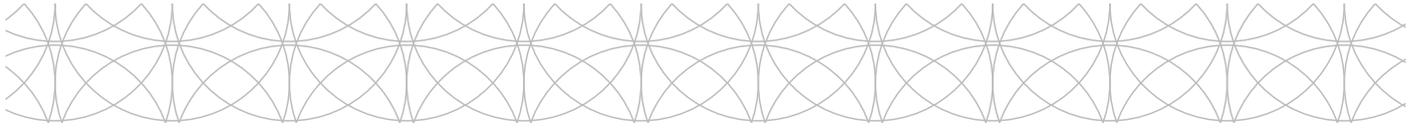


# City of Cerritos

## Combined Financial Program

### 2019–2020





“**In government** *the budget is the message.*”

 I.F. STONE

**Cover photo:** Pictured clockwise from top left are Cerritos Sheriff's Station ALPR vehicles, the Vista at Heritage Park, tree trimming and Brookhaven Park.

# CITY OF CERRITOS

## **City Council / Successor Agency**

Naresh Solanki, Mayor / Chair  
Frank Aurelio Yokoyama, Mayor Pro Tem / Vice Chair  
Jim Edwards, Council / Agency member  
Grace Hu, Council / Agency member  
Mark E. Pulido, Council / Agency member

## **Economic Development Commission**

Richard Alegria  
Robert Buell  
Brian Hews  
Carmelita Lampino  
Riaz Surti

## **Fine Arts and Historical Commission**

Janet Beach  
Nora T. Benzon  
Mei Pan  
Anna Titus  
Karen Wilson

## **Parks and Recreation Commission**

Joseph M. Frontino  
Richard Martinez  
Diana Needham  
Ashok "Pat" Patnaik  
Catherine "Kit" Snider

## **Planning Commission**

Tatiana Yokoyama Bui  
James Giordano  
Jennifer Hong  
Deepak "DJ" Jhaveri  
Milo "Larry" Sagert

## **Property Preservation Commission**

John Dawson  
Levi Javier  
Chan-Yong Kim  
Mansour Meisami  
Celia Spitzer

## **Appointed Officials**

Art Gallucci, City Manager  
Mark Steres, City Attorney  
Vida Barone, City Clerk / City Treasurer

(As of May 23, 2019)





# CITY OF CERRITOS<sup>SM</sup>

CIVIC CENTER • 18125 BLOOMFIELD AVENUE  
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June 14, 2019

Honorable Mayor and Members of the City Council  
Chair and Members of the Successor Agency to the  
Cerritos Redevelopment Agency

Dear Council and Agency Members:

It is a privilege to present the Adopted City of Cerritos Combined Financial Program (Budget) for the Fiscal Year (FY) 2019-2020<sup>1</sup>. The Budget for the City is a \$112.3 million one-year package of services, programs, and projects for the benefit of the Cerritos community. This extensive and detailed Budget implements the City Council's priorities in preserving the existing service levels and programs, and provides a \$15.2 million Capital Improvement Program (CIP).

As presented in previous budgets, the dissolution of redevelopment in California, increasing operational costs, and modest growth in revenues have all contributed to ongoing fiscal challenges for the City. In response, the City continues to critically evaluate the annual budget in an effort to identify new sources of revenue and realize cost saving opportunities through the streamlining of its operations. These considerations continue to be a focal point in the Budget process and the program herein.

Cerritos remains a premiere community in Southern California. Through the City Council's careful stewardship of the City's finances and community leadership, the City continues to maintain an overall strong financial position with healthy reserves and substantial asset holdings for long-term fiscal security. These are particularly important considerations when developing the City's budget and program plans for the years to come.

## THE ACCOMPLISHMENTS OF FISCAL YEAR 2018-2019

It is helpful to reflect on the services and accomplishments of the past year to better understand, plan, and budget a work program for the new fiscal year. Such reflection presents the opportunity to review the programs and services that the City provides in the continuing effort to evaluate the needs of the community each year.

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<sup>1</sup> The City Manager's Budget Message was revised from the Preliminary Budget to include changes and modifications to the budget as adopted by resolution (see [Appendix A](#)) of the City Council on June 13, 2019.

With the City's 27 recreation facilities and extensive assortment of programs, recreation continues to be deeply woven into the community. Nearly 1.5 million people visited a Cerritos park or participated in a recreational program. Several of the City's annual special events celebrated milestones, including the 45th annual Let Freedom Ring Celebration and the 20th anniversary of the Festival of Friendship. Park improvements included the installation of new surfacing and playground equipment at Reservoir Hill Park and Gridley Park. The City also debuted its new online registration system, RACER (Register for Activities, Classes and Excursions Rapidly), which streamlines registration for recreation, library, and senior center classes and activities.

The Cerritos Center for the Performing Arts (CCPA) continues to provide cultural enrichment, entertainment, education, and special events services to the Cerritos community and greater Los Angeles/Orange County areas. During its 26th season in FY 2018-2019, the CCPA and its performance partners presented 113 performances and hosted more than 86,000 patrons and students to such performances as Martina McBride (CCPA), Mannheim Steamroller (CCPA), "A Gentleman's Guide To Love And Murder" (3D Theatricals), and "Cirque Zuma Zuma" (CCPA Arts Education). CCPA provides a prime location, unique venue, and first-rate facilities for its patrons, guests, clients, educators, and artists.

The Cerritos Senior Center at Pat Nixon Park once again provided a diverse and enriching complement of programs for senior citizens in the community. Serving more than 600 seniors (age 50+) on a daily basis, the Senior Center delivered recreational, educational, fitness and wellness classes, health and human service referrals, and volunteer opportunities. In addition, the Senior Center remained as a popular venue available for rent for private functions, including weddings, birthdays, anniversaries, and other special events.

January 29, 2019 marked the 25th anniversary of the Senior Center. To celebrate this milestone, the Mayor and Councilmembers presented highlights of 25 years of service to senior guests in attendance at the 25<sup>th</sup> Anniversary Dinner Dance. In FY 2018-2019 the Center hosted approximately 250 informational lectures on a variety of senior-related education and enrichment topics with trending topics of Alzheimer's disease and dementia, caregiving and support group information, and homelessness issues. March 2019 marked the Fitness Center's 13th anniversary and more than 36,000 Fitness Center visits occurred during the fiscal year. The Senior Center's focus is to provide a variety of programs, services, and resources for seniors to live a healthy, active, and more independent life.

The Cerritos Library completed the implementation of a new radio frequency identification (RFID) system, including new self-checkout stations, security gates, RFID tags, circulation desk equipment, and system software. The self-checkout stations allow patrons to check out books and multimedia items and pay fines. Patrons can also now use a Virtual Library Card at the self-checkout stations and Circulation Desk. The Virtual Library Card is available through the cloudLibrary digital book service app. The library's book collection was enhanced through \$15,000 in grants provided by the California State Library. The grants were for the purchase of bilingual books for children and books on topics such as STEAM (science, technology, engineering, art and mathematics) for children, community outreach, information for veterans, and subject matter of interest to people age 50 and older.

Crime reduction and public safety remain priorities for the City. Through the collective efforts of staff and involved citizens, the City's Burglary and Auto Theft rates were reduced by 34 percent and 19 percent, respectively, in the 2018 calendar year. The City's overall property crime rate was reduced by 22 percent. Much of the City's crime reduction efforts can be attributed to the 71 engaged Neighborhood Watch groups, 38 Volunteers on Patrol, and the dedicated service provided by 66 proactive Cerritos Sheriff's Station deputies.

During 2018, staff also facilitated threat reaction safety training for City personnel, including school crossing guards. In addition to receiving the training from a Los Angeles County Sheriff's Department (LASD) subject matter expert, staff was provided instruction on how to treat life-threatening trauma injuries by tactical paramedics assigned to LASD SWAT. All City facilities are now equipped with basic trauma and first aid kits.

Cerritos received a Tree City USA award for the 21st straight year as the City continued to make significant progress on its tree trimming goals throughout the community. In addition to planting 300 trees, staff carried out an aggressive tree maintenance and trimming program, completing the last year of a four-year cycle with the trimming of 7,000 trees. This program included the trimming of the City's 28,000 trees throughout a four-year period.

In addition to maintenance of the City's trees, facilities, and infrastructure, staff also oversaw the completion of several capital improvement projects during the past year. Some of the projects that had a direct impact on the residents and businesses include parks and playground equipment upgrades and the rehabilitation of a segment of Carmenita Avenue.

Of the many varied services that the City provides, one of the most important is the provision of clean drinking water. Through its nearly 16,000 water connections, the Water Utility ensures the continuing quality of water delivered to consumers through an ongoing program of treatment and testing. This year, upgrades to water meter reading software were implemented and three new meter reading devices were deployed. In addition, major pieces of equipment were installed, including a booster pump at the C-2 Booster Station, a desander at the C-1 Well, and a variable frequency drive panel at the C-4 booster station. Staff also replaced six non-operational water main valves in the City's water system.

The Electric Utility has grown since its inception in 2003 with an original customer base of 24 accounts and a peak load of 3,500 Kilowatts (kW), to now servicing 300 accounts with a system peak load of 18,717 kW. FY 2018-2019 was the first full year that Cerritos received power from the Boulder Canyon Project, which reduced the power purchased from the market during peak load hours. Staff also increased power sales by signing up new business customers within the City.

The City worked with Edison to take advantage of a new program under which Edison converted all of its streetlights in Cerritos from high pressure sodium vapor to LED. As part of the project, approximately 4,600 streetlights were converted to LED. Edison will recoup the capital costs for this investment through the energy savings realized from the LED lights.

In an effort to help support and maintain its strong fiscal position, the City remains focused on the continued promotion of economic development through efforts to attract new sales tax generating businesses, while also aggressively supporting a variety of business retention initiatives. During FY 2018-2019, staff was active in facilitating a wide range of new developments within the City, including the renovation and expansion of several existing regional commercial centers, the remodeling of multiple dealerships in the Cerritos Auto Square, and the ongoing renovation of the Sheraton Cerritos Hotel. In addition, staff worked closely with the Cerritos Regional Chamber of Commerce to support business retention efforts in the City by reinstating a business visitation and outreach program to establish a City liaison with local businesses in an effort to facilitate business growth.

Several new businesses opened in the past year, including HomeGoods at the Cerritos Towne Center, Eureka! Restaurant at Plaza 183, and Porcelonesa within the Cerritos Industrial Park. Tenant improvement and renovations continued at various restaurants and eateries throughout the City, including the future Lunasia Dim Sum House in the Fountain Plaza shopping center, Jersey Mike's Subs at the corner of Bloomfield Avenue and Artesia Boulevard, and Tous Les Jours Bakery at the corner of South

Street and Carmenita Road. Lincoln Station is in the final phase of its extensive remodeling of the former Chase Bank building into three (3) subdivided food/beverage/retail spaces. Further, renovations are expected to be complete by the end of the fiscal year for the Sky Zone Indoor Trampoline Park within the Palo Verde/South Shopping Center and the Good Fortune Supermarket at the northwest corner of Artesia Boulevard and Carmenita Road.

## **BUDGET HIGHLIGHTS AND OBJECTIVES**

In consideration of the City Council's priorities and the City's measured fiscal management of the community's financial resources, staff utilized the following objectives in developing the Budget:

- Maintain all core services and programs;
- Manage rising costs of the law enforcement and safety services contract without reducing crime prevention and patrol service levels, while continuing to enhance existing services;
- Continuation and strategic deployment of the City-wide tree trimming cycle;
- Rehabilitation of City infrastructure through the CIP, including street resurfacing and water related projects;
- Ongoing replacement of City-wide playground equipment and surfacing;
- Identify non-General Fund resources for the CIP, including grants and reimbursements such as STPL, Metro, and HSIP;
- Provide Municipal Fund (General Fund Transfer) resources for CIP projects identified as priorities;
- Incorporate a projected Cost of Living Adjustment (COLA) as part of the Budget calculation;
- Consideration of new sources of revenue, including Measure "A" and Measure "W" Funds.

## **BUDGET POSITION OVERVIEW**

An analysis of the work programs and services in comparison with the available resources indicates that the City's Budget position (all funds) is balanced for FY 2019-2020. The General Fund, which provides the main operating funds for the City, has a budget surplus of \$5.3 million within the fiscal year before transfers.

The City's projected grand total of all revenues is \$106.8 million and total expenditures is \$112.3 million for all funds resulting in a gap of \$5.5 million relative to the boundaries of the fiscal year. Restricted revenues of \$2.4 million that are reserved for future use must also be considered in the budget position, further reducing resources limited to the fiscal year.

In order to meet the expenditures within the Budget's fiscal year, additional resources in restricted and assigned fund balances totaling \$5.9 million were identified for specific uses in operations, maintenance, and CIP, which include:

- \$19,480 (Business License Software Fund)
- \$286,040 (AQMD Fund)
- \$601,770 (Proposition "A" Fund)
- \$565,000 (Proposition "C" Fund)
- \$830 (Drainage Fund)
- \$2,288,090 (Equipment Replacement Fund)
- \$608,876 (Municipal Improvement Fund, L.A. County Grant - received in a previous year)
- \$1,549,967 (Municipal Improvement Fund, Insurance - received in a previous year)

In addition to these resources, this year's portion of the Cerritos Redevelopment Agency (CRA) loan repayment to the General Fund of \$2.2 million is also utilized. Strategic use of assigned and restricted funding in this manner results in a balanced budget and minimal change to the General Fund reserve.

### REVENUE

The Budget forecasts \$106.8 million in total City revenue for FY 2019-2020, which includes projections for the General Fund, General Fund-Miscellaneous, Special Revenue Funds, Capital Project Funds, Internal Service Funds, and City Enterprise Funds. Utilizing the analysis from the City's sales tax consultant, the primary source of revenue continues to be sales tax and is projected to be \$34 million for the new fiscal year. Exhibit A shows sales tax projections history, trends, and forecast growth:

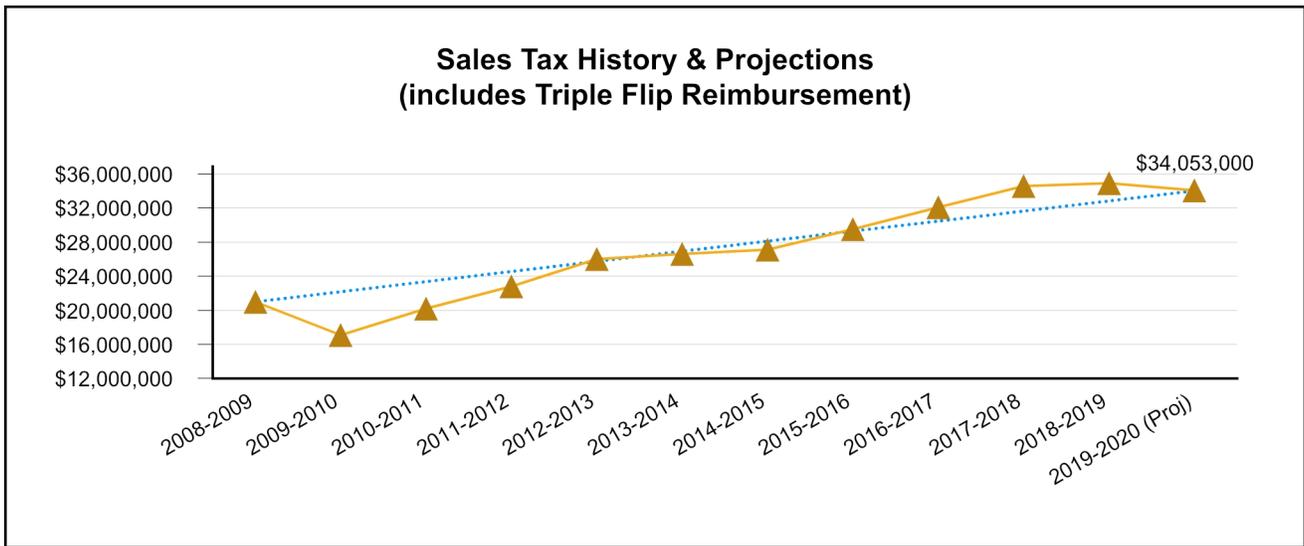
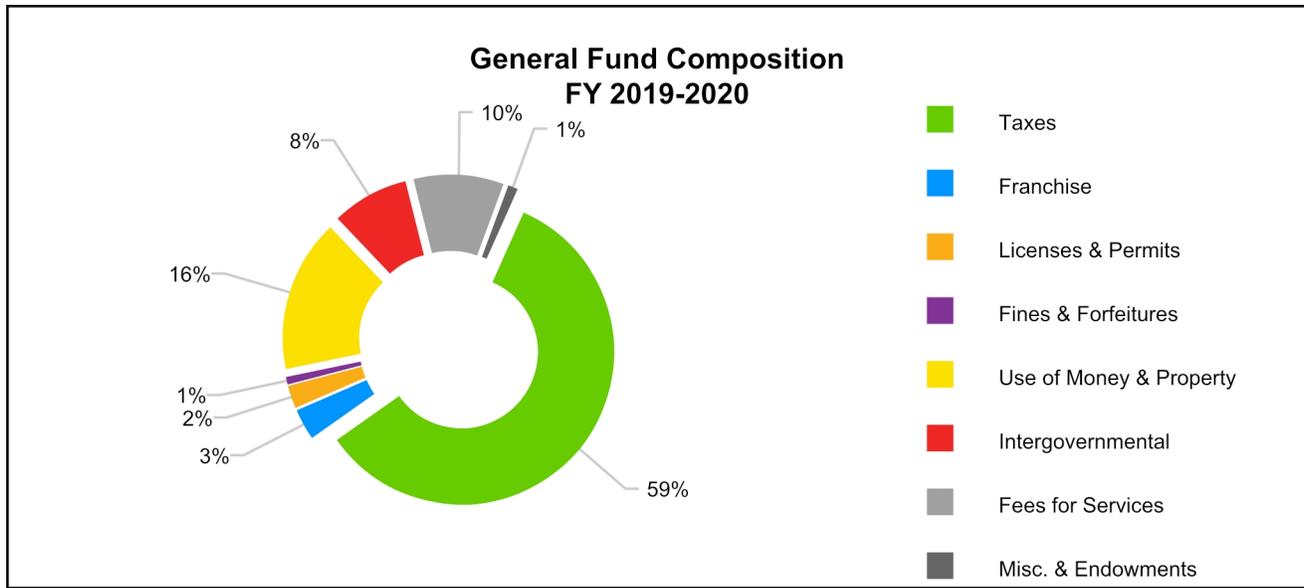


Exhibit A

The City also continues to generate and grow revenues for use in the General Fund's Use of Money & Property category from its ground lease portfolio, which is projected to be \$7.9 million for the new fiscal year. The portfolio includes the properties at the Cerritos Towne Center, Lincoln Station, Moore Street, and the Kia and Jaguar/Land Rover dealerships in the Cerritos Auto Square. A new revenue source of \$127,000 is forecast for the recent City Council approved lease of 17423 Studebaker Road (the former ROP property). The rehabilitation of the 12616 183<sup>rd</sup> Street (the former Mullikin Building) is proposed in the CIP for this Budget, with lease revenues totaling \$420,000 anticipated to commence shortly after completion of construction.

Exhibit B illustrates the composition of the General Fund revenues, emphasizing the significance of both the "Taxes" and "Use of Money & Property" as the top two categories in the revenue streams:



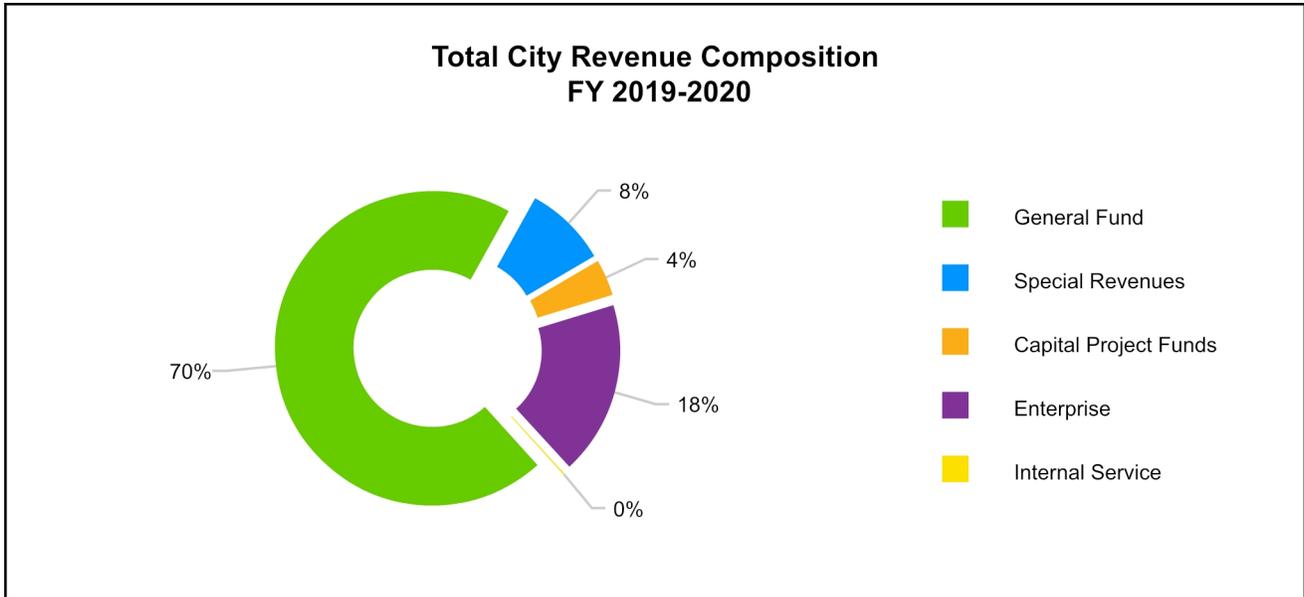
**Exhibit B**

The Road Maintenance and Rehabilitation Act (RMRA) and Measure “M” revenues, which were added resources two years ago, continue to increase by providing \$1.6 million proposed for use in the CIP Streets and Highways Activity and one-time use in Public Works Operations for general street maintenance. \$425,000 in funding from the Surface Transportation Program - Local (STPL) and \$1 million from Metro are also included in revenues for the new fiscal year. Regular water sales revenue is projected to increase \$775,000 from FY 2018-2019 year-end estimates due to the scheduled rate adjustments and projected water use.

The proposed budget introduces four new funds for next fiscal year, including Business License Software (114), General Plan Update (116), Measure "A" (231), and Measure "W" (232). Both the Business License Software and General Plan Maintenance Fee funds do not introduce new revenues, but instead assign the general revenues for specific uses. Measure "A" and Measure "W" funds represent new restricted revenue sources for the City, forecasting nearly \$1.2 million combined for FY 2019-2020.

Measure "A" was approved by the Los Angeles County (LAC) electorate in November 2016 in order to provide funding for a variety of local and regional park and open space improvements. Its \$200,000 in revenue is identified for use in the CIP as part of the Swim/Fitness Center Rehabilitation. Measure "W" was approved by the LAC electorate in November 2018 to pay for regional and municipal projects that improve water quality and help to increase regional water supply. \$150,000 of Measure "W" is proposed for use in the CIP to cover costs associated with the NPDES Implementation Program.

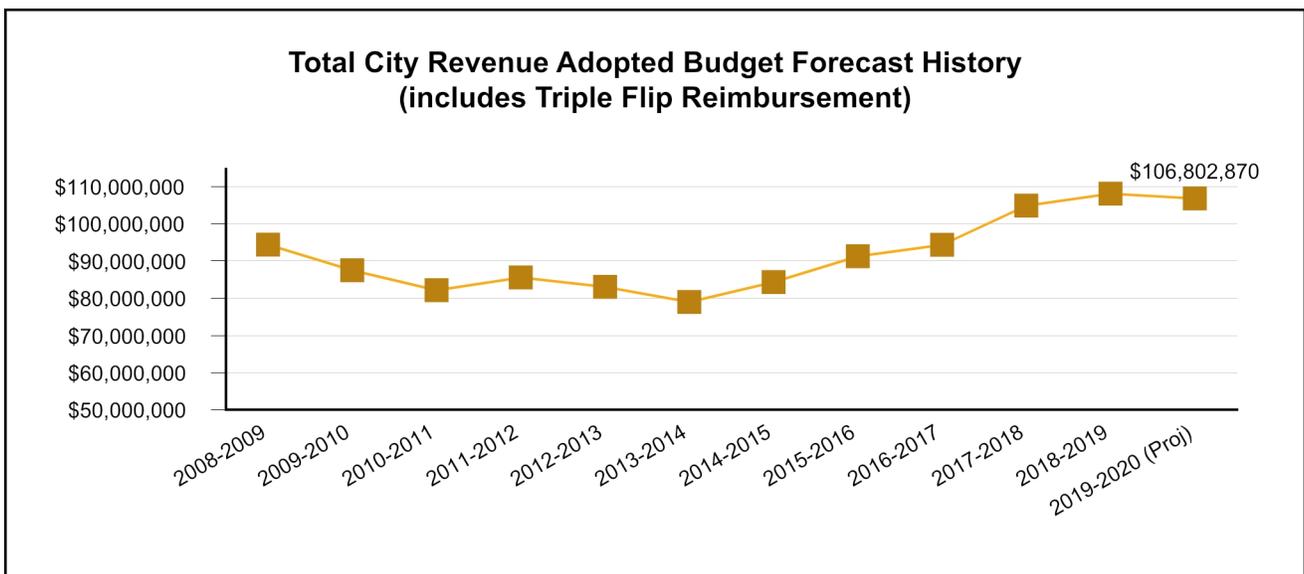
Exhibit C shows the total City revenue composition, with the General Fund claiming 70% of the total forecast:



**Exhibit C**

The FY 2018-2019 Year-End Estimates include adjustments to the original adopted revenue forecast heading into the end of the fiscal year. The largest adjustments came from the sale cancellation of the former ROP property for \$3.3 million and a reduction in sales tax projections of \$700,000.

The one-year deferrals of projects providing \$2.6 million in insurance reimbursement for the rehabilitation of 12616 183<sup>rd</sup> Street, \$1.1 million in auto square reimbursements for auto storage improvements, \$1.3 million in WRD legal settlements for the C-5 Water Well project, and \$1 million in Metro reimbursements for the Hot Spots project also had an impact on year-end estimates for FY 2018-2019. As these projects and their revenues carry over into this Budget and CIP, a comparison of the FY 2018-2019 adopted revenue forecast to the FY 2019-2020 shows a slight adjustment. Exhibit D illustrates the overall City revenue budget history and trends:

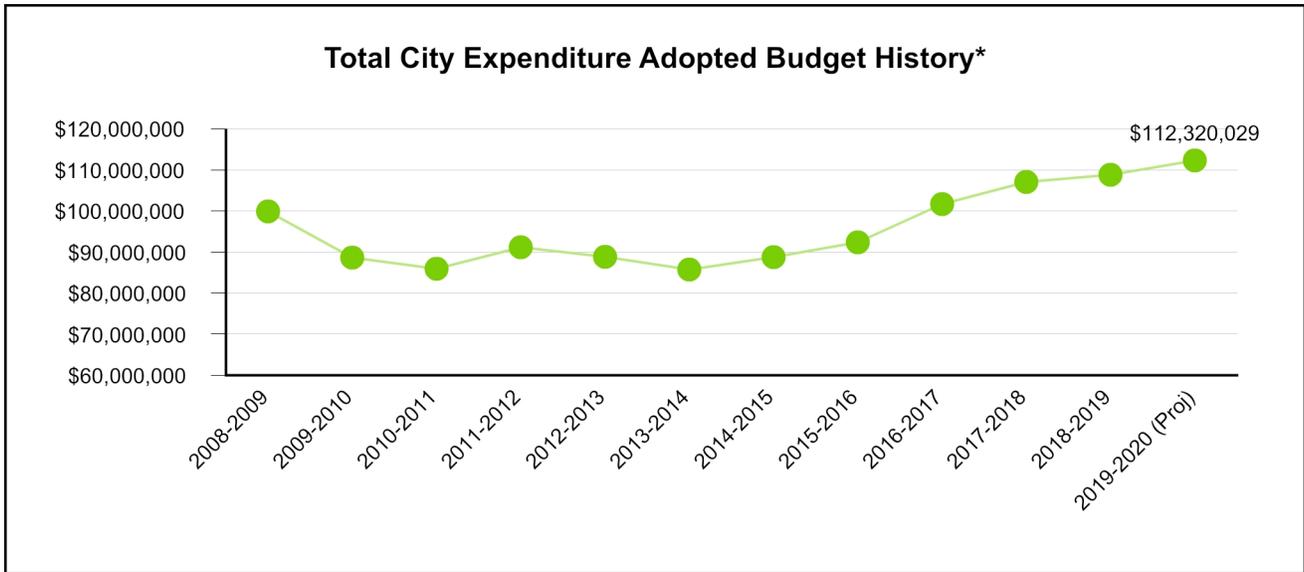


**Exhibit D**

Please see the Revenue section of the Budget document for a detailed review of the revenues received by the City, forecast, and individual estimates by category, fund, and object code.

**OPERATING EXPENDITURES**

In total, the Budget allocates \$112.3 million for all services, programs, and CIP, not including Successor Agency activity. In Exhibit E, the total City expenditure budget history is provided for the past 10 years, illustrating the increases in costs budgeted since 2013:



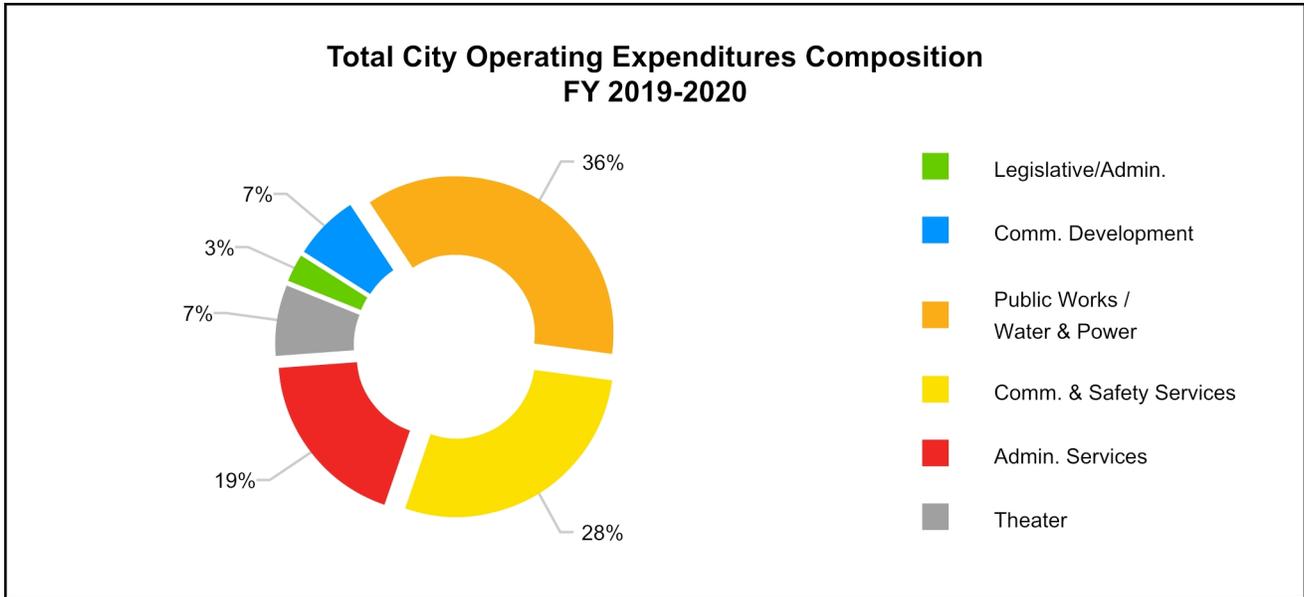
**Exhibit E**

\* Includes CIP Budget

The City's Operating costs, which include personnel, operations and maintenance, and capital outlay are estimated at \$97.1 million in the overall Budget. The operating budget was developed by starting with last year's adopted budget as a base, analyzing adjustments throughout the fiscal year, and reviewing each department's current service levels and programs. Overall, the operating budget increase for the new fiscal year is \$1.8 million from the previous year's adopted Budget.

Some of the significant changes from last year that contributed to the increase include a 2.8% Cost of Living Adjustment (COLA) of \$1 million, the inclusion of capital outlay equipment of \$1.2 million that was not part of the FY 2018-2019 Budget, and fixed rate item increases of \$1.3 million. The fixed rate items considered encompass services such as law enforcement, water well pumping assessments, election expenses, and general liability insurance. The significant reduction of \$1.3 million for the operations of the CCPA compared to last year's adopted budget also had an impact in the overall operating considerations. The nature of these changes demonstrates the continued successful efforts by staff to streamline operations while preserving the programs and services historically provided by the City.

In Exhibit F, the composition of expenditures is displayed by department. This chart illustrates the emphasis on Community & Safety Services at 28%, which includes law enforcement services, and Public Works / Water & Power at 36%, for services such as maintenance of buildings, streets, trees, water operations, and the electric utility:



**Exhibit F**

Those programs reflecting the most notable changes from the previous budget include:

**Public Safety:** Without reducing crime prevention, staff carefully reviewed the law enforcement services contract provided by the L.A. County Sheriff's Department and Sky Knight services in an effort to identify any savings opportunities in this area. Contract increases include adjustments for services and liability related to law enforcement, requiring a budget increase of \$700,000 for FY 2019-2020 in order to maintain current service levels.

**Personnel / Risk Management:** The COLA of \$1 million for FY 2019-2020 includes earnings and benefits adjustments. The increases in personnel expenditures and the associated rise in benefit costs are significant factors contributing to the increased cost of City Operations. The general liability and property insurance budget is projected to increase \$117,000 for the new fiscal year due to insurance rate adjustments determined by the Joint Powers Insurance Authority (JPIA).

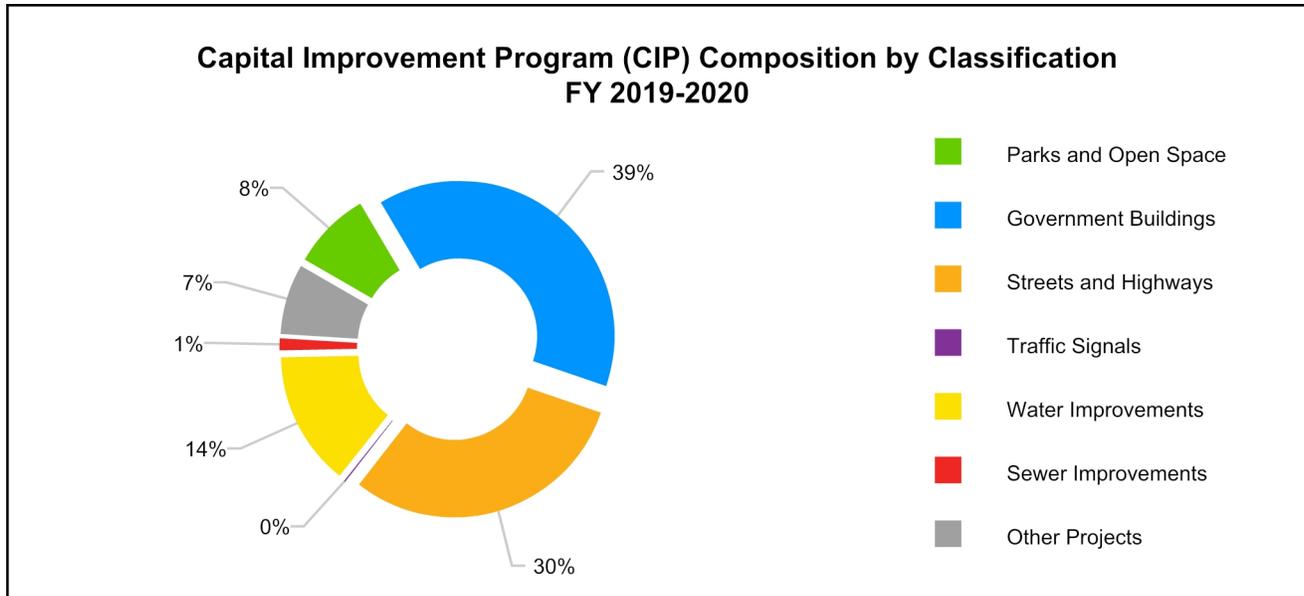
**Legal Services:** The City's legal services, outside of the services provided by the City Attorney, are budgeted by division based on projected need each year. The combined budget for all legal services within the city are reduced by \$266,000 compared to last year's adopted budget. This was achieved by identifying and removing contingency projections for the upcoming year.

**Public Works / Water & Power:** The most notable change to the department is the merging of Public Works and Water & Power into one department. In comparison to their separate budgets last year, FY 2019-2020 shows an increase of \$960,000. The increase is related to the custodial services contracts, well pumping assessments, and the purchase of leased water rights.

**Theater:** The Budget indicates an overall reduction of \$1.3 million at CCPA, mostly due to the elimination of programming contingencies and related costs. CCPA expenditures are partially offset by its revenues of \$5.4 million in the General Fund comprised of ticket sales, rental income, and facility fees. To further assist in covering its expenditures, the Budget provides a one-time transfer of \$170,000 in CCPA Endowment Fund revenue to the General Fund.

### CAPITAL IMPROVEMENT PROGRAM (CIP)

The Budget includes funding for the CIP of \$15.2 million for 66 projects in FY 2019-2020. The program focuses on the reinvestment in facilities and infrastructure throughout the community. Efforts were made to identify strategic use of restricted revenues and fund balances, grants, reimbursements, and deferred revenue throughout the CIP, which total \$12.3 million. Use of these funds limits the need of General Fund monies to \$2.9 million for the entire program. Exhibit G shows the composition of the CIP for FY 2019-2020 by Activity Classification. This chart identifies the priorities in the program in Government Buildings, Streets and Highways, Water Improvements, and Parks and Open Spaces:



**Exhibit G**

The Government Buildings and Streets and Highways activities claim nearly \$10.5 million in 26 projects, of which \$8.4 million are funded by restricted funds, grants, reimbursements, and/or deferred revenue. The rehabilitation of 12616 183rd Street (former Mullikin building) for \$4.2 million is budgeted through the use of insurance proceeds, and \$800,000 for the Swim/Fitness Center rehabilitation utilizes deferred L.A. County grant and new Measure "A" funding. Also included is a \$900,000 transfer from the Equipment Replacement Fund to the Municipal Improvement Fund for remaining Government Buildings projects in the CIP. The Del Amo Boulevard (Bloomfield Avenue to Studebaker Road) rehabilitation for \$1.3 million is budgeted through strategic use of a restricted Prop "C" fund balance. RMRA and SB821 funding along with STPL and Metro reimbursements cover another \$2.1 million in Streets and Highways projects, with the Street Fund providing the final \$1.2 million in resources through a General Fund transfer.

The Water Improvements and Parks and Open Spaces activities are budgeted to use \$3.4 million for 33 projects, of which \$1.9 million are funded by restricted funds, grants, reimbursements, and/or deferred revenue. The C-5 Water Well project utilizes \$1 million in deferred revenue from a WRD legal settlement and new funding from Measure "W" covers the cost of this year's NPDES Implementation Program. The Reclaimed Water Fund, which is operating with a surplus, is budgeted for \$200,000 in associated projects, and the remaining \$700,000 in Water Improvement projects comes from a projected General Fund transfer. CDBG funding is budgeted for \$130,000 in reimbursements for playground resurfacing at El Rancho Verde Park and Ecology Park, and \$313,000 from L.A. County Maintenance and Servicing restricted funding is budgeted to reimburse the Cerritos Park East roof replacement and photovoltaic system. The remaining \$800,000 in Parks and Open Space improvements is covered by a transfer from the General Fund to the Municipal Improvement Fund.

## **SUCCESSOR AGENCY TO THE CERRITOS REDEVELOPMENT AGENCY**

Perhaps the single most significant new source of revenue two years ago came from a settlement the City and Successor Agency to the Cerritos Redevelopment Agency (Successor Agency) reached with the California State Department of Finance (DOF) regarding the disposition of the former Cerritos Redevelopment Agency's (CRA) loan from the City.

Through the course of the legal processes and negotiations, the City secured an agreement that provides a total of \$67 million in repayment of the loan upon completion of the payment schedule in 2028. For FY 2019-2020, the settlement agreement provides a total of \$3.7 million in principle loan repayment and \$900,000 in interest to the City. Per the agreement, \$929,000 (20%) is restricted for Housing Fund use. Per previous City Council action, \$860,000 is budgeted for transfer from the General Fund to the Electric Utility for the annual debt service payment on the Magnolia Power Project bonds. The City anticipates receiving payments on an annual basis through 2028 in fulfillment of this settlement agreement.

The projected reimbursement revenue for the Cerritos Successor Agency is \$19.6 million, which are funds set aside for the reimbursement of enforceable obligations of the former CRA and are provided to the Successor Agency. When combined with the City's revenue, the resulting total City/Successor Agency revenue package is \$127.1 million.

For historical perspective, the City diligently negotiated with DOF to purchase all properties that were owned by the former CRA for a total of \$11 million in the final agreement. When the payment was made in January 2017, the City acquired substantial assets in property that include all of the Cerritos Towne Center (89.2 acres), Lincoln Station (8.1 acres), Jaguar / Land Rover dealership (2 acres) and the Lamar / Kia dealership (4.5 acres). Additionally, the two properties of CCPA and 12616 183<sup>rd</sup> Street were also added to the list of assets acquired by the City. More importantly, an independent real estate consultant estimated the total value of the properties to be \$2.72 billion at the expiration of their current ground leases.

The purchase also included acquisition of the CRA portion of the ground rent, which has an estimated value of \$90 million through the year 2087, in addition to the City's share of \$339 million. The result of these negotiations strengthens the City's asset holdings and long-term security to help ensure Cerritos remains a premiere community for many years to come.

## **RESERVES**

As indicated previously, the City's reserves are healthy. Through strategic use of restricted and assigned fund balances, particularly within the CIP, and loans from the General Fund to the Water, Sewer, and Electric utilities, reserve levels remain strong and the budget is balanced.

At the conclusion of FY 2019-2020, and in consideration of the budget presented herein, it is estimated that the City's spendable reserves, less accounts receivable, are approximately:

- \$56.5 million (General Fund, unassigned)
- \$13.3 million (General Fund Misc., combined restricted & assigned)
- \$14.3 million (Restricted Funds, combined)
- \$9.1 million (Internal Service Funds)
- \$1.7 million (Reclaimed Water Fund)

As the General Fund and Internal Service Fund spendable reserves are unrestricted, they are available for any purpose deemed necessary by the City Council.

The future General Fund spendable reserve is estimated to be nearly \$146.9 million when the remaining CRA loans of \$45.5 million and the Enterprise Funds loans of \$44.9 million are received. The ending balance of General Fund loans to the Enterprise Funds at the end of FY 2019-2020 is approximated and summarized below:

- \$9.7 million (Sewer)
- \$10.3 million (Water)
- \$22.5 million (Electric Utility)
- \$2.4 million (Electric Utility-Debt Service)

As operations and capital improvements continue to increase, the City will continue to make efforts to identify and determine new revenues and resources to meet its work and program demands.

### **A CONTINUING COMMITMENT TO THE COMMUNITY**

The Budget presented within this document successfully maintains the high level of services and programs that are important to the community. It also addresses the priorities in improvements to City facilities and infrastructure in a measured approach. While the newly identified resources help to balance the rising costs of operating the City, we must remain focused on continuing to diversify our revenue streams and resources through the innovative and creative spirit that is the hallmark of the City of Cerritos.

As the prevailing statement of the City's funding and policy objectives, the preparation of the Budget would simply not be possible without the guidance, wisdom, and leadership of the City Council. It is a result of that steadfast leadership that the City remains in a secure fiscal position while providing unparalleled programs and services to our community.

The willingness of the community to work towards a common goal remains one of its most valuable assets. The leadership of the City Council, in concert with our community's commitment to the well-being of our City, provides a strong foundation upon which the past, present and future successes of Cerritos are constructed. It is my great honor to continue serving as your City Manager with a spirit of anticipation in the future as we move into another year of promise for the City of Cerritos.

Respectfully Submitted,



Art Gallucci  
City Manager

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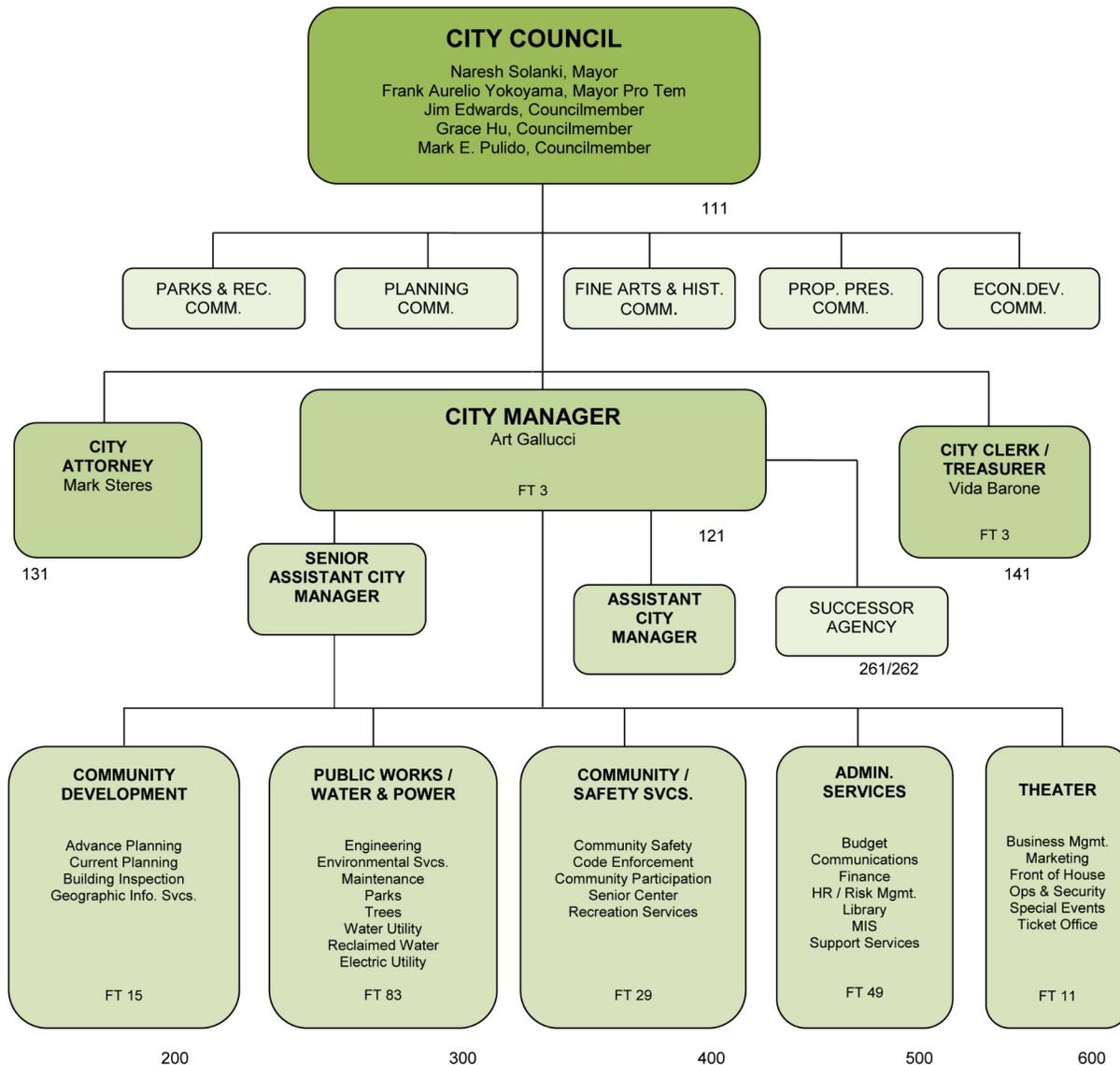
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# DEPARTMENTAL ORGANIZATION CHART

## City of Cerritos

and

## Successor Agency to the Cerritos Redevelopment Agency



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# DEVELOPING A BUDGET

The Budget is one of the most important annual considerations of the City Council because it provides the framework for programs and services that affect the community directly. It incorporates the proposed operating work program for the upcoming fiscal year and the City's five-year Capital Improvement Program (CIP). In the continuing era of limited financial resources, the budget process is the principal way in which the City develops plans to meet its requirements and match its goals using those resources. More importantly, it is the organization's best opportunity to review its operation and to evaluate carefully the effectiveness and success of its activities.

The City Council's traditional practice has been to allocate funds on a program basis within all City departments utilizing line item control. Resources are allocated to such programs based on their work program objectives. The budget process is a year-round activity due to its significance and magnitude. The steps involved follow a similar format each year:

## **July: Implementation of the Adopted Budget**

The Office of the Director of the Administrative Services Department (ODASD) finalizes the budget documents for print, distribution, and online posting. It implements the adopted budget through the City's financial systems.

## **August - October: Review and Refinement of the Budget Process**

The ODASD reviews and refines budget documents and procedures in preparation for the upcoming budget process. It also oversees city-wide procurement efforts to ensure compliance with the budget, year-round.

## **November - December: Preparation for the Annual Budget Process**

The City Manager and the ODASD review budget information, priorities, and determine a budget calendar.

## **January - February: Mid-Year Review and New Fiscal Year Proposals**

Each department prepares a detailed status report of the current fiscal year-to-date and year-end estimates of expenditure and revenue projections (Mid Year Review). Each department also prepares and submits to the City Manager proposals for the next fiscal year, including revenues and requests for operational expenditures, equipment, and CIP projects.

## **March: Preliminary Budget Analysis and Evaluation**

Following the City Manager's review of the Mid Year reports and proposals with all departments based on analysis by the ODASD, proposals are measured against the anticipated needs of the City and the accomplishments for the previous and current fiscal years. Priorities are evaluated for determining the increased, or decreased, funding of various programs, equipment, and CIP, particularly within the context of projected revenues. The City Manager approves Mid-Year evaluations and a Preliminary Budget for the new fiscal year.

## **April: Preliminary Budget Document Preparation**

After the City Manager determines a budget proposal that will provide adequate municipal services, necessary support operations, and a CIP in the most cost effective manner, the ODASD begins document preparation and assembly for the Preliminary Budget.

## **May: Preliminary Budget Submittal to City Council**

Staff prepares and presents a comprehensive budget proposal and report to City Council in a study session setting for consideration and discussion. After receiving instruction from the City Council, staff adjusts the proposed budget accordingly in preparation for its adoption.

## **June: Budget Adoption**

A balanced budget is formally submitted to the City Council for adoption at a publicly noticed Budget Hearing at a Regular City Council Meeting.

The process of developing a budget is a complex process that requires a significant commitment of time and thoughtful consideration. Its preparation and the City Council's review provide direction for the upcoming year's activities to meet the needs of the community in a fiscally responsible manner.

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**City of Cerritos**  
**and**  
**Successor Agency to the Cerritos Redevelopment Agency**  
**Financial Program: 2019-2020**  
**Summary and Statements of**  
**Fund Balances and Reserves**

**-- ESTIMATED --**  
**SUMMARY OF FUNDS AND ESTIMATED BALANCES**  
**FISCAL YEAR 2019-2020**

CITY GOVERNMENTAL FUNDS / INTERNAL SERVICE FUND	Beginning Balance	Revenues	Expenditures	Operating Surplus/ (Shortfall)	Fund Transfer	Ending Balance	Loan/ (Receivable)	Estimated Balance
<b>General Fund</b>	146,772,640	73,952,840	(68,649,290)	5,303,550	(5,159,355)	146,916,835	(90,456,340)	56,460,495
CCPA Endowment Fund	8,415,350	243,800	—	243,800	(170,425)	8,488,725	—	8,488,725
Earthquake Preparedness Fund	3,094,550	48,500	—	48,500	115,920	3,258,970	—	3,258,970
Business License Software Fund	64,930	30,520	(50,000)	(19,480)	—	45,450	—	45,450
Art In Public Places Fund	1,071,230	115,230	(42,000)	73,230	—	1,144,460	—	1,144,460
General Plan Update Fund	213,040	101,670	—	101,670	—	314,710	—	314,710
<b>TOTAL GENERAL FUND</b>	<b>159,631,740</b>	<b>74,492,560</b>	<b>(68,741,290)</b>	<b>5,751,270</b>	<b>(5,213,860)</b>	<b>160,169,150</b>	<b>(90,456,340)</b>	<b>69,712,810</b>
<b>SPECIAL REVENUE FUNDS</b>								
RMRA Fund	19,270	884,990	(650,000)	234,990	—	254,260	—	254,260
Street Improvement Fund	208,390	2,813,280	(5,854,380)	(3,041,100)	3,047,100	214,390	—	214,390
Los Coyotes Lighting District	—	98,600	(1,217,100)	(1,118,500)	1,118,500	—	—	—
Measure "R" Fund	260	627,580	(627,580)	—	—	260	—	260
AQMD Fund	511,610	62,400	(58,440)	3,960	(290,000)	225,570	—	225,570
Proposition "A" Fund	936,190	1,098,230	(1,700,000)	(601,770)	—	334,420	—	334,420
Proposition "C" Fund	847,390	835,000	(1,400,000)	(565,000)	—	282,390	—	282,390
Measure "M" Fund	21,480	711,250	—	711,250	(200,000)	532,730	—	532,730
Measure "A" Fund	—	195,660	(195,660)	—	—	—	—	—
Measure "W" Fund	—	1,000,000	(145,000)	855,000	—	855,000	—	855,000
Assessment District # 6 Fund	—	120,280	(120,280)	—	—	—	—	—
Drainage Fund	830	10,000	(14,270)	(4,270)	3,440	—	—	—
SB 821 Fund	—	25,000	(25,000)	—	—	—	—	—
COPS SB 3229 Grant Fund	—	100,000	—	100,000	(100,000)	—	—	—
Local Law Enforcement Block Grant	—	—	—	—	—	—	—	—
Environmental Fund	—	26,380	—	26,380	(26,380)	—	—	—
Housing Asset Fund	22,684,110	301,830	(7,000)	294,830	—	22,978,940	(11,390,031)	11,588,909
Community Development Block Grant	—	130,000	(130,000)	—	—	—	—	—
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>25,229,530</b>	<b>9,040,480</b>	<b>(12,144,710)</b>	<b>(3,104,230)</b>	<b>3,552,660</b>	<b>25,677,960</b>	<b>(11,390,031)</b>	<b>14,287,929</b>
<b>CAPITAL PROJECT FUND</b>								
Municipal Improvement Fund	2,158,840	4,013,430	(7,896,570)	(3,883,140)	1,724,300	—	—	—
<b>TOTAL CAPITAL PROJECT FUND</b>	<b>2,158,840</b>	<b>4,013,430</b>	<b>(7,896,570)</b>	<b>(3,883,140)</b>	<b>1,724,300</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>INTERNAL SERVICE FUND</b>								
Equipment Replacement Fund	11,394,460	155,600	(1,520,590)	(1,364,990)	(923,100)	9,106,370	—	9,106,370
<b>TOTAL INTERNAL SERVICE FUND</b>	<b>11,394,460</b>	<b>155,600</b>	<b>(1,520,590)</b>	<b>(1,364,990)</b>	<b>(923,100)</b>	<b>9,106,370</b>	<b>—</b>	<b>9,106,370</b>
<b>TOTAL CITY GOVERNMENTAL FUNDS / INTERNAL SERVICE FUND</b>	<b>198,414,570</b>	<b>87,702,070</b>	<b>(90,303,160)</b>	<b>(2,601,090)</b>	<b>(860,000)</b>	<b>194,953,480</b>	<b>(101,846,371)</b>	<b>93,107,109</b>
<b>CITY ENTERPRISE FUNDS</b>								
Sewer Fund	—	88,850	(1,042,320)	(953,470)	—	(953,470)	953,470	—
Water Fund	—	12,416,940	(12,798,590)	(381,650)	—	(381,650)	381,650	—
Reclaimed Water Fund	1,607,830	1,283,010	(1,145,210)	137,800	—	1,745,630	—	1,745,630
Electric Utility Fund	—	5,312,000	(7,030,740)	(1,718,740)	860,000	(858,740)	858,740	—
<b>TOTAL CITY ENTERPRISE FUNDS</b>	<b>1,607,830</b>	<b>19,100,800</b>	<b>(22,016,860)</b>	<b>(2,916,060)</b>	<b>860,000</b>	<b>(448,230)</b>	<b>2,193,860</b>	<b>1,745,630</b>
<b>GRAND TOTAL</b>	<b>200,022,400</b>	<b>106,802,870</b>	<b>(112,320,020)</b>	<b>(5,517,150)</b>	<b>—</b>	<b>194,505,250</b>	<b>(99,652,511)</b>	<b>94,852,739</b>

Summary of fund and estimated balances does not include possible internal revisions to overhead calculations.

**-- ESTIMATED --**  
**SUMMARY OF FUNDS AND ESTIMATED BALANCES**  
**FISCAL YEAR 2019-2020**

SUCCESSOR AGENCY	Beginning Balance	Revenues	Expenditures	Operating Surplus/ (Shortfall)	Fund Transfer	Ending Balance	Loan/ (Receivable)	Estimated Balance
Redev. Property Tax Trust Funds	—	19,798,592	(19,798,592)	—	—	—	—	—
Fiscal Agent Bond Reserve Fund	17,523,940	529,000	—	529,000	—	18,052,940	—	18,052,940
<b>TOTAL SUCCESSOR AGENCY</b>	<b>17,523,940</b>	<b>20,327,592</b>	<b>(19,798,592)</b>	<b>529,000</b>	<b>—</b>	<b>18,052,940</b>	<b>—</b>	<b>18,052,940</b>

Summary of fund and estimated balances does not include possible internal revisions to overhead calculations.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** GENERAL FUND  
**CODE:** 110  
**TYPE:** GENERAL FUND

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	131,460,625	143,359,530	146,683,561	146,772,640
<b>REVENUES</b>	73,243,236	78,761,030	72,617,080	73,952,840
<b>TOTAL FUNDS AVAILABLE</b>	204,703,861	222,120,560	219,300,641	220,725,480
<b>EXPENDITURES</b>				
Operating Expenditures:				
Legislative & Administrative	1,736,186	1,863,830	1,864,700	2,139,080
Community Development	4,159,927	4,472,010	4,481,330	4,679,590
Public Works	13,440,328	13,605,290	13,584,680	13,644,220
Community & Safety Services	24,343,700	26,877,560	26,389,480	27,382,000
Administrative Services	11,470,134	13,462,390	13,252,200	13,719,280
Performing Arts	7,437,142	8,392,410	7,972,670	7,085,120
Capital Outlay	463,548	—	—	—
Labor Contingency	—	—	—	—
<b>TOTAL EXPENDITURES</b>	63,050,965	68,673,490	67,545,060	68,649,290
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
CCPA Endowment Fund	—	—	—	170,425
Earthquake Fund	(115,920)	(115,920)	(115,920)	(115,920)
Art in Public Places Fund	—	60,000	60,000	—
Cerritos/Astor Museum Endowment Fund	3,390,836	—	—	—
Street Improvement Fund	(3,466,068)	(2,887,990)	(2,938,720)	(3,047,100)
Los Coyotes Lighting Fund	(1,025,425)	(1,076,260)	(1,086,380)	(1,118,500)
AQMD Fund	—	—	—	290,000
AD #6 Maintenance District Fund	—	—	—	—
Drainage Fund	—	(400)	—	(3,440)
Measure M Fund	1,755	—	—	200,000
COPS SB 3229 Fund	139,416	100,000	100,000	100,000
Electric Utility Fund	(856,568)	—	(860,000)	(860,000)
Environmental Fund	19,980	27,220	28,120	26,380
Equipment Replacement Fund	1,400,000	—	—	—
Municipal Improvement Fund	(605,346)	(1,744,690)	(170,040)	(801,200)
SB 821 Fund	—	—	—	—
<b>TOTAL TRANSFERS</b>	(1,117,340)	(5,638,040)	(4,982,940)	(5,159,355)
<b>SPECIAL ITEMS</b>				
Adjustment to amount due from Successor Agency	6,148,002	—	—	—
Payments to Successor Agency	—	—	—	—
<b>TOTAL SPECIAL ITEMS</b>	6,148,002	—	—	—
<b>ENDING BALANCE (JUNE 30)</b>	146,683,558	147,809,030	146,772,641	146,916,835
Less Loan-Successor Agency	(48,793,663)	(47,818,308)	(47,818,308)	(45,560,123)
Less Loan-Art in Public Places	(83,353)	—	—	—
Less Loan-Sewer Fund	(7,820,491)	(8,426,150)	(8,763,360)	(9,716,830)
Less Loan-Water Fund	(9,262,683)	(13,960,440)	(9,883,170)	(10,264,820)
Less Loan-Elec.Utility	(21,267,637)	(21,344,937)	(21,671,327)	(22,530,067)
Less Loan-Elec.Utility-Debt Service	(2,384,499)	(2,326,340)	(2,384,500)	(2,384,500)
<b>GEN. FUND-EST. RESERVE</b>	57,071,232	53,932,855	56,251,976	56,460,495

The General Fund, which contains most of the City's operating expenditures and "non-grant" revenues, serves as the primary operating fund for the City of Cerritos.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** CCPA ENDOWMENT FUND  
**CODE:** 112  
**TYPE:** GENERAL FUND

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	9,858,707	9,034,815	9,149,850	8,415,350
<b>REVENUES</b>	269,493	220,570	240,500	243,800
<b>TOTAL FUNDS AVAILABLE</b>	10,128,200	9,255,385	9,390,350	8,659,150
<b>EXPENDITURES</b>				
Arts Education Program	10,868	—	—	—
Capital Projects:				
Government Buildings	—	—	975,000	—
<b>TOTAL EXPENSES</b>	10,868	—	975,000	—
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	(170,425)
From/(To) Municipal Improvement Fund *	(967,481)	—	—	—
<b>TOTAL TRANSFERS</b>	(967,481)	—	—	(170,425)
<b>ENDING BALANCE-Arts Education **</b>	22,141	20,425	22,140	22,140
<b>ENDING BALANCE-Trust Fund</b>	9,127,710	9,234,960	8,393,210	8,466,585
<b>ENDING BALANCE (June 30)</b>	9,149,851	9,255,385	8,415,350	8,488,725

\* The purpose of the 2017-2018 transfer was to fund CCPA projects in the Capital Improvement Program.

\*\* The Arts Education balance is for out of pocket expenses related to the Arts Education Program.

The CCPA Endowment Fund was established to receive donations and defray expenses related to the Cerritos Center for the Performing Arts.

## STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** EARTHQUAKE PREPAREDNESS FUND  
**CODE:** 113  
**TYPE:** GENERAL FUND

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	2,779,146	2,927,240	2,932,380	3,094,550
<b>REVENUES</b>	37,315	35,090	46,250	48,500
<b>TOTAL FUNDS AVAILABLE</b>	2,816,461	2,962,330	2,978,630	3,143,050
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	115,920	115,920	115,920	115,920
<b>TOTAL TRANSFERS</b>	115,920	115,920	115,920	115,920
<b>ENDING BALANCE (June 30)</b>	2,932,381	3,078,250	3,094,550	3,258,970

The Earthquake Preparedness Fund provides a contingency fund in which the City makes annual contributions in lieu of earthquake insurance.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** BUSINESS LICENSE SOFTWARE FUND  
**CODE:** 114  
**TYPE:** GENERAL FUND

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	34,430	64,930
<b>REVENUES</b>	34,429	—	30,500	30,520
<b>TOTAL FUNDS AVAILABLE</b>	34,429	—	64,930	95,450
<b>EXPENDITURES</b>				
Operating Expenditures:				
Administrative Services	—	—	—	50,000
<b>TOTAL EXPENDITURES</b>	—	—	—	50,000
<b>ENDING BALANCE (June 30)</b>	34,429	—	64,930	45,450

The Business License Software Update fund was established to provide funding for needed improvements to the City's business license software program. Funding for the update is derived from a dedicated fee that is part of the Business License application fee. The fee ranges from \$2.00 to \$20.00 depending on the type of business license and was implemented in 2017.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** ART IN PUBLIC PLACES FUND  
**CODE:** 115  
**TYPE:** GENERAL FUND

	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROJECTED</b>
<b>BEGINNING BALANCE (July 1)</b>	705,784	793,420	1,022,000	1,071,230
<b>REVENUES</b>	358,188	109,420	115,230	115,230
<b>TOTAL FUNDS AVAILABLE</b>	1,063,972	902,840	1,137,230	1,186,460
<b>EXPENDITURES</b>				
Capital Projects:				
Other Expenses	41,975	—	—	—
Other Projects	—	56,000	6,000	42,000
<b>TOTAL EXPENDITURES</b>	41,975	56,000	6,000	42,000
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	(60,000)	(60,000)	—
<b>TOTAL TRANSFERS</b>	—	(60,000)	(60,000)	—
<b>ENDING BALANCE (June 30)</b>	1,021,997	786,840	1,071,230	1,144,460
<b>Repayment of Loan:</b>				
Dealer Association	100,024	83,353	83,353	—
<b>Loan Owed From:</b>				
Dealer Association	83,353	—	—	—

The Art in Public Places Fund was established to implement the placement and installation of artwork at various public locations throughout the City.

During FY 2012-2013, the City and the Cerritos Auto Square Dealers Association ("Dealers Association") executed an agreement to upgrade the Auto Square sign located at 18800 Studebaker Road at an approximate cost of \$927,700. Pursuant to the terms of the agreement, the Art in Public Places Fund will contribute one half of the project cost with the other half of the funding provided for by the General Fund. The City's General Fund portion will be reimbursed by the Dealers Association over a five year period at a rate of interest of three percent. The initial payment to the contractor responsible for the installation of the sign commenced the reimbursement process from the Dealers Association.

