement	4,281	4,281	4,506	4,506	-	0%
550050	Workers' Compensation Insurance	165,816	165,816	191,260	191,260	-	0%
550060	Liability Insurance	29,596	29,596	39,875	39,875	-	0%
550080	Building Occupancy	321,883	321,883	231,461	231,461	-	0%
550090	Major Facilities Repair	2,468	2,468	2,531	2,531	-	0%
550110	City Facility Sewer Fee	1,202	1,202	1,208	1,208	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>562,473</b>	<b>562,052</b>	<b>513,966</b>	<b>513,966</b>	<b>-</b>	<b>0%</b>
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL</b>		<b>1,080,911</b>	<b>1,075,468</b>	<b>1,027,382</b>	<b>1,091,688</b>	<b>64,306</b>	<b>6%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	1,080,911	1,075,468	1,027,382	1,091,688	64,306	6%
<b>TOTAL</b>	<b>1,080,911</b>	<b>1,075,468</b>	<b>1,027,382</b>	<b>1,091,688</b>	<b>64,306</b>	<b>3%</b>

\* Excludes carryover funding of \$9,850

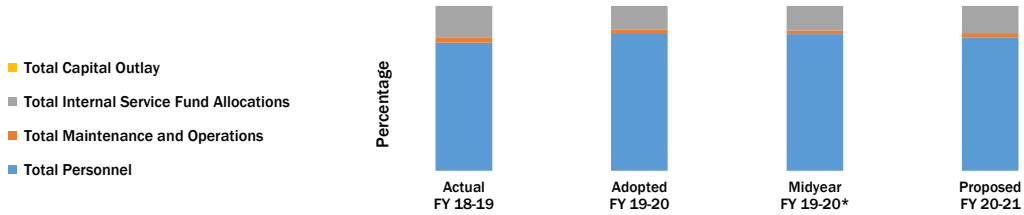
## FIRE PREVENTION

**Purpose:** The purpose of Fire Prevention is to reduce the rate and severity of fires and other life safety emergencies in the City of Redondo Beach. This is done by actively enforcing local, State, and Federal codes to reduce the risks of hazards. The Fire Prevention division also conduct plan review, enforcing the current Fire and Building Code requirements. The reduction of fire loss is accomplished by examining development plans, inspecting buildings and facilities, conducting public education programs, and investigating all fires and hazardous incidents. The division operates a Fire Investigation team, investigating the causes of all fires in Redondo Beach. Fire Prevention also evaluates the incidence of certain risks to the community and compares those rates to the national averages.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	430,976	640,805	640,805	581,568	(59,237)	(9%)
500010	Part-Time Salaries	28,969	21,816	21,816	21,816	-	0%
500020	Overtime	12,592	6,572	6,572	6,572	-	0%
500050	Persable Vac./Hol. Cash-Out	12,166	19,476	19,476	15,534	(3,942)	(20%)
500070	Vacation/Holiday Cashout (Non-PERSable)	12,678	29,884	29,884	23,023	(6,861)	(23%)
500120	Other Bonus	3,176	8,120	8,120	-	(8,120)	(100%)
500130	Sick Leave Bonus	-	-	-	516	516	n/a
500150	Cell Phone Allowance	662	660	660	660	-	0%
500160	Public Safety Uniform Allowance	107	200	200	200	-	0%
501020	FICA	10,831	18,219	18,219	16,611	(1,608)	(9%)
501030	Life Insurance	690	1,067	1,067	1,072	5	0%
501050	Medical Insurance	42,368	69,156	69,156	75,888	6,732	10%
501060	Medicare	7,447	10,008	10,008	9,166	(842)	(8%)
501070	Psychological Insurance	14	20	20	20	-	0%
501080	Pension (Employer Share)	78,054	108,663	108,663	99,000	(9,663)	(9%)
501085	Pension (Unfunded Liability)	181,277	245,455	245,455	191,686	(53,769)	(22%)
501090	Pension (Employee Share)	20,262	20,751	20,751	16,218	(4,533)	(22%)
501095	Other Post Employment Benefits (OPEB)	27,893	39,507	39,507	35,177	(4,330)	(11%)
501110	Unemployment	966	1,560	1,560	1,560	-	0%
	<b>Total Personnel</b>	<b>871,128</b>	<b>1,241,939</b>	<b>1,241,939</b>	<b>1,096,287</b>	<b>(145,652)</b>	<b>(12%)</b>
510000	Uniforms, Clothing and Personal Supplies	623	2,620	2,620	2,620	-	0%
510010	Office Supplies	3,958	4,310	4,310	4,310	-	0%
510020	Special Departmental Supplies	21,092	2,180	2,180	2,180	-	0%
510040	Training/Meetings/Conferences	4,378	10,746	10,746	10,746	-	0%
510200	Postage	1,307	1,110	1,110	1,110	-	0%
510210	Publications/Subscriptions	2,262	1,641	1,641	1,641	-	0%
510220	Memberships/Dues	200	500	500	500	-	0%
520010	Maintenance and Repair	1,005	6,000	6,000	6,000	-	0%
520040	Contracts/Professional Services	375	4,700	4,700	4,700	-	0%
540000	Depreciation	844	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>36,044</b>	<b>33,807</b>	<b>33,807</b>	<b>33,807</b>	<b>-</b>	<b>0%</b>

**FIRE  
PREVENTION**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550000	Vehicle Maintenance	21,953	21,953	24,486	24,486	-	0%
550010	Vehicle Equipment Replacement	15,593	13,660	13,660	13,660	-	0%
550020	Information Tech. Equip Maintenance	27,549	27,549	27,288	27,288	-	0%
550030	Information Tech. Equip Replacement	6,815	6,815	7,108	7,108	-	0%
550040	Communication Equipment Replacement	10,702	10,702	11,264	11,264	-	0%
550050	Workers' Compensation Insurance	5,234	5,234	5,236	5,236	-	0%
550120	Overhead	124,748	124,748	134,355	134,355	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>212,594</b>	<b>210,661</b>	<b>223,397</b>	<b>223,397</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>1,119,766</b>	<b>1,486,407</b>	<b>1,499,143</b>	<b>1,353,491</b>	<b>(145,652)</b>	<b>(10%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	1,056,626	1,266,954	1,278,911	1,132,289	(146,622)	(11%)
Solid Waste	63,140	219,453	220,232	221,202	970	0%
<b>TOTAL</b>	<b>1,119,766</b>	<b>1,486,407</b>	<b>1,499,143</b>	<b>1,353,491</b>	<b>(145,652)</b>	<b>3%</b>

\* Excludes carryover funding of \$32,505

## FIRE OPERATIONS

**Purpose:** The purpose of the Operations division is as follows: To provide directive in the deployment of all fire/medical/hazardous material resources to ensure public safety; To provide management directive and oversight to all Fire department programs; To develop and implement public safety programs, services and life safety innovations; To establish and modify, as needed, department strategies, tactics and policies as they relate to land-based fire suppression activities and Harbor Patrol operations; To plan and coordinate automatic and mutual aid deployment of emergency response units during large-scale incidents and wildland conflagrations; To oversee the EMS/paramedic component of the Fire department and manage a continuing quality assurance/improvement (QA/QI) program to ensure that proper medical personnel are allocated and implementing field protocols in accordance with prescribed regulations as adopted by the Los Angeles Health Care Agency.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	5,846,780	6,713,583	6,713,583	6,767,574	53,991	1%
500010	Part-Time Salaries	-	25,735	25,735	25,735	-	0%
500020	Overtime	3,329,570	1,934,775	1,934,775	1,973,470	38,695	2%
500030	Overtime Special Events	7,402	6,000	6,000	6,000	-	0%
500050	Persable Vac./Hol. Cash-Out	94,024	335,965	335,965	270,096	(65,869)	(20%)
500070	Vacation/Holiday Cashout (Non-PERSable)	41,701	500,970	500,970	489,735	(11,235)	(2%)
500120	Other Bonus	10,393	9,000	9,000	9,900	900	10%
500130	Sick Leave Bonus	15,996	15,996	15,996	15,996	-	0%
500150	Cell Phone Allowance	662	660	660	660	-	0%
500160	Public Safety Uniform Allowance	6,006	5,700	5,700	5,100	(600)	(11%)
501020	FICA	4,119	4,274	4,274	4,393	119	3%
501030	Life Insurance	6,657	7,321	7,321	7,311	(10)	0%
501050	Medical Insurance	732,421	827,102	827,102	846,703	19,601	2%
501060	Medicare	131,040	109,671	109,671	109,501	(170)	0%
501070	Psychological Insurance	225	236	236	236	-	0%
501075	Pension Expense - GASB 68	1,438,190	-	-	-	-	0%
501076	Opeb Expense - GASB 75	(99,382)	-	-	-	-	0%
501080	Pension (Employer Share)	1,283,586	1,513,021	1,513,021	1,587,429	74,408	5%
501085	Pension (Unfunded Liability)	2,242,073	2,859,769	2,859,769	2,927,282	67,513	2%
501090	Pension (Employee Share)	59,667	74,603	74,603	65,612	(8,991)	(12%)
501095	Other Post Employment Benefits (OPEB)	443,886	506,584	506,584	505,524	(1,060)	0%
501110	Unemployment	16,731	18,408	18,408	18,408	-	0%
	<b>Total Personnel</b>	<b>15,611,747</b>	<b>15,469,373</b>	<b>15,469,373</b>	<b>15,636,665</b>	<b>167,292</b>	<b>1%</b>
510000	Uniforms, Clothing and Personal Supplies	93,599	51,180	51,180	51,180	-	0%
510010	Office Supplies	1,669	3,830	3,830	3,830	-	0%
510020	Special Departmental Supplies	154,082	130,700	135,700	115,700	(20,000)	(15%)
510040	Training/Meetings/Conferences	7,573	15,352	15,352	15,352	-	0%
510050	Mileage Reimbursement	-	240	240	240	-	0%
510200	Postage	7	1,880	1,880	1,880	-	0%
510210	Publications/Subscriptions	-	1,400	1,400	1,400	-	0%
510220	Memberships/Dues	300	390	390	390	-	0%



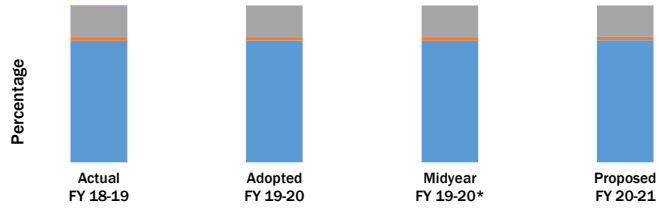
**FIRE  
OPERATIONS**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
510310	Pagers and Cellular Phones	6,335	20,550	20,550	20,550	-	0%
510600	Motor Fuel/Petroleum Products	10,051	11,500	11,500	11,500	-	0%
520000	Maintenance Agreements	55,472	100,954	100,954	100,954	-	0%
520010	Maintenance and Repair	2,650	3,000	3,000	3,000	-	0%
520040	Contracts/Professional Services	131,578	105,050	110,050	90,050	(20,000)	(18%)
530000	Other Non-Capital Equipment	11,091	16,300	16,300	16,300	-	0%
540000	Depreciation	733	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>475,140</b>	<b>462,326</b>	<b>472,326</b>	<b>432,326</b>	<b>(40,000)</b>	<b>(8%)</b>
550000	Vehicle Maintenance	297,729	297,729	256,791	256,791	-	0%
550010	Vehicle Equipment Replacement	480,490	410,329	410,329	410,329	-	0%
550020	Information Tech. Equip Maintenance	198,651	198,651	196,037	196,037	-	0%
550030	Information Tech. Equip Replacement	22,761	22,761	23,882	23,882	-	0%
550040	Communication Equipment Replacement	126,283	126,283	132,913	132,913	-	0%
550050	Workers' Compensation Insurance	1,279,229	1,279,229	1,110,647	1,110,647	-	0%
550060	Liability Insurance	25,452	25,452	38,588	38,588	-	0%
550090	Major Facilities Repair	855	855	880	880	-	0%
550120	Overhead	1,402,807	1,402,807	1,606,372	1,606,372	-	0%
550130	Emergency Communications Operations	240,088	240,088	260,332	260,332	-	0%
	<b>Total Internal Service Fund Allocations</b>	<b>4,074,345</b>	<b>4,004,184</b>	<b>4,036,771</b>	<b>4,036,771</b>	-	0%
560020	Furniture and Equipment	9,960	-	-	-	-	0%
	<b>Total Capital Outlay</b>	<b>9,960</b>	-	-	-	-	0%
	<b>TOTAL</b>	<b>20,171,192</b>	<b>19,935,883</b>	<b>19,978,470</b>	<b>20,105,762</b>	<b>127,292</b>	<b>1%</b>

**FIRE  
OPERATIONS**

<i>Operating Expenses</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
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- Total Capital Outlay
- Total Internal Service Fund Allocations
- Total Maintenance and Operations
- Total Personnel



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
General Fund	16,344,633	17,491,681	17,563,214	17,604,399	6,863 0%
Intergovernmental Grants	48,000	48,000	58,000	58,000	- 0%
Disaster Recovery	193,068	-	-	-	- 0%
Harbor Tidelands	3,409,681	2,211,757	2,147,425	2,223,126	71,328 3%
Harbor Uplands	175,810	184,445	209,831	220,237	10,406 5%
<b>TOTAL</b>	<b>20,171,192</b>	<b>19,935,883</b>	<b>19,978,470</b>	<b>20,105,762</b>	<b>88,597 3%</b>

\* Excludes carryover funding of \$356,576

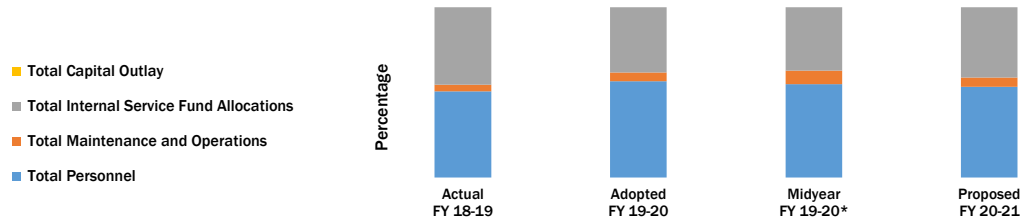
**FIRE  
SPECIAL SERVICES**

**Purpose:** The purpose of the Special Services division is to ensure the training of all City employees in managing disaster responses and to enable the City to respond quickly and effectively to major emergencies. To establish and maintain an emergency management system that coordinates mitigation, preparedness, response, and recovery phases for 1) natural disasters, 2) technological disasters, and 3) national security emergencies. To manage the City's Emergency Preparedness Committee. To meet State/Federal laws/mandates including the National Emergency Management System (NEMS). To promote and train the City's Community Emergency Response Teams (CERT) to respond to disasters until public safety personnel are available. Additionally, under the direction of the Special Services/Division Chief, the departments Training Captain assists with the implementation of comprehensive training and education programs related to fire suppression, disaster and earthquake preparedness.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	179,169	186,771	186,771	172,453	(14,318)	(8%)
500020	Overtime	7,765	55,000	55,000	55,000	-	0%
500050	Persable Vac./Hol. Cash-Out	3,040	-	-	8,452	8,452	n/a
500070	Vacation/Holiday Cashout (Non-PERSable)	7,102	16,864	16,864	10,036	(6,828)	(40%)
500150	Cell Phone Allowance	662	9,780	9,780	660	(9,120)	(93%)
501030	Life Insurance	245	259	259	259	-	0%
501050	Medical Insurance	17,453	17,400	17,400	17,400	-	0%
501060	Medicare	2,798	3,079	3,079	2,580	(499)	(16%)
501070	Psychological Insurance	4	4	4	4	-	0%
501080	Pension (Employer Share)	42,239	43,515	43,515	42,046	(1,469)	(3%)
501085	Pension (Unfunded Liability)	63,331	106,946	106,946	75,128	(31,818)	(30%)
501090	Pension (Employee Share)	17,489	17,547	17,547	16,204	(1,343)	(8%)
501095	Other Post Employment Benefits (OPEB)	14,056	14,037	14,037	12,963	(1,074)	(8%)
501110	Unemployment	291	312	312	312	-	0%
	<b>Total Personnel</b>	<b>355,644</b>	<b>471,514</b>	<b>471,514</b>	<b>413,497</b>	<b>(58,017)</b>	<b>(12%)</b>
510010	Office Supplies	708	1,500	1,500	1,500	-	0%
510020	Special Departmental Supplies	6,250	9,970	34,970	9,970	(25,000)	(71%)
510040	Training/Meetings/Conferences	8,656	8,182	8,182	8,182	-	0%
510200	Postage	51	220	220	220	-	0%
510210	Publications/Subscriptions	-	2,100	2,100	2,100	-	0%
520000	Maintenance Agreements	-	4,992	4,992	4,992	-	0%
520010	Maintenance and Repair	2,518	2,000	2,000	2,000	-	0%
520040	Contracts/Professional Services	9,415	13,760	13,760	13,760	-	0%
	<b>Total Maintenance and Operations</b>	<b>27,598</b>	<b>42,724</b>	<b>67,724</b>	<b>42,724</b>	<b>(25,000)</b>	<b>(37%)</b>

**FIRE  
SPECIAL SERVICES**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	228,898	228,898	226,134	226,134	-	0%
550030	Information Tech. Equip Replacement	39,273	39,273	41,511	41,511	-	0%
550040	Communication Equipment Replacement	2,140	2,140	2,253	2,253	-	0%
550050	Workers' Compensation Insurance	2,220	2,220	1,878	1,878	-	0%
550120	Overhead	46,437	46,437	48,045	48,045	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>318,968</b>	<b>318,968</b>	<b>319,821</b>	<b>319,821</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>702,210</b>	<b>833,206</b>	<b>859,059</b>	<b>776,042</b>	<b>(83,017)</b>	<b>(10%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	691,319	816,146	841,999	758,982	(83,017)	(10%)
Disaster Recovery	10,890	17,060	17,060	17,060	-	0%
<b>TOTAL</b>	<b>702,209</b>	<b>833,206</b>	<b>859,059</b>	<b>776,042</b>	<b>(83,017)</b>	<b>3%</b>

\* Excludes carryover funding of \$8,165

## FIRE

### Core Service Activities

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(71%)</b>	<b>Total Staff Hours:</b>	<b>99,074</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(59%)</b>	<b>Total Staff Hours:</b>	<b>111,551</b>

#### *Administration*

- Direct the day-to-day administration of the Fire department.
- Provide leadership and direction to 67 full-time employees.
- Prepare, submit and manage the annual Fire department budget.
- Develop an emergency response policy that continually improves public safety and is consistent with Federal, State and County mandates.
- Administer 4 automatic aid agreements for the sharing of fire units with neighboring agencies.
- Apply and administer Federal, State and local grant funding opportunities.
- Prepare approximately 10 administrative staff reports to City Council.
- Complete the Fire department objectives contained in the City's Strategic Plan.
- Facilitate and provide direction to the City Council-endorsed Citizen Corp's Council and Community Emergency Response Team (CERT).
- Collaborate with Human Resources and the City Manager's office regarding employee relations.

#### *Operations*

- Implements emergent operational protocol changes across the organization to meet the dynamic response mitigation needs of the community.
- Ensures the timely response and effective mitigation of approximately 7,400 calls for emergency service. The nature of these service calls includes, but are not limited to, structure fires, traffic collisions, marine related incidents, and medical aids.
- Directs, commands, and coordinates RBFD and assisting agency resources during emergency incidents and large-scale disasters.
- Maintains and updates area mutual / automatic aid resource share agreements.
- Coordinates mandated regional interoperability training.
- Serves as City representative at Los Angeles Area Operations Chiefs Workgroup.
- Serves as City representative at Area G Operations / Training Officers Workgroup.
- Ensures compliance with State mandates for Wildland Mutual Aid response.
- When requested through master mutual aid agreement, coordinates response of RBFD resources to all wildland disaster fires within the State of California.
- When requested through master mutual aid agreement, responds to and supervises RBFD and South Bay resources at wildland disaster fires in the State of California.
- Provides structural framework for day-to-day operational workflows through policy development, best practice identification, and coordination of resources.
- Performs internal audits to ensure premium, relevant response services.
- Researches new vehicles, technologies, and tools for utilization in continually evolving service profiles.

## FIRE

- Functions as Fire Department liaison with RBPB Dispatch Center.
- Evaluates and modifies deployment models to provide best service for the community.
- Introduces and implements run order modifications to reflect most effective resource deployments.
- Coordinates with Public Works - Fleet to maintain all Fire department vehicles and vessels.
- Coordinates with Public Works - Facilities to maintain all Fire department buildings.
- Coordinates RBFD internal infrastructure maintenance and improvements.
- Oversees internal maintenance of all Fire department suppression response apparatus, tools, and equipment.
- Oversees personal protective equipment/uniform specification and purchasing.
- Manages all documentation related to employee work status: driver's licenses, illness/injury work releases, etc.
- Provides OSHA mandated respiratory training to all RBFD members.
- Manages electronic training platform (Target Solutions).
- Provides promotional training for members seeking greater organizational responsibilities.
- Coordinates entry level operational training during on-boarding process of new hire employees.
- Directs and implements department specialized training.
- Provides department-wide operational training through coordination with Los Angeles Area Regional Training Group and other contracted subject matter expert training entities.

### *Prevention*

- Engages to maintain a safe community by conducting inspections, enforcing codes, educating the public, and completing investigations.
- Prepares Uniform Fire Code adoption briefings for City administration.
- Manages the RBFD Fire and Life Safety Inspection Program.
- Supervises Fire Prevention Staff: (1) Fire Captain, (1) Inspector, and (1) Plan Checker.
- Assigns all RBFD inspection details and manages all inspection records.
- Ensures that 5,500 Fire and Life Safety inspections are completed annually.
- Ensures that 130 Fire Permit inspections are completed annually.
- Completes approximately 270 fire sprinkler and fire alarm inspections.
- Responds to citizen and business owner inquiries regarding the RBFD Fire and Life Safety Inspection Program.
- Manages and maintains the RBFD electronic fire inspection records system.
- Responds to citizen and business owner inquiries regarding the RBFD Fire and Life Safety Inspection Program.
- Completes life-safety overcrowding inspections throughout the City, as required.
- Oversees compliance to life safety regulations at all City Special Events and Signature Events.
- Manages City Film Permit and Inspection Program.
- Coordinates citywide inputs for applicable fees to apply for film permitting.
- Executes all film set inspections and safety stand-by assignments, as required.
- Manages the RBFD Fire Investigator Program.
- Ensures completion of monthly firearm qualification training for all investigators.
- Provides continuous professional development / skills training for RBFD fire investigators.
- Executes all fire investigations of structure fire incidents and suspicious that occur in the City, as required.

## FIRE

- City representative at the South Bay Arson Taskforce.
- Rbfd representative at the City of RB Public Safety Commission.
- Rbfd representative at the City Special Events Committee.
- Coordinates all fire station tour public education requests.
- Conducts public education school programs.

### *Special Services*

- Manages the Rbfd emergency medical services, disaster preparedness, training, and internal services programs.
- Plans for Rbfd mid-range capital improvements projects.
- Oversees Rbfd personal protective equipment (PPE) program.
- In coordination with Medical Director, manages Emergency Medical Service (EMS) and controlled medications programs; implements community-relevant expanded scope service enhancements; maintains compliance with Los Angeles County policies and mandates.
- Through oversight of Nurse Educator, provides State and County mandated instructor-based continuing education and equipment and skills review for all suppression members holding medical licensure or certification and executes on-going quality improvement audits.
- Through oversight of the Assistant Paramedic Coordinator, coordinates records, documents, and equipment preparation for annual Los Angeles County Emergency Services Agency - Rbfd EMS Program Audit.
- Maintains California state paramedic licensure for 51 suppression members.
- Maintains Los Angeles County paramedic accreditation for 51 suppression members.
- Maintains Los Angeles County Emergency Medical Technician Certification for 11 suppression members.
- Oversees the effectiveness of EMS electronic patient care reporting system.
- Through oversight of the EMS Equipment and Supplies Coordinator, ensures acquisition and maintenance of stock of EMS field equipment supplies to meet community needs.
- Maintains collaborative relationships with local hospitals, health clinics, and other medical facilities to enhance service to community.
- Represents the City at the Area G EMS Partners Workgroup.
- Coordinates City disaster preparation activities (Chairperson for the City of Redondo Beach Emergency Preparedness Committee).
- Provides CPR and first aid training to all City employees.
- Maintains operational readiness of the City's primary Emergency Operations Center (EOC).
- Maintains operational readiness of the City's secondary EOC.
- Ensures the delivery of (2) Community Emergency Response Team (C.E.R.T.) training modules.
- Coordinates liaison activities with the C.E.R.T. Alumni Board.
- City representative at the South Bay's Area G Partners Group (regional disaster preparation).

## FIRE

### Key Projects and Assignments

**Adopted FY 2019-20 (19%) Total Staff Hours: 26,350**  
**Proposed FY 2020-21 (31%) Total Staff Hours: 59,550**

	<b>Hours</b>
• Development and administration of promotional exams: Division Chief and Fire Captain by December 2020.	500
• Install mobile air compressor to fixed site location at Fire Station 2 by December 2020.	250
• Maintenance / operation of 12-lead EKG transmission program by September 2020.	500
• Complete recruitment and training of Plan Checker September 2020.	500
• Completion of probationary training of (2) FF/PM's by February 2021.	1,600
• Construct fixed structures for the purpose of providing shelter for reserve fire apparatus by October 2020.	500
• Continued development of both primary and secondary EOC's by February 2021.	350
• Establish a plan to meet National Weather Service guidelines for a tsunami ready community by February 2021.	1,000
• Re-write Hazard Mitigation Plan, to include City Emergency Operations and Response Plan by March 2021.	1,500
• Rules and Regulations manual review and update by June 2021.	1,300
• Operations manual review and update by June 2021.	1,300
• Plan and conduct a functional tabletop exercise of new EOC by June 2021.	300
• Renew W.A.T.E.R electronic patient care reporting platform contract by October 2020.	200
• Coordinate 2020 Beach Life Festival multi-day music event by October 2020 (date TBD).	500
• Participate in LAEMSA Sidewalk CPR Program by June 2021.	250
• Coordinate 2020 Fourth of July fireworks event by July 2020.	500
• Complete grant renewal process with BCHD By July 2020.	200
• Provide EMT recertification training to (11) suppression members by December 2020.	750
• Renew Los Angeles County EMT Certifications for (11) suppression members by December 2020.	750
• Complete recruitment and training of (9) FF/PM's by June 2021.	28,000
• Research effectiveness and potential acquisition of (2) Zoll Auto-Pulse CPR tool by February 2020.	400



## FIRE

- Provide CPR and first aid training for all City employees and RUHS senior class by October 2020. 2,500
- Coordinate with RBUSD to attend school district fire drills by October 2020. 1,250
- Maintain (2) Harbor unit and fire truck PAU's by October 2020. 1,500
- Coordinate Spark of Love Holiday Toy Donation program by December 2020. 500
- Coordinate FEMA mandated disaster worker training for City staff by March 2021. 2,500
- Conduct evacuation exercise at the City Hall complex by March 2021. 150
- Conduct (2) CERT classes by June 2021. 2,000
- Coordinate the replacement of (13) AED Defibrillator Monitors in city owned facilities by January 2021. 250
- Effectively manage local COVID-19 impacts thru June 2021. 5000
- Build fixed shed at Fire Station 2 by November 2020. 750
- Identify improved data collection process and interfaces for public display by June 2021 2,000

### Customer Service and Referrals

**Adopted FY 2019-20 (10%) Total Staff Hours: 13,936**  
**Proposed FY 2020-21 (10%) Total Staff Hours: 19,011**

- Assist with approximately 300 citizen service requests involving fire code and UFC violations.
- Assist with approximately 300 citizen service requests involving vessel and marina related code and local ordinance violations.