The City will be reimbursed for the portion of the project that will be funded with General Fund monies through future Auto Square related Art in Public Places contributions.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** GENERAL PLAN UPDATE FUND  
**CODE:** 116  
**TYPE:** GENERAL FUND

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	111,370	213,040
<b>REVENUES</b>	111,366	—	101,670	101,670
<b>TOTAL FUNDS AVAILABLE</b>	111,366	—	213,040	314,710
<b>EXPENDITURES</b>				
Operating Expenditures:	—	—	—	—
<b>TOTAL EXPENDITURES</b>	—	—	—	—
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	—
<b>TOTAL TRANSFERS</b>	—	—	—	—
<b>ENDING BALANCE (June 30)</b>	111,366	—	213,040	314,710

The General Plan Update fund was established to provide funding for the State-mandated General Plan Update. Funding for the update is derived from a 17.5% fee that is applied to City planning permit fees.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** CERRITOS/ASTOR MUSEUM ENDOWMENT FUND  
**CODE:** 118  
**TYPE:** GENERAL FUND

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	6,069,836	—	—	—
<b>REVENUES</b>	—	—	—	—
<b>TOTAL FUNDS AVAILABLE</b>	6,069,836	—	—	—
 <b>EXPENDITURES</b>				
Capital Projects:				
Government Buildings	—	—	—	—
<b>TOTAL EXPENDITURES</b>	—	—	—	—
 <b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	(3,390,836)	—	—	—
From/(To) Municipal Improvement Fund	(2,679,000)	—	—	—
<b>TOTAL TRANSFERS</b>	(6,069,836)	—	—	—
 <b>ENDING BALANCE (June 30)</b>	—	—	—	—

Pursuant to City Council direction, the Cerritos/Astor Museum Endowment Fund has been dissolved. The balance of funds have been transferred to the General Fund and Municipal Improvement Fund, respectively.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** RMRA FUND  
**CODE:** 210  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	—	19,270
<b>REVENUES</b>	293,311	830,950	850,220	884,990
<b>TOTAL FUNDS AVAILABLE</b>	293,311	830,950	850,220	904,260
<b>EXPENDITURES</b>				
Capital Projects:				
Streets and Highways	293,311	830,950	830,950	650,000
<b>TOTAL EXPENDITURES</b>	293,311	830,950	830,950	650,000
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	—
<b>TOTAL TRANSFERS</b>	—	—	—	—
<b>ENDING BALANCE (June 30)</b>	—	—	19,270	254,260

The Road Repair and Accountability Act of 2017 (SB 1) was passed by the California legislature and approved by the Governor on April 28, 2017 as part of an effort to address California's significant funding shortfall to maintain and improve the state's transportation infrastructure network. SB 1 revenue is derived from a number of tax and fee increases that will be phased in statewide over the course of the next 3 years beginning in November 2017 and is distributed to local jurisdictions through an allocation formula. This fund reflects revenues received by the City of Cerritos that are used to offset direct program charges in the fund.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** STREET IMPROVEMENT FUND  
**CODE:** 211  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE</b>				
July 1 - Highway Users Tax	—	—	—	—
July 1 - LA CMTA STPL Exchange	—	—	—	—
July 1 - Trash Set-Aside	181,533	162,530	202,390	208,390
<b>REVENUES</b>				
Highway Users Tax	995,188	1,208,430	1,003,420	1,247,830
Trash Set-Aside	84,000	84,000	84,000	84,000
Grants-Others	220,000	1,505,000	425,000	1,425,000
Other Revenue	79,987	56,890	82,790	56,450
<b>TOTAL FUNDS AVAILABLE</b>	1,560,708	3,016,850	1,797,600	3,021,670
<b>EXPENDITURES</b>				
Operating Expenditures:				
Legislative & Administrative	142,932	153,200	122,270	138,640
Public Works	3,232,063	2,712,510	2,689,500	2,547,630
Administrative Services	537,794	592,600	483,630	510,110
Capital Projects:				
Streets and Highways	871,534	2,278,000	1,212,530	2,638,000
Traffic Signals	—	—	20,000	20,000
<b>TOTAL EXPENDITURES</b>	4,784,323	5,736,310	4,527,930	5,854,380
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	3,466,068	2,887,990	2,938,720	3,047,100
From/(To) Municipal Improvement Fund	(40,061)	—	—	—
<b>TOTAL TRANSFERS</b>	3,426,007	2,887,990	2,938,720	3,047,100
<b>ENDING BALANCE - Highway Users Tax</b>	—	—	—	—
<b>ENDING BALANCE - Trash Set-Aside</b>	202,392	168,530	208,390	214,390
<b>ENDING BALANCE (June 30)</b>	202,392	168,530	208,390	214,390

The Street Improvement Fund is a restricted fund containing dedicated street-related revenues such as Surface Transportation Program - Local and Highway Users Tax. Funds are required to be used for street improvement projects.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** DRAINAGE FUND  
**CODE:** 213  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	8,587	3,820	7,050	830
<b>REVENUES</b>	11,540	10,000	8,000	10,000
<b>TOTAL FUNDS AVAILABLE</b>	20,127	13,820	15,050	10,830
<b>EXPENDITURES</b>				
Operating Expenditures:				
Legislative & Administrative	390	420	410	460
Public Works	11,218	12,180	12,200	12,100
Administrative Services	1,469	1,620	1,610	1,710
<b>TOTAL EXPENDITURES</b>	13,077	14,220	14,220	14,270
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	400	—	3,440
<b>TOTAL TRANSFERS</b>	—	400	—	3,440
<b>ENDING BALANCE (June 30)</b>	7,050	—	830	—

The Drainage Fund includes drainage fee revenues, and is used to fund storm drain expenditures.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** SB 821 FUND  
**CODE:** 215  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	—	—
<b>REVENUES</b>	—	25,000	25,000	25,000
<b>TOTAL FUNDS AVAILABLE</b>	—	25,000	25,000	25,000
<b>EXPENDITURES</b>				
Operating Expenditures:				
Public Works	—	—	—	—
Community & Safety Services	—	—	—	—
Administrative Services	—	—	—	—
Capital Project:	—	25,000	25,000	25,000
<b>TOTAL EXPENDITURES</b>	—	25,000	25,000	25,000
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	—
<b>TOTAL TRANSFERS</b>	—	—	—	—
<b>ENDING BALANCE (June 30)</b>	—	—	—	—

The SB 821 Fund is a restricted fund which receives revenue that is reserved for use on bicycle and pedestrian facilities. Eligible projects include sidewalks, bike paths, bike lanes, bike routes, and access ramps or curb cuts.

## STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** AQMD FUND  
**CODE:** 216  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	463,815	460,240	507,670	511,610
<b>REVENUES</b>	69,965	60,300	62,380	62,400
<b>TOTAL FUNDS AVAILABLE</b>	533,780	520,540	570,050	574,010
<b>EXPENDITURES</b>				
Operating Expenditures:				
Legislative & Administrative	—	—	—	—
Community Development	26,110	58,440	58,440	58,440
Public Works	—	—	—	—
Administrative Services	—	—	—	—
<b>TOTAL EXPENDITURES</b>	26,110	58,440	58,440	58,440
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	(290,000)
<b>TOTAL TRANSFERS</b>	—	—	—	(290,000)
<b>ENDING BALANCE (June 30)</b>	507,670	462,100	511,610	225,570

The AQMD Special Fund is a restricted fund which includes revenue received from the Air Quality Management District for air pollution mitigation efforts, such as transportation and rideshare programs.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** MEASURE "R" FUND  
**CODE:** 217  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	220	220	260	260
<b>REVENUES</b>	573,139	609,300	609,300	627,580
<b>TOTAL FUNDS AVAILABLE</b>	573,359	609,520	609,560	627,840
<b>EXPENDITURES</b>				
Operating Expenditures:				
Legislative & Administrative	—	—	—	—
Public Works	573,103	609,300	609,300	627,580
Administrative Services	—	—	—	—
<b>TOTAL EXPENDITURES</b>	573,103	609,300	609,300	627,580
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	—
<b>TOTAL TRANSFERS</b>	—	—	—	—
<b>ENDING BALANCE (June 30)</b>	256	220	260	260

Measure "R" was approved by the Los Angeles County electorate in November 2008 to fund traffic relief and transportation upgrades. This fund reflects revenues anticipated and received by the City of Cerritos after the measure's effective date of July 1, 2009 and are used to offset direct program charges in the fund.

## STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** PROPOSITION "A" FUND  
**CODE:** 218  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	1,268,981	1,367,570	1,511,340	936,190
<b>REVENUES</b>	1,036,677	1,065,930	1,074,850	1,098,230
<b>TOTAL FUNDS AVAILABLE</b>	2,305,658	2,433,500	2,586,190	2,034,420
<b>EXPENDITURES</b>				
Operating Expenditures:				
Community Development	794,321	935,000	1,650,000	1,700,000
<b>TOTAL EXPENDITURES</b>	794,321	935,000	1,650,000	1,700,000
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) Prop C Fund	—	54,390	—	—
<b>TOTAL TRANSFERS</b>	—	54,390	—	—
<b>ENDING BALANCE (June 30)</b>	1,511,337	1,552,890	936,190	334,420

The Proposition "A" Fund contains monies which are collected by Los Angeles County and earmarked for transportation-related projects. Twenty-five percent of all County-wide revenues are returned to cities for local transportation uses. Direct program charges attributed to transportation-related projects are charged against this fund.

## STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** PROPOSITION "C" FUND  
**CODE:** 219  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	—	847,390
<b>REVENUES</b>	815,766	824,390	847,390	835,000
<b>TOTAL FUNDS AVAILABLE</b>	815,766	824,390	847,390	1,682,390
<b>EXPENDITURES</b>				
Operating Expenditures:				
Community Development	815,766	770,000	—	100,000
Capital Projects:				
Streets and Highways	—	—	—	1,300,000
<b>TOTAL EXPENDITURES</b>	815,766	770,000	—	1,400,000
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) Prop A	—	(54,390)	—	—
<b>TOTAL TRANSFERS</b>	—	(54,390)	—	—
<b>ENDING BALANCE (June 30)</b>	—	—	847,390	282,390

The Proposition "C" Fund contains the City's share of the one-half percent (1/2%) sales tax collected by Los Angeles County. Monies can be expended for bus system expansion projects, guideway system expansion projects, service quality and customer convenience projects and mandated program projects. Direct program charges attributed to transportation-related projects are charged against this fund.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** MEASURE "M" FUND  
**CODE:** 220  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	—	21,480
<b>REVENUES</b>	522,030	690,530	690,530	711,250
<b>TOTAL FUNDS AVAILABLE</b>	522,030	690,530	690,530	732,730
<b>EXPENDITURES</b>				
Operating Expenditures:				
Public Works	—	—	—	—
Administrative Services	—	—	—	—
Capital Projects:				
Streets and Highways	520,275	669,050	669,050	—
<b>TOTAL EXPENDITURES</b>	520,275	669,050	669,050	—
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	(1,755)	—	—	(200,000)
<b>TOTAL TRANSFERS</b>	(1,755)	—	—	(200,000)
<b>ENDING BALANCE (June 30)</b>	—	21,480	21,480	532,730

Measure "M" was approved by the Los Angeles County electorate in November 2016 in order to provide funding for a variety of local and regional transportation infrastructure improvements. Revenue is derived via a County-wide half cent sales tax increase and is distributed to local jurisdictions through an allocation formula. This fund reflects revenues received by the City of Cerritos that are used to offset direct program charges in the fund.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** MEASURE "A" FUND  
**CODE:** 231  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	—	—
<b>REVENUES</b>	—	—	—	195,660
<b>TOTAL FUNDS AVAILABLE</b>	—	—	—	195,660
<b>EXPENDITURES</b>				
Operating Expenditures:				
Community Development	—	—	—	—
Administrative Services	—	—	—	—
Capital Projects:				
Parks and Open Spaces	—	—	—	195,660
<b>TOTAL EXPENDITURES</b>	—	—	—	195,660
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	—
<b>TOTAL TRANSFERS</b>	—	—	—	—
<b>ENDING BALANCE (June 30)</b>	—	—	—	—

Measure "A" was approved by the Los Angeles County electorate in November 2016 in order to provide funding for a variety of local and regional park and open space improvements. Revenue is derived via a County-wide property tax increase of \$0.015 per square foot of building area. This fund reflects revenues received by the City of Cerritos that are reserved for the completion of improvement projects for the City's parks and open spaces.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** MEASURE "W" FUND  
**CODE:** 232  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	—	—
<b>REVENUES</b>	—	—	—	1,000,000
<b>TOTAL FUNDS AVAILABLE</b>	—	—	—	1,000,000
<b>EXPENDITURES</b>				
Operating Expenditures:				
Public Works	—	—	—	—
Administrative Services	—	—	—	—
Capital Projects:				
Water Improvements	—	—	—	145,000
<b>TOTAL EXPENDITURES</b>	—	—	—	145,000
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	—
<b>TOTAL TRANSFERS</b>	—	—	—	—
<b>ENDING BALANCE (June 30)</b>	—	—	—	855,000

Measure "W" was approved by the Los Angeles County electorate in November 2018 to pay for regional and municipal projects that improve water quality and help to increase regional water supply. Revenue is derived via a County-wide parcel tax increase of \$0.025 per square foot of impermeable space. This fund reflects revenues received by the City of Cerritos that are reserved for the completion of projects relating to water quality improvement.

## STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** ASSESSMENT DISTRICT # 6 FUND  
**CODE:** 241  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	19,625	—	15,100	—
<b>REVENUES</b>	95,652	120,210	120,280	120,280
<b>TOTAL FUNDS AVAILABLE</b>	115,277	120,210	135,380	120,280
<b>EXPENDITURES</b>				
Operating Expenditures:				
Legislative & Administrative	—	—	—	—
Community Development	—	—	—	—
Public Works	100,178	120,210	135,380	120,280
Administrative Services	—	—	—	—
<b>TOTAL EXPENDITURES</b>	100,178	120,210	135,380	120,280
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	—
<b>TOTAL TRANSFERS</b>	—	—	—	—
<b>ENDING BALANCE (June 30)</b>	15,099	—	—	—

The AD #6 Maintenance District Fund contains revenues and maintenance expenditures related to the industrial area bounded by Bloomfield Avenue, 166th Street, Carmenita Road and the northern City limits. Because there are no restrictions on the use of these funds, applicable revenues and expenditures have been incorporated into the General Fund.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** LOS COYOTES LIGHTING DISTRICT  
**CODE:** 242  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	—	—
<b>REVENUES</b>	98,612	100,090	98,600	98,600
<b>TOTAL FUNDS AVAILABLE</b>	98,612	100,090	98,600	98,600
<b>EXPENDITURES</b>				
Operating Expenditures:				
Legislative & Administrative	34,739	37,230	35,120	39,830
Public Works	958,589	995,090	1,010,930	1,030,730
Administrative Services	130,709	144,030	138,930	146,540
<b>TOTAL EXPENDITURES</b>	1,124,037	1,176,350	1,184,980	1,217,100
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	1,025,425	1,076,260	1,086,380	1,118,500
<b>TOTAL TRANSFERS</b>	1,025,425	1,076,260	1,086,380	1,118,500
<b>ENDING BALANCE (June 30)</b>	—	—	—	—

The Los Coyotes Lighting and Landscaping District Fund is a restricted fund that recovers costs for street lighting and landscaping. Revenue is collected from Cerritos Towne Center tenants in accordance with contractual agreements.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** LOCAL LAW ENFORCEMENT BLOCK GRANT  
**CODE:** 262  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	—	—
<b>REVENUES</b>	—	—	—	—
<b>TOTAL FUNDS AVAILABLE</b>	—	—	—	—
<b>EXPENDITURES</b>				
Operating Expenditures:				
Community & Safety Services	—	—	—	—
<b>TOTAL EXPENDITURES</b>	—	—	—	—
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	—
From/(To) Municipal Improvement Fund	—	—	—	—
<b>TOTAL TRANSFERS</b>	—	—	—	—
<b>ENDING BALANCE (June 30)</b>	—	—	—	—

When utilized, this fund contains revenue from the Justice Assistance Grant, which enables local agencies to develop comprehensive approaches to eliminating crime and public nuisances. Revenues received are transferred to the General Fund to fund allowable expenditures, resulting in no expenditures being budgeted in the fund.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** COPS SB 3229 GRANT FUND  
**CODE:** 264  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	—	—
<b>REVENUES</b>	139,416	100,000	100,000	100,000
<b>TOTAL FUNDS AVAILABLE</b>	139,416	100,000	100,000	100,000
<b>EXPENDITURES</b>				
Operating Expenditures:				
Public Works	—	—	—	—
Community & Safety Services	—	—	—	—
Administrative Services	—	—	—	—
<b>TOTAL EXPENDITURES</b>	—	—	—	—
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	(139,416)	(100,000)	(100,000)	(100,000)
<b>TOTAL TRANSFERS</b>	(139,416)	(100,000)	(100,000)	(100,000)
<b>ENDING BALANCE (June 30)</b>	—	—	—	—

COPS SB 3229 Grant Fund was passed in 1996 to make grant funding available to cities and counties for law enforcement purposes. Available monies have been used to fund law enforcement personnel at the Los Cerritos Center.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** ENVIRONMENTAL FUND  
**CODE:** 266  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	1,396	—	1,630	—
<b>REVENUES</b>	20,211	27,220	26,490	26,380
<b>TOTAL FUNDS AVAILABLE</b>	21,607	27,220	28,120	26,380
 <b>EXPENDITURES</b>				
Operating Expenditures:				
Public Works	—	—	—	—
Community & Safety Services	—	—	—	—
Administrative Services	—	—	—	—
<b>TOTAL EXPENDITURES</b>	—	—	—	—
 <b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	(19,980)	(27,220)	(28,120)	(26,380)
<b>TOTAL TRANSFERS</b>	(19,980)	(27,220)	(28,120)	(26,380)
<b>ENDING BALANCE (June 30)</b>	1,627	—	—	—

This restricted fund includes revenues from environmentally-oriented grant programs and reimburses the General Fund for direct program related expenditures.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** HOUSING ASSET FUND  
**CODE:** 280  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	20,447,575	22,518,430	22,359,380	22,684,110
<b>REVENUES</b>	374,806	575,570	531,730	301,830
<b>TOTAL FUNDS AVAILABLE</b>	20,822,381	23,094,000	22,891,110	22,985,940
<b>EXPENDITURES</b>				
Operating Expenditures:				
Housing Services Programs	—	7,000	207,000	7,000
<b>TOTAL EXPENDITURES</b>	—	7,000	207,000	7,000
<b>SPECIAL ADJUSTMENT</b>				
Adjustment to amount due				
from Successor Agency	1,537,000	—	—	—
<b>TOTAL SPECIAL ADJUSTMENTS</b>	1,537,000	—	—	—
<b>ENDING BALANCE (June 30)</b>	22,359,381	23,087,000	22,684,110	22,978,940
Ending Balance	22,359,381	23,087,000	22,684,110	22,978,940
SERAF Receivables	—	—	—	—
Successor Agency Loan	12,198,416	11,954,577	11,954,577	11,390,031
<b>CITY HOUSING ASSET FUND-EST. RESERVE</b>	10,160,965	11,132,423	10,729,533	11,588,909

The City Housing Asset Fund has been established to account for City transactions that were necessary during the dissolution of the former Cerritos Redevelopment Agency. The portion of the fund balance relating to the SERAF receivable is considered long term in nature and is not available for current expenditures.

## STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** COMMUNITY DEVELOPMENT BLOCK GRANT  
**CODE:** 290  
**TYPE:** SPECIAL REVENUE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	—	—
<b>REVENUES</b>	237,885	244,000	244,000	130,000
<b>TOTAL FUNDS AVAILABLE</b>	237,885	244,000	244,000	130,000
<b>EXPENDITURES</b>				
Capital Project	111,155	244,000	244,000	130,000
<b>TOTAL EXPENDITURES</b>	111,155	244,000	244,000	130,000
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	(126,730)	—	—	—
<b>TOTAL TRANSFERS</b>	(126,730)	—	—	—
<b>ENDING BALANCE (June 30)</b>	—	—	—	—

The Community Development Block Grant Fund (CDBG) is a restricted fund that recovers costs for the removal of material and architectural barriers that restrict the mobility and accessibility of elderly or severely disabled persons to public facilities and improvements.

Available monies are used for Americans with Disability Act (ADA) related improvements to playground equipment at City parks.

CDBG is a federally funded reimbursement grant. Specifically, expenditures must be incurred prior to the receipt of revenues.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** MUNICIPAL IMPROVEMENT FUND  
**CODE:** 410  
**TYPE:** CAPITAL PROJECTS FUND

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	2,199,880	2,173,470	2,158,840
<b>REVENUES</b>	48,688	2,906,430	818,350	4,013,430
<b>TOTAL FUNDS AVAILABLE</b>	48,688	5,106,310	2,991,820	6,172,270
<b>EXPENDITURES</b>				
Capital Projects:				
Parks and Open Space	850,287	745,000	147,030	1,114,500
Government Buildings	1,442,904	4,200,000	37,950	5,682,070
Traffic Signals	45,799	306,000	318,040	—
Other Projects	—	1,600,000	500,000	1,100,000
<b>TOTAL EXPENDITURES</b>	2,338,990	6,851,000	1,003,020	7,896,570
<b>TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From General Fund	605,346	1,744,690	170,040	801,200
From Street Fund	40,061	—	—	—
From CCPA Trust Fund	967,481	—	—	—
From Equipment Replacement Fund	45,159	—	—	923,100
From CDBG Fund	126,730	—	—	—
From Mullikin/Astor Museum Endowment Fund:				
Damage to City Property	1,599,880	—	—	—
L.A. County Grant Proceeds	950,000	—	—	—
Other	129,119	—	—	—
<b>TOTAL TRANSFERS</b>	4,463,776	1,744,690	170,040	1,724,300
<b>ENDING BALANCE (June 30)</b>	2,173,474	—	2,158,840	—
<b>RESTRICTED RESERVES FOR PROJECTS:</b>				
cp18206 - 12616 183rd St. Building Restoration	1,549,967	—	1,549,967	—
cp10024 - Sports Complex Refurbishment	2,030	—	—	—
cp19201 - Swim/Fitness Center Rehab. (Repair & Design)	621,477	—	608,873	—
<b>TOTAL RESTRICTED RESERVES</b>	2,173,474	—	2,158,840	—

The Municipal Improvement Fund includes revenues and expenditures associated with City capital projects.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** SEWER FUND  
**CODE:** 214  
**TYPE:** ENTERPRISE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	—	—
<b>REVENUES</b>	73,684	66,850	81,350	88,850
<b>TOTAL FUNDS AVAILABLE</b>	73,684	66,850	81,350	88,850
<b>EXPENSES</b>				
Direct Operating Expenses:				
Water & Power	193,372	177,960	178,310	182,670
<b>BALANCE BEFORE OVERHEAD EXPENSES</b>	(119,688)	(111,110)	(96,960)	(93,820)
<b>OVERHEAD EXPENSES</b>				
Indirect Overhead Expenses:				
Legislative & Administrative	28,802	30,870	32,620	36,980
Public Works	569,878	484,370	491,270	493,630
Administrative Services	108,365	122,690	132,020	139,040
<b>TOTAL OVERHEAD EXPENSES</b>	707,045	637,930	655,910	669,650
Capital Project	320,161	190,000	190,000	190,000
<b>TOTAL EXPENSES</b>	1,220,578	1,005,890	1,024,220	1,042,320
Other Sources and (Uses) of Funds				
From/(To) General Fund	1,146,894	939,040	942,870	953,470
<b>ENDING BALANCE (June 30)</b>	—	—	—	—
<b>PROJ. LOAN OWED TO GENERAL FUND</b>	7,820,491	8,426,150	8,763,360	9,716,830

The Sewer Fund is a restricted enterprise fund which holds revenues and expenses relative to sewer maintenance. In accordance with City Council direction, monies advanced to the Sewer Fund by the General Fund, and which remain unreimbursed at fiscal year-end, constitute a loan from the General Fund to be repaid at an interest rate of 2.5%.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** WATER FUND  
**CODE:** 510  
**TYPE:** ENTERPRISE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	—	—
<b>REVENUES</b>	9,743,529	10,493,100	10,555,170	12,416,940
<b>TOTAL FUNDS AVAILABLE</b>	9,743,529	10,493,100	10,555,170	12,416,940
<b>EXPENSES</b>				
Direct Operating Expenses:				
Water & Power	7,789,680	7,904,130	7,770,180	8,221,030
<b>BALANCE BEFORE OVERHEAD EXPENSES</b>	1,953,849	2,588,970	2,784,990	4,195,910
<b>OVERHEAD EXPENSES</b>				
Indirect Overhead Expenses:				
Legislative & Administrative	344,755	369,520	339,390	384,770
Public Works	731,564	750,420	734,250	736,810
Administrative Services	1,296,597	1,711,350	1,601,840	1,670,980
<b>TOTAL OVERHEAD EXPENSES</b>	2,372,916	2,831,290	2,675,480	2,792,560
Capital Projects:				
Water Improvements	90,417	2,166,000	730,000	1,785,000
<b>TOTAL EXPENSES</b>	10,253,013	12,901,420	11,175,660	12,798,590
Other Sources and (Uses) of Funds				
From/(To) General Fund	490,283	2,408,320	620,490	381,650
From/(To) Equipment Replacement Fund	19,201	—	—	—
<b>ENDING BALANCE (June 30)</b>	—	—	—	—
<b>PROJ. LOAN OWED TO GENERAL FUND</b>	9,262,683	13,960,440	9,883,170	10,264,820
<b>RESTRICTED RESERVES FOR PROJECTS:</b>				
cp17197 - C5 Water Well	488,239	—	2,218,239	1,168,239
<b>TOTAL RESTRICTED RESERVES</b>	488,239	—	2,218,239	1,168,239

The Water Fund is a restricted enterprise fund which contains revenues and expenses associated with the City's water enterprise. Projections for water revenue are reflective of current consumption patterns and anticipated usage reductions associated with recent State-mandated legislation. In accordance with City Council direction, monies advanced to the Water Fund by the General Fund, and which remain unreimbursed at fiscal year-end, constitute a loan from the General Fund to be repaid at an interest rate of 2.5%.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** RECLAIMED WATER FUND  
**CODE:** 550  
**TYPE:** ENTERPRISE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	1,250,291	1,212,160	1,479,260	1,607,830
<b>REVENUES</b>	1,193,285	1,114,510	1,178,630	1,283,010
<b>TOTAL FUNDS AVAILABLE</b>	2,443,576	2,326,670	2,657,890	2,890,840
<b>EXPENSES</b>				
Direct Operating Expenses:				
Water & Power	724,788	678,730	616,090	623,060
<b>BALANCE BEFORE OVERHEAD EXPENSES</b>	1,718,788	1,647,940	2,041,800	2,267,780
<b>OVERHEAD EXPENSES</b>				
Indirect Overhead Expenses:				
Legislative & Administrative	35,758	38,330	38,410	43,540
Public Works	69,313	70,190	74,420	74,810
Administrative Services	134,455	190,880	191,140	198,800
<b>TOTAL OVERHEAD EXPENSES</b>	239,526	299,400	303,970	317,150
Capital Projects:				
Water Improvements	—	155,000	130,000	205,000
<b>TOTAL EXPENSES</b>	964,314	1,133,130	1,050,060	1,145,210
Other Sources and (Uses) of Funds				
From/(To) General Fund	—	—	—	—
From/(To) Water Fund	—	—	—	—
<b>ENDING BALANCE (June 30)</b>	1,479,262	1,193,540	1,607,830	1,745,630

The Reclaimed Water Fund is a restricted fund that provides for the operation of the City's tertiary water system, which allows the use of reclaimed water to irrigate parks, medians and open spaces.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** ELECTRIC UTILITY FUND  
**CODE:** 570  
**TYPE:** ENTERPRISE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	—	—
<b>REVENUES</b>	4,496,774	6,068,000	5,208,000	5,312,000
<b>TOTAL FUNDS AVAILABLE</b>	4,496,774	6,068,000	5,208,000	5,312,000
<b>EXPENSES</b>				
Direct Operating Expenses:				
Water & Power	5,055,938	5,752,510	5,493,010	6,002,470
Magnolia Bonds 2003	856,568	857,470	857,470	858,750
<b>TOTAL DIRECT OPERATING EXPENSES</b>	5,912,506	6,609,980	6,350,480	6,861,220
<b>BALANCE BEFORE OVERHEAD EXPENSES</b>	(1,415,732)	(541,980)	(1,142,480)	(1,549,220)
<b>OVERHEAD EXPENSES</b>				
Indirect Overhead Expenses:				
Legislative & Administrative	—	—	—	—
Public Works	42,111	44,740	74,870	113,630
Administrative Services	39,747	38,890	46,340	55,890
<b>TOTAL INDIRECT OVERHEAD EXPENSES</b>	81,858	83,630	121,210	169,520
<b>TOTAL EXPENSES</b>	5,994,364	6,693,610	6,471,690	7,030,740
Transfer From/(To) Gen Fund *	856,568	—	860,000	860,000
Loan From Gen. Fund	641,022	625,610	403,690	858,740
Transfer From Gen Fund - Debt Service	—	—	—	—
<b>ENDING BALANCE (June 30)</b>	—	—	—	—
<b>PROJ. LOAN OWED TO GENERAL FUND</b>	21,267,637	21,344,937	21,671,327	22,530,067
<b>PROJ. LOAN OWED TO GENERAL FUND- DEBT SERVICE</b>	2,384,499	2,326,340	2,384,500	2,384,500

The City of Cerritos Electric Utility has been continuously serving electricity to customers within the City since July 2005. The Electric Utility Fund is a restricted fund for utility-related activities. In accordance with City Council direction, monies advanced by the General Fund to the Electric Utility, and which remain unreimbursed at year-end, constitute a loan from the General Fund to be repaid at an interest rate of 2.5%. The rate was reduced from 12% to 2.5% on the current and future loan balance beginning with the Fiscal Year 2012-2013. Commencing in December 2013 of Fiscal Year 2013-2014, electric billing has been outsourced to a third party, which has significantly reduced staff time overhead charges to the Electric Fund. However, the Electric Utility still incurs some slight administrative staff time allocations from a few of the City's cost centers.

The Electric Utility's debt service obligations related to the Magnolia Power Project will be funded through a portion of the proceeds the Successor Agency to the Cerritos Redevelopment Agency will receive as part of a recent settlement of outstanding litigation between the Successor Agency and the State Department of Finance.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** EQUIPMENT REPLACEMENT FUND  
**CODE:** 620  
**TYPE:** INTERNAL SERVICE FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	13,789,733	10,750,150	11,797,290	11,394,460
<b>REVENUES</b>	158,671	142,400	155,500	155,600
<b>TOTAL FUNDS AVAILABLE</b>	13,948,404	10,892,550	11,952,790	11,550,060
<b>EXPENSES</b>				
Operating Expenditures:				
Legislative & Administrative	—	—	—	—
Public Works	—	—	—	—
Administrative Services	686,759	298,060	292,230	288,660
Capital Outlay	—	—	266,100	1,231,930
<b>TOTAL EXPENSES</b>	686,759	298,060	558,330	1,520,590
<b>TOTAL TRANSFERS</b>				
Other Sources and (Uses) of Funds				
From/(To) General Fund	(1,400,000)	—	—	—
From/(To) Municipal Improvement Fund	(45,159)	—	—	(923,100)
From/(To) Water Fund	(19,201)	—	—	—
From/(To) Reclaimed Water Fund	—	—	—	—
<b>TOTAL TRANSFERS</b>	(1,464,360)	—	—	(923,100)
<b>ENDING BALANCE (June 30)</b>	11,797,285	10,594,490	11,394,460	9,106,370

The Equipment Replacement Fund provides for the regular maintenance and replacement of the City's equipment and office equipment inventory.

# STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** REDEVELOPMENT PROPERTY TAX TRUST FUNDS (RPTTF)  
LOS CERRITOS / LOS COYOTES / HOUSING

**CODE:** 943

**TYPE:** SUCCESSOR AGENCY FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	—	—	—	—
<b>REVENUES</b>	19,201,990	18,314,740	18,314,740	19,798,592
<b>Unspent Revenues carried forward to future years</b>	(275,871)	—	—	—
<b>TOTAL FUNDS AVAILABLE</b>	18,926,119	18,314,740	18,314,740	19,798,592
<b>EXPENSES</b>				
Operating Expenditures:				
Bond Principal	11,335,000	12,040,000	12,040,000	12,780,000
Bond Interest	4,672,226	3,947,524	3,947,524	3,237,291
Bond- Market Value Fluctuation	—	—	—	—
SERAF Loan Repayment	139,983	—	—	—
CITY Loan Repayment	2,142,233	2,282,216	2,282,216	3,736,301
Note Payable	—	—	—	—
Bond Processing Fees	10,322	10,000	10,000	10,000
Capital Program Expense- Cerritos	—	—	—	—
Administrative Costs	626,355	35,000	35,000	35,000
Unfunded Pension Liability	—	—	—	—
Unfunded OPEB Obligation	—	—	—	—
<b>TOTAL EXPENSES</b>	18,926,119	18,314,740	18,314,740	19,798,592
Other Sources (Uses) of Funds				
Payment to County	—	—	—	—
Loan from City	—	—	—	—
Long Range Property Mgt Plan from City	—	—	—	—
Transfer from Fiscal Agent Funds	—	—	—	—
<b>ENDING BALANCE (June 30)</b>	—	—	—	—
 LOAN OWED TO THE CITY	 60,992,079	 59,772,885	 59,772,885	 56,950,154

## STATEMENT OF FUND BALANCES AND RESERVES

**FUND:** BOND RESERVE  
LOS CERRITOS / LOS COYOTES  
**CODE:** 945  
**TYPE:** SUCCESSOR AGENCY FUNDS

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROJECTED
<b>BEGINNING BALANCE (July 1)</b>	16,604,200	16,865,950	16,996,340	17,523,940
<b>REVENUES</b>	392,139	192,700	527,600	529,000
<b>TOTAL FUNDS AVAILABLE</b>	16,996,339	17,058,650	17,523,940	18,052,940
Other Financing Sources (Uses) of Funds:				
Transfer In	—	—	—	—
Transfer to Redevelopment Obligation				
Property Tax Trust Fund	—	—	—	—
<b>ENDING BALANCE (June 30)</b>	16,996,339	17,058,650	17,523,940	18,052,940

Successor Agency began February 1, 2012; balance represents reserve requirements with the Fiscal Agent.

**City of Cerritos**  
**and**  
**Successor Agency to the Cerritos Redevelopment Agency**  
**Financial Program: 2019-2020**  
**Revenues**

# REVENUES

## SUMMARY OF REVENUES BY FUND TYPE AND YEAR

<b>CITY OF CERRITOS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 EST. ACTUAL</b>	<b>2019-2020 FORECAST</b>
General Fund	73,498,216	78,761,030	72,617,080	73,952,840
General Fund - Misc.	810,792	365,080	534,150	539,720
Special Revenue Funds	5,671,589	8,137,810	6,883,980	9,040,480
Capital Projects Funds	48,688	2,906,430	818,350	4,013,430
Enterprise Funds	15,537,039	17,742,460	17,023,150	19,100,800
Internal Service Funds	158,671	142,400	155,500	155,600
<b>TOTAL CITY OF CERRITOS</b>	<b>95,724,995</b>	<b>108,055,210</b>	<b>98,032,210</b>	<b>106,802,870</b>

<b>SUCCESSOR AGENCY</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 EST. ACTUAL</b>	<b>2019-2020 FORECAST</b>
Successor Agency Funds	19,419,423	18,507,440	18,842,340	20,327,590
<b>TOTAL SUCCESOR AGENCY</b>	<b>19,419,423</b>	<b>18,507,440</b>	<b>18,842,340</b>	<b>20,327,590</b>

# REVENUES

**FUND: General Fund**  
**CODE: 110**

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 EST. ACTUAL	2019-2020 FORECAST
<b>TAXES</b>				
40130 (000) Business License	1,130,575	1,090,000	1,135,000	1,140,000
40133 (000) Business License - Software	0	30,000	0	0
40135 (000) Business License - Tobacco Retail	350	1,200	1,200	1,200
40160 (141) Documentary Transfer Taxes	289,782	230,000	250,000	270,000
40180 (000) No-Low Property Tax	3,496,095	3,522,340	3,537,800	3,665,200
40230 (000) Sales Tax	33,607,144	34,901,310	34,188,000	34,053,000
40232 (000) Sales Tax Reimbursement	0	0	0	0
40245 (000) Pass Thru From CRA	320,652	290,000	350,000	357,000
40246 (000) ABX1 26 PTR Residual	1,681,882	1,570,000	1,800,000	1,975,000
40250 (000) Transient Occupancy Tax	1,214,387	1,125,000	1,150,000	1,200,000
41701 (000) General Tax Levy	992,992	930,000	945,000	950,000
41702 (000) General Tax Levy - AD#6	0	0	0	0
<b>TOTAL TAXES</b>	<b>42,733,859</b>	<b>43,689,850</b>	<b>43,357,000</b>	<b>43,611,400</b>

## FRANCHISES

40171 (141) Franchise - Utility	696,368	700,000	700,000	700,000
40172 (000) Franchise - Trash	1,367,046	1,336,510	1,182,000	1,241,100
40173 (141) Franchise - Cable	501,597	550,000	500,000	520,000
<b>TOTAL FRANCHISES</b>	<b>2,565,011</b>	<b>2,586,510</b>	<b>2,382,000</b>	<b>2,461,100</b>

## LICENSES AND PERMITS

41109 (211) Building Permits - City	629,596	500,000	500,000	500,000
41110 (211) Building Permits	1,455,600	1,100,000	1,100,000	1,100,000
41111 (211) General Plan Maintenance Fee	0	100,000	0	0
41115 (000) Green Building Permits Standards Fee	385	300	400	400
41120 (321) Excavation Permit	120,896	50,000	80,000	120,000
41123 (231) Occupancy Permit Processing	49,476	30,000	50,000	50,000
41125 (353) Tree Trimming Permit	28,014	20,000	26,000	28,000
<b>TOTAL LICENSES &amp; PERMITS</b>	<b>2,283,967</b>	<b>1,800,300</b>	<b>1,756,400</b>	<b>1,798,400</b>

## FINES & FORFEITURES

41205 (451) Administrative Citations	3,656	3,600	3,600	3,600
41205 (452) Administrative Citations	0	0	0	0
41210 (451) Court Fines	56,847	180,000	60,000	60,000
41210 (452) Court Fines	0	0	0	0
41220 (451) Forfeitures & Seizures	0	0	0	0
41230 (451) Parking Bail / State	60,265	100,000	63,000	63,000
41240 (451) Parking Fines	278,995	300,000	300,000	300,000
41250 (451) Vehicle Fines	171,254	310,000	170,000	170,000
<b>TOTAL FINES &amp; FORFEITURES</b>	<b>571,017</b>	<b>893,600</b>	<b>596,600</b>	<b>596,600</b>

# REVENUES

**FUND: General Fund (cont.)**

**CODE: 110**

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 EST. ACTUAL	2019-2020 FORECAST
<b>REV. FROM USE OF MONEY &amp; PROP.</b>				
41321 (000) Bldg & Ground Lease - Lincoln	544,240	544,240	544,240	544,240
41322 (000) Bldg & Ground Lease - Towne Center	4,835,985	4,834,160	4,884,570	4,939,330
41323 (000) Bldg & Ground Lease - Auto Storage	455,066	2,058,850	458,850	458,850
41324 (000) Bldg & Ground Lease - Others	56,579	387,000	56,800	56,800
41325 (000) Bldg & Ground Lease - Jaguar / Land Rover	280,404	280,400	280,400	280,400
41326 (000) Bldg & Ground Lease - NW Studebaker / 183	629,892	626,550	650,260	662,000
41327 (000) Bldg & Ground Lease - 12616 183rd St	0	150,000	0	420,000
41328 (000) Bldg & Ground Lease - 12880 Moore St	0	0	391,430	403,170
41329 (000) Bldg & Ground Lease - 17423 Studebaker Rd	0	0	0	126,720
41335 (000) Community Facilities District	9,693	9,890	9,890	10,300
41336 (000) Developer Mitigation - Aria	45,000	45,000	84,600	84,600
41340 (442) Concessions	0	0	0	0
41340 (621) Concessions	17,260	0	0	0
41350 (000) Interest Income	2,770,953	1,733,610	1,733,610	1,733,610
41350 (261) Interest Income	0	0	850,400	730,860
41353 (000) Market Value Investment Fluctuation	-1,008,632	0	0	0
41354 (000) Gain or Loss on Sale of Investment	22,582	0	0	0
41360 (422) Rent - Facility	44,193	38,000	38,000	38,000
41360 (441) Rent - Facility	235,750	250,000	273,000	250,000
41360 (443) Rent - Facility	110,698	90,000	90,000	95,000
41360 (571) Rent - Facility	70,974	77,180	80,000	80,000
41360 (661) Rent - Facility	1,110,115	780,000	550,000	550,000
41361 (000) Rental Participation - Lincoln	0	47,000	38,000	38,000
41362 (000) Rental Participation - Towne Ctr (Vestar)	23,330	23,000	47,000	47,000
41364 (000) Rental Participation - Sheraton	390,011	360,000	390,010	400,000
41366 (000) Rental Participation - Towne Ctr (Tiarna)	0	0	0	0
41367 (000) Rental Participation - Towne Ctr (Arden)	0	0	0	0
41368 (000) Rental Participation - AT&T	56,001	58,000	53,600	55,000
41370 (000) Rent - Property	14,400	14,400	14,400	14,400
41382 (000) Site Improvement - Towne Center	50,232	50,230	50,230	50,230
41650 (000) Sale of Land	0	3,300,000	0	0
41699 (000) CRA Loan Repayment	0	965,770	0	0
<b>TOTAL REV. FROM USE OF MONEY &amp; PROP.</b>	<b>10,764,726</b>	<b>16,723,280</b>	<b>11,569,290</b>	<b>12,068,510</b>

# REVENUES

**FUND: General Fund (cont.)**  
**CODE: 110**

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 EST. ACTUAL	2019-2020 FORECAST
<b>INTERGOVERNMENTAL</b>				
41452 (571) Grant - Library	0	1,000	16,730	1,000
41458 (571) Grant - Childhood Literacy Grant	0	0	0	0
41475 (311) Grants - Others	0	0	0	0
41475 (441) Grants - Others	0	0	0	0
41475 (571) Grants - Others	0	0	0	0
41475 (661) Grants - Others	110,000	178,000	178,000	178,000
41479 (000) Motor Vehicle In Lieu - Reimbursement	5,402,629	5,587,400	5,636,230	5,827,860
41480 (000) Motor Vehicle In Lieu	26,340	22,000	25,000	26,000
41485 (000) SB90 State Mandated Reimbursement	10,777	5,000	5,000	5,000
41495 (000) Other Agency Contribution	0	0	0	0
41710 (000) Reimbursement - Administrative	0	0	0	0
41750 (000) Reimbursement - Staff Time	624,463	35,000	35,000	35,000
<b>TOTAL INTERGOVERNMENTAL</b>	<b>6,174,209</b>	<b>5,828,400</b>	<b>5,895,960</b>	<b>6,072,860</b>
<b>CURRENT FEES &amp; SERVICES</b>				
41508 (000) Cal-Card Rebate	4,510	4,900	4,900	4,900
41511 (321) Checking & Inspection Fees	48,332	55,000	12,000	14,000
41512 (621) Credit Card Discount Fee	123,057	-135,000	-135,000	-135,000
41513 (551) Coffee & Beverage Sales	3,851	4,500	4,500	4,500
41527 (442) Golf Course Revenues	579,071	640,000	617,000	610,000
41530 (621) Handling Fee	19,465	203,000	203,000	203,000
41531 (451) Gas / Fuel Sales	129,197	100,000	130,000	130,000
41532 (451) Fingerprinting Reimbursement	31,687	50,000	2,080	0
41534 (571) Library Fees & Fines	54,594	43,000	50,000	50,000
41535 (000) Film Shoot Revenue	0	0	0	0
41539 (422) Membership Fees	38,700	45,000	45,000	45,000
41539 (443) Membership Fees	47,950	50,000	50,000	50,000
41539 (571) Membership Fees	37,050	36,000	34,580	34,580
41547 (231) Planning & Zoning Fees	153,565	120,000	140,000	120,000
41549 (621) Program Advertising Revenue	0	0	0	0
41552 (422) Registration Fees	43,498	42,000	42,000	42,000
41552 (441) Registration Fees	449,769	510,000	476,000	470,000
41552 (442) Registration Fees	12,831	20,000	16,000	17,000
41552 (443) Registration Fees	260,821	330,000	265,000	275,000
41552 (571) Registration Fees	3,251	2,600	3,000	3,000
41554 (443) Recreational Swim Fees	113,973	140,000	115,000	120,000
41560 (421) Sponsored Events	842	300	300	300
41560 (441) Sponsored Events	77,410	50,000	63,000	65,000
41563 (422) Subscription Fees	32	30	30	30
41564 (451) Sheriff Security Services	161,734	160,000	160,000	160,000
41565 (621) Ticket Sales - Box Office	4,563,352	4,500,000	4,500,000	4,800,000
41566 (621) Ticket Sales - Donated	3,160	-3,000	-3,000	-3,000
41567 (661) Ticket Sales - Rental	2,523	0	0	0
41705 (000) Assessment - Auto Storage Maintenance	21,012	21,010	21,010	21,010
41707 (000) Business License - Certified ACC	0	130	800	1,000
41781 (531) Sheriff Cost Recovery	0	3,000	0	0
<b>TOTAL CURRENT FEES &amp; SERVICES</b>	<b>6,985,237</b>	<b>6,992,470</b>	<b>6,817,200</b>	<b>7,102,320</b>

# REVENUES

**FUND: General Fund (cont.)**  
**CODE: 110**

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 EST. ACTUAL	2019-2020 FORECAST
<b>MISCELLANEOUS REVENUES</b>				
41502 (611) Artist Merchandise / Taxable	0	0	0	0
41502 (621) Artist Merchandise / Taxable	13,058	13,000	13,000	13,000
41502 (671) Artist Merchandise / Taxable	0	0	0	0
41506 (422) Boutique Sales	2,610	3,000	3,000	3,000
41506 (571) Boutique Sales	9,776	4,520	7,000	7,000
41506 (621) Boutique Sales	0	0	0	0
41506 (671) Boutique Sales	0	0	0	0
41514 (422) Consignment Sales	750	-500	-500	-500
41515 (000) Cash Short / Over	9	0	0	0
41515 (211) Cash Short / Over	0	0	0	0
41515 (421) Cash Short / Over	20	0	10	0
41515 (422) Cash Short / Over	0	0	0	0
41515 (441) Cash Short / Over	0	0	0	0
41515 (442) Cash Short / Over	0	0	0	0
41515 (443) Cash Short / Over	13	0	0	0
41515 (451) Cash Short / Over	0	0	0	0
41515 (531) Cash Short / Over	2	0	0	0
41515 (571) Cash Short / Over	410	0	0	0
41515 (621) Cash Short / Over	100	0	0	0
41515 (671) Cash Short / Over	0	0	0	0
41517 (571) Debit Card Revenue	32,345	32,000	29,000	29,000
41518 (422) Donation	0	0	0	0
41518 (441) Donation	0	0	0	0
41537 (451) Safety Center Merchandise Sale	4	0	0	0
41538 (000) Maps & Publications	0	0	0	0
41538 (141) Maps & Publications	0	0	0	0
41538 (211) Maps & Publications	0	0	0	0
41538 (231) Maps & Publications	1,885	2,000	2,000	2,000
41538 (311) Maps & Publications	0	0	0	0
41538 (321) Maps & Publications	192	0	1,000	0
41538 (363) Maps & Publications	0	0	0	0
41538 (411) Maps & Publications	0	0	0	0
41538 (451) Maps & Publications	19	0	0	0
41538 (531) Maps & Publications	0	0	0	0
41538 (532) Maps & Publications	0	0	0	0
41555 (000) Returned Check Charge	180	150	150	150
41555 (441) Returned Check Charge	2,100	0	0	0
41555 (671) Returned Check Charge	0	0	0	0
41581 (000) Vendor Registration Fees	0	0	0	0
41581 (421) Vendor Registration Fees	0	0	0	0
41581 (422) Vendor Registration Fees	2,400	0	0	2,400
41605 (441) Anniversary Revenue	27	0	0	0
41631 (000) CDBG Fund Exchange	0	0	0	0
41631 (441) CDBG Fund Exchange	0	0	0	0
41635 (000) Legal Settlements	10,926	0	0	0
41660 (000) Sale of Surplus Property	0	0	0	0

# REVENUES

**FUND: General Fund (cont.)**  
**CODE: 110**

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 EST. ACTUAL	2019-2020 FORECAST
<b>MISCELLANEOUS REVENUES (cont.)</b>				
41660 (551) Sale of Surplus Property	1,097,715	5,000	6,910	5,000
41670 (442) Merchandise Sales	13,650	14,000	14,000	14,000
41670 (443) Merchandise Sales	2,352	3,000	2,000	2,500
41671 (422) Merchandise Sales / Non-Taxable	680	350	350	350
41671 (443) Merchandise Sales / Non-Taxable	2,377	2,500	2,500	2,500
41671 (571) Merchandise Sales / Non-Taxable	12,117	12,000	300	150
41671 (621) Merchandise Sales / Non-Taxable	0	0	0	0
41690 (000) Miscellaneous Revenue	29,200	13,000	15,000	15,000
41690 (141) Miscellaneous Revenue	751	2,500	1,000	1,000
41690 (311) Miscellaneous Revenue	0	0	0	0
41690 (422) Miscellaneous Revenue	0	0	0	0
41690 (441) Miscellaneous Revenue	0	0	0	0
41690 (442) Miscellaneous Revenue	1,230	0	0	0
41690 (443) Miscellaneous Revenue	2,387	0	0	0
41690 (451) Miscellaneous Revenue	0	0	0	0
41690 (531) Miscellaneous Revenue	0	0	810	0
41690 (532) Miscellaneous Revenue	0	0	0	0
41690 (571) Miscellaneous Revenue	0	0	0	0
41690 (621) Miscellaneous Revenue	0	0	0	0
41690 (671) Miscellaneous Revenue	0	0	0	0
41720 (000) Damage to City Property	0	0	0	0
41720 (141) Damage to City Property	0	0	0	0
41720 (531) Damage to City Property	34,712	30,000	35,000	35,000
41765 (000) Reimbursement - Other Expense	0	0	0	0
41765 (111) Reimbursement - Other Expense	0	0	0	0
41765 (121) Reimbursement - Other Expense	0	0	0	0
41765 (141) Reimbursement - Other Expense	0	0	0	0
41765 (211) Reimbursement - Other Expense	0	0	0	0
41765 (221) Reimbursement - Other Expense	0	0	0	0
41765 (231) Reimbursement - Other Expense	0	0	0	0
41765 (251) Reimbursement - Other Expense	0	0	0	0
41765 (321) Reimbursement - Other Expense	0	0	0	0
41765 (331) Reimbursement - Other Expense	0	0	0	0
41765 (341) Reimbursement - Other Expense	0	0	0	0
41765 (342) Reimbursement - Other Expense	0	0	0	0
41765 (343) Reimbursement - Other Expense	0	0	0	0
41765 (344) Reimbursement - Other Expense	0	0	0	0
41765 (352) Reimbursement - Other Expense	0	0	0	0
41765 (354) Reimbursement - Other Expense	0	0	0	0
41765 (362) Reimbursement - Other Expense	0	0	0	0
41765 (363) Reimbursement - Other Expense	0	0	0	0
41765 (365) Reimbursement - Other Expense	0	0	0	0
41765 (421) Reimbursement - Other Expense	4,629	5,100	5,100	5,100
41765 (422) Reimbursement - Other Expense	0	0	0	0
41765 (441) Reimbursement - Other Expense	0	0	0	0
41765 (443) Reimbursement - Other Expense	0	0	0	0

# REVENUES

**FUND: General Fund (cont.)**  
**CODE: 110**

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 EST. ACTUAL	2019-2020 FORECAST
<b>MISCELLANEOUS REVENUES (cont.)</b>				
41765 (451) Reimbursement - Other Expense	1,066	0	0	0
41765 (452) Reimbursement - Other Expense	90	0	0	0
41765 (521) Reimbursement - Other Expense	0	0	0	0
41765 (531) Reimbursement - Other Expense	0	0	0	0
41765 (532) Reimbursement - Other Expense	0	0	0	0
41765 (541) Reimbursement - Other Expense	57	0	0	0
41765 (551) Reimbursement - Other Expense	0	0	0	0
41765 (552) Reimbursement - Other Expense	0	0	0	0
41765 (561) Reimbursement - Other Expense	0	0	0	0
41765 (571) Reimbursement - Other Expense	70	0	0	0
41765 (611) Reimbursement - Other Expense	0	0	0	0
41765 (621) Reimbursement - Other Expense	2,515	0	0	0
41765 (631) Reimbursement - Other Expense	0	0	0	0
41765 (641) Reimbursement - Other Expense	0	0	0	0
41765 (651) Reimbursement - Other Expense	0	0	0	0
41765 (661) Reimbursement - Other Expense	137,766	105,000	105,000	105,000
41765 (671) Reimbursement - Other Expense	0	0	0	0
41790 (121) Legal Cost Reimbursement	0	0	0	0
41790 (362) Legal Cost Reimbursement	0	0	0	0
41790 (451) Legal Cost Reimbursement	0	0	0	0
41790 (452) Legal Cost Reimbursement	0	0	0	0
<b>TOTAL MISCELLANEOUS REVENUES</b>	<b>1,420,190</b>	<b>246,620</b>	<b>242,630</b>	<b>241,650</b>
<hr/>				
<b>110 - GENERAL FUND TOTAL</b>	<b>73,498,216</b>	<b>78,761,030</b>	<b>72,617,080</b>	<b>73,952,840</b>

# REVENUES

## General Fund - Misc.

		2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 EST. ACTUAL	2019-2020 FORECAST
<b>112 CCPA ENDOWMENT FUND</b>					
41350 (000)	Interest Income	130,221	120,570	140,500	143,800
41475 (000)	Grants - Others	0	0	0	0
41518 (000)	Donation	138,308	100,000	100,000	100,000
41607 (000)	Arts Education Program Revenue	85	0	0	0
41631 (000)	CDBG Fund Exchange	0	0	0	0
41690 (000)	Miscellaneous Revenue	880	0	0	0
<b>TOTAL 112 CCPA ENDOWMENT FUND</b>		<b>269,494</b>	<b>220,570</b>	<b>240,500</b>	<b>243,800</b>
<b>113 EARTHQUAKE PREPAREDNESS</b>					
41350 (000)	Interest Income	37,315	35,090	46,250	48,500
<b>TOTAL 113 EARTHQUAKE PREPAREDNESS</b>		<b>37,315</b>	<b>35,090</b>	<b>46,250</b>	<b>48,500</b>
<b>114 BUSINESS LICENSE SOFTWARE</b>					
40133 (000)	Business License - Software	34,429	0	30,000	30,000
41350 (000)	Interest Income	0	0	500	520
<b>TOTAL 114 BUSINESS LICENSE SOFTWARE</b>		<b>34,429</b>	<b>0</b>	<b>30,500</b>	<b>30,520</b>
<b>115 ART IN PUBLIC PLACES</b>					
41350 (000)	Interest Income	10,760	9,420	15,230	15,230
41518 (000)	Donation	347,428	100,000	100,000	100,000
<b>TOTAL 115 ART IN PUBLIC PLACES</b>		<b>358,188</b>	<b>109,420</b>	<b>115,230</b>	<b>115,230</b>
<b>116 GENERAL PLAN MAINTENANCE FEE</b>					
41111 (211)	General Plan Maintenance Fee	111,366	0	100,000	100,000
41350 (000)	Interest Income	0	0	1,670	1,670
<b>TOTAL 116 GENERAL PLAN MAINT. FEE</b>		<b>111,366</b>	<b>0</b>	<b>101,670</b>	<b>101,670</b>
<b>118 MUSEUM ENDOWMENT FUND</b>					
41324 (000)	Bldg & Ground Lease - Others	0	0	0	0
41350 (000)	Interest Income	0	0	0	0
41475 (000)	Grants - Others	0	0	0	0
41650 (000)	Sale of Land	0	0	0	0
41720 (000)	Damage to City Property	0	0	0	0
<b>TOTAL 118 MUSEUM ENDOWMENT FUND</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GENERAL FUND - MISC. TOTAL</b>		<b>810,792</b>	<b>365,080</b>	<b>534,150</b>	<b>539,720</b>

# REVENUES

## Special Revenue Funds

		2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
<b>210 ROAD MAINT. AND REHAB. ACT (RMRA)</b>					
40203 (000)	Road Maintenance and Rehabilitation - (RMRA)	293,206	830,950	850,220	884,990
41350 (000)	Interest Income	105	0	0	0
<b>TOTAL 210 RMRA FUND</b>		<b>293,311</b>	<b>830,950</b>	<b>850,220</b>	<b>884,990</b>

## 211 STREET IMPROVEMENT FUND

40174 (000)	Franchise - Trash Set Aside	84,000	84,000	84,000	84,000
40175 (000)	LA CMTA STPL Exchange	0	0	0	0
41350 (000)	Interest Income	0	0	0	0
41441 (000)	Hwy Users Tax - 2105	271,545	288,090	280,160	278,480
41442 (000)	Hwy Users Tax - 2106	167,880	171,780	170,240	169,230
41443 (000)	Hwy Users Tax - 2107	353,399	357,430	367,950	365,690
41444 (000)	Hwy Users Tax - 2107.5	7,500	7,500	7,500	7,500
41446 (000)	Hwy Users Tax - 2103	194,864	383,630	177,570	426,930
41460 (000)	American Recovery and Reinvestment Act-S	0	0	0	0
41475 (000)	Grants - Others	220,000	1,505,000	425,000	1,425,000
41495 (000)	Other Agency Contribution	23,101	0	0	0
41690 (000)	Miscellaneous Revenue	56,886	56,890	82,790	56,450
<b>TOTAL 211 STREET IMPROVEMENT FUND</b>		<b>1,379,175</b>	<b>2,854,320</b>	<b>1,595,210</b>	<b>2,813,280</b>

## 213 DRAINAGE FUND

41350 (000)	Interest Income	0	0	0	0
41519 (321)	Drainage Fee	11,541	10,000	8,000	10,000
<b>TOTAL 213 DRAINAGE FUND</b>		<b>11,541</b>	<b>10,000</b>	<b>8,000</b>	<b>10,000</b>

## 215 SB821 FUND

41350 (000)	Interest Income	0	0	0	0
41451 (411)	Grants - SB 821	0	25,000	25,000	25,000
<b>TOTAL 215 SB821 FUND</b>		<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>

## 216 AQMD FUND

41350 (000)	Interest Income	6,289	5,300	7,380	7,400
41420 (000)	AQMD Revenue	63,676	55,000	55,000	55,000
41475 (000)	Grants - Others	0	0	0	0
<b>TOTAL 216 AQMD FUND</b>		<b>69,965</b>	<b>60,300</b>	<b>62,380</b>	<b>62,400</b>

# REVENUES

## Special Revenue Funds (Continued)

		2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
<b>217 MEASURE "R" FUND</b>					
40205 (000)	Measure "R" Tax	572,619	609,300	609,300	627,580
41350 (000)	Interest Income	520	0	0	0
<b>TOTAL 217 MEASURE R FUND</b>		<b>573,139</b>	<b>609,300</b>	<b>609,300</b>	<b>627,580</b>
<b>218 PROPOSITION "A" FUND</b>					
40210 (000)	Proposition "A" Tax	921,695	979,400	979,400	1,000,000
41350 (000)	Interest Income	23,204	16,530	25,450	28,230
41459 (000)	Grant-National Transit Database Program	71,139	70,000	70,000	70,000
41572 (221)	Transit Revenue - Dial-A-Ride	20,638	0	0	0
<b>TOTAL 218 PROPOSITION A FUND</b>		<b>1,036,676</b>	<b>1,065,930</b>	<b>1,074,850</b>	<b>1,098,230</b>
<b>219 PROPOSITION "C" FUND</b>					
40220 (000)	Proposition "C" Tax	759,376	812,390	812,390	800,000
41350 (000)	Interest Income	0	0	0	0
41475 (000)	Grants - Others	0	0	0	0
41571 (221)	Transit Revenue - C.O.W.	56,390	12,000	35,000	35,000
<b>Total 219 PROPOSITION C FUND</b>		<b>815,766</b>	<b>824,390</b>	<b>847,390</b>	<b>835,000</b>
<b>220 MEASURE "M" FUND</b>					
40204 (000)	Measure "M" Tax	518,924	690,530	690,530	711,250
41350 (000)	Interest Income	3,107	0	0	0
<b>TOTAL 220 MEASURE M FUND</b>		<b>522,031</b>	<b>690,530</b>	<b>690,530</b>	<b>711,250</b>
<b>231 MEASURE "A" FUND</b>					
40206 (000)	Measure "A" Tax	0	0	0	195,660
41350 (000)	Interest Income	0	0	0	0
<b>TOTAL 231 MEASURE A FUND</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>195,660</b>
<b>232 MEASURE "W" FUND</b>					
40207 (000)	Measure "W" Tax	0	0	0	1,000,000
41350 (000)	Interest Income	0	0	0	0
<b>TOTAL 232 MEASURE W FUND</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>
<b>241 AD #6 MAINTENANCE DISTRICT</b>					
41350 (000)	Interest Income	-180	210	280	280
41702 (000)	General Tax Levy - AD#6	95,652	120,000	120,000	120,000
<b>TOTAL 241 AD #6 MAINTENANCE DISTRICT</b>		<b>95,472</b>	<b>120,210</b>	<b>120,280</b>	<b>120,280</b>
<b>242 LOS COYOTES LIGHTING DISTRICT</b>					
41350 (000)	Interest Income	0	0	0	0
41703 (000)	Assessment - Landscape	98,612	100,090	98,600	98,600
<b>TOTAL 242 LOS COYOTES LIGHTING DISTRICT</b>		<b>98,612</b>	<b>100,090</b>	<b>98,600</b>	<b>98,600</b>

# REVENUES

## Special Revenue Funds (Continued)

		2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
<b>262 LOCAL LAW ENFORCEMENT GRANT</b>					
41350 (000)	Interest Income	0	0	0	0
41475 (000)	Grants - Others	0	0	0	0
<b>TOTAL 262 LOC. LAW ENFORCE. GRANT</b>		<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>264 COPS SB 3229 GRANT FUND</b>					
41350 (000)	Interest Income	0	0	0	0
41475 (000)	Grants - Others	139,416	100,000	100,000	100,000
<b>TOTAL 264 COPS SB 3229 GRANT FUND</b>		<b>139,416</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>266 ENTERPRISE GRANT</b>					
41350 (000)	Interest Income	457	220	380	380
41475 (000)	Grants - Others	19,754	27,000	26,110	26,000
<b>TOTAL 266 OTHER GRANT</b>		<b>20,211</b>	<b>27,220</b>	<b>26,490</b>	<b>26,380</b>
<b>280 HOUSING</b>					
41350 (000)	Interest Income	366,740	119,130	119,130	119,130
41350 (261)	Interest Income	0	0	212,600	182,700
41650 (000)	Sale of Land	0	0	200,000	0
41699 (000)	CRA Loan Repayment	0	456,440	0	0
41745 (000)	Reimbursement - Residential Loan	11,651	0	0	0
<b>TOTAL 280 HOUSING</b>		<b>378,391</b>	<b>575,570</b>	<b>531,730</b>	<b>301,830</b>
<b>290 COMM. DEV. BLOCK GRANT FUND</b>					
41465 (000)	CDBG - Comm. Dev. Block Grant	237,883	244,000	244,000	130,000
<b>TOTAL 290 COMM. DEV. BLOCK GRANT FUND</b>		<b>237,883</b>	<b>244,000</b>	<b>244,000</b>	<b>130,000</b>
<b>SPECIAL REVENUE FUNDS TOTAL</b>		<b>5,671,589</b>	<b>8,137,810</b>	<b>6,883,980</b>	<b>9,040,480</b>

# REVENUES

## Capital Projects Funds

		2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
<b>410 MUNICIPAL IMPROVEMENT FUND</b>					
41323 (000)	Bldg & Ground Lease - Auto Storage	0	0	500,000	1,100,000
41350 (000)	Interest Income	0	0	0	0
41465 (000)	CDBG - Comm. Dev. Block Grant	0	0	0	0
41475 (000)	Grants - Others	45,799	306,000	318,040	313,000
41475 (441)	Grants - Others	0	0	0	0
41545 (321)	Park Fees	2,829	250	250	250
41546 (321)	Parkway Tree Fees	60	60	60	60
41720 (000)	Damage to City Property	0	2,600,120	0	2,600,120
<b>TOTAL MUNICIPAL IMPROVEMENT FUND</b>		<b>48,688</b>	<b>2,906,430</b>	<b>818,350</b>	<b>4,013,430</b>
<b>CAPITAL PROJECTS FUNDS TOTAL</b>		<b>48,688</b>	<b>2,906,430</b>	<b>818,350</b>	<b>4,013,430</b>

# REVENUES

## Enterprise Funds

		2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
<b>214 SEWER FUND</b>					
41350 (000)	Interest Income	-7,738	0	0	0
41557 (321)	Sewer Connection Fees	6,239	7,000	3,500	4,000
41558 (532)	Sewer Maintenance Fees	75,374	60,000	78,000	85,000
41570 (532)	Sewer - Uncollectible Accounts	191	-150	-150	-150
41690 (000)	Miscellaneous Revenue	0	0	0	0
<b>TOTAL 214 SEWER FUND</b>		<b>74,066</b>	<b>66,850</b>	<b>81,350</b>	<b>88,850</b>
<b>510 WATER ENTERPRISE</b>					
41350 (000)	Interest Income	4,303	0	0	0
41475 (000)	Grants - Others	19,201	27,000	27,000	0
41524 (532)	Fires Lines Service Fee	361,824	347,500	394,700	430,220
41533 (532)	Late Charge	5,445	7,000	6,500	6,800
41555 (532)	Returned Check Charge	570	600	870	700
41590 (532)	Water - Uncollectible Accounts	14,694	-9,000	-10,000	-10,000
41591 (362)	Water Service Fees	5,199	4,000	5,200	5,300
41592 (532)	Water Meter Sales	0	1,000	0	200
41593 (532)	Water Sales - Regular	7,907,858	7,260,000	8,605,250	9,379,720
41594 (362)	Water Sales - Construction	7,776	5,000	7,000	8,000
41595 (532)	Water Sales - Wholesale	935,324	1,100,000	982,120	1,070,510
41596 (362)	Water Rights	0	0	300	0
41597 (532)	Water Sales - City of Cerritos	397,021	350,000	436,230	475,490
41635 (000)	Legal Settlements	0	1,400,000	100,000	1,050,000
41660 (000)	Sale of Surplus Property	17,500	0	0	0
41675 (364)	Sale of Water Emergency Kits	0	0	0	0
41690 (000)	Miscellaneous Revenue	0	0	0	0
41690 (532)	Miscellaneous Revenue	0	0	0	0
41760 (000)	Reimbursement - Other Agency	96,200	0	0	0
41790 (362)	Legal Cost Reimbursement	0	0	0	0
<b>TOTAL 510 WATER ENTERPRISE</b>		<b>9,772,915</b>	<b>10,493,100</b>	<b>10,555,170</b>	<b>12,416,940</b>
<b>550 RECLAIMED WATER</b>					
41350 (000)	Interest Income	20,018	14,510	15,750	15,470
41475 (000)	Grants - Others	53,364	0	0	0
41495 (000)	Other Agency Contribution	0	0	0	0
41588 (366)	Water Sales - Reclaimed - Regular	1,119,902	1,100,000	1,162,880	1,267,540
<b>TOTAL 550 RECLAIMED WATER</b>		<b>1,193,284</b>	<b>1,114,510</b>	<b>1,178,630</b>	<b>1,283,010</b>