**FIRE**

**Selected Performance Measures**

<b>Administration</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Prepare and present administrative staff reports to City Council	10	10	10
Apply and administer Federal, State and local grants	3	3	3
Complete departmental Strategic Plan objectives	3	3	3
Quarterly meetings with Fire Association to review pending issues	4	4	4

<b>Operations</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Respond to 9-1-1 incidents	7,270	7,393	7,488
Medical incidents	4,665	4,791	4,805
Active fires	109	120	112
Non-fire and marine incidents	2,496	2,482	2,571
Conduct annual docks inspections	1,400	1,400	1,400
Administer mooring permit inspections	60	60	60
Administer mandated OSHA training in respiratory protection	62	62	62
Respond to 90% of all calls within 5 minutes/average dispatch time	70	65	67
Average response time of all calls	4min 16sec	4min 33sec	4min 25sec
Attend monthly Area G Operations Committee meetings	12	12	12
Attend monthly INSB Radio Operations meetings	12	12	12

**FIRE**

<b><i>Prevention</i></b>	<b><i>Actual FY 2018-19</i></b>	<b><i>Estimated FY 2019-20</i></b>	<b><i>Proposed FY 2020-21</i></b>
Conduct annual occupancy inspections	5,800	5,500	5,500
Conduct special event and filming inspections	35	32	32
Conduct fire sprinkler and fire alarm inspections	270	270	270

<b><i>Special Services</i></b>	<b><i>Actual FY 2018-19</i></b>	<b><i>Estimated FY 2019-20</i></b>	<b><i>Proposed FY 2020-21</i></b>
Maintain annual registration of EMT's and PM's with LA Department. of Health / Employment	62	62	62
Attend monthly South Bay Training Officers meetings	6	6	6
Attend monthly Area G Disaster preparation meetings	6	6	6
Attend quarterly Los Angeles County EMS meetings	6	6	6
Attend monthly Emergency Preparedness meetings with City personnel	12	12	12

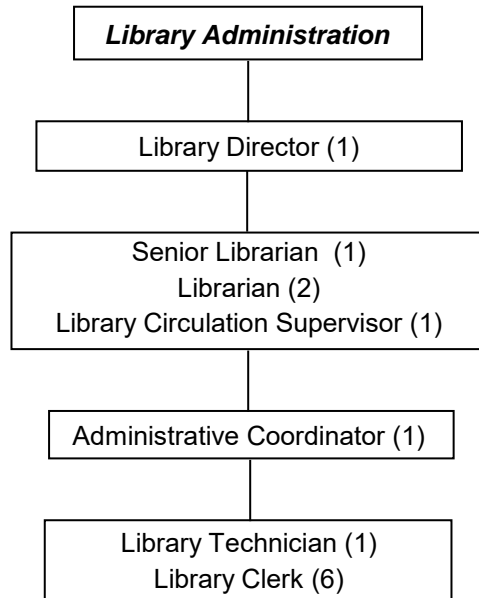


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## **PUBLIC LIBRARY**

***Mission Statement:*** *The Redondo Beach Public Library provides services and materials in a welcoming atmosphere to meet the informational, educational, recreational, and cultural needs of all library users.*

**PUBLIC LIBRARY**  
Proposed Budget - FY 2020-21



**SUMMARY OF PERSONNEL**  
**Proposed Budget - FY 2020-21**

**PUBLIC LIBRARY**

1.00	Library Director
1.00	Senior Librarian
2.00	Librarian
1.00	Library Circulation Supervisor
1.00	Administrative Coordinator
1.00	Library Technician
<u>6.00</u>	Library Clerk
13.00	

**TOTAL PERSONNEL: 13.00**

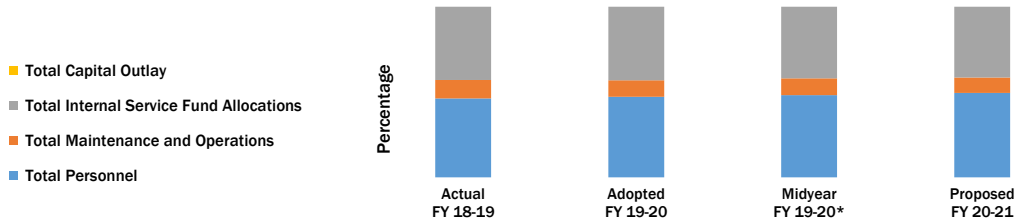
**PUBLIC LIBRARY**

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	904,669	886,508	886,508	901,341	14,833	2%
500010	Part-Time Salaries	712,838	802,290	802,290	793,000	(9,290)	(1%)
500070	Vacation/Holiday Cashout (Non-PERSable)	2,187	25,544	25,544	22,323	(3,221)	(13%)
500110	Car Allowance	4,513	4,500	4,500	4,500	-	0%
500120	Other Pay	2,665	2,675	2,675	11,900	9,225	345%
500130	Sick Leave Bonus	450	450	450	450	-	0%
500150	Cell Phone Allowance	662	660	660	660	-	0%
501020	FICA	98,656	54,948	54,948	57,230	2,282	4%
501030	Life Insurance	2,057	2,053	2,053	2,068	15	1%
501050	Medical Insurance	143,752	144,813	144,813	157,326	12,513	9%
501060	Medicare	23,830	13,630	13,630	14,101	471	3%
501070	Psychological Insurance	38	52	52	52	-	0%
501080	Pension (Employer Share)	67,064	57,008	57,008	64,945	7,937	14%
501085	Pension (Unfunded Liability)	129,968	140,105	140,105	191,763	51,658	37%
501090	Pension (Employee Share)	23,985	24,602	24,602	25,085	483	2%
501095	Other Post Employment Benefits (OPEB)	38,191	39,013	39,013	40,070	1,057	3%
501110	Unemployment	4,064	4,056	4,056	4,056	-	0%
	<b>Total Personnel</b>	<b>2,159,589</b>	<b>2,202,907</b>	<b>2,202,907</b>	<b>2,290,870</b>	<b>87,963</b>	<b>4%</b>
510010	Office Supplies	3,933	7,300	7,300	7,250	(50)	(1%)
510020	Special Departmental Supplies	17,126	16,574	16,574	16,574	-	0%
510040	Training/Meetings/Conferences	3,304	8,049	5,049	6,279	1,230	24%
510050	Mileage Reimbursement	271	1,675	675	685	10	1%
510200	Postage	973	2,000	1,700	2,000	300	18%
510210	Publications/Subscriptions	4,823	5,224	5,224	5,224	-	0%
510220	Memberships/Dues	4,317	4,315	4,315	4,365	50	1%
510230	Library Materials	347,740	289,145	293,445	249,145	(44,300)	(15%)
520000	Maintenance Agreements	103,373	98,307	98,307	108,207	9,900	10%
520010	Maintenance/Repair	-	200	200	200	-	0%
520040	Contracts/Professional Services	20,439	18,243	18,243	20,393	2,150	12%
530080	Donation Expenditures	842	200	200	200	-	0%
540040	Cash Overage/Shortage	104	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>507,245</b>	<b>451,232</b>	<b>451,232</b>	<b>420,522</b>	<b>(30,710)</b>	<b>(7%)</b>



## PUBLIC LIBRARY

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	541,119	541,119	538,555	538,555	-	0%
550030	Information Tech. Equip Replacement	58,383	58,383	61,762	61,762	-	0%
550050	Workers' Compensation Insurance	42,087	42,087	45,307	45,307	-	0%
550060	Liability Insurance	314,968	314,968	391,856	391,856	-	0%
550080	Building Occupancy	849,512	849,512	672,964	672,964	-	0%
550090	Major Facilities Repair	20,116	20,116	20,621	20,621	-	0%
550110	City Facility Sewer Fee	4,101	4,101	5,061	5,061	-	0%
550120	Overhead	179,511	179,511	184,482	184,482	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>2,009,797</b>	<b>2,009,797</b>	<b>1,920,608</b>	<b>1,920,608</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>4,676,631</b>	<b>4,663,936</b>	<b>4,574,747</b>	<b>4,632,000</b>	<b>57,253</b>	<b>1%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	4,662,288	4,663,936	4,574,747	4,632,000	57,253	1%
Intergovernmental Grants	14,343	-	-	-	-	0%
<b>TOTAL</b>	<b>4,676,631</b>	<b>4,663,936</b>	<b>4,574,747</b>	<b>4,632,000</b>	<b>57,253</b>	<b>3%</b>

\* Excludes carryover funding of \$25,270

## PUBLIC LIBRARY

### Core Service Activities

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(94%)</b>	<b>Total Staff Hours:</b>	<b>25,318</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(94%)</b>	<b>Total Staff Hours:</b>	<b>27,040</b>

- Operate the Main Library with 56 weekly public open hours Monday -Thursday 10:00 A.M. to 8:00 P.M., Friday 10:00 A.M. to 6:00 P.M., Saturday 9:00 A.M. to 5:00 P.M., the North Branch Library with 40 weekly public open hours Monday - Thursday 12:00 P.M.- 8:00 P.M. and Saturday 9:00 A.M. to 5:00 P.M.; closed Sundays and 12 holidays with part-time staffing of approximately 31,174 hours.
- Maintain and work to continually increase the patron database which currently stands at 61,000 cardholders.
- Answer approximately 75,000 reference and information questions.
- Provide internet access for 370,000 user sessions.
- Maintain the Library's web page with timely information and remote access to the Library catalog, 12 databases and 5 downloads and streaming services, 24 hours a day.
- With continued funding from the Friends of the Library, provide online tutoring for students via tutor.com in order to support the Redondo Beach Unified School District.
- Provide and maintain a collection of physical materials with an annual circulation of 450,000 items and provide digital media services with an annual circulation of 65,000 eBooks, eAudiobooks, eMagazines, and streaming music and movies.
- Conduct programs for children, teens, and adults with a monthly average of 22 programs for children, 2 for teens, and 8 for adult.

### Key Projects and Assignments

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(4%)</b>	<b>Total Staff Hours:</b>	<b>1,140</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(4%)</b>	<b>Total Staff Hours:</b>	<b>1,080</b>

- |  | <b>Hours</b> |
|--|--------------|
| • Institute automatic card renewal by August 2020.   | 40           |
| • Plan a display and celebration for the ten-year anniversary of the North Branch Library by September 2020.   | 25           |
| • Add Novelist Select's "recommended reads" function to the Library catalog by February 2021.  | 40           |
| • Hold a minimum of two Harwood Institute community conversations with working adults and develop an action plan from all conversations by May 2021. | 40           |
| • Create a minimum of ten circulating book club kits through outside funding by May 2021.  | 100          |
| • Create marketing materials for the digilab project by June 2021.   | 30           |
| • Participate in six community outreach events to promote Library services by June 2021.   | 60           |

## PUBLIC LIBRARY

- Hold a minimum of two training sessions for staff with the California State Library’s new mental health videos by June 2021. 20
- Provide a minimum of twenty-four STEM (science, technology, engineering mathematics) programs for children, teens, and adults by June 2021. 225
- Conduct children, teen, and adult summer reading programs for approximately 2200 participants by September 2021. 500

### Customer Service and Referrals

**Adopted FY 2018-19 (2%) Total Staff Hours: 582**  
**Proposed FY 2019-20 (2%) Total Staff Hours: 540**

- Achieve a customer satisfaction rating exceeding 92% on the annual user survey.
- Respond to customer phone calls and emails within 24 business hours.
- Hold daily morning staff meetings with a focus on customer service.

### Selected Performance Measures

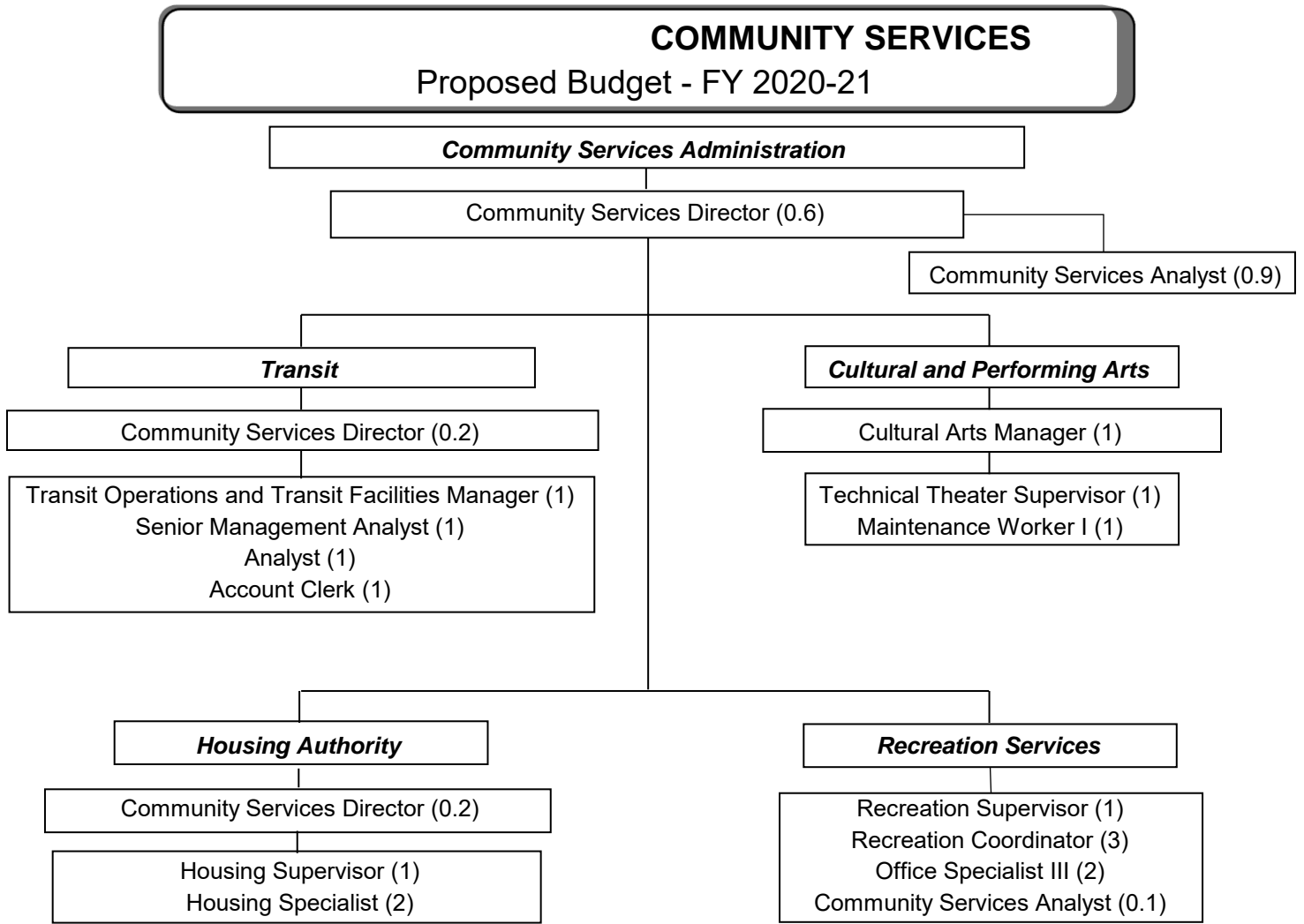
<i>Library</i>	<i>Actual FY 2018-19</i>	<i>Estimated FY 2019-20</i>	<i>Proposed FY 2020-21</i>
Open libraries to the public (hours)	4,826	4,398	4,752
Circulate digital materials	58,000	68,000	68,000
Provide adult, teen, and children's programming	478	440	450
Respond to reference questions	75,784	75,000	75,000



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## COMMUNITY SERVICES

**Mission Statement:** *The Community Services department is committed to enhancing the quality of life for Redondo Beach residents and visitors through high-quality, customer-oriented programs in the areas of recreation and special events, cultural arts, senior and family services, housing assistance, public transportation, and passport administration.*



**SUMMARY OF PERSONNEL**  
**Proposed Budget - FY 2020-21**

**COMMUNITY SERVICES**

**Administration**

0.60 Community Services Director  
0.90 Community Services Analyst  
1.50

**Cultural and Performing Arts**

1.00 Cultural Arts Manager  
1.00 Technical Theater Supervisor  
1.00 Maintenance Worker I  
3.00

**Recreation Services**

1.00 Recreation Supervisor  
3.00 Recreation Coordinator  
2.00 Office Specialist III  
0.10 Community Services Analyst  
6.10

**Housing Authority**

0.20 Community Services Director  
1.00 Housing Supervisor  
2.00 Housing Specialist  
3.20

**Transit**

0.20 Community Services Director  
1.00 Transit Operations and Transit Facilities Manager  
1.00 Senior Management Analyst  
1.00 Analyst  
1.00 Account Clerk  
4.20

**TOTAL PERSONNEL: 18.00**

## COMMUNITY SERVICES

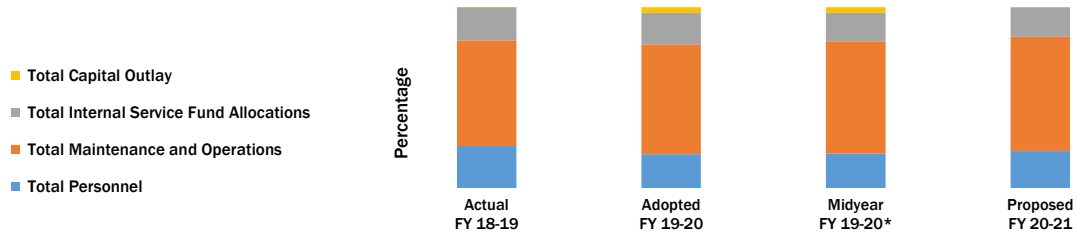
<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	1,343,651	1,515,620	1,515,620	1,402,633	(112,987)	(7%)
500010	Part-Time Salaries	1,715,827	1,265,833	1,265,833	1,265,833	-	0%
500020	Overtime	32,975	1,032	1,032	1,032	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	47,636	42,915	42,915	43,547	632	1%
500100	Personnel Adjustments	-	(159,824)	(159,824)	-	159,824	(100%)
500110	Car Allowance	8,123	8,100	8,100	8,100	-	0%
500120	Other Pay	23,999	29,537	29,537	27,026	(2,511)	(9%)
500130	Sick Leave Bonus	225	-	-	-	-	0%
500150	Cell Phone Allowance	3,060	2,820	2,820	3,240	420	15%
501020	FICA	191,909	92,996	92,996	87,411	(5,585)	(6%)
501030	Life Insurance	3,711	3,322	3,322	3,091	(231)	(7%)
501050	Medical Insurance	208,561	228,600	228,600	224,400	(4,200)	(2%)
501060	Medicare	45,390	22,226	22,226	21,180	(1,046)	(5%)
501070	Psychological Insurance	49	76	76	73	(3)	(4%)
501075	GASB 68 Pension Expense	44,314	-	-	-	-	0%
501076	GASB 75 OPEB Expense	38,105	-	-	-	-	0%
501080	Pension (Employer Share)	114,790	86,408	86,408	81,782	(4,626)	(5%)
501085	Pension (Unfunded Liability)	202,928	212,362	212,362	297,650	85,288	40%
501090	Pension (Employee Share)	66,867	70,219	70,219	68,918	(1,301)	(2%)
501095	Other Post Employment Benefits (OPEB)	56,232	65,980	65,980	62,195	(3,785)	(6%)
501110	Unemployment	5,368	5,928	5,928	5,616	(312)	(5%)
	<b>Total Personnel</b>	<b>4,153,720</b>	<b>3,494,150</b>	<b>3,494,150</b>	<b>3,603,727</b>	<b>109,577</b>	<b>3%</b>
510000	Uniforms/Clothing/Personal Supplies	1,213	1,650	1,650	1,650	-	0%
510010	Office Supplies	11,261	15,670	15,670	15,670	-	0%
510020	Special Departmental Supplies	482,395	451,277	451,277	385,277	(66,000)	(15%)
510040	Training/Meetings/Conferences	19,058	27,043	27,043	27,043	-	0%
510050	Mileage Reimbursement	3,562	9,570	9,570	9,570	-	0%
510200	Postage	10,179	20,811	20,811	20,811	-	0%
510210	Publications/Subscriptions	817	2,650	2,650	2,650	-	0%
510220	Memberships/Dues	13,966	20,060	20,060	20,060	-	0%
510300	Utilities - Telephone	4,651	6,000	6,000	6,000	-	0%
510310	Cell Phones	5,185	5,920	5,920	5,920	-	0%
510400	Mobility Access	30,700	60,000	60,000	75,000	15,000	25%
510600	Motor Fuel/Petroleum Products	437,174	448,000	448,000	448,000	-	0%



## COMMUNITY SERVICES

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
510610	Utilities - Electric	5,206	10,000	10,000	10,000	-	0%
510640	Utilities - Water	1,385	6,500	6,500	6,500	-	0%
520000	Maintenance Agreements	55,945	82,012	82,012	82,012	-	0%
520010	Maintenance/Repair	68,228	192,130	192,130	192,130	-	0%
520030	Advertising/Promotions	37,801	118,081	118,081	118,081	-	0%
520040	Contracts/Professional Services	3,029,108	3,502,373	3,502,373	3,294,443	(207,930)	(6%)
520050	Rent/Lease - Equipment	1,398	3,500	3,500	3,500	-	0%
520060	Rent/Lease - Building	248,966	258,247	258,247	258,247	-	0%
530000	Other Non-Capital Equipment	13,895	44,800	44,800	44,800	-	0%
530050	Liability Insurance Premiums	-	1,100	1,100	1,100	-	0%
530080	Donation Expenditures	17,905	33,000	33,000	33,000	-	0%
530090	Housing Vouchers	5,848,798	6,032,240	6,032,240	6,032,240	-	0%
540000	Depreciation	99,581	-	-	-	-	0%
540030	Admin Expense	-	47,800	47,800	47,800	-	0%
540040	Cash Overage/Shortage	(44)	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>10,448,333</b>	<b>11,400,434</b>	<b>11,400,434</b>	<b>11,141,504</b>	<b>(258,930)</b>	<b>(2%)</b>
550000	Vehicle Maintenance	2,656	2,656	4,162	4,162	-	0%
550010	Vehicle Equipment Replacement	3,773	3,407	3,408	3,408	-	0%
550020	Information Tech. Equip Maintenance	275,483	275,483	271,479	271,479	-	0%
550030	Information Tech. Equip Replacement	33,074	33,074	32,972	32,972	-	0%
550050	Workers' Compensation Insurance	49,438	49,438	39,329	39,329	-	0%
550060	Liability Insurance	235,477	235,477	227,502	227,502	-	0%
550080	Building Occupancy	1,895,977	1,895,977	1,418,395	1,418,395	-	0%
550090	Major Facilities Repair	16,079	16,079	16,518	16,518	-	0%
550110	City Facility Sewer Fee	22,749	22,749	28,825	28,825	-	0%
550120	Overhead	753,264	753,264	828,623	828,623	-	0%
	<b>Total Internal Service Fund Allocations</b>	<b>3,287,970</b>	<b>3,287,604</b>	<b>2,871,213</b>	<b>2,871,213</b>	<b>-</b>	<b>0%</b>
560000	Vehicle Equipment	8,124	576,000	576,000	-	(576,000)	(100%)
	<b>Total Capital Outlay</b>	<b>8,124</b>	<b>576,000</b>	<b>576,000</b>	<b>-</b>	<b>(576,000)</b>	<b>(100%)</b>
	<b>TOTAL</b>	<b>17,898,147</b>	<b>18,758,188</b>	<b>18,341,797</b>	<b>17,616,444</b>	<b>(725,353)</b>	<b>(4%)</b>

## COMMUNITY SERVICES



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	6,660,076	6,096,026	5,681,821	5,746,624	64,803	1%
Measure M	62	62	374	374	-	0%
Proposition C	-	-	483	483	-	0%
Transit	4,004,652	4,723,854	4,698,878	4,415,271	(283,607)	(6%)
Air Quality Improvement	55,578	72,285	72,855	75,316	2,461	3%
Intergovernmental Grants	84,000	460,800	460,800	-	(460,800)	(100%)
Comm Develop Block Grant	123,727	158,118	158,118	175,188	17,070	11%
Housing Authority	6,425,772	6,667,915	6,690,593	6,679,763	(10,830)	0%
Harbor Tidelands	544,280	579,128	577,875	523,425	(54,450)	(9%)
<b>TOTAL</b>	<b>17,898,147</b>	<b>18,758,188</b>	<b>18,341,797</b>	<b>17,616,444</b>	<b>(725,353)</b>	<b>(4%)</b>

\* Excludes carryover funding of \$1,278,606

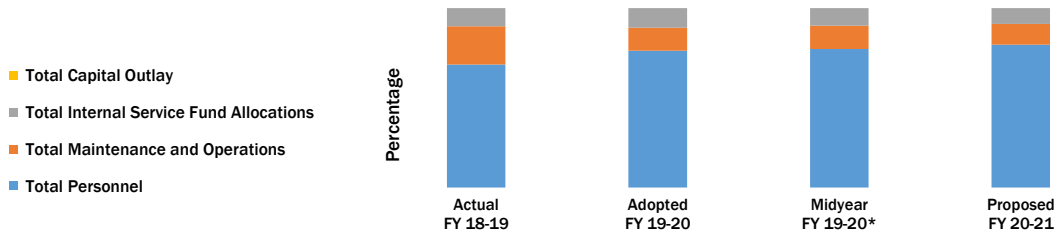
**COMMUNITY SERVICES  
ADMINISTRATION**

**Purpose:** To provide leadership and accountable direction to the department's Recreation Services, Senior and Family Services, Cultural and Performing Arts, Transit, Housing, Passports and Community Development Block Grant divisions, as well as City and community based special events - cumulatively comprised of 18 full-time positions, approximately 150 part-time positions, volunteers and numerous contract employees providing high quality, cost effective programs and service to enhance the quality of life of Redondo Beach residents and visitors.

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
500000	Full-Time Salaries	186,265	202,496	202,496	218,139	15,643	8%
500010	Part-Time Salaries	40,719	27,037	27,037	27,037	-	0%
500020	Overtime	-	927	927	927	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	4,727	7,893	7,893	8,897	1,004	13%
500110	Car Allowance	3,159	3,150	3,150	3,150	-	0%
500120	Other Pay	-	-	-	10,783	10,783	n/a
500150	Cell Phone Allowance	463	462	462	462	-	0%
501020	FICA	13,479	11,489	11,489	12,274	785	7%
501030	Life Insurance	902	396	396	396	-	0%
501050	Medical Insurance	19,481	19,260	19,260	19,260	-	0%
501060	Medicare	3,351	3,020	3,020	3,385	365	12%
501070	Psychological Insurance	1	7	7	7	-	0%
501080	Pension (Employer Share)	12,470	12,106	12,106	14,242	2,136	18%
501085	Pension (Unfunded Liability)	23,340	29,750	29,750	47,964	18,214	61%
501090	Pension (Employee Share)	12,647	14,104	14,104	15,944	1,840	13%
501095	Other Post Employment Benefits (OPEB)	8,052	8,866	8,866	10,022	1,156	13%
501110	Unemployment	536	529	529	530	1	0%
	<b>Total Personnel</b>	<b>329,592</b>	<b>341,492</b>	<b>341,492</b>	<b>393,419</b>	<b>51,927</b>	<b>15%</b>
510010	Office Supplies	2,282	3,500	3,500	3,500	-	0%
510020	Special Departmental Supplies	3,983	2,200	2,200	2,200	-	0%
510040	Training/Meetings/Conferences	954	3,741	3,741	3,741	-	0%
510050	Mileage Reimbursement	-	1,800	1,800	1,800	-	0%
510200	Postage	4,089	1,284	1,284	1,284	-	0%
510220	Memberships/Dues	833	560	560	560	-	0%
520000	Maintenance Agreements	1,243	-	-	-	-	0%
520010	Maintenance/Repair	-	250	250	250	-	0%
520030	Advertising/Promotions	1,784	29,121	29,121	29,121	-	0%
520040	Contracts/Professional Services	77,249	-	-	-	-	0%
530000	Other Non-Capital Equipment	-	1,400	1,400	1,400	-	0%
530080	Donation Expenditures	9,867	13,700	13,700	13,700	-	0%
	<b>Total Maintenance and Operations</b>	<b>102,284</b>	<b>57,556</b>	<b>57,556</b>	<b>57,556</b>	<b>-</b>	<b>0%</b>

**COMMUNITY SERVICES  
ADMINISTRATION**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	26,199	26,199	25,884	25,884	-	0%
550030	Information Tech. Equip Replacement	3,874	3,874	3,471	3,471	-	0%
550050	Workers' Compensation Insurance	3,012	3,012	4,027	4,027	-	0%
550060	Liability Insurance	516	516	164	164	-	0%
550080	Building Occupancy	15,286	15,286	10,010	10,010	-	0%
550090	Major Facilities Repair	27	27	8	8	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>48,914</b>	<b>48,914</b>	<b>43,564</b>	<b>43,564</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>480,790</b>	<b>447,962</b>	<b>442,612</b>	<b>494,539</b>	<b>51,927</b>	<b>12%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	436,790	447,962	442,612	494,539	51,927	12%
Intergovernmental Grants	44,000	-	-	-	-	0%
<b>TOTAL</b>	<b>480,790</b>	<b>447,962</b>	<b>442,612</b>	<b>494,539</b>	<b>51,927</b>	<b>3%</b>

\* Excludes carryover funding of \$44,820

**COMMUNITY SERVICES  
RECREATION SERVICES**

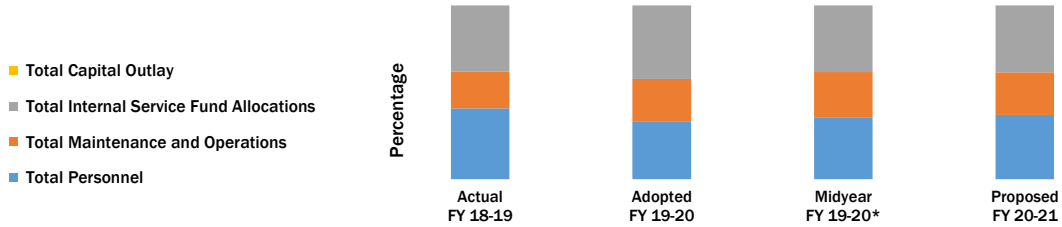
**Purpose:** To manage the operation of the Alta Vista Tennis Complex; Aviation Park Gymnasium, Track and Field; Wilderness Park; Artesia Center; Veterans Park Community Center; Teen Center; Seaside Lagoon; the After-School and Summer Camp Playground programs; Summer and school year camps and adult sports leagues, provide the Outdoor Summer Film Series, coordinate the Memorial Day and Veterans Day ceremonies, manage the City's street banners program, provide liaison services to the Recreation and Parks and Youth Commissions, publish the City quarterly newsletter and monthly e-blast and provide a variety of quality and innovative user-pay programs, classes, venues and activities for Redondo Beach residents to improve the livability of the City's neighborhoods, provide positive activities for the youth of the community and promote the community's health and quality of life.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	374,933	358,244	358,244	359,621	1,377	0%
500010	Part-Time Salaries	1,103,506	763,160	763,160	763,160	-	0%
500020	Overtime	10,639	-	-	-	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	4,813	10,391	10,391	10,544	153	1%
500120	Other Pay	1,393	2,654	2,654	7,962	5,308	200%
500130	Sick Leave Bonus	225	-	-	-	-	0%
500150	Cell Phone Allowance	421	420	420	420	-	0%
501020	FICA	91,528	22,441	22,441	22,614	173	1%
501030	Life Insurance	795	793	793	793	-	0%
501050	Medical Insurance	65,599	65,400	65,400	65,400	-	0%
501060	Medicare	21,624	5,247	5,247	5,290	43	1%
501070	Psychological Insurance	11	24	24	24	-	0%
501075	GASB 68 Pension Expense	9,620	-	-	-	-	0%
501076	GASB 75 OPEB Expense	(6,038)	-	-	-	-	0%
501080	Pension (Employer Share)	34,392	12,697	12,697	13,430	733	6%
501085	Pension (Unfunded Liability)	47,706	31,206	31,206	75,574	44,368	142%
501090	Pension (Employee Share)	24,424	25,026	25,026	25,125	99	0%
501095	Other Post Employment Benefits (OPEB)	15,471	15,730	15,730	15,791	61	0%
501110	Unemployment	1,883	1,872	1,872	1,872	-	0%
	<b>Total Personnel</b>	<b>1,802,945</b>	<b>1,315,305</b>	<b>1,315,305</b>	<b>1,367,620</b>	<b>52,315</b>	<b>4%</b>
510000	Uniforms/Clothing/Personal Supplies	-	1,400	1,400	1,400	-	0%
510010	Office Supplies	2,840	2,400	2,400	2,400	-	0%
510020	Special Departmental Supplies	298,245	279,518	279,518	213,518	(66,000)	(24%)
510040	Training/Meetings/Conferences	4,623	5,283	5,283	5,283	-	0%
510050	Mileage Reimbursement	1,382	3,470	3,470	3,470	-	0%
510200	Postage	2,248	8,502	8,502	8,502	-	0%
510220	Memberships/Dues	2,089	2,360	2,360	2,360	-	0%
510310	Cell Phones	4,742	5,500	5,500	5,500	-	0%
520000	Maintenance Agreements	14,459	18,500	18,500	18,500	-	0%

**COMMUNITY SERVICES  
RECREATION SERVICES**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
520010	Maintenance/Repair	26,816	25,280	25,280	25,280	-	0%
520030	Advertising/Promotions	8,786	5,500	5,500	5,500	-	0%
520040	Contracts/Professional Services	340,336	376,501	376,501	376,501	-	0%
520050	Rent/Lease - Equipment	1,398	1,200	1,200	1,200	-	0%
520060	Rent/Lease - Building	215,398	227,195	227,195	227,195	-	0%
530000	Other Non-Capital Equipment	208	2,000	2,000	2,000	-	0%
530080	Donation Expenditures	5,587	14,000	14,000	14,000	-	0%
540040	Cash Overage/Shortage	(44)	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>929,113</b>	<b>978,609</b>	<b>978,609</b>	<b>912,609</b>	<b>(66,000)</b>	<b>(7%)</b>
550020	Information Tech. Equip Maintenance	99,118	99,118	98,318	98,318	-	0%
550030	Information Tech. Equip Replacement	12,837	12,837	12,621	12,621	-	0%
550050	Workers' Compensation Insurance	30,407	30,407	22,915	22,915	-	0%
550060	Liability Insurance	101,776	101,776	99,002	99,002	-	0%
550080	Building Occupancy	1,053,398	1,053,398	783,556	783,556	-	0%
550090	Major Facilities Repair	7,608	7,608	7,826	7,826	-	0%
550110	City Facility Sewer Fee	22,650	22,650	28,696	28,696	-	0%
550120	Overhead	358,709	358,709	371,807	371,807	-	0%
	<b>Total Internal Service Fund Allocations</b>	<b>1,686,503</b>	<b>1,686,503</b>	<b>1,424,741</b>	<b>1,424,741</b>	-	0%
	<b>Total Capital Outlay</b>	-	-	-	-	-	0%
	<b>TOTAL</b>	<b>4,418,561</b>	<b>3,980,417</b>	<b>3,718,655</b>	<b>3,704,970</b>	<b>(13,685)</b>	<b>0%</b>

## COMMUNITY SERVICES RECREATION SERVICES



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	3,834,492	3,401,500	3,141,022	3,181,787	40,765	1%
Intergovernmental Grants	40,000	-	-	-	-	0%
Harbor Tidelands	544,069	578,917	577,633	523,183	(54,450)	(9%)
<b>TOTAL</b>	<b>4,418,561</b>	<b>3,980,417</b>	<b>3,718,655</b>	<b>3,704,970</b>	<b>(13,685)</b>	<b>3%</b>

\* Excludes carryover funding of \$134,208

**COMMUNITY SERVICES**  
**CULTURAL AND PERFORMING ARTS**

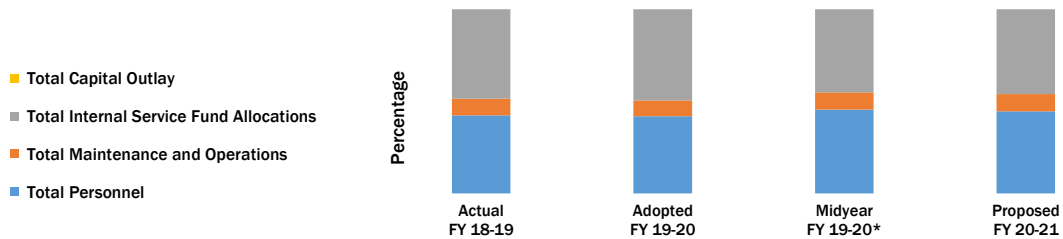
**Purpose:** To operate and manage rentals at the City's Performing Arts Center, manage rentals at Heritage Court, manage inventory, tours and public viewing hours at the Historical Museum, manage the City's public art program, produce and maintain cultural social media accounts, provide liaison services to the Public Art Commission and Historical Commission. Provide representation at various culturally oriented community groups such as the Redondo Beach Art Group, Friends of Redondo Beach Arts and Hands on Art. Increase, enhance and promote the variety and quality of the community's cultural events and activities to improve the livability of the City's neighborhoods.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	200,197	283,479	283,479	244,900	(38,579)	(14%)
500010	Part-Time Salaries	297,736	227,294	227,294	227,294	-	0%
500020	Overtime	21,681	-	-	-	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	2,156	3,909	3,909	6,539	2,630	67%
500120	Other Pay	4,327	8,655	8,655	-	(8,655)	(100%)
500150	Cell Phone Allowance	421	420	420	420	-	0%
501020	FICA	32,016	16,396	16,396	15,167	(1,229)	(7%)
501030	Life Insurance	480	585	585	575	(10)	(2%)
501050	Medical Insurance	31,956	27,600	27,600	40,800	13,200	48%
501060	Medicare	7,495	3,835	3,835	3,547	(288)	(8%)
501070	Psychological Insurance	8	12	12	12	-	0%
501080	Pension (Employer Share)	23,748	16,620	16,620	16,021	(599)	(4%)
501085	Pension (Unfunded Liability)	32,181	40,845	40,845	51,463	10,618	26%
501090	Pension (Employee Share)	10,008	10,604	10,604	6,811	(3,793)	(36%)
501095	Other Post Employment Benefits (OPEB)	8,715	11,937	11,937	10,753	(1,184)	(10%)
501110	Unemployment	807	936	936	936	-	0%
	<b>Total Personnel</b>	<b>673,932</b>	<b>653,127</b>	<b>653,127</b>	<b>625,238</b>	<b>(27,889)</b>	<b>(4%)</b>
510000	Uniforms/Clothing/Personal Supplies	1,213	250	250	250	-	0%
510010	Office Supplies	1,172	960	960	960	-	0%
510020	Special Departmental Supplies	45,190	16,140	16,140	16,140	-	0%
510040	Training/Meetings/Conferences	-	360	360	360	-	0%
510050	Mileage Reimbursement	34	900	900	900	-	0%
510200	Postage	432	852	852	852	-	0%
510210	Publications/Subscriptions	-	400	400	400	-	0%
510220	Memberships/Dues	-	500	500	500	-	0%
520000	Maintenance Agreements	3,009	5,800	5,800	5,800	-	0%
520010	Maintenance/Repair	4,630	5,000	5,000	5,000	-	0%



**COMMUNITY SERVICES  
CULTURAL AND PERFORMING ARTS**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
520030	Advertising and Promotions	11,191	22,350	22,350	22,350	-	0%
520040	Contracts/Professional Services	61,151	34,150	34,150	34,150	-	0%
520050	Rent/Lease - Equipment	-	2,300	2,300	2,300	-	0%
530000	Other Non-Capital Equipment	13,087	40,000	40,000	40,000	-	0%
530080	Donation Expenditures	2,199	3,800	3,800	3,800	-	0%
<b>Total Maintenance and Operations</b>		<b>143,308</b>	<b>133,762</b>	<b>133,762</b>	<b>133,762</b>	-	0%
550000	Vehicle Maintenance	-	-	2,467	2,467	-	0%
550010	Vehicle Equipment Replacement	1,295	1,177	1,177	1,177	-	0%
550020	Information Tech. Equip Maintenance	33,086	33,086	38,123	38,123	-	0%
550030	Information Tech. Equip Replacement	3,945	3,945	4,019	4,019	-	0%
550050	Workers' Compensation Insurance	6,361	6,361	4,511	4,511	-	0%
550060	Liability Insurance	78,875	78,875	82,655	82,655	-	0%
550080	Building Occupancy	589,762	589,762	444,172	444,172	-	0%
550090	Major Facilities Repair	6,071	6,071	6,244	6,244	-	0%
550120	Overhead	51,369	51,369	62,844	62,844	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>770,764</b>	<b>770,646</b>	<b>646,212</b>	<b>646,212</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>1,588,004</b>	<b>1,557,535</b>	<b>1,433,101</b>	<b>1,405,212</b>	<b>(27,889)</b>	<b>(2%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	1,587,793	1,557,324	1,432,859	1,404,970	(27,889)	(2%)
Harbor Tidelands	211	211	242	242	-	0%
<b>TOTAL</b>	<b>1,588,004</b>	<b>1,557,535</b>	<b>1,433,101</b>	<b>1,405,212</b>	<b>(27,889)</b>	<b>3%</b>

\* Excludes carryover funding of \$49,470

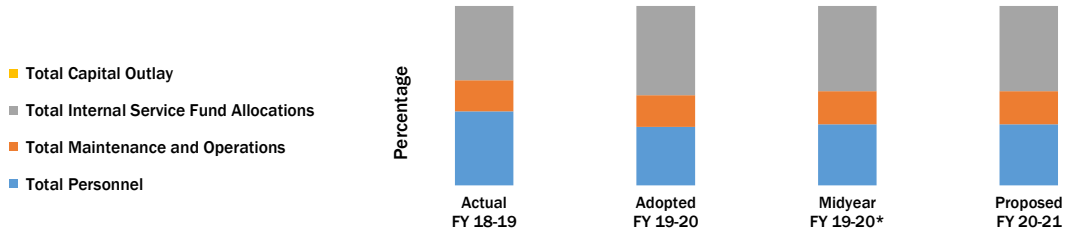
**COMMUNITY SERVICES  
SENIOR AND FAMILY SERVICES**

**Purpose:** To provide programs, services, information, referrals, and recreational activities for the community's older adult and senior population, their families and the disabled that promote physical and mental health and enhance the livability of Redondo Beach neighborhoods, To manage 3 senior centers, their inventory and rentals, To plan and implement information and referrals, resource guides, special events, senior clubs and classes, an annual health and resources fair, special needs programs for adults, lunch programs 5 days a week, volunteer opportunities, marketing and advertising, and partnerships and collaborations with local agencies and non-profits in the community.

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
500000	Full-Time Salaries	48,428	96,902	96,902	-	(96,902)	(100%)
500010	Part-Time Salaries	158,519	182,156	182,156	182,156	-	0%
500020	Overtime	253	-	-	-	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	11,484	2,796	2,796	-	(2,796)	(100%)
500100	Personnel Adjustments	-	(159,824)	(159,824)	-	159,824	(100%)
500150	Cell Phone Allowance	233	-	-	-	-	0%
501020	FICA	13,349	5,870	5,870	-	(5,870)	(100%)
501030	Life Insurance	125	238	238	-	(238)	(100%)
501050	Medical Insurance	9,737	17,400	17,400	-	(17,400)	(100%)
501060	Medicare	3,127	1,373	1,373	-	(1,373)	(100%)
501070	Psychological Insurance	2	4	4	-	(4)	(100%)
501080	Pension (Employer Share)	11,562	8,869	8,869	-	(8,869)	(100%)
501085	Pension (Unfunded Liability)	17,719	21,796	21,796	-	(21,796)	(100%)
501095	Other Post Employment Benefits (OPEB)	1,865	4,264	4,264	-	(4,264)	(100%)
501110	Unemployment	174	312	312	-	(312)	(100%)
	<b>Total Personnel</b>	<b>276,577</b>	<b>182,156</b>	<b>182,156</b>	<b>182,156</b>	<b>-</b>	<b>0%</b>
510010	Office Supplies	1,975	2,060	2,060	2,060	-	0%
510020	Special Departmental Supplies	60,124	40,000	40,000	40,000	-	0%
510040	Training/Meetings/Conferences	1,467	767	767	767	-	0%
510050	Mileage Reimbursement	1,090	1,500	1,500	1,500	-	0%
510200	Postage	55	2,730	2,730	2,730	-	0%
510210	Publications/Subscriptions	-	430	430	430	-	0%
510220	Memberships/Dues	120	500	500	500	-	0%
520030	Advertising/Promotions	498	1,200	1,200	1,200	-	0%
520040	Contracts/Professional Services	50,126	45,980	45,980	45,980	-	0%
530000	Other Non-Capital Equipment	600	1,200	1,200	1,200	-	0%
530050	Liability Insurance Premiums	-	1,100	1,100	1,100	-	0%
530080	Donation Expenditures	252	1,500	1,500	1,500	-	0%
	<b>Total Maintenance and Operations</b>	<b>116,307</b>	<b>98,967</b>	<b>98,967</b>	<b>98,967</b>	<b>-</b>	<b>0%</b>

**COMMUNITY SERVICES  
SENIOR AND FAMILY SERVICES**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	34,436	34,436	34,111	34,111	-	0%
550030	Information Tech. Equip Replacement	3,652	3,652	4,019	4,019	-	0%
550050	Workers' Compensation Insurance	2,663	2,663	1,682	1,682	-	0%
550060	Liability Insurance	13,535	13,535	14,110	14,110	-	0%
550080	Building Occupancy	175,787	175,787	134,317	134,317	-	0%
550090	Major Facilities Repair	1,106	1,106	1,137	1,137	-	0%
550120	Overhead	46,525	46,525	64,983	64,983	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>277,704</b>	<b>277,704</b>	<b>254,359</b>	<b>254,359</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>670,588</b>	<b>558,827</b>	<b>535,482</b>	<b>535,482</b>	-	0%



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	670,588	558,827	535,482	535,482	-	0%
<b>TOTAL</b>	<b>670,588</b>	<b>558,827</b>	<b>535,482</b>	<b>535,482</b>	-	3%

\* Excludes carryover funding of \$4,170

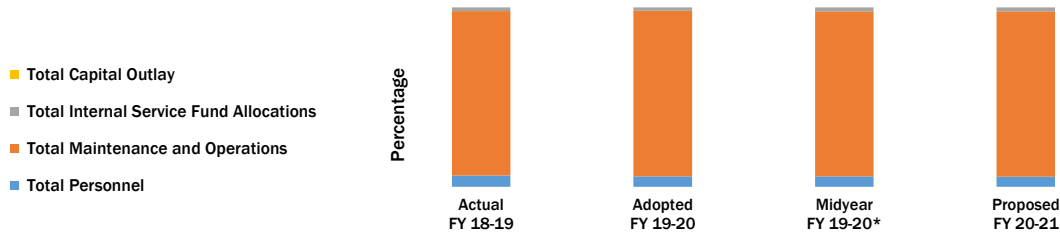
**COMMUNITY SERVICES  
HOUSING AUTHORITY**

**Purpose:** To provide rent subsidies to low income individuals and families so they may reside in affordable, decent, safe and sanitary housing, to manage Federal funding from the U.S. Department of Housing and Urban Development, to direct interested members of the public to the City's contracted fair housing agency so that the City's renters and property managers may receive information and assistance pertaining to landlord/tenant laws, ultimately improving the City's attractiveness and livability of neighborhoods.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	151,554	200,508	200,508	203,081	2,573	1%
500010	Part-Time Salaries	90,550	23,586	23,586	23,586	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	16,292	6,590	6,590	6,024	(566)	(9%)
500110	Car Allowance	451	450	450	450	-	0%
500120	Other Pay	18,279	18,228	18,228	5,200	(13,028)	(71%)
500150	Cell Phone Allowance	66	66	66	486	420	636%
501020	FICA	16,559	13,026	13,026	13,515	489	4%
501030	Life Insurance	444	496	496	513	17	3%
501050	Medical Insurance	32,679	49,980	49,980	49,980	-	0%
501060	Medicare	3,902	3,095	3,095	3,235	140	5%
501070	Psychological Insurance	9	12	12	13	1	8%
501080	Pension (Employer Share)	16,834	18,301	18,301	19,072	771	4%
501085	Pension (Unfunded Liability)	45,022	44,980	44,980	42,987	(1,993)	(4%)
501090	Pension (Employee Share)	974	1,110	1,110	1,273	163	15%
501095	Other Post Employment Benefits (OPEB)	6,411	8,799	8,799	8,982	183	2%
501110	Unemployment	656	967	967	967	-	0%
	<b>Total Personnel</b>	<b>400,682</b>	<b>390,194</b>	<b>390,194</b>	<b>379,364</b>	<b>(10,830)</b>	<b>(3%)</b>
510010	Office Supplies	1,133	3,950	3,950	3,950	-	0%
510020	Special Departmental Supplies	185	979	979	979	-	0%
510040	Training/Meetings/Conferences	4,012	2,685	2,685	2,685	-	0%
510050	Mileage Reimbursement	-	600	600	600	-	0%
510200	Postage	2,588	4,693	4,693	4,693	-	0%
510210	Publications/Subscriptions	817	1,250	1,250	1,250	-	0%
510220	Memberships/Dues	600	1,140	1,140	1,140	-	0%
510310	Cell Phones	443	420	420	420	-	0%
520000	Maintenance Agreements	232	12,712	12,712	12,712	-	0%
520030	Advertising/Promotions	-	100	100	100	-	0%
520040	Contracts/Professional Services	2,440	7,874	7,874	7,874	-	0%
520060	Rent/Lease - Building	33,568	31,052	31,052	31,052	-	0%

**COMMUNITY SERVICES  
HOUSING AUTHORITY**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
530000	Other Non-Capital Equipment	-	200	200	200	-	0%
530090	Housing Vouchers	5,848,798	6,032,240	6,032,240	6,032,240	-	0%
540030	Admin Expense	-	47,800	47,800	47,800	-	0%
	<b>Total Maintenance and Operations</b>	<b>5,894,816</b>	<b>6,147,695</b>	<b>6,147,695</b>	<b>6,147,695</b>	<b>-</b>	<b>0%</b>
550000	Vehicle Maintenance	2,656	2,656	1,695	1,695	-	0%
550010	Vehicle Equipment Replacement	2,478	2,230	2,231	2,231	-	0%
550020	Information Tech. Equip Maintenance	41,322	41,322	34,111	34,111	-	0%
550030	Information Tech. Equip Replacement	4,383	4,383	4,019	4,019	-	0%
550050	Workers' Compensation Insurance	2,533	2,533	2,118	2,118	-	0%
550060	Liability Insurance	201	201	64	64	-	0%
550080	Building Occupancy	22,194	22,194	16,829	16,829	-	0%
550120	Overhead	54,507	54,507	91,637	91,637	-	0%
	<b>Total Internal Service Fund Allocations</b>	<b>130,274</b>	<b>130,026</b>	<b>152,704</b>	<b>152,704</b>	<b>-</b>	<b>0%</b>
	<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
	<b>TOTAL</b>	<b>6,425,772</b>	<b>6,667,915</b>	<b>6,690,593</b>	<b>6,679,763</b>	<b>(10,830)</b>	<b>0%</b>

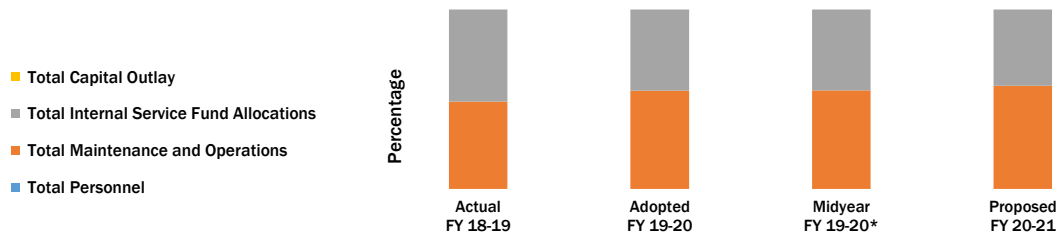


<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
Housing Authority	6,425,772	6,667,915	6,690,593	6,679,763	(10,830)	0%
<b>TOTAL</b>	<b>6,425,772</b>	<b>6,667,915</b>	<b>6,690,593</b>	<b>6,679,763</b>	<b>(10,830)</b>	<b>3%</b>

## COMMUNITY SERVICES COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

**Purpose:** To provide services to low income, disabled and senior residents via the Mobility Access/Emergency Repair Program, Housing Rights mediation and the Public Service Agency Funding Program, to manage Federal funding from the U.S. Department of Housing and Urban Development and to provide funding for CDBG-eligible capital improvement projects.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
<b>Total Personnel</b>		-	-	-	-	-	0%
510400	Mobility Access	30,700	60,000	60,000	75,000	15,000	25%
520040	Contracts/Professional Services	93,027	98,118	98,118	100,188	2,070	2%
<b>Total Maintenance and Operations</b>		<b>123,727</b>	<b>158,118</b>	<b>158,118</b>	<b>175,188</b>	<b>17,070</b>	<b>11%</b>
550120	Overhead	130,413	130,413	129,846	129,846	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>130,413</b>	<b>130,413</b>	<b>129,846</b>	<b>129,846</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>254,140</b>	<b>288,531</b>	<b>287,964</b>	<b>305,034</b>	<b>17,070</b>	<b>6%</b>



<i>Funding Source</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
General Fund		130,413	130,413	129,846	129,846	-	0%
Comm Develop Block Grant		123,727	158,118	158,118	175,188	17,070	11%
<b>TOTAL</b>		<b>254,140</b>	<b>288,531</b>	<b>287,964</b>	<b>305,034</b>	<b>17,070</b>	<b>3%</b>

\* Excludes carryover funding of \$3,279

## COMMUNITY SERVICES TRANSIT

**Purpose:** To provide safe, efficient and cost-effective transportation programs to Redondo Beach residents and visitors, and to promote environmentally-friendly, congestion-mitigating transportation alternatives to enhance the quality of life in the region. To plan, organize and administer the City's Transit Center, Beach Cities Transit and WAVE Dial-A-Ride services, Air Quality Management District improvement programs, Bus Pass Subsidy program and the Employee Rideshare program and to produce and maintain Transit social media accounts.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	382,274	373,991	373,991	376,892	2,901	1%
500010	Part-Time Salaries	24,797	42,600	42,600	42,600	-	0%
500020	Overtime	402	105	105	105	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	8,164	11,336	11,336	11,543	207	2%
500110	Car Allowance	4,513	4,500	4,500	4,500	-	0%
500120	Other Pay	-	-	-	3,081	3,081	n/a
500150	Cell Phone Allowance	1,456	1,452	1,452	1,452	-	0%
501020	FICA	24,978	23,774	23,774	23,841	67	0%
501030	Life Insurance	965	814	814	814	-	0%
501050	Medical Insurance	49,109	48,960	48,960	48,960	-	0%
501060	Medicare	5,891	5,656	5,656	5,723	67	1%
501070	Psychological Insurance	18	17	17	17	-	0%
501075	GASB 68 Pension Expense	34,694	-	-	-	-	0%
501076	GASB 75 OPEB Expense	44,143	-	-	-	-	0%
501080	Pension (Employer Share)	15,784	17,815	17,815	19,017	1,202	7%
501085	Pension (Unfunded Liability)	36,960	43,785	43,785	79,662	35,877	82%
501090	Pension (Employee Share)	18,814	19,375	19,375	19,765	390	2%
501095	Other Post Employment Benefits (OPEB)	15,718	16,384	16,384	16,647	263	2%
501110	Unemployment	1,312	1,312	1,312	1,311	(1)	0%
	<b>Total Personnel</b>	<b>669,992</b>	<b>611,876</b>	<b>611,876</b>	<b>655,930</b>	<b>44,054</b>	<b>7%</b>
510010	Office Supplies	1,859	2,800	2,800	2,800	-	0%
510020	Special Departmental Supplies	74,668	112,440	112,440	112,440	-	0%
510040	Training/Meetings/Conferences	8,002	14,207	14,207	14,207	-	0%
510050	Mileage Reimbursement	1,056	1,300	1,300	1,300	-	0%
510200	Postage	767	2,750	2,750	2,750	-	0%
510210	Publications/Subscriptions	-	570	570	570	-	0%
510220	Memberships/Dues	10,324	15,000	15,000	15,000	-	0%
510300	Utilities - Telephone	4,651	6,000	6,000	6,000	-	0%

**COMMUNITY SERVICES  
TRANSIT**

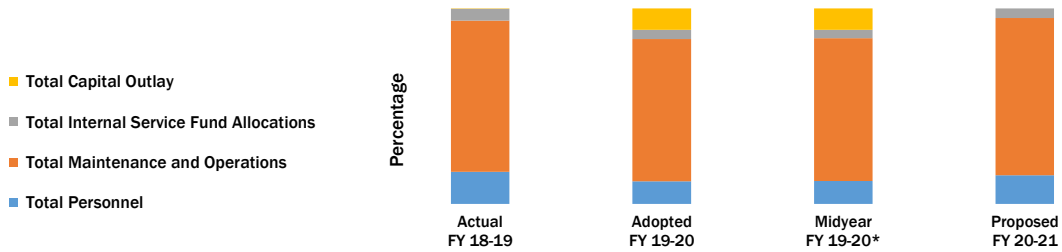
<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
510600	Motor Fuel/Petroleum Products	437,174	448,000	448,000	448,000	-	0%
510610	Utilities - Electric	5,206	10,000	10,000	10,000	-	0%
510640	Utilities - Water	1,385	6,500	6,500	6,500	-	0%
520000	Maintenance Agreements	37,002	45,000	45,000	45,000	-	0%
520010	Maintenance/Repair	36,782	161,600	161,600	161,600	-	0%
520030	Advertising/Promotions	15,542	59,810	59,810	59,810	-	0%
520040	Contracts/Professional Services	2,404,779	2,939,750	2,939,750	2,729,750	(210,000)	(7%)
540000	Depreciation	99,581	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>3,138,778</b>	<b>3,825,727</b>	<b>3,825,727</b>	<b>3,615,727</b>	<b>(210,000)</b>	<b>(5%)</b>
550020	Information Tech. Equip Maintenance	41,322	41,322	40,932	40,932	-	0%
550030	Information Tech. Equip Replacement	4,383	4,383	4,823	4,823	-	0%
550050	Workers' Compensation Insurance	4,462	4,462	4,076	4,076	-	0%
550060	Liability Insurance	40,574	40,574	31,507	31,507	-	0%
550080	Building Occupancy	39,550	39,550	29,511	29,511	-	0%
550090	Major Facilities Repair	1,267	1,267	1,303	1,303	-	0%
550110	City Facility Sewer Fee	99	99	129	129	-	0%
550120	Overhead	111,741	111,741	107,506	107,506	-	0%
	<b>Total Internal Service Fund Allocations</b>	<b>243,398</b>	<b>243,398</b>	<b>219,787</b>	<b>219,787</b>	-	0%
560000	Vehicle Equipment	8,124	576,000	576,000	-	(576,000)	(100%)
	<b>Total Capital Outlay</b>	<b>8,124</b>	<b>576,000</b>	<b>576,000</b>	-	<b>(576,000)</b>	<b>(100%)</b>
	<b>TOTAL</b>	<b>4,060,292</b>	<b>5,257,001</b>	<b>5,233,390</b>	<b>4,491,444</b>	<b>(741,946)</b>	<b>(14%)</b>



**COMMUNITY SERVICES  
TRANSIT**

*Operating Expenses*

FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
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*Funding Source*

FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
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	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
Measure M	62	62	374	374	- 0%
Air Quality Improvement	55,578	72,285	72,855	75,316	2,461 3%
Proposition C	-	-	483	483	- 0%
Intergovernmental Grants	-	460,800	460,800	-	(460,800) (100%)
Transit	4,004,652	4,723,854	4,698,878	4,415,271	(283,607) (6%)
<b>TOTAL</b>	<b>4,060,292</b>	<b>5,257,001</b>	<b>5,233,390</b>	<b>4,491,444</b>	<b>(741,946) 3%</b>

\* Excludes carryover funding of \$1,042,659

## COMMUNITY SERVICES

### Core Service Activities

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(89%)</b>	<b>Total Staff Hours:</b>	<b>33,322</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(86%)</b>	<b>Total Staff Hours:</b>	<b>32,573</b>

#### *General*

- Provide staff liaisons to the Redondo Beach Housing Authority and the Recreation and Parks, Historical, Youth, and Public Art commissions.
- Implement Blue Zones principles and practices throughout the department's services and program offerings.
- Coordinate review of 16 City-subsidized events: Super Bowl 10K, Spring Fest Carnival, Coast Guard Run to Remember, Memorial Day Ceremony, RVA Summer Festival, July 4 Fireworks, LA Kings 5k, Coastal Clean-Up Day, Beach life Festival (2), RVA Trick Or Treat, Veterans Day Tribute, RVA Holiday Stroll, Holiday Tree Lighting, King Harbor Boat Parade, Menorah Lighting; process and evaluate 11 non-subsidized special event applications, and respond to 40 special event inquiries throughout the year.
- Coordinate the Memorial Day Ceremony, July 4 Fireworks and Veterans Day Tribute with community- based organizations.
- Produce quarterly online City newsletters/program brochures that are high quality and informative.
- Produce a monthly E-Zine highlighting the Community Services department's upcoming events and activities and send it to an established resident database.
- Oversee concessionaire's use of the Veterans Park Community Center in compliance with the existing multi-year lease agreement.
- Operate a U.S. Passport Service Center at the Community Services offices serving approximately 6,300 customers annually.
- Provide administrative support to the City's implementation of the Five Year Plan to Address Homelessness and coordination with regional agencies on the issue of homelessness.
- Provide the outdoor Summer Family Movies.
- Manage the City's Path of History program.
- Maintain the Community Services Instagram social media account.