# REVENUES

## Enterprise Funds (Continued)

		2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
<b>570 ELECTRIC UTILITY FUND</b>					
41350 (000)	Interest Income	5,668	0	0	0
41425 (000)	CARB-GHG Emission Reduction	0	0	0	0
41523 (000)	Electric Sales for Resale	0	0	0	0
41525 (000)	Electric Revenue - Regular	3,428,249	3,932,000	3,932,000	4,011,000
41526 (000)	Electric Revenue - City	1,060,656	1,275,000	1,275,000	1,300,000
41531 (368)	Gas / Fuel Sales	0	0	0	0
41645 (000)	Rebates	0	0	0	0
41690 (000)	Miscellaneous Revenue	2,201	1,000	1,000	1,000
41699 (000)	CRA Loan Repayment	0	860,000	0	0
<b>Total 570 Electric Utility Fund</b>		<b>4,496,774</b>	<b>6,068,000</b>	<b>5,208,000</b>	<b>5,312,000</b>
<b>ENTERPRISE FUNDS TOTAL</b>		<b>15,537,039</b>	<b>17,742,460</b>	<b>17,023,150</b>	<b>19,100,800</b>

# REVENUES

## Internal Service Funds

		2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
<b>620 EQUIPMENT REPLACEMENT FUND</b>					
41350 (000)	Interest Income	158,671	142,400	155,500	155,600
41370 (551)	Rent - Property	0	0	0	0
41660 (000)	Sale of Surplus Property	0	0	0	0
41690 (000)	Miscellaneous Revenue	0	0	0	0
<b>Total 620 Equipment Replacement Fund</b>		<b>158,671</b>	<b>142,400</b>	<b>155,500</b>	<b>155,600</b>
<b>INTERNAL SERVICE FUNDS TOTAL</b>		<b>158,671</b>	<b>142,400</b>	<b>155,500</b>	<b>155,600</b>
<b>TOTAL CITY OF CERRITOS</b>		<b>95,724,995</b>	<b>108,055,210</b>	<b>98,032,210</b>	<b>106,802,870</b>

# REVENUES

## SUCCESSOR AGENCY FUNDS

		2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
<b>943 SUCCESSOR AGENCY</b>					
40241 (000)	Property Tax Allocations	18,968,373	18,201,940	18,201,940	19,628,790
41350 (000)	Interest Income	90,787	112,800	112,800	169,800
41353 (000)	Market Value Investment Fluctuation	-15,635	0	0	0
<b>TOTAL 943 SUCCESSOR AGENCY</b>		<b>19,043,525</b>	<b>18,314,740</b>	<b>18,314,740</b>	<b>19,798,590</b>

		2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	BUDGET	EST. ACTUAL	FORECAST
<b>945 SUCCESSOR AGENCY/BOND RESERVE</b>					
41350 (000)	Interest Income	375,898	192,700	527,600	529,000
<b>TOTAL 945 BOND RESERVE FUND</b>		<b>375,898</b>	<b>192,700</b>	<b>527,600</b>	<b>529,000</b>

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**TOTAL SUCCESSOR AGENCY    19,419,423    18,507,440    18,842,340    20,327,590**

# REVENUES

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**City of Cerritos**  
**and**  
**Successor Agency to the Cerritos Redevelopment Agency**  
**Financial Program: 2019-2020**  
**Departmental Activity & Expenditures Budget**

## DEPARTMENTAL EXPENDITURE BUDGET SUMMARY

### DEPARTMENT SUMMARY BY YEAR

<b>CITY OF CERRITOS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROPOSED</b>	<b>2019-2020 APPROVED</b>
Legislative & Administrative	2,323,566	2,493,400	2,432,920	2,801,910	2,783,311
Community Development	5,799,710	6,235,450	6,146,770	6,466,670	6,545,032
Public Works / Water & Power	19,460,649	19,404,300	19,416,800	34,964,685	35,289,419
Water & Power	13,333,518	15,370,800	14,915,060	—	—
Community & Safety Services	24,343,703	26,877,560	26,389,480	27,144,760	27,381,995
Administrative Services	15,414,638	16,562,510	16,406,050	17,729,120	18,012,924
Theater	7,437,145	8,394,910	7,972,670	6,993,830	7,085,121
<b>TOTAL CITY DEPARTMENTS</b>	88,112,929	95,338,930	93,679,750	96,100,975	97,097,802
Capital Improvement Projects	4,865,075	13,465,000	6,035,550	15,222,227	15,222,227
Labor Contingency				1,180,000	—
<b>TOTAL CITY EXPENSE</b>	92,978,004	108,803,930	99,715,300	112,503,202	112,320,029

<b>SUCCESSOR AGENCY</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROPOSED</b>	<b>2019-2020 APPROVED</b>
Enforceable Obligations	18,926,119	18,314,740	18,314,740	19,798,600	19,798,600
<b>TOTAL S.A.</b>	18,926,119	18,314,740	18,314,740	19,798,600	19,798,600

## DEPARTMENTAL EXPENDITURE BUDGET SUMMARY

### DEPARTMENT SUMMARY BY EXPENSE CLASSIFICATION FY 2019-2020

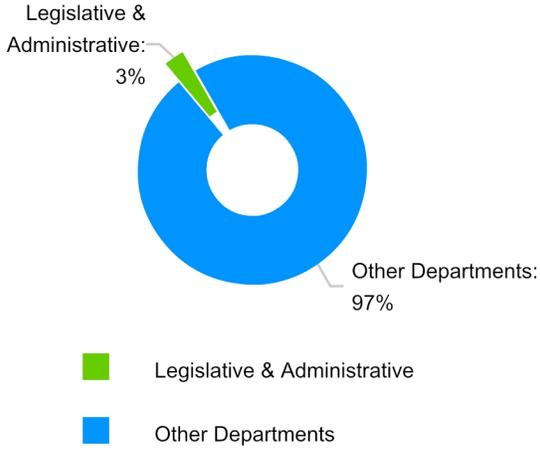
CITY OF CERRITOS	PERSONNEL	OPERATIONS AND MAINTENANCE	CAPITAL OUTLAY	EXPENDITURES
Legislative & Administrative	1,861,831	921,480	—	2,783,311
Community Development	2,902,932	3,637,100	5,000	6,545,032
Public Works / Water & Power	11,922,254	23,362,225	4,940	35,289,419
Water & Power	—	—	—	—
Community & Safety Services	8,731,685	18,649,310	1,000	27,381,995
Administrative Services	10,419,624	6,208,550	1,384,750	18,012,924
Theater	3,351,691	3,729,930	3,500	7,085,121
<b>TOTAL CITY DEPARTMENTS</b>	39,190,017	56,508,595	1,399,190	97,097,802
Capital Improvement Projects				15,222,227
Labor Contingency				—
<b>TOTAL CITY</b>				112,320,029

SUCCESSOR AGENCY	PERSONNEL	OPERATIONS AND MAINTENANCE	CAPITAL OUTLAY	EXPENDITURES
Enforceable Obligations	—	19,798,600	—	—
<b>TOTAL S.A.</b>	—	19,798,600	—	—

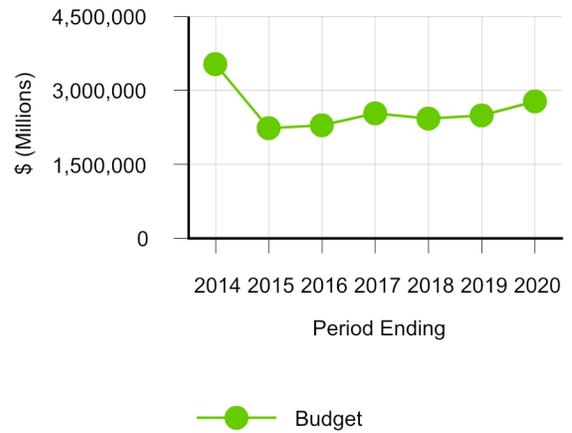
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**LEGISLATIVE  
AND  
ADMINISTRATIVE**

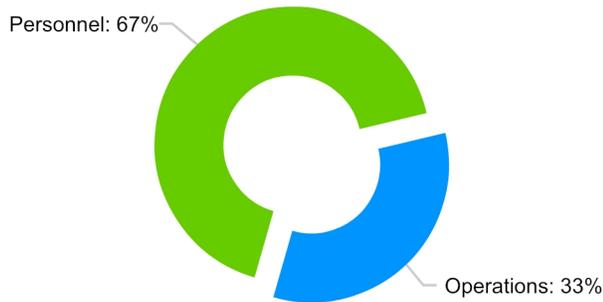
### Percent of Operating Budget



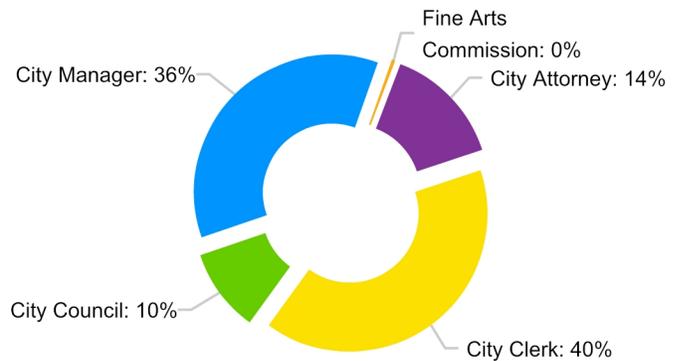
### Budget History



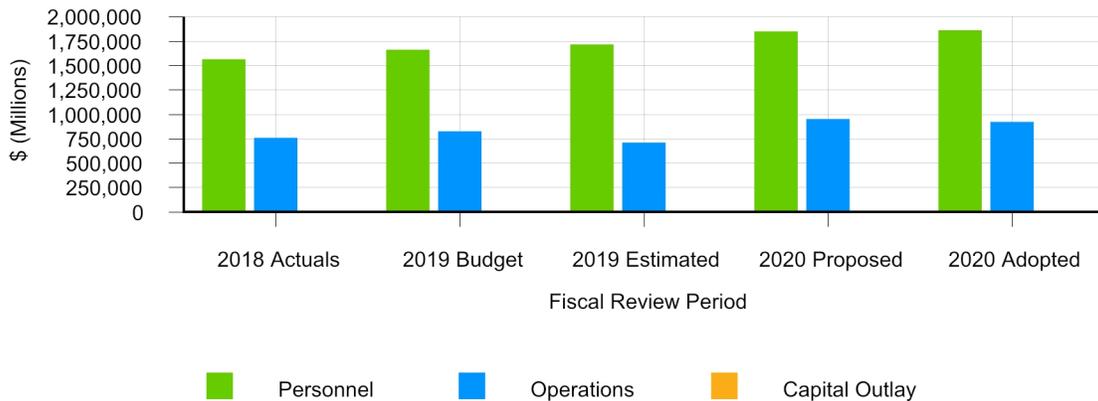
### Department Budget Composition



### Division Composition



### Activity Summary



## DEPARTMENTAL ACTIVITY OVERVIEW

**DEPARTMENT:** Legislative and Admin  
**ACTIVITY:** City Council  
**CODE:** 111

### ACTIVITY SUMMARY

CLASSIFICATION	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
Personnel Expense	120,001	149,160	149,160	168,500	157,800
Operations and Maintenance	93,466	143,950	113,950	143,950	113,950
Capital Outlay	0	0	0	0	0
<b>TOTAL BUDGET</b>	213,467	293,110	263,110	312,450	271,750

### OVERVIEW COMMENTARY

As defined in Article IV of the City Charter, the City Council is composed of five members elected at large by the citizens of Cerritos to serve for four-year overlapping terms. As the City's policy making legislative body, the City Council is responsible to the residents of Cerritos for the implementation of all programs and services provided by the City. Annually, the City Council reorganizes, choosing one of its members to serve as Mayor and one of its members to serve as Mayor Pro Tem, both terms commencing in April and continuing for one year.

The City Council acts upon all legislative matters concerning the City by approving and adopting all ordinances, resolutions, contracts and other matters requiring overall policy decisions and leadership. The Council appoints the City Manager, the City Attorney and the City Clerk / City Treasurer as well as the various commissions, boards and citizen advisory committees which ensure broad-based citizen input into the affairs of the City.

In reaching policy decisions, the City Council reviews proposals designed to meet community needs and sustain demanded service levels, initiates new programs to upgrade existing services, determines the ability of the City to provide financing for the proposed budget as submitted by the City Manager and oversees the expenditure of all City funds throughout the fiscal year.

Regular City Council meetings are held in the Cerritos City Council Chambers on the second and fourth Thursday of each month. In addition, following public notice, the Council may hold special meetings as may from time to time be appropriate.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Legislative and Admin

**ACTIVITY:** City Council

**CODE:** 111

### ACTIVITY OBJECTIVES

1. To provide overall legislative policy guidance and direction in the development of programs and services for the City.
2. To ensure that all municipal services are effectively delivered in the most efficient and economic manner possible.
3. To represent the needs, desires and demands of the citizens of Cerritos to the local, county, state and federal representatives.
4. To consider implementation of both short-term and long-range programs to guide the growth and development of the City physically, culturally, socially and economically.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Legislative and Admin

**ACTIVITY:** City Council

**CODE:** 111

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	68,244	67,590	67,590	68,300	68,300
52400 Employee Benefits	51,757	81,570	81,570	100,200	89,500
<b>TOTAL PERSONNEL EXPENSE</b>	120,001	149,160	149,160	168,500	157,800
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	24,000	24,000	24,000	24,000	24,000
53020 Dues and Publications	48,165	57,950	57,950	57,950	57,950
53080 Travel and Meeting	12,565	50,000	20,000	50,000	20,000
63410 Program Expenses and Supplies	6,252	9,500	9,500	9,500	9,500
63520 Special Supplies	2,484	2,500	2,500	2,500	2,500
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	93,466	143,950	113,950	143,950	113,950
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	213,467	293,110	263,110	312,450	271,750

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## DEPARTMENTAL ACTIVITY OVERVIEW

**DEPARTMENT:** Legislative and Admin  
**ACTIVITY:** City Manager  
**CODE:** 121

### ACTIVITY OVERVIEW

<b>CLASSIFICATION</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROPOSED</b>	<b>2019-2020 APPROVED</b>
Personnel Expense	872,567	913,150	895,620	904,950	918,294
Operations and Maintenance	76,849	83,780	85,830	73,830	73,830
Capital Outlay	0	0	0	0	0
<b>TOTAL BUDGET</b>	949,416	996,930	981,450	978,780	992,124

### OVERVIEW COMMENTARY

Pursuant to Article V of the City Charter, the City Manager serves as the City's chief administrative officer and is responsible for planning, organizing and directing the municipal activities with the exception of those activities specifically exempt by the Charter. This office prepares and submits the annual budget to the City Council and advises the Council on the financial conditions and needs of the City. The City Manager makes recommendations to the Council on the affairs of the City and ensures that all applicable ordinances and state laws are enforced. The City Manager attends all Council meetings and advises the Council on legislative and policy matters.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Legislative and Admin

**ACTIVITY:** City Manager

**CODE:** 121

### ACTIVITY OBJECTIVES

1. To assist the City Council in its development of policy to address the needs and issues of the community by providing project costs and benefits for alternative policy decisions.
2. To encourage improvement and innovation in the quality, efficiency, delivery and effectiveness of municipal services.
3. To provide overall direction for the implementation of City Council policy through the centralization of authority and responsibility.
4. To keep the City Council apprised of pending state and federal legislation to enable effective input to elected representatives of Cerritos.
5. To keep the City Council fully informed of all aspects of municipal affairs and operations.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Decrease in anticipated expenditures for Program Expenses and Supplies (63410).	-\$5,000
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# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Legislative and Admin

**ACTIVITY:** City Manager

**CODE:** 121

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	444,643	444,310	444,310	444,310	450,400
51021 Overtime	684	830	830	830	854
52010 Regular Earnings - Part Time	213	25,160	13,160	21,350	21,950
52015 Special Project Earnings - Part Time	35,418	36,260	36,260	38,320	39,400
52400 Employee Benefits	391,609	406,590	401,060	400,140	405,690
<b>TOTAL PERSONNEL</b>	<b>872,567</b>	<b>913,150</b>	<b>895,620</b>	<b>904,950</b>	<b>918,294</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	13,800	13,800	13,800	13,800	13,800
53020 Dues and Publications	145	300	350	350	350
53070 Reimbursed Mileage	0	150	150	150	150
53080 Travel and Meeting	2,582	5,000	1,000	1,000	1,000
61130 Delivery Service	0	100	100	100	100
61430 Professional Services	49,389	50,130	50,130	50,130	50,130
61580 Temporary Help	0	0	12,000	0	0
63410 Program Expenses and Supplies	9,714	10,500	5,500	5,500	5,500
63520 Special Supplies	265	2,000	1,000	1,000	1,000
67060 Cellular Phone	954	1,800	1,800	1,800	1,800
69950 Non-Cap Expenditures - FF&E	0	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>76,849</b>	<b>83,780</b>	<b>85,830</b>	<b>73,830</b>	<b>73,830</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>949,416</b>	<b>996,930</b>	<b>981,450</b>	<b>978,780</b>	<b>992,124</b>

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## DEPARTMENTAL ACTIVITY OVERVIEW

**DEPARTMENT:** Legislative and Admin  
**ACTIVITY:** Fine Arts and Historical Commission  
**CODE:** 123

### ACTIVITY OVERVIEW

<b>CLASSIFICATION</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROPOSED</b>	<b>2019-2020 APPROVED</b>
Personnel Expense	3,875	6,480	6,480	6,480	6,480
Operations and Maintenance	1,778	4,000	4,000	4,000	4,000
Capital Outlay	0	0	0	0	0
<b>TOTAL BUDGET</b>	5,653	10,480	10,480	10,480	10,480

### OVERVIEW COMMENTARY

The City Council adopted Resolution 2001-44 which provided for the organization and duties of the Fine Arts and Historical Commission. It is a five member Commission appointed by the Mayor and City Council to serve two-year terms.

The Commission is advisory to the City Council on matters of:

1. Administration of the Public Art Program relative to the selection, acquisition and placement of public art.
2. Programming and activities to enhance the artistic, historic and cultural experiences for the community.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Legislative and Admin  
**ACTIVITY:** Fine Arts and Historical Commission  
**CODE:** 123

### ACTIVITY DESCRIPTION

1. To act in an advisory capacity to the City Council in matters pertaining to the acquisition and placement of public artwork throughout the community.
2. To promote and stimulate community interest and support in public art and cultural programs for the City.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Legislative and Admin  
**ACTIVITY:** Fine Arts and Historical Commission  
**CODE:** 123

		2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>						
52010	Regular Earnings - Part Time	3,600	6,000	6,000	6,000	6,000
52400	Employee Benefits	275	480	480	480	480
	<b>TOTAL PERSONNEL</b>	3,875	6,480	6,480	6,480	6,480
<b>OPERATIONS AND MAINTENANCE</b>						
53020	Dues and Publications	0	500	500	500	500
53080	Travel and Meeting	851	2,000	2,000	2,000	2,000
61430	Professional Services	900	1,200	1,200	1,200	1,200
63520	Special Supplies	27	300	300	300	300
	<b>TOTAL OPERATIONS AND MAINTENANCE</b>	1,778	4,000	4,000	4,000	4,000
<b>TOTAL CAPITAL OUTLAY</b>						
	<b>ACTIVITY TOTAL</b>	5,653	10,480	10,480	10,480	10,480

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## DEPARTMENTAL ACTIVITY OVERVIEW

**DEPARTMENT:** Legislative and Admin

**ACTIVITY:** City Attorney

**CODE:** 131

### ACTIVITY OVERVIEW

<b>CLASSIFICATION</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROPOSED</b>	<b>2019-2020 APPROVED</b>
Personnel Expense	57,902	52,300	124,800	202,860	202,860
Operations and Maintenance	376,688	400,000	327,500	190,100	190,100
Capital Outlay	0	0	0	0	0
<b>TOTAL BUDGET</b>	434,590	452,300	452,300	392,960	392,960

### OVERVIEW COMMENTARY

As set forth in Article VI of the City Charter, the City Attorney is appointed by the City Council to serve as legal advisor to the City on all matters of law as these relate to the conduct of municipal affairs. The City Attorney advises the City Council, City Manager and all City officers, regularly attends City Council and Planning Commission meetings, reviews, approves or prepares ordinances and resolutions, and contracts, conducts legal negotiations, reviews legal documents for form and content, provides legal opinions and advice, and oversees actions and proceedings in which the City is a party.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Legislative and Admin

**ACTIVITY:** City Attorney

**CODE:** 131

### ACTIVITY OBJECTIVES

1. To provide legal support and advice to the City Council, Planning Commission, other Boards and City officials in the form of research and compilation of legal opinions as requested and required.
2. To defend the City's official actions.
3. To review, approve or prepare all legal documents prior to submittal to the City Council or Planning Commission for legal completeness and content.
4. To review and enforce compliance, where applicable, with the provisions of the municipal code.
5. To inform the City Council, Planning Commission and staff of the legislative and other legal developments which may have an effect on the administration and operations of the City.
6. To oversee actions or proceedings in courts of competent jurisdiction on all legal matters in which the City is a party.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Reduction in anticipated legal services (combined 61310, 61315)

-\$65,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Legislative and Admin

**ACTIVITY:** City Attorney

**CODE:** 131

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	0	0	72,500	144,900	144,900
52400 Employee Benefits	57,902	52,300	52,300	57,960	57,960
<b>TOTAL PERSONNEL</b>	57,902	52,300	124,800	202,860	202,860
<b>OPERATIONS AND MAINTENANCE</b>					
53080 Travel and Meeting	0	0	0	0	0
61310 Legal Services	376,688	400,000	327,500	150,100	150,100
61315 Legal Services - Special Counsel	0	0	0	40,000	40,000
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	376,688	400,000	327,500	190,100	190,100
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	434,590	452,300	452,300	392,960	392,960

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## DEPARTMENTAL ACTIVITY OVERVIEW

**DEPARTMENT:** Legislative and Admin  
**ACTIVITY:** City Clerk / City Treasurer  
**CODE:** 141

### ACTIVITY OVERVIEW

<b>CLASSIFICATION</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROPOSED</b>	<b>2019-2020 APPROVED</b>
Personnel Expense	509,911	540,980	540,980	567,640	576,397
Operations and Maintenance	210,529	194,600	179,600	539,600	539,600
Capital Outlay	0	5,000	5,000	0	0
<b>TOTAL BUDGET</b>	720,440	740,580	725,580	1,107,240	1,115,997

### OVERVIEW COMMENTARY

Article VI of the City Charter and the statutes of the State of California prescribe the functions and duties of the Cerritos City Clerk / City Treasurer.

The City Clerk / City Treasurer is the local official for elections, local legislation, the California Public Records Act, the California Political Reform Act, and the Brown Act (open meeting laws). Before and after the City Council and other City legislative bodies take action, the City Clerk / City Treasurer ensures that the matters under consideration are in compliance with all federal, state and local statutes and regulations, ensures full transparency to the public, and affirms that all transactions are properly executed, recorded, and archived.

The Office of the City Clerk / City Treasurer is a service department upon which the City Council, all City departments, and the general public relies for timely and accurate information regarding the operations and legislative history of the City. The City Clerk / City Treasurer serves as the liaison between the public and City Council and provides various municipal services.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Legislative and Admin  
**ACTIVITY:** City Clerk / City Treasurer  
**CODE:** 141

### ACTIVITY OBJECTIVES

#### Legislative Administration/Clerk of the Council

The Office of the City Clerk / City Treasurer prepares the Agenda for the City's various legislative bodies, verifies that required legal notices have been posted, distributed and published, and transacts and preserves the physical and electronic documentation required to enact Council policies, including official meeting minutes. The City Clerk / City Treasurer administers official Oaths of Office and serves as the Secretary for the Cerritos City Council, Successor Agency to the Cerritos Redevelopment Agency, the Public Financing Authority, and the Cuesta Villas Housing Authority.

#### Municipal Secretary

The Office of the City Clerk / City Treasurer serves as the focal point for official communication with the City as a legal entity. The City Clerk / City Treasurer receives claims, summons, and subpoenas, officiates at public bid proceedings, processes official appeals, and receives/distributes other official correspondence directed at the municipal corporation. The Office of the City Clerk / City Treasurer serves as a Notary Public for official City business.

#### Custodian of Official Records/Records Manager

The Office of the City Clerk / City Treasurer oversees the preservation and protection of the public record, including all actions taken by the City Council and other City legislative bodies, and preserves documents in the required media formats for effective archiving and retrieval. The Office of the City Clerk / City Treasurer receives and processes all requests for information under the California Public Records Act and the Federal Freedom of Information Act, assures the codification of the City's adopted Ordinances, and is the custodian of the official City Seal.

#### Elections Official

The Office of the City Clerk / City Treasurer administers federal, state and local procedures through which local government representatives are selected and the public can exercise its initiative, referendum, and recall rights. The Office of the City Clerk / City Treasurer manages the election process from pre-planning, candidate nominations, semi-official and official canvass, certification of election results and filing of final campaign disclosure documents.

#### Political Reform Act Filing Officer

The Office of the City Clerk / City Treasurer is mandated by the California Political Reform Act to perform specified duties related to campaign disclosures and statements of economic interests. This includes facilitating, maintaining, and updating the City's Conflict of Interest Code, providing public access to statements, compliance with filing schedules, reviewing filed statements for errors and omissions, and coordinating with the State Fair Political Practices Commission. Additionally, the Office of the City Clerk / City Treasurer facilitates and tracks compliance of required ethics training under California statute AB 1234.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Increase in anticipated expenditures for Election Expense (61160).	+\$295,000
Decrease in anticipated expenditures for Legal Advertising (61320).	-\$25,000
Increase in anticipated expenditures for Professional Services (61430).	+\$70,000
Increase in anticipated expenditures for Special Supplies (63520).	+\$5,000
Decrease in anticipated expenditures for Machinery and Equipment (79070).	-\$5,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

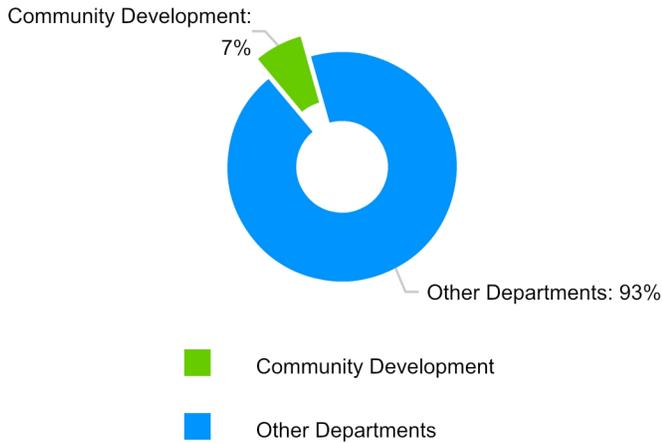
**DEPARTMENT:** Legislative and Admin  
**ACTIVITY:** City Clerk / City Treasurer  
**CODE:** 141

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	270,829	271,550	271,550	284,220	288,550
51021 Overtime	0	7,730	7,730	7,730	7,947
52010 Regular Earnings - Part Time	4,049	0	0	0	0
52400 Employee Benefits	235,033	261,700	261,700	275,690	279,900
<b>TOTAL PERSONNEL</b>	<b>509,911</b>	<b>540,980</b>	<b>540,980</b>	<b>567,640</b>	<b>576,397</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	4,800	4,800	4,800	4,800	4,800
53020 Dues and Publications	1,435	2,500	2,500	2,500	2,500
53070 Reimbursed Mileage	280	700	700	700	700
53080 Travel and Meeting	4,950	5,000	5,000	5,000	5,000
61080 Codification	2,323	4,000	4,000	4,000	4,000
61130 Delivery Service	70	500	500	500	500
61160 Election Expense	1,631	5,000	5,000	300,000	300,000
61320 Legal Advertising	54,694	75,000	60,000	50,000	50,000
61430 Professional Services	136,586	90,000	90,000	160,000	160,000
61460 Recordation Expense	468	1,500	1,500	1,500	1,500
61580 Temporary Help	0	0	0	0	0
63520 Special Supplies	2,692	5,000	5,000	10,000	10,000
67060 Cellular Phone	600	600	600	600	600
69901 Non-Capitalizable Expenditures	0	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>210,529</b>	<b>194,600</b>	<b>179,600</b>	<b>539,600</b>	<b>539,600</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	5,000	5,000	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>720,440</b>	<b>740,580</b>	<b>725,580</b>	<b>1,107,240</b>	<b>1,115,997</b>

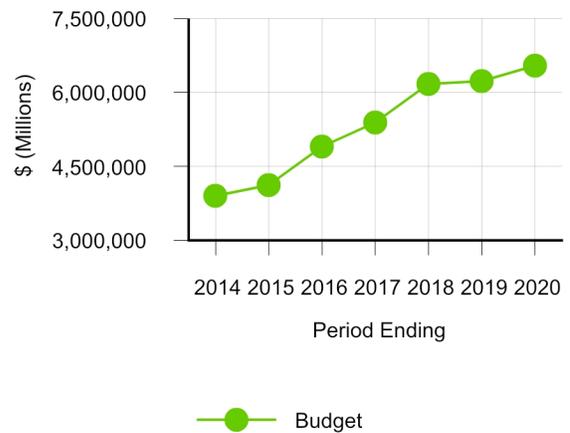
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# COMMUNITY DEVELOPMENT

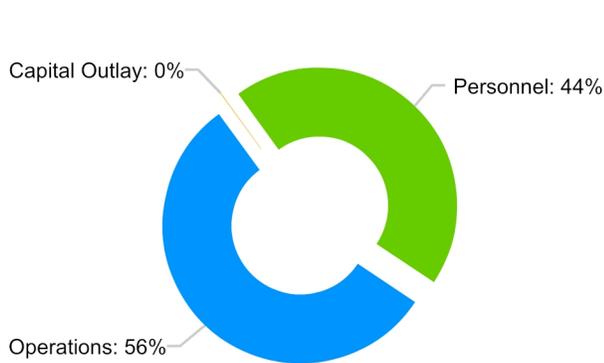
### Percent of Operating Budget



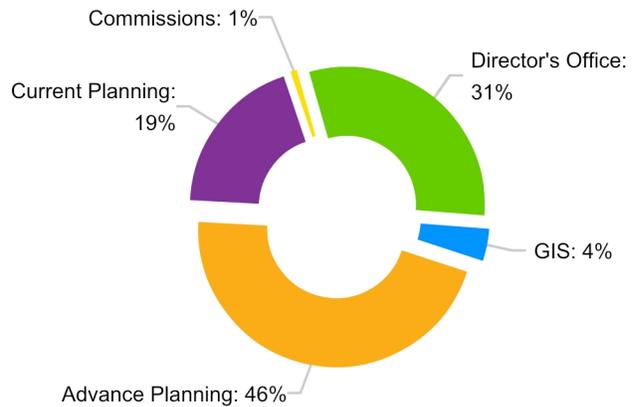
### Budget History



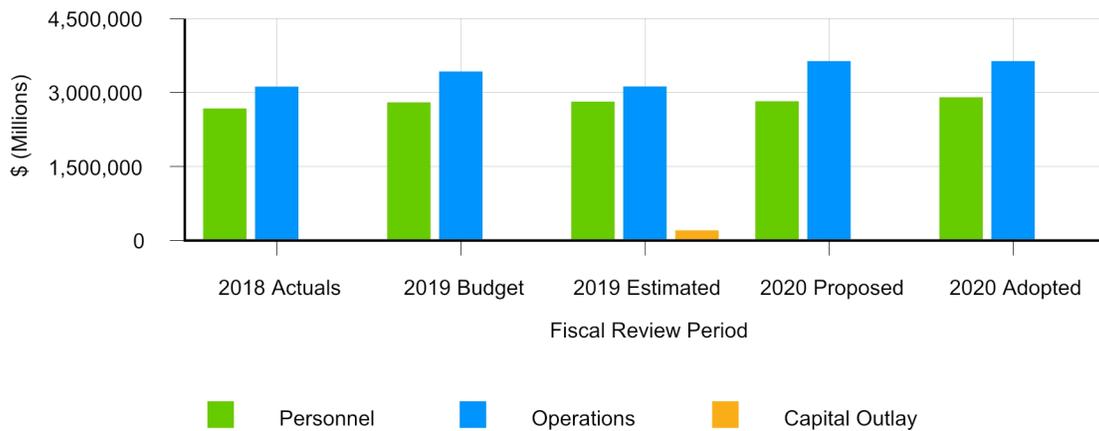
### Department Budget Composition



### Division Composition



### Activity Summary



## DEPARTMENTAL ACTIVITY OVERVIEW

**DEPARTMENT:** Community Development

**CODE:** 200

### OVERVIEW COMMENTARY

The Department of Community Development is responsible for overseeing, administering, and implementing the City's planning, development, land use, and building and safety programs. Organizationally, the Department incorporates the functions of several operating divisions which include the Office of the Senior Assistant City Manager, the Advance Planning Team, the Current Planning Team, and Geographic Information System (GIS).

Through the Senior Assistant City Manager, who is appointed by the City Manager to administer departmental operations, the Department of Community Development ensures that a sound and workable environmental protection program is designed and maintained for the City consistent with the high standards of environmental quality desired by, and for, the residents of Cerritos. In concert with the City Council, Planning Commission and Economic Development Commission, the staff of this Department is responsible for conducting an annual review of the City's General Plan so that Development Code Standards and Land Use Policies are continually updated based upon current planning principles and practices. Through this review process, the General Plan and Development Code provide for an orderly program of planning development within the City.

### ACTIVITY SUMMARY

<b>CLASSIFICATION</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROPOSED</b>	<b>2019-2020 APPROVED</b>
Personnel Expense	2,678,304	2,805,000	2,819,520	2,824,570	2,902,932
Operations and Maintenance	3,121,406	3,425,450	3,124,750	3,637,100	3,637,100
Capital Outlay	0	5,000	202,500	5,000	5,000
<b>TOTAL BUDGET</b>	5,799,710	6,235,450	6,146,770	6,466,670	6,545,032

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community Development  
**ACTIVITY:** Office of the Senior Assistant City Manager  
**CODE:** 211

### ACTIVITY DESCRIPTION

The Office of the Senior Assistant City Manager is responsible for the overall supervision of the Department of Community Development, including the Advance Planning/Economic Development, Current Planning, GIS and Building and Safety Divisions. The Office of the Senior Assistant City Manager provides the required leadership and administrative support necessary to ensure the effective operation of all Divisions within the Department using a coordinated, team-based approach to the implementation of public policy relative to municipal urban and regional planning. Working in concert with the City’s elected and appointed officials and under the direction of the City Manager, the Office of the Senior Assistant City Manager is responsible for directing and managing the City’s municipal planning function and preparing detailed analysis and recommendations for consideration by the Economic Development Commission, Planning Commission and City Council/Successor Agency to ensure economic development through high-quality, environmentally responsible development throughout the City.

### ACTIVITY OBJECTIVES

1. To provide administrative support, assistance and direction relative to Planning Commission and Economic Development Commission agenda and report preparation, public hearing posting and mailing, material acquisition, budget control and special research projects.
2. To develop and maintain mechanisms whereby citizen input influences and directs planning policies within the community.
3. To oversee and monitor the ongoing development and maintenance of the Cerritos Auto Square, administer related contracts, and provide staff support to the City Council.
4. To oversee and monitor the development and construction process for all areas in the City.
5. Streamline and facilitate all phases of the development process for applicants.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Building permits issued	2,237	2,300	2,300
Building permits valuation	\$65,837,208	\$25,000,000	\$30,000,000
Planning Commission agenda items	33	40	40

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Increase in Special Studies in preparation for the State-mandated 2021-2029 Housing Element Update to be paid for and funded by restricted housing funds (Low and Moderate-Income Housing Asset Funds and/or SB 2 funding (61520)).	+\$100,000
Increase in anticipated expenditures for Temporary Help (61580).	+\$5,200

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Community Development  
**ACTIVITY:** Office of the Senior Assistant City Manager  
**CODE:** 211

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	386,262	376,430	383,840	387,280	398,124
51021 Overtime	0	0	0	0	0
52010 Regular Earnings - Part Time	0	0	0	0	0
52021 Overtime Earnings - Part Time	0	0	0	0	0
52400 Employee Benefits	347,296	361,390	368,500	371,770	382,180
<b>TOTAL PERSONNEL</b>	<b>733,558</b>	<b>737,820</b>	<b>752,340</b>	<b>759,050</b>	<b>780,304</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	4,800	4,800	4,800	4,800	4,800
53020 Dues and Publications	995	2,200	2,200	2,200	2,200
53070 Reimbursed Mileage	61	150	200	200	200
53080 Travel and Meeting	793	1,000	750	1,000	1,000
61120 County Building and Safety Services	947,870	1,100,000	1,100,000	1,100,000	1,100,000
61131 Document Storage	0	0	0	0	0
61430 Professional Services	25,547	5,000	10,000	5,000	5,000
61520 Special Studies	0	0	0	100,000	100,000
61580 Temporary Help	0	0	4,800	5,200	5,200
63250 Office Supplies	1,451	1,500	1,500	1,500	1,500
63520 Special Supplies	0	0	0	0	0
67060 Cellular Phone	600	600	900	1,200	1,200
69901 Non-Capitalizable Expenditures	0	0	0	0	0
69950 Non-Cap Expenditures - FF&E	2,060	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>984,177</b>	<b>1,115,250</b>	<b>1,125,150</b>	<b>1,221,100</b>	<b>1,221,100</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	5,000	2,500	5,000	5,000
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>5,000</b>	<b>2,500</b>	<b>5,000</b>	<b>5,000</b>
<b>ACTIVITY TOTAL</b>	<b>1,717,735</b>	<b>1,858,070</b>	<b>1,879,990</b>	<b>1,985,150</b>	<b>2,006,404</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community Development  
**ACTIVITY:** Geographic Information Services  
**CODE:** 212

### ACTIVITY DESCRIPTION

1. Provide a high level of comprehensive GIS services to all City departments, Councils and Commissions, and ultimately, the public.
2. Oversee the continued development and implementation of the Cerritos Enterprise GIS System through the conversion of new and existing data into electronic geo-coded format and the development of appropriate GIS application software.
3. Provide professional assistance and cartographic services to all Cerritos GIS users and maximize the benefits, cost savings, and increased operational efficiencies of GIS within the City's work environment.
4. Coordinate the use of outside GIS services including system design, maintenance and conversion consultants.
5. Provide technical knowledge, implementation support and project management services to all City departments utilizing the Cerritos GIS system, with special emphasis on Community Development, Public Works and Community & Safety Services.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Community Development  
**ACTIVITY:** Geographic Information Services  
**CODE:** 212

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	89,324	95,870	95,870	96,260	98,955
52010 Regular Earnings - Part Time	11,097	19,680	19,680	19,640	20,190
52400 Employee Benefits	88,635	96,570	96,570	96,730	99,438
<b>TOTAL PERSONNEL</b>	189,056	212,120	212,120	212,630	218,583
<b>OPERATIONS AND MAINTENANCE</b>					
53070 Reimbursed Mileage	110	0	0	0	0
61170 Electronic Information	17,281	25,000	25,000	25,000	25,000
61430 Professional Services	0	2,000	500	2,000	2,000
63110 Computer Supplies	231	2,000	2,000	2,000	2,000
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	17,622	29,000	27,500	29,000	29,000
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	206,678	241,120	239,620	241,630	247,583

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community Development  
**ACTIVITY:** Advance Planning  
**CODE:** 221

**ACTIVITY DESCRIPTION**

The Advance Planning/Economic Development Division is responsible for maintaining the City's General Plan, Development Code and Economic Development Strategic Plan, and for using these documents as a guideline for the development of programs which will meet the community's future needs. Preparation of environmental impact studies for proposed land use changes are conducted by the Advance Planning Team. The Advance Planning/Economic Development Division prepares special studies which address land use, economic, transportation, and other community related issues and concerns. The development and implementation of housing programs is conducted by the Advance Planning Team. Advance Planning is responsible for maintaining and updating the demographic and statistical data base for the City. The Advance Planning/Economic Development Division is responsible for the administration of public transportation programs, such as Dial-A-Ride and fixed-route transit, and the implementation of those programs. Advance Planning makes recommendations and prepares legislation aimed at alleviating and/or preventing future land use problems. Advance Planning is also responsible for providing staff support to the Economic Development Commission.

**ACTIVITY OBJECTIVES**

1. Review and update the City's General Plan, Development Code and Development Map.
2. Preparation and implementation of the City's Affordable Housing Program.
3. Facilitate the implementation of the Economic Development Strategic Plan.
4. Monitor legislation and programs at the local, regional, state and federal levels in order to determine their impact on the City's planning program and to make recommendations as to their adoption and implementation.
5. Prepare an analysis and inventory of residential, retail, commercial and industrial uses.
6. Identify and analyze community public transit needs and administrate Proposition "A" and Proposition "C" funded projects.
7. Manage the Cerritos Dial-A-Ride and Cerritos On Wheels (COW) fixed-route transit programs.
8. Prepare and maintain a computerized demographic data base and statistical profile.
9. Coordinate special projects between department divisions and other City department staff.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Fixed-Route Transit Ridership (COW)	116,685	120,000	120,000
Dial-A-Ride Ridership	20,336	23,000	23,000

<b>SIGNIFICANT ACTIVITY PROGRAM CHANGES</b>	<b>CHANGES</b>
Increase in Transit Programs/Proposition "A" expenditures pursuant to existing contract terms for the provision of Cerritos On Wheels and Dial-A-Ride transportation services. These are restricted funds required to be used to support public transportation programs.	+\$765,000
Decrease in anticipated expenditures for Transit Programs/Proposition "C" (63412).	-\$670,000
Increase in ground rent paid to Southern California Edison for use of existing easements to support Cerritos Auto Square surplus vehicle inventory parking. This is a pass-through expense that is wholly paid for by participating Cerritos Auto Square dealers and recouped by the City.	+\$10,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Community Development

**ACTIVITY:** Advance Planning

**CODE:** 221

		2017-2018	2018-2019	2018-2019	2019-2020	2019-2020
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
<b>PERSONNEL EXPENSE</b>						
51010	Regular Earnings	301,445	316,600	316,600	312,790	321,548
52400	Employee Benefits	297,956	316,600	316,600	312,790	321,548
<b>TOTAL PERSONNEL</b>		599,401	633,200	633,200	625,580	643,096
<b>OPERATIONS AND MAINTENANCE</b>						
53010	Auto Allowance	3,600	3,600	3,600	3,600	3,600
53070	Reimbursed Mileage	247	400	400	400	400
61325	Housing Services Program	3,585	7,000	7,000	7,000	7,000
61430	Professional Services	4,652	0	0	0	0
63409	Transit Programs / Prop. "A"	328,895	935,000	1,400,000	1,700,000	1,700,000
63412	Transit Programs / Prop. "C"	1,291,942	770,000	0	100,000	100,000
63413	Trip Reduction Program - AQMD	26,110	55,000	55,000	55,000	55,000
65132	Rent Building and Grounds	450,066	480,000	480,000	490,000	490,000
67060	Cellular Phone	600	600	600	600	600
<b>TOTAL OPERATIONS AND MAINTENANCE</b>		2,109,697	2,251,600	1,946,600	2,356,600	2,356,600
<b>CAPITAL OUTLAY</b>						
79010	Land	0	0	200,000	0	0
79050	Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		0	0	200,000	0	0
<b>ACTIVITY TOTAL</b>		2,709,098	2,884,800	2,779,800	2,982,180	2,999,696

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community Development

**ACTIVITY:** Current Planning

**CODE:** 231

### ACTIVITY DESCRIPTION

Current Planning is responsible for administration of the Cerritos Municipal Code as it relates to development plans, subdivisions, tract and parcel maps, zone changes, conditional use permits, business licenses, and variances. The Division confers with and provides advice to architects, builders, contractors, engineers and the general public concerning the City's development policies and standards. The Division functions as project managers for major modifications including conceptual design review, report writing, Power Point preparation and presentation to the Planning Commission and City Council. The Division analyzes proposed development and ensures compliance with the City's zoning ordinance and General Plan. Responsibilities also include evaluating environmental impacts on proposed projects and preparation of California Environmental Quality Act (CEQA) documentation. Current Planning furnishes information regarding zoning and land use to public and private sectors as well as reviews and approves applications for all minor development modifications.

### ACTIVITY OBJECTIVES

1. To ensure that development in the community produces the maximum benefit to the City of Cerritos and its citizens.
2. To ensure that industrial and commercial uses and related developments will enhance the environmental quality and provide a stable economic base for the community.
3. Provide informed and helpful service to the residential and business communities, developers, associated City departments and other public agencies.
4. Improve data availability, administrative processes and record keeping through increased use of computer based systems.
5. Maintain an effective reciprocal feedback system between Advance Planning/Economic Development, Building & Safety and Current Planning divisions as well as other City departments.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Precise Plans	15	14	15
Conditional Use Permits	4	3	4
Administrative Approvals	2,994	3,116	3,100
Business Licenses Issued			
Local	281	278	280
Out of town	757	613	700
Renewals	3,124	3,011	3,000

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Community Development

**ACTIVITY:** Current Planning

**CODE:** 231

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	569,359	582,200	582,200	582,150	598,450
52010 Regular Earnings - Part Time	23,806	35,110	35,110	35,170	36,155
52400 Employee Benefits	537,381	578,630	578,630	584,070	600,424
<b>TOTAL PERSONNEL</b>	<b>1,130,546</b>	<b>1,195,940</b>	<b>1,195,940</b>	<b>1,201,390</b>	<b>1,235,029</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	100	0	0	0	0
53070 Reimbursed Mileage	277	500	1,300	1,300	1,300
61430 Professional Services	0	0	0	0	0
61520 Special Studies	2,994	0	0	0	0
63410 Program Expenses and Supplies	2,843	3,000	1,500	3,000	3,000
63520 Special Supplies	311	500	500	500	500
67060 Cellular Phone	1,200	1,200	1,200	1,200	1,200
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>11,325</b>	<b>8,800</b>	<b>8,100</b>	<b>9,600</b>	<b>9,600</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>1,141,871</b>	<b>1,204,740</b>	<b>1,204,040</b>	<b>1,210,990</b>	<b>1,244,629</b>

# PLANNING COMMISSION

## DEPARTMENTAL ACTIVITY OVERVIEW

**DEPARTMENT:** Community Development  
**ACTIVITY:** Planning Commission  
**CODE:** 251

### OVERVIEW COMMENTARY

The powers, duties and responsibilities of the Planning Commission are set forth in Article VII of the City Charter, in Ordinance No. 175, and in the laws of the State of California. The Planning Commission consists of five members, appointed by the Mayor and City Council, to serve two-year, overlapping terms of office.

The Planning Commission sits as an advisory body to the City Council in establishing policies governing the growth and development of the City. The Commission is empowered to, and must, review all zoning applications and precise plans for development, conduct public hearings, and make final determinations on these in the form of recommendations to the City Council. The Planning Commission conducts public hearings and makes recommendations to the City Council on matters such as adoption of the City's General Plan, changes in the City's Development Code and Development Standards, Environmental Impact Reports, Subdivision and Parcel Map applications, Conditional Use Permits and various other types of development applications.

### ACTIVITY SUMMARY

<b>CLASSIFICATION</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROPOSED</b>	<b>2019-2020 APPROVED</b>
Personnel Expense	19,607	19,440	19,440	19,440	19,440
Operations and Maintenance	8,162	9,950	8,050	9,950	9,950
Capital Outlay	0	0	0	0	0
<b>TOTAL BUDGET</b>	27,769	29,390	27,490	29,390	29,390

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community Development

**ACTIVITY:** Planning Commission

**CODE:** 251

### ACTIVITY DESCRIPTION

1. To provide advice and assistance to the City Council in the establishment of policies governing land use and physical development in the City.
2. To review and forward recommendations to the City Council on all applications for private and public developments within the City.
3. To assess the potential economic, demographic and aesthetic impact of proposed plans for physical development within the City.
4. To annually review the City's General Plan and Development Code and to make appropriate recommendations to the City Council concerning any required changes in these land use policy documents.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Community Development

**ACTIVITY:** Planning Commission

**CODE:** 251

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
52010 Regular Earnings - Part Time	18,000	18,000	18,000	18,000	18,000
52400 Employee Benefits	1,607	1,440	1,440	1,440	1,440
<b>TOTAL PERSONNEL</b>	19,607	19,440	19,440	19,440	19,440
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,000	3,000	3,000	3,000	3,000
53020 Dues and Publications	440	1,000	1,000	1,000	1,000
53080 Travel and Meeting	1,570	3,000	1,500	3,000	3,000
61580 Temporary Help	2,475	2,200	1,800	2,200	2,200
63520 Special Supplies	677	750	750	750	750
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	8,162	9,950	8,050	9,950	9,950
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	27,769	29,390	27,490	29,390	29,390

# **ECONOMIC DEVELOPMENT COMMISSION**

## DEPARTMENTAL ACTIVITY OVERVIEW

**DEPARTMENT:** Community Development  
**ACTIVITY:** Economic Development Commission  
**CODE:** 252

### OVERVIEW COMMENTARY

The powers, duties and responsibilities of the Economic Development Commission are set forth in Article VII of the City Charter, in Ordinance No. 880, and in the laws of the State of California. The Economic Development Commission consists of five members, appointed by the Mayor and City Council.

The Economic Development Commission acts in an advisory capacity to the City Council on the needs of existing businesses and the availability of economic development opportunities and resources. The Commission is responsible for providing staff and the City Council with guidance on business retention, business expansion, business marketing and technology related issues. This Commission also provides for the operation of the Economic Development Strategic Plan and the Business Retention Program for the City of Cerritos.

### ACTIVITY SUMMARY

<b>CLASSIFICATION</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROPOSED</b>	<b>2019-2020 APPROVED</b>
Personnel Expense	6,136	6,480	6,480	6,480	6,480
Operations and Maintenance	1,173	10,850	9,350	10,850	10,850
Capital Outlay	0	0	0	0	0
<b>TOTAL BUDGET</b>	7,309	17,330	15,830	17,330	17,330

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community Development  
**ACTIVITY:** Economic Development Commission  
**CODE:** 252

### ACTIVITY DESCRIPTION

1. Develop and monitor the implementation of a strategic plan for the City of Cerritos.
2. Evaluate City procedures and processes that either assist or hinder business opportunities, including streamlining the development review process.
3. Determine the effectiveness of influencing businesses to locate in the City of Cerritos based on current incentives and/or opportunities.
4. Provide recommendations of the City Council concerning the City's business community.
5. Develop and implement a business visitation program to demonstrate interest, gather information and develop plans to foster job retention and expansion.
6. Develop a program to establish and maintain employment figures for the City of Cerritos.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Community Development  
**ACTIVITY:** Economic Development Commission  
**CODE:** 252

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
52010 Regular Earnings - Part Time	5,700	6,000	6,000	6,000	6,000
52400 Employee Benefits	436	480	480	480	480
<b>TOTAL PERSONNEL</b>	6,136	6,480	6,480	6,480	6,480
<b>OPERATIONS AND MAINTENANCE</b>					
53070 Reimbursed Mileage	0	500	500	500	500
53080 Travel and Meeting	575	2,300	800	2,300	2,300
61430 Professional Services	0	0	0	0	0
61580 Temporary Help	375	750	750	750	750
63411 Community Programs	0	7,000	7,000	7,000	7,000
63520 Special Supplies	223	300	300	300	300
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	1,173	10,850	9,350	10,850	10,850
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	7,309	17,330	15,830	17,330	17,330

**SUCCESSOR AGENCY TO THE  
CERRITOS REDEVELOPMENT AGENCY  
ADMINISTRATIVE OPERATING BUDGET**

## SUCCESSOR AGENCY ACTIVITY OVERVIEW

**DEPARTMENT:** Successor Agency

**ACTIVITY:** Administrative

**CODE:** 261 / 262

### OVERVIEW COMMENTARY

Pursuant to AB 1X 26, as upheld by the California Supreme Court in December 2011, the Cerritos Redevelopment Agency was dissolved on February 1, 2012. Accordingly, the Successor Agency to the Cerritos Redevelopment Agency (Successor Agency) was established in compliance with AB 1X 26.

A Successor Agency is required to make payments and fulfill enforceable obligations of the former Redevelopment Agency. The budgets of the Successor Agency reflect anticipated and actual payments that have been included on the applicable Recognized Obligation Payment Schedule (ROPS) documents. The Department of Finance approved, in 2018, the Last and Final Recognized Obligation Payment Schedule which allows the Successor Agency to receive and expend the RPTFF distributions up to the maximum approved amount. This will allow the Successor Agency to pay off all approved enforceable obligations.

### ACTIVITY SUMMARY

<b>CLASSIFICATION</b>	<b>2016-2017 ACTUAL</b>	<b>2017-2018 BUDGET</b>	<b>2017-2018 ESTIMATED</b>	<b>2018-2019 PROPOSED</b>	<b>2018-2019 APPROVED</b>
Personnel Expense	0	0	0	0	0
Operations and Maintenance	18,926,119	18,314,740	18,314,740	19,798,600	19,798,600
Capital Outlay	0	0	0	0	0
<b>TOTAL BUDGET</b>	18,926,119	18,314,740	18,314,740	19,798,600	19,798,600

## **SUCCESSOR ACTIVITY DETAIL**

### **ACTIVITY COMMENTARY**

**DEPARTMENT:** Successor Agency

**ACTIVITY:** Administrative

**CODE:** 261 / 262

#### **ACTIVITY OBJECTIVES**

The Successor Agency budget has been established in accordance with the provisions of AB 1X 26, and the resulting dissolution of the Cerritos Redevelopment Agency on February 1, 2012.

The budget reflects amounts that have been included on the applicable Recognized Obligation Payment Schedule (ROPS) document.

# SUCCESSOR ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Successor Agency

**ACTIVITY:** Administrative

**CODE:** 261 / 262

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
52010 Regular Earnings - Part Time	0	0	0	0	0
52400 Employee Benefits	0	0	0	0	0
<b>TOTAL PERSONNEL</b>	0	0	0	0	0
<b>OPERATIONS AND MAINTENANCE</b>					
80161 Bond Payments / Other SA Expenses	18,299,764	18,279,740	18,279,740	19,763,600	19,763,600
80161 Administrative Expense	626,355	35,000	35,000	35,000	35,000
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	18,926,119	18,314,740	18,314,740	19,798,600	19,798,600
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures And Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	18,926,119	18,314,740	18,314,740	19,798,600	19,798,600

# SUCCESSOR AGENCY ACTIVITY DETAIL

## BOND INTEREST, REDEMPTION AND LOANS

**DEPARTMENT:** Successor Agency

**ACTIVITY:** Administrative

**CODE:** 261 / 262

### Los Cerritos Bond Issue

		2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	BUDGET	ESTIMATED	FORECAST
<b>2002 Series A</b>					
23114	Principal	3,075,000	3,225,000	3,225,000	3,390,000
80130	Interest	578,240	422,740	422,740	259,450
<b>TOTAL 2002 SERIES A</b>		3,653,240	3,647,740	3,647,740	3,649,450
<b>2002 Series B</b>					
23116	Principal	505,000	530,000	530,000	550,000
80130	Interest	95,290	71,220	71,220	44,460
<b>TOTAL 2002 SERIES B</b>		600,290	601,220	601,220	594,460
<b>ACTIVITY TOTAL</b>		4,253,530	4,248,960	4,248,960	4,243,910

# SUCCESSOR AGENCY ACTIVITY DETAIL

## BOND INTEREST, REDEMPTION AND LOANS

**DEPARTMENT:** Successor Agency

**ACTIVITY:** Administrative

**CODE:** 261 / 262

### Los Coyotes Bond Issue

		2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	BUDGET	ESTIMATED	FORECAST
<b>1993 Series A</b>					
23121	Principal	0	0	0	0
80130	Interest	520,000	520,000	520,000	520,000
<b>TOTAL 1993 SERIES A</b>		520,000	520,000	520,000	520,000
<b>1993 Series B</b>					
23122	Principal	5,160,000	5,565,000	5,565,000	1,250,000
80130	Interest	732,810	314,540	314,540	48,750
<b>TOTAL 1993 SERIES B</b>		5,892,810	5,879,540	5,879,540	1,298,750
<b>2002 Series A</b>					
23125	Principal	1,690,000	1,780,000	1,780,000	6,605,000
80130	Interest	2,330,420	2,246,470	2,246,470	2,039,770
<b>TOTAL 2002 SERIES A</b>		4,020,420	4,026,470	4,026,470	8,644,770
<b>2002 Series B</b>					
23142	Principal	905,000	940,000	940,000	985,000
80130	Interest	415,480	372,570	372,570	324,870
<b>TOTAL 2002 SERIES B</b>		1,320,480	1,312,570	1,312,570	1,309,870
<b>ACTIVITY TOTAL</b>		11,753,710	11,738,580	11,738,580	11,773,390

# SUCCESSOR AGENCY ACTIVITY DETAIL

## BOND INTEREST, REDEMPTION AND LOANS

**DEPARTMENT:** Successor Agency  
**ACTIVITY:** Administrative  
**CODE:** 261 / 262

### Loan from City of Cerritos

		2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 FORECAST
<b>Los Cerritos/Los Coyotes (b)</b>					
80130	Interest	0	0	0	0
	Principal	2,142,233	2,282,216	2,282,216	3,736,300
<b>TOTAL LOS CERRITOS/LOS COYOTES</b>		2,142,233	2,282,216	2,282,216	3,736,300
<b>ACTIVITY TOTAL</b>		2,142,233	2,282,216	2,282,216	3,736,300

### Loan from Low Mod Fund (c)

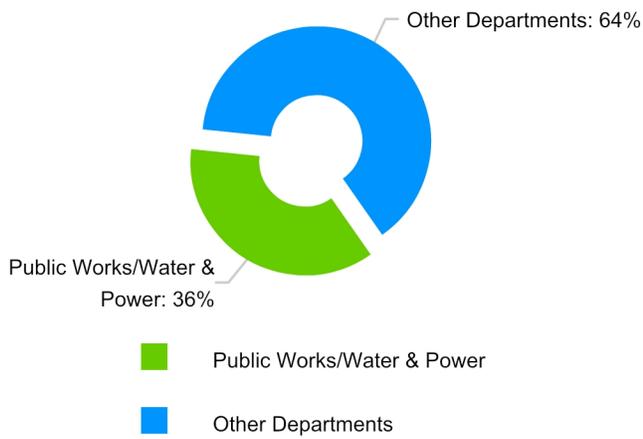
		2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 FORECAST
<b>Los Cerritos/Los Coyotes</b>					
20146	Principal	139,983	0	0	0
<b>TOTAL LOS CERRITOS/LOS COYOTES</b>		139,983	0	0	0
<b>ACTIVITY TOTAL</b>		139,983	0	0	0

		2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 FORECAST
<b>GRAND TOTAL (BIR, Loans &amp; Pass Through)</b>		18,289,456	18,269,756	18,269,756	19,753,600

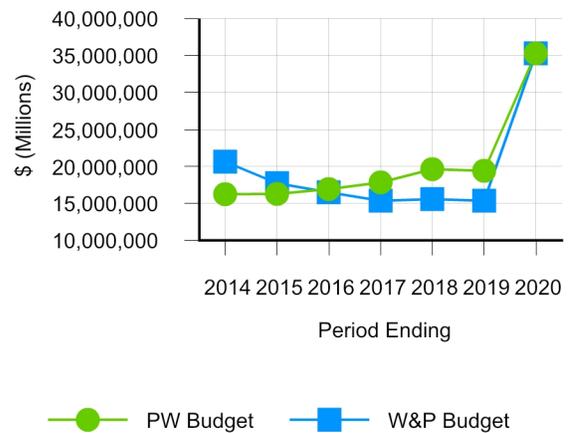
- (a) Loan payments will be made pursuant to a settlement agreement reached between the Successor Agency to the Cerritos Redevelopment Agency and the California State Department of Finance in resolution of outstanding litigation relating to enforceable obligations associated with the former Cerritos Redevelopment Agency.
- (b) The loans from the Low and Moderate Income Housing Fund for Los Cerritos and Los Coyotes were merged in Fiscal Year 2015-2016.

# **PUBLIC WORKS / WATER & POWER**

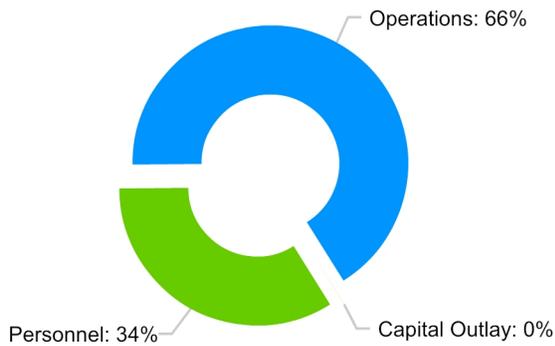
### Percent of Operating Budget



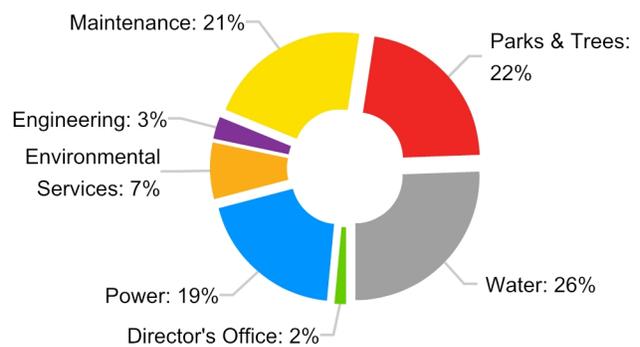
### Budget History



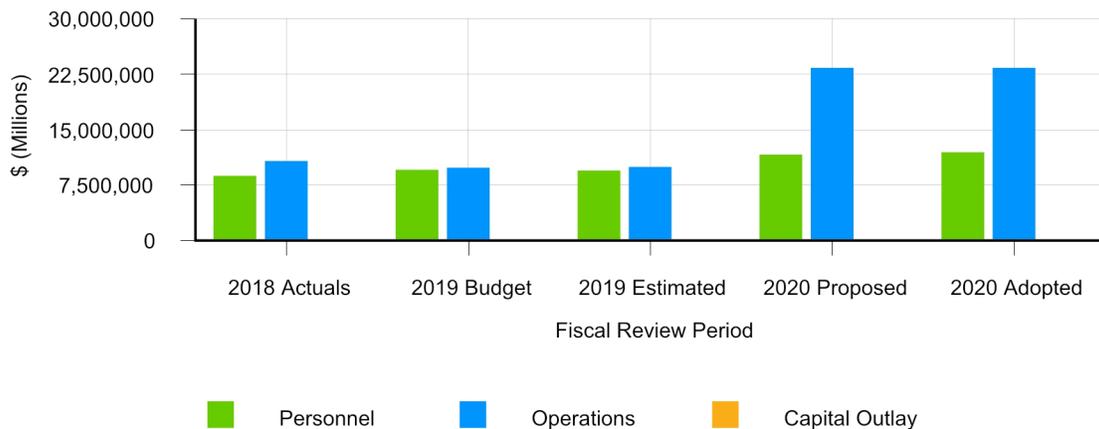
### Department Budget Composition



### Division Composition



### Activity Summary



# DEPARTMENTAL ACTIVITY OVERVIEW

**DEPARTMENT:** Public Works / Water & Power

**CODE:** 300

## OVERVIEW COMMENTARY

The Department of Public Works / Water & Power is responsible for administering and implementing the Capital Improvement Program (CIP), providing maintenance services to City facilities, and managing the Water & Power utilities. The Department consists of six major divisions which include Engineering, Environmental Services, General Maintenance, Parks and Trees, Water, and the Electric Utility.

The Department of Public Works / Water & Power coordinates the planning, budgeting, design, contract administration and inspection of all Capital Improvement Projects. The Department also oversees the development of new water and energy projects, as well as the procurement of additional assets through contracts administration.

The Department of Public Works / Water & Power is vested with the responsibility of managing and maintaining a variety of municipal services and facilities including streets, safety lighting, traffic signals, street sweeping, refuse collection, storm drains, sewers, municipal buildings, vehicles and equipment, 21 neighborhood and community parks, public swim facility, municipal golf course, street trees, medians and parkways.

Together with other City departments, the Department of Public Works / Water & Power is responsible for reviewing proposed developments, reporting to the Planning Commission and City Council, implementing City standards, plan checking, inspection of private developments, and reviewing proposed developments regarding all water related issues.

The Department of Public Works / Water & Power is also responsible for managing and maintaining two multi-faceted services in the Cerritos Water Utility and the Cerritos Electric Utility. Organizationally, it incorporates the functions of several utility operating divisions, including Water Management, Water Production and Distribution, Water Operations (Potable), Water Operations (Reclaimed), Water Inspection, and the Operations Division of the Cerritos Electric Utility.

The Water Utility provides water to more than 15,500 services and over 50,000 residents; recycled water to a majority of the public parks and arterial landscaping throughout the City; and emergency water service to the Fire Department. The Cerritos Electric Utility was created to provide reliable electricity to end-use customers in the City of Cerritos. In the provision of electrical services, the Department of Public Works / Water & Power participates in the Magnolia Power Project, the Southern California Public Power Authority, and interfaces with state and federal regulatory agencies such as the California Public Utilities Commission, the California Energy Commission, the California Independent System Operators and the Federal Energy Regulatory Commission.