#### *Recreation Services*

- Operate and program 17 community, recreation and cultural facilities.
- Provide recreation programs, camps, classes and qualified-contracted instructors for 12,350 registered youth and adult participants.
- Operate an after-school program at 8 RBUSD school sites that serves 825 students per year.
- Manage the City's street banner program.
- Manage the City's Farmers Market program.
- Serve as liaison to 8 local youth sports organizations and assist in the annual coordination of field space and other City support needs.
- Schedule and manage the Seaside Lagoon's summer operating season and the 70 special events that occur at the facility throughout the year.

## COMMUNITY SERVICES

### *Senior and Family Services*

- Provide seniors and families with assistance and referrals for 16,000 community service information requests with an estimated 90% resident participation.
- Plan, organize and coordinate programs and services to serve 41,000 senior and family participants with an average of 80% resident participation.
- Coordinate and manage 5-day-a-week Senior Lunch program involving both North and South Redondo Beach Senior Centers to serve 7,400 lunches in conjunction with Community Partners, Torrance YMCA and Beach Cities Health District (BCHD).
- Coordinate programs with Community Partners and Volunteers for seniors and adults with special needs such as transportation, chronic diseases and adaptive mobility.
- Train, manage, evaluate and coordinate 140 volunteers to assist with special events and activities.
- Evaluate and coordinate 67 existing programs at the 3 senior centers and various community facilities with staff and volunteers.
- Provide Annual Fall Health and Resource Fair with health screenings and flu vaccines to 750 participants with partnerships from BCHD, local medical centers and the Los Angeles County Health department.
- Provide education/training for staff in gerontology, older adult services and customer service.

### *Cultural and Performing Arts*

- Manage the Redondo Beach Performing Arts Center and serve 52 unique annual clients who lease the facility for more than 250 days each year and who provide more than 175 performances, presentations, and private events hosting 525,000 clients and patrons per year.
- Host periodic visual art exhibitions within the events schedule of the Redondo Beach Performing Arts Center.
- Continue to evaluate potential corporate and individual sponsorship agreements for the Performing Arts Center.
- Manage the City's Public Art program.
- Manage the inventory and operation of the Historical Museum.
- Manage rentals at Heritage Court in Dominguez Park.
- Serve as liaison to the Public Art and Historical Commissions and a variety of community based cultural arts organizations.

### *Housing Authority*

- Administer the City's Section 8 Housing program and provide rental assistance to approximately 520 households each month within Federal funding levels.
- Ensure compliance with Federal regulations and provide monthly reports to the U.S. Department of Housing and Urban Development (HUD).
- Direct members of the public to the City's contracted fair housing agency for issues involving landlord/tenant housing rights.
- Serve as liaison to the Public Housing Authority.

## COMMUNITY SERVICES

### *Community Development Block Grant (COBG)*

- Manage consultant contract for CDBG mobility access and emergency repair projects for low-income homeowners within the Federal funding constraints.
- Coordinate the annual Public Service Agency Funding program.
- Prepare the annual CDBG Action Plan.
- Coordinate City-wide ADA improvements with the Public Works Department.

### *Transit*

- Issue approximately 3,900 Metro and Beach Cities Transit (BCT) bus passes and approximately \$3,600 in Transit Access Pass (TAP) Stored Value sales.
- Expand TAP product sales options, issue and process 300 BCT/WAVE applications to students, disabled, seniors and the general public.
- Manage vendor contract with Transportation Concepts for the operation of Beach City Transit and WAVE services, serving approximately 400,000 public transportation customers.
- Manage BCT fares collected on Metro TAP system.
- Manage and monitor Transit funding sources, amounting to over \$3 million in annual revenue.
- Manage and implement programs related to Federal Transit Administration regulations.
- Coordinate transit activities with Metro, Council of Governments, Federal, State, County and local agencies, and professional affiliations, including participation in a minimum of 70 meetings annually.
- Maintain and update BCT web pages, brochures and public information and periodically include articles in the quarterly City newsletter providing public transit information.
- Market and promote transportation programs and services.
- Manage and promote transit information on social media by posting over 200 messages.
- Manage BCT real-time service information on BCT webpage, Google Maps, and other transit applications.
- Conduct random maintenance inspections of all bus stop amenities to verify they are maintained in clean and safe condition.
- Manage 6 professional services contracts for Transit support and administrative services.
- Manage qualification process for City's Rideshare program (30 participants) and Bike-to- Work Day event.
- Promote rideshare incentives for full-time and part-time employees.
- Coordinate BCT presence and participation at the 3-day RUHS Back to School event.

### Key Projects and Assignments

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(7%)</b>	<b>Total Staff Hours:</b>	<b>2,621</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(10%)</b>	<b>Total Staff Hours:</b>	<b>3,370</b>

	<b>Hours</b>
• Train key personnel on the new Vermont web-based registration and reservation system for recreation classes and facility rentals by December 2020.	210
• Continue to distribute promotional materials to Redondo Beach property managers in support of the Section 8 Voucher program by June 2021.	40
• Continue to update the Recreation User Pay and Senior Services programs to align offerings with contemporary participant interests, especially special needs patrons by June 2021.	100

## COMMUNITY SERVICES

- Continue to work with Beach Cities Health District for continued implementation of the Blue Zones Vitality Cities program by June 2021. 50
- Manage and increase the social media program for Twitter, Instagram and Facebook accounts for the Recreation, Transit and Cultural divisions by June 2021. 100
- Coordinate with Transit, Engineering and Public Works for the installation of the "Gate Wave" public artwork at the new Transit Center by June 2021. 220
- Implement and manage vehicle bus real-time tracking system to improve BCT transit rider information by September 2020. 480
- Collaborate with Public Works to initiate Transit-related capital improvement projects and complete within specified project duration through June 2021. 480
- Coordinate and perform project and financial management of Transit Center construction through June 2021. 300
- Coordinate with Public Works to manage Transit Center facility operations and contract maintenance services. 300
- Prepare and issue Requests for Proposals for transit center security services by January 2021, and implement services for opening of new transit center. 480
- Oversee and assist with completion of annual AQMD ridership reports by October 2020. 100
- Plan and implement the July 4 Fireworks special event. 100
- Coordinate and implement local marketing and promotion activities for BCT and WAVE transportation services with beach cities and business groups for public information, brochures and maps by June 2021. 140
- Provide a Senior Health and Resource Fair with Federal and State government agencies with partnerships from local non-profits and medical centers to offer information sessions and health screenings by October 2020. 200
- Coordinate with Transit and Cultural Arts divisions to maximize recreational transportation opportunities and provide free or low-cost performing arts opportunities for older adult residents by June 2021. 50
- Coordinate Beachlife Festivals at Seaside Lagoon by June 30, 2020. 20

## COMMUNITY SERVICES

### Customer Service and Referrals

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(4%)</b>	<b>Total Staff Hours:</b>	<b>1,497</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(4%)</b>	<b>Total Staff Hours:</b>	<b>1,497</b>

- Respond within a 24-hour period to the RBPAC's more than 1,000 non-client phone queries each year.
- Conduct customer service surveys and achieve a 90% satisfaction rating or better for all recreation and cultural services programs.
- Respond within 2 to 3 business days to all inquiries sent through the Comcate "Customer Service Center" system.
- Provide at least 30 hours of relevant training to Transit staff, including customer service skills, and BCT scheduling and webpage mapping systems.
- Respond within 24 hours to transportation-related customer service inquiries; verify contractors' responses to inquiries, as applicable.
- Process and return BCT and WAVE applications from the public within 20 business days.
- Respond within 2 business days to customer service inquiries received through the City's social media accounts.
- Respond to Passport Services customer service requests received through the Setmore appointment booking system.
- Solicit and analyze public outreach in written and electronic forms regarding upcoming capital improvement projects for recreation amenities.

## COMMUNITY SERVICES

### Selected Performance Measures

<b>Administration</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Coordinate review of the City-subsidized events and other non- signature special events and respond to special event requests	6 City-subsidized events and 17 special events	6 City-subsidized events and 18 special events	16 City-subsidized events and 11 special events / 40 requests
Provide monthly E-Zine highlighting the Community Services department's upcoming events	12	12	12
Produce quarterly online City newsletters/program brochures that are high quality and informative	4	4	4

<b>Recreation Services</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Operate an afterschool program that serves Redondo Beach students	665	700	825
Manage the Seaside Lagoon's special events	69	72	70
Provide recreation programs, camps, and classes to registered youth and adults	12,155	12,250	12,350

<b>Senior and Family Services</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Coordinate excursions	27	32	32
Coordinate special park events	2	10	10
Offer classes / programs	55	60	65

<b>Cultural and Performing Arts</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Rent RBPAC (number of days)	278	235	250
Collect revenue from RBPAC rentals	\$1,000,000	\$950,000	\$1,050,000
Provide social media public followers	<b>N/A</b>	Instagram:32 Facebook :437 Twitter: 9	Instagram:1,000 Facebook:2,000 Twitter: 100

## COMMUNITY SERVICES

<b>Housing Authority</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Lease units	496	525	500
Collect housing assistance revenue	\$5,218,902	\$5,343,298	\$6,032,240
Collect housing administrative fee	\$591,832	\$557,037	\$537,337

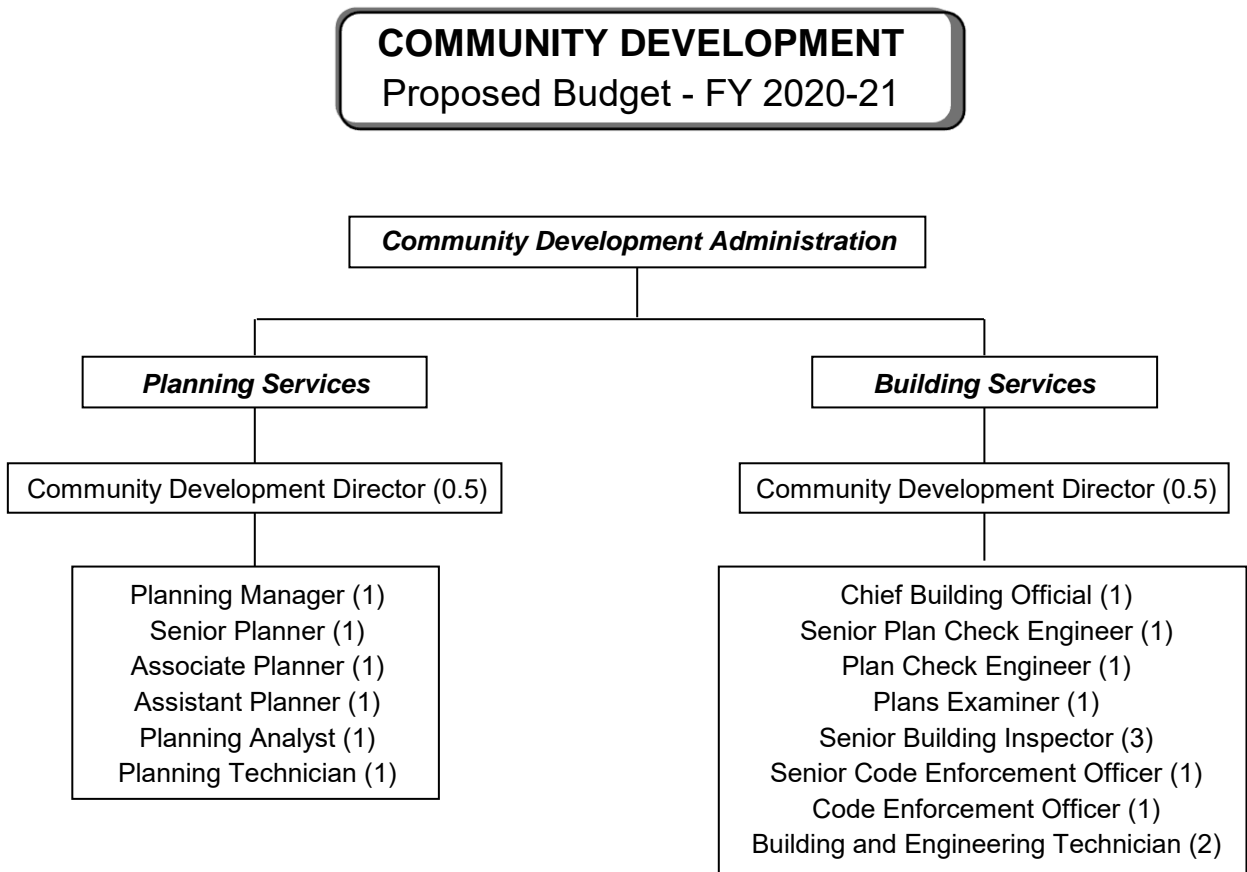
<b>CDBG</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Assist households with Mobility Access/Emergency Repair program	18	15	12
Fund public service agencies	9	8	7
Conduct fair housing workshops	2	2	2

<b>Transit</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Provide fixed route Transit service hours	33,944	33,995	34,100
Provide fixed route passenger trips	361,344	362,000	362,000
Provide Dial-A-Ride service hours	6,730	6,800	6,800
Provide Dial-A-Ride passenger trips	14,201	14,000	14,500
Distribute BCT brochures	10,520	15,000	15,000
Sell BCT bus passes	3,780	3,700	3,700
Sell Metro bus passes	228	220	250
Serve TAP Stored Value Customers	159	200	225
Post BCT service information on Twitter	194	220	250



## COMMUNITY DEVELOPMENT

***Mission Statement:*** *The Community Development department is committed to enhancing the quality of life of the City's residents, businesses and visitors, and to promote a safe, well-designed, physically integrated, livable and prosperous community.*



**SUMMARY OF PERSONNEL**  
**Proposed Budget - FY 2020-21**

**COMMUNITY DEVELOPMENT**

**Planning Services**

0.50	Community Development Director
1.00	Planning Manager
1.00	Senior Planner
1.00	Associate Planner
1.00	Assistant Planner
1.00	Planning Analyst
1.00	Planning Technician
<u>6.50</u>	

**Building Services**

0.50	Community Development Director
1.00	Chief Building Official
1.00	Senior Plan Check Engineer
1.00	Plan Check Engineer
1.00	Plans Examiner
3.00	Senior Building Inspector
1.00	Senior Code Enforcement Officer
1.00	Code Enforcement Officer
2.00	Building and Engineering Technician
<u>11.50</u>	

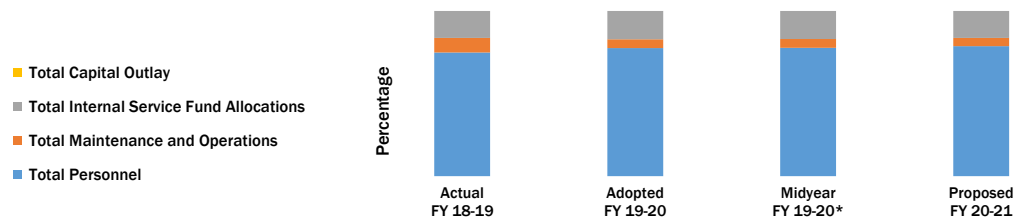
**TOTAL PERSONNEL: 18.00**

## COMMUNITY DEVELOPMENT

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	1,725,353	1,735,043	1,735,043	1,762,429	27,386	2%
500010	Part-Time Salaries	31,924	55,789	55,789	55,789	-	0%
500020	Overtime	21,394	23,000	23,000	23,000	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	140,529	50,137	50,137	48,670	(1,467)	(3%)
500110	Car Allowance	2,324	4,500	4,500	4,500	-	0%
500120	Other Pay	33,426	7,232	7,232	7,232	-	0%
500130	Sick Leave Bonus	225	225	225	225	-	0%
500140	Standby Bonus	7,822	5,200	5,200	7,800	2,600	50%
500150	Cell Phone Allowance	1,628	1,920	1,920	1,920	-	0%
501020	FICA	114,247	112,616	112,616	115,721	3,105	3%
501030	Life Insurance	4,839	3,254	3,254	3,254	-	0%
501050	Medical Insurance	233,068	238,875	238,875	241,936	3,061	1%
501060	Medicare	28,443	27,224	27,224	28,012	788	3%
501070	Psychological Insurance	48	72	72	72	-	0%
501080	Pension (Employer Share)	105,346	106,423	106,423	116,994	10,571	10%
501085	Pension (Unfunded Liability)	255,873	261,554	261,554	370,652	109,098	42%
501090	Pension (Employee Share)	49,599	51,466	51,466	52,006	540	1%
501095	Other Post Employment Benefits (OPEB)	75,191	76,289	76,289	77,450	1,161	2%
501110	Unemployment	5,552	5,616	5,616	5,616	-	0%
	<b>Total Personnel</b>	<b>2,836,831</b>	<b>2,766,435</b>	<b>2,766,435</b>	<b>2,923,278</b>	<b>156,843</b>	<b>6%</b>
510000	Uniforms/Clothing/Personal Supplies	1,715	2,250	2,250	2,250	-	0%
510010	Office Supplies	8,086	8,370	8,370	8,370	-	0%
510020	Special Departmental Supplies	815	3,200	3,200	3,200	-	0%
510040	Training/Meetings/Conferences	14,581	13,944	13,944	13,944	-	0%
510050	Mileage Reimbursement	278	900	900	900	-	0%
510200	Postage	3,854	6,454	6,454	6,454	-	0%
510210	Publications/Subscriptions	1,831	4,800	4,800	4,800	-	0%
510220	Memberships/Dues	2,339	3,540	3,540	3,540	-	0%
520000	Maintenance Agreements	-	330	330	330	-	0%
520010	Maintenance/Repair	-	500	500	500	-	0%
520030	Advertising/Promotions	2,202	9,665	9,665	9,665	-	0%
520040	Contracts/Professional Services	300,649	134,937	134,937	134,937	-	0%
	<b>Total Maintenance and Operations</b>	<b>336,350</b>	<b>188,890</b>	<b>188,890</b>	<b>188,890</b>	<b>-</b>	<b>0%</b>

## COMMUNITY DEVELOPMENT

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550000	Vehicle Maintenance	37,045	37,045	36,608	36,608	-	0%
550010	Vehicle Equipment Replacement	19,226	13,302	12,134	12,134	-	0%
550020	Information Tech. Equip Maintenance	162,589	162,589	167,744	167,744	-	0%
550030	Information Tech. Equip Replacement	16,800	16,800	19,291	19,291	-	0%
550050	Workers' Compensation Insurance	19,952	19,952	15,979	15,979	-	0%
550060	Liability Insurance	57,140	57,140	55,610	55,610	-	0%
550080	Building Occupancy	45,298	45,298	32,772	32,772	-	0%
550090	Major Facilities Repair	582	582	578	578	-	0%
550110	City Facility Sewer Fee	547	547	709	709	-	0%
550120	Overhead	259,106	259,106	264,120	264,120	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>618,285</b>	<b>612,361</b>	<b>605,545</b>	<b>605,545</b>	<b>-</b>	<b>0%</b>
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL</b>		<b>3,791,466</b>	<b>3,567,686</b>	<b>3,560,870</b>	<b>3,717,713</b>	<b>156,843</b>	<b>4%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	3,791,466	3,567,686	3,560,870	3,717,713	156,843	4%
<b>TOTAL</b>	<b>3,791,466</b>	<b>3,567,686</b>	<b>3,560,870</b>	<b>3,717,713</b>	<b>156,843</b>	<b>4%</b>

\* Excludes carryover funding of \$312,230

## COMMUNITY DEVELOPMENT PLANNING SERVICES

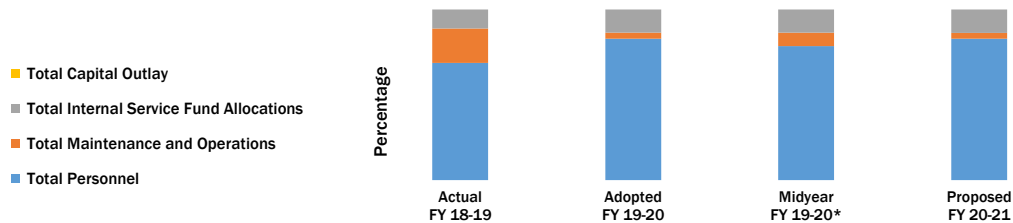
**Purpose:** The Planning Services division administers the City's long-range and current planning programs, as guided by the City's adopted General Plan and Zoning Ordinance to provide for the types and mix of land uses necessary to serve the needs of existing and future residents, to ensure that projects are developed to achieve a high level of quality, to improve the livability of neighborhoods, and to enhance the economic health of the community. Specific programs of the division include:

- Development review to permit property owners to make improvements to property in conformance with the General Plan and Zoning Ordinance;
- Updating the General Plan and Zoning Ordinance to meet the changing land use and development needs of the community; and
- Administration of the City's Historic Preservation program to assist property owners who submit applications to designate their own properties as historic landmarks and/or historic districts, and to safeguard the City's heritage, identity, and visual character.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	662,032	667,212	667,212	678,277	11,065	2%
500010	Part-Time Salaries	-	31,167	31,167	31,167	-	0%
500020	Overtime	215	-	-	-	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	63,184	19,190	19,190	19,478	288	2%
500110	Car Allowance	1,162	2,250	2,250	2,250	-	0%
500120	Other Pay	11,271	-	-	-	-	0%
500150	Cell Phone Allowance	186	330	330	330	-	0%
501020	FICA	42,010	42,776	42,776	44,207	1,431	3%
501030	Life Insurance	2,153	1,364	1,364	1,363	(1)	0%
501050	Medical Insurance	94,002	94,950	94,950	97,704	2,754	3%
501060	Medicare	10,687	10,430	10,430	10,801	371	4%
501070	Psychological Insurance	10	26	26	26	-	0%
501080	Pension (Employer Share)	45,918	46,055	46,055	50,976	4,921	11%
501085	Pension (Unfunded Liability)	107,237	113,186	113,186	142,311	29,125	26%
501090	Pension (Employee Share)	11,924	12,162	12,162	12,161	(1)	0%
501095	Other Post Employment Benefits (OPEB)	29,281	29,271	29,271	29,738	467	2%
501110	Unemployment	1,955	2,028	2,028	2,029	1	0%
	<b>Total Personnel</b>	<b>1,083,227</b>	<b>1,072,397</b>	<b>1,072,397</b>	<b>1,122,818</b>	<b>50,421</b>	<b>5%</b>
510010	Office Supplies	3,821	4,000	4,000	4,000	-	0%
510040	Training/Meetings/Conferences	7,558	7,897	7,897	7,897	-	0%
510050	Mileage Reimbursement	170	400	400	400	-	0%
510200	Postage	3,854	6,074	6,074	6,074	-	0%
510210	Publications/Subscriptions	440	850	850	850	-	0%
510220	Memberships/Dues	1,974	2,300	2,300	2,300	-	0%
520000	Maintenance Agreements	-	30	30	30	-	0%
520030	Advertising/Promotions	2,202	9,665	9,665	9,665	-	0%
520040	Contracts/Professional Services	298,005	15,284	75,284	15,284	(60,000)	(80%)
	<b>Total Maintenance and Operations</b>	<b>318,024</b>	<b>46,500</b>	<b>106,500</b>	<b>46,500</b>	<b>(60,000)</b>	<b>(56%)</b>

**COMMUNITY DEVELOPMENT  
PLANNING SERVICES**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	55,096	55,096	61,399	61,399	-	0%
550030	Information Tech. Equip Replacement	5,843	5,843	7,234	7,234	-	0%
550050	Workers' Compensation Insurance	7,327	7,327	6,070	6,070	-	0%
550060	Liability Insurance	22,201	22,201	20,881	20,881	-	0%
550080	Building Occupancy	17,880	17,880	12,229	12,229	-	0%
550090	Major Facilities Repair	236	236	216	216	-	0%
550110	City Facility Sewer Fee	391	391	512	512	-	0%
550120	Overhead	66,508	66,508	76,942	76,942	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>175,482</b>	<b>175,482</b>	<b>185,483</b>	<b>185,483</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>1,576,733</b>	<b>1,294,379</b>	<b>1,364,380</b>	<b>1,354,801</b>	<b>(9,579)</b>	<b>(1%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	1,576,733	1,294,379	1,364,380	1,354,801	(9,579)	(1%)
<b>TOTAL</b>	<b>1,576,733</b>	<b>1,294,379</b>	<b>1,364,380</b>	<b>1,354,801</b>	<b>(9,579)</b>	<b>3%</b>