## ACTIVITY SUMMARY

<b>CLASSIFICATION</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROPOSED</b>	<b>2019-2020 APPROVED</b>
Personnel Expense	8,719,771	9,543,810	9,445,010	11,597,520	11,922,254
Operations and Maintenance	10,740,878	9,857,050	9,968,350	23,362,225	23,362,225
Capital Outlay	0	3,440	3,440	4,940	4,940
<b>TOTAL BUDGET*</b>	<b>19,460,649</b>	<b>19,404,300</b>	<b>19,416,800</b>	<b>34,964,685</b>	<b>35,289,419</b>

\*Please note that the Departments of Public Works and Water & Power will be merged beginning FY 2019-2020.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** Office of the Director / City Engineer  
**CODE:** 311

### ACTIVITY DESCRIPTION

The responsibilities of the Office of the Director include direct supervision, coordination and control of all departmental activities for the Engineering, Environmental Services, Maintenance, Parks and Trees, Water, and Electric Utility Divisions. The Director of Public Works / Water & Power is appointed by the City Manager and functions in a staff capacity to advise elected and appointed officers concerning the City's public works needs and requirements.

The Director of Public Works / Water & Power also serves as the City Engineer and the General Manager for Water & Power. Staff assigned to the Director's office ensure that the administrative programs of the Department of Public Works / Water & Power are consistent with the City's policies and procedures.

This office is responsible for:

- (a) Administration of the City's Capital Improvement Program;
- (b) Administering contracts for both construction projects and maintenance programs;
- (c) Managing departmental programs and personnel;
- (d) Researching funding sources and securing grants;
- (e) Providing a variety of data and information vital for the City's decision-making process and policy formation to elected and appointed City officials;
- (f) Providing oversight for City engineering functions, including approval of engineering plans, survey documents and subdivision maps;
- (g) Coordinating departmental programs and activities with other departments, government agencies, businesses and the general public.

### ACTIVITY OBJECTIVES

1. To develop and achieve departmental goals through the establishment of effective and efficient systems, procedures and programs.
2. To constantly evaluate departmental programs, projects and reports in an effort to maximize productivity.
3. To increase the efficiency of the department's efforts in the areas of contract management, maintenance services and cost-benefit analysis.
4. Develop and implement new programs to meet community needs and legislative compliance.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** Office of the Director / City Engineer  
**CODE:** 311

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	230,801	245,070	245,070	253,000	260,084
52010 Regular Earnings - Part Time	19,964	18,980	18,980	19,100	19,635
52021 Overtime Earnings - Part Time	0	0	0	0	0
52400 Employee Benefits	223,362	229,830	229,830	236,950	243,585
<b>TOTAL PERSONNEL</b>	<b>474,127</b>	<b>493,880</b>	<b>493,880</b>	<b>509,050</b>	<b>523,304</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	4,800	4,800	4,800	4,800	4,800
53020 Dues and Publications	416	580	580	580	580
53070 Reimbursed Mileage	0	100	100	100	100
61430 Professional Services	0	0	0	0	0
63250 Office Supplies	16	300	300	300	300
63520 Special Supplies	0	0	3,000	0	0
67060 Cellular Phone	600	1,200	1,200	1,200	1,200
69901 Non-Capitalizable Expenditures	0	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>5,832</b>	<b>6,980</b>	<b>9,980</b>	<b>6,980</b>	<b>6,980</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>479,959</b>	<b>500,860</b>	<b>503,860</b>	<b>516,030</b>	<b>530,284</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Engineering

**CODE:** 321

### ACTIVITY DESCRIPTION

The Engineering Division functions in a staff capacity within the Department of Public Works to supply basic engineering support to the City for activities such as the administration of public works projects, design of capital improvement projects, traffic engineering services, subdivision map review and plan checking, survey and inspection services and the performance of related technical tasks. Personnel assigned to the Engineering Division coordinate and administer activities supplied to the City by private contractors for public works construction projects including street and bridge construction, traffic signal construction, sewer and storm drain installation and similar capital construction work. Engineering plan checking for both private and public construction is also a primary responsibility of the Engineering Division and NPDES.

### ACTIVITY OBJECTIVES

1. Facilitate the safe movement of traffic through standardized design and construction of street improvements.
2. Reduce delay time and to increase traffic flow capacity of City arterial streets through continual upgrading and monitoring of traffic signal systems.
3. Provide for the safe movement of traffic on City streets by continual monitoring and upgrading of highway and street facilities.
4. Provide design and construction project management for capital improvements.
5. Provide plan checking and inspection for public improvements by private developers pursuant to current City standards.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Permits issued	340	350	400
Grading plan checks processed	10	5	6
Parcel/tract maps, lot line adjustments processed & easements	4	6	5
Traffic studies	1	3	5
Designed projects in-house	5	5	5

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Engineering

**CODE:** 321

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	404,419	422,010	422,010	422,150	433,970
51021 Overtime	560	3,730	3,730	3,620	3,721
52400 Employee Benefits	386,664	409,350	409,350	417,930	429,632
<b>TOTAL PERSONNEL</b>	<b>791,643</b>	<b>835,090</b>	<b>835,090</b>	<b>843,700</b>	<b>867,323</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	7,200	3,600	7,200	7,200	7,200
53020 Dues and Publications	1,426	1,500	1,500	1,500	1,500
53070 Reimbursed Mileage	189	1,200	1,200	1,200	1,200
53080 Travel and Meeting	776	1,700	1,700	1,700	1,700
53091 Vehicle Operations	375	2,700	2,700	2,700	2,700
61070 Checking and Inspection	52,260	30,000	30,000	30,000	30,000
61130 Delivery Service	0	500	500	500	500
61180 Engineering Services	0	1,000	1,000	1,000	1,000
61430 Professional Services	208,382	90,000	90,000	90,000	90,000
61520 Special Studies	2,400	7,250	7,250	7,250	7,250
63230 Maps and Publications	0	250	250	250	250
63250 Office Supplies	317	750	750	750	750
63520 Special Supplies	901	3,000	3,000	3,000	3,000
65176 Traffic Signal Camera Enforcement	0	0	0	0	0
67060 Cellular Phone	1,750	1,800	1,800	1,800	1,800
69200 CDBG - Staff Time Expense Reimbursement	0	0	0	0	0
69950 Non-Cap Expenditures - FF&E	799	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>276,775</b>	<b>145,250</b>	<b>148,850</b>	<b>148,850</b>	<b>148,850</b>
<b>CAPITAL OUTLAY</b>					
79030 Improvements	0	0	0	0	0
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>1,068,418</b>	<b>980,340</b>	<b>983,940</b>	<b>992,550</b>	<b>1,016,173</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Environmental Services

**CODE:** 331

### ACTIVITY DESCRIPTION

The Environmental Services Division is responsible for the City's refuse collection function, street sweeping contract and the custodial maintenance of all City facilities. The Division also administers the City's integrated waste management programs, which include source reduction, recycling, household hazardous waste and composting. The Division is also responsible for overseeing the City's compliance with the National Pollutant Discharge Elimination System (NPDES) permit requirements.

### ACTIVITY OBJECTIVES

1. To maintain clean and sanitary conditions through all residential, industrial and commercial areas of the City through the provision of regularly scheduled refuse collection, a service supplied to the City under private contract.
2. To administer the Citywide recycling program by meeting the mandated diversion goals.
3. To develop and distribute educational materials to City residents and businesses on waste management and other resource conservation programs. This includes recycling, household hazardous waste disposal, source reduction, used oil recycling and electricity conservation.
4. To coordinate compliance with local enforcement agency regulations.
5. To prepare reporting documents for environmental program requirements for submittal to regulatory agencies.
6. Identify and procure funding from outside sources for Public Works programs and services.
7. To maintain sanitary and safe conditions on all residential and commercial streets through the provision of regularly scheduled street sweeping, supplied to the City through private contract.
8. To ensure that facilities remain in a neat and sanitary condition on a day-to-day basis.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Increase in Custodial Services reflects an increase to the State mandated minimum wage that contractors are required to pay their employees as well as the contracting of custodial services at the Cerritos Senior Center (61110).

+\$196,520

Decrease in Professional Services accounts for the inclusion of several outside services in the Cerritos Senior Center custodial contract (61430).

-\$5,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Environmental Services

**CODE:** 331

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	621,970	628,200	580,000	570,320	586,289
51021 Overtime	2,965	5,150	12,800	6,000	6,168
52010 Regular Earnings - Part Time	100,571	133,690	85,030	77,100	79,259
52021 Overtime Earnings - Part Time	212	0	0	0	0
52400 Employee Benefits	675,059	705,070	637,920	629,210	646,828
<b>TOTAL PERSONNEL</b>	1,400,777	1,472,110	1,315,750	1,282,630	1,318,544
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	0	500	500	500	500
53070 Reimbursed Mileage	618	1,200	1,600	1,800	1,800
53090 Uniform and Shoes	4,358	5,400	4,910	5,200	5,200
61110 Custodial Services	674,300	698,670	739,880	895,190	895,190
61191 Environmental Grant Expenditures	17,601	27,100	27,100	27,100	27,100
61250 Hazardous Waste Disposal	0	5,000	5,000	5,000	5,000
61360 Permit Fees	185	10,000	10,000	10,000	10,000
61430 Professional Services	111,391	100,000	100,000	95,000	95,000
61550 Special Waste	0	2,000	2,000	2,000	2,000
61560 Storm Water Management	89,121	100,000	100,000	100,000	100,000
63520 Special Supplies	105,708	120,000	120,000	120,000	120,000
63530 Small Tools	2,116	3,000	3,000	3,000	3,000
65131 Rent Other Equipment	0	1,200	1,200	1,200	1,200
65154 Street Sweeping	184,376	0	0	0	0
67040 Electricity	5,288	6,000	9,460	6,000	6,000
67060 Cellular Phone	1,200	1,200	1,200	1,200	1,200
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	1,199,862	1,084,870	1,129,450	1,276,790	1,276,790
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	2,600,639	2,556,980	2,445,200	2,559,420	2,595,334

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** General Maintenance

**CODE:** 341

### ACTIVITY DESCRIPTION

The purpose of this activity is to supervise and oversee all maintenance responsibilities within the City, except for those maintenance activities normally performed by the Parks, Environmental Services and Water Divisions. Included among the responsibilities of the General Maintenance activity are the administration of all maintenance service contracts (including the traffic signal maintenance contract, sewer and storm drain maintenance, graffiti removal and various contracts which the City has with the Los Angeles County Department of Public Works). Additional responsibilities assigned to General Maintenance include the overall maintenance of municipally owned structures and streets, sewers, storm drains and public rights-of-way.

### ACTIVITY OBJECTIVES

1. To maintain clean and sanitary conditions through all residential, industrial and commercial areas of the City.
2. To maintain the public rights-of-way in a clean and sanitary manner through the provision of regularly scheduled clean up and weed abatement along unimproved rights-of-way.
3. To ensure the security of City streets after dark through the provision of street lighting.
4. Prevent flooding by ensuring maintenance of storm/sewer system.
5. Provide routine maintenance of sewer lines and protect the health of Cerritos residents through immediate response to emergency calls.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Sewer lines maintained (miles)	109.32	109.32	109.32
Sewer lift stations	6	6	6

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Increase to Street Light Maintenance (65151) to reflect projected LED maintenance costs.	+ \$35,000
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# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** General Maintenance

**CODE:** 341

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	258,557	265,290	265,290	252,800	259,878
51021 Overtime	0	4,770	4,770	4,630	4,760
52010 Regular Earnings - Part Time	17,599	38,580	38,580	36,710	37,738
52400 Employee Benefits	251,656	266,210	266,210	260,380	267,671
<b>TOTAL PERSONNEL</b>	<b>527,812</b>	<b>574,850</b>	<b>574,850</b>	<b>554,520</b>	<b>570,047</b>

### OPERATIONS AND MAINTENANCE

53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	337	360	360	360	360
53030 Education and Training	0	2,400	2,400	2,400	2,400
53070 Reimbursed Mileage	0	320	320	320	320
53080 Travel and Meeting	16	0	0	0	0
53090 Uniform and Shoes	1,270	1,270	1,270	1,270	1,270
53091 Vehicle Operations	5,148	9,850	9,850	9,850	9,850
61380 Printing	0	300	300	300	300
61430 Professional Services	6,192	6,250	6,250	6,250	6,250
61530 Soil Sterilization and Weed Abatement	5,800	5,800	5,800	5,800	5,800
63250 Office Supplies	111	120	120	120	120
63270 Photo Film and Processing	0	360	360	360	360
63410 Program Expenses and Supplies	63,638	113,900	113,900	113,900	113,900
63520 Special Supplies	384	360	360	360	360
63530 Small Tools	0	730	730	730	730
65050 Equipment and Machinery Maintenance	153,101	119,000	119,000	119,000	119,000
65090 Off Street Maintenance	12,549	34,830	34,830	34,830	34,830
65134 Sewer Maintenance	387,062	301,440	301,440	301,440	301,440
65140 Storm Drain Maintenance	42,780	29,260	29,260	29,260	29,260
65151 Street Lights - Maintenance	841,798	874,200	890,530	909,200	909,200
67010 Water	40	0	0	0	0
67060 Cellular Phone	1,328	1,200	1,200	1,200	1,200
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>1,525,154</b>	<b>1,505,550</b>	<b>1,521,880</b>	<b>1,540,550</b>	<b>1,540,550</b>

### CAPITAL OUTLAY

79050 Furniture Fixtures and Office	0	0	0	0	0
79060 Motor Vehicles	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>ACTIVITY TOTAL</b>	<b>2,052,966</b>	<b>2,080,400</b>	<b>2,096,730</b>	<b>2,095,070</b>	<b>2,110,597</b>
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# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** General Maintenance - Street

**CODE:** 342

### ACTIVITY DESCRIPTION

Funds are provided within the General Maintenance Division's Street Maintenance activity to undertake a variety of maintenance functions which include the resurfacing and sealing of all public streets and highways; bridge maintenance; traffic signal maintenance; pavement marking and striping; traffic and street name sign maintenance and replacement; storm sewer maintenance; emergency sanitary sewer services; curb, gutter and sidewalk maintenance; and the repair of storm damage throughout the City. These functions are performed under contracts issued to the County of Los Angeles and to various private firms.

### ACTIVITY OBJECTIVES

1. To ensure that a comprehensive maintenance program is developed and implemented for municipally-owned facilities in the public rights-of-way.
2. To provide for traffic safety through the maintenance of safety devices and signs.
3. To forestall future capital expenditures through ongoing preventative street maintenance.
4. To ensure pedestrian safety through the maintenance of curbs, gutters and sidewalks.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>
	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>FORECASTED</b>
Miles of sidewalk maintained	242.16	242.16	242.16
Miles of curb and gutters maintained	256	256	256
Total street mileage maintained	136.33	136.33	136.33
Traffic signals maintained	90	91	91
Bridges maintained	16	16	16

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** General Maintenance - Street

**CODE:** 342

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	54,151	68,010	68,010	55,910	57,476
51021 Overtime	238	1,060	1,060	1,030	1,059
52400 Employee Benefits	60,031	70,050	70,050	57,580	59,192
<b>TOTAL PERSONNEL</b>	<b>114,420</b>	<b>139,120</b>	<b>139,120</b>	<b>114,520</b>	<b>117,727</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	0	120	120	120	120
53030 Education and Training	0	2,400	2,400	2,400	2,400
53070 Reimbursed Mileage	0	380	380	380	380
53090 Uniform and Shoes	690	730	730	730	730
53091 Vehicle Operations	3,046	5,230	5,230	5,230	5,230
61430 Professional Services	65,110	3,520	3,520	3,520	3,520
63520 Special Supplies	1,822	1,880	1,880	1,880	1,880
63530 Small Tools	312	350	350	350	350
65030 Bridge Maintenance	13,823	18,480	18,480	18,480	18,480
65070 Marking and Striping	49,877	45,320	45,320	45,320	45,320
65133 Roadside Maintenance	21,127	34,500	34,500	34,500	34,500
65153 Street Sign - Maintenance	6,142	6,210	6,210	6,210	6,210
65155 Street Maintenance - City	218,482	154,500	174,500	154,500	154,500
65156 Street Maintenance - County	3,478	26,800	26,800	26,800	26,800
65171 Traffic Signal Maintenance - State	15,668	16,360	16,360	16,360	16,360
65172 Traffic Signal Maintenance - City	271,697	190,830	190,830	194,830	194,830
65174 Traffic Signal - Power	138,306	139,160	139,160	139,160	139,160
65175 Traffic and Regulatory Signs	6,246	17,220	17,220	17,220	17,220
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>815,826</b>	<b>663,990</b>	<b>683,990</b>	<b>667,990</b>	<b>667,990</b>
<b>CAPITAL OUTLAY</b>					
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>930,246</b>	<b>803,110</b>	<b>823,110</b>	<b>782,510</b>	<b>785,717</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** General Maintenance - Vehicle  
**CODE:** 343

### ACTIVITY DESCRIPTION

The Vehicle Maintenance Division provides internal vehicle, equipment and field maintenance support for the City. The activities of this Division relate to maintenance, repair, modification and fabrication of multiple types of City equipment. Activities range from minor repairs to major overhauls. This division is also responsible for the inspection and monitoring of service from vendors to assure receipt of quality and economical service.

### ACTIVITY OBJECTIVES

1. To extend the anticipated service life of all City-owned vehicles and equipment through routine and preventative maintenance.
2. To inspect, maintain, repair and overhaul all City equipment.
3. To provide centralized in-house maintenance support functions for all City departments.
4. To evaluate service vehicles, determine their service life and advise of replacement needs.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>
	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>FORECASTED</b>
Passenger vehicles maintained	3	3	3
Light industrial vehicles maintained (1 ton or below)	58	56	56
Heavy industrial vehicles maintained (over 1 ton)	10	10	10
Tractors maintained	10	10	10
Miscellaneous small power equipment maintained	316	316	317

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** General Maintenance - Vehicle  
**CODE:** 343

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	201,359	202,870	202,870	203,970	209,681
51021 Overtime	1,089	540	540	520	535
52400 Employee Benefits	217,025	208,960	208,960	210,990	216,898
<b>TOTAL PERSONNEL</b>	419,473	412,370	412,370	415,480	427,114
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	358	360	360	360	360
53030 Education and Training	0	2,400	2,400	2,400	2,400
53070 Reimbursed Mileage	0	180	180	180	180
53090 Uniform and Shoes	3,680	3,750	3,750	3,750	3,750
53091 Vehicle Operations	1,022	3,700	3,700	3,700	3,700
61340 Outside Services	28,970	29,440	29,440	29,440	29,440
63520 Special Supplies	85,174	81,160	81,160	81,160	81,160
63530 Small Tools	1,145	1,540	1,540	1,540	1,540
65131 Rent Other Equipment	0	480	480	480	480
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	120,349	123,010	123,010	123,010	123,010
<b>CAPITAL OUTLAY</b>					
	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	539,822	535,380	535,380	538,490	550,124

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** General Maintenance - Facility  
**CODE:** 344

### ACTIVITY DESCRIPTION

The Facility Maintenance section is responsible for the maintenance of all municipal structures including the Cerritos City Hall, the Cerritos Public Library, Cerritos Park East, Liberty Park, Heritage Park, Corporate Yard, Sports Complex, Cerritos Center for the Performing Arts, Senior Citizen Center, Sheriff Station and all other municipal structures.

### ACTIVITY OBJECTIVES

1. To ensure that all facilities remain in a safe and useful condition on a day-to-day basis.
2. To supply non-custodial maintenance and rehabilitation services to the City in an effort to ensure the extended life of municipal structures.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Building square footage maintained:			
City Hall	55,000	55,000	55,000
Cerritos Public Library	88,780	88,780	88,780
Cerritos Park East	20,000	20,000	20,000
Liberty Park	15,300	15,300	15,300
Heritage Park	2,000	2,000	2,000
Frontier Park	700	700	700
Westgate Park	800	800	800
Golf Course	2,475	2,475	2,475
Corporate Yard	25,000	25,000	25,000
Joe A. Gonsalves Park	600	600	600
Sports Complex	3,700	3,700	3,700
Cerritos Center for the Performing Arts	158,000	158,000	158,000
Senior Citizen Center	27,500	27,500	27,500
Cerritos Sheriff Station	81,000	81,000	81,000
<b>TOTAL SQUARE FT</b>	480,855	480,855	480,855

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** General Maintenance - Facility

**CODE:** 344

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	263,738	290,160	290,160	278,730	286,534
51021 Overtime	3,144	7,960	7,960	7,730	7,946
52400 Employee Benefits	262,188	293,070	293,070	284,310	292,271
<b>TOTAL PERSONNEL</b>	<b>529,070</b>	<b>591,190</b>	<b>591,190</b>	<b>570,770</b>	<b>586,751</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	138	240	240	240	240
53030 Education and Training	0	2,400	2,400	2,400	2,400
53070 Reimbursed Mileage	0	380	380	380	380
53090 Uniform and Shoes	2,159	2,580	2,580	2,580	2,580
53091 Vehicle Operations	4,634	5,300	5,300	5,300	5,300
61340 Outside Services	7,237	7,240	7,240	7,240	7,240
61360 Permit Fees	3,068	3,280	3,280	3,280	3,280
61430 Professional Services	91,033	62,440	62,440	62,440	62,440
63520 Special Supplies	57,583	72,000	72,000	72,000	72,000
63530 Small Tools	139	1,390	1,390	1,390	1,390
65010 Air Conditioning Maintenance	280,376	180,820	200,820	180,820	180,820
65020 Building and Grounds	564,046	553,430	568,680	553,430	553,430
65110 Playground Equipment Maintenance	41,187	41,240	41,240	41,240	41,240
65131 Rent Other Equipment	0	960	960	960	960
65132 Rent Building and Grounds	0	820	820	820	820
67010 Water	67,729	60,000	60,000	60,000	60,000
67030 Natural Gas	57,973	81,940	81,940	81,940	81,940
67040 Electricity	1,647,151	1,637,000	1,637,000	1,637,000	1,637,000
67050 Telephone	155,665	273,200	273,200	273,200	273,200
67060 Cellular Phone	636	600	600	600	600
69120 Property Taxes	4,829	3,740	4,910	3,740	3,740
69901 Non-Capitalizable Expenditures	0	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>2,985,583</b>	<b>2,991,000</b>	<b>3,027,420</b>	<b>2,991,000</b>	<b>2,991,000</b>
<b>CAPITAL OUTLAY</b>					
79010 Land	0	0	0	0	0
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>3,514,653</b>	<b>3,582,190</b>	<b>3,618,610</b>	<b>3,561,770</b>	<b>3,577,751</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** General Maintenance - Swim Center  
**CODE:** 345

### ACTIVITY DESCRIPTION

The Swim Center Maintenance Division is responsible for the maintenance operations associated with the Cerritos Olympic Swim Center facility.

### ACTIVITY OBJECTIVES

1. To ensure that the facility of 39,044 square feet remains in a neat and sanitary condition on a daily basis.
2. To ensure the programming of maximum leisure activities (swimming) through proper maintenance.
3. To supply non-custodial maintenance and rehabilitation services to the City in an effort to ensure the extended life of the municipal structure.
4. Guarantee water quality to meet Health Department standards.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** General Maintenance - Swim Center  
**CODE:** 345

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	64,019	64,910	64,910	63,020	64,785
51021 Overtime	611	540	540	520	535
52400 Employee Benefits	70,934	67,510	67,510	65,540	67,375
<b>TOTAL PERSONNEL</b>	<b>135,564</b>	<b>132,960</b>	<b>132,960</b>	<b>129,080</b>	<b>132,695</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	65	120	120	120	120
53030 Education and Training	0	1,200	1,200	1,200	1,200
53070 Reimbursed Mileage	0	180	180	180	180
53090 Uniform and Shoes	630	630	630	630	630
53091 Vehicle Operations	1,847	1,880	1,880	1,880	1,880
61340 Outside Services	3,850	4,320	4,320	4,320	4,320
61360 Permit Fees	1,360	360	360	360	360
61430 Professional Services	14,153	14,940	14,940	14,940	14,940
63520 Special Supplies	35,159	26,400	26,400	26,400	26,400
63530 Small Tools	389	690	690	690	690
65010 Air Conditioning Maintenance	127,289	27,300	19,800	27,300	27,300
65020 Building and Grounds	88,519	51,800	44,300	51,800	51,800
65131 Rent Other Equipment	0	840	840	840	840
67010 Water	15,785	7,000	7,000	7,000	7,000
67030 Natural Gas	54,772	58,980	53,980	58,980	58,980
67040 Electricity	140,854	142,400	142,400	142,400	142,400
67050 Telephone	3,371	2,470	2,470	2,470	2,470
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>488,043</b>	<b>341,510</b>	<b>321,510</b>	<b>341,510</b>	<b>341,510</b>
<b>CAPITAL OUTLAY</b>					
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>623,607</b>	<b>474,470</b>	<b>454,470</b>	<b>470,590</b>	<b>474,205</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Parks/Trees Maintenance

**CODE:** 351

### ACTIVITY DESCRIPTION

The Parks and Trees Management Division is responsible for the overall supervision, coordination and administrative control of the Parks Maintenance, Street Tree Maintenance, Median Maintenance and Golf Course Maintenance Programs. Examples of the duties performed include review of landscape design and specifications for various types of landscape projects undertaken throughout the City, review and approval of landscape and irrigation plans for public landscape projects, the performance of field inspections to ensure conformance with the City's landscape requirements and weed abatement of public rights-of-way.

### ACTIVITY OBJECTIVES

1. To maintain the City's image of a park-like community and support the City's designation as a Tree City USA through the development of landscaping standards and specifications.
2. To coordinate the functional areas of responsibility

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>
	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>FORECASTED</b>
Public landscape projects completed	10	10	10
Private landscape projects reviewed and checked	20	20	20
Field inspections performed (approximately)	150	150	150

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Parks/Trees Maintenance

**CODE:** 351

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	116,676	120,180	120,180	120,160	123,525
52010 Regular Earnings - Part Time	24,685	28,690	28,690	26,140	26,872
52400 Employee Benefits	106,421	115,970	115,970	117,500	120,790
<b>TOTAL PERSONNEL</b>	<b>247,782</b>	<b>264,840</b>	<b>264,840</b>	<b>263,800</b>	<b>271,187</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53090 Uniform and Shoes	0	0	0	0	0
67060 Cellular Phone	600	600	600	600	600
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>4,200</b>	<b>4,200</b>	<b>4,200</b>	<b>4,200</b>	<b>4,200</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>251,982</b>	<b>269,040</b>	<b>269,040</b>	<b>268,000</b>	<b>275,387</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** Parks/Trees Maintenance - Median and Parkway  
**CODE:** 352

### ACTIVITY DESCRIPTION

The purpose of the Median Maintenance Division is to provide the maintenance for all center street medians, sidewalk planters and curvilinear buffer planting areas throughout the City and certain areas of landscape along the 91 and 605 Freeways including weed abatement along improved arterial rights-of-way. A portion of funds for Assessment District #6 will be derived from a special maintenance district. One half the cost of maintaining Del Amo and Valley View center medians and part of the Pioneer center median landscaped areas will be paid for through joint agreements with the Cities of Lakewood, Buena Park and La Mirada. This Division also oversees the maintenance of the center medians, AD-6, ADP-2, arterial contracts and the Art Center landscape maintenance.

### ACTIVITY OBJECTIVES

1. To ensure beautification and aesthetic standards are achieved through the maintenance of all City parkways, medians and other landscaped areas.
2. To provide a continuing program of landscape replacement and renovation to ensure the lasting appearance of the median landscaped area.
3. To control weeds along improved public rights-of-way as needed for safety and aesthetic value.
4. Oversee the contract maintenance of the center medians, AD-6, arterial planter areas, ADP-2 Landscape Area, the freeway landscape areas and the Art Center areas.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Total approximate square feet of center street medians	1,000,000	1,000,000	1,000,000
Total approximate square feet of ADP-2 & AD-6 buffer landscape area	1,128,000	1,128,000	1,128,000
Total approximate square footage of sidewalk planters	972,163	972,163	972,163
Total square footage of freeway landscape	797,000	797,000	797,000

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Parks/Trees Maintenance - Median and Parkway

**CODE:** 352

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	71,720	72,850	72,850	74,220	76,298
51021 Overtime	0	410	410	400	411
52400 Employee Benefits	73,908	73,580	73,580	71,440	73,440
<b>TOTAL PERSONNEL</b>	145,628	146,840	146,840	146,060	150,149
<b>OPERATIONS AND MAINTENANCE</b>					
53090 Uniform and Shoes	562	550	550	790	790
53091 Vehicle Operations	1,336	3,800	3,800	3,800	3,800
61340 Outside Services	6,733	6,870	6,870	6,870	6,870
61430 Professional Services	1,260,456	1,143,410	1,143,410	1,143,410	1,143,410
63520 Special Supplies	2,655	2,660	2,660	2,660	2,660
63530 Small Tools	136	150	150	150	150
67010 Water	372,601	336,960	336,960	336,960	336,960
67040 Electricity	50,395	39,600	39,600	39,600	39,600
67060 Cellular Phone	0	480	480	480	480
69901 Non-Capitalizable Expenditures	0	0	0	0	0
69970 Non-Cap Expenditures - Machinery	2,029	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	1,696,903	1,534,480	1,534,480	1,534,720	1,534,720
<b>CAPITAL OUTLAY</b>					
79030 Improvements	0	0	0	0	0
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	2,040	2,040	2,040	2,040
<b>TOTAL CAPITAL OUTLAY</b>	0	2,040	2,040	2,040	2,040
<b>ACTIVITY TOTAL</b>	1,842,531	1,683,360	1,683,360	1,682,820	1,686,909

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** Parks/Trees Maintenance - Parkway Trees  
**CODE:** 353

In 1999, the City of Cerritos was designated as a Tree City USA by the National Arbor Foundation. This designation was granted for the City's commitment to the preservation and maintenance of the approximately 30,000 trees located in the parks, parkways and medians.

### ACTIVITY DESCRIPTION

The Parkway Trees Division is responsible for planting, maintaining, repairing and replacing all trees located in City rights-of-way and in other public areas. Personnel assigned to this division help maintain tree wells and similar facilities.

### ACTIVITY OBJECTIVES

1. To preserve municipal beautification efforts and support the City's designation as a Tree City USA through constant maintenance of tree wells and street trees in the City.
2. To constantly monitor the health of street trees and take steps necessary to prevent damaging diseases and retard other forms of insect and plant life harmful to street trees.
3. To grow at the City nursery a portion of the special trees for public and street tree programs.
4. Oversee the contract trimming of City street trees.
5. Provide assistance to the Cerritos Property Preservation Commission regarding implementation of the City's tree removal policy.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
New street trees planted by City	100	150	200
Street trees maintained	28,350	28,500	28,700
Street trees treated for disease prevention	50	50	50
Street trees replaced	50	150	150
Street trees trimmed	5,000	6,500	8,000
Tractors maintained	1,900	1,900	2,000
Service calls made			

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Decrease in professional services for contract tree trimming (61430).	-\$203,040
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# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** Parks/Trees Maintenance - Parkway Trees  
**CODE:** 353

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	378,800	432,530	432,530	443,830	456,257
51021 Overtime	12,547	6,310	6,310	6,130	6,302
52010 Regular Earnings - Part Time	14,036	0	0	0	0
52015 Special Project Earnings - Part Time	3,019	0	0	0	0
52400 Employee Benefits	412,975	449,840	449,840	470,440	483,612
<b>TOTAL PERSONNEL</b>	<b>821,377</b>	<b>888,680</b>	<b>888,680</b>	<b>920,400</b>	<b>946,171</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	230	340	640	340	340
53070 Reimbursed Mileage	1,498	0	0	0	0
53080 Travel and Meeting	0	200	200	200	200
53090 Uniform and Shoes	4,482	2,730	4,430	5,500	5,500
53091 Vehicle Operations	15,745	21,500	21,500	21,500	21,500
61430 Professional Services	1,125,337	973,040	970,040	770,000	770,000
63280 Plant and Trees	9,505	10,900	10,900	10,900	10,900
63520 Special Supplies	12,637	10,840	10,840	10,840	10,840
63530 Small Tools	0	220	220	220	220
67010 Water	3,484	2,920	2,920	2,920	2,920
67060 Cellular Phone	609	960	960	960	960
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>1,173,527</b>	<b>1,023,650</b>	<b>1,022,650</b>	<b>823,380</b>	<b>823,380</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>1,994,904</b>	<b>1,912,330</b>	<b>1,911,330</b>	<b>1,743,780</b>	<b>1,769,551</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** Parks/Trees Maintenance - Parks  
**CODE:** 354

### ACTIVITY DESCRIPTION

The responsibilities of the Park Maintenance Division include providing of parks and ground maintenance services for the City's park system, which consists of 18 neighborhood parks and three community parks. Park maintenance personnel also maintain the ground adjacent to public buildings and other open space areas.

### ACTIVITY OBJECTIVES

1. To ensure the public grounds and landscaped areas are attractively maintained and suitable for public use at all times.
2. To maintain sports fields in good playable condition.
3. To repair damaged landscaped areas promptly and efficiently in order to encourage and provide for the constant use of public open-space lands.
4. To control weeds along improved rights-of-way as needed for safety and aesthetic value.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Total park and public acreage maintained includes:	205	205	205

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Increase in anticipated expenditures for Uniform and Shoes (53090). + \$5,150

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** Parks/Trees Maintenance - Parks  
**CODE:** 354

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	1,438,534	1,543,320	1,543,320	1,475,270	1,516,578
51021 Overtime	38,748	13,550	13,550	13,160	13,529
52010 Regular Earnings - Part Time	19,104	0	46,800	38,190	39,259
52021 Overtime Earnings - Part Time	28	0	0	0	0
52400 Employee Benefits	1,510,938	1,635,930	1,646,690	1,572,190	1,616,211
<b>TOTAL PERSONNEL</b>	<b>3,007,352</b>	<b>3,192,800</b>	<b>3,250,360</b>	<b>3,098,810</b>	<b>3,185,577</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	2,320	4,280	4,280	4,280	4,280
53070 Reimbursed Mileage	0	0	0	0	0
53080 Travel and Meeting	0	600	600	600	600
53090 Uniform and Shoes	16,180	14,630	19,430	19,780	19,780
53091 Vehicle Operations	44,555	46,800	46,870	46,800	46,800
61340 Outside Services	832	1,500	1,500	1,500	1,500
61430 Professional Services	33,208	27,850	30,850	27,850	27,850
63520 Special Supplies	88,300	83,450	83,450	83,450	83,450
63530 Small Tools	179	1,600	1,600	1,600	1,600
65020 Building and Grounds	0	4,170	4,170	4,170	4,170
65131 Rent Other Equipment	0	950	950	950	950
67010 Water	161,314	120,270	120,270	120,270	120,270
67060 Cellular Phone	813	1,440	1,440	1,440	1,440
69901 Non-Capitalizable Expenditures	0	0	0	0	0
69970 Non-Cap Expenditures - Machinery	1,350	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>349,051</b>	<b>307,540</b>	<b>315,410</b>	<b>312,690</b>	<b>312,690</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	1,400	1,400	1,400	1,400
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>1,400</b>	<b>1,400</b>	<b>1,400</b>	<b>1,400</b>
<b>ACTIVITY TOTAL</b>	<b>3,356,403</b>	<b>3,501,740</b>	<b>3,567,170</b>	<b>3,412,900</b>	<b>3,499,667</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** Parks/Trees Maintenance - Golf Course  
**CODE:** 355

### ACTIVITY DESCRIPTION

The Golf Course Maintenance Division is assigned the responsibility of maintaining a nine-hole executive golf course consisting of approximately 29 acres, which includes 15 sand traps, a 1.5 acre lake, a practice driving range, an 18-hole practice putting green and an 8,000 square foot turf nursery.

### ACTIVITY OBJECTIVES

1. To ensure aesthetic standards of the golf course are maintained through proper landscape maintenance.
2. To ensure maximum golf course play through proper maintenance.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Parks/Trees Maintenance - Golf Course

**CODE:** 355

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	47,536	192,800	192,800	190,020	195,341
51021 Overtime	6,271	1,910	1,910	1,850	1,902
52400 Employee Benefits	50,939	204,370	204,370	199,520	205,107
<b>TOTAL PERSONNEL</b>	<b>104,746</b>	<b>399,080</b>	<b>399,080</b>	<b>391,390</b>	<b>402,350</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	0	0	0	0	0
53070 Reimbursed Mileage	0	0	0	0	0
53080 Travel and Meeting	0	0	0	0	0
53090 Uniform and Shoes	0	0	0	2,360	2,360
53091 Vehicle Operations	0	7,200	7,200	7,200	7,200
61340 Outside Services	485	2,000	2,000	2,000	2,000
61430 Professional Services	3,867	3,870	4,370	3,870	3,870
63520 Special Supplies	29,521	29,790	29,790	29,790	29,790
63530 Small Tools	268	720	720	720	720
65010 Air Conditioning Maintenance	440	580	580	580	580
65020 Building and Grounds	7,700	10,160	10,160	10,160	10,160
67010 Water	25,191	35,780	35,780	35,780	35,780
67030 Natural Gas	867	1,800	1,800	1,800	1,800
67040 Electricity	31,434	33,120	33,120	33,120	33,120
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>99,773</b>	<b>125,020</b>	<b>125,520</b>	<b>127,380</b>	<b>127,380</b>
<b>CAPITAL OUTLAY</b>					
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>204,519</b>	<b>524,100</b>	<b>524,600</b>	<b>518,770</b>	<b>529,730</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Water & Power Management

**CODE:** 361

### ACTIVITY DESCRIPTION

The primary responsibility of this office is the coordination of the various divisions within the Cerritos Water Utility and the Cerritos Electric Utility.

### ACTIVITY OBJECTIVES

1. To provide professional expertise in the coordination of the two Cerritos utilities.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Increase in anticipated expenditures for Professional Services (61430).

+\$63,830

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Water & Power Management

**CODE:** 361

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	197,008	32,020	96,070	0	0
52400 Employee Benefits	165,957	27,540	79,170	0	0
<b>TOTAL PERSONNEL</b>	362,965	59,560	175,240	0	0
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	4,800	4,800	4,800	0	0
53020 Dues and Publications	3,178	3,200	3,200	2,200	2,200
53080 Travel and Meeting	50	800	800	800	800
61430 Professional Services	599	4,500	4,500	68,330	68,330
67060 Cellular Phone	1,711	1,200	1,200	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	10,338	14,500	14,500	71,330	71,330
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	373,303	74,060	189,740	71,330	71,330

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Water Management

**CODE:** 362

### ACTIVITY DESCRIPTION

The Water Superintendent is responsible for overall management and administration of the Water Division. Through this office, various water operating services which include Water Production and Distribution, Water Operations, Water Inspection and Water Quality Control are managed to assure efficient and effective operations. Also included is the overall management and administration of the City's Reclaimed Water System. The primary function of this office is to ensure system capabilities which always exceed system demands, to evaluate and advise City officers of water requirements and projected future costs, and to ensure an uninterrupted source of water supply that meets or exceeds all water quality standards.

### ACTIVITY OBJECTIVES

1. To supervise implementation of water related Capital Projects.
2. To plan and coordinate all Water Division activities.
3. To evaluate and use the most cost effective operation of water facilities.
4. Purchase and lease additional water rights as they become available.
5. To sign up additional reclaimed water users.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Decrease in anticipated expenditures for Professional Services (61430).	-\$7,050
Decrease in anticipated expenditures for Dues and Publications (53020).	-\$5,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Water Management

**CODE:** 362

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	247,706	265,320	265,320	270,770	278,352
51021 Overtime	172	0	0	0	0
52010 Regular Earnings - Part Time	0	0	0	0	0
52400 Employee Benefits	246,291	254,700	254,700	265,350	272,780
<b>TOTAL PERSONNEL</b>	494,169	520,020	520,020	536,120	551,132
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	29,951	41,200	36,200	36,200	36,200
53030 Education and Training	11,638	12,000	12,000	12,000	12,000
53070 Reimbursed Mileage	0	360	360	360	360
53080 Travel and Meeting	282	600	600	600	600
53090 Uniform and Shoes	221	950	950	950	950
53091 Vehicle Operations	0	1,730	500	500	500
61180 Engineering Services	0	2,000	500	500	500
61430 Professional Services	8,277	17,050	12,050	10,000	10,000
61612 Water Master Assessment	8,560	65,550	65,550	65,550	65,550
63230 Maps and Publications	0	500	500	500	500
63250 Office Supplies	417	500	500	500	500
63520 Special Supplies	388	1,000	1,000	1,000	1,000
67060 Cellular Phone	1,750	2,400	2,400	2,400	2,400
69950 Non-Cap Expenditures - FF&E	0	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	65,084	149,440	136,710	134,660	134,660
<b>CAPITAL OUTLAY</b>					
79030 Improvements	0	0	0	0	0
79050 Furniture Fixtures and Office	0	2,900	500	500	500
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	2,900	500	500	500
<b>ACTIVITY TOTAL</b>	559,253	672,360	657,230	671,280	686,292

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** Water Production and Distribution  
**CODE:** 363

### ACTIVITY DESCRIPTION

Within the Water Division, the Production and Distribution section is responsible for adequate delivery of purified potable water to water system consumers. Major functional areas of responsibility include: water reservoir and storage operations, pumping operations, water treatment to meet all health department standards, and operations of the related control system. Maintenance of all the major functional areas is also part of the activity. Production and Distribution is responsible for adequate water stored to supply normal and emergency operating conditions. The water operations telemetry system allows control of various water facilities from a central location. It also provides instantaneous data from all locations in the water system.

### ACTIVITY OBJECTIVES

1. To accomplish repairs and maintenance whenever possible without outside assistance at lower cost to the City.
2. To ensure efficient operation of system pumps and motors.
3. To achieve maximum pumpage of wells ensuring lower cost of water to consumers.
4. To ensure adequate reservoir levels so peak system demand and emergencies can be met.
5. To implement water treatment methods which meet all State and Federal Health Agency requirements.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Acre feet of water purchased (from MWD)	0	0	600
Acre feet of water rights pumped (from wells)	8,230	8,200	8,400
MWD water costs (\$ per acre foot)	\$1,092	\$1,092	\$1,100
Well pumping assessments (\$ per acre foot)	\$325	\$339	\$355

<b>SIGNIFICANT ACTIVITY PROGRAM CHANGES</b>	<b>CHANGES</b>
Increase in Outside Services due to overhaul of engine pump at C-1 Well (61340).	+\$90,000
Decrease in Special Supplies (63520)	-\$12,920
Increase in the cost to pump an acre foot (65213).	+\$209,240
Decrease in MWD Purchase (67020).	-\$75,000
Decrease in Natural Gas (67030).	-\$10,000
Decrease in Electricity (67040).	-\$5,000
Decrease in Power (67070).	-\$5,000
Increase in Leased Water Rights (69050).	+\$102,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** Water Production and Distribution  
**CODE:** 363

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	197,637	269,540	269,540	275,290	282,998
51021 Overtime	103,584	79,720	79,720	79,720	81,952
52400 Employee Benefits	240,230	274,670	274,670	282,430	290,338
<b>TOTAL PERSONNEL</b>	<b>541,451</b>	<b>623,930</b>	<b>623,930</b>	<b>637,440</b>	<b>655,288</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53070 Reimbursed Mileage	517	2,300	2,300	2,300	2,300
53080 Travel and Meeting	736	2,400	2,400	2,400	2,400
53090 Uniform and Shoes	3,249	11,200	11,200	11,200	11,200
53091 Vehicle Operations	6,049	10,500	10,500	10,500	10,500
61340 Outside Services	258,116	53,300	208,300	143,300	143,300
61360 Permit Fees	78,305	47,360	47,360	47,360	47,360
61430 Professional Services	29,845	18,000	26,000	18,000	18,000
63520 Special Supplies	18,082	27,920	17,920	15,000	15,000
63530 Small Tools	611	830	830	830	830
65212 Water Production Equipment	73,976	80,410	80,410	80,410	80,410
65213 Water Well Pumping Assessment	2,840,904	2,843,760	2,843,760	3,053,000	3,053,000
67020 MWD Purchase	66,550	535,180	203,180	460,180	460,180
67030 Natural Gas	170,605	212,620	202,620	202,620	202,620
67040 Electricity	9,106	28,000	23,000	23,000	23,000
67050 Telephone	21,466	19,940	19,940	19,940	19,940
67060 Cellular Phone	0	400	400	400	400
67070 Power	462,884	473,480	468,480	468,480	468,480
69050 Leased Water Rights	663,313	642,500	744,500	744,500	744,500
69950 Non-Cap Expenditures - FF&E	0	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>4,704,314</b>	<b>5,010,100</b>	<b>4,913,100</b>	<b>5,303,420</b>	<b>5,303,420</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	2,300	1,000	1,000	1,000
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>2,300</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>ACTIVITY TOTAL</b>	<b>5,245,765</b>	<b>5,636,330</b>	<b>5,538,030</b>	<b>5,941,860</b>	<b>5,959,708</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Water Operations

**CODE:** 364

### ACTIVITY DESCRIPTION

The Water Operations function is to maintain the water transmission pipelines, water mains, water service lines, valves, pressure regulators, air and vacuum release devices, fire hydrants, and water service meters. Personnel assigned to Water Operations perform installations, repairs and preventative maintenance to the water system, which includes a valve maintenance program, a flushing program and a meter change out program. This area of the Water Division is also responsible for reading all water meters in the City on a bimonthly basis and responding to requests from water customers regarding water consumption and checking for possible leaks.

### ACTIVITY OBJECTIVES

1. To install, repair and perform good preventative maintenance ensuring added years of operation to the City water system.
2. To guarantee the uninterrupted delivery of water to consumers through a constant preventative maintenance and repair program.
3. To carry out a meter change out program, where older system meters will be replaced with new meters. Also, to adapt existing meters with remote reading technology.
4. To carry out an on-going flushing program to reduce sediment that builds up in the City's piping system.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Total number water services	15,670	15,670	15,670
Total number of fire services	298	300	305
Miles of water mains in service	181	181	181
Total fire hydrants in service	1,679	1,679	1,679
Water main, services & fire hydrant repairs	40	40	40
Water meters changed	560	600	600
High water bill complaints requiring field follow-up or meter testing	105	105	105

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

	<b>CHANGES</b>
Decrease in Uniform and Shoes (53090).	-\$5,000
Decrease in Outside Services (61340).	-\$10,000
Decrease in Water Meters (63710).	-\$10,000
Decrease in Distribution Systems (65210).	-\$5,000
Decrease in Water-Special Maintenance (65211).	-\$5,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Water Operations

**CODE:** 364

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	310,195	386,960	386,960	387,690	398,545
51021 Overtime	94,007	17,920	17,920	17,920	18,422
52400 Employee Benefits	367,189	410,180	410,180	407,080	418,478
<b>TOTAL PERSONNEL</b>	<b>771,391</b>	<b>815,060</b>	<b>815,060</b>	<b>812,690</b>	<b>835,445</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53070 Reimbursed Mileage	118	1,700	1,700	1,700	1,700
53080 Travel and Meeting	0	500	500	500	500
53090 Uniform and Shoes	5,967	13,990	8,990	8,990	8,990
53091 Vehicle Operations	13,603	18,000	18,000	18,000	18,000
61340 Outside Services	129,830	144,480	134,480	134,480	134,480
61430 Professional Services	4,242	19,000	9,000	19,000	19,000
63520 Special Supplies	7,080	8,460	8,460	8,460	8,460
63530 Small Tools	4,415	4,440	4,440	4,440	4,440
63675 Emergency Water Storage Supplies	0	2,000	2,000	2,000	2,000
63710 Water Meters	30,498	85,330	65,330	75,330	75,330
65020 Building and Grounds	0	700	700	700	700
65131 Rent Other Equipment	0	1,500	1,500	1,500	1,500
65210 Distribution Systems	57,330	59,500	54,500	54,500	54,500
65211 Water - Special Maintenance	22,900	23,350	18,350	18,350	18,350
67060 Cellular Phone	3,011	1,800	3,800	1,800	1,800
69901 Non-Capitalizable Expenditures	0	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>278,994</b>	<b>384,750</b>	<b>331,750</b>	<b>349,750</b>	<b>349,750</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>1,050,385</b>	<b>1,199,810</b>	<b>1,146,810</b>	<b>1,162,440</b>	<b>1,185,195</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Water Inspection

**CODE:** 365

### ACTIVITY DESCRIPTION

The Water Inspection activity has been established within the Water Division to ensure the continuing quality of water delivered to consumers through an on-going program of treatment and testing. Samples are taken at scheduled intervals throughout the year from specific locations within the water system on a selected basis to undergo professional laboratory testing including bacteriological content and chemical analysis. Personnel assigned to this section also provide cross-connection control through inspection of backflow prevention devices within the water system. Also included is the inspection of all newly constructed water lines, fire hydrants and water services and marking the location of water facilities as required by outside contractors.

### ACTIVITY OBJECTIVES

1. To ensure that water quality within the distribution system is maintained in accordance with federal, state and county water quality standards and promptly respond to questions from the consumers regarding water quality.
2. To provide field inspection of all backflow prevention devices.
3. To conduct an on-going program of cross-connection control.
4. To inspect all newly constructed water facilities.
5. To respond to all water location requests from contractors.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Backflow devices testing notices sent to others	425	430	435
City-owned backflow devices tested	174	174	174
Cross-connection inspections performed	45	45	45
Bacteriological samples performed	1,650	1,680	1,650
Color, odor, turbidity tests performed	300	300	300
Chemical, radiological, gen. mineral samples	1,250	1,250	1,250
T.H.M. (Trihalomethane samples)	64	64	64

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Increase in Outside Processing (61350) due to monitoring of UCMR4 samples required by the EPA.	+\$12,000
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# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Water Inspection

**CODE:** 365

		2017-2018	2018-2019	2018-2019	2019-2020	2019-2020
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
<b>PERSONNEL EXPENSE</b>						
51010	Regular Earnings	69,007	79,670	79,670	82,850	85,170
52400	Employee Benefits	70,113	75,650	75,650	80,950	83,217
<b>TOTAL PERSONNEL</b>		139,120	155,320	155,320	163,800	168,387
<b>OPERATIONS AND MAINTENANCE</b>						
53020	Dues and Publications	296	1,150	1,150	1,150	1,150
53070	Reimbursed Mileage	0	240	240	240	240
53080	Travel and Meeting	325	200	200	200	200
53090	Uniform and Shoes	806	950	950	950	950
53091	Vehicle Operations	1,570	2,700	2,700	2,700	2,700
61350	Outside Processing	50,671	62,440	62,440	74,440	74,440
61611	Water Treatment Services	138,878	128,580	128,580	128,575	128,575
63520	Special Supplies	1,746	3,100	3,100	3,100	3,100
63530	Small Tools	157	200	200	200	200
65211	Water - Special Maintenance	21,285	25,000	25,000	25,000	25,000
<b>TOTAL OPERATIONS AND MAINTENANCE</b>		215,734	224,560	224,560	236,555	236,555
<b>CAPITAL OUTLAY</b>						
79050	Furniture Fixtures and Office	0	0	0	0	0
79070	Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		0	0	0	0	0
<b>ACTIVITY TOTAL</b>		354,854	379,880	379,880	400,355	404,942

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power  
**ACTIVITY:** Reclaimed Water Operations  
**CODE:** 366

### ACTIVITY DESCRIPTION

The Reclaimed Water Operations account is responsible for ensuring adequate delivery of reclaimed water to reclaimed water system consumers.

### ACTIVITY OBJECTIVES

1. To install, repair and perform good preventative maintenance ensuring added years of operation to the reclaimed water system.
2. To guarantee the uninterrupted supply of reclaimed water to consumers through a constant preventative maintenance and repair program.
3. To work in conjunction with the Los Angeles County Sanitation District to ensure that the water quality within the distribution system is maintained in accordance with federal, state and county water quality standards.
4. To connect privately owned landscape areas in the AD-6 area to reclaimed water.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Total acre feet of water produced	2,600	2,600	2,600
Total number of water services	256	256	256
Total miles of water main in service	28	28	28

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Decrease in anticipated expenditures for Outside Services (61340).	-\$10,000
Decrease in anticipated expenditures for Water Purchase (63720).	-\$50,000
Decrease in anticipated expenditures for Rent Building and Grounds (65132).	-\$5,000
Decrease in anticipated expenditures for Distribution Systems (65210).	-\$5,000
Decrease in anticipated expenditures for Water Production Equipment (65212).	-\$25,000
Decrease in anticipated expenditures for Water Power (67070).	-\$10,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Reclaimed Water Operations

**CODE:** 366

		2017-2018	2018-2019	2018-2019	2019-2020	2019-2020
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
<b>PERSONNEL EXPENSE</b>						
51021	Overtime	0	0	0	0	0
<b>TOTAL PERSONNEL</b>		0	0	0	0	0
<b>OPERATIONS AND MAINTENANCE</b>						
53080	Travel and Meeting	61	100	100	100	100
53091	Vehicle Operations	2,322	3,000	3,000	3,000	3,000
61340	Outside Services	300,895	14,000	4,000	4,000	4,000
61430	Professional Services	1,650	6,500	6,500	6,500	6,500
63520	Special Supplies	0	500	500	500	500
63530	Small Tools	158	400	400	400	400
63710	Water Meters	0	3,000	3,000	3,000	3,000
63720	Water Purchase	258,699	350,750	300,750	300,750	300,750
65020	Building and Grounds	0	300	300	300	300
65131	Rent Other Equipment	0	500	500	500	500
65132	Rent Building and Grounds	66,614	73,810	68,810	68,810	68,810
65210	Distribution Systems	736	15,000	10,000	10,000	10,000
65212	Water Production Equipment	71,256	130,000	105,000	105,000	105,000
67070	Power	132,717	226,440	216,440	216,440	216,440
<b>TOTAL OPERATIONS AND MAINTENANCE</b>		835,108	824,300	719,300	719,300	719,300
<b>CAPITAL OUTLAY</b>						
79050	Furniture Fixtures and Office	0	0	0	0	0
79070	Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		0	0	0	0	0
<b>ACTIVITY TOTAL</b>		835,108	824,300	719,300	719,300	719,300

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Public Works / Water & Power

**ACTIVITY:** Electric Utility

**CODE:** 368

### ACTIVITY DESCRIPTION

The Electric Utility Division was created to provide reliable electricity to select end-use customers in the City of Cerritos. The Electric Utility will provide an economically priced alternative to the prevailing electrical supplier. These goals are being accomplished through the implementation of a Community Aggregation program using the opportunities created by Assembly Bill 80 and other legislation.

### ACTIVITY OBJECTIVES

By virtue of its ownership in the Magnolia Power Project, the City has become an active member in the Southern California Public Power Authority (SCPPA), a joint powers authority that acts as the financing agent for generation and transmission projects for the twelve municipally owned electric utilities in Southern California. The energy generated at the Magnolia plant, located in Burbank, is delivered to customers within the City of Cerritos. Southern California Edison, as the owner of the infrastructure, is obligated to provide delivery services to the customers contracting for electric service from the City. The Magnolia Power Plant is a long-term investment that will provide reliable and efficient power to the City for many years.

Additionally, beginning October 2017, Cerritos Electric Utility (CEU) began receiving hydroelectric power from the Boulder Canyon Project (BCP). This will provide an optimum means to deal with consumer peak power demand. The Electric Utility will pursue generation options that satisfy the City's established Renewable Portfolio Standards and reliability requirements.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Owned and Contracted Capacity (mW)	18.0	18.0	18.0
System Annual Peak (mW)	18.0	18.0	18.0
Energy Sales (mWh)	74,000	75,000	77,000
Number of Service Accounts	290	300	310
City Generated Solar Energy (kWh)	350,000	350,000	350,000
Boulder Canyon Project (BCP) (MWh)	800	5,200	5,300

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

<b>SIGNIFICANT ACTIVITY PROGRAM CHANGES</b>	<b>CHANGES</b>
Reduction in anticipated legal services (combined 61430, 61310).	-\$121,750
Decrease in Additional Energy Resources due to power City receives from Boulder Canyon Project (BCP) (67085).	-\$249,000
Increase in Magnolia Power Plant O & M is based on projected operations and maintenance costs (67095).	+\$16,190
Decrease in Load Growth cost due to internal employee pursuit (67118).	-\$5,000
Increase in Fuel Expense due to anticipated increase in forward market price (67120).	+\$435,000
Increase allocation for BCP capital investment repayment per schedule (67135).	+\$43,740
Increase in Major Maintenance-Capital Improvement (Reserves) is based on MPP budget projection developed by SCPPA (67146).	+\$201,940
Decrease in Grid Management Charges due to anticipated daily imbalance market expenses (67193).	-\$80,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

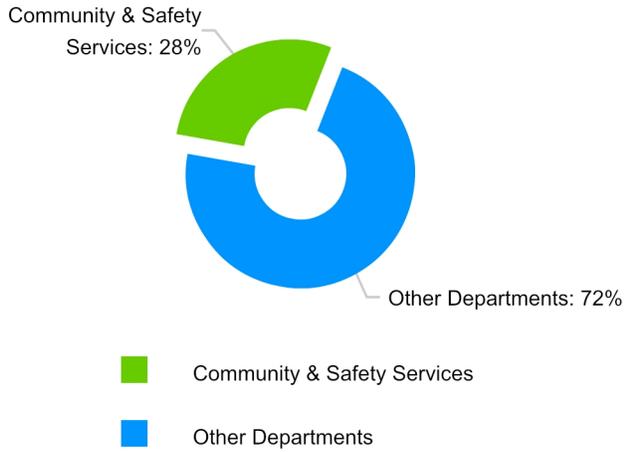
CODE: 368

	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020
	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	92,157	103,490	103,490	106,290	109,266
52400 Employee Benefits	89,377	97,280	97,280	100,970	103,797
<b>TOTAL PERSONNEL</b>	181,534	200,770	200,770	207,260	213,063
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,300	3,600	3,600	3,600	3,600
53020 Dues and Publications	0	0	0	4,500	4,500
53070 Reimbursed Mileage	0	0	0	0	0
53080 Travel and Meeting	0	0	1,000	1,000	1,000
61050 Bank Charges and Fees	6,884	7,000	7,000	7,000	7,000
61310 Legal Services	0	0	0	120,000	120,000
61430 Professional Services	105,700	250,000	150,000	25,000	25,000
63250 Office Supplies	0	0	0	500	500
63520 Special Supplies	0	0	0	1,000	1,000
67060 Cellular Phone	550	600	600	600	600
67085 Additional Energy Resources	263,783	549,000	341,270	300,000	300,000
67095 Magnolia Power Plant O & M	794,304	809,530	809,530	825,720	825,720
67101 Electric Transmission Scheduling Fee	350,400	350,400	350,400	350,400	350,400
67103 Power Scheduling Fee	58,024	69,600	69,600	69,600	69,600
67105 Transmission Losses	80	5,000	5,000	5,000	5,000
67110 Electric Special Assessment	0	50,000	50,000	50,000	50,000
67115 Reliability Service	0	65,000	65,000	65,000	65,000
67116 Cap and Trade / Green House Gas	250,750	288,000	288,000	288,000	288,000
67117 Renewable Portfolio	125	0	0	0	0
67118 Load Growth	15,336	10,000	9,000	5,000	5,000
67120 Fuel Expense	1,883,772	1,555,000	1,405,000	1,990,000	1,990,000
67121 Fuel Transportation	88,200	192,600	192,600	192,600	192,600
67131 Energy Resources WAPA	45,633	45,000	45,000	45,000	45,000
67132 Capacity WAPA	41,158	56,000	56,000	56,000	56,000
67133 LCRB Dam Fund	6,550	14,000	14,000	14,000	14,000
67134 LCR MSCP - Multi-Species Conservation Prog.	3,492	4,000	4,000	4,000	4,000
67135 BCP Capital Investment Repayment - Per Sch.	0	0	43,740	43,740	43,740
67146 Major Maintenance - Cap Impr (Reserves)	330,120	218,160	332,160	420,100	420,100
67147 Spare Parts - Cap Impr (Reserves)	12,000	54,310	54,310	54,310	54,310
67190 Billing Management	74,400	74,400	74,400	74,400	74,400
67191 General and Administrative	0	24,890	24,890	24,890	24,890
67193 Grid Management Charges	286,839	280,000	280,000	200,000	200,000
67194 Debt Service - Project B	0	857,200	857,200	857,200	857,200
67198 Regulatory Compliance	0	150,000	150,000	150,000	150,000
69013 Administrative Fees - SCPPA	111,916	175,000	175,000	175,000	175,000
69045 Interest Expense on Advances	0	225,000	225,000	225,000	225,000
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	4,733,316	6,383,290	6,083,300	6,648,160	6,648,160
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	4,914,850	6,584,060	6,284,070	6,855,420	6,861,223

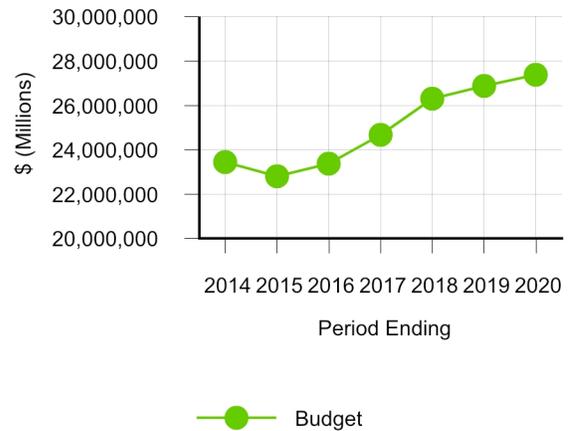
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# **COMMUNITY & SAFETY SERVICES**

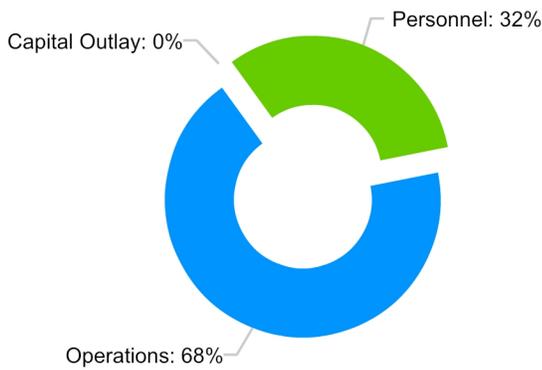
### Percent of Operating Budget



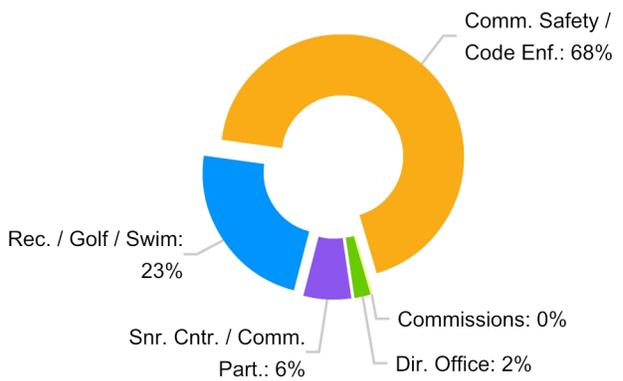
### Budget History



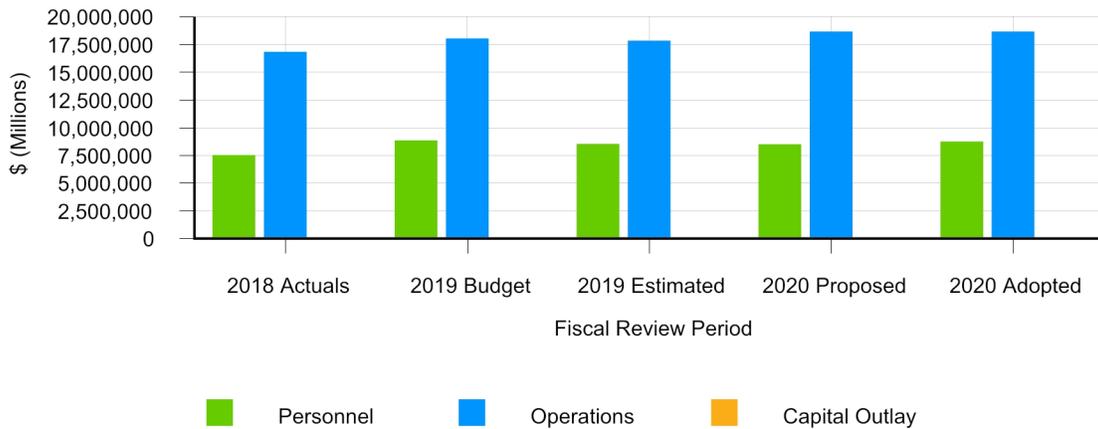
### Department Breakdown



### Division Breakdown



### Activity Summary



## DEPARTMENTAL ACTIVITY OVERVIEW

**DEPARTMENT:** Community & Safety Services

**CODE:** 400

### OVERVIEW COMMENTARY

The Department of Community & Safety Services is responsible for providing the social, recreational, and public safety services of the City. The Department is divided into four operating divisions, which include the Office of the Director, Community Participation, Recreation Services, and Community Safety. The divisions provide direct staff services in the development and implementation of programs designed to enhance recreational and Social opportunities in Cerritos and to provide for the security of Cerritos residents.

Responsibilities of the Department include: (1) providing a balanced program of recreation and leisure services for the community; (2) administering the City's police, fire, and animal control contracts; (3) coordinating public and private agency programs made available to residents; (4) acting as a liaison between City officials and community groups; (5) researching, coordinating, and managing various types of grant programs to provide additional financial assistance to the City in meeting increased service demands; (6) ensuring the safety and security of Cerritos residents through a proactive "community policing" strategy; and (7) preserving the high quality of development in Cerritos through the efforts of the City's Code Enforcement Unit.