\* Excludes carryover funding of \$312,230

## COMMUNITY DEVELOPMENT BUILDING SERVICES

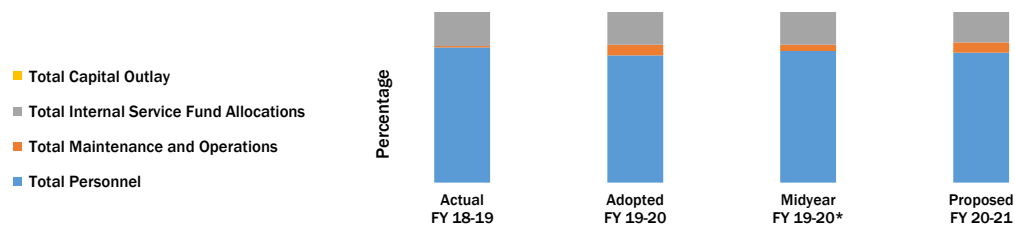
**Purpose:** The Building Services division of the Community Development department is charged with the plan checking, permitting, and inspection of all private construction within the City. The Building Services division is also in charge of code enforcement of the City's Municipal Code. These tasks are accomplished using both active and interactive methods, with the goal of constantly improving the safety and livability of our neighborhoods. The tide of construction activity in the City rises and falls in an ongoing cycle. The Building Services division staff is committed to the mission of providing efficient, cost-conscious service to all areas of operation. The Building Services division is dedicated to supporting the City's mission, core values, and strategic plan goals.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Adopted		
500000	Full-Time Salaries	1,063,321	1,067,831	1,067,831	1,084,152	16,321	2%
500010	Part-Time Salaries	31,924	24,622	24,622	24,622	-	0%
500020	Overtime	21,179	23,000	23,000	23,000	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	77,345	30,947	30,947	29,192	(1,755)	(6%)
500110	Car Allowance	1,162	2,250	2,250	2,250	-	0%
500120	Other Pay	22,155	7,232	7,232	7,232	-	0%
500130	Sick Leave Bonus	225	225	225	225	-	0%
500140	Standby Bonus	7,822	5,200	5,200	7,800	2,600	50%
500150	Cell Phone Allowance	1,442	1,590	1,590	1,590	-	0%
501020	FICA	72,237	69,840	69,840	71,514	1,674	2%
501030	Life Insurance	2,686	1,890	1,890	1,891	1	0%
501050	Medical Insurance	139,066	143,925	143,925	144,232	307	0%
501060	Medicare	17,756	16,794	16,794	17,211	417	2%
501070	Psychological Insurance	38	46	46	46	-	0%
501080	Pension (Employer Share)	59,428	60,368	60,368	66,018	5,650	9%
501085	Pension (Unfunded Liability)	148,636	148,368	148,368	228,341	79,973	54%
501090	Pension (Employee Share)	37,675	39,304	39,304	39,845	541	1%
501095	Other Post Employment Benefits (OPEB)	45,910	47,018	47,018	47,712	694	1%
501110	Unemployment	3,597	3,588	3,588	3,587	(1)	0%
	<b>Total Personnel</b>	<b>1,753,604</b>	<b>1,694,038</b>	<b>1,694,038</b>	<b>1,800,460</b>	<b>106,422</b>	<b>6%</b>
510000	Uniforms/Clothing/Personal Supplies	1,715	2,250	2,250	2,250	-	0%
510010	Office Supplies	4,265	4,370	4,370	4,370	-	0%
510020	Special Departmental Supplies	815	3,200	3,200	3,200	-	0%
510040	Training/Meetings/Conferences	7,023	6,047	6,047	6,047	-	0%
510050	Mileage Reimbursement	108	500	500	500	-	0%
510200	Postage	-	380	380	380	-	0%



**COMMUNITY DEVELOPMENT  
BUILDING SERVICES**

<i>Operating Expenses</i> C.D. Building Services		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Adopted	Increase/ Decrease	
510210	Publications/Subscriptions	1,391	3,950	3,950	3,950	-	0%
510220	Memberships/Dues	365	1,240	1,240	1,240	-	0%
520000	Maintenance Agreements	-	300	300	300	-	0%
520010	Maintenance/Repair	-	500	500	500	-	0%
520040	Contracts/Professional Services	2,644	119,653	59,653	119,653	60,000	101%
<b>Total Maintenance and Operations</b>		<b>18,326</b>	<b>142,390</b>	<b>82,390</b>	<b>142,390</b>	<b>60,000</b>	<b>73%</b>
550000	Vehicle Maintenance	37,045	37,045	36,608	36,608	-	0%
550010	Vehicle Equipment Replacement	19,226	13,302	12,134	12,134	-	0%
550020	Information Tech. Equip Maintenance	107,493	107,493	106,345	106,345	-	0%
550030	Information Tech. Equip Replacement	10,957	10,957	12,057	12,057	-	0%
550050	Workers' Compensation Insurance	12,625	12,625	9,909	9,909	-	0%
550060	Liability Insurance	34,939	34,939	34,729	34,729	-	0%
550080	Building Occupancy	27,418	27,418	20,543	20,543	-	0%
550090	Major Facilities Repair	346	346	362	362	-	0%
550110	City Facility Sewer Fee	156	156	197	197	-	0%
550120	Overhead	192,598	192,598	187,178	187,178	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>442,803</b>	<b>436,879</b>	<b>420,062</b>	<b>420,062</b>	-	<b>0%</b>
<b>Total Capital Outlay</b>		-	-	-	-	-	<b>0%</b>
<b>TOTAL</b>		<b>2,214,733</b>	<b>2,273,307</b>	<b>2,196,490</b>	<b>2,362,912</b>	<b>166,422</b>	<b>8%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	2,214,733	2,273,307	2,196,490	2,362,912	166,422	8%
<b>TOTAL</b>	<b>2,214,733</b>	<b>2,273,307</b>	<b>2,196,490</b>	<b>2,362,912</b>	<b>166,422</b>	<b>3%</b>

## COMMUNITY DEVELOPMENT

### Core Service Activities

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(75%)</b>	<b>Total Staff Hours:</b>	<b>28,080</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(75%)</b>	<b>Total Staff Hours:</b>	<b>28,080</b>

#### *Planning Services*

- Issue 40 administrative decisions on 2 to 3 unit residential applications, with 100% completed within 45 days.
- Render an administrative decision for 10 modifications within 21 days of submittal of an application.
- Complete the processing of 15 applications requiring approval of the Planning Commission, Harbor Commission, and City Council.
- Process 10 applications requiring Historic Preservation Commission consideration.
- Complete 2 zoning amendments.
- Conduct 30 final inspections for development projects within 48 hours of the request for inspection.
- Perform 350 reviews of development plans submitted for plan check, 280 (80%) completed within 4 weeks and 70 (20%) completed within 6 weeks.
- Issue 40 temporary use permits.
- Complete 15 zoning letters.
- Process 25 entertainment permits, including new and renewals.
- Monitor and process 21 massage business registrations.
- Provide staff access to continuing education seminars and certifications.

#### *Building Services*

- Complete an average of 70 counter requests daily for a total of 16,380.
- Perform 11,000 annual Building Services division inspections within 48 hours of request for inspection.
- Issue 3,000 building permits.
- Complete 1,900 Building Services division plan checks.
- Provide 800 Residential Building reports within 3 business days of request for report.
- Issue citations for non-compliance in code enforcement cases.
- Issue 40 Stop Work Orders for construction being performed without a permit.
- Conduct investigations on 225 new Code Enforcement cases.
- Assist investigations related to businesses with expired business licenses and businesses operating without a license.
- Respond to 250 calls for service regarding the use of motorized leaf blowers.
- Provide staff access to continuing education seminars and certifications.

## COMMUNITY DEVELOPMENT

### Key Projects and Assignments

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(15%) Total Staff Hours:</b>	<b>5,616</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(15%) Total Staff Hours:</b>	<b>5,616</b>

#### *Planning Services*

	<b>Hours</b>
• Coordinate an update to the City's General Plan including facilitation of monthly public meetings of a General Plan Advisory Committee, conducting public workshops, processing an EIR, with formalization of recommendations and amendments through June 2021.	1,000
• Begin work on the Housing Element Update and RHNA allocation.	600
• Issue Request for Proposals and manage consultant contracts for the Housing Element Update and Residential Design Guidelines Update approved through the SB2 Grant funding.	216
• Coordinate the plan check submittal of first phase of the Galleria Redevelopment Project.	250
• Participate in all land use and urban design aspects of Artesia and Aviation Corridors revitalization through June 2021.	150
• Monitor and research State housing bills that may impact the City.	50
• Process major projects requiring environmental review including 100 block of N. Catalina Avenue Project and Beach Cities Health District Healthy Living Campus project.	750

#### *Building Services*

• Plan check and permitting of the Galleria Redevelopment Project through June 2021.	750
• Conduct inspections for the Legado Mixed-Use and Hotel Renovation Project comprising of 115 residential units, 20,000-square feet of commercial space, and renovation of the existing hotel building through June 2021.	350
• Plan check and permitting of 36-unit residential condominium project on 190 <sup>th</sup> Street and Fisk Lane.	500
• Coordinate with the City Attorney's office in the criminal prosecution of code enforcement cases through June 2021.	250
• Coordinate the Tyler MUNIS Building Permits Re-implementation include activating the Code Enforcement module, citizen self-service portal, Building Inspector remote access	750

## COMMUNITY DEVELOPMENT

### Customer Service and Referrals

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(10%)</b>	<b>Total Staff Hours:</b>	<b>3,744</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(10%)</b>	<b>Total Staff Hours:</b>	<b>3,744</b>

- Respond to approximately 4,500 public counter information inquiries and 6,000 phone calls about zoning, projects and planning applications.
- Continue expediting plan check for projects involving additions of 500 square feet or less by implementing a policy for a 3-day turnaround for such projects.
- Monitor and track resident requests, complaints, and feedback (averaging approximately 400+ per year) through internal files and via the online Comcate "Customer Service Center" software system.
- Compile data for 50 public records requests.
- Schedule and conduct annual departmental review and discussion of telephone and counter protocol and procedures, as well as customer service standards and expectations.

#### *Building Services*

- Respond to 90 City Council and City Attorney referrals annually.
- Monitor and track resident requests, complaints, and feedback (averaging approximately 400+ per year) through internal files and via the online Comcate "Customer Service Center" software system.
- Schedule and conduct an annual departmental review and discussion of telephone and counter protocol and procedures, as well as customer service standards and expectations.
- Respond to approximately 150 inquiries at the counter regarding Code Enforcement operations and ordinances.
- Respond to approximately 2,500 phone inquiries about Code Enforcement related issues.
- Develop and implement online portal for Tyler MUNIS to streamline permitting and Code Enforcement functions.

## COMMUNITY DEVELOPMENT

### Selected Performance Measures

<b><i>Planning Services</i></b>	<b><i>Actual FY 2018-19</i></b>	<b><i>Estimated FY 2019-20</i></b>	<b><i>Proposed FY 2020-21</i></b>
Process major development projects requiring land use approvals and environmental review	1	3	2
Render administrative decisions for 2-3 unit condominiums, Modifications, Temporary Use Permits, and Administrative Use Permits	121	125	125
Perform plan check review	448	350	350
Provide over-the-counter consultation to residents regarding zoning and land	4,800	4,500	4,500

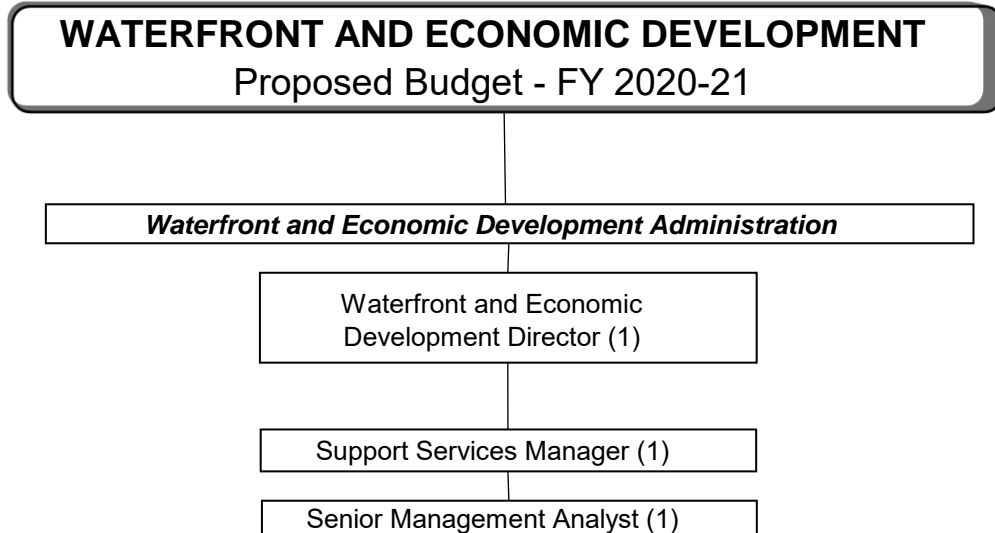
<b><i>Building Services</i></b>	<b><i>Actual FY 2018-19</i></b>	<b><i>Estimated FY 2019-20</i></b>	<b><i>Proposed FY2020-21</i></b>
Issue building permits	3,154	3,000	3,000
Conduct building inspections	11,776	11,000	11,000
Perform plan check review	2,225	1,750	1,900
Respond to and investigate reported code violations	1,032	1,000	1,000



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## **WATERFRONT AND ECONOMIC DEVELOPMENT**

***Mission Statement:*** *To improve the quality of life for residents, businesses and visitors of Redondo Beach by facilitating business development opportunities, efficiently managing the City's Waterfront, and working with the business community to consistently improve the core commercial areas within the City.*





**SUMMARY OF PERSONNEL**  
**Proposed Budget - FY 2020-21**

**WATERFRONT AND ECONOMIC DEVELOPMENT**

1.00	Waterfront and Economic Development Director
1.00	Support Services Manager
1.00	Senior Management Analyst
<u>3.00</u>	

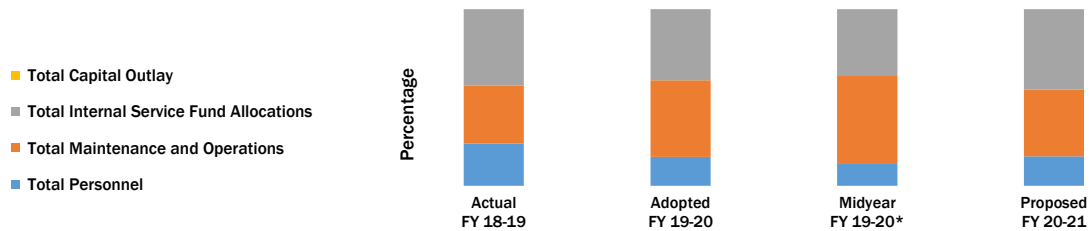
**TOTAL PERSONNEL: 3.00**

## WATERFRONT AND ECONOMIC DEVELOPMENT

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	403,825	429,250	429,250	380,930	(48,320)	(11%)
500020	Overtime	704	5,000	5,000	5,000	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	3,486	12,064	12,064	12,307	243	2%
500100	Personnel Adjustments	-	(89,494)	(89,494)	-	89,494	(100%)
500110	Car Allowance	4,513	4,500	4,500	4,500	-	0%
500120	Other Pay	48,887	49,352	49,352	49,541	189	0%
500150	Cell Phone Allowance	662	660	660	660	-	0%
501020	FICA	25,175	26,080	26,080	23,209	(2,871)	(11%)
501030	Life Insurance	802	809	809	695	(114)	(14%)
501050	Medical Insurance	44,679	45,225	45,225	34,574	(10,651)	(24%)
501060	Medicare	7,195	7,352	7,352	6,603	(749)	(10%)
501070	Psychological Insurance	17	16	16	12	(4)	(25%)
501075	GASB 68 Pension Expense	191,566	-	-	-	-	0%
501076	GASB 75 OPEB Expense	(19,398)	-	-	-	-	0%
501080	Pension (Employer Share)	21,632	24,076	24,076	27,665	3,589	15%
501085	Pension (Unfunded Liability)	61,179	59,171	59,171	79,761	20,590	35%
501090	Pension (Employee Share)	11,580	11,772	11,772	7,721	(4,051)	(34%)
501095	Other Post Employment Benefits (OPEB)	18,378	18,794	18,794	16,666	(2,128)	(11%)
501110	Unemployment	1,231	1,248	1,248	936	(312)	(25%)
	<b>Total Personnel</b>	<b>826,113</b>	<b>605,875</b>	<b>605,875</b>	<b>650,780</b>	<b>44,905</b>	<b>7%</b>
510010	Office Supplies	1,386	3,950	3,950	3,950	-	0%
510020	Special Departmental Supplies	148,494	171,600	171,600	171,600	-	0%
510040	Training/Meetings/Conferences	11,680	25,228	25,228	25,228	-	0%
510050	Mileage Reimbursement	73	800	800	800	-	0%
510200	Postage	743	1,350	1,350	1,350	-	0%
510210	Publications/Subscriptions	10	1,180	1,180	1,180	-	0%
510220	Memberships/Dues	68,240	65,320	65,320	65,320	-	0%
510640	Utilities - Water	13,029	15,000	15,000	15,000	-	0%
520000	Maintenance Agreements	57,518	52,000	52,000	52,000	-	0%
520010	Maintenance/Repair	13,030	25,000	25,000	25,000	-	0%
520030	Advertising/Promotions	2,200	10,000	10,000	10,000	-	0%
520040	Contracts/Professional Services	762,534	828,701	1,578,701	678,701	(900,000)	(57%)
540010	Principal Payments	-	369,492	369,492	369,492	-	0%
540020	Interest Expense	46,341	46,341	46,341	46,341	-	0%
	<b>Total Maintenance and Operations</b>	<b>1,125,278</b>	<b>1,615,962</b>	<b>2,365,962</b>	<b>1,465,962</b>	<b>(900,000)</b>	<b>(38%)</b>

## WATERFRONT AND ECONOMIC DEVELOPMENT

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550020	Information Tech. Equip Maintenance	34,436	34,436	34,110	34,110	-	0%
550030	Information Tech. Equip Replacement	5,496	5,496	5,864	5,864	-	0%
550050	Workers' Compensation Insurance	6,419	6,419	4,052	4,052	-	0%
550060	Liability Insurance	1,035,577	1,035,577	1,303,373	1,303,373	-	0%
550080	Building Occupancy	15,976	15,976	12,206	12,206	-	0%
550090	Major Facilities Repair	38,301	38,301	39,404	39,404	-	0%
550110	City Facility Sewer Fee	162	162	210	210	-	0%
550120	Overhead	356,549	356,549	374,077	374,077	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>1,492,916</b>	<b>1,492,916</b>	<b>1,773,296</b>	<b>1,773,296</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>3,444,307</b>	<b>3,714,753</b>	<b>4,745,133</b>	<b>3,890,038</b>	<b>(855,095)</b>	<b>(18%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	482,271	585,314	596,037	451,215	<b>(144,822)</b>	<b>(24%)</b>
Harbor Tidelands	1,351,138	1,615,190	1,755,779	1,775,637	<b>19,858</b>	<b>1%</b>
Harbor Uplands	1,560,665	1,462,045	2,341,473	1,611,342	<b>(730,131)</b>	<b>(31%)</b>
Community Financing Authority	50,233	52,204	51,844	51,844	-	0%
<b>TOTAL</b>	<b>3,444,307</b>	<b>3,714,753</b>	<b>4,745,133</b>	<b>3,890,038</b>	<b>(855,095)</b>	<b>(18%)</b>

\* Excludes carryover funding of \$574,557

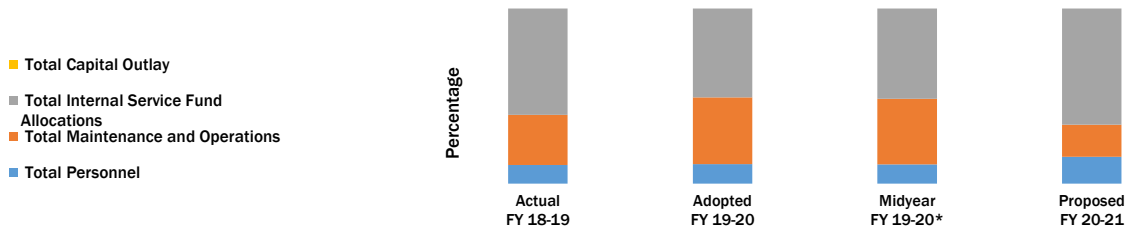
## WATERFRONT AND ECONOMIC DEVELOPMENT WATERFRONT

**Purpose:** The Waterfront division represents the City as landlord in the administration of twelve long-term ground leases with the private sector for the use and development of Harbor resources. The division helps coordinate activities in the Harbor for Public Works, Fire (Harbor Patrol), Recreation (Seaside Lagoon), and Police. The overall program goal is to manage the Harbor enterprise efficiently so that it remains financially self-sufficient and provides recreational, business, and employment opportunities for the area's residents and visitors.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	38,727	43,560	43,560	46,287	2,727	6%
500070	Vacation/Holiday Cashout (Non-PERSable)	1,185	1,360	1,360	1,433	73	5%
500110	Car Allowance	-	450	450	450	-	0%
500120	Other Pay	3,541	3,836	3,836	3,851	15	0%
500150	Cell Phone Allowance	-	66	66	66	-	0%
501020	FICA	2,683	2,694	2,694	2,907	213	8%
501030	Life Insurance	72	92	92	94	2	2%
501050	Medical Insurance	3,274	4,543	4,543	4,732	189	4%
501060	Medicare	629	755	755	796	41	5%
501070	Psychological Insurance	1	4	4	4	-	0%
501080	Pension (Employer Share)	623	3,528	3,528	4,302	774	22%
501085	Pension (Unfunded Liability)	1,602	8,670	8,670	9,694	1,024	12%
501090	Pension (Employee Share)	2,584	-	-	-	-	0%
501095	Other Post Employment Benefits (OPEB)	1,629	1,905	1,905	2,025	120	6%
501110	Unemployment	106	124	124	124	-	0%
	<b>Total Personnel</b>	<b>56,656</b>	<b>71,587</b>	<b>71,587</b>	<b>76,765</b>	<b>5,178</b>	<b>7%</b>
510010	Office Supplies	64	450	450	450	-	0%
510020	Special Departmental Supplies	14	10,600	10,600	10,600	-	0%
510040	Training/Meetings/Conferences	11,576	12,268	12,268	12,268	-	0%
510050	Mileage Reimbursement	73	400	400	400	-	0%
510200	Postage	291	350	350	350	-	0%
510210	Publications/Subscriptions	-	130	130	130	-	0%
510220	Memberships/Dues	375	3,320	3,320	3,320	-	0%
510640	Utilities - Water	13,029	15,000	15,000	15,000	-	0%
520040	Contracts/Professional Services	127,013	200,000	200,000	50,000	(150,000)	(75%)
	<b>Total Maintenance and Operations</b>	<b>152,435</b>	<b>242,518</b>	<b>242,518</b>	<b>92,518</b>	<b>(150,000)</b>	<b>(62%)</b>

## WATERFRONT AND ECONOMIC DEVELOPMENT WATERFRONT

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550050	Workers' Compensation Insurance	465	465	352	352	-	0%
550060	Liability Insurance	14,084	14,084	14,513	14,513	-	0%
550090	Major Facilities Repair	1,242	1,242	1,278	1,278	-	0%
550110	City Facility Sewer Fee	14	14	18	18	-	0%
550120	Overhead	307,608	307,608	317,615	317,615	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>323,413</b>	<b>323,413</b>	<b>333,776</b>	<b>333,776</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>532,504</b>	<b>637,518</b>	<b>647,881</b>	<b>503,059</b>	<b>(144,822)</b>	<b>(22%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	482,271	585,314	596,037	451,215	(144,822)	(24%)
Community Financing Authority	50,233	52,204	51,844	51,844	-	0%
<b>TOTAL</b>	<b>532,504</b>	<b>637,518</b>	<b>647,881</b>	<b>503,059</b>	<b>(144,822)</b>	<b>3%</b>

\* Excludes carryover funding of \$165,574

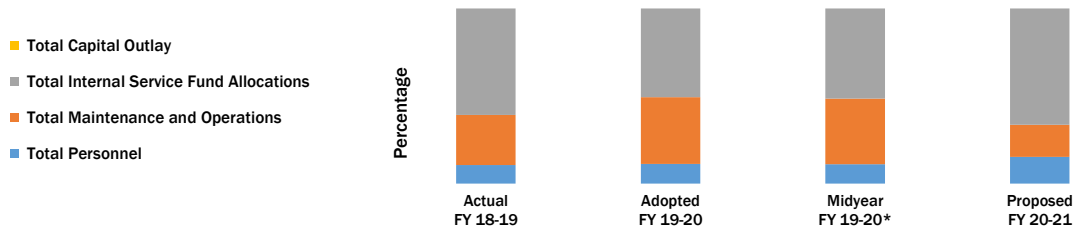
## WATERFRONT AND ECONOMIC DEVELOPMENT ECONOMIC DEVELOPMENT

**Purpose:** The Economic Development program works with the business community to foster a positive atmosphere for businesses in Redondo Beach. Department personnel are involved with the various business associations within the City to keep abreast of each area's needs. The department endeavors to retain and attract businesses that will offer quality employment to local residents and to ensure the continued success of the City's core commercial areas.

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
500000	Full-Time Salaries	365,098	385,690	385,690	334,643	(51,047)	(13%)
500020	Overtime	704	5,000	5,000	5,000	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	2,301	10,704	10,704	10,874	170	2%
500100	Personnel Adjustments	-	(89,494)	(89,494)	-	89,494	(100%)
500110	Car Allowance	4,513	4,050	4,050	4,050	-	0%
500120	Other Pay	45,346	45,516	45,516	45,690	174	0%
500150	Cell Phone Allowance	662	594	594	594	-	0%
501020	FICA	22,492	23,386	23,386	20,302	(3,084)	(13%)
501030	Life Insurance	730	717	717	601	(116)	(16%)
501050	Medical Insurance	41,405	40,682	40,682	29,842	(10,840)	(27%)
501060	Medicare	6,566	6,597	6,597	5,807	(790)	(12%)
501070	Psychological Insurance	16	12	12	8	(4)	(33%)
501075	GASB 68 Pension Expense	191,566	-	-	-	-	0%
501076	GASB 75 OPEB Expense	(19,398)	-	-	-	-	0%
501080	Pension (Employer Share)	21,009	20,548	20,548	23,363	2,815	14%
501085	Pension (Unfunded Liability)	59,577	50,501	50,501	70,067	19,566	39%
501090	Pension (Employee Share)	8,996	11,772	11,772	7,721	(4,051)	(34%)
501095	Other Post Employment Benefits (OPEB)	16,749	16,889	16,889	14,641	(2,248)	(13%)
501110	Unemployment	1,125	1,124	1,124	812	(312)	(28%)
	<b>Total Personnel</b>	<b>769,457</b>	<b>534,288</b>	<b>534,288</b>	<b>574,015</b>	<b>39,727</b>	<b>7%</b>
510010	Office Supplies	1,322	3,500	3,500	3,500	-	0%
510020	Special Departmental Supplies	148,480	161,000	161,000	161,000	-	0%
510040	Training/Meetings/Conferences	104	12,960	12,960	12,960	-	0%
510050	Mileage Reimbursement	-	400	400	400	-	0%
510200	Postage	452	1,000	1,000	1,000	-	0%
510210	Publications/Subscriptions	10	1,050	1,050	1,050	-	0%
510220	Memberships/Dues	67,865	62,000	62,000	62,000	-	0%

**WATERFRONT AND ECONOMIC DEVELOPMENT  
ECONOMIC DEVELOPMENT**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
520000	Maintenance Agreements	57,518	52,000	52,000	52,000	-	0%
520010	Maintenance/Repair	13,030	25,000	25,000	25,000	-	0%
520030	Advertising/Promotions	2,200	10,000	10,000	10,000	-	0%
520040	Contracts/Professional Services	635,521	628,701	1,378,701	628,701	(750,000)	(54%)
540010	Principal Payments	-	369,492	369,492	369,492	-	0%
540020	Interest Expense	46,341	46,341	46,341	46,341	-	0%
<b>Total Maintenance and Operations</b>		<b>972,843</b>	<b>1,373,444</b>	<b>2,123,444</b>	<b>1,373,444</b>	<b>(750,000)</b>	<b>(35%)</b>
550020	Information Tech. Equip Maintenance	34,436	34,436	34,110	34,110	-	0%
550030	Information Tech. Equip Replacement	5,496	5,496	5,864	5,864	-	0%
550050	Workers' Compensation Insurance	5,954	5,954	3,700	3,700	-	0%
550060	Liability Insurance	1,021,493	1,021,493	1,288,860	1,288,860	-	0%
550080	Building Occupancy	15,976	15,976	12,206	12,206	-	0%
550090	Major Facilities Repair	37,059	37,059	38,126	38,126	-	0%
550110	City Facility Sewer Fee	148	148	192	192	-	0%
550120	Overhead	48,941	48,941	56,462	56,462	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>1,169,503</b>	<b>1,169,503</b>	<b>1,439,520</b>	<b>1,439,520</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>2,911,803</b>	<b>3,077,235</b>	<b>4,097,252</b>	<b>3,386,979</b>	<b>(710,273)</b>	<b>(17%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
Harbor Tidelands	1,351,138	1,615,190	1,755,779	1,775,637	19,858	1%
Harbor Uplands	1,560,665	1,462,045	2,341,473	1,611,342	(730,131)	(31%)
<b>TOTAL</b>	<b>2,911,803</b>	<b>3,077,235</b>	<b>4,097,252</b>	<b>3,386,979</b>	<b>(710,273)</b>	<b>3%</b>

\* Excludes carryover funding of \$408,983

## WATERFRONT AND ECONOMIC DEVELOPMENT

### Core Service Activities

Adopted	FY 2019-20	(48%)	Total Staff Hours:	2,995
Proposed	FY 2020-21	(43%)	Total Staff Hours:	2,680

#### *Waterfront*

- Monitor City operations within King Harbor: Approximately 1,400 slips and 60 businesses.
- Manage the terms and conditions of 12 master ground leases between the City and private businesses, including conducting audits of two (2) leaseholds on an annual basis.
- Monitor and coordinate efforts between Police, Fire, Community Services, and Public Works for services funded by Harbor Tidelands and Harbor Uplands funds.
- Assist with planning and oversight of Capital Improvement Projects.
- Assist with the processing of film application requests.
- Oversee administration and distribution of boat hoist coupon books.
- Process master leases and subleases and any related amendments including extensions for consideration by the City Council.
- Monitor use of 20 storage spaces at the Pier.
- Coordinate and attend Harbor Commission meetings and present department-related items before other boards and commissions.
- Research and assist with grant application packages for Waterfront improvements.
- Maintain and update Waterfront and Economic Development department City web pages.
- Perform property inspections and address findings with tenants.
- Oversee Waterfront property management operations, including billing, collection, reporting of rents, storage fees, and sanitation district fees as well as maintenance for Waterfront leaseholds.
- Compile and transmit base data for dues calculations to the lessee associations in the Harbor Enterprise (Pier Association and King Harbor Association).
- As a member of the Pier Association and King Harbor Association, take a leadership role in meetings and promotional events.
- Verify and process all vendor invoices through the MUNIS financial system.
- Monitor Harbor Tidelands and Harbor Uplands funds and verify expenditures are consistent with the City's Tidelands Trust Agreement.
- Attend monthly Pier merchant meetings.
- Process Pier Entertainer Permits.