### ACTIVITY SUMMARY

<b>CLASSIFICATION</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROPOSED</b>	<b>2019-2020 APPROVED</b>
Personnel Expense	7,514,925	8,840,560	8,529,100	8,494,450	8,731,685
Operations and Maintenance	16,828,778	18,027,000	17,849,280	18,649,310	18,649,310
Capital Outlay	0	10,000	11,100	1,000	1,000
<b>TOTAL BUDGET</b>	24,343,703	26,877,560	26,389,480	27,144,760	27,381,995

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community & Safety Services

**ACTIVITY:** Community & Safety Services

**CODE:** 411

### ACTIVITY DESCRIPTION

The Office of the Director is responsible for the administration and management of the Department of Community & Safety Services, as well as administration of the department's grant-funded programs.

The Office of the Director is also responsible for managing various capital projects and the parksite acquisition and park development program of the City. The Director's office seeks out alternative program funding sources by researching and preparing appropriate state and federal grant applications.

### ACTIVITY OBJECTIVES

1. To act as a liaison between the City of Cerritos and the Sheriff's management staff assigned to the Cerritos Sheriff's Station.
2. To provide administrative guidance and support to the operational divisions of the department.
3. To administer the City's parking enforcement programs.
4. To administer the City's property maintenance code enforcement programs.
5. To serve as the Secretary to the Property Preservation Commission and to the Community Safety Committee.
6. To act as Emergency Service Coordinator for the City of Cerritos and represent the City at all Disaster Management Area E meetings and functions.
7. To administer and manage the City's Community Emergency Response Team (CERT) program.
8. To provide assistance with the Los Angeles County Sheriff's Department Volunteers on Patrol program.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Community & Safety Services

**ACTIVITY:** Community & Safety Services

**CODE:** 411

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	259,418	276,460	276,460	286,750	294,779
52400 Employee Benefits	213,478	265,400	265,400	278,150	285,938
<b>TOTAL PERSONNEL</b>	472,896	541,860	541,860	564,900	580,717
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	0	800	500	300	300
53070 Reimbursed Mileage	0	1,000	500	250	250
53080 Travel and Meeting	274	500	500	500	500
63520 Special Supplies	0	500	500	500	500
67060 Cellular Phone	600	1,200	1,200	1,200	1,200
69950 Non-Cap Expenditures - FF&E	881	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	5,355	7,600	6,800	6,350	6,350
<b>CAPITAL OUTLAY</b>					
79010 Land	0	0	0	0	0
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	478,251	549,460	548,660	571,250	587,067

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community & Safety Services  
**ACTIVITY:** Community Participation  
**CODE:** 421

### ACTIVITY DESCRIPTION

The Community Participation Division of the Department of Community & Safety Services is a vital link between the City officials and the residents of Cerritos. Personnel assigned to this division advise Cerritos residents of the availability of services supplied by the City, other governmental agencies and various organizations. Technical staff assistance is provided to individuals and groups desiring to become involved in various types of City activities. This Division coordinates ceremonies and celebrations which recognize dignitaries and volunteers, commemorate ground breakings and dedicate new facilities. This Division also oversees the operation of the Senior Center.

### ACTIVITY OBJECTIVES

1. To keep abreast of the changing programs and service needs and interests of the community.
2. To design and establish appropriate programs and services for residents of all ages.
3. To plan and execute awards and recognition programs and ceremonies for dignitaries, officials and volunteers.
4. To utilize all available resources to provide service, consumer information and referral to our community.
5. To develop, implement, supervise and evaluate programs and services to benefit the senior citizen population of our community.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Increase in Community Participation Programs (63411) mainly due to City Council award of an additional \$13,500 to the Chamber of Commerce at the 8/23/18 City Council meeting. This increase continues into Fiscal Year 2019-2020.

\$14,100

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Community & Safety Services

**ACTIVITY:** Community Participation

**CODE:** 421

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	165,688	169,630	169,630	169,680	174,431
51021 Overtime	503	1,030	1,030	1,000	1,028
52400 Employee Benefits	156,061	166,240	166,240	167,980	172,683
<b>TOTAL PERSONNEL</b>	<b>322,252</b>	<b>336,900</b>	<b>336,900</b>	<b>338,660</b>	<b>348,142</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	150	500	0	500	500
53070 Reimbursed Mileage	440	500	500	500	500
53080 Travel and Meeting	60	400	200	400	400
61340 Outside Services	0	600	100	600	600
61380 Printing	1,563	3,500	3,500	3,500	3,500
63130 Community Awards	1,299	3,200	3,200	3,200	3,200
63250 Office Supplies	1,339	1,500	1,500	1,500	1,500
63310 Postage	37	1,000	500	1,000	1,000
63410 Program Expenses and Supplies	41,675	65,030	65,030	65,030	65,030
63411 Community Programs	148,448	157,130	167,030	171,230	171,230
63520 Special Supplies	0	5,000	5,000	5,000	5,000
67060 Cellular Phone	600	600	600	600	600
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>199,211</b>	<b>242,560</b>	<b>250,760</b>	<b>256,660</b>	<b>256,660</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>521,463</b>	<b>579,460</b>	<b>587,660</b>	<b>595,320</b>	<b>604,802</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community & Safety Services

**ACTIVITY:** Senior Center

**CODE:** 422

### ACTIVITY DESCRIPTION

This sub-division conducts all non-maintenance operations at the Cerritos Senior Center. Community Participation personnel are responsible for developing, implementing, supervising and evaluating programs and services for the area's aging population. Technical staff assistance is provided to individuals and groups desiring to become involved in center activities. Fostering wellness and independent living for seniors is accomplished through educational programs, fitness classes and utilization of the Center's fitness/wellness center.

### ACTIVITY OBJECTIVES

1. To oversee and coordinate the development and operations of the Cerritos Senior Center.
2. To keep abreast of the changing needs and interests of the adult community.
3. To utilize all available resources to provide services, enrichment opportunities and referrals to the adult/senior population.
4. To develop, implement, supervise and evaluate all programs and services to benefit the aging population of our community.
5. To provide meeting/banquet facilities for residents and adult community groups.
6. To manage a senior center volunteer program and to manage a volunteer recognition program.
7. To foster positive intergenerational relationships and promote knowledge about people of all ages.
8. To maintain senior health and independence through fitness, wellness and educational programming.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>
	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>FORECASTED</b>
Congregate meals provided (M-F)	74 daily	76 daily	80 daily
Home-delivered meals (M-F)	55 daily	70 daily	75 daily
Senior clubs attendance (13 clubs)	33,280/yr.	32,900/yr.	33,250/yr.
Special events/Center classes	31,475/yr.	32,500/yr.	33,000/yr.
Volunteer hours	4,500/yr.	4,700/yr.	4,700/yr.
Health & fitness programs	21,250/yr.	21,350/yr.	25,500/yr.
Facility (banquet/meetings) reservations & attendance	55/10,000/yr.	55/10,000/yr.	55/10,000/yr.*
Information & Referral	3,125/yr.	3,150/yr.	3,250/yr.
Fitness Center drop-in	38,000/yr.	35,000/yr.	37,000/yr.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

\*Note: Statistics reflect a month without rentals/reduced programming due to building maintenance in August.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Community & Safety Services

**ACTIVITY:** Senior Center

**CODE:** 422

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	262,087	266,300	266,300	267,600	275,093
51021 Overtime	1,118	2,060	2,060	2,000	2,056
52010 Regular Earnings - Part Time	223,363	301,300	283,800	262,730	270,086
52021 Overtime Earnings - Part Time	165	1,610	1,610	1,560	1,604
52400 Employee Benefits	336,217	367,380	362,300	354,490	364,416
<b>TOTAL PERSONNEL</b>	<b>822,950</b>	<b>938,650</b>	<b>916,070</b>	<b>888,380</b>	<b>913,255</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	540	540	140	140	140
53030 Education and Training	0	0	0	0	0
53070 Reimbursed Mileage	47	700	500	500	500
53080 Travel and Meeting	228	400	200	200	200
53090 Uniform and Shoes	2,087	2,200	2,200	2,200	2,200
61360 Permit Fees	293	500	500	500	500
61380 Printing	8,519	14,100	10,950	13,100	13,100
61430 Professional Services	48,907	80,900	80,900	80,900	80,900
63110 Computer Supplies	2,078	4,200	4,200	4,200	4,200
63130 Community Awards	0	500	300	300	300
63140 Inventory for Resale	1,398	3,500	3,500	3,500	3,500
63250 Office Supplies	3,980	6,560	5,060	5,060	5,060
63270 Photo Film and Processing	13	200	200	200	200
63310 Postage	2,035	2,050	4,200	2,050	2,050
63410 Program Expenses and Supplies	31,375	42,850	42,850	42,850	42,850
63411 Community Programs	52,374	56,790	56,790	56,790	56,790
63520 Special Supplies	3,667	4,560	3,560	3,560	3,560
67060 Cellular Phone	600	600	600	600	600
69901 Non-Capitalizable Expenditures	0	0	0	0	0
69950 Non-Cap Expenditures - FF&E	258	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>158,399</b>	<b>221,150</b>	<b>216,650</b>	<b>216,650</b>	<b>216,650</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	1,000	1,000	1,000	1,000
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>ACTIVITY TOTAL</b>	<b>981,349</b>	<b>1,160,800</b>	<b>1,133,720</b>	<b>1,106,030</b>	<b>1,130,905</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community & Safety Services

**ACTIVITY:** Recreation Services

**CODE:** 441

### ACTIVITY DESCRIPTION

The Recreation Services Division of the Department of Community & Safety Services organizes and provides a variety of recreation activities for the Cerritos community. Personnel assigned to this Division plan, develop and administer a safe and comprehensive recreation program at the City's community centers and parks. Programs and activities for all ages are offered through this Division and include: arts, crafts, dance, music, excursions, special interest classes, special events, sports leagues, tennis lessons and adaptive recreation programs.

### ACTIVITY OBJECTIVES

1. To ensure that activities are planned for residents of every age group and interest group in such a way that as many citizens as possible are involved in quality leisure activities.
2. To utilize all available resources by cooperating and interacting with other community organizations and agencies.
3. To strive for organizational efficiency and maximum cost effectiveness.
4. To keep current with the changing program needs and interests of the community by soliciting citizen input.
5. To monitor the changing developments within the recreation services field and apply where applicable.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Participants in Division Programs	342,770	335,000	345,000
Drop-in Facility Usage	811,125	805,000	810,000
Facility Reservation Usage	298,297	295,000	300,000

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Decrease in anticipated expenditures for Temporary Help (61580).	-\$5,400
Increase in anticipated expenditures for Program Expenses and Supplies (63410).	+\$8,000
Decrease in anticipated expenditures for Rent Building and Grounds (65132).	-\$20,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Community & Safety Services

**ACTIVITY:** Recreation Services

**CODE:** 441

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	1,000,560	1,006,310	1,006,310	982,000	1,009,496
51021 Overtime	4,748	4,120	4,120	4,000	4,112
52010 Regular Earnings - Part Time	929,642	1,368,860	1,172,060	1,190,750	1,224,007
52021 Overtime Earnings - Part Time	1,122	0	0	0	0
52400 Employee Benefits	1,208,680	1,370,680	1,320,920	1,292,040	1,328,217
<b>TOTAL PERSONNEL</b>	<b>3,144,752</b>	<b>3,749,970</b>	<b>3,503,410</b>	<b>3,468,790</b>	<b>3,565,832</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	6,994	6,200	6,200	6,200	6,200
53070 Reimbursed Mileage	3,350	5,800	5,800	5,800	5,800
53080 Travel and Meeting	905	1,700	1,700	1,700	1,700
53090 Uniform and Shoes	8,496	16,000	16,000	16,000	16,000
53091 Vehicle Operations	1,296	1,300	1,300	1,300	1,300
61130 Delivery Service	0	100	100	100	100
61260 Insurance - General	2,077	3,800	2,700	3,800	3,800
61380 Printing	7,700	7,600	7,600	7,600	7,600
61430 Professional Services	259,071	284,000	278,900	284,000	284,000
61580 Temporary Help	38,394	46,400	38,400	41,000	41,000
63410 Program Expenses and Supplies	298,385	331,000	331,000	339,000	339,000
63411 Community Programs	3,960	5,820	2,920	5,700	5,700
63520 Special Supplies	7,601	10,000	17,100	10,000	10,000
65132 Rent Building and Grounds	123,287	154,000	131,900	134,000	134,000
67050 Telephone	425	2,020	2,020	2,020	2,020
67060 Cellular Phone	1,850	3,000	3,000	3,000	3,000
69901 Non-Capitalizable Expenditures	0	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>767,391</b>	<b>882,340</b>	<b>850,240</b>	<b>864,820</b>	<b>864,820</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	1,100	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>1,100</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>3,912,143</b>	<b>4,632,310</b>	<b>4,354,750</b>	<b>4,333,610</b>	<b>4,430,652</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community & Safety Services  
**ACTIVITY:** Golf Course  
**CODE:** 442

### ACTIVITY DESCRIPTION

This Division conducts all non-maintenance operations at the Cerritos Iron-Wood Nine Golf Course. Activities by this Division include the safe and efficient operation of the driving range and pro shop and coordination of activities for the Cerritos golfing community, including lessons, tournaments and general play.

### ACTIVITY OBJECTIVES

1. To provide a properly supervised leisure activity (golf) for the residents of Cerritos
2. To ensure that golf activities, including lessons and special events, are planned for residents of every age and interest.
3. To increase the number and type of programs and to maintain the quality of operations.
4. To strive for organizational efficiency and cost effectiveness.
5. To successfully supervise operations of the restaurant and pro shop facility.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Classes/special events	910	2,200	2,000
Number of rounds of golf	35,593	32,000	33,000
Driving range participants	43,441	36,000	40,000
Total course revenue	\$579,071	\$550,000	\$560,000

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Decrease in anticipated expenditures for Inventory for Resale (63140).	-\$7,000
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# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Community & Safety Services

**ACTIVITY:** Golf Course

**CODE:** 442

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	62,480	73,130	73,130	73,000	75,044
51021 Overtime	332	1,030	1,030	1,000	1,028
52010 Regular Earnings - Part Time	167,014	218,830	218,830	212,010	217,946
52021 Overtime Earnings - Part Time	384	0	0	0	0
52400 Employee Benefits	112,572	131,060	131,060	129,120	132,735
<b>TOTAL PERSONNEL</b>	<b>342,782</b>	<b>424,050</b>	<b>424,050</b>	<b>415,130</b>	<b>426,753</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	729	520	520	520	520
53070 Reimbursed Mileage	388	1,000	1,000	1,000	1,000
53080 Travel and Meeting	0	400	400	400	400
53090 Uniform and Shoes	0	3,000	3,000	3,000	3,000
53091 Vehicle Operations	739	1,500	1,430	1,500	1,500
61340 Outside Services	0	3,200	200	3,200	3,200
61380 Printing	0	3,500	3,500	3,500	3,500
61430 Professional Services	10,490	27,500	22,500	25,500	25,500
63140 Inventory for Resale	5,052	13,000	13,000	6,000	6,000
63410 Program Expenses and Supplies	4,342	4,800	1,200	4,800	4,800
63520 Special Supplies	34,940	35,500	32,500	35,500	35,500
65020 Building and Grounds	54,300	10,000	10,000	10,000	10,000
65131 Rent Other Equipment	4,103	6,000	6,000	7,000	7,000
69901 Non-Capitalizable Expenditures	0	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>115,083</b>	<b>109,920</b>	<b>95,250</b>	<b>101,920</b>	<b>101,920</b>
<b>CAPITAL OUTLAY</b>					
79030 Improvements	0	0	0	0	0
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>457,865</b>	<b>533,970</b>	<b>519,300</b>	<b>517,050</b>	<b>528,673</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community & Safety Services

**ACTIVITY:** Swim & Fitness Center

**CODE:** 443

### ACTIVITY DESCRIPTION

This Division conducts all non-maintenance operations at the Cerritos Olympic Swim and Fitness Center. Activities by this Division include conducting swim lessons, recreational and lap swimming and adaptive recreation swim classes.

### ACTIVITY OBJECTIVES

1. To provide a specialized leisure activity swim and fitness facility for all patrons.
2. To provide a safe and properly supervised swim and fitness facility for all patrons.
3. To ensure that swim activities are planned for every age group and interest.
4. To strive for organizational efficiency and cost effectiveness.

	2017-2018	2018-2019	2019-2020
<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>FORECASTED</b>
Swim lessons attendance	157,908	150,000	153,000
Recreational swim attendance	42,000	41,000	42,000
Other pool use attendance	88,115	84,000	85,000
Fitness center attendance	31,135	30,000	31,000
Total pool revenue	\$540,544	\$500,000	\$510,000

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Community & Safety Services

**ACTIVITY:** Swim & Fitness Center

**CODE:** 443

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	106,645	115,360	115,360	121,000	124,388
51021 Overtime	238	1,030	1,030	1,000	1,028
52010 Regular Earnings - Part Time	629,843	847,410	847,410	834,690	858,061
52021 Overtime Earnings - Part Time	918	0	0	0	0
52400 Employee Benefits	277,130	325,880	325,880	326,200	335,334
<b>TOTAL PERSONNEL</b>	<b>1,014,774</b>	<b>1,289,680</b>	<b>1,289,680</b>	<b>1,282,890</b>	<b>1,318,811</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	15,266	20,000	18,000	20,000	20,000
53070 Reimbursed Mileage	269	500	500	500	500
53080 Travel and Meeting	30	0	0	0	0
53090 Uniform and Shoes	4,621	11,000	11,000	12,000	12,000
61380 Printing	708	1,500	1,500	1,500	1,500
61430 Professional Services	26,213	3,000	7,000	7,000	7,000
63140 Inventory for Resale	1,088	5,000	5,000	5,000	5,000
63410 Program Expenses and Supplies	6,958	7,500	5,500	7,500	7,500
63520 Special Supplies	3,520	3,130	3,130	5,130	5,130
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>58,673</b>	<b>51,630</b>	<b>51,630</b>	<b>58,630</b>	<b>58,630</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>1,073,447</b>	<b>1,341,310</b>	<b>1,341,310</b>	<b>1,341,520</b>	<b>1,377,441</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community & Safety Services

**ACTIVITY:** Community Safety

**CODE:** 451

### ACTIVITY DESCRIPTION

This section coordinates and directs all Public Safety Services for the City of Cerritos. Services include Law Enforcement, Fire Protection, Disaster Preparedness, Animal Control, Health Services, Parking Enforcement and School Crossing Guards. Contract services are provided by the Los Angeles County Sheriff's Department, Los Angeles County Consolidated Fire Protection District, Los Angeles County Health Department and Long Beach Animal Control.

### ACTIVITY OBJECTIVES

1. Enhance the policing effectiveness of the Sheriff's operation by increasing patrol activities at the Los Cerritos Center, Towne Center and Civic Center and actively tracking crime trends in the City.
2. Expand community involvement by improving the level of activity of the current Neighborhood Watch Program and Virtual Block Club.
3. Enhance the overall effectiveness of LASD personnel through added emphasis on training and crime analysis.
4. Promote emergency preparedness in homes and businesses.
5. Enhance local and regional crime analysis through the Fingerprint Identification Specialist Program.
6. To act as City liaison at Local Area Workforce Investment Board meetings and functions.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Temporary & Semi-annual Parking Permits	47,835	49,600	49,700
Animal Control Incidents	1,100	1,707	1,400
Fires	91	79	84
Law Enforcement Service Requests	18,378	18,790	19,200
Self-generated Observations	21,183	22,000	22,200

<b>SIGNIFICANT ACTIVITY PROGRAM CHANGES</b>	<b>CHANGES</b>
Increase in Animal Control Services reflects increase in contract; increase is offset by license fees (61020).	+\$5,000
Decrease in Finger Printing Expense reflects cessation of fingerprint program (61220).	-\$64,000
Police and Safety Services increase due to contract increase and increase in liability (61370).	+\$714,930
Decrease in Professional Services reflects reduced homeless camp cleanups (61430).	-\$15,000
Increase in Program Expenses for Neighborhood Watch (63410).	+\$5,000
Increase in expenses for security system repairs (65080).	+\$10,000
Decrease in anticipated expenditures for Furniture, Fixtures, and Office Equipment (79050).	-\$9,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Community & Safety Services

**ACTIVITY:** Community Safety

**CODE:** 451

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	95,206	57,820	57,820	57,830	59,449
52010 Regular Earnings - Part Time	619,024	722,570	688,980	686,160	705,290
52021 Overtime Earnings - Part Time	477	0	0	0	0
52400 Employee Benefits	244,517	246,270	237,540	227,140	233,500
<b>TOTAL PERSONNEL</b>	<b>959,224</b>	<b>1,026,660</b>	<b>984,340</b>	<b>971,130</b>	<b>998,239</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	2,886	4,500	3,800	6,000	6,000
53070 Reimbursed Mileage	0	300	300	100	100
53080 Travel and Meeting	196	1,500	1,500	1,500	1,500
53090 Uniform and Shoes	2,450	7,000	5,600	7,000	7,000
53091 Vehicle Operations	127,513	150,000	150,000	150,000	150,000
61020 Animal Control Services	382,705	340,000	340,000	345,000	345,000
61220 Finger Printing Expense	61,474	70,000	20,000	6,000	6,000
61370 Police and Safety Services	14,581,104	15,403,800	15,391,800	16,118,730	16,118,730
61380 Printing	3,586	5,000	5,000	5,000	5,000
61430 Professional Services	262,164	360,000	310,000	345,000	345,000
63250 Office Supplies	1,512	3,000	3,000	3,000	3,000
63410 Program Expenses and Supplies	3,686	10,000	10,000	15,000	15,000
63520 Special Supplies	11,534	18,000	18,000	15,000	15,000
65080 Office Furniture and Fixtures	51,049	70,000	70,000	80,000	80,000
67060 Cellular Phone	1,426	8,500	8,500	8,500	8,500
69901 Non-Capitalizable Expenditures	0	0	0	0	0
69950 Non-Cap Expenditures - FF&E	2,644	0	0	0	0
69970 Non-Cap Expenditures - Machinery	0	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>15,495,929</b>	<b>16,451,600</b>	<b>16,337,500</b>	<b>17,105,830</b>	<b>17,105,830</b>
<b>CAPITAL OUTLAY</b>					
79030 Improvements	0	0	0	0	0
79050 Furniture Fixtures and Office	0	9,000	9,000	0	0
79060 Motor Vehicles	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>9,000</b>	<b>9,000</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>16,455,153</b>	<b>17,487,260</b>	<b>17,330,840</b>	<b>18,076,960</b>	<b>18,104,069</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community & Safety Services

**ACTIVITY:** Code Enforcement

**CODE:** 452

**ACTIVITY DESCRIPTION**

The Code Enforcement Unit plays a vital role in implementing the development standards of the City. This Unit investigates and acts upon all zoning and related violations, issues warnings and citations to individuals responsible for such violations, assists the City Attorney and District Attorney in the preparation of legal action against offenders and assists other department personnel to ensure compliance with the General Plan, the Development Code and the Municipal Code. The Code Enforcement Unit also acts as staff liaison to the Property Preservation Commission. The Code Enforcement Unit manages the City Wide Pride Program.

**ACTIVITY OBJECTIVES**

1. Respond to at least 95% of all code violation complaints received from the community within 24 hours.
2. Monitor non-conforming commercial industrial uses and structures that have been noticed for abatement and are required to be brought into compliance with existing code requirements.
3. Inspect all residential properties for adherence to property maintenance standards.
4. Direct and implement all phases of the City Beautification Program for the purpose of encouraging improved property maintenance and increasing property values.
5. Implement the property maintenance ordinance through the Property Preservation Commission and hold joint meetings with the Planning Commission as required.
6. Identify sections of the Municipal Code which need to be amended to attain City goals.
7. Ensure that all new construction and modifications to existing structures are in compliance with all applicable codes and process plans in a timely manner.
8. Develop, implement and administer programs to maintain and improve residential, commercial and industrial properties in the City through the use of proactive code enforcement and innovative assistance programs.
9. Monitor and address homelessness in City.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Code Enforcement cases processed	2,152	2,225	2,225
Cerritos Property Preservation Commission case hearings	81	110	110
Property Preservation tree appeals	12	9	9
City prosecutor cases	4	3	3
Administrative citations	62	110	110
Homeless Encampment Cleanup	25	10	10

**SIGNIFICANT ACTIVITY PROGRAM CHANGES**

**CHANGES**

Reduction in anticipated City Prosecutor activities (combined 61430, 61310).	-\$14,450
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# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Community & Safety Services

**ACTIVITY:** Code Enforcement

**CODE:** 452

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	174,787	211,120	211,120	221,730	227,938
52010 Regular Earnings - Part Time	43,236	68,650	68,650	71,010	72,998
52400 Employee Benefits	203,449	237,260	237,260	256,070	263,240
<b>TOTAL PERSONNEL</b>	421,472	517,030	517,030	548,810	564,176
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	285	500	500	500	500
53080 Travel and Meeting	0	1,400	1,400	1,400	1,400
53090 Uniform and Shoes	730	500	500	500	500
53091 Vehicle Operations	2,950	8,500	6,000	7,000	7,000
61310 Legal Services	0	0	0	2,000	2,000
61430 Professional Services	7,117	20,000	10,000	2,000	2,000
63230 Maps and Publications	0	500	250	250	250
63411 Community Programs	0	5,000	0	2,000	2,000
63520 Special Supplies	1,524	4,000	2,000	3,000	3,000
67060 Cellular Phone	1,613	3,800	3,800	3,800	3,800
69950 Non-Cap Expenditures - FF&E	1,661	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	15,880	44,200	24,450	22,450	22,450
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	437,352	561,230	541,480	571,260	586,626

# **PROPERTY PRESERVATION COMMISSION**

## DEPARTMENTAL ACTIVITY OVERVIEW

**DEPARTMENT:** Community & Safety Services  
**ACTIVITY:** Property Preservation Commission  
**CODE:** 461

### OVERVIEW COMMENTARY

The Property Preservation Commission consists of five members appointed by the Mayor and City Council. The Commission considers matters related to the maintenance and appearance of property. The Commission holds public hearings to determine if a property is in violation of the City's property maintenance code. The Commission also holds public hearings to consider residents' requests to remove parkway trees. The Commission serves as an advisory body to the City Council when establishing health and safety policies related to property maintenance.

The Commission oversees the annual beautification program known as City Wide Pride. The City Wide Pride program encourages property maintenance through positive reinforcement by recognizing property owners who maintain their property exceptionally well.

### ACTIVITY SUMMARY

<b>CLASSIFICATION</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROPOSED</b>	<b>2019-2020 APPROVED</b>
PERSONNEL EXPENSE	6,800	7,880	7,880	7,880	7,880
OPERATIONS AND MAINTENANCE	5,379	6,200	6,200	6,200	6,200
CAPITAL OUTLAY	0	0	0	0	0
<b>TOTAL BUDGET</b>	12,179	14,080	14,080	14,080	14,080

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community & Safety Services  
**ACTIVITY:** Property Preservation Commission  
**CODE:** 461

### ACTIVITY DESCRIPTION

1. To review cases related to the Property Maintenance ordinance in order to maintain property values and to prevent any possible neighborhood deterioration.
2. To review and forward recommendations to the City Council as they pertain to the Property Maintenance ordinance and on any matters as directed by the City Council.
3. To take the lead in activities such as the City Wide Pride program which serves to promote community beautification and educate residents in proper maintenance techniques.
4. To serve as an appeals board for residents requesting the removal of parkway trees and make decisions approving or denying the tree removal.
5. To serve as an appeals board for residents requesting semi-annual parking permits and make decisions approving or denying issuance of parking permits.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Community & Safety Services  
**ACTIVITY:** Property Preservation Commission  
**CODE:** 461

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
52010 Regular Earnings - Part Time	6,100	7,300	7,300	7,300	7,300
52400 Employee Benefits	700	580	580	580	580
<b>TOTAL PERSONNEL</b>	6,800	7,880	7,880	7,880	7,880
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,050	3,000	3,000	3,000	3,000
53080 Travel and Meeting	2,329	3,100	3,100	3,100	3,100
63520 Special Supplies	0	100	100	100	100
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	5,379	6,200	6,200	6,200	6,200
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	12,179	14,080	14,080	14,080	14,080

# **PARKS AND RECREATION COMMISSION**

## DEPARTMENTAL ACTIVITY OVERVIEW

**DEPARTMENT:** Community & Safety Services  
**ACTIVITY:** Parks & Recreation Commission  
**CODE:** 462

### OVERVIEW COMMENTARY

This Commission provides for the operation of the Parks and Recreation functions. The Commission is a five-person body appointed by the members of the City Council which has the responsibility of advising the City Council and City staff in matters relating to parks and recreation facilities and programs.

### ACTIVITY SUMMARY

<b>CLASSIFICATION</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROPOSED</b>	<b>2019-2020 APPROVED</b>
PERSONNEL EXPENSE	7,023	7,880	7,880	7,880	7,880
OPERATIONS AND MAINTENANCE	7,478	9,800	9,800	9,800	9,800
CAPITAL OUTLAY	—	—	—	—	—
<b>TOTAL BUDGET</b>	14,501	17,680	17,680	17,680	17,680

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Community & Safety Services  
**ACTIVITY:** Parks & Recreation Commission  
**CODE:** 462

### ACTIVITY DESCRIPTION

1. To act in an advisory capacity to the City Council and City staff in matters pertaining to acquisition, development and maintenance of public parks and recreational facilities and related projects at the specific request of the City Council.
2. To advise in the planning of the parks and recreational programs for the residents of the City.
3. To promote and stimulate public interest and, to that end, to solicit to the furthest extent possible the cooperation of school authorities and other private and public agencies interested therein.
4. To assist in the formulation of general policies on parks and recreational services for approval by the City Council.
5. To make periodic inventories of recreation services that exist or may be needed and to interpret the needs of the public to the City Council and City staff.
6. To review the parks and related aspects of the Capital Improvement Program of the City.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

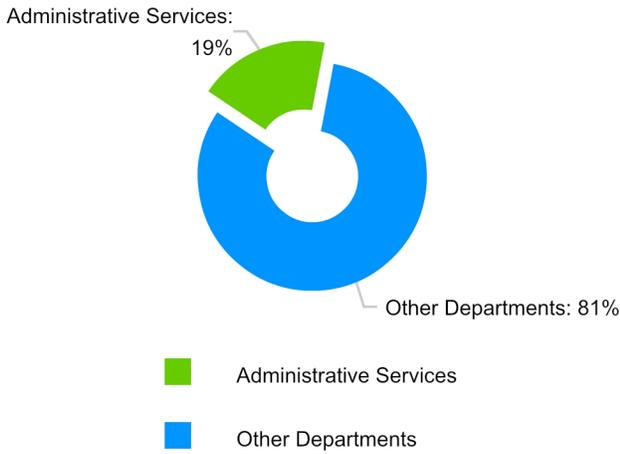
**DEPARTMENT:** Community & Safety Services  
**ACTIVITY:** Parks & Recreation Commission  
**CODE:** 462

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
52010 Regular Earnings - Part Time	6,300	7,300	7,300	7,300	7,300
52400 Employee Benefits	723	580	580	580	580
<b>TOTAL PERSONNEL</b>	7,023	7,880	7,880	7,880	7,880
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,150	3,000	3,000	3,000	3,000
53020 Dues and Publications	0	1,000	1,000	1,000	1,000
53080 Travel and Meeting	2,677	3,500	3,500	3,500	3,500
61580 Temporary Help	1,500	1,930	1,930	1,930	1,930
63520 Special Supplies	151	370	370	370	370
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	7,478	9,800	9,800	9,800	9,800
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	14,501	17,680	17,680	17,680	17,680

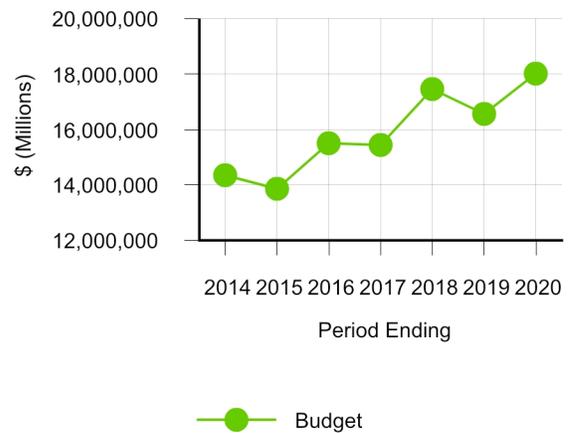
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# **ADMINISTRATIVE SERVICES**

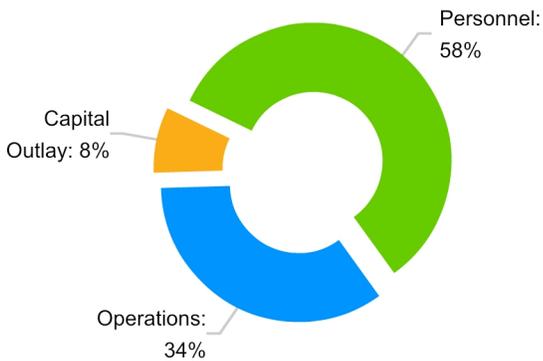
### Percent of Operating Budget



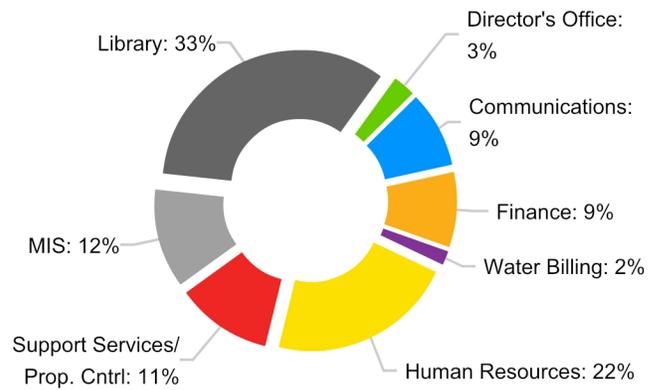
### Budget History



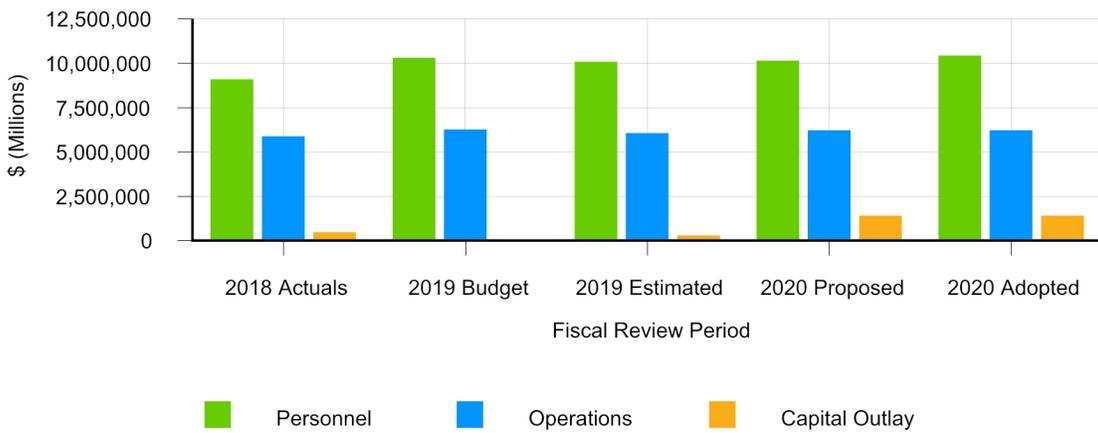
### Department Budget Composition



### Division Composition



### Activity Summary



## DEPARTMENTAL ACTIVITY OVERVIEW

**DEPARTMENT:** Administrative Services

**CODE:** 500

### OVERVIEW COMMENTARY

The Department of Administrative Services is organized and responsible for coordinating the day-to-day activities of various internal operations and supplying specialized staff support services to all operating departments. The Department is divided into eight operational divisions including the Office of the Director of Administrative Services/Budget, Communications, Finance, Water Billing, Human Resources, Support Services, Management Information Services and the Cerritos Municipal Library.

The personnel of this Department also function in an advisory capacity to other City Departments in providing technical information for the accomplishment of tasks, printing and graphic design, employee consultation, vendor contracts and dissemination of specialized financial information required for effective budget implementation.

### ACTIVITY SUMMARY

<b>CLASSIFICATION</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROPOSED</b>	<b>2019-2020 APPROVED</b>
Personnel Expense	9,088,990	10,302,710	10,076,040	10,135,820	10,419,624
Operations and Maintenance	5,862,100	6,255,800	6,042,910	6,208,550	6,208,550
Capital Outlay	463,548	4,000	287,100	1,384,750	1,384,750
<b>TOTAL BUDGET</b>	15,414,638	16,562,510	16,406,050	17,729,120	18,012,924

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Administrative Services

**ACTIVITY:** Office of the Director

**CODE:** 511

### ACTIVITY DESCRIPTION

The Office of the Director is responsible for the City-wide budget, special projects and coordinating, supervising and ensuring the effective implementation of all departmental programs and activities consistent with City policies and sound management practices.

### ACTIVITY OBJECTIVES

1. To develop overall departmental program objectives, which serve to guide the staff of the appropriate operating divisions and to ensure that the department's goals are consistent with the City's goals.
2. To provide professional expertise in the development and budget management of the City's personnel, purchasing, property control, financial, communications, telecommunications, risk management and library-related programs, and to apply all legislation relating to these areas as appropriate for Cerritos.
3. To provide for effective administration of the City's annual budget process in a manner which protects the City's fiscal position, and to implement related legislation in accordance with legal deadlines.
4. To oversee the risk management program and to stabilize general liability and workers' compensation claims by promoting such a program.
5. To provide a complete and current management information base to the line operating departments on a regular basis to enhance their day-to-day operations.
6. To optimize the City's data processing capabilities to more fully automate various adaptable systems in nonfinancial areas.
7. To coordinate the refinement of a comprehensive communications and advanced information system that will benefit the residents of the community and to operate a governmental access component within this system.
8. To provide administrative expertise in the ongoing development of the Cerritos Library, and to program the facility in a manner responsive to community needs.
9. To continually refine the City's comprehensive finance system to enhance the City's management capabilities, fulfill management reporting requirements, and ultimately enhance the City's responsiveness to the community.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Administrative Services

**ACTIVITY:** Office of the Director

**CODE:** 511

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	140,333	161,090	161,090	161,170	165,683
51021 Overtime	0	0	0	0	0
52010 Regular Earnings - Part Time	19,318	0	0	0	0
52015 Special Project Earnings - Part Time	75,265	88,790	88,790	91,970	94,545
52021 Overtime Earnings - Part Time	234	0	0	0	0
52400 Employee Benefits	133,876	156,260	156,260	161,170	165,683
<b>TOTAL PERSONNEL</b>	<b>369,026</b>	<b>406,140</b>	<b>406,140</b>	<b>414,310</b>	<b>425,911</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,300	3,600	3,600	3,600	3,600
53020 Dues and Publications	280	500	500	500	500
53070 Reimbursed Mileage	0	100	100	100	100
53080 Travel and Meeting	405	900	900	900	900
61130 Delivery Service	0	50	50	50	50
61380 Printing	5,878	6,500	10,500	10,500	10,500
61430 Professional Services	70,351	34,000	30,000	30,000	30,000
61580 Temporary Help	6,176	0	0	0	0
63520 Special Supplies	269	350	350	350	350
67060 Cellular Phone	550	600	600	600	600
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>87,209</b>	<b>46,600</b>	<b>46,600</b>	<b>46,600</b>	<b>46,600</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>456,235</b>	<b>452,740</b>	<b>452,740</b>	<b>460,910</b>	<b>472,511</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Administrative Services

**ACTIVITY:** Communications

**CODE:** 521

### ACTIVITY DESCRIPTION

The Communications Division is responsible for providing a variety of information to the public and news media. Information channels utilized include: interpersonal and telephone contact, correspondence, news releases, special brochures and pamphlets, handbooks and directories, employee publications, slide and video presentations, tours, newsletters, advertisements, magazines, the Internet, radio and television. The Division is also responsible for handling cable television customer service complaints and operating the City's cable television channel.

### ACTIVITY OBJECTIVES

1. To promote knowledge and use of municipal services, events and programs with the creation of targeted communications programs.
2. To respond to news media inquiries about the City's policies, programs and projects by acting as the liaison between City staff and journalists.
3. To inform residents of new or existing City ordinances, upcoming City events or construction projects, City recreation and Library programs, and issues affecting the community through a monthly City newsletter.
4. To handle cable television customer service complaints and coordinate the broadcast of City Council, Planning Commission, Fine Arts and Historical Commission, Property Preservation Commission, Parks and Recreation Commission and Economic Development Commission meetings and the production and broadcast of public service programming on the City's cable television channel.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Advertisements	248	200	200
Newsletters	60	70	70
Press Releases	221	225	230
Proclamations	171	160	200
Certificates of Recognition	167	118	200
Photo Assignments	33	30	30
Tours	3	5	5
Special Brochures and Publications	21	15	10
Video Productions	10	10	10
Live Cablecast of City Council and Commission meetings	92	64	68
Updates to City HomePage	1,289	1,185	1,200
Fliers	14	20	20
Updates to City Intranet	282	200	200
TV3 messages	66	60	60

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Administrative Services

**ACTIVITY:** Communications

**CODE:** 521

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	383,381	394,620	363,880	382,960	393,683
51021 Overtime	125	0	0	0	0
52400 Employee Benefits	381,237	394,620	363,880	382,960	393,683
<b>TOTAL PERSONNEL</b>	<b>764,743</b>	<b>789,240</b>	<b>727,760</b>	<b>765,920</b>	<b>787,366</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	5,327	24,040	24,040	24,790	24,790
53070 Reimbursed Mileage	165	450	450	450	450
53080 Travel and Meeting	0	1,400	1,400	1,400	1,400
61130 Delivery Service	0	150	150	150	150
61340 Outside Services	5,698	10,000	10,000	10,000	10,000
61380 Printing	255,371	283,010	283,010	280,800	280,800
61430 Professional Services	51,783	76,420	76,420	77,330	77,330
63270 Photo Film and Processing	4,034	5,200	5,200	5,200	5,200
63310 Postage	366,783	410,320	410,320	410,320	410,320
63520 Special Supplies	3,385	5,000	5,000	5,000	5,000
67060 Cellular Phone	600	600	600	600	600
69901 Non-Capitalizable Expenditures	0	0	0	0	0
69950 Non-Cap Expenditures - FF&E	1,428	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>698,174</b>	<b>820,190</b>	<b>820,190</b>	<b>819,640</b>	<b>819,640</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	4,000	4,000	4,000	4,000
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
<b>ACTIVITY TOTAL</b>	<b>1,462,917</b>	<b>1,613,430</b>	<b>1,551,950</b>	<b>1,589,560</b>	<b>1,611,006</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Administrative Services

**ACTIVITY:** Finance

**CODE:** 531

### ACTIVITY DESCRIPTION

The Finance Division is responsible for the administration and management of financial activities of the City and Successor Agency, including cash and treasury management, bond debt administration, water billing and collection, financial reporting, internal audit and control, and accounting for assets.

### ACTIVITY OBJECTIVES

1. Validate the City's financial position and integrity by annually receiving an unqualified opinion from the City's independent auditor and receiving an award from GFOA for excellence in financial reporting.
2. Manage the water billing and other billing systems to ensure equitable compliance with legal limitations and make resources available for the continued operation of the City's services.
3. Manage the City's debt issuance program and pursue financing opportunities to make resources available for the City's Capital Improvement Program.
4. Maintain accurate and complete financial records, pay vendors in a timely and accurate manner, and serve the public and the organization by supplying meaningful and timely reports and information. Comply with all mandated reporting requirements and inform City Management officials and the City Council regarding financial matters.
5. Process and deposit all receipts of funds from all sources in a timely manner and maintain an effective method of control in the collections and disbursements of City funds.
6. Actively manage the City's portfolio within the guidelines of the City's adopted investment policy and GASB 31.
7. Enhance cross-training responsibilities within the Division.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Number of accounts payable checks issued	4,322	4,470	4,550
Number of accounts payable electronic funds transfers issued	1,785	1,790	1,800
Number of accounts payable wire transfer payments issued	165	150	140
Total accounts payable	6,272	6,410	6,490
Number of deposits and investments	5,543	6,300	6,500

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Decrease in Professional Services (61430) reflects elimination of contract services that will no longer be utilized.

-\$31,200

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Administrative Services

**ACTIVITY:** Finance

**CODE:** 531

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	499,269	584,060	584,060	588,420	604,896
51021 Overtime	0	0	0	0	0
52010 Regular Earnings - Part Time	23,589	43,830	43,830	47,690	49,025
52400 Employee Benefits	479,516	640,870	640,870	599,350	616,132
<b>TOTAL PERSONNEL</b>	<b>1,002,374</b>	<b>1,268,760</b>	<b>1,268,760</b>	<b>1,235,460</b>	<b>1,270,053</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,300	3,600	3,600	3,600	3,600
53020 Dues and Publications	1,946	2,110	1,370	2,040	2,040
53070 Reimbursed Mileage	257	200	10	200	200
53080 Travel and Meeting	2,032	3,500	1,200	1,000	1,000
61040 Auditing	23,000	41,000	38,000	38,000	38,000
61050 Bank Charges and Fees	91,962	91,250	87,700	90,040	90,040
61380 Printing	0	800	800	800	800
61430 Professional Services	200,384	211,400	179,600	180,200	180,200
63520 Special Supplies	2,942	3,000	1,270	1,000	1,000
67060 Cellular Phone	550	600	600	600	600
69080 Miscellaneous Expenses	0	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>326,373</b>	<b>357,460</b>	<b>314,150</b>	<b>317,480</b>	<b>317,480</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>1,328,747</b>	<b>1,626,220</b>	<b>1,582,910</b>	<b>1,552,940</b>	<b>1,587,533</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Administrative Services

**ACTIVITY:** Water Billing

**CODE:** 532

### ACTIVITY DESCRIPTION

The Water Billing section administers all water, reclaimed water and sewer accounts. Responsibilities include the processing of all applications for water and sewer services; maintenance of all customer records; processing of weekly service billings, daily receipts of payments, customer account adjustments and corrections; and maintenance of the daily service list for turn-ons, turn-offs and re-reads. This section responds to customer complaints and inquiries, conducts daily upload and download of customer data for the Public Works / Water & Power Department and provides general assistance, information and support for the operation of the water system.

### ACTIVITY GOALS AND OBJECTIVES

1. Provide best possible service to all customers. Effectively and efficiently manage the operations of the water billing system. Promptly respond to customer inquiries and concerns.
2. Provide information and support to the Public Works / Water & Power Department for their analysis, compliance reporting and special project requirements.
3. Timely billing and collection of all water and sewer accounts; consistent follow-up of overdue accounts and maximize collection of delinquent accounts.
4. Continue to seek for operational and systems improvements in the water billing system.
5. Enhance cross-training responsibilities within the Division.

ACTIVITY WORKLOAD STATISTICS	2017-2018 ACTUAL	2018-2019 ESTIMATED	2019-2020 FORECASTED
Domestic water	15,146	15,150	15,162
City services	362	363	363
Reclaimed water	259	259	259
Irrigation	606	610	610
State and wholesale	23	25	25
Number of bills processed	91,787	91,800	91,810
Water consumption billed (units)	4,324,262	4,323,000	4,320,000
Number of applications processed:			
Owner occupant	421	430	440
Renters	373	380	390
Commercial	70	80	90
Number of turn-offs	411	400	340

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Decrease in Printing (61380) to reflect actual anticipated costs as a result of implementation of new online water billing portal.	-\$7,000
Decrease in Professional Services (61430) to reflect completion of water billing customer service software upgrade project.	-\$28,240

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Administrative Services

**ACTIVITY:** Water Billing

**CODE:** 532

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	85,626	57,210	57,210	58,540	60,179
51021 Overtime	980	1,030	1,030	1,000	1,028
52010 Regular Earnings - Part Time	9,670	0	0	0	0
52400 Employee Benefits	72,085	61,780	61,780	63,220	64,990
<b>TOTAL PERSONNEL</b>	<b>168,361</b>	<b>120,020</b>	<b>120,020</b>	<b>122,760</b>	<b>126,197</b>
<b>OPERATIONS AND MAINTENANCE</b>					
61050 Bank Charges and Fees	67,434	61,200	59,200	61,200	61,200
61380 Printing	7,160	15,750	8,750	8,750	8,750
61430 Professional Services	40,454	90,740	75,740	62,500	62,500
63310 Postage	31,500	41,000	38,000	38,000	38,000
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>146,548</b>	<b>208,690</b>	<b>181,690</b>	<b>170,450</b>	<b>170,450</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>314,909</b>	<b>328,710</b>	<b>301,710</b>	<b>293,210</b>	<b>296,647</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Administrative Services  
**ACTIVITY:** Human Resources/Risk Management  
**CODE:** 541

### ACTIVITY DESCRIPTION

The Human Resources / Risk Management Division manages the administration of the City's personnel, payroll administration, employee relations, labor relations, and risk management functions. The development of sound personnel management practices and procedures is accomplished through advice to appropriate City officials regarding personnel needs and requirements and by serving as the City's employee relations representative in the conduct of employee relations and negotiations. The Division maintains the City's Classification / Compensation Plan by conducting classification and salary studies and by preparing job specifications which accurately reflect responsibilities assigned to each City position. Recruitment activities are coordinated to provide for the selection of qualified candidates to City service. The Division encourages safe working conditions, provides general liability and workers' compensation claims management, and monitors risk identification through a City-wide Risk Management Program. The Division provides training programs and job counseling for employee development.

### ACTIVITY GOALS AND OBJECTIVES

1. Provide centralized support to the City's management staff and employees in the areas of labor and employee relations, training and development, health and safety, recruitment and selection, classification/compensation, and employee benefits administration.
2. Administer recruitments in compliance with local, state and federal employment laws.
3. Reduce frequency and cost of accidents, lost work hours and exposure to financial loss through an active City-Wide risk management program.
4. Educate and research the changes made to state and federal employment laws and address key areas of concern to the City's employment system.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Positions filled through recruitment (Full-Time)	14	10	5
Positions filled through recruitment (Part-Time)	100	95	90
Processed applications for employment	1,243	1,300	1,500
General Liability claims investigated	122	100	95
Workers' Compensation claims processed	19	20	20

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Increase in Insurance-General reflects increases to the general liability deposit and property insurance due to rate adjustments (61260).	+\$117,410
Reduction in anticipated legal services (61310)	-\$64,960

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Administrative Services  
**ACTIVITY:** Human Resources/Risk Management  
**CODE:** 541

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	404,343	433,530	433,530	437,940	450,202
51021 Overtime	7,609	5,150	5,150	5,000	5,140
52010 Regular Earnings - Part Time	68,156	123,180	123,180	123,490	126,948
52400 Employee Benefits	395,857	448,790	448,790	456,340	469,118
<b>TOTAL PERSONNEL</b>	<b>875,965</b>	<b>1,010,650</b>	<b>1,010,650</b>	<b>1,022,770</b>	<b>1,051,408</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	1,011	2,630	2,630	2,630	2,630
53030 Education and Training	21,017	45,000	45,000	45,000	45,000
53040 Employee Awards	10,254	20,300	20,300	20,300	20,300
53060 Recruitment Expense	34,987	35,000	35,000	35,000	35,000
53070 Reimbursed Mileage	101	160	160	160	160
53080 Travel and Meeting	1,770	1,400	1,400	1,400	1,400
61130 Delivery Service	0	600	600	600	600
61260 Insurance - General	2,582,207	2,299,240	2,299,240	2,416,650	2,416,650
61270 Insurance - Earthquake Self Insurance	0	115,920	115,920	115,920	115,920
61310 Legal Services	69,381	209,960	100,000	145,000	145,000
61380 Printing	661	7,930	7,930	7,930	7,930
61430 Professional Services	21,660	70,000	70,000	70,000	70,000
63250 Office Supplies	37	110	110	110	110
63270 Photo Film and Processing	0	760	760	760	760
63410 Program Expenses and Supplies	0	2,850	2,850	2,850	2,850
63520 Special Supplies	2,091	3,660	3,660	3,660	3,660
67060 Cellular Phone	600	1,200	1,200	1,200	1,200
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>2,749,377</b>	<b>2,820,320</b>	<b>2,710,360</b>	<b>2,872,770</b>	<b>2,872,770</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>3,625,342</b>	<b>3,830,970</b>	<b>3,721,010</b>	<b>3,895,540</b>	<b>3,924,178</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Administrative Services  
**ACTIVITY:** Support Services  
**CODE:** 551

### ACTIVITY DESCRIPTION

Support Services provides the departments of the City with a number of technical and special services on a daily basis. Functions assigned to personnel within the Division include purchasing of supplies and equipment, contract cost and bid analysis, fiscal contract administration, inventory of maintenance and operation supplies, inventory of equipment, and property control program.

### ACTIVITY OBJECTIVES

1. Purchase equipment, supplies and services at the lowest cost by solicitation of responsible bids based on clear, competitive specifications and by maximizing use of available cooperative contracts.
2. Be responsive to all City departments by providing needed information and processing all purchase requests expeditiously.
3. Research new sources of supplies and equipment used by the City and evaluate suppliers based on their responsiveness and the quality of the supplies and equipment provided.
4. Provide delivery of supplies, equipment and furniture from the Corporate Yard to all City locations on a weekly or as needed basis.
5. Improve the quality of services provided by Support Services to all City departments by promoting better communication and understanding through an effective exchange of information concerning activities, procedures, and requirements.
6. Assign property control numbers to all equipment purchased costing \$1,000 or more and maintain a complete fixed assets file.
7. Oversee storage facility for use by all City departments.
8. Assist in City document administration (check printing).

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Purchase Requisitions/Invoices Processed	4,300	3,000	2,500
Documents Administered	13,000	10,000	12,000
Deliveries Processed	3,900	3,800	5,000
Equipment Repair Requests	700	700	600
Formal/Informal Bids and Agenda Reports	200	300	300
Warehouse Requests	1,100	1,200	1,400

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Decrease in anticipated expenditures for Postage (63310).	-\$5,000
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# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Administrative Services

**ACTIVITY:** Support Services

**CODE:** 551

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	132,910	132,080	132,080	137,360	141,206
51021 Overtime	612	1,550	1,000	1,000	1,028
52010 Regular Earnings - Part Time	23,690	24,800	24,800	25,840	26,564
52021 Overtime Earnings - Part Time	0	0	0	0	0
52400 Employee Benefits	146,629	143,070	143,070	143,130	147,138
<b>TOTAL PERSONNEL</b>	<b>303,841</b>	<b>301,500</b>	<b>300,950</b>	<b>307,330</b>	<b>315,936</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	130	130	130	130	130
53070 Reimbursed Mileage	134	100	100	100	100
53080 Travel and Meeting	99	100	100	2,100	2,100
53090 Uniform and Shoes	579	600	600	600	600
53091 Vehicle Operations	1,801	2,000	2,000	2,000	2,000
61130 Delivery Service	3,732	3,600	4,900	4,900	4,900
63250 Office Supplies	62,717	77,000	75,000	74,000	74,000
63310 Postage	42,175	70,000	63,700	65,000	65,000
63520 Special Supplies	32,280	35,550	35,550	35,550	35,550
65080 Office Furniture and Fixtures	1,570	2,030	1,870	1,850	1,850
65130 Rent Office Equipment	3,509	4,100	3,770	4,150	4,150
67060 Cellular Phone	213	240	240	240	240
69950 Non-Cap Expenditures - FF&E	931	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>149,870</b>	<b>195,450</b>	<b>187,960</b>	<b>190,620</b>	<b>190,620</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	1,920	1,920
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,920</b>	<b>1,920</b>
<b>ACTIVITY TOTAL</b>	<b>453,711</b>	<b>496,950</b>	<b>488,910</b>	<b>499,870</b>	<b>508,476</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Administrative Services

**ACTIVITY:** Property Control

**CODE:** 552

### ACTIVITY DESCRIPTION

This function is responsible for maintaining accurate records concerning the status of all items classified as City property costing over \$1,000.00.

### ACTIVITY OBJECTIVES

1. Provide City Departments annual reports indicating all equipment items assigned to each cost center and update these reports as required.
2. Maintain current log of all maintenance contracts as to amounts and expiration dates.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Decrease in anticipated expenditures for for Office Furniture and Fixtures Maintenance (65080).	-\$9,100
Increase in anticipated expenditures for Furniture, Fixtures and Office Equipment (79050).	+\$494,180
Increase in anticipated expenditures for Motor Vehicles (79060).	+\$170,200
Increase in anticipated expenditures for Machinery and Equipment (79070).	+\$567,550

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Administrative Services

**ACTIVITY:** Property Control

**CODE:** 552

		2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>						
<b>TOTAL PERSONNEL</b>		0	0	0	0	0
<b>OPERATIONS AND MAINTENANCE</b>						
61340	Outside Services	0	300	150	0	0
65080	Office Furniture and Fixtures	254,116	297,760	292,080	288,660	288,660
65130	Rent Office Equipment	0	0	0	0	0
69901	Non-Capitalizable Expenditures	0	0	0	0	0
69950	Non-Cap Expenditures - FF&E	163,635	0	0	0	0
69960	Non-Cap Expenditures - Vehicles	(22,387)	0	0	0	0
69970	Non-Cap Expenditures - Machinery	57,995	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>		453,359	298,060	292,230	288,660	288,660
<b>CAPITAL OUTLAY</b>						
79010	Land	0	0	0	0	0
79020	Building	0	0	0	0	0
79050	Furniture Fixtures and Office	35,000	0	12,000	494,180	494,180
79060	Motor Vehicles	143,369	0	180,990	170,200	170,200
79070	Machinery and Equipment	285,179	0	73,110	567,550	567,550
<b>TOTAL CAPITAL OUTLAY</b>		463,548	0	266,100	1,231,930	1,231,930
<b>ACTIVITY TOTAL</b>		916,907	298,060	558,330	1,520,590	1,520,590

# DEPARTMENTAL ACTIVITY DETAIL

## PROPERTY CONTROL CAPITAL OUTLAY

**DEPARTMENT:** Administrative Services

**ACTIVITY:** Property Control

**CODE:** 552

		ACCT. 79050 FURN. & OFF. EQUIPMENT	ACCT. 79060 MOTOR VEHICLES	ACCT. 79070 EQUIP. & MACHINERY	TOTAL
<b>REPLACEMENT ACQUISITIONS</b>					
343	TIG/STICK WELDER			11,000	11,000
353	Wheel Loader			160,000	160,000
354	3/4 TON UTILITY BED PU		50,000		50,000
354	Toro GM7210 T4 Riding Mower		32,330		32,330
354	John Deere Pro Gator 2010 Utility Vehicle		27,870		27,870
354	(6) Stihl 100 K, power Hedge Trimmers			2,550	2,550
354	(4) Power Backpack Blowers			1,600	1,600
354	(4) Power Line Trimmers			1,160	1,160
354	(2) Power Edgers			1,420	1,420
354	Honda 916, Walk Behind Mower			1,000	1,000
354	Ryan 12" Sod Cutter			5,300	5,300
354	(25) Picnic Tables			42,500	42,500
422	300 Majestic Room replacement dining/classroom chairs	50,000			50,000
422	(2) Recumbent bikes for Senior Ctr.			6,600	6,600
422	(10) 8ft. Speckled gray rectangle tables & Sixteen (16) 3"x3"			6,200	6,200
422	500 gallon salt water fish tank with coral and pump filtration			25,000	25,000
422	(6) Outdoor patio umbrellas			6,200	6,200
422	Blackout Vinyl Window Shades for Senior Ctr.			8,700	8,700
422	(2) Treadmills			12,000	12,000
441	1/2 TON STANDARD BED PU		30,000		30,000
441	(1) set Foul Poles for Field #3 at the Cerritos Sports Complex			5,000	5,000
441	(4) Carbon Volleyball Poles - Community Gym at Whitney HS			8,000	8,000
441	(10) Aeron Chairs for the Recreation Services Conference Room	10,000			10,000
441	Banquet tables and adjustable tables for Tot Lot Program at Cerritos Park East			3,800	3,800
441	Recumbent Bike (PC# 11040)			4,500	4,500
441	Floor mats used for contract classes at Liberty Park			5,600	5,600
441	Stage Curtains in the Washington Room at Liberty Park			5,100	5,100
441	(32) sidewall panels	8,000			8,000
441	(6) large BBQ grills			4,500	4,500
441	(12) Bucket Swing Seats			3,000	3,000
441	(10) Aeron Chairs for CPE, Liberty Park and Heritage Park staff	10,000			10,000
441	(6) Standard Single Door Equipment Sheds			16,000	16,000
442	Picker Section			3,000	3,000
443	Elliptical Machine (PC# 111025)			6,200	6,200
443	Stair Climber (PC# 111230)			4,500	4,500
452	Pick up truck for Code Enf Offier		30,000		30,000
521	Council Chambers projectors	22,500			22,500
552	Fully powered stacker - 125" lift			11,000	11,000

552	Copier - Sports Complex	3,000			3,000
552	Copier - Corporate Yard	8,300			8,300
552	Copier - Senior Center	10,000			10,000
552	Copier - HR/CMO	10,000			10,000
552	Copier - City Clerk / City Treasurer	10,000			10,000
552	Copier - Library	10,000			10,000
561	Wireless (security & improvements)	120,000			120,000
571	Multi-function printers for public use	40,000			40,000
571	Vending equipment for Print Center and Children's Library	18,000			18,000
571	A/V system for the Hi-Tech Lab	65,000			65,000
571	Chairs for the Skyline Room	29,380			29,380
651	Video Package			120,000	120,000
651	Performance Chairs and Music Stands	55,000			55,000
<b>TOTAL REPLACEMENT ACQUISITIONS</b>		479,180	170,200	491,430	1,140,810

		<b>ACCT. 79050</b>	<b>ACCT. 79060</b>	<b>ACCT. 79070</b>	
		<b>FURN. &amp; OFF.</b>	<b>MOTOR</b>	<b>EQUIP. &amp;</b>	
		<b>EQUIPMENT</b>	<b>VEHICLES</b>	<b>MACHINERY</b>	<b>TOTAL</b>
<b>NEW ACQUISITIONS</b>					
342	(2) Trailer Mounted Solar/Battery Arrow Boards			15,000	15,000
354	4000 psi, 13 hp, Pressure Washer			1,120	1,120
364	RD8100 Radio Detection Locator			10,000	10,000
451	Radio equipment for Dispatch	15,000			15,000
451	Radar speed and variable message sign trailer with ALPR system			50,000	50,000
<b>TOTAL NEW ACQUISITIONS</b>		15,000	—	76,120	91,120
<b>PROPERTY CONTROL CAPITAL OUTLAY TOTAL</b>		494,180	170,200	567,550	1,231,930

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Administrative Services  
**ACTIVITY:** Management Information Services  
**CODE:** 561

### ACTIVITY DESCRIPTION

The Management Information Services (MIS) Division is responsible for administering the City's technology and innovation in accordance with the initiatives of the Cerritos City Council and under the direction of the City Manager. The MIS division functions collaboratively with all departments and divisions to provide public services to the Cerritos community. The MIS division is responsible for the City's information technology (IT) governance, including cyber security, payment card industry (PCI) compliance, data privacy, and IT related legislative compliance. The MIS division manages the City's infrastructure and enterprise application systems to support workflow efficiency within each organizational function to provide exceptional public services.

### ACTIVITY GOALS AND OBJECTIVES

1. Strategic planning of the City's technology and innovation to provide value added services to the Cerritos community through the IT Management Maturity Model.
2. Monitor, recommend and implement policies to mitigate the City's risk related to cyber security, PCI compliance, and data privacy.
3. Monitor federal, state and regional legislation to determine the impact on the City's technology and innovation, and to recommend an appropriate action response.
4. Management of the City's telecommunications, physical (20) and virtual (130) datacenter environment, expansive wired and wireless network infrastructure, enterprise application systems, video management system (VMS), computer workstations (610), printers (110), and A/V equipment.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Support tickets opened/closed	455/455	844/835	1000/1000
Managed data	65 TB	110 TB	110 TB
Network monitored events	6 million	6 million	6 million
Emails scanned (daily)	3,900	4,000	4,000

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Increase in Computer Supplies due to anticipated increases in software support and maintenance contracts (+\$12,500). City's local match of \$50,000 to SCAG's Future Communities Pilot Program Grant awarded to the City for \$211,000 toward the cost of upgrading to an online building permit/business license software system. The expenditure is offset by revenues collected to date in account 114-000-40133. (63110). +\$62,500

Increase in Furniture, Fixures and Office Equipment due to expenses associated with a six (6) year equipment replacement schedule (79050). +\$145,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Administrative Services  
**ACTIVITY:** Management Information Services  
**CODE:** 561

		2017-2018	2018-2019	2018-2019	2019-2020	2019-2020
		ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED
<b>PERSONNEL EXPENSE</b>						
51010	Regular Earnings	517,746	590,910	590,910	583,300	599,632
52400	Employee Benefits	485,737	561,370	561,370	560,300	575,988
<b>TOTAL PERSONNEL</b>		1,003,483	1,152,280	1,152,280	1,143,600	1,175,620
<b>OPERATIONS AND MAINTENANCE</b>						
53010	Auto Allowance	7,200	6,000	6,000	7,200	7,200
53020	Dues and Publications	1,407	2,000	2,000	2,000	2,000
53070	Reimbursed Mileage	87	500	500	500	500
53080	Travel and Meeting	1,992	3,000	3,000	3,000	3,000
61130	Delivery Service	0	50	50	50	50
61170	Electronic Information	192,739	210,000	210,000	210,000	210,000
61430	Professional Services	45,074	90,000	85,000	90,000	90,000
63110	Computer Supplies	359,688	385,000	385,000	447,500	447,500
63250	Office Supplies	17	1,000	1,000	1,000	1,000
63520	Special Supplies	2,420	5,000	10,000	5,000	5,000
67060	Cellular Phone	3,050	3,600	3,600	3,600	3,600
<b>TOTAL OPERATIONS AND MAINTENANCE</b>		613,674	706,150	706,150	769,850	769,850
<b>CAPITAL OUTLAY</b>						
79050	Furniture Fixtures and Office	0	0	0	145,000	145,000
<b>TOTAL CAPITAL OUTLAY</b>		0	0	0	145,000	145,000
<b>ACTIVITY TOTAL</b>		1,617,157	1,858,430	1,858,430	2,058,450	2,090,470

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Administrative Services  
**ACTIVITY:** Municipal Library  
**CODE:** 571

### ACTIVITY DESCRIPTION

The goal of the Cerritos Library is to be the most innovative, creative and forward-looking public library in the country. The Library's commitment to providing convenient access to collections of skillfully selected library materials in all formats, people-oriented professional help with questions and a friendly, inviting and safe facility will continue. In addition, the community-focused Library provides enhanced "onground" and "online" services; promotes the enjoyment of reading, the book, and lifelong learning; community meeting space; museum exhibits; technology classes and online research databases accessible from the homes, offices or schools of Cerritos Library cardholders.