#### *Economic Development*

- Provide support and assistance to various City business organizations including the Riviera Village Association, the North Redondo Beach Business Association, the Pier Association, and the King Harbor Association.
- Assist businesses looking to establish or relocate to Redondo Beach.
- Manage the annual renewal of the Riviera Village Business Improvement District and coordinate joint activities and new design efforts.
- Verify and process all vendor invoices through the MUNIS financial system.
- Utilize web-based and social media applications as tools for communications with the public and to inform the public about events and emerging activities.
- Maintain and update (as necessary) the Economic Development division web pages.
- Attend and participate in meetings of the Tourism Marketing District with local hoteliers.



## WATERFRONT AND ECONOMIC DEVELOPMENT

*Community Financing Authority*

- Oversee regular payments on the loan for the Kincaid's building.

### Key Projects and Assignments

**Adopted FY 2019-20 (42%) Total Staff Hours: 2,621**  
**Proposed FY 2020-21 (47%) Total Staff Hours: 2,936**

	<b>Hours</b>
• Manage grant applications and complete the Storefront Improvement Grant Program for the Artesia/Aviation Commercial Corridor.	160
• Prepare grant applications and provide financial and technical support for the acquisition of property at AES for parks, open space and wetlands.	320
• Coordinate with Community Development and the prospective purchaser of the AES property on development plans for the site.	200
• Maintenance and QA/QC audit of lease management software to assist with the administration and operation of City-owned properties in the Harbor.	240
• Provide litigation support related to the Waterfront Project.	160
• Explore options to advance waterfront revitalization.	200
• Conduct additional feasibility analysis for public boat launch facility.	240
• Work with White Sea Bass Program to explore funding and location options.	120
• Collaborate with Public Works to initiate new capital improvement projects by June 2021 and complete active projects within specified duration.	240
• Oversee administration of Riviera Village Business Improvement District (BID) contract and funding through June 2021.	80
• Provide updates of the City's webpage to support economic development recovery efforts.	80
• Conduct community outreach to local business community regarding economic development programs.	300
• Complete the process to establish an Enhanced Infrastructure Financing District to help secure public funds for the acquisition and development of public parkland and recreational amenities on the AES site by June 2021.	300
• Work with the Pier Association to design webpage and social media content for the Pier.	120
• Coordinate with Community Services, Public Safety and the various leaseholders in the Harbor on rescheduling the Beachlife Festival.	80
• Meet with local brokers to discuss opportunities for use of commercial spaces within key corridors of the City.	96

## WATERFRONT AND ECONOMIC DEVELOPMENT

### Customer Service and Referrals

Adopted	FY 2019-20	(10%)	Total Staff Hours:	624
Proposed	FY 2020-21	(10%)	Total Staff Hours:	624

- Respond within 2 to 3 business days to all inquiries sent through the Comcate "Customer Service Center" system.
- Provide at least 10 hours of relevant training to department staff, including customer service skills.
- Respond within 2 business days to public inquiries and/or complaints related to Pier/Harbor activities.
- Respond to phone calls for information concerning the Pier, Boardwalk or Harbor areas.
- Respond to approximately 15 visitors at public counters each month for information concerning Pier entertainer permits, film permits and Boat Hoist Coupon books.

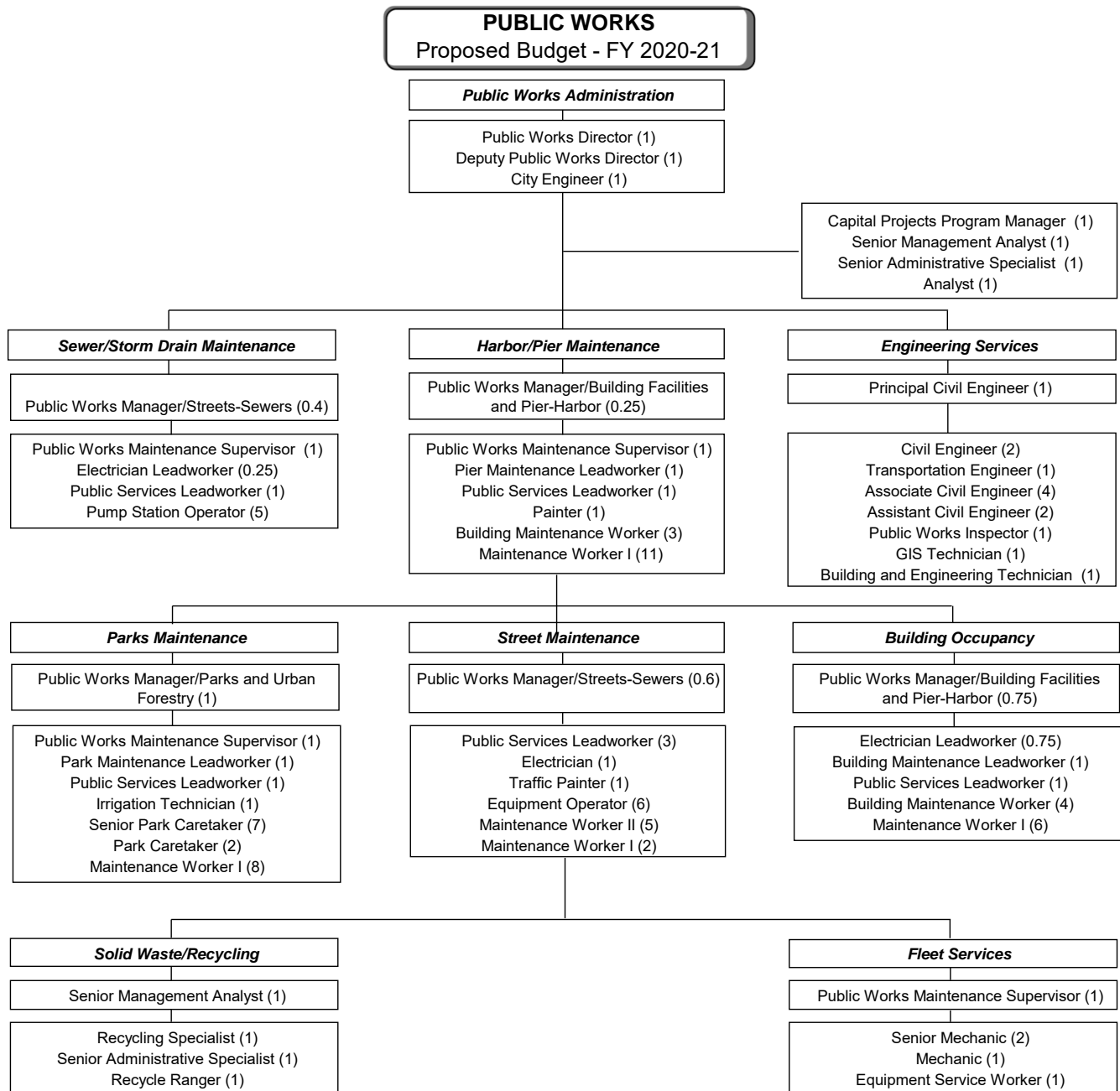
### Selected Performance Measures

<b>Waterfront and Economic Development</b>	<b>Actual FY 2018-19</b>	<b>Estimated FY 2019-20</b>	<b>Proposed FY 2020-21</b>
Audit Leaseholders / Tenants	1	1	2
Storefront Improvement Grants Issued to Artesia businesses <sup>1</sup>	10	12	0
Conduct Quality Control Checks on Master Leaseholder Information in Property Management System <sup>2</sup>	0	2	3
Submit to City Council for consideration lease items (new leases, lease renewals, amendments, assignments, subleases and estoppels) <sup>3</sup>	3	9	40

1. Storefront Improvement Program has not been proposed for renewal in FY 2020/2021.
2. Visual Lease property management system was implemented in FY 2018/2019. Visual Lease contains lease information on all master leaseholds and those tenants who lease directly with the City.
3. FY 2019/2020 lease items reflect lease assignments, amendments and subleases and do not include new leases or lease renewals. FY 2020/2021 lease numbers assume authorization of a full leasing program.

## PUBLIC WORKS

***Mission Statement:*** *The Public Works department is committed to providing the highest quality maintenance, construction, and operations of the public facilities, projects, and programs under its care in the most cost-efficient manner to ensure the satisfaction of the community and maintain a high quality of life in the neighborhoods.*



**SUMMARY OF PERSONNEL**  
**Proposed Budget - FY 2020-21**  
**PUBLIC WORKS**

**Administration**

1.00	Public Works Director
1.00	Deputy Public Works Director
1.00	City Engineer
1.00	Capital Projects Program Manager
1.00	Senior Management Analyst
1.00	Senior Administrative Specialist
1.00	Analyst
<u>1.00</u>	
7.00	

**Building Occupancy**

0.75	Public Works Manager/Building Facilities and Pier-Harbor
0.75	Electrician Leadworker
1.00	Building Maintenance Leadworker
1.00	Public Services Leadworker
4.00	Building Maintenance Worker
6.00	Maintenance Worker I
<u>6.00</u>	
13.50	

**Street Maintenance**

0.60	Public Works Manager/Streets-Sewers
1.00	Electrician
3.00	Public Services Leadworker
1.00	Traffic Painter
6.00	Equipment Operator
5.00	Maintenance Worker II
2.00	Maintenance Worker I
<u>2.00</u>	
18.60	

**Harbor / Pier Maintenance**

0.25	Public Works Manager/Building Facilities and Pier-Harbor
1.00	Public Works Maintenance Supervisor
1.00	Pier Maintenance Leadworker
1.00	Public Services Leadworker
1.00	Painter
3.00	Building Maintenance Worker
11.00	Maintenance Worker I
<u>11.00</u>	
18.25	

**Fleet Services**

1.00	Public Works Maintenance Supervisor
2.00	Senior Mechanic
1.00	Mechanic
1.00	Equipment Service Worker
<u>1.00</u>	
5.00	

**Parks Maintenance**

1.00	Public Works Manager/Parks and Urban Forestry
1.00	Public Works Maintenance Supervisor
1.00	Park Maintenance Leadworker
1.00	Public Services Leadworker
1.00	Irrigation Technician
7.00	Senior Park Caretaker
2.00	Park Caretaker
8.00	Maintenance Worker I
<u>8.00</u>	
22.00	

**Sewer / Storm Drain Maintenance**

0.40	Public Works Manager/Streets-Sewers
1.00	Public Works Maintenance Supervisor
0.25	Electrician Leadworker
1.00	Public Services Leadworker
5.00	Pump Station Operator
<u>5.00</u>	
7.65	

**Engineering Services**

1.00	Principal Civil Engineer
2.00	Civil Engineer
1.00	Transportation Engineer
4.00	Associate Civil Engineer
2.00	Assistant Civil Engineer
1.00	Public Works Inspector
1.00	GIS Technician
1.00	Building and Engineering Technician
<u>1.00</u>	
13.00	

**Solid Waste / Recycling**

1.00	Senior Management Analyst
1.00	Recycling Specialist
1.00	Senior Administrative Specialist
1.00	Recycle Ranger
<u>1.00</u>	
4.00	

**TOTAL PERSONNEL: 109.00**

**PUBLIC WORKS**

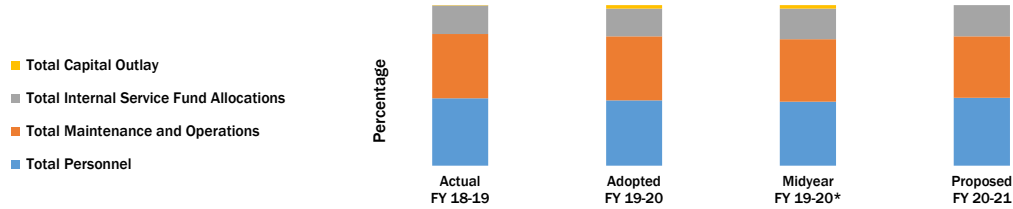
<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	6,691,429	7,406,355	7,406,355	7,438,000	31,645	0%
500010	Regular Part Time	373,222	135,952	135,952	135,952	-	0%
500020	Overtime	258,384	122,386	122,386	122,386	-	0%
500030	Overtime Special Events	9,175	-	-	-	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	95,930	175,126	175,126	181,783	6,657	4%
500100	Personnel Adjustments	-	(763,503)	(763,503)	(675,000)	88,503	(12%)
500110	Car Allowance	7,521	7,500	7,500	7,500	-	0%
500120	Other Pay	90,474	96,213	96,213	93,481	(2,732)	(3%)
500130	Sick Leave Bonus	3,450	1,425	1,425	2,700	1,275	89%
500140	Standby Bonus	71,685	72,800	72,800	72,800	-	0%
500150	Cell Phone Allowance	11,270	11,340	11,340	10,920	(420)	(4%)
501020	FICA	467,096	476,261	476,261	475,893	(368)	0%
501030	Life Insurance	14,361	15,708	15,708	15,609	(99)	(1%)
501050	Medical Insurance	1,327,954	1,475,308	1,475,308	1,456,860	(18,448)	(1%)
501060	Medicare	111,448	114,174	114,174	113,704	(470)	0%
501070	Psychological Insurance	248	440	440	436	(4)	(1%)
501075	GASB 68 Pension Expense	898,123	-	-	-	-	0%
501076	GASB 75 OPEB Expense	99,547	-	-	-	-	0%
501080	Pension (Employer Share)	436,321	514,542	514,542	535,822	21,280	4%
501085	Pension (Unfunded Liability)	1,128,890	1,264,565	1,264,565	1,577,299	312,734	25%
501090	Pension (Employee Share)	274,813	289,918	289,918	277,028	(12,890)	(4%)
501095	Other Post Employment Benefits (OPEB)	292,442	328,073	328,073	329,590	1,517	0%
501110	Unemployment	31,364	34,008	34,008	34,008	-	0%
	<b>Total Personnel</b>	<b>12,695,147</b>	<b>11,778,591</b>	<b>11,778,591</b>	<b>12,206,771</b>	<b>428,180</b>	<b>4%</b>
510000	Uniforms/Clothing/Personal Supplies	57,054	49,240	49,240	49,240	-	0%
510010	Office Supplies	20,346	20,950	20,950	20,950	-	0%
510020	Special Departmental Supplies	1,182,225	1,109,276	1,109,276	1,109,276	-	0%
510040	Training/Meetings/Conferences	18,455	25,569	25,569	25,569	-	0%
510050	Mileage Reimbursement	319	1,000	1,000	1,000	-	0%
510200	Postage	12,215	5,225	5,225	5,225	-	0%
510210	Publications/Subscriptions	420	3,830	3,830	3,830	-	0%
510220	Memberships/Dues	3,429	3,630	3,630	3,630	-	0%

**PUBLIC WORKS**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
510300	Utilities - Telephone	103	-	-	-	-	0%
510310	Cell Phones	2,319	1,900	1,900	1,900	-	0%
510600	Motor Fuel/Petroleum Products	520,108	647,330	647,330	647,330	-	0%
510610	Utilities - Electric	1,544,328	1,699,114	1,699,114	1,699,114	-	0%
510620	Utilities - Gas	35,598	54,070	54,070	54,070	-	0%
510630	Utilities - Waste Disposal	110,331	171,000	171,000	171,000	-	0%
510640	Utilities - Water	694,966	538,795	538,795	538,795	-	0%
520000	Maintenance Agreements	3,247,063	3,618,978	3,618,978	3,618,978	-	0%
520010	Maintenance/Repair	216,199	360,710	360,710	360,710	-	0%
520030	Advertising/Promotions	19,556	32,019	32,019	32,019	-	0%
520040	Contracts/Professional Services	1,919,551	2,581,405	2,581,405	2,061,405	(520,000)	(20%)
520050	Rent/Lease - Equipment	9,044	45,150	45,150	45,150	-	0%
530000	Other Non-Capital Equipment	4,807	7,510	7,510	7,510	-	0%
540000	Depreciation	2,259,373	-	-	-	-	0%
540010	Principal Payments	-	280,000	280,000	280,000	-	0%
540020	Interest Expense	268,389	268,400	268,400	268,400	-	0%
	<b>Total Maintenance and Operations</b>	<b>12,146,198</b>	<b>11,525,101</b>	<b>11,525,101</b>	<b>11,005,101</b>	<b>(520,000)</b>	<b>(5%)</b>
550000	Vehicle Maintenance	804,992	804,992	1,023,886	1,023,886	-	0%
550010	Vehicle Equipment Replacement	1,066,236	719,638	592,335	592,335	-	0%
550020	Information Tech. Equip Maintenance	374,599	374,599	371,200	371,200	-	0%
550030	Information Tech. Equip Replacement	51,714	51,714	55,048	55,048	-	0%
550040	Communication Equipment Replacement	18,025	18,025	29,678	29,678	-	0%
550050	Workers' Compensation Insurance	296,398	296,398	272,370	272,370	-	0%
550060	Liability Insurance	738,595	738,595	1,117,118	1,117,118	-	0%
550080	Building Occupancy	295,904	295,904	213,577	213,577	-	0%
550090	Major Facilities Repair	3,675	3,675	3,787	3,787	-	0%
550110	City Facility Sewer Fee	2,262	2,262	2,386	111,818	109,432	4586%
550120	Overhead	1,733,318	1,733,318	1,953,153	1,843,721	(109,432)	(6%)
	<b>Total Internal Service Fund Allocations</b>	<b>5,385,718</b>	<b>5,039,120</b>	<b>5,634,538</b>	<b>5,634,538</b>	-	0%
	<b>Total Capital Outlay</b>	<b>62,596</b>	<b>611,118</b>	<b>646,316</b>	-	<b>(646,316)</b>	<b>(100%)</b>
	<b>TOTAL</b>	<b>30,289,659</b>	<b>28,953,930</b>	<b>29,584,546</b>	<b>28,846,410</b>	<b>(738,136)</b>	<b>(2%)</b>

**PUBLIC WORKS**

<i>Operating Expenses</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
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<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease
General Fund	6,679,132	6,444,786	7,070,555	7,144,766	74,211 1%
State Gas Tax	1,424,824	1,426,757	1,420,953	1,447,074	26,121 2%
Street Landscaping and Lighting	2,518,003	2,696,798	2,731,914	2,536,694	(195,220) (7%)
Proposition C	2,127	38,127	37,579	1,579	(36,000) (96%)
Measure R	-	84,000	84,000	-	(84,000) (100%)
Measure W	-	225,000	197,079	198,291	1,212 1%
Intergovernmental Grants	66,127	79,430	79,430	83,821	4,391 6%
Capital Projects	163,983	165,725	165,725	180,953	15,228 9%
Open Space Acquisition	150,000	-	-	-	- 0%
Harbor Tidelands	2,752,827	2,154,943	2,155,543	2,178,271	22,728 1%
Harbor Uplands	1,858,640	1,573,528	1,602,737	1,607,118	4,381 0%
Solid Waste	4,627,283	4,811,648	4,878,291	4,873,118	(5,173) 0%
Wastewater	3,406,302	3,398,666	3,395,578	3,419,987	24,409 1%
Vehicle Replacement	3,604,535	2,634,285	2,548,383	1,924,753	(623,630) (24%)
Building Occupancy	3,035,876	3,220,237	3,216,779	3,249,985	33,206 1%
<b>TOTAL</b>	<b>30,289,659</b>	<b>28,953,930</b>	<b>29,584,546</b>	<b>28,846,410</b>	<b>(738,136) (2%)</b>

\* Excludes carryover funding of \$1,746,195



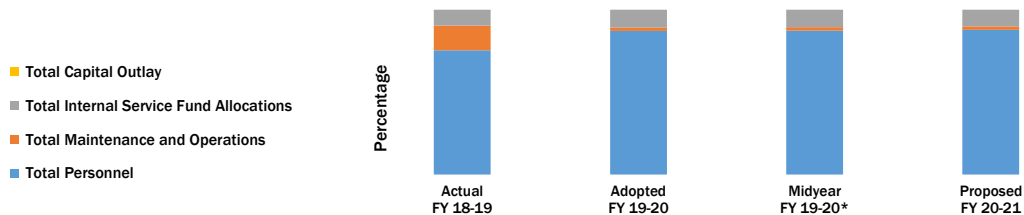
**PUBLIC WORKS  
PUBLIC WORKS ADMINISTRATION**

**Purpose:** The Public Works Administration division provides high quality customer service to both internal customers (City departments) and external customers (the public), and ensures that department-wide efficiencies and strategic goals, such as maintaining and improving public facilities, infrastructure and open spaces and improving the attractiveness and livability of the City's neighborhoods, are achieved. To accomplish this, the Administration division manages a \$30 million Public Works budget that includes 3 internal service funds, Major Facilities Repair, Building Occupancy and Vehicle Replacement, as well as a Solid Waste enterprise fund, the Wastewater enterprise fund, and a portion of Harbor Uplands and Harbor Tidelands funds. The division also oversees approximately 112 employees distributed throughout the department's 9 divisions and operations including Administration, Engineering, Harbor/Pier Maintenance, Street Maintenance, Park Maintenance, Solid Waste/Recycling, Sewer/Storm Drain, Building Occupancy and Fleet Services.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	704,435	692,977	692,977	699,168	6,191	1%
500010	Part-Time Salaries	17,064	41,556	41,556	41,556	-	0%
500020	Overtime	2,015	-	-	-	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	14,144	21,581	21,581	21,546	(35)	0%
500110	Car Allowance	7,521	7,500	7,500	7,500	-	0%
500120	Other Pay	51,571	58,765	58,765	54,062	(4,703)	(8%)
500130	Sick Leave Bonus	225	-	-	-	-	0%
500150	Cell Phone Allowance	1,083	1,080	1,080	1,080	-	0%
501020	FICA	43,473	41,261	41,261	42,067	806	2%
501030	Life Insurance	1,291	1,291	1,291	1,291	-	0%
501050	Medical Insurance	87,674	92,904	92,904	90,126	(2,778)	(3%)
501060	Medicare	12,055	11,799	11,799	11,821	22	0%
501070	Psychological Insurance	14	24	24	24	-	0%
501076	GASB 75 OPEB Expense	11,206	-	-	-	-	0%
501080	Pension (Employer Share)	39,160	41,691	41,691	43,406	1,715	4%
501085	Pension (Unfunded Liability)	82,152	102,464	102,464	155,381	52,917	52%
501090	Pension (Employee Share)	25,748	26,289	26,289	26,653	364	1%
501095	Other Post Employment Benefits (OPEB)	31,680	32,179	32,179	32,468	289	1%
501110	Unemployment	1,872	1,872	1,872	1,872	-	0%
	<b>Total Personnel</b>	<b>1,134,383</b>	<b>1,175,233</b>	<b>1,175,233</b>	<b>1,230,021</b>	<b>54,788</b>	<b>5%</b>
510010	Office Supplies	11,134	9,070	9,070	9,070	-	0%
510020	Special Departmental Supplies	195	12,000	12,000	12,000	-	0%
510040	Training/Meetings/Conferences	3,160	2,239	2,239	2,239	-	0%
510200	Postage	1,330	450	450	450	-	0%
510210	Publications/Subscriptions	-	720	720	720	-	0%
510220	Memberships/Dues	865	450	450	450	-	0%
520000	Maintenance Agreements	-	1,010	1,010	1,010	-	0%
520040	Contracts/Professional Services	406	2,500	2,500	2,500	-	0%
540000	Depreciation	208,365	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>225,455</b>	<b>28,439</b>	<b>28,439</b>	<b>28,439</b>	<b>-</b>	<b>0%</b>

**PUBLIC WORKS  
PUBLIC WORKS ADMINISTRATION**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550000	Vehicle Maintenance	19,322	19,322	17,949	17,949	-	0%
550010	Vehicle Equipment Replacement	4,567	4,215	-	-	-	0%
550020	Information Tech. Equip Maintenance	52,259	52,259	51,968	51,968	-	0%
550030	Information Tech. Equip Replacement	6,209	6,209	6,832	6,832	-	0%
550040	Communication Equipment Replacement	941	941	1,578	1,578	-	0%
550050	Workers' Compensation Insurance	8,077	8,077	6,508	6,508	-	0%
550060	Liability Insurance	1,781	1,781	603	603	-	0%
550080	Building Occupancy	24,231	24,231	17,440	17,440	-	0%
550090	Major Facilities Repair	132	132	136	136	-	0%
550110	City Facility Sewer Fee	135	135	127	127	-	0%
550120	Overhead	28,242	28,242	38,779	38,779	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>145,896</b>	<b>145,544</b>	<b>141,920</b>	<b>141,920</b>	<b>-</b>	<b>0%</b>
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL</b>		<b>1,505,734</b>	<b>1,349,216</b>	<b>1,345,592</b>	<b>1,400,380</b>	<b>54,788</b>	<b>4%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	734,448	772,911	758,677	784,707	26,030	3%
Street Landscaping and Lighting	67,086	67,151	68,739	72,404	3,665	5%
Capital Projects	163,983	165,725	165,725	180,953	15,228	9%
Harbor Tidelands	43,075	47,571	47,571	47,397	(174)	0%
Solid Waste	124,280	129,790	131,605	135,540	3,935	3%
Wastewater	372,862	166,068	173,275	179,379	6,104	4%
<b>TOTAL</b>	<b>1,505,734</b>	<b>1,349,216</b>	<b>1,345,592</b>	<b>1,400,380</b>	<b>54,788</b>	<b>3%</b>