### ACTIVITY OBJECTIVES

1. To plan, develop and implement educational programs for all ages.
2. To enhance collection development of all information formats, including print and electronic resource materials.
3. To offer Conference Center facilities for technology training, community meeting spaces and educational and cultural programming.
4. To plan, develop and implement museum-quality exhibits and permanent and traveling displays of cultural, historical and artistic significance.
5. To implement applications of a variety of technologies that will enhance understanding and learning.

<b>ACTIVITY WORKLOAD STATISTICS</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 FORECASTED</b>
Informational questions and technological assistance provided	117,850	117,800	117,800
Library materials added	10,364	12,100	12,100
Circulation of Library materials	396,010	400,000	400,000
Patrons using the Library (estimate)	2,781,673	2,750,000	2,750,000
Registered borrowers	28,574	24,000	24,000
Attendance at programs	22,077	22,000	22,000

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Reduction to Books and Library Materials (63020).	-\$30,000
Reduction to Professional Services (61430).	-\$11,070
Reduction to Inventory for Resale (63140).	-\$14,200
Reduction to Special Supplies (63520).	-\$17,900
Increase for Electronic Information (61170).	+\$7,270

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Administrative Services

**ACTIVITY:** Municipal Library

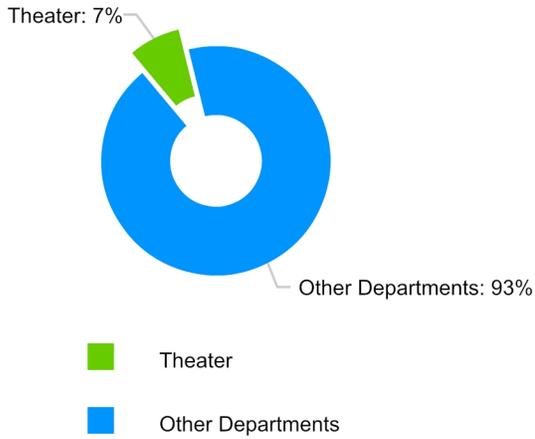
**CODE:** 571

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	1,357,518	1,501,230	1,466,760	1,486,360	1,527,978
51021 Overtime	1,022	2,680	2,680	2,680	2,755
52010 Regular Earnings - Part Time	1,411,705	1,679,670	1,607,360	1,592,890	1,637,491
52021 Overtime Earnings - Part Time	37	0	0	0	0
52400 Employee Benefits	1,830,915	2,070,540	2,012,680	2,041,740	2,098,909
<b>TOTAL PERSONNEL</b>	<b>4,601,197</b>	<b>5,254,120</b>	<b>5,089,480</b>	<b>5,123,670</b>	<b>5,267,133</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	3,333	3,800	3,800	3,800	3,800
53070 Reimbursed Mileage	0	700	700	700	700
53080 Travel and Meeting	1,000	1,500	1,500	1,500	1,500
53090 Uniform and Shoes	3,514	4,000	4,000	4,000	4,000
61050 Bank Charges and Fees	195	1,000	1,000	1,000	1,000
61170 Electronic Information	94,626	103,500	103,500	110,770	110,770
61350 Outside Processing	60,869	70,500	70,500	67,000	67,000
61380 Printing	3,905	6,000	6,000	6,000	6,000
61430 Professional Services	137,805	102,400	101,770	91,330	91,330
63010 Audio Visual Materials	28,402	37,500	37,500	35,500	35,500
63020 Books and Library Materials	193,403	291,500	306,730	261,500	261,500
63140 Inventory for Resale	11,745	18,200	3,200	4,000	4,000
63310 Postage	3,765	8,000	8,000	8,000	8,000
63410 Program Expenses and Supplies	40,685	48,000	48,000	48,000	48,000
63520 Special Supplies	20,510	67,930	50,930	50,030	50,030
63550 Subscription and Periodicals	23,973	25,000	25,000	26,000	26,000
65050 Equipment and Machinery Maintenance	0	800	800	800	800
65131 Rent Other Equipment	1,586	3,150	1,250	3,150	3,150
65132 Rent Building and Grounds	3,400	4,000	4,000	4,000	4,000
67060 Cellular Phone	1,200	1,800	1,800	1,800	1,800
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>637,516</b>	<b>802,880</b>	<b>783,580</b>	<b>732,480</b>	<b>732,480</b>
<b>CAPITAL OUTLAY</b>					
79030 Improvements	0	0	0	0	0
79050 Furniture Fixtures and Office	0	0	2,000	1,900	1,900
79070 Machinery and Equipment	0	0	15,000	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>17,000</b>	<b>1,900</b>	<b>1,900</b>
<b>ACTIVITY TOTAL</b>	<b>5,238,713</b>	<b>6,057,000</b>	<b>5,890,060</b>	<b>5,858,050</b>	<b>6,001,513</b>

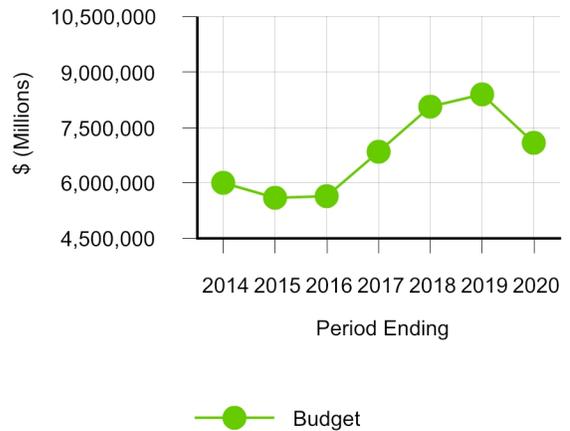
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# THEATER

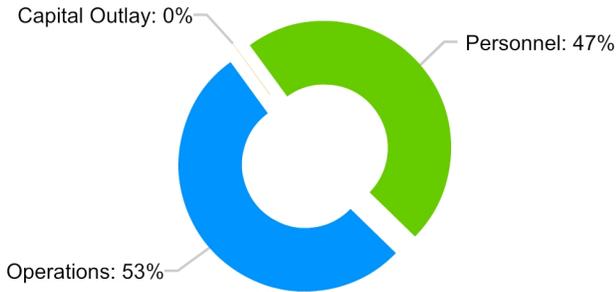
### Percent of Operating Budget



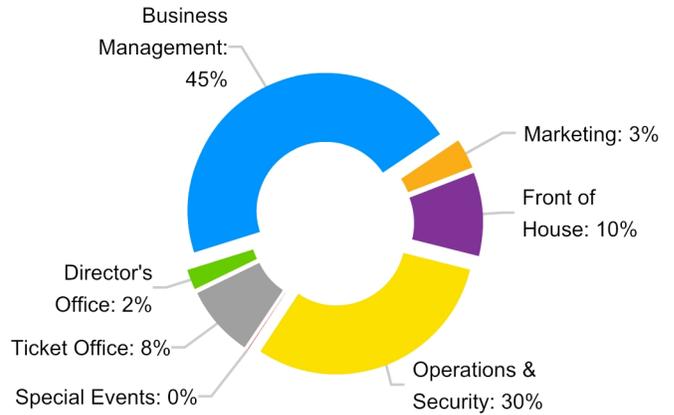
### Budget History



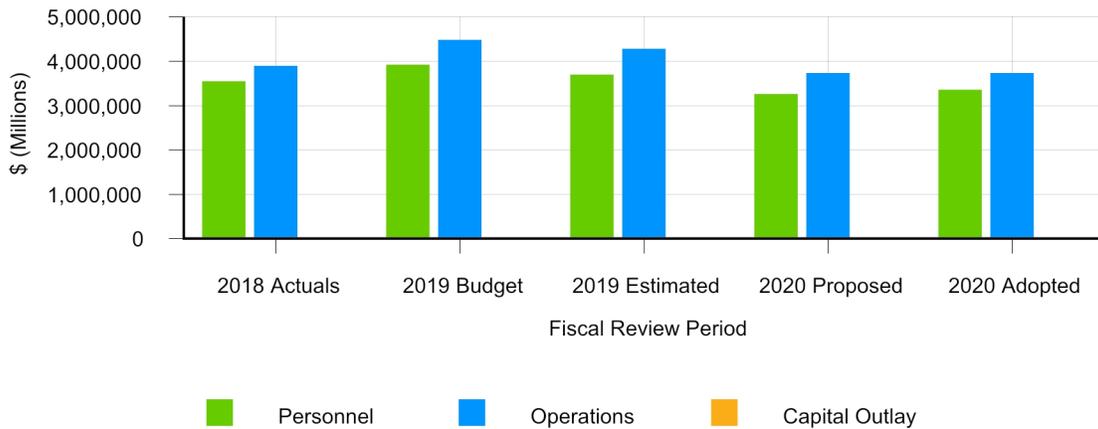
### Department Budget Composition



### Division Composition



### Activity Summary



## DEPARTMENTAL ACTIVITY OVERVIEW

**DEPARTMENT:** Theater

**CODE:** 600

### OVERVIEW COMMENTARY

The Cerritos Center for the Performing Arts is a City-owned facility developed to provide for the enjoyment and cultural enhancement of the community. In an effort to enhance the social, educational and cultural environment of the citizens of Cerritos, the Cerritos Center for the Performing Arts presents a diverse mix of professional performing arts events as well as providing a venue for many local and regional community groups and organizations wishing to use the facility.

The Cerritos Center for the Performing Arts facility can be configured into six performance venues: 1) lyric theatre, 2) drama/recital, 3) concert hall, 4) arena, 5) cabaret, and 6) in-the-round. This multi-purpose facility, with its adjoining meeting rooms, serves to meet the needs of the community.

The 2019-2020 season marks the 27th anniversary for the Cerritos Center for the Performing Arts. Additional special event and performance partner activity is envisioned for the coming season.

### ACTIVITY SUMMARY

<b>CLASSIFICATION</b>	<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>2018-2019 ESTIMATED</b>	<b>2019-2020 PROPOSED</b>	<b>2019-2020 APPROVED</b>
Personnel Expense	3,546,912	3,913,480	3,693,640	3,260,400	3,351,691
Operations and Maintenance	3,890,233	4,477,930	4,275,530	3,729,930	3,729,930
Capital Outlay	0	3,500	3,500	3,500	3,500
<b>TOTAL BUDGET</b>	7,437,145	8,394,910	7,972,670	6,993,830	7,085,121

## THEATER SUBSIDIZED EVENTS

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The Cerritos Center for the Performing Arts (CCPA) and the City of Cerritos subsidize a number of organizations that use the CCPA for their events.

The following page is a summary of subsidized events for the 2018-2019 Fiscal Year.

For the 2019-2020 Fiscal Year, it is expected that the following requests will be received:

- Cerritos Regional Chamber of Commerce - 3 events. The subsidy is expected to be approximately \$15,500.
- Cerritos Resident Clubs (A Groups) - 4 events. Resident Clubs (A Groups) are given 6 hours of room usage at no charge and pay 70% of all labor and equipment plus any additional hours at the normal rate. The subsidy is expected to be approximately \$7,500.
- City Arts Education - 4 events. The subsidy is expected to be approximately \$20,000 as additional funding has been received from LA County Supervisor Hahn.
- City Hosted Events - 11 events. The subsidy is expected to be approximately \$46,500.
- City Events (includes off-site events) - 3 events. The subsidy is expected to be approximately \$20,000.

In addition to those events listed above, the CCPA offers Cerritos residents a 15% discount off of the hourly event rate and Cerritos businesses a 10% discount off of the hourly event rate.

# THEATER SUBSIDIZED EVENTS

## FISCAL YEAR 2018-2019

(Booked through March 2019 and estimated through June 30, 2019)

	Adjusted Facility Rental Rate	Equipment Fees	Labor Costs	CCPA Subsidy	Revenue to CCPA	Estimated Community Served
<b>Cerritos Chamber of Commerce- CCPA</b>						
Taste of the Region	4,782	1,365	3,218	9,365	—	1,000
Business Retention & Expansion Workshop*	1,348	480	1,172	3,000	—	150
State of the City*	1,099	480	1,601	3,180	—	150
<b>A-Groups (Resident Clubs) - CCPA</b>						
Kang Banquet	1,079	107	1,921	1,831	1,276	120
Pangansinan Brotherhood, USA	1,229	100	1,921	2,006	1,244	184
Tzu Chi Foundation Annual Event	1,079	687	2,027	1,769	2,024	300
Lifestream Global Ministries Dinner	1,229	400	1,921	1,997	1,553	200
<b>CCPA/City Arts Education (Equipment &amp; Labor Support)</b>						
MatheMagic	9,000	3,000	5,875	17,875	—	2,478
Cirque Zuma Zuma	9,000	3,500	5,825	18,325	—	2,572
The Magic Dream	9,000	3,000	5,510	17,510	—	2,642
The Phantom Tollbooth*	9,000	3,500	6,500	19,000	—	2,450
<b>City Hosted Events - CCPA (Equipment &amp; Labor Support)</b>						
Senior Center Volunteer Dinner - Sierra	960	580	1,890	3,430	—	300
Metro Meeting - Sierra	1,487	400	913	2,800	—	200
Leadership Workshop - Sierra	897	420	1,083	2,400	—	50
Elections 8/7 - Sierra	7,644	—	756	8,400	—	
CESA Meeting - Sierra	2,519	400	1,131	4,050	—	50
Sheriffs Meeting - Sierra	840	400	1,010	2,250	—	200
Elections 11/6 - Sierra	7,644	—	756	8,400	—	
Employee Holiday Luncheon - Sierra	1,174	400	1,126	2,700	—	
Vince Brar Retirement Luncheon - Sierra	901	440	1,209	2,550	—	160
Martin Luther King Day Ceremony - Sierra	1,800	700	2,693	5,193	—	250
Mayoral Transition - Sierra/Lobby *	1,388	750	2,000	4,138	—	300
<b>City Events - OffSite (Equipment &amp; Labor Support)</b>						
Veterans Day Ceremony	—	3,000	3,317	6,317	—	400
Tree Lighting Ceremony	—	5,000	3,767	8,767	—	1,200
Memorial Day Ceremony *	—	3,000	2,250	5,250	—	350
<b>TOTAL FISCAL YEAR 2018-19</b>	<b>75,099</b>	<b>32,109</b>	<b>61,392</b>	<b>162,503</b>	<b>6,097</b>	<b>15,706</b>

\*Events projected as of March 4, 2019

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Theater

**ACTIVITY:** Office of the Director

**CODE:** 611

### ACTIVITY DESCRIPTION

The Office of the Director is responsible for the administration and management of the Theater Department. The Director is responsible for planning, directing and coordinating the programs of the various cost centers within the department including Business Management, Special Events Services, Ticket Office, Performance Management and Front of House, and Operations and Security. The head of each cost center reports directly to the Director, who, in turn, is responsible to the City Manager for ensuring that all departmental programs are implemented efficiently, effectively and economically, in accordance with established City practices and procedures.

### ACTIVITY OBJECTIVES

1. To maintain the establishment of the Cerritos Center for the Performing Arts as a world-class performing arts center and organization.
2. To streamline staffing, organizational policies and procedures.
3. To program a variety of performing arts events including music, dance and theater.
4. To expand fundraising efforts.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Theater  
**ACTIVITY:** Office of the Director  
**CODE:** 611

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	0	0	0	0	0
52010 Regular Earnings - Part Time	538	0	0	0	0
52015 Special Project Earnings - Part Time	140,577	156,870	156,870	156,870	161,262
52021 Overtime Earnings - Part Time	119	0	0	0	0
52400 Employee Benefits	8,620	0	0	0	0
<b>TOTAL PERSONNEL</b>	149,854	156,870	156,870	156,870	161,262
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	0	0	0	0	0
53080 Travel and Meeting	1,538	6,500	6,500	6,500	6,500
61050 Bank Charges and Fees	0	0	0	0	0
61130 Delivery Service	0	400	400	400	400
61290 Marketing Expense	928	3,000	3,000	0	0
67060 Cellular Phone	0	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	2,466	9,900	9,900	6,900	6,900
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
79070 Machinery and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	152,320	166,770	166,770	163,770	168,162

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Theater  
**ACTIVITY:** Business Management  
**CODE:** 621

### ACTIVITY OBJECTIVES

1. To provide general administrative staff support to all Theater Department cost centers.
2. To assist in the preparation and monitoring of the Theater Department's annual operating budget.
3. To ensure that all Theater Department financial transactions are accomplished in accordance with City policies and procedures.
4. To ensure that all Theater Department financial matters are accomplished in the most efficient and cost effective manner possible.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Increase in anticipated expenditures due to an update in vendor business practice (61430).	+\$16,500
Decrease in anticipated expenditures for Printing (61380).	-\$6,000
Decrease in anticipated expenditures for Program Expenses (61440).	-\$140,000
Decrease in anticipated expenditures for Computer Software (63121).	-\$10,000
Decrease in anticipated expenditures for Postage (63310).	-\$10,000
Decrease in anticipated expenditures for Program Expenses and Supplies (63410).	-\$300,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPEDITURES

**DEPARTMENT:** Theater  
**ACTIVITY:** Business Management  
**CODE:** 621

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	72,548	75,600	75,600	79,500	81,726
52400 Employee Benefits	75,182	74,060	74,060	80,300	82,548
<b>TOTAL PERSONNEL</b>	147,730	149,660	149,660	159,800	164,274
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	4,564	5,000	5,000	5,000	5,000
61130 Delivery Service	352	500	500	500	500
61360 Permit Fees	70,849	100,000	100,000	100,000	100,000
61380 Printing	950	6,000	6,000	0	0
61430 Professional Services	44,894	60,000	60,000	76,500	76,500
61440 Program Expense	134,743	300,000	215,000	160,000	160,000
63121 Computer Software	0	10,000	0	0	0
63250 Office Supplies	554	500	500	500	500
63310 Postage	12,000	10,000	10,000	0	0
63410 Program Expenses and Supplies	2,955,144	3,000,000	2,920,000	2,700,000	2,700,000
63510 Signage / Flags / Display	1,966	5,000	5,000	5,000	5,000
63520 Special Supplies	2,025	4,000	4,000	4,000	4,000
67060 Cellular Phone	600	600	600	600	600
69090 Miscellaneous Reimbursements	1,234	2,000	2,000	2,000	2,000
69901 Non-Capitalizable Expenditures	0	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	3,229,875	3,503,600	3,328,600	3,054,100	3,054,100
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	2,000	2,000	2,000	2,000
<b>TOTAL CAPITAL OUTLAY</b>	0	2,000	2,000	2,000	2,000
<b>ACTIVITY TOTAL</b>	3,377,605	3,655,260	3,480,260	3,215,900	3,220,374

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Theater  
**ACTIVITY:** Performance Marketing & Sales  
**CODE:** 631

### ACTIVITY OBJECTIVES

1. Increase ticket sales for performances at the Cerritos Center for the Performing Arts through direct mail marketing pieces and mass media advertising.
2. Quantitatively measure effectiveness of marketing pieces and advertising and adjust plans for maximum effectiveness.
3. Conduct ongoing news media public relations outreach to promote publication and broadcast of listings, feature articles and performance reviews to promote ticket sales.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Reduction in printing of promotional flyers and materials (61380).	-\$17,000
Reduction in marketing expenses to promote 19-20 Season shows (61290).	-\$13,000
Decrease in anticipated expenditures for Postage (63310).	-\$50,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Theater  
**ACTIVITY:** Performance Marketing & Sales  
**CODE:** 631

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	0	0	0	0	0
52400 Employee Benefits	135	0	0	0	0
<b>TOTAL PERSONNEL</b>	135	0	0	0	0
<b>OPERATIONS AND MAINTENANCE</b>					
53070 Reimbursed Mileage	0	500	500	500	500
53080 Travel and Meeting	0	400	400	400	400
61130 Delivery Service	0	500	500	500	500
61290 Marketing Expense	82,474	100,000	100,000	87,000	87,000
61380 Printing	17,251	40,600	30,700	23,600	23,600
63250 Office Supplies	0	300	300	300	300
63270 Photo Film and Processing	203	1,000	1,000	1,000	1,000
63310 Postage	115,320	175,480	175,480	125,480	125,480
63510 Signage / Flags / Display	5,640	8,500	8,500	8,500	8,500
63520 Special Supplies	99	500	500	500	500
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	220,987	327,780	317,880	247,780	247,780
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	221,122	327,780	317,880	247,780	247,780

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Theater

**ACTIVITY:** Front of the House Management (FOH)

**CODE:** 641

### ACTIVITY OBJECTIVES

1. To provide a welcoming and comfortable environment and experience for all Cerritos Center for the Performing Arts guest performers and audiences.
2. To ensure that every patron is treated with respect and attention, and is invited to return to the Cerritos Center for the Performing Arts in the future.
3. To ensure that all Cerritos Center for the Performing Arts performance management operations are accomplished in the most efficient and cost effective manner possible.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Decrease in anticipated expenditures for Front of the House Expense (61240).	-\$60,000
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# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Theater

**ACTIVITY:** Front of the House Management (FOH)

**CODE:** 641

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	130,169	131,840	131,840	132,000	135,696
51021 Overtime	9,420	8,240	8,240	8,000	8,224
52010 Regular Earnings - Part Time	263,431	329,600	259,600	217,000	223,076
52021 Overtime Earnings - Part Time	851	1,030	1,030	1,000	1,028
52400 Employee Benefits	236,449	242,460	220,060	204,270	209,990
<b>TOTAL PERSONNEL</b>	<b>640,320</b>	<b>713,170</b>	<b>620,770</b>	<b>562,270</b>	<b>578,014</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53070 Reimbursed Mileage	0	100	100	100	100
53090 Uniform and Shoes	1,231	2,000	2,000	2,000	2,000
61130 Delivery Service	0	100	100	100	100
61240 Front of the House Expense	86,832	160,000	160,000	100,000	100,000
61340 Outside Services	500	500	500	500	500
61430 Professional Services	12,513	12,000	12,000	12,000	12,000
63250 Office Supplies	47	200	200	200	200
63510 Signage / Flags / Display	0	100	100	100	100
63520 Special Supplies	0	100	100	100	100
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>101,123</b>	<b>175,100</b>	<b>175,100</b>	<b>115,100</b>	<b>115,100</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ACTIVITY TOTAL</b>	<b>741,443</b>	<b>888,270</b>	<b>795,870</b>	<b>677,370</b>	<b>693,114</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Theater  
**ACTIVITY:** Operations & Security  
**CODE:** 651

### ACTIVITY OBJECTIVES

1. To produce all Cerritos Center for the Performing Arts events to the highest standards of technical and aesthetic excellence.
2. To provide a safe and secure environment for all Cerritos Center for the Performing Arts performers and audiences.
3. To ensure that all Cerritos Center for the Performing Arts event production and security operations are accomplished in the most efficient and cost effective manner possible.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

Decrease in anticipated expenditures for Outside Services (61340).	-\$70,000
Decrease in anticipated expenditures for Production Expense (61410).	-\$15,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Theater  
**ACTIVITY:** Operations & Security  
**CODE:** 651

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	465,601	457,420	457,420	462,900	475,861
51021 Overtime	54,410	51,500	51,500	50,000	51,400
52010 Regular Earnings - Part Time	784,140	865,200	805,200	685,000	704,180
52021 Overtime Earnings - Part Time	17,397	15,450	15,450	15,000	15,420
52400 Employee Benefits	823,476	901,660	880,660	706,250	726,025
<b>TOTAL PERSONNEL</b>	<b>2,145,024</b>	<b>2,291,230</b>	<b>2,210,230</b>	<b>1,919,150</b>	<b>1,972,886</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53010 Auto Allowance	3,600	3,600	3,600	3,600	3,600
53020 Dues and Publications	300	300	300	300	300
53070 Reimbursed Mileage	20	250	250	250	250
53090 Uniform and Shoes	12,910	15,000	15,000	15,000	15,000
53091 Vehicle Operations	237	700	700	700	700
61130 Delivery Service	43	100	100	100	100
61340 Outside Services	48,025	90,000	65,000	20,000	20,000
61360 Permit Fees	873	1,200	1,200	1,200	1,200
61410 Production Expense	176,139	145,000	185,000	130,000	130,000
61430 Professional Services	7,720	10,000	10,000	10,000	10,000
63250 Office Supplies	64	100	100	100	100
63510 Signage / Flags / Display	0	1,000	1,000	0	0
63520 Special Supplies	725	1,000	1,000	1,000	1,000
67060 Cellular Phone	600	600	600	600	600
69901 Non-Capitalizable Expenditures	0	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>251,256</b>	<b>268,850</b>	<b>283,850</b>	<b>182,850</b>	<b>182,850</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	1,000	1,000	1,000	1,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>ACTIVITY TOTAL</b>	<b>2,396,280</b>	<b>2,561,080</b>	<b>2,495,080</b>	<b>2,103,000</b>	<b>2,156,736</b>

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Theater  
**ACTIVITY:** Special Events Services  
**CODE:** 661

### ACTIVITY OBJECTIVES

1. To create an effective marketing plan for rentals.
2. To provide conference, meeting and banquet facilities for individuals, community groups, businesses and other outside users.
3. To ensure that all Special Events Services operations are accomplished in the most efficient and cost effective manner possible.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

No significant activity program changes.

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Theater  
**ACTIVITY:** Special Events Services  
**CODE:** 661

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	0	0	0	0	0
52010 Regular Earnings - Part Time	0	0	0	0	0
52400 Employee Benefits	58	0	0	0	0
<b>TOTAL PERSONNEL</b>	58	0	0	0	0
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	0	0	0	0	0
61290 Marketing Expense	0	0	0	0	0
61360 Permit Fees	3,114	3,500	3,500	3,500	3,500
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	3,114	3,500	3,500	3,500	3,500
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	0	0
<b>ACTIVITY TOTAL</b>	3,172	3,500	3,500	3,500	3,500

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY COMMENTARY

**DEPARTMENT:** Theater  
**ACTIVITY:** Box Office  
**CODE:** 671

### ACTIVITY OBJECTIVES

1. To provide prompt, accurate and courteous service to patrons regarding all ticket orders for, or inquires about, programs at the Cerritos Center for the Performing Arts.
2. To accurately account for all Cerritos Center for the Performing Arts ticket sales activity.
3. To ensure that all Ticket Office operations are accomplished in the most efficient and cost effective manner possible.

### SIGNIFICANT ACTIVITY PROGRAM CHANGES

### CHANGES

All mandatory ticketing software and website upgrades have been completed.  
Additional funds are no longer required (61430).

-\$65,000

# DEPARTMENTAL ACTIVITY DETAIL

## ACTIVITY EXPENDITURES

**DEPARTMENT:** Theater  
**ACTIVITY:** Box Office  
**CODE:** 671

	2017-2018 ACTUAL	2018-2019 BUDGET	2018-2019 ESTIMATED	2019-2020 PROPOSED	2019-2020 APPROVED
<b>PERSONNEL EXPENSE</b>					
51010 Regular Earnings	83,703	114,330	114,330	119,000	122,332
51021 Overtime	10,053	6,180	6,180	6,000	6,168
52010 Regular Earnings - Part Time	205,989	267,800	217,800	157,000	161,396
52021 Overtime Earnings - Part Time	143	0	0	0	0
52400 Employee Benefits	163,903	214,240	217,800	180,310	185,359
<b>TOTAL PERSONNEL</b>	<b>463,791</b>	<b>602,550</b>	<b>556,110</b>	<b>462,310</b>	<b>475,255</b>
<b>OPERATIONS AND MAINTENANCE</b>					
53020 Dues and Publications	0	200	200	200	200
53070 Reimbursed Mileage	0	100	100	100	100
53080 Travel and Meeting	2,651	2,500	0	2,500	2,500
61130 Delivery Service	0	200	200	200	200
61340 Outside Services	0	500	500	500	500
61360 Permit Fees	33,366	90,000	90,000	90,000	90,000
61430 Professional Services	38,746	85,000	55,000	20,000	20,000
63110 Computer Supplies	67	100	100	100	100
63250 Office Supplies	491	500	500	500	500
63510 Signage / Flags / Display	0	100	100	100	100
63520 Special Supplies	6,091	10,000	10,000	5,500	5,500
69901 Non-Capitalizable Expenditures	0	0	0	0	0
69950 Non-Cap Expenditures - FF&E	0	0	0	0	0
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>81,412</b>	<b>189,200</b>	<b>156,700</b>	<b>119,700</b>	<b>119,700</b>
<b>CAPITAL OUTLAY</b>					
79050 Furniture Fixtures and Office	0	500	500	500	500
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b>ACTIVITY TOTAL</b>	<b>545,203</b>	<b>792,250</b>	<b>713,310</b>	<b>582,510</b>	<b>595,455</b>

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**PERSONNEL POSITIONS  
AND  
CLASSIFICATION TABLES**

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# AUTHORIZED POSITIONS BY DEPARTMENT 2019 / 2020

## CITY COUNCIL, COMMISSIONS, & COMMITTEES

CODE	PERSONNEL POSITIONS	Authorized
111	<b>City Council</b>	
	Council Member	5
<b>TOTAL AUTHORIZED POSITIONS</b>		<b>5</b>
123	<b>Fine Arts &amp; Historical Commission</b>	
	Commissioner	5
<b>TOTAL AUTHORIZED POSITIONS</b>		<b>5</b>
251	<b>Planning Commission</b>	
	Commissioner	5
<b>TOTAL AUTHORIZED POSITIONS</b>		<b>5</b>
252	<b>Economic Development Commission</b>	
	Commissioner	5
<b>TOTAL AUTHORIZED POSITIONS</b>		<b>5</b>
461	<b>Property Preservation Commission</b>	
	Commissioner	5
<b>TOTAL AUTHORIZED POSITIONS</b>		<b>5</b>
462	<b>Parks &amp; Recreation Commission</b>	
	Commissioner	5
<b>TOTAL AUTHORIZED POSITIONS</b>		<b>5</b>
441	<b>Let Freedom Ring Committee</b>	
	Committee Member	10
<b>TOTAL AUTHORIZED POSITIONS</b>		<b>10</b>
451	<b>Community Safety Committee</b>	
	Committee Member	10
<b>TOTAL AUTHORIZED POSITIONS</b>		<b>10</b>
<b>TOTAL AUTHORIZED CITY COUNCIL, COMMISSIONS, &amp; COMMITTEES</b>		<b>50</b>

# AUTHORIZED POSITIONS BY DEPARTMENT 2019 / 2020

## LEGISLATIVE AND ADMINISTRATIVE

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
121	<b>City Manager</b>			
	City Manager	FT		1
	Assistant City Manager	FT	68	1
	Division Secretary, Confidential	FT	32	1
	Division Secretary, Confidential	TPT	32	1
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>4</b>
131	<b>City Attorney</b>			
	City Attorney	FT		1
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>1</b>
141	<b>City Clerk / City Treasurer</b>			
	City Clerk / City Treasurer	FT		1
	Assistant City Clerk	FT	43	1
	Deputy City Clerk, Confidential	FT	37	1
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>3</b>
<b>TOTAL LEGISLATIVE AND ADMINISTRATIVE</b>				<b>8</b>

# AUTHORIZED POSITIONS BY DEPARTMENT 2019 / 2020

## COMMUNITY DEVELOPMENT

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
211	<b>Director's Office - Community Development</b>			
	Senior Assistant City Manager	FT	77	1
	Management Analyst	FT	46	1
	Building & Safety Clerk	FT	31	2
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>4</b>
212	<b>Geographic Information System (GIS)</b>			
	GIS Administrator	FT	49	1
	GIS Clerk	TPT	29	1
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>2</b>
221	<b>Advance Planning</b>			
	Advance Planning / Economic Development Manager	FT	55	1
	Associate Planner	FT	42	1
	Planning Assistant	FT	35	1
	Division Secretary	FT	32	1
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>4</b>
231	<b>Current Planning</b>			
	Current Planning Manager	FT	55	1
	Senior Planner	FT	48	1
	Associate Planner	FT	42	3
	Division Secretary	FT	32	1
	Senior Business License Officer	FT	31	1
	Account Clerk	TPT	29	1
	Planning Intern	TPT	19	1
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>9</b>
<b>TOTAL COMMUNITY DEVELOPMENT</b>				<b>19</b>

# AUTHORIZED POSITIONS BY DEPARTMENT 2019 / 2020

## PUBLIC WORKS / WATER & POWER

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
311	<b>Director's Office - Public Works</b>			
	Director of Public Works / Water & Power			
	City Engineer	FT	74	1
	Management Analyst	FT	46	1
	Secretary/Receptionist	TPT	28	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>3</b>
321	<b>Engineering</b>			
	Assistant City Engineer	FT	60	1
	Associate Civil Engineer	FT	53	1
	Public Works Inspector	FT	43	1
	Engineering Aide	FT	34	1
	Division Secretary	FT	32	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>5</b>
331	<b>Environmental Services</b>			
	Environmental Services Manager	FT	55	1
	Custodial Services Supervisor	FT	41	1
	Custodial Leadworker	FT	32	1
	Custodian II	FT	28	1
	Custodian I	FT	23	5
	Secretary/Receptionist	TPT	28	1
	Custodian I	TPT	23	2
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>12</b>
341	<b>General Maintenance</b>			
	Maintenance Superintendent	FT	58	1
	Maintenance Supervisor	FT	45	1
	Division Secretary	FT	32	1
	Custodian I	TPT	23	1
	Public Works Intern	TPT	19	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>5</b>
342	<b>Street Maintenance</b>			
	Maintenance Mechanic I	FT	31	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>1</b>
343	<b>Vehicle Maintenance</b>			
	Maintenance Leadworker	FT	38	1
	Maintenance Mechanic II	FT	35	2
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>3</b>

# AUTHORIZED POSITIONS BY DEPARTMENT 2019 / 2020

## PUBLIC WORKS / WATER & POWER (continued)

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
344	<b>Facility Maintenance</b>			
	Building Maintenance Engineer	FT	45	1
	Maintenance Leadworker	FT	38	1
	Maintenance Mechanic II	FT	35	1
	Maintenance Mechanic I	FT	31	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>4</b>
345	<b>Swim Center Maintenance</b>			
	Aquatics Maintenance Specialist	FT	33	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>1</b>
351	<b>Parks &amp; Trees Management</b>			
	Parks Superintendent	FT	58	1
	Secretary/Receptionist	TPT	28	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>2</b>
352	<b>Median &amp; Parkway Maintenance</b>			
	Parks Leadworker	FT	38	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>1</b>
353	<b>Parkway Trees</b>			
	Trees Supervisor	FT	45	1
	Tree Trimmer II	FT	33	2
	Tree Trimmer I	FT	28	4
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>7</b>
354	<b>Parks Maintenance</b>			
	Parks Supervisor	FT	45	1
	Parks Leadworker	FT	38	2
	Park Gardener II	FT	32	10
	Park Gardener I	FT	27	12
	Parks Maintenance Assistant (Unskilled)	TPT	13	3
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>28</b>
355	<b>Golf Course Maintenance</b>			
	Parks Leadworker	FT	38	1
	Park Gardener II	FT	32	1
	Park Gardener I	FT	27	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>3</b>

# AUTHORIZED POSITIONS BY DEPARTMENT 2019 / 2020

## PUBLIC WORKS / WATER & POWER (continued)

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
361	<b>Water and Power Management</b>			—
	<b>TOTAL AUTHORIZED POSITIONS</b>			—
362	<b>Water Management</b>			
	Water Superintendent	FT	61	1
	Water Supervisor	FT	47	1
	Division Secretary	FT	32	1
	Public Works Intern	TPT	19	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			4
363	<b>Water Production and Distribution</b>			
	Production Distribution Maintenance Operator	FT	38	4
	<b>TOTAL AUTHORIZED POSITIONS</b>			4
364	<b>Water Operations</b>			
	Water Maintenance Leadworker	FT	38	1
	Water Meter Repairer	FT	34	1
	Water Maintenance II	FT	33	3
	Water Meter Reader	FT	30	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			6
365	<b>Water Inspection</b>			
	Water Constr./Cross-Conn. Control	FT	43	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			1
366	<b>Reclaimed Water Operations</b>			—
	<b>TOTAL AUTHORIZED POSITIONS</b>			—
368	<b>Electric Utility Operations</b>			
	Electric Utility Manager	FT	53	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			1
<b>TOTAL PUBLIC WORKS / WATER AND POWER</b>				<b>91</b>

# AUTHORIZED POSITIONS BY DEPARTMENT 2019 / 2020

## COMMUNITY & SAFETY SERVICES

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
411	<b>Director's Office - Community &amp; Safety Services</b>			
	Public Safety Manager	FT	61	1
	Community Services Supervisor	FT	48	1
	Division Secretary	FT	32	1
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>3</b>
421	<b>Community Participation</b>			
	Community Participation Manager	FT	53	1
	Division Secretary	FT	32	1
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>2</b>
422	<b>Senior Center</b>			
	Senior Services Supervisor	FT	43	1
	Facility/Volunteer Coordinator	FT	32	1
	Human Services Coordinator	FT	32	1
	Senior Services Recreation Coordinator	FT	32	1
	Senior Specialist IV	TPT	19	3
	Senior Specialist III	TPT	13	9
	Senior Specialist II	TPT	7	6
	Senior Specialist I	TPT	2	2
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>24</b>
441	<b>Recreation Services</b>			
	Recreation Services Superintendent	FT	61	1
	Recreation Services Supervisor	FT	49	3
	Recreation Services Coordinator	FT	38	5
	Division Secretary	FT	32	1
	Human Services Coordinator	FT	32	1
	Secretary/Receptionist	FT	28	2
	Graphic Design Artist	TPT	29	1
	Recreation Leader IV	TPT	19	30
	Recreation Leader III	TPT	13	14
	Recreation Leader II	TPT	7	76
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>134</b>
442	<b>Golf Course</b>			
	Recreation Services Coordinator	FT	38	1
	Recreation Leader IV	TPT	19	4
	Recreation Leader III	TPT	13	4
	Recreation Leader II	TPT	7	10
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>19</b>

# AUTHORIZED POSITIONS BY DEPARTMENT 2019 / 2020

## COMMUNITY & SAFETY SERVICES

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
443	<b>Swim &amp; Fitness Center</b>			
	Recreation Services Coordinator	FT	38	1
	Assistant Aquatics Coordinator	FT	30	1
	Senior Lifeguard	TPT	23	10
	Recreation Leader IV	TPT	19	40
	Recreation Leader III	TPT	13	30
	Recreation Leader II / Cashier	TPT	7	11
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>93</b>
451	<b>Community Safety</b>			
	Secretary/Receptionist	FT	28	1
	Community Services Officer	TPT	32	3
	Secretary/Receptionist	TPT	28	4
	Pedestrian Safety Coordinator	TPT	25	1
	Parking Enforcement Officer	TPT	23	5
	Crossing Guard	TPT	13	26
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>40</b>
452	<b>Code Enforcement</b>			
	Code Enforcement Officer	FT	40	3
	Zoning Enforcement Officer	TPT	32	1
	Secretary/Receptionist	TPT	28	1
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>5</b>
<b>TOTAL COMMUNITY &amp; SAFETY SERVICES</b>				<b>320</b>

# AUTHORIZED POSITIONS BY DEPARTMENT 2019 / 2020

## ADMINISTRATIVE SERVICES

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
511	<b>Director's Office - Administrative Services</b>			
	Budget Manager	FT	58	1
	Department Secretary, Confidential	FT	35	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>2</b>
521	<b>Public Information Services</b>			
	Public Information Manager	FT	55	1
	Video Production Specialist	FT	40	1
	Graphic Designer	FT	37	1
	Media Coordinator	FT	37	1
	Division Secretary	FT	32	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>5</b>
531	<b>Finance</b>			
	Finance Manager	FT	64	1
	Accountant	FT	47	3
	Accounting Technician	FT	35	3
	Account Clerk	TPT	29	2
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>9</b>
532	<b>Water Billing</b>			
	Accounting Technician	FT	35	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>1</b>
541	<b>Human Resources</b>			
	Personnel / Risk Manager	FT	64	1
	Personnel Administrator	FT	48	1
	Human Resources Analyst	FT	39	1
	Human Resources Technician, Confidential	FT	35	1
	Division Secretary, Confidential	FT	32	1
	Human Resources Benefits Coordinator, Confidential	TPT	32	2
	Clerical Aide, Confidential	TPT	13	2
	Clerical Aide	TPT	13	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>10</b>
551	<b>Support Services</b>			
	Buyer	FT	38	1
	Delivery / Warehouse Clerk	FT	29	1
	Purchasing Clerk	TPT	29	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			<b>3</b>
552	<b>Property Control</b>			—
	<b>TOTAL AUTHORIZED POSITIONS</b>			—

# AUTHORIZED POSITIONS BY DEPARTMENT 2019 / 2020

## ADMINISTRATIVE SERVICES

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
561	<b>Management Information Services</b>			
	Information Technology Manager	FT	64	1
	Network Administrator	FT	53	1
	IT Analyst	FT	48	2
	Information Technician II	FT	42	2
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>6</b>
571	<b>Municipal Library</b>			
	City Librarian and Marketing Manager	FT	64	1
	Librarian II	FT	49	1
	Management Analyst	FT	46	1
	Information Technician II	FT	42	2
	Librarian I	FT	42	3
	Library Supervisor	FT	41	1
	Graphic Designer	FT	37	1
	Senior Library Assistant	FT	37	2
	Library Assistant	FT	32	4
	Library Clerk	FT	29	5
	Librarian I	TPT	42	4
	Library Assistant	TPT	32	6
	Library Clerk	TPT	29	21
	Security / Parking Assistant II	TPT	19	12
	Library Aide	TPT	13	10
	Library Page	TPT	2	24
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>98</b>
<b>TOTAL ADMINISTRATIVE SERVICES</b>				<b>134</b>

# AUTHORIZED POSITIONS BY DEPARTMENT 2019 / 2020

## THEATER

CODE	PERSONNEL POSITIONS	Class	Grade	Authorized
611	<b>Director's Office - Theater Department</b>			—
	<b>TOTAL AUTHORIZED POSITIONS</b>			—
621	<b>Business Management</b>			
	Management Analyst	FT	46	1
	<b>TOTAL AUTHORIZED POSITIONS</b>			1
631	<b>Performance Marketing and Sales</b>			—
	<b>TOTAL AUTHORIZED POSITIONS</b>			—
641	<b>Front of the House Management</b>			
	House Coordinator	FT	37	1
	Event Coordinator	FT	30	1
	Facility Assistant III	TPT	23	6
	Facility Assistant II	TPT	13	6
	Facility Assistant I	TPT	2	15
	<b>TOTAL AUTHORIZED POSITIONS</b>			29
651	<b>Operations &amp; Security</b>			
	Technical Administrator	FT	60	1
	Stage Crew Supervisor	FT	37	1
	Audio Specialist	FT	34	1
	Lighting Specialist	FT	34	1
	Master Carpenter	FT	34	1
	Technical Services Assistant	FT	33	1
	Audio Specialist	TPT	32	1
	Assistant Lighting Specialist	TPT	32	2
	Rigger Specialist	TPT	32	1
	Security / Parking Assistant III	TPT	23	5
	Security / Parking Assistant II	TPT	19	10
	Stage Assistant V	TPT	31	4
	Stage Assistant IV	TPT	23	12
	Stage Assistant III	TPT	19	11
	<b>TOTAL AUTHORIZED POSITIONS</b>			52
661	<b>Special Event Services</b>			—
	<b>TOTAL AUTHORIZED POSITIONS</b>			—

**AUTHORIZED POSITIONS BY DEPARTMENT  
2019 / 2020**

**THEATER**

<b>CODE</b>	<b>PERSONNEL POSITIONS</b>	<b>Class</b>	<b>Grade</b>	<b>Authorized</b>
671	<b>Box Office</b>			
	Senior Ticket Office Coordinator	FT	34	1
	Ticket Office Coordinator	FT	31	1
	Box Office Teller	TPT	23	3
	Box Office Aide II	TPT	13	7
	Box Office Aide I	TPT	2	3
<b>TOTAL AUTHORIZED POSITIONS</b>				<b>15</b>
<b>TOTAL THEATER</b>				<b>97</b>

CITY OF CERRITOS CLASSIFICATION TABLE  
2019/2020

CLASSIFICATIONS-FULL-TIME-NON-EXEMPT (Salary last modified 7/1/19)	GRADE	SALARY/MONTHLY
Custodian I	23	3619/4428
Park Gardener I	27	3951/4850
Custodian II	28	4038/4954
Secretary/Receptionist Tree Trimmer I Water Maintenance I		
Account Clerk Delivery/Warehouse Clerk Library Clerk	29	4131/5075
Assistant Aquatics Coordinator Business License Officer Event Coordinator Water Meter Reader	30	4225/5182
Building and Safety Clerk Maintenance Mechanic I Senior Account Clerk Senior Business License Officer Ticket Office Coordinator	31	4328/5312
Custodial Leadworker Division Secretary Facility/Volunteer Coordinator Human Services Coordinator Library Assistant Park Gardener II Parking Enforcement Coordinator Senior Services Recreation Coordinator	32	4428/5426
Aquatics Maintenance Specialist Technical Services Assistant Tree Trimmer II Water Maintenance II	33	4526/5559
Audio Specialist Corporate Yard Coordinator Engineering Aide Lighting Specialist Master Carpenter Purchasing Assistant Senior Ticket Office Coordinator Water Meter Repairer	34	4626/5691
Accounting Technician Department Secretary Maintenance Mechanic II Planning Assistant	35	4728/5825
Community Safety Officer Graphic Designer House Coordinator Media Coordinator Sr. Library Assistant Stage Crew Supervisor	37	4954/6099
Building Maintenance Technician Buyer Maintenance Leadworker Parks Leadworker Production Distribution Maintenance Operator Recreation Services Coordinator Trees Leadworker Water Maintenance Leadworker	38	5075/6240

Note: Classifications listed may include active and inactive classifications; additionally previous salary tables should be referenced.

CITY OF CERRITOS CLASSIFICATION TABLE  
2019/2020

CLASSIFICATIONS-FULL-TIME EXEMPT (Salary last modified 7/1/19)	GRADE	SALARY/MONTHLY
Human Resources Analyst	39	5153/6432
Code Enforcement Officer Information Technician I Video Production Specialist	40	5276/6614
Custodial Services Supervisor Library Supervisor	41	5419/6769
Associate Planner GIS Analyst Information Technician II Librarian I	42	5562/6935
Administrative Assistant Assistant City Clerk Communications Specialist Public Works Inspector Senior Code Enforcement Officer Senior Services Supervisor Water Constr./ Cross-Conn. Control Inspector	43	5698/7112
Building Maintenance Engineer Maintenance Supervisor Parks Supervisor Trees Supervisor	45	5977/7477
Management Analyst	46	6126/7649
Accountant Event Sales Manager Marketing Supervisor Water Supervisor	47	6284/7848
Community Services Supervisor IT Analyst Personnel Administrator Senior Planner	48	6432/8048
Assistant Civil Engineer GIS Administrator Librarian II Recreation Services Supervisor Senior Accountant Utility Analyst	49	6614/8247
IT Supervisor	51	6935/8663
Accounting Supervisor Associate Civil Engineer Community Participation Manager Network Administrator Electric Utility Manager Manager	53	7290/9105
Advanced Planning Manager Current Planning Manager Environmental Services Manager Public Information Manager Support Services Manager Manager	55	7649/9567
Budget Manager Maintenance Superintendent Parks Superintendent Manager	58	8247/10293

**CITY OF CERRITOS CLASSIFICATION TABLE  
2019/2020**

CLASSIFICATIONS-FULL-TIME EXEMPT (Salary last modified 7/1/19)	GRADE	SALARY/MONTHLY
Assistant City Engineer City & Theater Marketing Manager Performance Manager Technical Administrator Manager	60	8663/10815
Community Safety Manager Public Safety Manager Recreation Services Superintendent Theater Administrator Water Superintendent Manager	61	8884/11090
Manager	62	9105/11369
City Librarian City Librarian and Marketing Manager Deputy City Manager Finance Manager Information Technology Manager Personnel/Risk Manager Manager	64	9567/11947
Assistant City Manager	68	10561/13184
Community Development Director Director of Community & Cultural Services Director of Public Works/City Engineer Theater Executive Director Director	72	11653/14554
Director of Public Works/Water & Power City Engineer	74	12244/15279 Effective 3/24/19
Senior Assistant City Manager	77	13182/16459

Note: Classifications listed may include active and inactive classifications; additionally previous salary tables should be referenced.

CLASSIFICATIONS APPOINTED BY CITY COUNCIL	SALARY
City Manager	---- \$227,060/yr Effective 7/1/08
City Clerk/City Treasurer	---- \$130,000/yr Effective 2/19/12
City Attorney	---- \$12,075/month Effective 12/30/06

CITY COUNCIL (Salary last modified 6/8/09)	SALARY
City Council	---- \$1,137.39/mo

CLASSIFICATIONS-FULL-TIME CONFIDENTIAL (Salary last modified 7/1/19)	GRADE	SALARY/MONTHLY
Secretary/Receptionist, Confidential	28	4038/4954
Secretary to the City Clerk, Confidential	30	4225/5182
Division Secretary, Confidential	32	4428/5426
Accounting Technician, Confidential Department Secretary, Confidential Human Resources Technician, Confidential	35	4728/5825
Deputy City Clerk/Records Coordinator, Confidential	37	4954/6099
Administrative Secretary, Confidential	38	5075/6240

Note: Classifications listed may include active and inactive classifications; additionally previous salary tables should be referenced.

CITY OF CERRITOS CLASSIFICATION TABLE  
2019/2020

CLASSIFICATIONS-PART-TIME CONFIDENTIAL (Salary last modified 7/1/19)	GRADE/ TIER	PAYRATE/HOURLY
Clerical Aide, Confidential	13	16.50/20.56
	13B	15.35/19.11
	13C	14.20/17.98
	13D	13.20/16.71
Human Resources Assistant, Confidential Secretary/Receptionist, Confidential	28	24.60/30.10
	28B	22.88/27.99
	28C	21.74/26.85
	28D	20.21/24.97
Division Secretary, Confidential Human Resources Benefits Coordinator, Confidential	32	27.04/33.19
	32B	25.14/30.87
	32C	23.99/29.72
	32D	22.32/27.64

Note: Classifications listed may include active and inactive classifications; additionally previous salary tables should be referenced.

CITY OF CERRITOS CLASSIFICATION TABLE  
2019/2020

CLASSIFICATIONS-TEMPORARY-PART-TIME <small>(Salary last modified 7/1/19)</small>	GRADE/ TIER	PAYRATE/HOURLY
Box Office Aide I	2	12.57/15.71
Facility Assistant I	2B	11.70/14.59
Library Page	2C	10.56/13.46
Recreation Leader	2D	9.81/12.52
Recreation Leader I		
Security/Parking Assistant I		
Senior Center Specialist I		
Stage Assistant I	3	12.82/16.07
	3B	11.93/14.93
	3C	10.78/13.79
	3D	10.02/12.82
Recreation Leader II	7	14.25/17.72
Senior Center Specialist II	7B	13.25/16.49
	7C	12.11/15.35
	7D	11.27/14.27
Box Office Aide II	13	16.50/20.56
Clerical Aide	13B	15.35/19.11
Crossing Guard	13C	14.20/17.98
Facility Assistant II	13D	13.20/16.71
Library Aide		
Parks Maintenance Assistant (Unskilled)		
Recreation Leader III		
Senior Center Specialist III		
Stage Assistant II		
Administrative Intern	19	19.11/23.84
Communications Intern	19B	17.78/22.18
Emergency Preparedness Intern	19C	16.64/21.04
Engineering Intern	19D	15.48/19.56
Planning Intern		
Public Works Intern		
Recreation Leader IV		
Security/Parking Assistant II		
Senior Center Specialist IV		
Stage Assistant III		
Box Office Teller	23	22.02/26.89
Custodian I	23B	20.48/25.01
Facility Assistant III	23C	19.34/23.88
Parking Enforcement Officer	23D	17.99/22.21
Security/Parking Assistant III		
Senior Lifeguard		
Stage Assistant IV		
Pedestrian Safety Coordinator	25	22.97/28.26
	25B	21.37/26.29
	25C	20.22/25.14
	25D	18.81/23.38
Secretary/Receptionist	28	24.60/30.10
Water Maintenance I	28B	22.88/27.99
	28C	21.74/26.85
	28D	20.21/24.97
Account Clerk	29	25.28/31.04
Building & Safety Clerk	29B	23.51/28.86
Geographic Information Systems Clerk	29C	22.36/27.72
Graphic Design Artist	29D	20.80/25.76
IT Clerk		
Library Clerk		
Purchasing Clerk		

CITY OF CERRITOS CLASSIFICATION TABLE  
2019/2020

CLASSIFICATIONS-TEMPORARY-PART-TIME (Salary last modified 7/1/19)	GRADE/ TIER	PAYRATE/HOURLY
Stage Assistant V	31	26.47/32.45
	31B	24.62/30.20
	31C	23.49/29.05
	31D	21.84/27.03
Assistant Lighting Specialist Audio Specialist Code Enforcement Officer Community Services Officer Division Secretary Library Assistant Rigger Specialist Wardrobe/Backstage Prod. Asst. Zoning Enforcement Officer	32	27.04/33.19
	32B	25.14/30.87
	32C	23.99/29.72
	32D	22.32/27.64

Note: Classifications listed may include active and inactive classifications; additionally previous salary tables should be referenced.

CLASSIFICATIONS-TEMPORARY-PART-TIME EXEMPT (Salary last modified 7/1/19)	GRADE/ TIER	PAYRATE/HOURLY
Crime Analyst	40	32.35/40.40
	40B	30.07/37.56
	40C	28.93/36.43
	40D	26.90/33.88
Librarian I	42	33.97/42.35
	42B	31.58/39.40
	42C	30.43/38.25
	42D	28.30/35.57

Note: Classifications listed may include active and inactive classifications; additionally previous salary tables should be referenced.

CLASSIFICATION STEPS  
2019/2020

**CLASSIFICATION STEPS-FULL-TIME NON-EXEMPT EMPLOYEES (Salary last modified 7/1/19)**

Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
23 Hourly	20.88	21.31	21.77	22.28	22.79	23.30	23.83	24.37	24.97	25.55
23 Monthly	3,619	3,694	3,774	3,861	3,951	4,038	4,131	4,225	4,328	4,428
25 Hourly	21.77	22.28	22.79	23.30	23.83	24.37	24.97	25.55	26.11	26.69
25 Monthly	3,774	3,861	3,951	4,038	4,131	4,225	4,328	4,428	4,526	4,626
27 Hourly	22.79	23.30	23.83	24.37	24.97	25.55	26.11	26.69	27.27	27.98
27 Monthly	3,951	4,038	4,131	4,225	4,328	4,428	4,526	4,626	4,728	4,850
28 Hourly	23.30	23.83	24.37	24.97	25.55	26.11	26.69	27.27	27.98	28.58
28 Monthly	4,038	4,131	4,225	4,328	4,428	4,526	4,626	4,728	4,850	4,954
29 Hourly	23.83	24.37	24.97	25.55	26.11	26.69	27.27	27.98	28.58	29.28
29 Monthly	4,131	4,225	4,328	4,428	4,526	4,626	4,728	4,850	4,954	5,075
30 Hourly	24.37	24.97	25.55	26.11	26.69	27.27	27.98	28.58	29.28	29.89
30 Monthly	4,225	4,328	4,428	4,526	4,626	4,728	4,850	4,954	5,075	5,182
31 Hourly	24.97	25.55	26.11	26.69	27.27	27.98	28.58	29.28	29.89	30.65
31 Monthly	4,328	4,428	4,526	4,626	4,728	4,850	4,954	5,075	5,182	5,312
32 Hourly	25.55	26.11	26.69	27.27	27.98	28.58	29.28	29.89	30.65	31.30
32 Monthly	4,428	4,526	4,626	4,728	4,850	4,954	5,075	5,182	5,312	5,426
33 Hourly	26.11	26.69	27.27	27.98	28.58	29.28	29.89	30.65	31.30	32.07
33 Monthly	4,526	4,626	4,728	4,850	4,954	5,075	5,182	5,312	5,426	5,559
34 Hourly	26.69	27.27	27.98	28.58	29.28	29.89	30.65	31.30	32.07	32.83
34 Monthly	4,626	4,728	4,850	4,954	5,075	5,182	5,312	5,426	5,559	5,691
35 Hourly	27.27	27.98	28.58	29.28	29.89	30.65	31.30	32.07	32.83	33.61
35 Monthly	4,728	4,850	4,954	5,075	5,182	5,312	5,426	5,559	5,691	5,825
37 Hourly	28.58	29.28	29.89	30.65	31.30	32.07	32.83	33.61	34.37	35.19
37 Monthly	4,954	5,075	5,182	5,312	5,426	5,559	5,691	5,825	5,957	6,099
38 Hourly	29.28	29.89	30.65	31.30	32.07	32.83	33.61	34.37	35.19	36.00
38 Monthly	5,075	5,182	5,312	5,426	5,559	5,691	5,825	5,957	6,099	6,240

Note: In certain cases rounding adjustments may apply.

**CLASSIFICATION STEPS-FULL TIME EXEMPT EMPLOYEES -(Salary last modified 7/1/19)**

Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
39 Hourly	29.73	30.44	31.26	32.08	32.88	33.67	34.48	35.34	36.26	37.11
39 Monthly	5,153	5,276	5,419	5,562	5,698	5,836	5,977	6,126	6,284	6,432
40 Hourly	30.44	31.26	32.08	32.88	33.67	34.48	35.34	36.26	37.11	38.16
40 Monthly	5,276	5,419	5,562	5,698	5,836	5,977	6,126	6,284	6,432	6,614
41 Hourly	31.26	32.08	32.88	33.67	34.48	35.34	36.26	37.11	38.16	39.05
41 Monthly	5,419	5,562	5,698	5,836	5,977	6,126	6,284	6,432	6,614	6,769
42 Hourly	32.08	32.88	33.67	34.48	35.34	36.26	37.11	38.16	39.05	40.01
42 Monthly	5,562	5,698	5,836	5,977	6,126	6,284	6,432	6,614	6,769	6,935
43 Hourly	32.88	33.67	34.48	35.34	36.26	37.11	38.16	39.05	40.01	41.03
43 Monthly	5,698	5,836	5,977	6,126	6,284	6,432	6,614	6,769	6,935	7,112
45 Hourly	34.48	35.34	36.26	37.11	38.16	39.05	40.01	41.03	42.06	43.14
45 Monthly	5,977	6,126	6,284	6,432	6,614	6,769	6,935	7,112	7,290	7,477
46 Hourly	35.34	36.26	37.11	38.16	39.05	40.01	41.03	42.06	43.14	44.13
46 Monthly	6,126	6,284	6,432	6,614	6,769	6,935	7,112	7,290	7,477	7,649
47 Hourly	36.26	37.11	38.16	39.05	40.01	41.03	42.06	43.14	44.13	45.27
47 Monthly	6,284	6,432	6,614	6,769	6,935	7,112	7,290	7,477	7,649	7,848
48 Hourly	37.11	38.16	39.05	40.01	41.03	42.06	43.14	44.13	45.27	46.44
48 Monthly	6,432	6,614	6,769	6,935	7,112	7,290	7,477	7,649	7,848	8,048
49 Hourly	38.16	39.05	40.01	41.03	42.06	43.14	44.13	45.27	46.44	47.58
49 Monthly	6,614	6,769	6,935	7,112	7,290	7,477	7,649	7,848	8,048	8,247
50 Hourly	39.05	40.01	41.04	42.06	43.14	44.13	45.27	46.44	47.58	48.74
50 Monthly	6,769	6,935	7,113	7,290	7,477	7,649	7,848	8,048	8,247	8,448
51 Hourly	40.01	41.03	42.06	43.14	44.13	45.27	46.44	47.58	48.74	49.98
51 Monthly	6,935	7,112	7,290	7,477	7,649	7,848	8,048	8,247	8,448	8,663
53 Hourly	42.06	43.14	44.13	45.27	46.44	47.58	48.74	49.98	51.26	52.53
53 Monthly	7,290	7,477	7,649	7,848	8,048	8,247	8,448	8,663	8,884	9,105
55 Hourly	44.13	45.27	46.44	47.58	48.74	49.98	51.26	52.53	53.89	55.19
55 Monthly	7,649	7,848	8,048	8,247	8,448	8,663	8,884	9,105	9,340	9,567
58 Hourly	47.58	48.74	49.98	51.26	52.53	53.89	55.19	56.55	57.94	59.39
58 Monthly	8,247	8,448	8,663	8,884	9,105	9,340	9,567	9,802	10,043	10,293

Note: In certain cases rounding adjustments may apply.

CLASSIFICATION STEPS  
2019/2020

**CLASSIFICATION STEPS-FULL TIME EXEMPT EMPLOYEES-(Salary last modified 7/1/19)**

Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
60 Hourly	49.98	51.26	52.53	53.89	55.19	56.55	57.94	59.39	60.93	62.39
60 Monthly	8,663	8,884	9,105	9,340	9,567	9,802	10,043	10,293	10,561	10,815
61 Hourly	51.26	52.53	53.89	55.19	56.55	57.94	59.39	60.93	62.39	63.98
61 Monthly	8,884	9,105	9,340	9,567	9,802	10,043	10,293	10,561	10,815	11,090
62 Hourly	52.53	53.89	55.19	56.55	57.94	59.39	60.93	62.39	63.98	65.59
62 Monthly	9,105	9,340	9,567	9,802	10,043	10,293	10,561	10,815	11,090	11,369
63 Hourly	53.85	55.20	56.62	57.97	59.42	60.89	62.41	64.02	65.57	67.24
63 Monthly	9,333	9,569	9,814	10,048	10,300	10,555	10,818	11,097	11,365	11,656
64 Hourly	55.19	56.55	57.94	59.39	60.93	62.39	63.98	65.60	67.23	68.93
64 Monthly	9,567	9,802	10,043	10,293	10,561	10,815	11,090	11,370	11,653	11,947
68 Hourly	60.93	62.39	63.98	65.60	67.23	68.93	70.64	72.39	74.21	76.06
68 Monthly	10,561	10,815	11,090	11,370	11,653	11,947	12,245	12,548	12,863	13,184
69 Hourly	62.39	63.98	65.60	67.23	68.93	70.64	72.39	74.21	76.06	77.92
69 Monthly	10,815	11,090	11,370	11,653	11,947	12,245	12,548	12,863	13,184	13,507
72 Hourly	67.23	68.93	70.64	72.39	74.21	76.06	77.92	79.92	81.89	83.97
72 Monthly	11,653	11,947	12,245	12,548	12,863	13,184	13,507	13,852	14,195	14,554
73 Hourly	68.92	70.64	72.40	74.21	76.07	77.97	79.93	81.92	83.97	86.06
73 Monthly	11,944	12,243	12,549	12,862	13,184	13,514	13,851	14,198	14,553	14,917
74 Hourly	70.64	72.38	74.19	76.02	77.92	79.90	81.87	83.93	86.06	88.15
74 Monthly	12,244	12,546	12,859	13,177	13,507	13,848	14,191	14,547	14,917	15,279
75 Hourly	72.38	74.19	76.02	77.92	79.90	81.87	83.93	86.06	88.15	90.36
75 Monthly	12,546	12,859	13,177	13,507	13,848	14,191	14,547	14,917	15,279	15,663
76 Hourly	74.19	76.02	77.91	79.90	81.87	83.93	86.06	88.15	90.37	92.64
76 Monthly	12,859	13,177	13,505	13,848	14,191	14,547	14,917	15,279	15,665	16,058
77 Hourly	76.05	77.90	79.88	81.89	83.93	86.03	88.18	90.34	92.64	94.96
77 Monthly	13,182	13,503	13,845	14,195	14,547	14,912	15,285	15,660	16,058	16,459

Note: In certain cases rounding adjustments may apply.

**CLASSIFICATION STEPS-FULL-TIME NON-EXEMPT CONFIDENTIAL EMPLOYEES (Salary last modified 7/1/19)**

Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
28 Hourly	23.30	23.83	24.37	24.97	25.55	26.11	26.69	27.27	27.98	28.58
28 Monthly	4038	4131	4225	4328	4428	4526	4626	4728	4850	4954
30 Hourly	24.37	24.97	25.55	26.11	26.69	27.27	27.98	28.58	29.28	29.89
30 Monthly	4225	4328	4428	4526	4626	4728	4850	4954	5075	5182
32 Hourly	25.55	26.11	26.69	27.27	27.98	28.58	29.28	29.89	30.65	31.30
32 Monthly	4428	4526	4626	4728	4850	4954	5075	5182	5312	5426
35 Hourly	27.27	27.98	28.58	29.28	29.89	30.65	31.30	32.07	32.83	33.61
35 Monthly	4728	4850	4954	5075	5182	5312	5426	5559	5691	5825
37 Hourly	28.58	29.28	29.89	30.65	31.30	32.07	32.83	33.61	34.37	35.19
37 Monthly	4954	5075	5182	5312	5426	5559	5691	5825	5957	6099
38 Hourly	29.28	29.89	30.65	31.30	32.07	32.83	33.61	34.37	35.19	36.00
38 Monthly	5075	5182	5312	5426	5559	5691	5825	5957	6099	6240

Note: In certain cases rounding adjustments may apply.

**CLASSIFICATION STEPS-TEMPORARY PART-TIME CONFIDENTIAL EMPLOYEES (Salary last modified 7/1/19)**

Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
13 Hourly	16.50	16.95	17.32	17.72	18.18	18.65	19.11	19.58	20.09	20.56
13B Hourly	15.35	15.77	16.12	16.49	16.90	17.32	17.78	18.22	18.69	19.11
13C Hourly	14.20	14.62	14.97	15.35	15.76	16.18	16.64	17.07	17.55	17.98
13D Hourly	13.20	13.60	13.93	14.27	14.66	15.06	15.48	15.87	16.31	16.71
28 Hourly	24.60	25.12	25.72	26.36	26.91	27.56	28.16	28.79	29.51	30.10
28B Hourly	22.88	23.38	23.92	24.53	25.02	25.65	26.18	26.78	27.45	27.99
28C Hourly	21.74	22.24	22.78	23.38	23.89	24.50	25.05	25.65	26.31	26.85
28D Hourly	20.21	20.68	21.18	21.75	22.22	22.79	23.30	23.85	24.47	24.97
32 Hourly	27.04	27.64	28.29	28.92	29.63	30.29	31.04	31.73	32.45	33.19
32B Hourly	25.14	25.71	26.32	26.89	27.54	28.16	28.86	29.50	30.20	30.87
32C Hourly	23.99	24.57	25.17	25.75	26.40	27.03	27.72	28.35	29.05	29.72
32D Hourly	22.32	22.84	23.41	23.95	24.56	25.12	25.76	26.37	27.03	27.64

Note: In certain cases rounding adjustments may apply.

CLASSIFICATION STEPS  
2019/2020

CLASSIFICATION STEPS-TEMPORARY PART-TIME EMPLOYEES-(Salary last modified 7/1/19)

Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
2 Hourly	12.57	12.82	13.19	13.54	13.89	14.25	14.62	14.89	15.27	15.71
2B Hourly	11.70	11.93	12.29	12.58	12.93	13.25	13.61	13.86	14.20	14.59
2C Hourly	10.56	10.78	11.14	11.43	11.78	12.11	12.46	12.72	13.07	13.46
2D Hourly	9.81	10.02	10.35	10.64	10.96	11.27	11.60	11.83	12.14	12.52
3 Hourly	12.82	13.19	13.54	13.89	14.25	14.62	14.89	15.27	15.71	16.07
3B Hourly	11.93	12.29	12.58	12.93	13.25	13.61	13.86	14.20	14.59	14.93
3C Hourly	10.78	11.14	11.43	11.78	12.11	12.46	12.72	13.07	13.46	13.79
3D Hourly	10.02	10.35	10.64	10.96	11.27	11.60	11.83	12.14	12.52	12.82
7 Hourly	14.25	14.62	14.89	15.27	15.71	16.07	16.50	16.95	17.32	17.72
7B Hourly	13.25	13.61	13.86	14.20	14.59	14.93	15.35	15.77	16.12	16.49
7C Hourly	12.11	12.47	12.72	13.07	13.46	13.79	14.20	14.62	14.97	15.35
7D Hourly	11.27	11.60	11.83	12.14	12.52	12.82	13.20	13.60	13.93	14.27
13 Hourly	16.50	16.95	17.32	17.72	18.18	18.65	19.11	19.58	20.09	20.56
13B Hourly	15.35	15.77	16.12	16.49	16.90	17.32	17.78	18.22	18.69	19.11
13C Hourly	14.20	14.62	14.97	15.35	15.76	16.18	16.64	17.07	17.55	17.98
13D Hourly	13.20	13.60	13.93	14.27	14.66	15.06	15.48	15.87	16.31	16.71
19 Hourly	19.11	19.58	20.09	20.56	21.13	21.65	22.17	22.70	23.34	23.84
19B Hourly	17.78	18.22	18.69	19.11	19.65	20.14	20.60	21.10	21.68	22.18
19C Hourly	16.64	17.07	17.55	17.98	18.49	19.00	19.46	19.96	20.55	21.04
19D Hourly	15.48	15.87	16.31	16.71	17.22	17.67	18.10	18.58	19.11	19.56
23 Hourly	22.02	22.50	22.97	23.49	24.05	24.59	25.12	25.72	26.31	26.89
23B Hourly	20.48	20.92	21.37	21.85	22.36	22.86	23.38	23.92	24.46	25.01
23C Hourly	19.34	19.78	20.22	20.70	21.22	21.73	22.24	22.78	23.32	23.88
23D Hourly	17.99	18.39	18.81	19.27	19.75	20.20	20.68	21.18	21.67	22.21
25 Hourly	22.97	23.49	24.05	24.59	25.12	25.72	26.31	26.89	27.56	28.26
25B Hourly	21.37	21.85	22.36	22.86	23.38	23.92	24.46	25.01	25.65	26.29
25C Hourly	20.22	20.70	21.22	21.73	22.24	22.78	23.32	23.88	24.50	25.14
25D Hourly	18.81	19.27	19.75	20.20	20.68	21.18	21.67	22.21	22.79	23.38
28 Hourly	24.60	25.12	25.72	26.36	26.91	27.56	28.16	28.79	29.51	30.10
28B Hourly	22.88	23.38	23.92	24.53	25.02	25.65	26.18	26.78	27.45	27.99
28C Hourly	21.74	22.24	22.78	23.38	23.89	24.50	25.05	25.65	26.31	26.85
28D Hourly	20.21	20.68	21.18	21.75	22.22	22.79	23.30	23.85	24.47	24.97
29 Hourly	25.28	25.81	26.47	27.04	27.64	28.29	28.92	29.63	30.29	31.04
29B Hourly	23.51	24.01	24.62	25.14	25.71	26.32	26.89	27.54	28.16	28.86
29C Hourly	22.36	22.88	23.49	23.99	24.57	25.17	25.75	26.40	27.03	27.72
29D Hourly	20.80	21.27	21.84	22.32	22.84	23.41	23.95	24.56	25.12	25.76
31 Hourly	26.47	27.04	27.64	28.29	28.92	29.63	30.29	31.04	31.73	32.45
31B Hourly	24.62	25.14	25.71	26.32	26.89	27.54	28.16	28.86	29.50	30.20
31C Hourly	23.49	23.99	24.57	25.17	25.75	26.40	27.03	27.72	28.35	29.05
31D Hourly	21.84	22.32	22.84	23.41	23.95	24.56	25.12	25.76	26.37	27.03
32 Hourly	27.04	27.64	28.29	28.92	29.63	30.29	31.04	31.73	32.45	33.19
32B Hourly	25.14	25.71	26.32	26.89	27.54	28.16	28.86	29.50	30.20	30.87
32C Hourly	23.99	24.57	25.17	25.75	26.40	27.03	27.72	28.35	29.05	29.72
32D Hourly	22.32	22.84	23.41	23.95	24.56	25.12	25.76	26.37	27.03	27.64
35 Hourly	28.92	29.64	30.29	31.04	31.70	32.46	33.16	33.98	34.81	35.61
35B Hourly	26.89	27.55	28.16	28.86	29.47	30.21	30.84	31.59	32.38	33.13
35C Hourly	25.75	26.42	27.03	27.72	28.32	29.06	29.70	30.44	31.24	31.99
35D Hourly	23.95	24.57	25.12	25.76	26.34	27.04	27.62	28.31	29.04	29.75

Note: In certain cases rounding adjustments may apply.

CLASSIFICATION STEPS  
2019/2020

**CLASSIFICATION STEPS-TEMPORARY PART-TIME EXEMPT EMPLOYEES-(Salary last modified 7/1/19)**

Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
40 Hourly	32.35	33.16	33.98	34.84	35.70	36.61	37.49	38.46	39.41	40.40
40B Hourly	30.07	30.84	31.59	32.40	33.20	34.05	34.87	35.75	36.65	37.56
40C Hourly	28.93	29.70	30.44	31.26	32.06	32.91	33.73	34.61	35.51	36.43
40D Hourly	26.90	27.62	28.31	29.06	29.82	30.60	31.36	32.19	33.02	33.88
42 Hourly	33.97	34.81	35.68	36.49	37.44	38.38	39.30	40.40	41.35	42.35
42B Hourly	31.58	32.38	33.17	33.95	34.82	35.70	36.56	37.56	38.47	39.40
42C Hourly	30.43	31.24	32.03	32.80	33.68	34.56	35.40	36.43	37.33	38.25
42D Hourly	28.30	29.04	29.79	30.49	31.33	32.14	32.94	33.88	34.72	35.57

Note: In certain cases rounding adjustments may apply.

**City of Cerritos**

**Financial Program: 2019-2020**

**Capital Improvement Program**

# CAPITAL IMPROVEMENT PROGRAM OVERVIEW

## FUND SOURCE AND ACTIVITY CLASSIFICATION SUMMARY

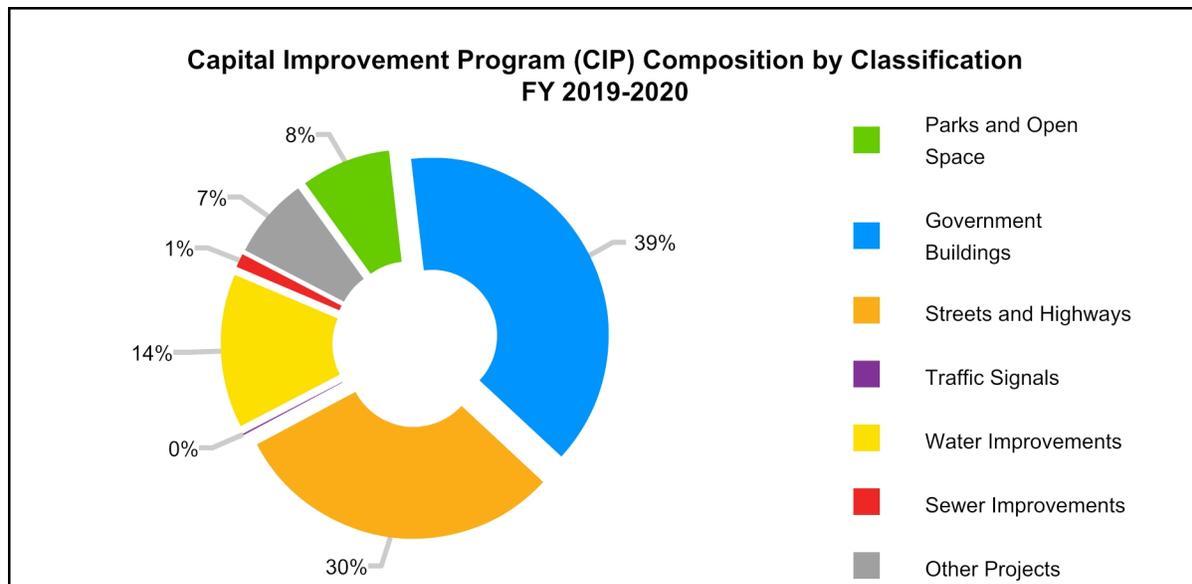
### FUNDING SOURCES

115	Art in Public Places Trust Fund	42,000
210	Road Maintenance and Rehabilitation Act (RMRA) Fund	650,000
211	Street Improvement Fund *	1,233,000
211	Street Improvement Fund (Reimbursed)	1,425,000
214	Sewer Fund *	190,000
215	SB 821 Fund	25,000
219	Prop "C"	1,300,000
220	Measure "M" Fund	—
231	Measure "A" Fund	195,660
232	Measure "W" Fund	145,000
290	Community Development Block Grant (CDBG) Fund	130,000
410	Municipal Improvement Fund (General Fund) *	801,500
410	Municipal Improvement Fund (Equipment Fund)	923,100
410	Municipal Improvement Fund (Deferred Revenue)	2,158,847
410	Municipal Improvement Fund (Reimbursement)	4,013,120
510	Water Fund *	708,000
510	Water Fund (Deferred Revenue)	1,050,000
510	Water Fund (Reimbursement)	27,000
550	Reclaimed Water Fund	205,000
<b>TOTAL FUNDING SOURCES</b>		<b>15,222,227</b>

### FUNDING BY ACTIVITY CLASSIFICATION

1	Parks and Open Space	1,244,500
2	Government Buildings	5,897,727
3	Streets and Highways	4,613,000
4	Traffic Signals	20,000
5	Water Improvements	2,135,000
6	Sewer Improvements	190,000
7	Other Projects	1,122,000
<b>TOTAL FUNDING BY ACTIVITY CLASSIFICATION</b>		<b>15,222,227</b>

\* See Fund pages for General Fund transfer activity



# CAPITAL IMPROVEMENT PROGRAM OVERVIEW

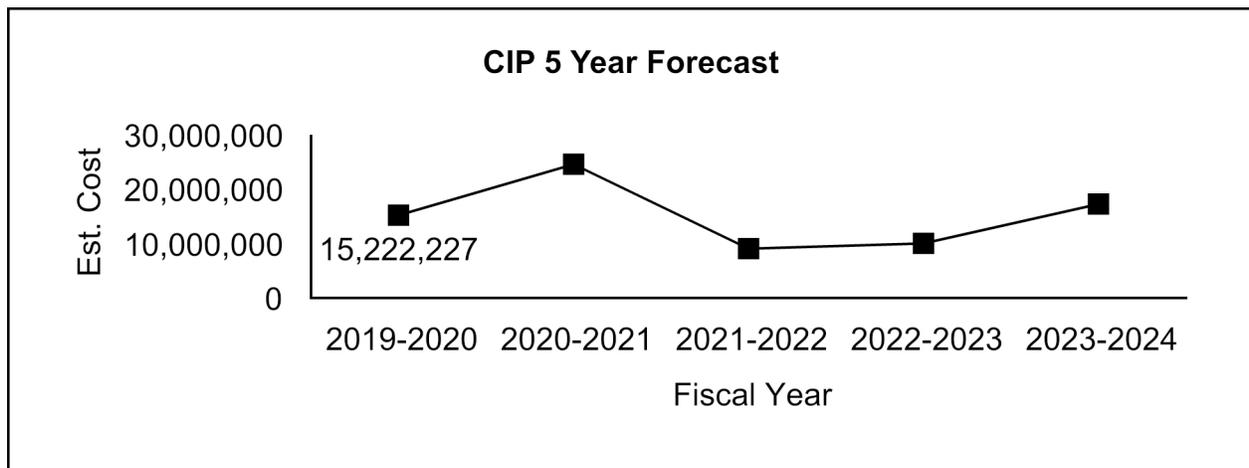
## OVERVIEW COMMENTARY

In the 1973-1974 Fiscal Year, the City embarked upon a new approach to Capital Improvement budgeting when the City Council adopted a five-year projected Capital Improvement Program (CIP). Although the actual projects and dollar amounts of each subsequent CIP have changed to reflect the needs of the community, the City has steadily progressed toward its long range Capital Improvement goals.

The physical improvement needs set forth in the CIP fall into several broad classifications. Within each of these broad categories, an attempt has been made to prioritize items so that the most critically needed Capital Improvements are undertaken early in the overall program. CIP funds are allocated in a manner which will permit the City to attain its development potential in a reasonable and controlled period of time, with a schedule.

As in past years, funds are budgeted for Capital Projects anticipated to be undertaken prior to June 30, 2020. Dollar amounts for other needed projects, including inflationary allowances, are incorporated for the four years subsequent to the 2019-2020 fiscal year. The projects identified in the following CIP represent an assessment of the physical improvement needs and requirements of the City as they are currently perceived.

## ACTIVITY CLASSIFICATION SUMMARY



CLASSIFICATION	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	EST. EXPEND. 2018-2019	TOTAL COST
Parks and Open Space	1,244,500	1,985,000	1,007,000	1,059,000	25,000	392,755	5,713,255
Government Buildings	5,897,727	6,830,000	1,935,000	3,110,000	11,250,000	1,011,225	30,033,952
Streets and Highways	4,613,000	7,783,000	2,713,000	2,663,000	2,963,000	2,737,530	23,472,530
Traffic Signals	20,000	450,000	100,000	100,000	20,000	338,040	1,028,040
Water Improvements	2,135,000	5,500,000	1,920,000	1,820,000	1,820,000	860,000	14,055,000
Sewer Improvements	190,000	2,040,000	1,390,000	1,290,000	1,200,000	190,000	6,300,000
Other Projects	1,122,000	—	12,000	—	12,000	506,000	1,652,000
<b>TOTAL</b>	<b>15,222,227</b>	<b>24,588,000</b>	<b>9,077,000</b>	<b>10,042,000</b>	<b>17,290,000</b>	<b>6,035,550</b>	<b>82,254,777</b>

# CAPITAL IMPROVEMENT PROGRAM FUND SOURCES BY PROJECT

		2019-2020	Municipal	Municipal	Municipal	CDBG
		Total	(Gen.Fund) *	Def. Rev.	Reimb.	
		Budget	410	410	410	290
<b>PARKS AND OPEN SPACES</b>						
10074	CDBG-FUNDED PLAYGROUND RESURFACING IMPROVEMENTS (Ecology and El Rancho Verde Parks)	130,000				130,000
18103	CERRITOS PARK EAST ROOF REPLACEMENT AND PHOTOVOLTAIC (Reimbursed through L.A.County Park Maint. & Svcg Restricted Funding)	313,000			313,000	
10073	CITYWIDE PLAYGROUND EQUIPMENT IMPROVEMENTS	25,000	25,000			
20101	CITYWIDE PLAYGROUND ROLL COAT PROTECTION PROGRAM	65,000	65,000			
20102	LIBERTY PARK PATIO TRELLIS REFURBISHMENT	15,000	15,000			
20103	NEIGHBORHOOD PARK PICNIC SHELTER REPLACEMENT	100,000	100,000			
20104	NEIGHBORHOOD PARK PICNIC SHELTER INSTALLATION	50,000	50,000			
20105	CITY PARK LIGHTING UPGRADES	15,000	15,000			
20106	SPORTS COMPLEX FENCING AND NETTING REFURBISHMENT	50,000	50,000			
20107	WESTGATE PARK PLAYGROUND EQUIPMENT	35,000	35,000			
20108	WESTGATE PARK PLAYGROUND EQUIPMENT INSTALLATION	50,000	50,000			
20109	WESTGATE PARK PLAYGROUND SURFACING	72,000	72,000			
20110	SUNSHINE PARK PLAYGROUND EQUIPMENT	40,000	40,000			
20111	SUNSHINE PARK PLAYGROUND EQUIPMENT INSTALLATION	50,000	50,000			
20112	SUNSHINE PARK PLAYGROUND SURFACING	52,000	52,000			
20113	HERITAGE PARK METAL HANDRAIL REFURBISHMENT	25,000	25,000			
20114	REPLACEMENT OF PARK AMENITIES	25,000	25,000			
20115	EL RANCHO VERDE PARK PLAYGROUND EQUIPMENT	50,000	50,000			
20116	EL RANCHO VERDE PARK PLAYGROUND EQUIPMENT INSTALLATION (Playground Surfacing will be part of CDBG 10074)	40,000	40,000			
20117	ECOLOGY PARK SWING SET	7,500	7,500			
20118	ECOLOGY PARK SWING SET INSTALLATION (Playground Surfacing will be part of CDBG 10074)	35,000	35,000			
<b>TOTAL PARKS AND OPEN SPACES</b>		1,244,500	801,500	—	313,000	130,000

\* See Fund pages for General Fund transfer activity

# CAPITAL IMPROVEMENT PROGRAM FUND SOURCES BY PROJECT

		2019-2020 Total Budget	Municipal (Equip. Fund.) * 410	Municipal Def. Rev. 410	Municipal Reimb. 410	Art 115	Measure "A" 231
<b>GOVERNMENT BUILDINGS</b>							
12021	CCPA - OPERATIONAL IMPROVEMENTS	150,000	150,000				
18206	12616 183RD STREET BUILDING RESTORATION (Insurance funds received and reimbursement 2019-2020)	4,150,087		1,549,967	2,600,120		
12085	LIBRARY OPERATIONAL IMPROVEMENTS	70,000	70,000				
18205	SECURITY EQUIPMENT REPLACEMENT FOR CITY FACILITIES	80,000	80,000				
12720	SENIOR CENTER OPERATIONAL IMPROVEMENTS	100,000	100,000				
12725	SENIOR CENTER EXTERIOR IMPROVEMENTS	65,000	65,000				
20201	SWIM/FITNESS CENTER REHABILITATION (Los Angeles County Supervisor grant reimbursement)	804,540		608,880			195,660
20202	CIVIC CENTER PARKING STRUCTURE STAIRWELL TILE REPLACEMENT	75,000	75,000				
20203	CIVIC CENTER GENERATOR UPGRADES	26,100	26,100				
20204	PHONE SYSTEM REPLACEMENT	100,000	100,000				
20205	HVAC METASYS UPGRADE	92,000	92,000				
20206	DETECTIVE BUREAU WALL INSTALLATION	15,000	15,000				
20207	CIVIC CENTER SECURITY CAMERA UPGRADES	80,000	60,000			20,000	
20208	CIVIC CENTER PARKING STRUCTURE SECURITY CAMERA UPGRADES	50,000	50,000				
20209	CORPORATE YARD SECURITY CAMERA UPGRADES	40,000	40,000				
<b>TOTAL GOVERNMENT BUILDINGS</b>		<b>5,897,727</b>	<b>923,100</b>	<b>2,158,847</b>	<b>2,600,120</b>	<b>20,000</b>	<b>195,660</b>

\* See Fund pages for Equipment Fund transfer activity

# CAPITAL IMPROVEMENT PROGRAM FUND SOURCES BY PROJECT

2019-2020 Total Budget	Street (Gen. Fund)* 211	Street Reimb. 211	SB821 215	RMRA 210	Prop "C" 219
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## STREETS AND HIGHWAYS

13012	MARQUARDT AVENUE IMPROVEMENTS	100,000	100,000				
13054	SIDEWALK CURB AND GUTTER REHABILITATION	500,000	500,000				
13065	166TH STREET REHABILITATION - BLOOMFIELD AVENUE TO CARMENITA ROAD (STPL Reimbursement)	425,000	425,000				
13086	WHEELCHAIR ACCESSIBLE RAMPS	25,000		25,000			
14088	RESIDENTIAL STREET REHABILITATION	650,000			650,000		
14097	ARTERIAL STREET DECORATIVE PEDESTRIAN FENCE MAINT.	10,000	10,000				
14099	PROGRAM/PARKWAY PLANTER BLOCK WALL IMPROVEMENTS (funded by commercial solid waste franchise fees)	78,000	78,000				
14713	DEL AMO BLVD REHABILITATION - BLOOMFIELD TO STUDEBAKER	1,300,000			1,300,000		
20301	DEL AMO BLVD REHABILITATION - COYOTE CREEK TO BLOOMFIELD	225,000	225,000				
20302	183rd STREET REHABILITATION - CIVIC CENTER DRIVE TO WESTERLY CITY LIMITS	300,000	300,000				
19301	METRO INTERSECTION (HOT SPOTS) PROJECT (Metro Reimbursement)	1,000,000	1,000,000				
<b>TOTAL STREETS AND HIGHWAYS</b>		<b>4,613,000</b>	<b>1,213,000</b>	<b>1,425,000</b>	<b>25,000</b>	<b>650,000</b>	<b>1,300,000</b>

2019-2020 Total Budget	Municipal (Gen.Fund) * 410	Municipal Def. Rev. 410	Municipal Reimb. 410	Street 211	Street Reimb. 211
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## TRAFFIC SIGNALS

19401	TRAFFIC SIGNAL SAFETY LIGHT UPGRADES CITY WIDE	20,000			20,000
<b>TOTAL TRAFFIC SIGNALS</b>		<b>20,000</b>	<b>—</b>	<b>—</b>	<b>20,000</b>

2019-2020 Total Budget	Water (Gen. Fund)* 510	Water Def. Rev. 510	Water Reimb. 510	Reclaim. Water 550	Measure "W" 232
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## WATER IMPROVEMENTS

17001	CITY RESERVOIRS	50,000	50,000				
17007	NPDES IMPLEMENTATION PROGRAM	145,000			145,000		
17028	BETTENCOURT RECLAIMED WATER LINE REPAIR AND TERMINATION	25,000	25,000				
17100	VALVE REPLACEMENT PROJECT	100,000	100,000				
17197	C-5 WATER WELL (Project to be completed upon availability of WRD Settlement)	1,050,000		1,050,000			
17199	GROUNDWATER REMEDIATION - CIVIC CENTER	150,000	150,000				
17709	MISCELLANEOUS RECLAIMED WATER CONVERSIONS	25,000			25,000		
19506	ELECTRICAL PANEL AND DRIVE REPLACEMENT	130,000			130,000		
19502	SMART WATER METER PILOT PROGRAM (45% of expenditures reimbursed through Prop. 84 Grant)	60,000	33,000	27,000			
20501	UNDERGROUND WET UTILITIES MASTER PLAN DEVELOPMENT	100,000	50,000		50,000		
20502	C-2 EAST AND WEST RESERVOIRS - PERIMETER ROOF HANDRAIL SYSTEM	100,000	100,000				
20503	SCADA SYSTEM UPGRADE AND INSTALLATION AT PUMP STATIONS	200,000	200,000				
<b>TOTAL WATER IMPROVEMENTS</b>		<b>2,135,000</b>	<b>708,000</b>	<b>1,050,000</b>	<b>27,000</b>	<b>205,000</b>	<b>145,000</b>

\* See Fund pages for General Fund transfer activity

# CAPITAL IMPROVEMENT PROGRAM FUND SOURCES BY PROJECT

		2019-2020 Total Budget	Sewer (Gen. Fund)* 214				
<b>SEWER IMPROVEMENTS</b>							
19601	ANNUAL PIPELINE CONDITION AND INSPECTION SURVEY	90,000	90,000				
19602	REHABILITATION/REPLACEMENT OF DEWATERING STATIONS	50,000	50,000				
18001	REHABILITATION/REPLACEMENT OF SEWER LIFT STATIONS	50,000	50,000				
<b>TOTAL SEWER IMPROVEMENTS</b>		190,000	190,000	—	—	—	—

		2019-2020 Total Budget	Municipal (Gen.Fund) *	Municipal Def. Rev.	Municipal Reimb.	Art			
<b>OTHER PROJECTS</b>									
19125	SCULPTURE GARDEN IMPROVEMENTS	12,000				12,000			
19441	AUTO SQUARE STORAGE IMPROVEMENTS (Reimbursed over 3 years by auto square)	1,100,000			1,100,000				
20701	SCULPTURE GARDEN SIGNAGE	10,000				10,000			
<b>TOTAL OTHER PROJECTS</b>		1,122,000	—	—	1,100,000	22,000		—	

\* See Fund pages for General Fund transfer activity

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## PARKS AND OPEN SPACE



*Brookhaven Park Playground*

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### CDBG-FUNDED PLAYGROUND RESURFACING IMPROVEMENTS

This project provides for playground resurfacing improvements funded by Community Development Block Grant funds. The allocation for the 19/20 FY is for improvements at Ecology Park and El Rancho Verde Park. Funding source: CDBG Fund (CDBG 2019-20 and CDBG Reserve)

PROJECT NUMBER						EST. EXPEND.	TOTAL
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	COST
10074	130,000	0	0	0	0	244,000	374,000

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY DETAIL: Parks and Open Space

### CERRITOS PARK EAST BALL FIELD REFURBISHMENT (CONSTRUCTION) - PHASE I-B

This project provides for the refurbishment of Cerritos Park East Field #2's infield, including new dugouts, seating areas and shade structures.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
12801	0	0	850,000	0	0	0	850,000

### CERRITOS PARK EAST BALL FIELD REFURBISHMENT (CONSTRUCTION) - PHASE II

This project provides for the refurbishment of Ball Fields #1 and #3 at Cerritos Park East.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	0	0	900,000	0	0	900,000

### CERRITOS PARK EAST OUTDOOR RESTROOM REFURBISHMENT (DESIGN)

This project provides for the design of the interior of the outdoor restroom buildings at Cerritos Park East.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	50,000	0	0	0	0	50,000

### CERRITOS PARK EAST ROOF REPLACEMENT AND PHOTOVOLTAIC

This project provides for the replacement of the roof at the Cerritos Park East Recreation Building.

Funding source: Municipal Improvement Fund (General Fund Transfer), FY 19-20 Reimbursed through L.A. County Park Maint. & Servicing Restricted Funding

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
18103	313,000	0	0	0	0	1,725	314,725

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY DETAIL: Parks and Open Space

### CITYWIDE PLAYGROUND EQUIPMENT IMPROVEMENTS

This project provides for various repairs to playground equipment pieces.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
10073	25,000	25,000	25,000	25,000	25,000	0	125,000

### CITYWIDE PLAYGROUND ROLL COAT PROTECTION PROGRAM

This project provides for the maintenance and installation of a binder coat on playground surfacing at various City parks.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20101	65,000	0	0	0	0	0	65,000

### FACILITY PARKING LOT REHABILITATION

This project provides for pavement rehabilitation of the Liberty Park West parking lot.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
10199	0	250,000	0	0	0	0	250,000

### GOLF COURSE MAINTENANCE AREA ACCESS REHABILITATION

This project provides for the installation of pavement along the Golf Course service road and maintenance area.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	150,000	0	0	0	0	150,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Parks and Open Space

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### REFURBISHMENT OF GOLF COURSE

Improvements at Iron-Wood Nine Golf Course may include the refurbishment of the greens, fairways and tees.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
10051	0	80,000	82,000	84,000	0	0	246,000

---

### HERITAGE PARK ISLAND AND LAKE IMPROVEMENTS (EROSION MITIGATION)

This project will mitigate erosion on the island by upgrading pathways with an aggregate material, and adding boulders and retaining concrete at the runoff points.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
10774	0	120,000	0	0	0	0	120,000

---

### LIBERTY PARK SOUTH PICNIC SHELTER REPLACEMENT

This project provides for the replacement of the Liberty Park south picnic shelter and tables (materials only).  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
10804	0	75,000	0	0	0	0	75,000

---

### LIBERTY PARK SOUTH PICNIC SHELTER INSTALLATION

This project provides for the installation of the Liberty Park south shelter.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	75,000	0	0	0	0	75,000

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Parks and Open Space

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### LIBERTY PARK RACQUETBALL COURT REHABILITATION

This project provides for exterior repairs, repainting, and the replacement of the roof and wood flooring for three of the racquetball courts at Liberty Park.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	350,000	0	0	0	0	350,000

---

### LIBERTY PARK PLAZA LIGHT REPLACEMENT

This project provides for the replacement of the subterranean lights at the Liberty Park Plaza.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	120,000	0	0	0	0	120,000

---

### LIBERTY PARK PATIO TRELLIS REFURBISHMENT

This project provides for the refurbishment of the Liberty Park patio trellis.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20102	15,000	0	0	0	0	0	15,000

---

### NEIGHBORHOOD PARK PICNIC SHELTER REPLACEMENT

This project provides for the replacement of the Golf Course patio cover and picnic shelters at Friendship, Satellite, Sunshine, Westgate and Loma Parks, and the construction of a new shelter at Heritage Park (materials only).

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20103	100,000	0	0	0	0	0	100,000

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Parks and Open Space

### NEIGHBORHOOD PARK PICNIC SHELTER INSTALLATION

This project provides for the installation of the Golf Course patio cover and picnic shelters at Friendship, Satellite, Sunshine, Westgate, Loma and Heritage Parks.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20104	50,000	0	0	0	0	0	50,000

### CITY PARK LIGHTING UPGRADES

This project provides for the conversion of lighting upgrades at City park facilities converting lights to LED.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20105	15,000	25,000	25,000	25,000	0	0	90,000

### SPORTS COMPLEX REFURBISHMENT

This project provides for the complete renovation of six sports fields, replacement of the irrigation systems, which will result in 30% water conservation.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
10024	0	0	0	0	0	2,030	2,030

### SPORTS COMPLEX SCOREBOARD REPLACEMENT

This project provides for the replacement of the scoreboard at the Sports Complex.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	40,000	0	0	0	0	40,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Parks and Open Space

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### SPORTS COMPLEX FENCING AND NETTING REFURBISHMENT

This project provides for the refurbishment of the perimeter fence at the Cerritos Sports Complex and the replacement of the netting over the spectator seating areas, scorekeeping area and dugouts.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20106	50,000	0	0	0	0	0	50,000

---

### GRIDLEY PARK (EAST) SWING SET

This project provides for a new swing set at the Gridley Park East playground.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19101	0	0	0	0	0	5,000	5,000

---

### GRIDLEY PARK (EAST) SWING SET INSTALLATION

This project provides for the installation of a new swing set and additional site improvements at the Gridley Park East playground.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)  
 (Playground Surfacing will be part of CDBG 10074)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19102	0	0	0	0	0	30,000	30,000

---

### WESTGATE PARK PLAYGROUND EQUIPMENT

This project provides for new playground equipment at Westgate Park.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20107	35,000	0	0	0	0	0	35,000

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Parks and Open Space

### WESTGATE PARK PLAYGROUND EQUIPMENT INSTALLATION

This project provides for the installation of new playground equipment and additional site improvements at the Westgate Park playground.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20108	50,000	0	0	0	0	0	50,000

### WESTGATE PARK PLAYGROUND SURFACING

This project provides for new playground surfacing at Westgate Park.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20109	72,000	0	0	0	0	0	72,000

### RESERVOIR HILL PARK PLAYGROUND EQUIPMENT

This project provides for new playground equipment at Reservoir Hill Park.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19103	0	0	0	0	0	60,000	60,000

### RESERVOIR HILL PARK PLAYGROUND EQUIPMENT INSTALLATION

This project provides for the installation of new playground equipment and additional site improvements at the Reservoir Hill Park playground.

Funding source: Municipal Improvement Fund (General Fund Transfer)

(Playground Surfacing will be part of CDBG 10074)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19104	0	0	0	0	0	50,000	50,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Parks and Open Space

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### SUNSHINE PARK PLAYGROUND EQUIPMENT

This project provides for new playground equipment at Sunshine Park.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20110	40,000	0	0	0	0	0	40,000

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### SUNSHINE PARK PLAYGROUND EQUIPMENT INSTALLATION

This project provides for the installation of new playground equipment and additional site improvements at the Sunshine Park playground.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20111	50,000	0	0	0	0	0	50,000

---

### SUNSHINE PARK PLAYGROUND SURFACING

This project provides for new playground surfacing at Sunshine Park.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20112	52,000	0	0	0	0	0	52,000

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### SPORTS COMPLEX SNACK BAR TRELLIS REPLACEMENT

This project provides for the replacement of the Sports Complex snack bar trellis (materials only).  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	150,000	0	0	0	0	150,000

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Parks and Open Space

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### SPORTS COMPLEX SNACK BAR TRELLIS INSTALLATION

This project provides for the installation of the Sports Complex snack bar trellis.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	100,000	0	0	0	0	100,000

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### HERITAGE PARK METAL HANDRAIL REFURBISHMENT

This project provides for the refurbishment of the metal handrails on the Heritage Park island.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20113	25,000	0	0	0	0	0	25,000

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### REPLACEMENT OF PARK AMENITIES

This project provides for the replacement of picnic tables, water fountains, trash cans, BBQs, etc. at City parks.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20114	25,000	25,000	25,000	25,000	0	0	100,000

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### HERITAGE PARK PLAY ISLAND PLAYGROUND EQUIPMENT REPLACEMENT

This project provides for the replacement of playground equipment in the play houses on the Heritage Park island.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	250,000	0	0	0	0	250,000

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Parks and Open Space

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### HERITAGE PARK PLAY ISLAND PLAYGROUND EQUIPMENT INSTALLATION

This project provides for the installation of the new playground equipment in the play houses on the Heritage Park island.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	100,000	0	0	0	0	100,000

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### EL RANCHO VERDE PARK PLAYGROUND EQUIPMENT

This project provides for the replacement of playground equipment at El Rancho Verde Park.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20115	50,000	0	0	0	0	0	50,000

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### EL RANCHO VERDE PARK PLAYGROUND EQUIPMENT INSTALLATION

This project provides for the installation of playground equipment at El Rancho Verde Park.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20116	40,000	0	0	0	0	0	40,000

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### ECOLOGY PARK SWING SET

This project provides for the replacement of the swing set at Ecology Park.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20117	7,500	0	0	0	0	0	7,500

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Parks and Open Space

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### ECOLOGY PARK SWING SET INSTALLATION

This project provides for the installation of the new swing set at Ecology Park.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20118	35,000	0	0	0	0	0	35,000

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## ACTIVITY SUMMARY: Parks and Open Space

						EST. EXPEND.	
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	COST
<b>TOTAL</b>	1,244,500	1,985,000	1,007,000	1,059,000	25,000	392,755	5,713,255

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## GOVERNMENT BUILDINGS



*Cerritos Senior Center at Pat Nixon Park*

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### CERRITOS CENTER FOR THE PERFORMING ARTS OPERATIONAL IMPROVEMENTS

This project provides for operational improvements and emergency maintenance to the Cerritos Center for the Performing Arts, including safety upgrades, installation of wall braces, construction of guard railings and air casters.  
Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
12021	150,000	150,000	150,000	150,000	150,000	0	750,000

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Government Buildings

### CERRITOS CENTER FOR THE PERFORMING ARTS CARPET REPLACEMENT

This project provides for the replacement of carpet in several areas of the theater. The allocation for the 19-20 fiscal year provides for the installation of hallway carpeting.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
12068	0	50,000	50,000	50,000	0	0	150,000

### CERRITOS CENTER FOR THE PERFORMING ARTS ROOF REPLACEMENT

This project provides for the replacement of the roof on the Cerritos Center for the Performing Arts.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
12706	0	850,000	1,250,000	750,000	0	900	2,850,900

### CERRITOS CENTER FOR THE PERFORMING ARTS FIRE SYSTEM/PANEL REPLACEMENT

This project will design and replace the Cerritos Center for the Performing Arts fire panel with a new control panel, graphic annunciator, remote annunciator and field devices.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
12716	0	0	0	0	0	975,000	975,000

### CERRITOS CENTER FOR THE PERFORMING ARTS PRO-TOWER SAFETY UPGRADES

This project provides for safety upgrades to the two pro-towers, which will reduce the time and personnel required for configuration changes, resulting in an estimated annual labor reduction of 108 hours.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	150,000	150,000	0	0	0	300,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Government Buildings

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### 12616 183RD STREET BUILDING RESTORATION

This project will facilitate the ongoing maintenance and restoration of the City-owned government purpose property located at 12616 183rd Street.  
 Funding source: Municipal Improvement Fund (General Fund Transfer) and Insurance Settlement (Damage to City Property)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
18206	4,150,087	0	0	0	0	0	4,150,087

---

### CITY HALL ROOF REPLACEMENT

This project provides for the replacement of the City Hall roof, which is over 25 years old.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
12704	0	400,000	0	0	0	0	400,000

---

### CIVIC CENTER HVAC REPLACEMENTS

This project will fund the design and repair / installation of heating, ventilation and air conditioning equipment in City Hall and the Council Chambers. In addition, the project will fund the refurbishment of the decorative fountains in front of the Sheriff's Station that are currently used as part of the HVAC system.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
12703	0	3,000,000	0	0	0	0	3,000,000

---

### CORPORATE YARD ROOF REPLACEMENT

This project provides for the replacement of the Corporate Yard roof, which is over 35 years old.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
18204	0	0	0	0	0	1,725	1,725

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Government Buildings

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### LIBERTY PARK ANNEX INTERIOR IMPROVEMENTS

This project provides for interior refurbishment at Liberty Park II.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	0	0	2,000,000	0	0	2,000,000

---

### LIBRARY OPERATIONAL IMPROVEMENTS

This project provides for operational improvements and emergency maintenance for the Cerritos Library. Projects identified for the 2019-2020 fiscal year include the replacement of carpet on the second floor in the 21st Century Area and in the multimedia area on the first floor, and the installation of an exhaust fan in the aquarium equipment room.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
12085	70,000	60,000	60,000	60,000	0	0	250,000

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### SECURITY EQUIPMENT REPLACEMENT FOR CITY FACILITIES

This project provides for the replacement of outdated security equipment at City facilities.  
 Funding source: Equipment Replacement Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
18205	80,000	0	0	0	0	0	80,000

---

### SENIOR CENTER OPERATIONAL IMPROVEMENTS

This project provides for operational improvements and emergency maintenance at the Senior Center, including the installation of ADA-compliant doors, roof repairs and aquarium refurbishment.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
12720	100,000	100,000	100,000	100,000	100,000	0	500,000

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Government Buildings

### SENIOR CENTER FLOORING REPLACEMENT

This project provides for the replacement of the linoleum and carpet in the Cerritos Senior Center at Pat Nixon Park.  
Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	160,000	75,000	0	0	0	235,000

### SENIOR CENTER EXTERIOR IMPROVEMENTS

This project provides for exterior painting and refurbishment of the exterior trellis and woodwork at the Senior Center.  
Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
12725	65,000	150,000	0	0	0	0	215,000

### SENIOR CENTER ROOF REHABILITATION

This project provides for the replacement of the Senior Center roof.  
Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	500,000	0	0	0	0	500,000

### SHERIFF'S STATION PATIO DECK REFURBISHMENT

This project provides for the refurbishment of the Sheriff's Station patio deck.  
Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	30,000	0	0	0	0	30,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Government Buildings

### SWIM/FITNESS CENTER REHABILITATION (DESIGN)

This project provides for temporary repair and design services for architectural services, bulkhead replacement, pool replastering, boiler replacement, automation system upgrade, dive stand refurbishment, building systems refurbishment, building exterior painting, and popcorn ceiling removal.

Funding source: Municipal Improvement Fund (General Fund Transfer), 18/19: LA County Supervisor Grant (\$12,600)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19201	0	0	0	0	0	33,600	33,600

### SWIM/FITNESS CENTER REHABILITATION

This project provides for the replacement of the bulkhead, boiler, and diving boards, and the rehabilitation of the solar panel system and architectural components at the Swim/Fitness Center.

Funding source: LA County Supervisor Grant (\$608,880) and Measure "A" (\$195,660)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20201	804,540	0	0	0	0	0	804,540

### CIVIC CENTER PARKING STRUCTURE STAIRWELL TILE REPLACEMENT

This project provides for the replacement of the tiles in the Civic Center parking structure stairwells.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20202	75,000	0	0	0	0	0	75,000

### CIVIC CENTER PARKING STRUCTURE REHABILITATION

This project provides for the replacement of the waterproof membrane and miscellaneous repairs to the Civic Center parking structure.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	700,000	0	0	0	0	700,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Government Buildings

### CIVIC CENTER GENERATOR UPGRADES

This project provides for the upgrade of the Civic Center generator, including tank testing, installation of a fuel monitoring system, certification and painting.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20203	26,100	0	0	0	0	0	26,100

### SENIOR CENTER WROUGHT IRON FENCING AND ARCHITECTURAL FEATURE REPAIRS AND & PAINTING

This project provides for repairs and re-painting of the wrought iron fencing and architectural features at the Senior Center.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	400,000	0	0	0	0	400,000

### HERITAGE PARK COMMUNITY CENTER

This project provides for the demolition of the existing building and construction of new community center at Heritage Park

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	0	0	0	11,000,000	0	11,000,000

### GOLF COURSE GAS TANK INSTALLATION

This project provides for the installation of a new 1,000-gallon above-ground fuel storage tank at the Golf Course.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	30,000	0	0	0	0	30,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Government Buildings

### PHONE SYSTEM REPLACEMENT

This project provides for the replacement of the City's telephone system, including equipment, telephones, licensing and cabling. The project will be phased over three years.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20204	100,000	100,000	100,000	0	0	0	300,000

### HVAC METASYS UPGRADE

This project provides for the upgrade of the HVAC computer systems to provide continuous operation of HVAC systems at the Cerritos Center for the Performing Arts, the Library and Cerritos Park East.

Funding source: Municipal Improvement Fund (General Fund Transfer), 50% L.A. County Parks servicing

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20205	92,000	0	0	0	0	0	92,000

### DETECTIVE BUREAU WALL INSTALLATION

This project provides for the construction and installation of a wall to secure the Sheriff's Station Detective Bureau.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20206	15,000	0	0	0	0	0	15,000

### CIVIC CENTER SECURITY CAMERA UPGRADES

This project provides for the upgrade of Sheriff's Station security cameras and the addition of security cameras in the Cerritos Sheriff's Station lobby and the Sculpture Garden.

Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20207	80,000	0	0	0	0	0	80,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Government Buildings

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### CIVIC CENTER PARKING STRUCTURE SECURITY CAMERA UPGRADES

This project provides for the upgrade of the security cameras in the Civic Center parking structure.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20208	50,000	0	0	0	0	0	50,000

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### CORPORATE YARD SECURITY CAMERA UPGRADES

This project provides for the upgrade of the security cameras at the Corporate Yard.  
 Funding source: Municipal Improvement Fund (General Fund Transfer)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20209	40,000	0	0	0	0	0	40,000

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## ACTIVITY SUMMARY: Government Buildings

	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	EST. EXPEND. 2018-2019	COST
<b>TOTALS</b>	5,897,727	6,830,000	1,935,000	3,110,000	11,250,000	1,011,225	30,033,952

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## STREETS AND HIGHWAYS



*Shoemaker Avenue Rehabilitation*

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### MARQUARDT AVENUE IMPROVEMENTS

This proposed project provides for the reconstruction of Marquardt Avenue between Artesia and Alondra Boulevards. The work proposed for the 19-20 year includes crack sealing of the segment from Artesia Boulevard to the northern City limit.

Funding Source: Street Improvement Fund

PROJECT NUMBER	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	EST. EXPEND.	
						2018-2019	COST
13012	100,000	1,000,000	0	0	0	0	1,100,000

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Streets and Highways

### MARQUARDT AVENUE BRIDGE OVER COYOTE CREEK

This item provides for the design of the widening and improvements to the Marquardt Avenue bridge over Coyote Creek. This project qualifies for funding under the Caltrans Highway Bridge Replacement and Rehabilitation (HBRR) program. The City of La Palma is the lead agency for this project.  
Funding source: Street Improvement Fund

PROJECT NUMBER	PROJECT					EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
13052	0	0	0	0	600,000	0	600,000

### SIDEWALK CURB AND GUTTER REHABILITATION

This project will provide funding to do systematic hardscape improvements as identified.  
Funding Source: Street Improvement Fund

PROJECT NUMBER	PROJECT					EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
13054	500,000	1,000,000	1,000,000	1,000,000	1,000,000	500,000	5,000,000

### 166TH STREET REHABILITATION - BLOOMFIELD AVENUE TO CARMENITA ROAD

This project provides for pavement rehabilitation of 166th Street between Bloomfield Avenue and Carmenita Road.  
Funding Source: Street Improvement Fund (STPL Reimbursement)

PROJECT NUMBER	PROJECT					EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
13065	425,000	0	0	0	0	425,000	850,000

### WHEELCHAIR ACCESSIBLE RAMPS

Wheelchair accessible ramps will be installed at various locations Citywide.  
Funding source: SB821 Fund

PROJECT NUMBER	PROJECT					EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
13086	25,000	25,000	25,000	25,000	25,000	25,000	150,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Streets and Highways

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### BERWYN ROAD RECONSTRUCTION

This project provides for pavement rehabilitation for Berwyn Road, north of Arbor Place.  
 Funding Source: Street Improvement Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
13105	0	100,000	0	0	0	0	100,000

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### DEL AMO BOULEVARD BRIDGE REPLACEMENT (DESIGN AND ENVIRONMENTAL SERVICES)

This project provides for design and environmental studies for the widening of the Del Amo Boulevard bridge at Coyote Creek. Cerritos is the lead agency with Lakewood, La Palma and Cypress also participating under the Highway Bridge Replacement Program.

Funding source: Cerritos and Lakewood are seeking \$2.2 million from any available source.  
 La Palma and Cypress have obtained the balance of \$1.3 million from OCTA Measure "M" funds.

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
13715	0	1,200,000	0	0	0	0	1,200,000

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### ARTERIAL STREET SLURRY SEAL

This project will facilitate the application of slurry seal to maintain arterial streets City-wide.  
 Funding Source: Street Improvement Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
14077	0	250,000	250,000	250,000	250,000	0	1,000,000

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Streets and Highways

### RESIDENTIAL STREET REHABILITATION

This item constitutes an ongoing program to improve residential streets in the City. Priorities will be established by the City's pavement management system. Rehabilitation options include pavement overlay or slurry seal applications.

2019-2020: Apply a Bituminous Slurry Coat over residential streets within the City of Cerritos bounded by South Street, Shoemaker Avenue, Carmenita Road and the Coyote Creek. The project will include the replacement of deficient sidewalks, curbs, gutters and disabled accessible ramps, and thermoplastic striping.

The following streets will be affected: Jeffrey Avenue, Sabrina Avenue, Fiske Lane, Kay Avenue, Pires Avenue, Cecelia Place, Martha Avenue, Owen Way, Vickie Avenue, Madeira Court, Norah Avenue, Leal Circle, Jeffrey Circle, Sabrina Court, Bigelow Street, Dussen Lane, Ridgecrest Lane, Espinheira Drive, Itapetinga Lane, Briarwood Street, San Salvador Place, Bahia Drive, and Brazil Street.

Funding Source: RMRA Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
14088	650,000	1,000,000	1,000,000	1,000,000	1,000,000	1,178,433	5,828,433

### ARTERIAL STREET DECORATIVE PEDESTRIAN FENCE MAINTENANCE

This project provides for the ongoing maintenance of decorative wrought-iron fencing located in the pedestrian right-of-way at various arterial street locations throughout the City.

Funding Source: Street Improvement Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
14097	10,000	10,000	10,000	10,000	10,000	25,000	75,000

### PROGRAM/PARKWAY PLANTER BLOCK WALL IMPROVEMENTS

This item is an ongoing program for improvements to damaged block walls adjacent to arterial parkway planters and to provide funding to assist property owners with the reconstruction or replacement of their arterial block walls through the replacement loan program.

Funding Source: Street Improvement Fund (funded by commercial solid waste franchise fees)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
14099	78,000	78,000	78,000	78,000	78,000	78,000	468,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Streets and Highways

### STUDEBAKER ROAD MEDIAN CONSTRUCTION

Landscaped medians will be constructed on Studebaker Road from South Street to Bigelow Street.  
Funding Source: Street Improvement Fund

PROJECT NUMBER						EST. EXPEND.	
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	COST
14711	0	250,000	0	0	0	0	250,000

### ARTERIAL LANDSCAPING AT VARIOUS LOCATIONS

This project provides for the addition of landscaping on arterial streets at various locations, including the east side of Carmenita Road, north of 166th Street, and the planting of palm trees to replace eucalyptus trees on Bloomfield Avenue.  
Funding Source: Street Improvement Fund

PROJECT NUMBER						EST. EXPEND.	
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	COST
13746	0	200,000	350,000	300,000	0	0	850,000

### DEL AMO BLVD REHABILITATION - BLOOMFIELD AVENUE TO STUDEBAKER ROAD

This project provides for pavement rehabilitation of Del Amo Boulevard from Bloomfield Avenue to Studebaker Road, broken up into three segments over three years. The project also includes tree removal and replacement, and sidewalk, curb and gutter work. The segment proposed for the 2019-20 fiscal year is Norwalk Boulevard to Pioneer Boulevard.  
Funding Source: Prop "C" Fund

PROJECT NUMBER						EST. EXPEND.	
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	COST
14713	1,300,000	750,000	0	0	0	8,635	2,058,635

### 183rd STREET REHABILITATION - CIVIC CENTER DRIVE TO WESTERLY CITY LIMITS

This project provides for pavement rehabilitation of 183rd Street from Civic Center Drive to the westerly City limits. The project also includes tree removal and replacement, and sidewalk, curb and gutter work.  
Funding Source: Street Improvement Fund

PROJECT NUMBER						EST. EXPEND.	
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	COST
20302	300,000	0	0	0	0	0	300,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Streets and Highways

### DEL AMO BLVD REHABILITATION - COYOTE CREEK TO BLOOMFIELD

This project provides for pavement rehabilitation of Del Amo Boulevard from the Coyote Creek Bridge to Bloomfield Avenue.  
Funding Source: Street Improvement Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20301	225,000	0	0	0	0	0	225,000

### BENTLEY PLACE AND CARMENITA VILLAGE ALLEY REHABILITATION

This project provides for the repaving of Bentley Place and the public alley ways within the Carmenita Village condominium complex.  
Funding Source: Street Improvement Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	370,000	0	0	0	0	370,000

### CARMENITA ROAD REHABILITATION

Resurface asphalt on Carmenita Road from 183rd Street to South Street.  
The Project will include the replacement of deficient sidewalks, curbs, gutters and disabled accessible ramps, replacement of traffic loops adjustment of manholes and water valves to grade, and thermoplastic striping.  
Funding Source: Prop "C" Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
18301	0	150,000	0	0	0	471,567	621,567

### DUMONT AVENUE REHABILITATION

This project provides for the reconstruction of Dumont Avenue between Artesia Boulevard and 183rd Street. This project also includes the rehabilitation of the public alleyway at the northerly end of Dumont.  
Funding Source: Street Improvement Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	400,000	0	0	0	0	400,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## METRO INTERSECTION (HOT SPOTS) PROJECT

This project provides for the construction of additional left-turn lanes at the intersections of South Street and Carmenita Road and Artesia Boulevard and Bloomfield Avenue.

Funding Source: Street Improvement Fund (Metro Reimbursement)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19301	1,000,000	1,000,000	0	0	0	0	2,000,000

## ACTIVITY SUMMARY: Streets and Highways

	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	EST. EXPEND.	COST
						2018-2019	
<b>TOTALS</b>	4,613,000	7,783,000	2,713,000	2,663,000	2,963,000	2,711,635	23,446,635

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## TRAFFIC SIGNALS



*Traffic Signal at Artesia Boulevard and Bloomfield Avenue*

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### ILLUMINATED PEDESTRIAN CROSSING UPGRADES

This project will provide funding to replace existing in-pavement flashing LED equipment with overhead rapid flashing beacons at pedestrian crosswalks throughout the City.

Funding source: Street Improvement Fund (to be completed upon receipt of grant, "Safe Routes to Schools" or other)

PROJECT NUMBER						EST. EXPEND.		COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019		
19402	0	80,000	80,000	80,000	0	0	240,000	

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Traffic Signals

### TRAFFIC SIGNAL AT EDWARDS ROAD AND ARTESIA BOULEVARD

This project will provide funding for the installation of a traffic signal at Edwards Road and Artesia Boulevard.  
 Funding Source: Street Improvement Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	350,000	0	0	0	0	350,000

### TRAFFIC SIGNAL MODIFICATIONS AT BLOOMFIELD AVENUE AND 166TH STREET

This project provides for the modification of the existing traffic signal at Bloomfield Avenue and 166th Street from a protective-permissive signal to a fully protected signal for drivers making left turns from all four directions.  
 Funding Source: Municipal Improvement Fund (HSIP Caltrans Grant)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
18401	0	0	0	0	0	318,040	318,040

### TRAFFIC SIGNAL SAFETY LIGHT UPGRADES CITY WIDE

This project provides for upgrading the City owned safety lights at each signal location to LED technology  
 Funding Source: Street Improvement Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19401	20,000	20,000	20,000	20,000	20,000	20,000	120,000

## ACTIVITY SUMMARY: Traffic Signals

	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	EST. EXPEND. 2018-2019	COST
<b>TOTALS</b>	20,000	450,000	100,000	100,000	20,000	338,040	1,028,040

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## WATER IMPROVEMENTS



*Water Storage with Solar Panels, City of Cerritos Corporate Yard*

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### CITY RESERVOIRS

This project will provide structural upgrades to the City's three reservoirs. (Design Costs only)  
 Funding Source: Water Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
17001	50,000	100,000	0	0	0	0	150,000

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Water Improvements

### NPDES IMPLEMENTATION PROGRAM

This item provides for various construction projects necessary for implementation of the National Pollutant Discharge Elimination System (NPDES) Municipal Storm Water Permit.

Funding Source: Water Fund (assumes other agencies participate), Measure "W" Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
17007	145,000	145,000	145,000	145,000	145,000	145,000	870,000

### BETTENCOURT RECLAIMED WATER LINE REPAIR AND TERMINATION

This project provides for the replacement of the reclaimed water line along Coyote Creek from Rainbow Park to Bettencourt Park.

Funding Source: Reclaimed Water Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
17028	25,000	0	0	0	0	0	25,000

### VALVE REPLACEMENT PROJECT

This is an ongoing project to replace mainline butterfly valves in the City's water system.

Funding Source: Water Fund (2018-2019 Funding Source: Equipment Replacement Fund)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
17100	100,000	100,000	100,000	0	0	100,000	400,000

### SCADA SYSTEM UPGRADE

This project provides for the update and maintenance of the Water Division's Supervisory Control and Data Acquisition (SCADA) system.

Funding source: Water Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
17107	0	1,500,000	0	0	0	0	1,500,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Water Improvements

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### WELL C-1 SAND SEPARATOR REPLACEMENT

This project provides for the replacement of the sand separator at Well C-1.  
Funding source: Water Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19501	0	0	0	0	0	70,000	70,000

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### C-4 WATER WELL BOOSTER STATION PUMP & VARIABLE FREQUENCY DRIVE REPLACEMENT

This project provides for the replacement of the booster station pump and the variable frequency drive at the C-4 water well.  
Funding source: Water Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
17110	0	0	0	0	0	35,000	35,000

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### C-5 WATER WELL

This project provides for the construction of a pump house and all associated water lines and will bring the C-5 water well into production. The addition of the water well will help reduce the need for imported MWD water.  
Funding source: Water Fund (project to be completed upon availability of WRD settlement)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
17197	1,050,000	1,050,000	0	0	0	100,000	2,200,000

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### GROUNDWATER REMEDIATION - CIVIC CENTER

This project provides for the installation of a filtration system to remove trace levels of naturally occurring arsenic from the groundwater pumped from the Civic Center parking structure.  
Funding source: Water Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
17199	150,000	150,000	150,000	150,000	150,000	0	750,000

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Water Improvements

### MISCELLANEOUS RECLAIMED WATER CONVERSIONS

This item provides for the conversion of potable water services to reclaimed water services throughout the City.  
Funding Source: Reclaimed Water Fund

PROJECT NUMBER	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	EST. EXPEND. 2018-2019	COST
17709	25,000	25,000	25,000	25,000	25,000	0	125,000

### WATER MAIN AND APPURTENANCES REPLACEMENT

This project provides for the annual replacement of approximately one mile of water mains and related appurtenances. The project will be completed through annual allocations over the course of seven years.  
Funding source: Water Fund

PROJECT NUMBER	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	EST. EXPEND. 2018-2019	COST
	0	1,500,000	1,500,000	1,500,000	1,500,000	0	6,000,000

### ELECTRICAL PANEL AND DRIVE REPLACEMENT

This project provides for the replacement of four electrical panels and drivers at the Los Coyotes Reclaimed Water Treatment Plant. One panel and drive will be completed in each of the next four years.  
Funding source: Reclaimed Water Fund (2018-2019 Funding Source: Equipment Replacement Fund)

PROJECT NUMBER	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	EST. EXPEND. 2018-2019	COST
19506	130,000	130,000	0	0	0	130,000	390,000

### SMART WATER METER PILOT PROGRAM

This project provides for the installation of 500 smart water meters within the City.  
Funding source: Water Fund (45% of project expenditures reimbursed through a Proposition 84 Grant)

PROJECT NUMBER	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	EST. EXPEND. 2018-2019	COST
19502	60,000	0	0	0	0	60,000	120,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Water Improvements

### VAULT AND METER REPLACEMENT AT WILDER AVENUE AND ALONDRA BOULEVARD

This project provides for the replacement of a deteriorated vault and water meters at Wilder Avenue and Alondra Boulevard.  
Funding source: Water Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19507	0	0	0	0	0	36,000	36,000

### VAULT REPLACEMENT AT LIBERTY PARK

This project provides for the replacement of a deteriorated vault at Liberty Park.  
Funding source: Water Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19508	0	0	0	0	0	20,000	20,000

### EAST AND WEST RESERVOIR REFURBISHMENT

This project provides for the refurbishment of the east and west reservoirs at the Corporate Yard. One reservoir will be refurbished per year.  
Funding source: Water Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19503	0	100,000	0	0	0	100,000	200,000

### UNDERGROUND WET UTILITIES MASTER PLAN DEVELOPMENT

This project provides for the development of an Underground Wet Utilities Master Plan encompassing the City's water sources, storage, treatment and delivery systems for potable and reclaimed water and the sewer system.  
Funding source: Water Fund (50%) and Reclaimed Water Fund (50%)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20501	100,000	150,000	0	0	0	0	250,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Water Improvements

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### C-2 WELL SITE CHLORINE ROOM MODIFICATIONS

This project provides for the modification of the C-2 Well site's current water treatment process from chlorine gas to sodium hypochlorite.

Funding source: Water Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19504	0	300,000	0	0	0	0	300,000

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### RECLAIMED WATER MAIN VIDEO INSPECTION SURVEY

This project provides for video inspection and surveying of all reclaimed water mains to locate deteriorating sections of the City's reclaimed water system.

Funding source: Reclaimed Water Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	150,000	0	0	0	0	150,000

---

### C-2 EAST AND WEST RESERVOIRS - PERIMETER ROOF HANDRAIL SYSTEM

This project provides for the furnishing and installation of a two-rail aluminum handrail around the perimeter of the roofs and tanks at the C-2 East and West Reservoirs

Funding source: Water Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20502	100,000	100,000	0	0	0	0	200,000

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### SCADA SYSTEM UPGRADE AND INSTALLATION AT PUMP STATIONS

This project provides for the replacement and installation of new SCADA equipment and components at the C-2 and C-4 pump stations.

Funding source: Water Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20503	200,000	0	0	0	0	0	200,000

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

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## ACTIVITY SUMMARY: Water Improvements

	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	EST. EXPEND. 2018-2019	COST
<b>TOTALS</b>	2,135,000	5,500,000	1,920,000	1,820,000	1,820,000	796,000	13,991,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## SEWER IMPROVEMENTS



*Cerritos Sewer Lift Station Control Panel*

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### SOUTH STREET SEWER REPAIRS

This project provides for the replacement of sections of the South Street sewer and lining the entire length of the sewer.  
 Funding Source: Sewer Fund

PROJECT NUMBER	PROJECT					EST. EXPEND.	
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	COST
	0	150,000	0	0	0	0	150,000

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Sewer Improvements

### PARK PLAZA/SHOEMAKER AVENUE SEWER LINE REPAIR

This project provides for the repair of the City sewer main at Park Plaza and Shoemaker Avenue.  
Funding Source: Sewer Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	500,000	0	0	0	0	500,000

### ANNUAL PIPELINE CONDITION AND INSPECTION SURVEY

This project provides for the annual and ongoing inspection of the condition of the City's existing sewer pipelines.  
Funding source: Sewer Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19601	90,000	90,000	90,000	90,000	0	90,000	450,000

### SEWER MAIN REPLACEMENT/UPGRADES

This project provides for the upgrade of the City's existing sewer mains at a total estimated project cost of \$8.4 million. The project will be completed through annual allocations over the course of the next seven years.  
Funding source: Sewer Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
	0	1,200,000	1,200,000	1,200,000	1,200,000	0	4,800,000

### REHABILITATION/REPLACEMENT OF DEWATERING STATIONS

This project provides for the rehabilitation or replacement of the City's existing dewatering stations.  
Funding source: Sewer Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19602	50,000	50,000	50,000	0	0	50,000	200,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

**ACTIVITY:** Sewer Improvements

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**REHABILITATION/REPLACEMENT OF SEWER LIFT STATIONS**

This project provides for the rehabilitation or replacement of the City's existing sewer lift stations.  
 Funding source: Sewer Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
18001	50,000	50,000	50,000	0	0	50,000	200,000

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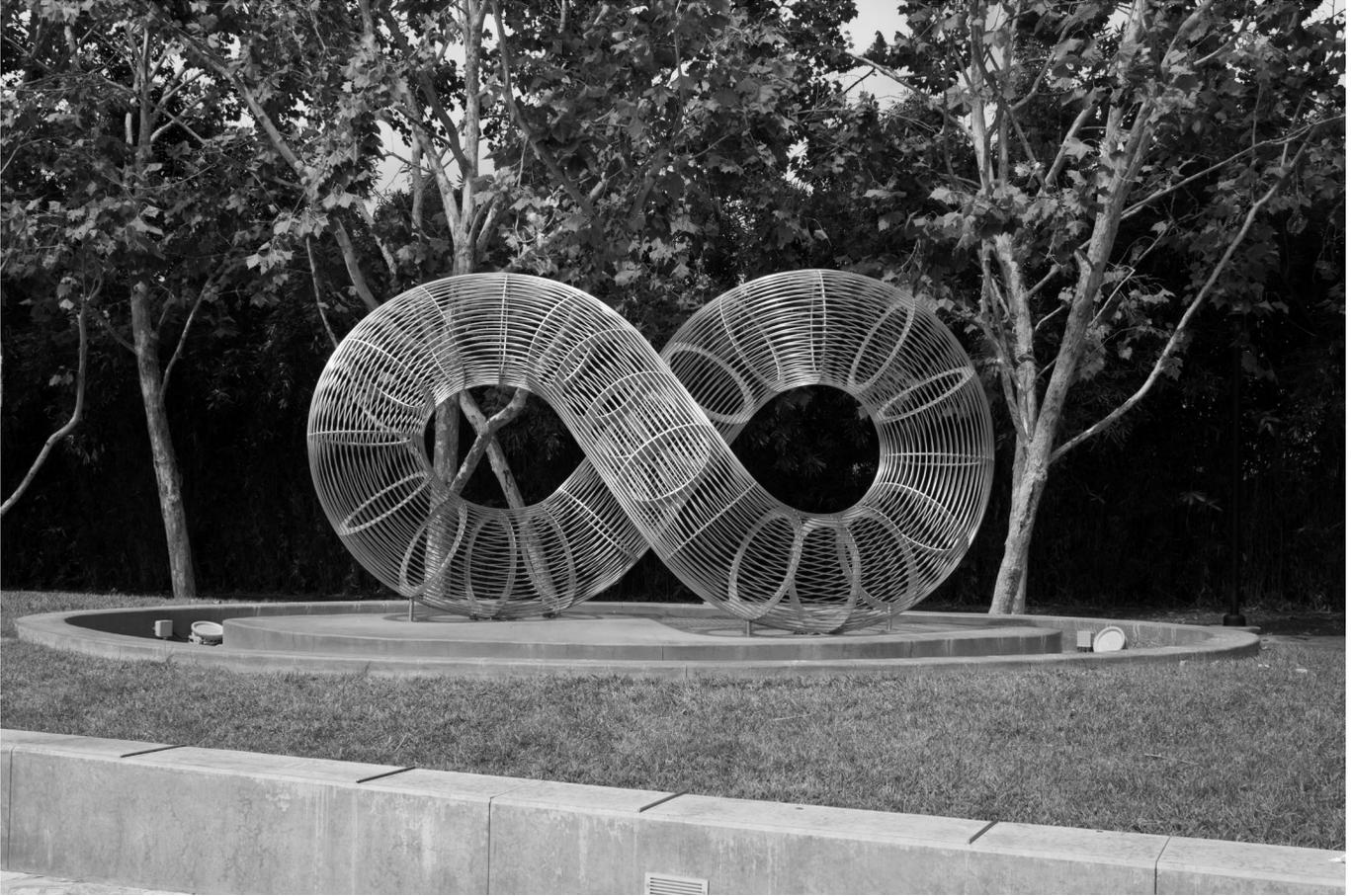
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**ACTIVITY SUMMARY:** Sewer Improvements

						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
<b>TOTALS</b>	190,000	2,040,000	1,390,000	1,290,000	1,200,000	190,000	6,300,000

# CAPITAL IMPROVEMENT PROGRAM DETAIL

## OTHER PROJECTS



*Infinity Sculpture, Sculpture Garden*

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### SCULPTURE GARDEN IMPROVEMENTS

This project provides for the construction of improvements in the Cerritos Sculpture Garden including art pieces, lighting fixtures, landscaping and sprinkler improvements.