\* Excludes carryover funding of \$212

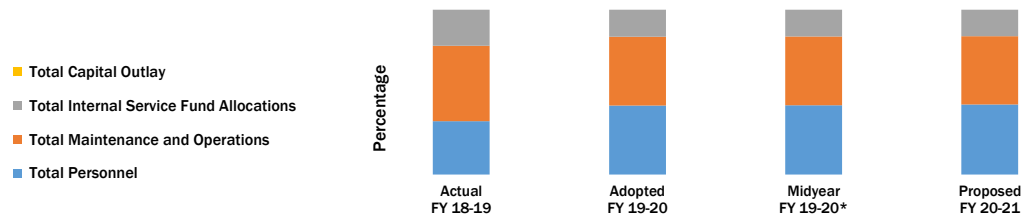
**PUBLIC WORKS  
BUILDING OCCUPANCY**

**Purpose:** The Building Occupancy division, consisting of building maintenance and custodial services, maintains and repairs all City facilities. Building maintenance consists of carpentry and painting and maintains 433,366 square feet of 63 City-owned building and facilities. Building Occupancy ensures adequate maintenance and replacement of durable capital goods and supplies, and provides internal service maintenance support to other departments and facilities. This helps to assure maintenance and improvement of public facilities.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	743,388	788,685	788,685	799,404	10,719	1%
500010	Part-Time Salaries	12,589	-	-	-	-	0%
500020	Overtime	38,164	15,000	15,000	15,000	-	0%
500030	Overtime - Special Events	1,266	-	-	-	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	2,988	16,050	16,050	18,113	2,063	13%
500120	Other Pay	1,681	1,403	1,403	1,417	14	1%
500130	Sick Leave Bonus	300	300	300	600	300	100%
500140	Standby Bonus	17,328	15,600	15,600	15,600	-	0%
500150	Cell Phone Allowance	1,329	1,335	1,335	1,335	-	0%
501020	FICA	49,816	50,507	50,507	50,693	186	0%
501030	Life Insurance	1,602	1,723	1,723	1,722	(1)	0%
501050	Medical Insurance	162,164	174,771	174,771	165,900	(8,871)	(5%)
501060	Medicare	11,651	11,812	11,812	11,856	44	0%
501070	Psychological Insurance	37	55	55	55	-	0%
501075	GASB 68 Pension Expense	(327,652)	-	-	-	-	0%
501076	GASB 75 OPEB Expense	23,009	-	-	-	-	0%
501080	Pension (Employer Share)	49,055	57,220	57,220	60,550	3,330	6%
501085	Pension (Unfunded Liability)	122,263	140,629	140,629	168,530	27,901	20%
501090	Pension (Employee Share)	36,261	36,941	36,941	33,989	(2,952)	(8%)
501095	Other Post Employment Benefits (OPEB)	32,317	34,745	34,745	35,217	472	1%
501110	Unemployment	3,993	4,290	4,290	4,291	1	0%
	<b>Total Personnel</b>	<b>983,549</b>	<b>1,351,066</b>	<b>1,351,066</b>	<b>1,384,272</b>	<b>33,206</b>	<b>2%</b>
510000	Uniforms/Clothing/Personal Supplies	11,573	7,590	7,590	7,590	-	0%
510010	Office Supplies	1,161	600	600	600	-	0%
510020	Special Departmental Supplies	148,905	156,802	156,802	156,802	-	0%
510040	Training/Meetings/Conferences	610	2,793	2,793	2,793	-	0%
510200	Postage	148	40	40	40	-	0%
510210	Publications/Subscriptions	-	300	300	300	-	0%
510220	Memberships/Dues	245	370	370	370	-	0%

**PUBLIC WORKS  
BUILDING OCCUPANCY**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
510310	Cell Phones	410	520	520	520	-	0%
510610	Utilities - Electric	677,907	703,852	703,852	703,852	-	0%
510620	Utilities - Gas	35,598	54,070	54,070	54,070	-	0%
510640	Utilities - Water	63,722	50,400	50,400	50,400	-	0%
520000	Maintenance Agreements	129,962	60,000	60,000	60,000	-	0%
520010	Maintenance/Repair	56,481	134,000	134,000	134,000	-	0%
520040	Contracts/Professional Services	250,931	171,300	171,300	171,300	-	0%
530000	Other Non-Capital Equipment	-	500	500	500	-	0%
540000	Depreciation	11,138	-	-	-	-	0%
<b>Total Maintenance and Operations</b>		<b>1,388,791</b>	<b>1,343,137</b>	<b>1,343,137</b>	<b>1,343,137</b>	-	0%
550000	Vehicle Maintenance	65,416	65,416	87,552	87,552	-	0%
550010	Vehicle Equipment Replacement	302,877	165,375	145,788	145,788	-	0%
550020	Information Tech. Equip Maintenance	20,661	20,661	20,466	20,466	-	0%
550030	Information Tech. Equip Replacement	2,191	2,191	2,411	2,411	-	0%
550040	Communication Equipment Replacement	2,293	2,293	3,642	3,642	-	0%
550050	Workers' Compensation Insurance	9,622	9,622	6,955	6,955	-	0%
550060	Liability Insurance	2,118	2,118	717	717	-	0%
550080	Building Occupancy	28,812	28,812	20,737	20,737	-	0%
550090	Major Facilities Repair	157	157	161	161	-	0%
550110	City Facility Sewer Fee	160	160	151	151	-	0%
550120	Overhead	229,229	229,229	233,996	233,996	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>663,536</b>	<b>526,034</b>	<b>522,576</b>	<b>522,576</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>3,035,876</b>	<b>3,220,237</b>	<b>3,216,779</b>	<b>3,249,985</b>	<b>33,206</b>	<b>1%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
Building Occupancy	3,035,876	3,220,237	3,216,779	3,249,985	33,206	1%
<b>TOTAL</b>	<b>3,035,876</b>	<b>3,220,237</b>	<b>3,216,779</b>	<b>3,249,985</b>	<b>33,206</b>	<b>3%</b>

\* Excludes carryover funding of \$27,573

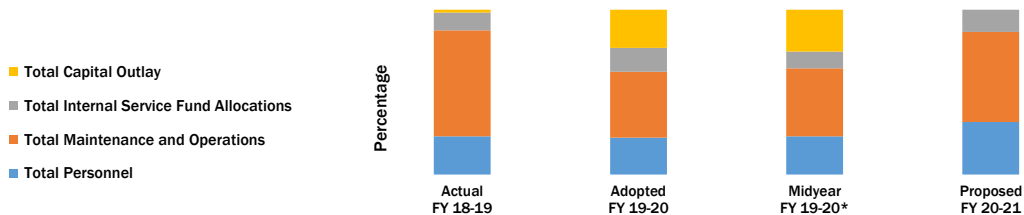
**PUBLIC WORKS  
FLEET SERVICES**

**Purpose:** Fleet Services provides efficient, economical vehicle and equipment maintenance for all City equipment by performing preventive maintenance service, repair, and replacement of the City's 209-unit fleet and maintains an equipment inventory with a current market value of approximately \$5,100,000.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	339,141	351,741	351,741	360,403	8,662	2%
500010	Part-Time Salaries	18,981	-	-	-	-	0%
500020	Overtime	2,377	2,000	2,000	2,000	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	4,889	7,851	7,851	8,023	172	2%
500120	Other Pay	81	-	-	-	-	0%
500140	Standby Bonus	11,001	10,400	10,400	10,400	-	0%
500150	Cell Phone Allowance	746	744	744	744	-	0%
501020	FICA	22,875	22,124	22,124	22,861	737	3%
501030	Life Insurance	750	751	751	751	-	0%
501050	Medical Insurance	77,155	77,520	77,520	69,720	(7,800)	(10%)
501060	Medicare	5,350	5,174	5,174	5,346	172	3%
501070	Psychological Insurance	11	21	21	21	-	0%
501075	GASB 68 Pension Expense	221,697	-	-	-	-	0%
501076	GASB 75 OPEB Expense	25,465	-	-	-	-	0%
501080	Pension (Employer Share)	22,758	23,174	23,174	24,352	1,178	5%
501085	Pension (Unfunded Liability)	49,771	56,955	56,955	75,765	18,810	33%
501090	Pension (Employee Share)	13,867	14,741	14,741	15,118	377	3%
501095	Other Post Employment Benefits (OPEB)	14,933	15,452	15,452	15,831	379	2%
501110	Unemployment	1,627	1,623	1,623	1,622	(1)	0%
	<b>Total Personnel</b>	<b>833,475</b>	<b>590,271</b>	<b>590,271</b>	<b>612,957</b>	<b>22,686</b>	<b>4%</b>
510000	Uniforms/Clothing/Personal Supplies	4,236	2,700	2,700	2,700	-	0%
510010	Office Supplies	277	120	120	120	-	0%
510020	Special Departmental Supplies	388,051	199,200	199,200	199,200	-	0%
510040	Training/Meetings/Conferences	456	1,579	1,579	1,579	-	0%
510200	Postage	371	260	260	260	-	0%
510220	Memberships/Dues	-	240	240	240	-	0%
510310	Cell Phones	323	-	-	-	-	0%
510600	Motor Fuel/Petroleum Products	520,108	645,580	645,580	645,580	-	0%
520000	Maintenance Agreements	17,739	59,960	59,960	59,960	-	0%
520010	Maintenance/Repair	86,364	127,240	127,240	127,240	-	0%
520050	Rent/Lease - Equipment	-	15,000	15,000	15,000	-	0%
540000	Depreciation	1,300,503	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>2,318,428</b>	<b>1,051,879</b>	<b>1,051,879</b>	<b>1,051,879</b>	<b>-</b>	<b>0%</b>

**PUBLIC WORKS  
FLEET SERVICES**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550000	Vehicle Maintenance	8,065	8,065	14,488	14,488	-	0%
550010	Vehicle Equipment Replacement	34,197	25,178	25,178	25,178	-	0%
550020	Information Tech. Equip Maintenance	24,710	24,710	24,679	24,679	-	0%
550030	Information Tech. Equip Replacement	3,287	3,287	3,617	3,617	-	0%
550040	Communication Equipment Replacement	837	837	1,403	1,403	-	0%
550050	Workers' Compensation Insurance	37,983	37,983	31,436	31,436	-	0%
550060	Liability Insurance	140,404	140,404	5,148	5,148	-	0%
550080	Building Occupancy	17,282	17,282	12,439	12,439	-	0%
550090	Major Facilities Repair	94	94	97	97	-	0%
550110	City Facility Sewer Fee	96	96	91	91	-	0%
550120	Overhead	123,081	123,081	141,341	141,341	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>390,036</b>	<b>381,017</b>	<b>259,917</b>	<b>259,917</b>	-	0%
560000	Vehicle Equipment	62,596	611,118	646,316	-	(646,316)	(100%)
<b>Total Capital Outlay</b>		<b>62,596</b>	<b>611,118</b>	<b>646,316</b>	-	<b>(646,316)</b>	<b>(100%)</b>
<b>TOTAL</b>		<b>3,604,535</b>	<b>2,634,285</b>	<b>2,548,383</b>	<b>1,924,753</b>	<b>(623,630)</b>	<b>(24%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
Vehicle Replacement	3,604,535	2,634,285	2,548,383	1,924,753	(623,630)	(24%)
<b>TOTAL</b>	<b>3,604,535</b>	<b>2,634,285</b>	<b>2,548,383</b>	<b>1,924,753</b>	<b>(623,630)</b>	<b>3%</b>

\* Excludes carryover funding of \$582,243

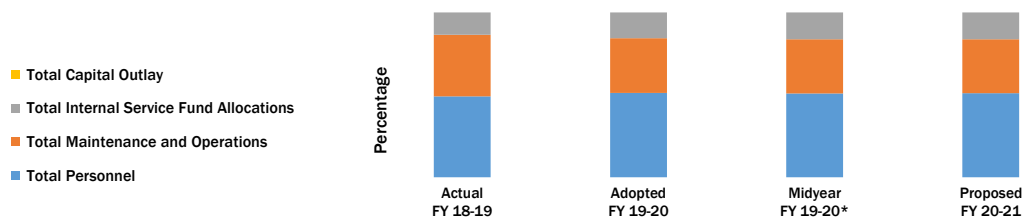
**PUBLIC WORKS**  
**HARBOR / PIER MAINTENANCE**

**Purpose:** The Harbor/Pier Maintenance division ensures that the Pier and Harbor areas are clean, litter free, safe, properly maintained and aesthetically pleasing for the residents and visitors. Also, this division ensures that the Seaside Lagoon is maintained in accordance with the Los Angeles County Health Department and Los Angeles Regional Water Quality Control Board standards. Services are provided to maintain and improve public facilities, infrastructure and open spaces.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	883,499	1,011,874	1,011,874	1,008,023	(3,851)	0%
500010	Part-Time Salaries	177,374	94,396	94,396	94,396	-	0%
500020	Overtime	55,479	55,300	55,300	55,300	-	0%
500030	Overtime - Special Events	1,155	-	-	-	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	30,672	20,057	20,057	22,411	2,354	12%
500120	Other Pay	1,425	930	930	-	(930)	(100%)
500130	Sick Leave Bonus	600	300	300	300	-	0%
500140	Standby Bonus	8,113	10,400	10,400	10,400	-	0%
500150	Cell Phone Allowance	1,525	1,590	1,590	1,170	(420)	(26%)
501020	FICA	71,759	64,061	64,061	63,760	(301)	0%
501030	Life Insurance	2,066	2,361	2,361	2,349	(12)	(1%)
501050	Medical Insurance	187,264	234,621	234,621	229,350	(5,271)	(2%)
501060	Medicare	16,808	14,980	14,980	14,910	(70)	0%
501070	Psychological Insurance	54	74	74	74	-	0%
501075	GASB 68 Pension Expense	499,248	-	-	-	-	0%
501076	GASB 75 OPEB Expense	(49,917)	-	-	-	-	0%
501080	Pension (Employer Share)	62,668	72,009	72,009	76,793	4,784	7%
501085	Pension (Unfunded Liability)	178,937	176,967	176,967	211,697	34,730	20%
501090	Pension (Employee Share)	41,221	43,768	43,768	35,956	(7,812)	(18%)
501095	Other Post Employment Benefits (OPEB)	38,520	44,489	44,489	44,301	(188)	0%
501110	Unemployment	5,064	5,771	5,771	5,765	(6)	0%
	<b>Total Personnel</b>	<b>2,213,534</b>	<b>1,853,948</b>	<b>1,853,948</b>	<b>1,876,955</b>	<b>23,007</b>	<b>1%</b>
510000	Uniforms/Clothing/Personal Supplies	13,178	11,500	11,500	11,500	-	0%
510010	Office Supplies	35	710	710	710	-	0%
510020	Special Departmental Supplies	240,683	257,000	257,000	257,000	-	0%
510040	Training/Meetings/Conferences	84	4,398	4,398	4,398	-	0%
510310	Cell Phones	273	260	260	260	-	0%
510600	Motor Fuel/Petroleum Products	-	1,750	1,750	1,750	-	0%
510610	Utilities - Electric	173,574	270,740	270,740	270,740	-	0%
510630	Utilities - Waste Disposal	110,331	171,000	171,000	171,000	-	0%
510640	Utilities - Water	120,158	68,500	68,500	68,500	-	0%

**PUBLIC WORKS  
HARBOR / PIER MAINTENANCE**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
520000	Maintenance Agreements	39,268	51,200	51,200	51,200	-	0%
520010	Maintenance/Repair	63,938	92,000	92,000	92,000	-	0%
520040	Contracts/Professional Services	188,969	253,500	253,500	253,500	-	0%
520050	Rent/Lease - Equipment	5,407	18,100	18,100	18,100	-	0%
540000	Depreciation	724,166	-	-	-	-	0%
<b>Total Maintenance and Operations</b>		<b>1,680,064</b>	<b>1,200,658</b>	<b>1,200,658</b>	<b>1,200,658</b>	-	0%
550000	Vehicle Maintenance	62,096	62,096	91,176	91,176	-	0%
550010	Vehicle Equipment Replacement	124,385	79,348	59,014	59,014	-	0%
550020	Information Tech. Equip Maintenance	13,774	13,774	13,644	13,644	-	0%
550030	Information Tech. Equip Replacement	1,460	1,460	1,608	1,608	-	0%
550040	Communication Equipment Replacement	3,243	3,243	4,964	4,964	-	0%
550050	Workers' Compensation Insurance	117,509	117,509	94,653	94,653	-	0%
550060	Liability Insurance	-	-	5,472	5,472	-	0%
550120	Overhead	289,606	289,606	325,313	325,313	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>612,073</b>	<b>567,036</b>	<b>595,844</b>	<b>595,844</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>4,505,671</b>	<b>3,621,642</b>	<b>3,650,450</b>	<b>3,673,457</b>	<b>23,007</b>	<b>1%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
Harbor Tidelands	2,662,640	2,064,870	2,064,837	2,085,601	20,764	1%
Harbor Uplands	1,843,031	1,556,772	1,585,613	1,587,856	2,243	0%
<b>TOTAL</b>	<b>4,505,671</b>	<b>3,621,642</b>	<b>3,650,450</b>	<b>3,673,457</b>	<b>23,007</b>	<b>3%</b>

\* Excludes carryover funding of \$135,710



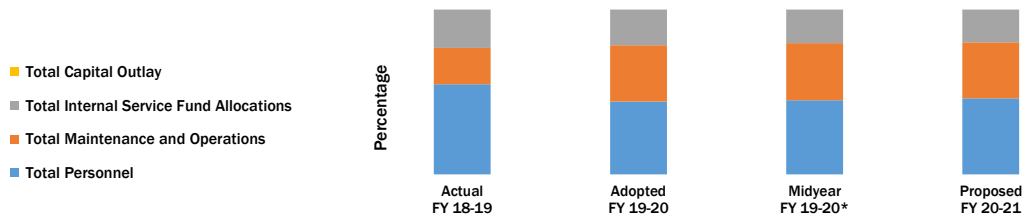
**PUBLIC WORKS**  
**SEWER / STORM DRAIN MAINTENANCE**

**Purpose:** The Sewer/Storm Drain Maintenance division is responsible for the cleaning and maintenance of the City's 113 miles of sewer collection system and storm drains. The sewer activity is supported with 15 pump stations and 9 back-up generators. Storm drain maintenance includes 185,756 feet of drains and 467 catch basins. Line maintenance is an ongoing process for preventive maintenance measures. Sewage collection lines are cleaned 1 to 4 times per year while certain chronic areas require greater frequency. These services are to maintain and improve the City's infrastructure.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	597,246	587,909	587,909	594,107	6,198	1%
500020	Overtime	71,770	18,000	18,000	18,000	-	0%
500030	Overtime - Special Events	6,222	-	-	-	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	5,558	12,796	12,796	13,506	710	6%
500100	Personnel Adjustments	-	2,750	2,750	-	(2,750)	(100%)
500120	Other Pay	6,876	6,578	6,578	7,957	1,379	21%
500130	Sick Leave Bonus	1,500	-	-	900	900	n/a
500140	Standby Bonus	13,552	14,300	14,300	14,300	-	0%
500150	Cell Phone Allowance	1,797	1,824	1,824	1,824	-	0%
501020	FICA	41,702	38,088	38,088	38,021	(67)	0%
501030	Life Insurance	1,174	1,181	1,181	1,186	5	0%
501050	Medical Insurance	123,120	125,010	125,010	123,570	(1,440)	(1%)
501060	Medicare	9,753	8,905	8,905	8,887	(18)	0%
501070	Psychological Insurance	6	33	33	34	1	3%
501075	GASB 68 Pension Expense	205,408	-	-	-	-	0%
501076	GASB 75 OPEB Expense	23,874	-	-	-	-	0%
501080	Pension (Employer Share)	32,278	35,294	35,294	37,348	2,054	6%
501085	Pension (Unfunded Liability)	72,859	86,740	86,740	126,842	40,102	46%
501090	Pension (Employee Share)	33,847	34,858	34,858	34,235	(623)	(2%)
501095	Other Post Employment Benefits (OPEB)	25,585	26,052	26,052	26,440	388	1%
501110	Unemployment	2,600	2,622	2,622	2,627	5	0%
	<b>Total Personnel</b>	<b>1,276,727</b>	<b>1,002,940</b>	<b>1,002,940</b>	<b>1,049,784</b>	<b>46,844</b>	<b>5%</b>
510000	Uniforms/Clothing/Personal Supplies	6,920	2,500	2,500	2,500	-	0%
510010	Office Supplies	713	500	500	500	-	0%
510020	Special Departmental Supplies	76,707	30,400	30,400	30,400	-	0%
510040	Training/Meetings/Conferences	5,254	1,516	1,516	1,516	-	0%
510220	Memberships/Dues	1,649	400	400	400	-	0%
510300	Utilities - Telephone	103	-	-	-	-	0%
510310	Cell Phones	634	430	430	430	-	0%
510610	Utilities - Electric	24,371	45,000	45,000	45,000	-	0%
510640	Utilities - Water	1,154	120	120	120	-	0%

**PUBLIC WORKS**  
**SEWER / STORM DRAIN MAINTENANCE**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
520000	Maintenance Agreements	8,942	34,200	34,200	34,200	-	0%
520040	Contracts/Professional Services	378,685	660,000	660,000	660,000	-	0%
540000	Depreciation	7,229	-	-	-	-	0%
<b>Total Maintenance and Operations</b>		<b>512,361</b>	<b>775,066</b>	<b>775,066</b>	<b>775,066</b>	<b>-</b>	<b>0%</b>
550000	Vehicle Maintenance	87,533	87,533	66,719	66,719	-	0%
550010	Vehicle Equipment Replacement	171,838	119,011	116,617	116,617	-	0%
550020	Information Tech. Equip Maintenance	38,623	38,623	38,123	38,123	-	0%
550030	Information Tech. Equip Replacement	3,652	3,652	4,019	4,019	-	0%
550040	Communication Equipment Replacement	1,352	1,352	2,199	2,199	-	0%
550050	Workers' Compensation Insurance	33,398	33,398	41,199	41,199	-	0%
550060	Liability Insurance	47,275	47,275	20,323	20,323	-	0%
550080	Building Occupancy	17,464	17,464	12,570	12,570	-	0%
550090	Major Facilities Repair	1,454	1,454	1,498	1,498	-	0%
550110	City Facility Sewer Fee	286	286	301	301	-	0%
550120	Overhead	141,524	141,524	149,833	149,833	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>544,399</b>	<b>491,572</b>	<b>453,401</b>	<b>453,401</b>	<b>-</b>	<b>0%</b>
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL</b>		<b>2,333,487</b>	<b>2,269,578</b>	<b>2,231,407</b>	<b>2,278,251</b>	<b>46,844</b>	<b>2%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	294,100	48,551	56,784	58,346	1,562	3%
State Gas Tax	-	38,770	38,770	40,621	1,851	5%
Wastewater	2,039,387	1,957,257	1,938,774	1,980,993	42,219	2%
Measure W	-	225,000	197,079	198,291	1,212	1%
<b>TOTAL</b>	<b>2,333,487</b>	<b>2,269,578</b>	<b>2,231,407</b>	<b>2,278,251</b>	<b>46,844</b>	<b>3%</b>

\* Excludes carryover funding of \$559,507

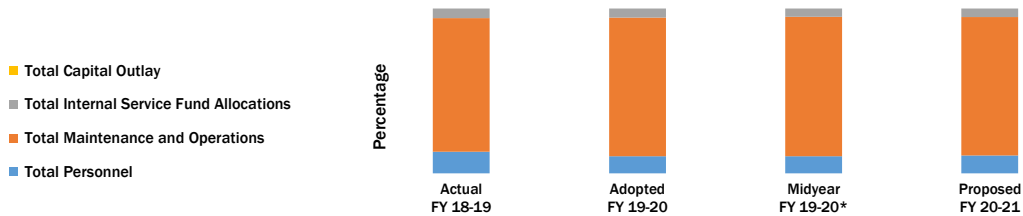
**PUBLIC WORKS**  
**SOLID WASTE / RECYCLING**

**Purpose:** The Solid Waste/Recycling division is responsible for managing the City's solid waste and recycling collection services and the City's Household Hazardous Waste Collection program. In addition, it provides ongoing environmental and recycling education programs for the residents, school district, businesses and City departments. The division also manages the City's solid waste handling services agreement and monitors the solid waste hauling contractor that is responsible for the collection of refuse, green waste, recyclables, household hazardous waste and bulky items. The division oversees and responds to complaints and service requests. These services improve the attractiveness and livability of neighborhoods.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	235,967	262,493	262,493	265,092	2,599	1%
500020	Overtime	2,839	-	-	-	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	3,189	7,556	7,556	7,517	(39)	(1%)
500130	Sick Leave Bonus	225	225	225	-	(225)	(100%)
500150	Cell Phone Allowance	502	501	501	501	-	0%
501020	FICA	14,543	16,597	16,597	16,938	341	2%
501030	Life Insurance	454	578	578	578	-	0%
501050	Medical Insurance	31,325	48,630	48,630	48,630	-	0%
501060	Medicare	3,401	3,882	3,882	3,962	80	2%
501070	Psychological Insurance	7	16	16	16	-	0%
501075	GASB 68 Pension Expense	103,613	-	-	-	-	0%
501076	GASB 75 OPEB Expense	28,511	-	-	-	-	0%
501080	Pension (Employer Share)	11,062	15,729	15,729	16,439	710	5%
501085	Pension (Unfunded Liability)	34,214	38,657	38,657	55,707	17,050	44%
501090	Pension (Employee Share)	9,422	10,532	10,532	10,573	41	0%
501095	Other Post Employment Benefits (OPEB)	9,533	11,526	11,526	11,640	114	1%
501110	Unemployment	951	951	951	1,264	313	33%
	<b>Total Personnel</b>	<b>489,758</b>	<b>417,873</b>	<b>417,873</b>	<b>438,857</b>	<b>20,984</b>	<b>5%</b>
510010	Office Supplies	80	350	350	350	-	0%
510020	Special Departmental Supplies	3,626	27,748	27,748	27,748	-	0%
510040	Training/Meetings/Conferences	1,274	2,284	2,284	2,284	-	0%
510050	Mileage Reimbursement	229	600	600	600	-	0%
510200	Postage	9,420	500	500	500	-	0%
510210	Publications/Subscriptions	-	150	150	150	-	0%
510220	Memberships/Dues	425	500	500	500	-	0%
510640	Utilities - Water	-	300	300	300	-	0%
520000	Maintenance Agreements	2,921,021	3,250,716	3,250,716	3,250,716	-	0%
520030	Advertising/Promotions	19,556	32,019	32,019	32,019	-	0%
520040	Contracts/Professional Services	71,841	95,833	95,833	61,833	(34,000)	(35%)
540000	Depreciation	4,672	-	-	-	-	0%
	<b>Total Maintenance and Operations</b>	<b>3,032,144</b>	<b>3,411,000</b>	<b>3,411,000</b>	<b>3,377,000</b>	<b>(34,000)</b>	<b>(1%)</b>

**PUBLIC WORKS  
SOLID WASTE / RECYCLING**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550000	Vehicle Maintenance	10,649	10,649	10,219	10,219	-	0%
550010	Vehicle Equipment Replacement	5,187	4,662	4,662	4,662	-	0%
550020	Information Tech. Equip Maintenance	20,661	20,661	20,466	20,466	-	0%
550030	Information Tech. Equip Replacement	2,191	2,191	2,411	2,411	-	0%
550040	Communication Equipment Replacement	652	652	1,093	1,093	-	0%
550050	Workers' Compensation Insurance	2,869	2,869	1,891	1,891	-	0%
550060	Liability Insurance	5,287	5,287	1,789	1,789	-	0%
550080	Building Occupancy	71,913	71,913	51,759	51,759	-	0%
550090	Major Facilities Repair	392	392	403	403	-	0%
550110	City Facility Sewer Fee	400	400	377	377	-	0%
550120	Overhead	100,166	100,166	110,666	110,666	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>220,367</b>	<b>219,842</b>	<b>205,736</b>	<b>205,736</b>	<b>-</b>	<b>0%</b>
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL</b>		<b>3,742,269</b>	<b>4,048,715</b>	<b>4,034,609</b>	<b>4,021,593</b>	<b>(13,016)</b>	<b>0%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
Solid Waste	3,742,269	4,048,715	4,034,609	4,021,593	(13,016)	0%
<b>TOTAL</b>	<b>3,742,269</b>	<b>4,048,715</b>	<b>4,034,609</b>	<b>4,021,593</b>	<b>(13,016)</b>	<b>3%</b>

\* Excludes carryover funding of \$111,207

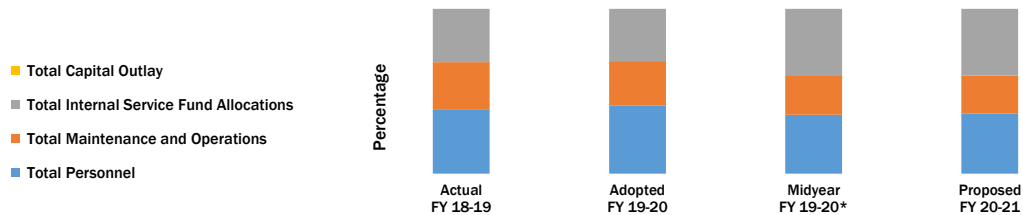
**PUBLIC WORKS  
STREET MAINTENANCE**

**Purpose:** The Street Maintenance division is responsible for maintaining concrete and asphalt improvements within the City's street and alley right-of-ways, street sweeping, street signs, street lights (1,899 City owned), and 56 signalized intersections. The maintenance tasks include street paving, curb, gutter and sidewalk, street sweeping, graffiti removal, traffic painting, parking lots, catch basins and disaster-preparedness related to street maintenance. These services are to maintain and improve infrastructure.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	988,477	1,058,388	1,058,388	1,075,873	17,485	2%
500020	Overtime	41,408	12,000	12,000	12,000	-	0%
500030	Overtime - Special Events	532	-	-	-	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	5,267	22,785	22,785	22,285	(500)	(2%)
500120	Other Pay	5,447	5,837	5,837	7,239	1,402	24%
500130	Sick Leave Bonus	300	300	300	600	300	100%
500140	Standby Bonus	10,440	11,700	11,700	11,700	-	0%
500150	Cell Phone Allowance	1,521	1,506	1,506	1,506	-	0%
501020	FICA	66,150	69,635	69,635	68,973	(662)	(1%)
501030	Life Insurance	2,210	2,281	2,281	2,284	3	0%
501050	Medical Insurance	237,335	248,844	248,844	234,630	(14,214)	(6%)
501060	Medicare	15,470	16,287	16,287	16,138	(149)	(1%)
501070	Psychological Insurance	28	73	73	72	(1)	(1%)
501075	GASB 68 Pension Expense	56,820	-	-	-	-	0%
501076	GASB 75 OPEB Expense	13,802	-	-	-	-	0%
501080	Pension (Employer Share)	67,400	76,623	76,623	81,185	4,562	6%
501085	Pension (Unfunded Liability)	180,031	188,306	188,306	227,956	39,650	21%
501090	Pension (Employee Share)	50,368	54,824	54,824	51,708	(3,116)	(6%)
501095	Other Post Employment Benefits (OPEB)	44,015	46,847	46,847	47,634	787	2%
501110	Unemployment	5,486	5,647	5,647	5,647	-	0%
	<b>Total Personnel</b>	<b>1,792,507</b>	<b>1,821,883</b>	<b>1,821,883</b>	<b>1,867,430</b>	<b>45,547</b>	<b>2%</b>
510000	Uniforms/Clothing/Personal Supplies	7,111	9,950	9,950	9,950	-	0%
510010	Office Supplies	1,032	1,300	1,300	1,300	-	0%
510020	Special Departmental Supplies	221,732	311,325	311,325	311,325	-	0%
510040	Training/Meetings/Conferences	2,400	1,320	1,320	1,320	-	0%
510220	Memberships/Dues	-	200	200	200	-	0%
510310	Cell Phones	393	50	50	50	-	0%
510610	Utilities - Electric	643,112	644,824	644,824	644,824	-	0%
520000	Maintenance Agreements	124,047	152,652	152,652	152,652	-	0%
520040	Contracts/Professional Services	301,841	66,000	66,000	66,000	-	0%
520050	Rent/Lease - Equipment	3,637	11,000	11,000	11,000	-	0%
	<b>Total Maintenance and Operations</b>	<b>1,305,305</b>	<b>1,198,621</b>	<b>1,198,621</b>	<b>1,198,621</b>	<b>-</b>	<b>0%</b>

**PUBLIC WORKS  
STREET MAINTENANCE**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550000	Vehicle Maintenance	330,211	330,211	485,786	485,786	-	0%
550010	Vehicle Equipment Replacement	300,153	224,958	141,537	141,537	-	0%
550020	Information Tech. Equip Maintenance	20,661	20,661	20,466	20,466	-	0%
550030	Information Tech. Equip Replacement	3,294	3,294	3,514	3,514	-	0%
550040	Communication Equipment Replacement	2,912	2,912	5,087	5,087	-	0%
550050	Workers' Compensation Insurance	38,767	38,767	43,451	43,451	-	0%
550060	Liability Insurance	484,045	484,045	1,032,912	1,032,912	-	0%
550080	Building Occupancy	21,655	21,655	15,586	15,586	-	0%
550090	Major Facilities Repair	118	118	121	121	-	0%
550110	City Facility Sewer Fee	120	120	114	109,546	109,432	15993%
550120	Overhead	275,618	275,618	326,312	216,880	(109,432)	(34%)
<b>Total Internal Service Fund Allocations</b>		<b>1,477,554</b>	<b>1,402,359</b>	<b>2,074,886</b>	<b>2,074,886</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>4,575,366</b>	<b>4,422,863</b>	<b>5,095,390</b>	<b>5,140,937</b>	<b>45,547</b>	<b>1%</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	1,323,765	1,297,121	1,874,553	1,878,252	3,699	0%
State Gas Tax	1,424,824	1,387,987	1,382,183	1,406,453	24,270	2%
Street Landscaping and Lighting	1,346,735	1,332,674	1,354,151	1,371,898	17,747	1%
Solid Waste	480,042	405,081	484,503	484,334	(169)	0%
<b>TOTAL</b>	<b>4,575,366</b>	<b>4,422,863</b>	<b>5,095,390</b>	<b>5,140,937</b>	<b>45,547</b>	<b>3%</b>

\* Excludes carryover funding of \$91,064

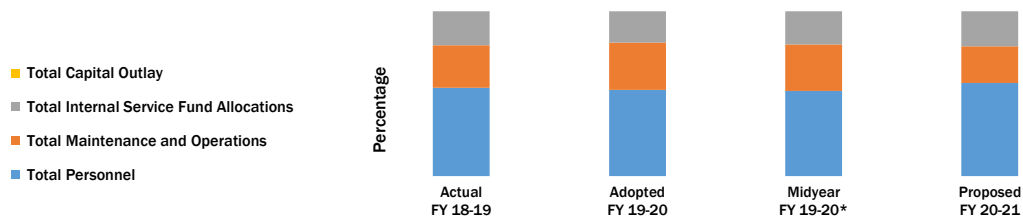
**PUBLIC WORKS  
PARKS MAINTENANCE**

**Purpose:** The Parks division maintains 181 acres of parklands throughout the City and the City's open spaces to provide aesthetically pleasing surroundings every day of the year. Maintenance includes 14 parks and 19 parkettes, Edison Right of Way greenbelts, the school district sports fields, as well as the visible median strips and parkways along the main streets throughout the City. The division also administers the tree pruning program for approximately 12,000 trees.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	1,104,739	1,296,046	1,296,046	1,269,701	(26,345)	(2%)
500010	Part-Time Salaries	75,993	-	-	-	-	0%
500020	Overtime	40,416	13,170	13,170	13,170	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	11,427	27,037	27,037	28,832	1,795	7%
500100	Personnel Adjustments	-	(91,253)	(91,253)	-	91,253	(100%)
500120	Other Pay	11,870	7,452	7,452	7,500	48	1%
500130	Sick Leave Bonus	300	300	300	300	-	0%
500140	Standby Bonus	11,251	10,400	10,400	10,400	-	0%
500150	Cell Phone Allowance	1,925	1,920	1,920	1,920	-	0%
501020	FICA	77,855	82,167	82,167	78,551	(3,616)	(4%)
501030	Life Insurance	2,637	2,960	2,960	2,846	(114)	(4%)
501050	Medical Insurance	256,919	299,775	299,775	298,200	(1,575)	(1%)
501060	Medicare	18,209	19,215	19,215	18,370	(845)	(4%)
501070	Psychological Insurance	49	92	92	88	(4)	(4%)
501075	GASB 68 Pension Expense	43,450	-	-	-	-	0%
501076	GASB 75 OPEB Expense	12,082	-	-	-	-	0%
501080	Pension (Employer Share)	85,940	106,191	106,191	106,103	(88)	0%
501085	Pension (Unfunded Liability)	225,212	260,985	260,985	268,832	7,847	3%
501090	Pension (Employee Share)	31,264	28,173	28,173	28,492	319	1%
501095	Other Post Employment Benefits (OPEB)	49,582	57,333	57,333	56,175	(1,158)	(2%)
501110	Unemployment	6,379	7,176	7,176	6,864	(312)	(4%)
	<b>Total Personnel</b>	<b>2,067,499</b>	<b>2,129,139</b>	<b>2,129,139</b>	<b>2,196,344</b>	<b>67,205</b>	<b>3%</b>
510000	Uniforms/Clothing/Personal Supplies	14,036	15,000	15,000	15,000	-	0%
510010	Office Supplies	1,827	3,000	3,000	3,000	-	0%
510020	Special Departmental Supplies	96,400	109,828	109,828	109,828	-	0%
510040	Training/Meetings/Conferences	1,500	3,316	3,316	3,316	-	0%
510200	Postage	-	50	50	50	-	0%
510310	Cell Phones	255	520	520	520	-	0%
510610	Utilities - Electric	25,364	34,698	34,698	34,698	-	0%
510640	Utilities - Water	509,932	419,475	419,475	419,475	-	0%

**PUBLIC WORKS  
PARKS MAINTENANCE**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
520010	Maintenance/Repair	9,416	7,370	7,370	7,370	-	0%
520040	Contracts/Professional Services	321,710	565,098	565,098	265,098	(300,000)	(53%)
520050	Rent/Lease - Equipment	-	1,050	1,050	1,050	-	0%
530000	Other Non-Capital Equipment	4,807	7,010	7,010	7,010	-	0%
540000	Depreciation	3,300	-	-	-	-	0%
<b>Total Maintenance and Operations</b>		<b>988,547</b>	<b>1,166,415</b>	<b>1,166,415</b>	<b>866,415</b>	<b>(300,000)</b>	<b>(26%)</b>
550000	Vehicle Maintenance	201,361	201,361	230,239	230,239	-	0%
550010	Vehicle Equipment Replacement	115,460	91,234	88,813	88,813	-	0%
550020	Information Tech. Equip Maintenance	30,248	30,248	30,097	30,097	-	0%
550030	Information Tech. Equip Replacement	3,652	3,652	4,019	4,019	-	0%
550040	Communication Equipment Replacement	3,702	3,702	6,206	6,206	-	0%
550050	Workers' Compensation Insurance	32,539	32,539	33,852	33,852	-	0%
550060	Liability Insurance	12,687	12,687	5,811	5,811	-	0%
550080	Building Occupancy	78,914	78,914	56,798	56,798	-	0%
550090	Major Facilities Repair	878	878	903	903	-	0%
550110	City Facility Sewer Fee	439	439	414	414	-	0%
550120	Overhead	316,813	316,813	369,829	369,829	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>796,693</b>	<b>772,467</b>	<b>826,981</b>	<b>826,981</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>3,852,739</b>	<b>4,068,021</b>	<b>4,122,535</b>	<b>3,889,740</b>	<b>(232,795)</b>	<b>(6%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	2,461,068	2,555,289	2,599,413	2,562,789	(36,624)	(1%)
Street Landscaping and Lighting	1,044,852	1,205,240	1,216,118	1,011,479	(204,639)	(17%)
Intergovernmental Grants	66,127	79,430	79,430	83,821	4,391	6%
Solid Waste	280,692	228,062	227,574	231,651	4,077	2%
<b>TOTAL</b>	<b>3,852,739</b>	<b>4,068,021</b>	<b>4,122,535</b>	<b>3,889,740</b>	<b>(232,795)</b>	<b>3%</b>

\* Excludes carryover funding of \$15,783



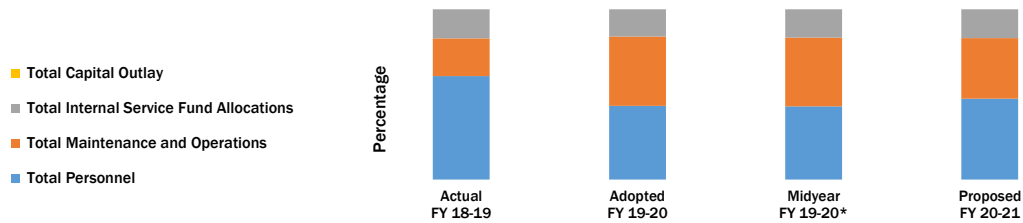
## PUBLIC WORKS ENGINEERING SERVICES

**Purpose:** The Engineering Services division of the Public Works department is charged with the tasks of maintaining compliance with environmental regulations, CIP construction management, public right-of-way management, and infrastructure management. These tasks are accomplished using both active and interactive methods, with the goal of constantly improving the attractiveness and livability of our neighborhoods. Our experienced and dedicated staff is committed to being efficient and cost-conscious in all areas of our operations. The Engineering Services division is dedicated to supporting the City's mission, core values, and strategic plan goals.

<i>Operating Expenses</i>		FY 18-19	FY 19-20	FY 19-20*	FY 20-21	Increase/ Decrease	
		Actual	Adopted	Midyear	Proposed		
500000	Full-Time Salaries	1,094,537	1,356,242	1,356,242	1,366,229	9,987	1%
500010	Part-Time Salaries	71,221	-	-	-	-	0%
500020	Overtime	3,916	6,916	6,916	6,916	-	0%
500070	Vacation/Holiday Cashout (Non-PERSable)	17,796	39,413	39,413	39,550	137	0%
500100	Personnel Adjustments	-	(675,000)	(675,000)	(675,000)	-	0%
500120	Other Pay	11,523	15,248	15,248	15,306	58	0%
500150	Cell Phone Allowance	842	840	840	840	-	0%
501020	FICA	78,923	91,821	91,821	94,029	2,208	2%
501030	Life Insurance	2,177	2,582	2,582	2,602	20	1%
501050	Medical Insurance	164,998	173,233	173,233	196,734	23,501	14%
501060	Medicare	18,751	22,120	22,120	22,414	294	1%
501070	Psychological Insurance	42	52	52	52	-	0%
501075	GASB 68 Pension Expense	95,539	-	-	-	-	0%
501076	GASB 75 OPEB Expense	11,515	-	-	-	-	0%
501080	Pension (Employer Share)	66,000	86,611	86,611	89,646	3,035	4%
501085	Pension (Unfunded Liability)	183,451	212,862	212,862	286,589	73,727	35%
501090	Pension (Employee Share)	32,815	39,792	39,792	40,304	512	1%
501095	Other Post Employment Benefits (OPEB)	46,277	59,450	59,450	59,884	434	1%
501110	Unemployment	3,392	4,056	4,056	4,056	-	0%
	<b>Total Personnel</b>	<b>1,903,715</b>	<b>1,436,238</b>	<b>1,436,238</b>	<b>1,550,151</b>	<b>113,913</b>	<b>8%</b>
510010	Office Supplies	4,087	5,300	5,300	5,300	-	0%
510020	Special Departmental Supplies	5,926	4,973	4,973	4,973	-	0%
510040	Training/Meetings/Conferences	3,717	6,124	6,124	6,124	-	0%
510050	Mileage Reimbursement	90	400	400	400	-	0%
510200	Postage	946	3,925	3,925	3,925	-	0%
510210	Publications/Subscriptions	420	2,660	2,660	2,660	-	0%
510220	Memberships/Dues	245	1,470	1,470	1,470	-	0%
510310	Pagers/Cellular Phones	31	120	120	120	-	0%
520000	Maintenance Agreements	6,084	9,240	9,240	9,240	-	0%
520010	Maintenance/Repair	-	100	100	100	-	0%
520040	Contracts/Professional Services	405,168	767,174	767,174	581,174	(186,000)	(24%)
540010	Principal Payments	-	280,000	280,000	280,000	-	0%
540020	Interest Expense	268,389	268,400	268,400	268,400	-	0%
	<b>Total Maintenance and Operations</b>	<b>695,103</b>	<b>1,349,886</b>	<b>1,349,886</b>	<b>1,163,886</b>	<b>(186,000)</b>	<b>(14%)</b>

**PUBLIC WORKS  
ENGINEERING SERVICES**

<i>Operating Expenses</i>		FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
550000	Vehicle Maintenance	20,339	20,339	19,758	19,758	-	0%
550010	Vehicle Equipment Replacement	7,572	5,657	10,726	10,726	-	0%
550020	Information Tech. Equip Maintenance	153,002	153,002	151,291	151,291	-	0%
550030	Information Tech. Equip Replacement	25,778	25,778	26,617	26,617	-	0%
550040	Communication Equipment Replacement	2,093	2,093	3,506	3,506	-	0%
550050	Workers' Compensation Insurance	15,634	15,634	12,425	12,425	-	0%
550060	Liability Insurance	44,998	44,998	44,343	44,343	-	0%
550080	Building Occupancy	35,633	35,633	26,248	26,248	-	0%
550090	Major Facilities Repair	450	450	468	468	-	0%
550110	City Facility Sewer Fee	626	626	811	811	-	0%
550120	Overhead	229,039	229,039	257,084	257,084	-	0%
<b>Total Internal Service Fund Allocations</b>		<b>535,164</b>	<b>533,249</b>	<b>553,277</b>	<b>553,277</b>	-	0%
<b>Total Capital Outlay</b>		-	-	-	-	-	0%
<b>TOTAL</b>		<b>3,133,982</b>	<b>3,319,373</b>	<b>3,339,401</b>	<b>3,267,314</b>	<b>(72,087)</b>	<b>(2%)</b>



<i>Funding Source</i>	FY 18-19 Actual	FY 19-20 Adopted	FY 19-20* Midyear	FY 20-21 Proposed	Increase/ Decrease	
General Fund	1,865,751	1,770,914	1,781,128	1,860,672	79,544	4%
Street Landscaping and Lighting	59,330	91,733	92,906	80,913	(11,993)	(13%)
Proposition C	2,127	38,127	37,579	1,579	(36,000)	(96%)
Measure R	-	84,000	84,000	-	(84,000)	(100%)
Open Space Acquisition	150,000	-	-	-	-	0%
Harbor Tidelands	47,112	42,502	43,135	45,273	2,138	5%
Harbor Uplands	15,609	16,756	17,124	19,262	2,138	12%
Wastewater	994,053	1,275,341	1,283,529	1,259,615	(23,914)	(2%)
<b>TOTAL</b>	<b>3,133,982</b>	<b>3,319,373</b>	<b>3,339,401</b>	<b>3,267,314</b>	<b>(72,087)</b>	<b>3%</b>

\* Excludes carryover funding of \$222,896

## PUBLIC WORKS

### Core Service Activities

<b>Adopted</b>	<b>FY 2019-20</b>	<b>(79%)</b>	<b>Total Staff Hours: 179,109</b>
<b>Proposed</b>	<b>FY 2020-21</b>	<b>(83%)</b>	<b>Total Staff Hours: 188,729</b>

- Maintain 127 miles of streets.
- Maintain 6.7 million square feet of sidewalk and 8.63 miles of bike path.
- Maintain 1,899 City-owned street lights, 56 signalized intersections, 48 beacons, 18 speed cushion sets and 55 solar bike path lights.
- Perform street sweeping for 27,440 miles of residential and commercial area property annually.
- Maintain approximately 11,600 traffic control, parking, street name, park, and regulatory signs.
- Repair an average of 1,000 potholes annually and perform 8,800 yards of crack sealing.
- Respond to roughly 80 street lighting and traffic signal emergency calls each year.
- Steam clean approximately 180,000 square feet of sidewalk.
- Maintain 35 miles of storm drains, 467 catch basins, 6 controlled debris collection systems units (COS), 3 stormwater pump stations and 2 storm water diversion system units.
- Maintain 15 sewer pump stations, 113 miles of sewer collection lines and 47 smart manhole devices.
- Maintain 63 City-owned buildings totaling 433,366 square feet.
- Maintain 2 piers, 2 parking structures, 3 boat basins, 3 break walls, the Seaside Lagoon, 8 restroom structures, 3 boat docks, 32 vessel moorings and landscaped areas in the Redondo Beach pier and harbor area.
- Oversee the maintenance, fueling and replacement of 216 City vehicles and large equipment items, 3 Harbor Patrol vessels, 23 "hold over" vehicles (not on the replacement list and are temporary assignments) and operate and maintain the City's gasoline, diesel and compressed natural gas fueling station.
- Maintain 21 emergency standby generators and 2 mobile stand-by generators.
- Oversee the solid waste handling services agreement for the collection, disposal and recycling of approximately 55,900 tons of waste from 30,000 residential and commercial customers.
- Conduct 2 Household Hazardous Waste (HHW) roundups, 2 compost giveaways and oversee quarterly document shred events.
- Provide educational information regarding waste reduction, recycling and composting at 3 City events (Senior Resource Fair, Farmer's Market Earth Day event and the Public Safety Fair).
- Maintain 33 parks and parkettes totaling 113 acres, 22 playgrounds, approximately 33 acres of landscaped parkways, medians and other public facility open spaces and 14 acres of Southern California Edison Right of Way.
- Trim 3,200 street and parkway trees each year and monitor the health of approximately 12,000 City-owned trees.
- Perform 5,720 playground inspections.
- Perform 4,200 annual engineering right of way inspections.
- Process 1,700 Engineering permits annually (or 140 permits monthly).
- Complete over 3,000 annual engineering plan checks and land management transactions.
- Respond to 120 annual traffic engineering requests, including traffic calming, traffic investigations, traffic safety analysis, and parking concerns.
- Maintain and develop the City's GIS system and produce 325 project maps and City asset and infrastructure inventory maps each year.

## PUBLIC WORKS

- Facilitate planning, design and construction of approximately 95 capital improvement projects, completing approximately 20 each year.
- Manage the Street Landscaping and Lighting Assessment District and the collection of all annual trash, sewer and landscaping and lighting assessment fees.
- Conduct 80 annual critical pollution source inspections and 556 annual fats, oil, and grease food service establishment inspections each year.
- Manage the City's MS4, Seaside Lagoon, and Sanitary Sewer Overflow Regulatory Permits to achieve regulatory compliance.
- Provide staff liaison to the Public Works Commission.

### Key Projects and Assignments

Adopted	FY 2019-20	(7%)	Total Staff Hours:	15,870
Proposed	FY 2020-21	(3%)	Total Staff Hours:	9,970

	Hours
<u>Facility Projects</u>	
• Continue retrofit of lighting fixtures in City buildings to reduce energy usage and costs by December 2020.	500
• Assist with next phase of carpeting replacement in City Hall by June 2021.	500
• Paint exterior of City Hall and interior as-needed by June 2021.	600
• Paint interior and exterior of various City facilities by May 2021.	600
• Initiate and significantly complete construction of the new Redondo Beach Transit Center on Kingsdale Avenue.	900
• Complete construction of the City Council Chambers Improvement Project by May 2021.	240
<u>Pier/Harbor Projects</u>	
• Secure loose utility lines under the Pier by December 2020.	200
• Complete Pier/Harbor restroom upgrades by May 2021.	350
• Complete Monstad Pier Restroom Remodel by October 2020.	600
• Complete Construction of the Pier Parking Structure Repairs and Railing Rehabilitation Project by November 2020.	200
• Complete Construction of the Pier Parking Structure Repairs and Railing Rehabilitation Project by August 2020.	200
<u>Streets/Sewers Projects</u>	
• Steam clean approximately 135,000 square feet of sidewalk on Artesia Boulevard a minimum of 6 times by June 2021.	200
• Steam clean approximately 50,000 square feet of sidewalk pavers on the Esplanade a minimum of 12 times by June 2021.	350

## PUBLIC WORKS

- Repair/remove 4,000 sidewalk uplifts by June 2021. 500
- Complete construction of the Inglewood Avenue/Manhattan Beach Boulevard SB Right Turn Lane Project by June 2021 200
- Complete construction of the Torrance Boulevard Resurfacing Project from Pacific Coast Highway to Prospect Avenue by June 2021. 240
- Complete construction of the Grant Avenue Signal Improvements Project by June 2021. 480
- Initiate construction of the Beryl Street Resurfacing and Drainage Improvements Project from Prospect Avenue to Flagler Lane by June 2021. 240
- Initiate construction of the Manhattan Beach Boulevard Resurfacing Project from Aviation Boulevard to Inglewood Avenue by March 2021. 240
- Complete construction of the Residential Resurfacing Project by August 2020. 300
- Initiate construction of the new Alta Vista Wastewater Pump Station by April 2021. 180

### Parks/Landscaping Projects

- Oversee planting of 100 new trees at various locations by June 2021. 100
- Replace restroom doors at park facilities by November 2020. 50
- Implement landscape enhancements at Inglewood Avenue and Grant Avenue by June 2021. 1,000
- Upgrade irrigation systems and landscaping at City Hall exterior by June 2021. 500
- Complete construction of the North Redondo Beach Bikeway Extension Project by June 2021. 200
- Initiate final design of the Dominguez Park Improvements Project by March 2021. 300

## Customer Service and Referrals

**Adopted FY 2019-20 (14%) Total Staff Hours: 31,741**

**Proposed FY 2020-21 (14%) Total Staff Hours: 31,741**

- Process over 4,000 work order requests through the OPRA system each year.
- Process and document over 13,250 annual public inquiries and requests for service within 24 hours.
- Respond to all work orders within 48 hours and provide a follow-up work schedule and completion date.
- Monitor and track approximately 450 resident service requests and complaints through the online Comcate "Customer Service Center" software system each year.

## PUBLIC WORKS

### Selected Performance Measures

<b><i>Public Works Administration</i></b>	<b><i>Actual FY 2018-19</i></b>	<b><i>Estimated FY 2019-20</i></b>	<b><i>Proposed FY 2020-21</i></b>
Conduct all-hands staff meetings	4	3	4
Conduct safety training workshops	10	10	10
Process public inquiries and requests	13,500	13,250	13,250

<b><i>Building Occupancy</i></b>	<b><i>Actual FY 2018-19</i></b>	<b><i>Estimated FY 2019-20</i></b>	<b><i>Proposed FY 2020-21</i></b>
Perform setups for special events	40	40	40
Respond to plumbing problems in City buildings	110	105	115
Process work orders	1,550	1,450	1,500

<b><i>Fleet Services</i></b>	<b><i>Actual FY 2018-19</i></b>	<b><i>Estimated FY 2019-20</i></b>	<b><i>Proposed FY 2020-21</i></b>
Procure for service new vehicles/equipment	25	8	41
Dispense gasoline gallon equivalents of compressed natural gas through fuel station	0	5,000	12,000
Process work orders	1,650	1,600	1,650

<b><i>Harbor Maintenance/ Pier</i></b>	<b><i>Actual FY 2018-19</i></b>	<b><i>Estimated FY 2019-20</i></b>	<b><i>Proposed FY 2020-21</i></b>
Perform pier deck scrubblings	150	125	125
Perform play area safety inspections at Seaside Lagoon	120	100	120
Process work orders	525	500	525

<b><i>Sewer/Storm Drain</i></b>	<b><i>Actual FY 2018-19</i></b>	<b><i>Estimated FY 2019-20</i></b>	<b><i>Proposed FY 2020-21</i></b>
Clean lineal feet of sewer lines	300,000	300,000	600,000
Clean lineal feet of storm drain lines	20,000	20,000	20,000
Process work orders	725	710	725

**PUBLIC WORKS**

<b><i>Solid Waste Recycling</i></b>	<b><i>Actual FY 2018-19</i></b>	<b><i>Estimated FY 2019-20</i></b>	<b><i>Proposed FY 2020-21</i></b>
Remove tons of compostable materials from the pier waste stream	2,500	2,500	2,500
Conduct compost giveaway and household hazardous waste events	4	3	4
Conduct waste management plans for property demolitions	80	80	80

<b><i>Street Maintenance</i></b>	<b><i>Actual FY 2018-19</i></b>	<b><i>Estimated FY 2019-20</i></b>	<b><i>Proposed FY 2020-21</i></b>
Resurface tons of asphalt to be used for street	2,100	2,300	2,300
Repair cubic yards of concrete to be used for sidewalk and curb and gutter	570	570	570
Process work orders	1,150	1,100	1,150

<b><i>Parks Maintenance</i></b>	<b><i>Actual FY 2018-19</i></b>	<b><i>Estimated FY 2019-20</i></b>	<b><i>Proposed FY 2020-21</i></b>
Gallons of water used to irrigate medians	17.8	3.6	5.4
Square feet of sidewalks steam-cleaned in key commercial corridors	500,000	180,000	180,000
Conduct park and playground safety inspections	500	510	525
Process work orders	1,025	1,025	1,000

<b><i>Engineering Services</i></b>	<b><i>Actual FY 2018-19</i></b>	<b><i>Estimated FY 2019-20</i></b>	<b><i>Proposed FY 2020-21</i></b>
Inspect fats, oils, and grease interceptors	556	556	556
Issue permits	603	610	615
Complete CIP projects	13	16	16



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