Funding Source: Art in Public Places Trust Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19125	12,000	0	12,000	0	12,000	3,000	39,000

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# CAPITAL IMPROVEMENT PROGRAM DETAIL

## ACTIVITY: Other Projects

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### AUTO SQUARE STORAGE IMPROVEMENTS

This project provides for improvements, including resurfacing and re-striping of the automobile storage facilities located adjacent to the San Gabriel River channel and Del Amo Boulevard.

Funding Source: Municipal Improvements Fund (Reimbursement over a three-year period by the automobile dealerships leasing the storage facility lots, budgeted in full as a receivable in 2019-2020)

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
19441	1,100,000	0	0	0	0	500,000	1,600,000

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### SCULPTURE GARDEN SIGNAGE

This project provides for the installation of informational signange in the Cerritos Sculpture Garden.

Funding Source: Art in Public Places Trust Fund

PROJECT NUMBER						EST. EXPEND.	COST
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2018-2019	
20701	10,000	0	0	0	0	0	10,000

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## ACTIVITY SUMMARY: Other Projects

	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	EST. EXPEND. 2018-2019	COST
<b>TOTALS</b>	1,122,000	0	12,000	0	12,000	503,000	1,649,000

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**Appendix A**

**Resolutions No. 2019-11 and CS 2019-1**

**Combined Financial Program: 2019-2020**

**CITY OF CERRITOS  
SUCCESSOR AGENCY TO THE  
CERRITOS REDEVELOPMENT AGENCY**

**RESOLUTION NO. 2019-11  
RESOLUTION NO. CSA 2019-1**

**A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CERRITOS AND THE SUCCESSOR AGENCY TO THE CERRITOS REDEVELOPMENT AGENCY, APPROVING AND ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR 2019-2020, APPROPRIATING THE FUNDS NECESSARY TO MEET THE EXPENDITURES SET FORTH THEREIN, AND APPROVING THE INVESTMENT POLICY FOR THE FISCAL YEAR 2019-2020 FOR THE CITY OF CERRITOS AND THE SUCCESSOR AGENCY TO THE CERRITOS REDEVELOPMENT AGENCY (COUNCIL/SUCCESSOR AGENCY)**

WHEREAS, the City Manager of the City of Cerritos, in accordance with Article IX of the Municipal Charter, has submitted to the City Council of the City of Cerritos a 2019-2020 Fiscal Year combined Operating and Capital Improvement Budget in the amount of \$112,503,202 in proposed expenditures for general and special City purposes and reflecting revenues available in the total amount of \$106,802,870; and

WHEREAS, the City Council of the City of Cerritos has fixed the date of June 13, 2019 as the date for holding of a public hearing relative to the adoption of said budget; and

WHEREAS, following duly given notice, the City Council of the City of Cerritos did hold such public hearing, receiving, considering and evaluating all public comments.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CERRITOS DOES RESOLVE AS FOLLOWS:

**SECTION 1.** The City Manager's proposed 2019-2020 Fiscal Year Budget for general and special City purposes is hereby amended as follows:

**A. OPERATIONAL EXPENDITURE AMENDMENTS**

<u>Account Number</u>	<u>Expenditure Fund Description</u>	<u>Explanation of Amendment</u>	<u>Amount of Adjustment</u>
110-111-52400	Employee Benefits	City Council	-\$10,700
110-111-53080	Travel and Meeting	City Council	-\$30,000
<u>NET TOTAL OPERATIONAL EXPENDITURE AMENDMENTS:</u>			<u><b>-\$40,700</b></u>

**B. CAPITAL IMPROVEMENT PROGRAM EXPENDITURE AMENDMENTS**

<u>Capital Project Title</u>	<u>Explanation of Amendment</u>	<u>Amount of Adjustment</u>
<u>NET TOTAL CAPITAL PROJECT EXPENDITURE AMENDMENTS:</u>		<u><b>\$0</b></u>

**C. FUND ADJUSTMENTS**

<u>Fund Number</u>	<u>Fund Description</u>	<u>Explanation of Adjustment</u>	<u>Amount of Adjustment</u>
110	General Fund	Beginning balance estimate	\$400,000
218	Proposition "A"	Beginning balance estimate	-\$250,000

**SECTION 2.** The City Manager’s proposed 2019-2020 Fiscal Year Budget for general and special City purposes, as amended in Section 1, subsections A - C thereof, is approved and adopted in the amount of \$112,462,502 in expenditures and \$106,802,870 in revenues.

**SECTION 3.** The estimated labor contingency of \$1,180,000 listed in the General Fund of the preliminary budget will be removed and replaced by the incorporation of a 2.8% increase in cost of living adjustment to corresponding expenditure accounts and the recalculation of applicable funds. City Council appointed positions are not included in the adjustment.

**SECTION 4.** In accordance with Government Code Sections 20630, 20636, and 20636.1, the City Council hereby approves the pay schedules for personnel expenses as set forth in the attached Employee Classification Tables and Classification Steps, which identify position titles, rates of pay, and time base with an effective date of July 1, 2019. Said approval provides for the posting and publication of the referenced pay schedule, including on the City’s website, to facilitate public review in compliance with applicable Government Code Sections.

**SECTION 5.** The monies necessary to offset the operating expenses, including personnel expenses as detailed in Employee Classification Tables, incurred as set forth in the 2019-2020 budget document, as adopted by the City Council for the City of Cerritos pursuant to Section 1 hereof, are authorized by this section to be appropriated out of the funds available to the City during the 2019-2020 Fiscal Year.

**SECTION 6.** As part of the preliminary 2019-2020 Combined Financial Program, the City Manager of the City of Cerritos has submitted a budget for the Successor Agency to the Cerritos Redevelopment Agency in the amount of \$19,798,600.

**SECTION 7.** The Fiscal Year 2019-2020 Successor Agency to the Cerritos Redevelopment Agency Budget is hereby approved and adopted in the amount of \$19,798,600.

**SECTION 8.** The City Manager is authorized to make such changes in department operating budget totals during the 2019-2020 Fiscal Year as he may, from time to time, deem desirable and necessary in order to meet the City’s needs.

**SECTION 9.** The City Council delegates the authority to assign fund balance amounts in the annual financial statements to the City Manager. The assigned portions of fund balance are constrained by the City of Cerritos’ intent to be used for specific purposes and such purposes shall be described in the notes to the financial statements.

**SECTION 10.** The City Council hereby directs that any monies advanced to the Water Fund by the General Fund during the 2019-2020 Fiscal Year, and which remain unreimbursed as of June 30, 2020, shall constitute a loan from the General Fund to the Water Fund, to be repaid at an interest rate of 2.5%.

**SECTION 11.** The City Council hereby directs that any monies advanced to the Sewer Fund by the General Fund during the 2019-2020 Fiscal Year, and which remain unreimbursed as of June 30, 2020, shall constitute a loan from the General Fund to the Sewer Fund, to be repaid at an interest rate of 2.5%.

**SECTION 12.** The City Council hereby directs that any monies advanced to the Electric Utility Fund by the General Fund during the 2019-2020 Fiscal Year, and which remain unreimbursed as of June 30, 2020, shall constitute a loan from the General Fund to the Electric Utility Fund, to be repaid at an interest rate of 2.5%.

**SECTION 13.** As authorized by Section 909 of the City Charter, the City Council hereby orders the completion of the final audit and report for the 2018-2019 Fiscal Year, to be submitted to the City Council within six months from the completion of the 2018-2019 Fiscal Year.

**SECTION 14.** In conjunction with the budget adoption process for Fiscal Year 2019-2020 the Cerritos City Council/Successor Agency approves the attached Investment Policy and finds it to comply with all current public finance regulations.

PASSED, APPROVED and ADOPTED this thirteenth day of June, 2019.

  
\_\_\_\_\_  
Naresh Solanki, Mayor /  
Successor Agency Chair

ATTEST:



\_\_\_\_\_  
Vida Barone, City Clerk  
City of Cerritos

  
\_\_\_\_\_  
Art Gallucci, City Manager /  
Successor Agency Executive Director

Employee Classification Tables and Classification Steps  
as adopted by Resolutions No. 2019-11 & CSA 2019-1  
are provided on Page 241

**CITY OF CERRITOS  
SUCCESSOR AGENCY TO THE  
CERRITOS REDEVELOPMENT AGENCY  
INVESTMENT POLICY**

**I. SCOPE**

This policy is intended to provide investment guidelines for prudent investment of the funds of the City of Cerritos and the Successor Agency to the Cerritos Redevelopment Agency ("Successor Agency"), and outline the policies to maximize the efficiency of the Cash Management System.

Pooling of Funds. Except for cash in certain restricted and special funds, the City and Successor Agency may consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

**II. OBJECTIVES**

The primary objectives, in priority order, of investment activities shall be safety, liquidity and yield;

- A. Safety.** Safety of principal is the foremost objective of the investment program. Investment shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate the credit risk and interest rate risk.

  - 1. Credit Risk.** The City/Successor Agency will minimize credit risk, the risk of loss due to the failure of the security issuer or backer, by:

    - a.** Limiting investments to the safest types of securities.
    - b.** Pre-qualifying the financial institutions, brokers/dealers, intermediaries, and advisers with which the City/Successor Agency will do business.
    - c.** Diversifying the investment portfolio so that the potential losses on individual securities will be minimized.
  - 2. Interest Rate Risk.** The City/Successor Agency will minimize the risk that the market value of the securities in the portfolio will fall due to changes in general interest rates by:

    - a.** Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.

- b. Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools.

**B. Liquidity.** The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets. A portion of the portfolio also may be placed in money market mutual funds or local government investment pools, which offer same-day liquidity for short-term funds.

**C. Yield.** The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraint and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of the investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk assumed. Securities shall not be sold prior to maturity with the following exceptions:

1. A security with declining credit may be sold early to minimize loss of principal.
2. A security swap would improve the quality, yield or target duration in the portfolio.
3. Liquidity needs of the portfolio require that a security be sold.

### III. STANDARDS OF CARE

**A. Prudence.** The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. The Investment Officer, acting in accordance with written procedures and this investment policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculations, but for investment, considering the probable safety of their capital, as well as, the probable income to be derived.

**B. Ethics and Conflicts of Interest.** Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in

financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City of Cerritos and Cerritos Successor Agency.

- C. Delegation of Authority.** Authority to manage the investment program is granted to the Investment Officer. The responsibility for the operation of the investment program is hereby delegated to the Investment Officer, who shall act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this investment policy. Procedures should include references to: safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements, custodial services and collateral/depository agreements. No person may engage in an investment transaction except as provided under the terms of this policy. The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

#### **IV. SAFEKEEPING AND CUSTODY**

- A. Authorized Financial Dealers and Institutions.** A list will be maintained of financial institutions authorized to provide investment services. In addition, a list also will be maintained of approved security broker/dealers selected by creditworthiness (e.g., a minimum capital requirement of \$5,000,000.00 and at least five years of operations). These may include primary dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1.

All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following as appropriate:

1. Most recent audited financial statements.
2. Proof of FINRA certification.
3. Proof of State registration.
4. Certification of having received, read and understood and agreeing to comply with the City of Cerritos/Successor Agency investment policy.

An annual review of the financial condition and registration of qualified financial institutions and broker/dealers will be conducted by the Investment Officer.

From time to time, the Investment Officer may choose to invest in certificates of deposit offered by community financial institutions. All terms and relationships will be fully disclosed and will be reported to the appropriate entity on a consistent basis and should be consistent with state or local law.

- B. Internal Controls.** The Investment Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the

assets of the City of Cerritos/Cerritos Successor Agency are protected from loss, theft and misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Investment Officer shall establish a process for an annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

1. Control of Collusion.
2. Separation of transaction authority from accounting and bookkeeping.
3. Custodial safekeeping.
4. Avoidance of physical delivery securities.
5. Clear delegation of authority to subordinate staff members.
6. Written confirmation of transactions of investments and wire transfers.
7. Development of a wire transfer agreement with lead bank and third party custodian.

- C. Delivery vs. Payments.** All trades where applicable will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Securities will be held by a third-party custodian as evidence by safekeeping receipts.

## **V. SUITABLE AND AUTHORIZED INVESTMENTS**

- A. Investment Types.** Consistent with the California Government Code, Sections 53600 et Seq., and the City of Cerritos/Cerritos Successor Agency Investment Policy, the following investments will be permitted:

1. U.S. government obligations, U.S. government agency obligations, and U.S. government instrumentality obligations, which have a liquid market with a readily determinable market value;
2. Certificate of deposits and other evidences of deposit at financial institutions, banker's acceptances, corporate medium term notes and commercial paper, rated in the highest tier (e.g. A-1, P-1, or higher) by a nationally-recognized rating agency;
3. Investment-grade obligations of state, local governments and public authorities;
4. Repurchase agreements whose underlying purchased securities consist of the foregoing;
5. Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist of dollar-denominated securities; and
6. Local Agency Investment Fund (LAIF), administered by the State of California.

Investment in derivatives of the above instruments shall require authorization by the appropriate governing authority.

- B. Collateralization.** Where allowed by state law and in accordance with the GFOA Recommended Practices on the Collateralization of Public Deposits, full collateralization will be required on non-negotiable certificates of deposit.
- C. Repurchase Agreements.** Repurchase agreements shall be consistent with GFOA Recommended Practices on Repurchase Agreements.

**VI. INVESTMENT PARAMETERS**

- A. Diversification.** The investments shall be diversified by:
  1. Limiting investments to avoid over concentration in securities from a specific issuer or business sector (excluding U.S. Treasury securities and Agency issues);
  2. Limiting investments in commercial papers and corporate medium term notes and bonds to 40% of the total portfolio and no more than 10% of the total portfolio value may be invested in commercial paper and corporate medium term notes and bonds issued by any one issuer;
  3. Limiting investments in securities that have higher credit risks;
  4. Investing in securities with varying maturities; and
  5. Continuously investing a portion of the portfolio in readily available funds such as local agency investment funds (LAIF), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

- B. Maximum Securities.** To the extent possible, the City/Agency shall attempt to match its investments with anticipated cash flow requirements. Unless matched to specific cash flow, the City/Agency will not directly invest in securities maturing more than five (5) years from the date of purchase, or in conflict with state and local statutes and ordinances. The City/Agency shall adopt a weighted average maturity limitation (which often range from 90 days to 3 years), consistent with the investment objectives.

Reserve funds and other funds with longer-term investment horizons may be invested in securities exceeding five (5) years if the maturity of such investments are made to coincide as early as practicable with the expected use of funds. The intent to invest in securities with longer maturities shall be disclosed in writing to the legislative body.

Because of the inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as LAIF, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

**VII. REPORTING**

- A. Methods.** The Investment Officer shall prepare a monthly investment report, including a management summary that provides an analysis of the

status of the current investment portfolio and transactions made over the last month. This management summary will be prepared in a manner which will allow the City/Agency to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report should be provided to the legislative body. The report will include the following:

1. Listing of individual securities held at the end of the reporting period.
  2. Realized and unrealized gains or losses resulting from appreciation or depreciation by listing the cost and market value of securities (in accordance with Government Accounting Standards Board (GASB) requirements).
  3. Average weighted yield to maturity of portfolio on investments as compared to applicable benchmarks.
  4. Listing of investments by maturity date.
  5. Percentage of the total portfolio which each type of investment represents.
- B. Performance Standards.** The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. A series of appropriate benchmarks shall be established against which portfolio performance shall be compared on a regular basis.
- C. Marking to Market.** The market value of the portfolio shall be calculated at least monthly and a statement of the market value of the portfolio shall be issued at least monthly. This will ensure that review of the investment portfolio, in terms of value and price volatility, has been performed consistent with the GFOA Recommended Practice on "Mark-to-Market Practices for State and Local Government Investment Portfolios and Investment Pools." In defining market value, considerations should be given to the GASB 31 Statement 31 pronouncements.

## **VIII. POLICY CONSIDERATION AND REVIEW**

- A. Exemption.** Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.
- B. Decisions and Strategies.** Investment decisions and strategies shall be subject to review and approval procedure. The Finance Manager and/or Director of Administrative Services can enter into contracts with each financial institution, depository, third party custodian and broker/dealer as described under Section IV.
- C. Amendments.** This policy shall be reviewed on an annual basis. Any changes must be approved by the City Council.

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**Appendix B**

**Resolution No. 2019-12**

**Annual Appropriation Limit: 2019-2020**

**CITY OF CERRITOS**

**RESOLUTION NO. 2019-12**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CERRITOS  
APPROVING AND ADOPTING THE ANNUAL APPROPRIATION LIMIT FOR  
FISCAL YEAR 2019-2020**

WHEREAS, the voters of California on November 6, 1979 added Article XIII B to the State Constitution placing various limitations on the appropriations of the state and local governments; and

WHEREAS, Article XIII B provides that the appropriation limit for the Fiscal Year 2016-2017 is based on actual appropriation during the 1978-1979 fiscal year, and is adjusted each year using the growth of population and inflation; and

WHEREAS, Proposition 111, passed by the voters of California on June 5, 1990 requires the City Council to select the adjustment factors each year. The inflation factor may be the growth in California per capita personal income or the increase in non-residential assessed valuation due to new construction within the City, and the population factor may reflect the population growth within either the City of Cerritos or the entire County of Los Angeles; and

WHEREAS, the information necessary for making these adjustments is available in the City Finance Division and the City Clerk's Office; and

WHEREAS, the City of Cerritos has complied with all the provisions of Article XIII B in determining the limit for fiscal year 2019-2020.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CERRITOS DOES HEREBY RESOLVE AS FOLLOWS;

**SECTION 1.** The appropriation limit in the fiscal year 2019-2020 shall be \$200,774,505 for the City of Cerritos and that the inflation factor used was the increase in growth of per capita income in California and the population factor was the City's population growth. The total appropriations subject to limitation is \$54,871,620.

PASSED, APPROVED and ADOPTED this thirteenth day of June, 2019.

  
Naresh Solanki, Mayor

ATTEST:

  
\_\_\_\_\_  
Vida Barone, City Clerk

## **Appendix C**

### **Chart of Expense Accounts and Definitions**

## EXPENSE ACCOUNT DEFINITIONS

The following Chart of Accounts provides a definition of each cost center and expense account object code used to classify operating expenses incurred by the City.

### **COST CENTERS**

#### LEGISLATIVE AND ADMINISTRATIVE

- 111 City Council
- 121 City Manager
- 123 Fine Arts and Historical Commission
- 131 City Attorney
- 141 City Clerk / City Treasurer

#### COMMUNITY DEVELOPMENT

- 211 Office of the Senior Assistant City Manager
- 212 Geographic Information Services (GIS)
- 221 Advance Planning
- 231 Current Planning
- 251 Planning Commission
- 252 Economic Development Commission

#### SUCCESSOR AGENCY TO THE CERRITOS REDEVELOPMENT AGENCY

- 261 / 262 Administrative

#### PUBLIC WORKS / WATER & POWER

- 311 Office of the Director
- 321 Engineering
- 331 Environmental Services
- 341 General Maintenance
- 342 Street Maintenance
- 343 Vehicle Maintenance
- 344 Facility Maintenance
- 345 Swim Center Maintenance
- 351 Parks & Trees Management
- 352 Median and Parkway Maintenance

- 353 Parkway Trees
- 354 Parks Maintenance
- 355 Golf Course Maintenance
- 361 Water & Power Management
- 362 Water Management
- 363 Water Production and Distribution
- 364 Water Operations
- 365 Water Inspection
- 366 Reclaimed Water
- 368 Electric Utility

COMMUNITY & SAFETY SERVICES

- 411 Office of the Director
- 421 Community Participation
- 422 Senior Center
- 441 Recreation Services
- 442 Golf Course
- 443 Swim & Fitness Center
- 451 Community Safety
- 452 Code Enforcement
- 461 Property Preservation Commission
- 462 Parks & Recreation Commission

ADMINISTRATIVE SERVICES

- 511 Office of the Director
- 521 Communications
- 531 Finance
- 532 Water Billing
- 541 Human Resources / Risk Management
- 551 Support Services
- 552 Property Control
- 561 Management Information Systems
- 571 Municipal Library

## THEATER

- 611 Office of the Director
- 621 Business Management
- 631 Performance Marketing & Sales
- 641 Front of the House Management
- 651 Operations & Security
- 661 Special Event Services
- 671 Box Office

## **EXPENSE ACCOUNT OBJECT CODES**

51010 REGULAR EARNINGS. Normal payroll expenditures carried continuously, assigned payroll number and subject to all usual deductions.

51021 OVERTIME. Portion of salary subject to time and a half. Any time approved by Department Director over 40-hour week subject to additional premium pay.

52010 REGULAR EARNINGS - PART-TIME. Wages paid to employees who are classified as part-time employees.

52015 SPECIAL PROJECT EARNINGS - PART-TIME.

52021 OVERTIME EARNINGS - PART-TIME.

52400 EMPLOYEE BENEFITS. Social Security, PERS, Medicare, Comp. Insurance, Health Insurance and other benefits that the City pays for employees.

53010 AUTO ALLOWANCE. Monthly car allowance for designated employees in lieu of assigned City vehicle. No other charges to this account.

53020 DUES AND PUBLICATIONS. Books, publications and membership dues in job-related organizations.

53030 EDUCATION AND TRAINING. Job-oriented education or training sponsored by the City.

53040 EMPLOYEE AWARDS. Service awards presented to employees for continuous service and any special award that may arise.

53060 RECRUITMENT EXPENSE. Expenses incurred in the hiring of employees such as newspaper advertisements, pre-employment physicals, fingerprinting and other recruitment related expenses.

53070 REIMBURSED MILEAGE. Mileage reimbursement for use of employees' automobile. This account is limited to local travel within a fifty-mile radius of City Hall.

53080 TRAVEL AND MEETING. All expenses incurred in local meetings or outside seminars, conferences or workshops. Examples are meals, air fare, hotels and registration fees. Includes mileage reimbursement for trips in excess of 50 miles from City Hall.

53090 UNIFORMS AND SHOES. Purchase and cleaning of uniforms, shop towels and rain gear.

53091 VEHICLE OPERATIONS. Gasoline and oil expenses for City-owned trucks and automobiles.

61010 AMBULANCE SERVICE. Charges by Los Angeles County for ambulance services within the City limits which cannot be paid by the patron.

61020 ANIMAL CONTROL SERVICES. Contracting agreement with City of Long Beach for animal control services. Also includes City's share of costs for euthanasia program.

61030 ARCHITECTURAL SERVICES. Contracted services for architectural design.

61040 AUDIT SERVICES. Auditing service performed by outside auditing firms.

61050 BANK CHARGES/FEEES. Costs related to bank processing.

61060 BOND PROCESSING FEES. Bank service charge for handling of bonds.

61070 CHECKING AND INSPECTION. Outside engineering charges for checking and inspection. Also covers construction engineering for capital projects.

61080 CODIFICATION. Expense associated with updating and codifying of municipal code and handled only through the City Clerk's / City Treasurer's office.

61090 COMPOSTING. Costs associated with programs to cause organic material to biologically decompose under controlled conditions.

61100 CONSULTING FEES.

61110 CUSTODIAL SERVICES. Janitorial services as provided by contract agreement.

61115 COMMISSIONER'S FEES AND SALARIES. Compensation paid to members of City commissions.

61120 COUNTY BUILDING AND SAFETY EXPENSE. Charges made by County Building Department for building and safety inspections.

61130 DELIVERY SERVICES. Special messenger delivery service.

61131 DOCUMENT STORAGE.

61140 DUMP CHARGES. Charges made by the Los Angeles County Sanitation District for dumping of disposable materials.

61150 EDUCATIONAL INFORMATION. Includes expenditures for publicity, informational publications and educational activities specific to recycling and waste management. These expenditures may be offset by federal or state grant funds.

61160 ELECTION EXPENSE. Costs associated with municipal elections.

61170 ELECTRONIC INFORMATION. Public microcomputers, supplies and software.

61180 ENGINEERING SERVICES. Engineering charges for any work except checking or inspection.

61190 ENVIRONMENTAL REMEDIATION.

61220 FINGER PRINTING EXPENSE. Expenses associated with finger printing in the Community Safety Division.

61230 FREIGHT CHARGES. Delivery charges on Central Stores purchases.

61240 FRONT-OF-HOUSE EXPENSE. Hospitality expenditures such as ground transportation and meals provided to performing artists at CCPA.

61250 HAZARDOUS WASTE DISPOSAL. The disposal of hazardous materials from City operated facilities.

61260 INSURANCE - GENERAL. Premiums paid for fire, liability, employees' bonds and other insurance coverage. Does not include premiums for Worker's Compensation and personal health and life insurance, which are fringe benefits.

61270 INSURANCE - EARTHQUAKE SELF-INSURANCE.

61281 PUBLIC LIBRARY FUND.

61282 LIBRARY GRANT. Libris Design

61283 LIBRARY GRANT. CLIO

61290 MARKETING EXPENSE. Promotions in news media, radio, etc. for performances and events at CCPA.

61310 LEGAL SERVICES. Legal services provided by the City Attorney.

61315 LEGAL SERVICES - SPECIAL COUNSEL. Legal services provided by outside counsel for special purposes including redevelopment dissolution issues.

61320 LEGAL ADVERTISING. Advertising expense handled only through City Clerk's / City Treasurer's office for public hearing notices and other advertising as required by law.

61325 LOW & MODERATE INCOME HOUSING SERVICES. Ongoing professional services related to the compliance review of prospective residents for the Cerritos Redevelopment Agency's affordable housing developments.

61340 OUTSIDE SERVICES. Any repair or maintenance function on vehicles and other machinery and equipment performed by outside vendors.

61350 OUTSIDE PROCESSING. Processing and special handling of various materials by outside vendors.

61360 PERMIT FEES. Costs incurred for permits and licenses required by other agencies to allow the operation of City programs and functions.

61370 POLICE AND SAFETY SERVICES. Contracted agreement with Los Angeles County Sheriff's Department for police services and other related community safety expenditures. Also includes Sky Knight Program contracted with the City of Lakewood.

61380 PRINTING. All outside printing costs not included in office supplies or special supplies accounts. Does not include envelopes, letterheads, business cards.

61410 PRODUCTION EXPENSE. Purchases, supplies and professional services directly related to performances at the CCPA.

61430 PROFESSIONAL SERVICES. Outside professional services contracted by the City.

61432 PROFESSIONAL SERVICES - EPA. Outside professional services contracted by the City regarding issues involving the Environmental Protection Agency.

61440 PROGRAM EXPENSE. Expenses incurred for opening acts, musicians, percentages and other required items specified in contracts with performing artists at CCPA.

61460 RECORDATION. Charges made for recording of documents by the County Recorder.

61470 RECREATION EXPENSE.

61480 RECYCLING. Related costs of programs to convert wastes and by-products into new materials and products to meet AB 939 goals.

61490 RESIDENTIAL ASSISTANCE PROGRAM. Expenditures to fund residential rehabilitation grants, incurred for the demolition of substandard structures and/or clearing of unsightly property. Includes legal and inspection costs.

61495 RESIDENTIAL LOAN PROGRAM. Expenditures to fund residential rehabilitation loans.

61520 SPECIAL STUDIES. Special information-gathering studies performed by an outside consultant or agency.

61530 SOIL STERILIZATION AND WEED CONTROL. The sterilization and/or weed abatement of areas off streets which are deemed to be a public nuisance and require City action.

61540 SOURCE REDUCTION. Design, manufacture, acquisition and reuse of materials to minimize the quantity of waste produced. The related cost of programs to help achieve AB 939 goals.

61550 SPECIAL WASTE. Costs for disposal of bulky items such as tires and white goods.

61560 STORM WATER MANAGEMENT.

61580 TEMPORARY HELP.

61590 TRASH COLLECTION. Includes costs associated with the contract for collection of refuse in residential portions of the City.

61610 WATER RELATED EXPENSES.

61611 WATER TREATMENT. Chemicals used in water treatment.

61612 WATER MASTER ASSESSMENT. Annual payment to the Department of Water Resources and Central Basin Water Association for bookkeeping and water deeds.

61613 WATER SERVICE CONNECTION. Materials and contracts for connections from transmission main to service residential and commercial sites.

63010 AUDIO VISUAL MATERIAL. Compact discs, audio cassettes, video cassettes, CD-ROMs and DVDs associated with audio visual section of the Library.

63020 BOOKS AND LIBRARY MATERIALS. An account associated only with the City Library. All books and publications purchased for public use. Does not include periodicals.

63021 BOOKS - STATE GRANT. State library grant funds for library services, materials and equipment.

63030 BOUTIQUE MERCHANDISE. Purchase of boutique merchandise.

63110 COMPUTER SUPPLIES. Computer programs for use with data processing equipment.

63120 COMPUTER ACCESSORIES AND PERIPHERALS.

63121 COMPUTER SOFTWARE. Expenditures for software programs and upgrades.

63130 COMMUNITY AWARDS. Plaques, proclamations, flowers and other presentation-type materials.

63140 INVENTORY FOR RESALE. Cost of goods purchased for resale.

63150 CENTRAL STORES - INVENTORY. Purchase of items for Central Stores inventory.

63200 MICROFILM - LIBRARY. Purchase of microfilm materials for the Library.

63230 MAPS AND PUBLICATIONS. Maps, plans specifications, publications and other printed material provided to contractors, other technical or professional groups and citizens. This is partially offset by the revenue account "Sales of Maps and Publications."

63250 OFFICE SUPPLIES. All general office supplies that can be utilized by all departmental personnel. Paper, pens, pencils, note pads, stationery, etc.

63270 PHOTOGRAPHIC FILM AND PROCESSING. The purchase of film and/or cost of processing of film.

63280 PLANTS AND TREES. New or replacement trees purchased for parks and parkways.

63310 POSTAGE. Mailing expense.

63409 TRANSIT PROGRAMS/PROP A. Expenditures for transit programs funded by Proposition A revenues.

63410 PROGRAM EXPENSES AND SUPPLIES. Supplies and expenses associated with the various programs of the City/ Agency.

63411 COMMUNITY PROGRAMS. Council directed support of various civic organizations.

63412 TRANSIT PROGRAMS/PROP. C. Expenditures for transit programs funded by Proposition C revenues.

63413 TRIP REDUCTION/AQMD. Rideshare and trip reduction programs encouraged by AQMD.

63510 SIGNAGE/FLAGS/DISPLAYS. Expenditures and supplies related to promotions and activities at the CCPA.

63520 SPECIAL SUPPLIES. Special purpose supplies usually unique to the program wherein budgeted.

63530 SMALL TOOLS. Tools valued under \$200 and often portable.

63540 SMALL EQUIPMENT.

63550 SUBSCRIPTIONS AND PERIODICALS. An account associated only with the City Library. All periodicals purchased for public use.

63675 EMERGENCY WATER STORAGE SUPPLIES. Supplies for emergency water kits offered for sale to Cerritos residents and businesses.

63710 WATER METERS. Purchase of water meters. This account is capitalized to fixed assets at the end of the year.

63720 WATER PURCHASE. Cost of water purchased for water system.

65010 AIR CONDITIONING MAINTENANCE. Expenses relating to maintenance and repair of permanent air conditioning installations in various City facilities.

65015 ARTWORK MAINTENANCE. Allocations for the maintenance of art pieces located in the City.

65020 BUILDINGS AND GROUNDS MAINTENANCE. Supplies and other expenses incurred for the maintenance of various City buildings and facilities. Does not include park grounds, streets, and medians.

65030 BRIDGE MAINTENANCE. Maintenance of all bridges and appurtenant structures as performed by the County.

65040 EQUIPMENT MAINTENANCE AND REPLACEMENT. Rent for equipment owned and maintained by the equipment replacement fund.

65050 EQUIPMENT AND MACHINERY MAINTENANCE. Maintenance of equipment other than office equipment or air conditioning equipment.

65060 LEASED EQUIPMENT MAINTENANCE. Maintenance of equipment leased from external sources.

65070 MARKING AND STRIPING. The painting of traffic control markings on street pavement surfaces.

65080 OFFICE FURNITURE/FIXTURES MAINTENANCE. Maintenance agreements and service costs for office equipment.

65090 OFF-STREET MAINTENANCE. This includes all City maintenance activities on private or public property performed for the benefit of the general public.

65110 PLAYGROUND EQUIPMENT MAINTENANCE. Supplies and other expenses incurred for the maintenance of playground equipment.

65120 PRODUCTION EQUIPMENT.

65121 PRODUCTION MAINTENANCE. Maintenance expenses associated with production equipment for the reclaimed water system.

65130 RENT - OFFICE EQUIPMENT. Rental costs of office equipment not owned by the City.

65131 RENT - OTHER EQUIPMENT. Rental costs for other equipment needed on a temporary basis.

65132 RENT - BUILDINGS AND GROUNDS. Rental costs of trailers and/or buildings and land.

65133 ROADSIDE MAINTENANCE. This includes all maintenance activities for improvements normally located within the parkway; i.e., inside public rights-of-way but outside the normal riding surface. This would include maintenance of such things as grading of shoulders, drainage ditches, AC sidewalks and installation of traffic barricades.

65134 SEWER MAINTENANCE. The maintenance of all City sewer lines excluding County sanitation facilities.

65140 STORM DRAIN MAINTENANCE. The cleaning, reconstruction, and maintenance of all storm drains and catch basins under the jurisdiction of the City. However, maintenance of drains and appurtenant structures that have been transferred to the County Flood Control District is performed by the County.

65150 STREET MAINTENANCE.

65151 STREET LIGHTS MAINTENANCE. The maintenance and power necessary to operate all street lights within the Los Coyotes Lighting and Landscaping District.

65152 STREET NAME SIGN MAINTENANCE. The maintenance of all street name signs.

65153 STREET SIGN MAINTENANCE. The installation of all informational and directional street signs.

65154 STREET SWEEPING. Includes all operations associated with street sweeping contract.

65155 STREET MAINTENANCE - CITY. Miscellaneous street maintenance activities such as patching, slurry sealing, curb grinding and street reconstruction that is done by City contract or City personnel.

65156 STREET MAINTENANCE - COUNTY. Includes activities performed by the Los Angeles County Road Department or outside contractors such as patching, slurry and chip sealing, grinding, curb and gutter reconstruction and other related road repairs.

65157 STREET MAINTENANCE - MEASURE R. Improvements funded through Measure R, a half-cent sales tax for Los Angeles County to finance transportation projects and programs.

65170 TRAFFIC SIGNAL MAINTENANCE.

65171 TRAFFIC SIGNAL - STATE. Cerritos' share of the maintenance of traffic signals under the jurisdiction of the State of California and performed by the State.

65172 TRAFFIC SIGNAL - CITY. The maintenance of traffic signals within the City limits performed by the City or by contract.

65173 TRAFFIC SIGNAL - COUNTY. Cerritos' share of the maintenance by the County of Los Angeles of traffic signals that are under joint jurisdiction with bordering cities.

65174 TRAFFIC SIGNAL - CITY - POWER. Energy charges related to operation of signals within the City.

65175 TRAFFIC AND REGULATORY SIGNS. The installation and maintenance of all regulatory, informative and directional signs.

65176 TRAFFIC SIGNAL CAMERA ENFORCEMENT. Maintenance and operation of photo enforcement equipment installed at selected traffic signals.

65180 TREE MAINTENANCE.

65190 VEHICLE MAINTENANCE.

65210 WATER DISTRIBUTION SYSTEMS MAINTENANCE. Includes maintenance and repair of meter boxes and fittings and general distribution lines.

65211 WATER - SPECIAL MAINTENANCE. Includes maintenance of fire hydrants and special backflow devices.

65212 WATER PRODUCTION EQUIPMENT MAINTENANCE. Includes maintenance and repair of pump motors, engines, chlorinators, general production equipment.

65213 WATER WELL PUMPING ASSESSMENT. Central and West Basin Water Replenishment District assessment based on quantity of water pumped from Basin.

67010 WATER. Water used by all City facilities.

67020 WATER PURCHASE - MWD. Cost of water purchased from Central Basin Municipal Water District.

67030 NATURAL GAS. Natural gas used by all City facilities.

67040 ELECTRICITY. Electricity used by all City facilities.

67050 TELEPHONE. Telephone expenses, office phones, park phones, phones associated with computers, etc.

67060 CELLULAR PHONE. Operating expenses associated with the use of cellular telephones for City business.

67070 WATER POWER. The cost of power used to operate various water pump stations, etc., and separate from all other utilities.

67080 ELECTRIC UTILITY FUEL EXPENSE. The cost of fuel used to operate the Magnolia Power Plant and generate electrical power.

67085 ADDITIONAL ENERGY RESOURCES. The purchase of wholesale energy on the open market.

67090 MAGNOLIA POWER EXPENSES. Prior year power expenditures related to the Magnolia Power Project, including expenses for schedule coordinating services, gas and power marketing services, and transmission fees.

67095 MAGNOLIA POWER PLANT O & M. The variable costs (non-fuel) associated with the operation of the Magnolia Power Plant.

67100 ELECTRIC ENERGY PURCHASED COSTS. Energy purchased to meet retail electric requirements.

67101 ELECTRIC TRANSMISSION SCHEDULING FEE. Transmission services provided for the delivery of power output.

67102 ELECTRIC ENERGY SETTLEMENT. Settlement amount from the ISO for imbalance energy (revenue or expense).

67103 POWER SCHEDULING FEE. Electricity scheduling and coordination services.

67104 ENERGY PURCHASED-OPTION PREMIUM. Negotiated contract payment to PPM for structured energy purchases that enables a graduated pricing design.

67105 TRANSMISSION LOSSES. Purchased energy to make up for line losses to the point of delivery.

67106 ENERGY PURCHASED-SUPPLIER BUY BACK. Purchase of excess wholesale energy acquired by Cerritos but not necessary to meet retail electric sales.

67107 ENERGY PURCHASED-SUPPLIER BUY BACK-O&M. Reimbursement from energy contract for the variable operation and maintenance (VOM) charges in connection with the ownership interest in the Magnolia Power Plant.

67108 ENERGY PURCH-SUPP BUY BACK-CAPACITY PYMT. The contract (tolling) payment from contractor to use the Cerritos entitlement in the Magnolia Power Plant.

67110 ELECTRIC SPECIAL ASSESSMENT. Payments made to SCPPA for extraordinary Magnolia Power Plant expenses.

67112 FUEL CONTINGENCY ACCOUNT (FLOAT). Payments made to SCPPA for fuel related charges not associated with monthly fuel requirements.

67115 RELIABILITY SERVICE. Charges for distribution and reliability service costs incurred by the Cerritos Electric Utility.

67116 CAP AND TRADE/GREENHOUSE GAS. Costs incurred by Cerritos Electric Utility to comply with California State mandates pertaining to air pollution reduction. This requirement is a central element of California's Global Warming Solutions Act (AB 32) and covers major sources of greenhouse gas emissions in the State such as refineries, power plants, industrial facilities, and transportation fuels.

67117 RENEWABLE PORTFOLIO. California State regulations currently require that electricity providers obtain 20% of their annual energy portfolio from renewable sources. Cerritos Electric Utility will procure its share of renewable energy from the market.

67118 LOAD GROWTH. Expenditures related to load growth services provided to the Cerritos Electric Utility, including development of customer acquisitions and switchovers, marketing support, and other activities designed to maintain and enhance the Utility's customer demand.

67120 FUEL EXPENSE. Gas acquired by the City of Cerritos and delivered to Magnolia for power generation.

67121 FUEL TRANSPORTATION. Charges for the delivery of fuel to the Magnolia Power Plant.

67131 ENERGY RESOURCES WAPA. Charges related to the Electric Utility and the Boulder Canyon Project (BCP).

67132 CAPACITY WAPA. Charges related to the Electric Utility and the Boulder Canyon Project (BCP).

67133 LCRB DAM FUND. Charges related to the Electric Utility and the Boulder Canyon Project (BCP).

67134 LCR MSCP-Multi-Species Conservation Program. Charges related to the Electric Utility and the Boulder Canyon Project (BCP).

67143 MAINTENANCE-STRUCTURES. Charges for maintenance of equipment not directly related to the Magnolia generation plant.

67145 MAINTENANCE-ELECTRIC PLANT. Charges for maintenance at the Magnolia Power Plant assessed to the participants not included in the SCPPA budget O & M (67095).

67146 MAJOR MAINTENANCE-CAP IMPR (RESERVES). Payments made to SCPPA to maintain a reserve fund for major Magnolia Power Plant repairs.

67147 SPARE PARTS-CAP IMPR (RESERVES). Payments made to SCPPA to maintain a reserve fund for replacement parts necessary to operate Magnolia Power Plant.

67190 BILLING MANAGEMENT. Expenditures for services provided to the Cerritos Electric Utility related to billing and data management, including data exchanges, enrollment status reports, notifications of meter attributes, and associated support.

67191 GENERAL AND ADMINISTRATIVE. Administrative fees associated with the SCPPA.

67192 CUSTOMER EXPENSE. All expenses in connection with providing electric service to the end-user including metering, billing and customer service.

67193 GRID MANAGEMENT CHARGES. Payments made to the CAL-ISO for pro-rata charges of participating in the State operating transmission service.

67194 DEBT SERVICE - PROJECT B. Principal and interest payments to SCPPA to amortize the City of Cerritos' share of the acquisition costs for the Magnolia Power Plant.

67197 RATE STABILIZATION FUND WITH SCPPA. This account reflects payments made by the Cerritos Electric Utility into the Rate Stabilization Fund administered by the Southern California Public Power Authority (SCPPA).

67198 REGULATORY COMPLIANCE. California State Legislature is currently considering several new regulations regarding electric utility operations. This line item accommodates costs to bring the Cerritos Electric Utility into compliance.

69010 ADMINISTRATIVE FEES -- COUNTY. Charges imposed by Los Angeles County for billing and other administrative functions.

69013 ADMINISTRATIVE FEES -- SCPPA. Administrative fees for the City's participation in the Southern California Public Power Authority.

69045 INTEREST EXPENSE ON ADVANCES. Interest expenses for advances from the City associated with the Cerritos Electric Utility's initial start-up costs.

69050 LEASED WATER RIGHTS. Cost of leasing additional water rights to meet pumping capacity.

69080 MISCELLANEOUS EXPENSES.

69090 MISCELLANEOUS REIMBURSEMENTS. Reimbursable expenses incurred by the Cerritos Center for the Performing Arts.

69120 PROPERTY TAXES. Property taxes paid to Orange County Tax Collector for City property within Orange County.

69130 UNCOLLECTIBLE ACCOUNTS.

69200 CDBG-STAFF TIME EXPENSE REIMBURSEMENT. Accounts for staff time expenses that are charged against the Community Development Block Grant Fund and reimbursed to the General Fund.

79010 LAND. The purchase of land and related expenses.

79020 BUILDINGS. All expenses incurred in the acquisition and construction of buildings. Includes major additions or improvements to existing structures.

79030 OTHER STRUCTURES AND IMPROVEMENTS. Includes land improvements, underground utility systems and other infrastructure such as curbs, gutters, streets and street lighting.

79050 FURNITURE, FIXTURES AND OFFICE EQUIPMENT. Office furniture and equipment which includes desks, chairs, calculators, typewriters, computer equipment and other business machines associated with office work.

79060 VEHICLES. Trucks, autos and other motor vehicles that are licensed to operate on City streets.

79070 MACHINERY AND EQUIPMENT. Various engineering, maintenance and grounds equipment as well as specialized items such as physical fitness and audio-visual equipment.

79080 WORKS OF ART. Art work located in City facilities and outdoor sculptures and statues at various sites throughout the City.

## **Appendix D**

### **Acronyms**

# ACRONYM LIST

The following list provides a summary of acronyms and abbreviations commonly encountered in the operations of the City of Cerritos, and in the municipal management profession in general.

AD-6. Assessment District Six; the industrial area bounded by Bloomfield Avenue, 166<sup>th</sup> Street, Carmenita Road and the northern City limits.

ADA. The Americans with Disabilities Act.

ADP-2. Area Development Plan Two; the commercial area bounded by Bloomfield Avenue, the 91 Freeway, Shoemaker Avenue and 183<sup>rd</sup> Street.

AQMD. Southern California Air Quality Management District.

ARRA. The American Recovery and Reinvestment Act of 2009.

A/V. Assessed Valuation; the dollar value assigned to a property for purposes of calculating applicable property taxes.

CDBG. Community Development Block Grant.

CCPA. The Cerritos Center for the Performing Arts.

CEQA. The California Environmental Quality Act of 1970.

CJPIA. California Joint Powers Insurance Authority; a consortium providing property insurance, liability protection and related services to approximately 120 public agencies throughout California.

COW. Cerritos on Wheels; a City-sponsored fixed-route transit system funded by Proposition C allocations.

CPE. Cerritos Park East; a City park/community center located at 13234 166<sup>th</sup> Street in Cerritos.

CPSC. Consumer Product Safety Commission.

CPUC. California Public Utilities Commission.

CRA. Community Redevelopment Agency. (Due to the passage of Assembly Bill 1X 26 and subsequent affirmation by the California Supreme Court, all redevelopment agencies in California were dissolved on February 1, 2012.)

CSMFO. California Society of Municipal Finance Officers.

CUP. Conditional Use Permit; required for certain land uses which may need special conditions to ensure compatibility with surrounding land uses.

CWP. City Wide Pride; an annual awards program managed by the Code Enforcement Division.

EOPS. Enforceable Obligation Payment Schedule; documentation required of Successor Agencies by AB 1X 26 to identify and establish enforceable obligations of a former redevelopment agency.

EPA. Environmental Protection Agency.

FCC. Federal Communications Commission.

FERC. Federal Energy Regulatory Commission.

FPPC. The State of California Fair Political Practices Commission.

FT. Full-time position.

FTE. Full-time Equivalent; a measure of workload equivalency to a full-time position.

GAAP. Generally Accepted Accounting Principles; the common set of accounting principles, standards and procedures that organizations use to compile their financial statements.

GFOA. Government Finance Officers Association.

# ACRONYM LIST

GIS. The Geographic Information Systems function (City cost center 212).

ISO. The California Independent System Operator.

JAG. Justice Assistance Grant.

LAEDC. Los Angeles County Economic Development Corporation.

LAIF. The Local Agency Investment Fund; a voluntary program created by statute in 1977 as an investment alternative for California's local governments and special districts.

LASD. The Los Angeles County Sheriff's Department.

LMIH. The Low- and Moderate-Income Housing Fund; formerly within the Cerritos Redevelopment Agency. .

MFOA. Municipal Finance Officers Association.

MIS. The Management Information Systems division of the City of Cerritos (cost center 561).

MTA. The Los Angeles County Metropolitan Transportation Authority.

MWD. The Metropolitan Water District.

NPDES. National Pollutant Discharge Elimination System; a permit program authorized by the Clean Water Act to control water pollution by regulating point sources that discharge pollutants into waters of the United States.

PDROPS. Preliminary Enforceable Obligation Payment Schedule; preliminary documentation required of Successor Agencies by AB 1X 26 to identify and establish enforceable obligations of a former redevelopment agency.

PLF. The State of California Public Library Fund.

RFP. Request for Proposal; a document that a government organization sends to prospective vendors inviting the submittal of a bid for a product or service.

RHNA. Regional Housing Needs Assessment.

ROPS. Recognized Obligation Payment Schedule; ongoing documentation required of Successor Agencies by AB 1X 26 to identify and establish enforceable obligations of a former redevelopment agency.

RPTTF. Redevelopment Property Tax Trust Fund; the Fund administered by the County of Los Angeles for distribution of property tax allocations to successor agencies. Formerly categorized as tax increment, allocations are used to fulfill bond payments which remain payable after the dissolution of redevelopment agencies in California on February 1, 2012.

SCADA. Supervisory Control and Data Acquisition; generally refers to computer systems that monitor and control infrastructure-related processes, such as water systems,

SCAG. Southern California Association of Governments.

SCE. Southern California Edison.

SCPPA. Southern California Public Power Authority

SERAF. Supplemental Educational Revenue Augmentation Fund;

STP-L. Surface Transportation Program-Local; program administered by the Federal Highway Administration to provide funds to states and localities for projects on roads not classified as minor local or rural collectors.

TIP. Federal Transportation Improvement Program.

TMDL. Total Maximum Daily Load; a regulation that imposes a limit regarding the maximum amount of a pollutant that a body of water can receive and still safely meet water quality standards, in accordance with the Clean Water Act.

TPT. Temporary Part-time position.

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**Appendix E**  
**General Plan and Project Area Maps**

# CITY OF CERRITOS GENERAL PLAN LEGEND



## RESIDENTIAL

- Low Density - 2 to 5.5 Units/Acre
- Medium Density - 6 to 20 Units/Acre

## COMMERCIAL

- Office Professional Commercial
- Neighborhood
- Community
- Regional

## AREA DEVELOPMENT PLANS

- ADP-1 - Industrial Park
- ADP-2 - Towne Center/Commercial
- ADP-3 - Residential Development (low-medium density)
- ADP-4 - Residential Development (low density)
- ADP-5 - Auto Mall/Restricted Commercial
- ADP-6 - Residential Development (medium density)
- ADP-7 - Residential Development (medium density)
- ADP-8 - Residential Development (low-medium density)
- ADP-9 - Residential Development (low density)
- ADP-10 - Residential Development (senior housing)
- ADP-11 - Residential Development (senior housing)
- ADP-12 - Residential Development (low density)
- ADP-13 - Residential Development (senior housing)
- ADP-15 - Specialized/Commercial
- ADP-16 - Residential Development (high density)
- ADP-17 - Residential Development (medium density)

## INDUSTRIAL

- Light Industrial
- Industrial/Commercial

## OPEN SPACE

## SCHOOLS:

- E - Elementary
- J - Junior High
- H - Senior High
- CC - Community College
- ABC - ABC School District & High School
- P - Private School

## PARKS:

- N - Neighborhood Park
- C - Community Park
- R - Regional Park
- S - Special Park

## COMMUNITY FACILITIES:

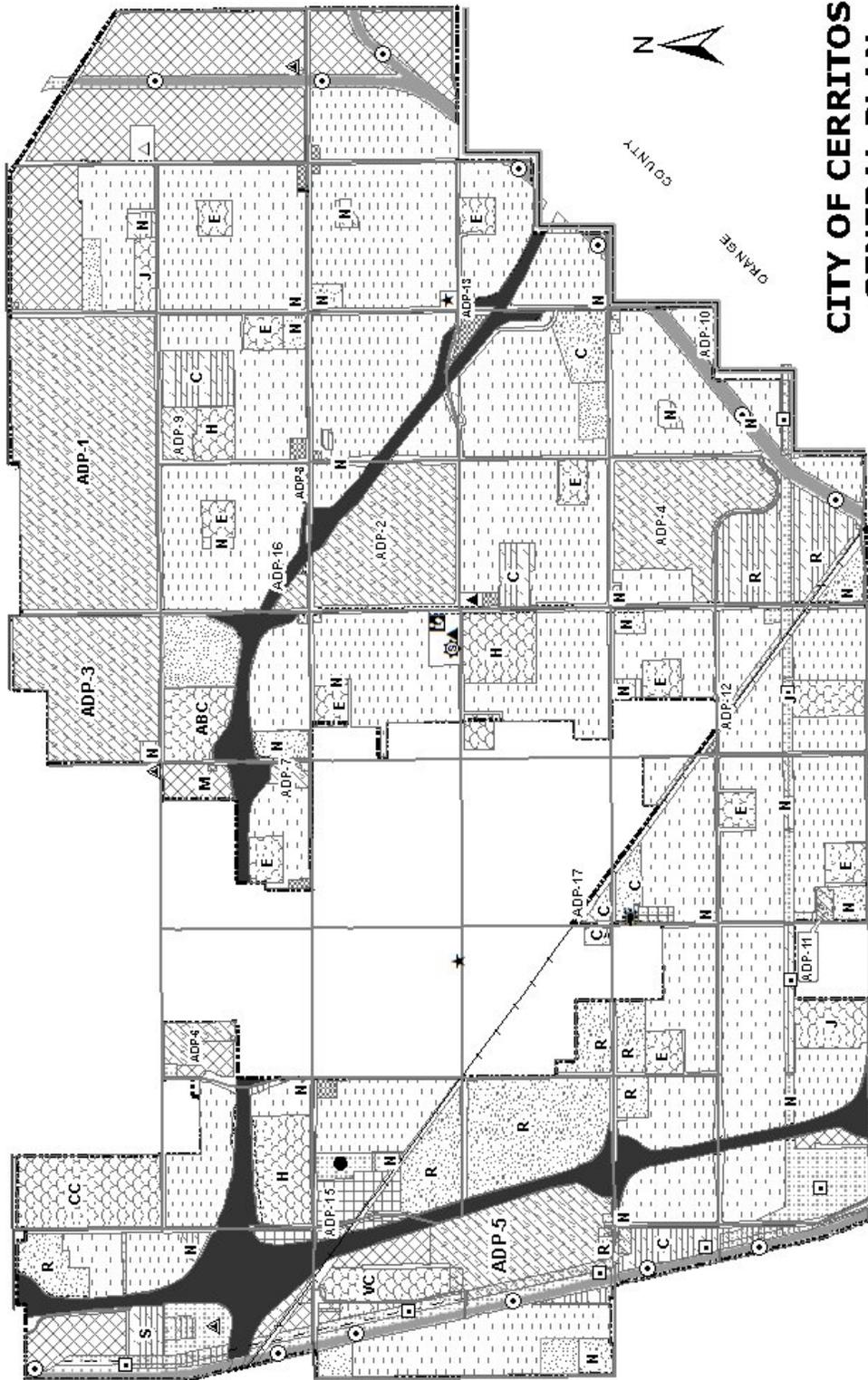
- Edison Utility
- Cemetery
- Sanitation Utility
- Flood Control Utility
- Post Office
- Fire Station
- City Civic Center
- Sheriff Station
- Library
- City Corporate Yard

## CIRCULATION

- Major Arterial
- Secondary Arterial
- Railroad
- Freeway
- Cerritos City Limits
- Orange County Limits

## OTHER OPEN SPACE

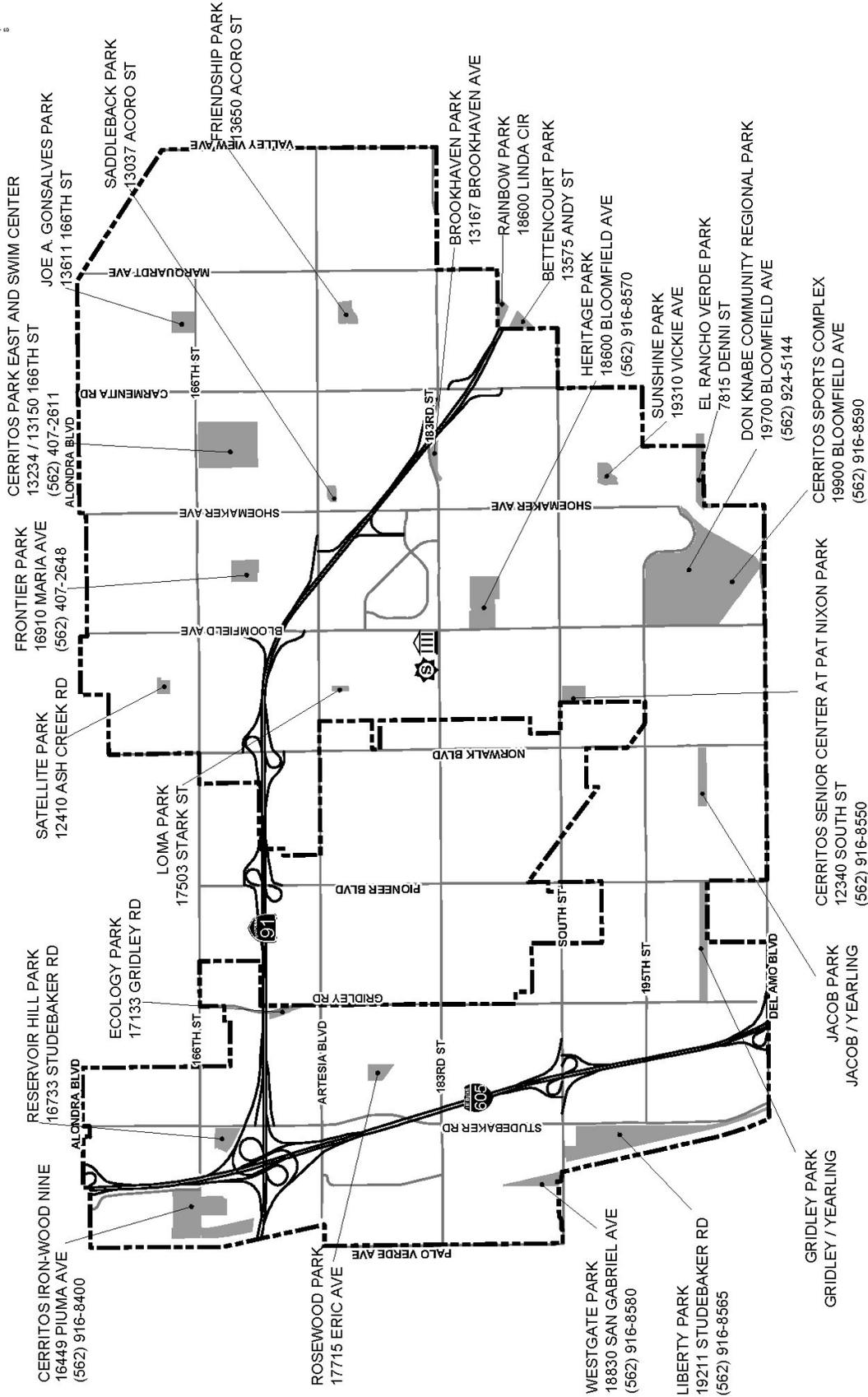
- Greenbelt with Trails
- Landscaped Buffer
- Equestrian Trails



**CITY OF CERRITOS  
GENERAL PLAN**



# CERRITOS RECREATION FACILITIES



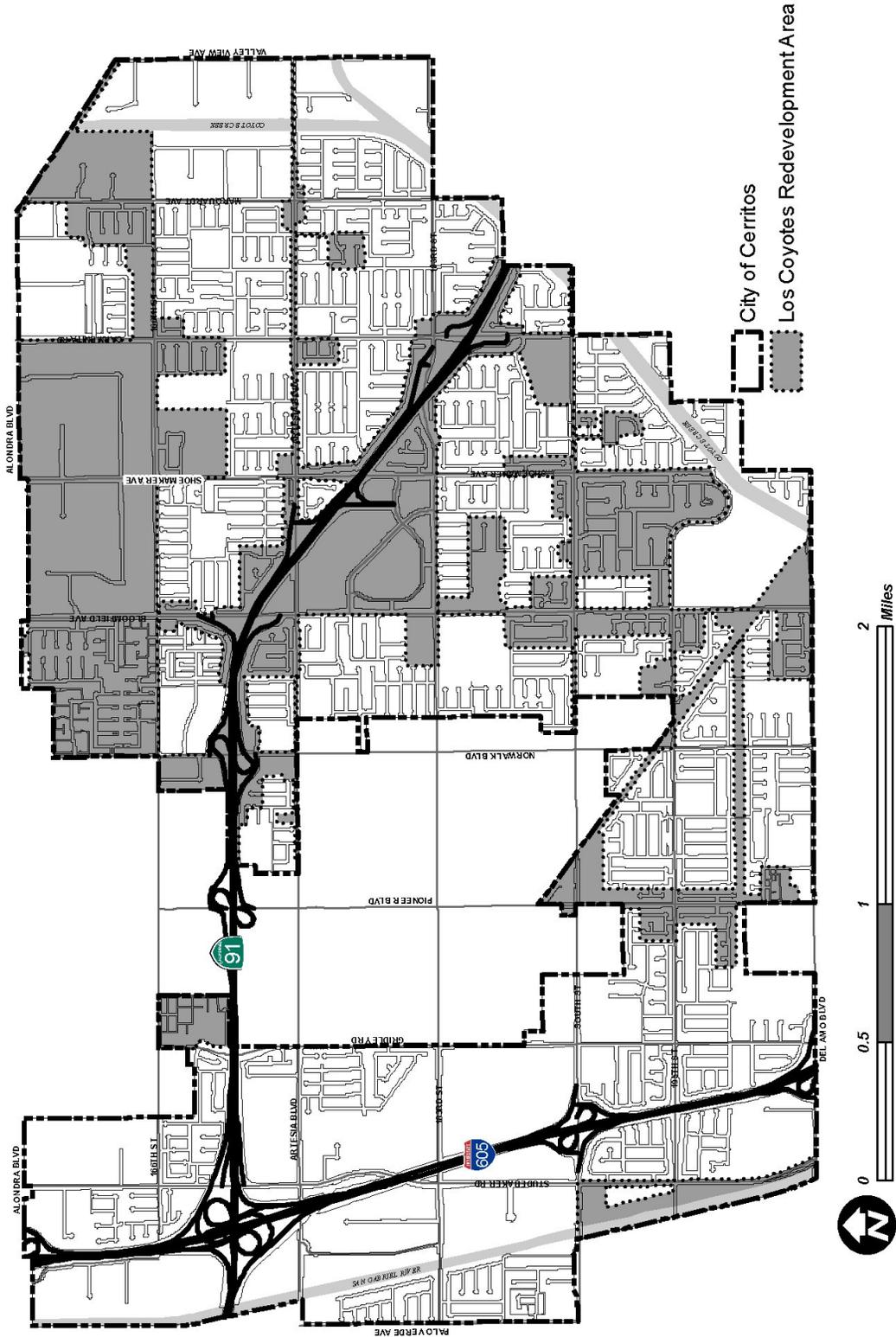
**City Hall/Library** **Bloomfield Ave / 183rd St**  
**(562) 860-0311 / (562) 916-1350**

**Sheriff Station** **18135 Bloomfield Ave**  
**(562) 860-0044**

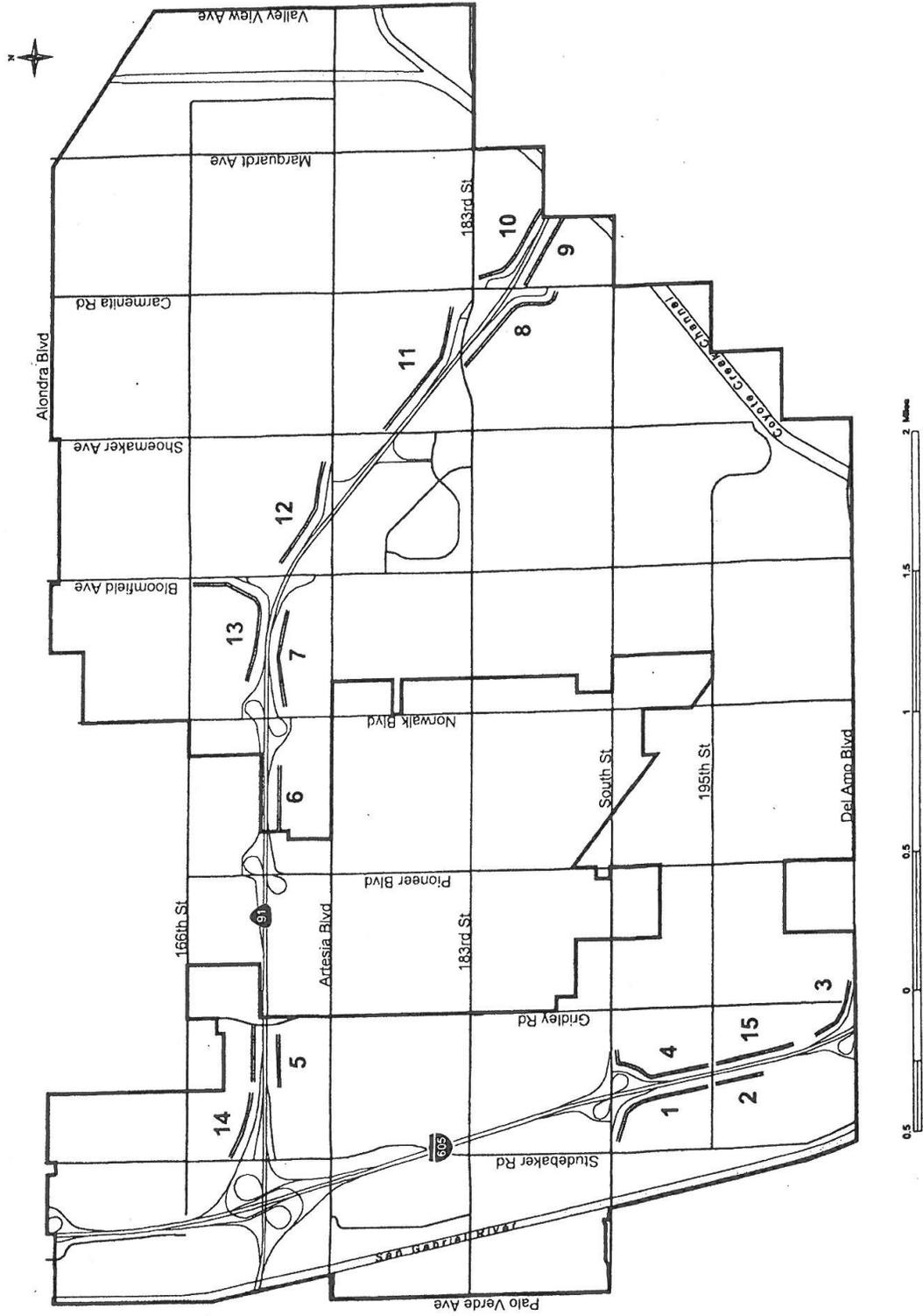


# LOS COYOTES REDEVELOPMENT AREA

Dissolved February 1, 2012

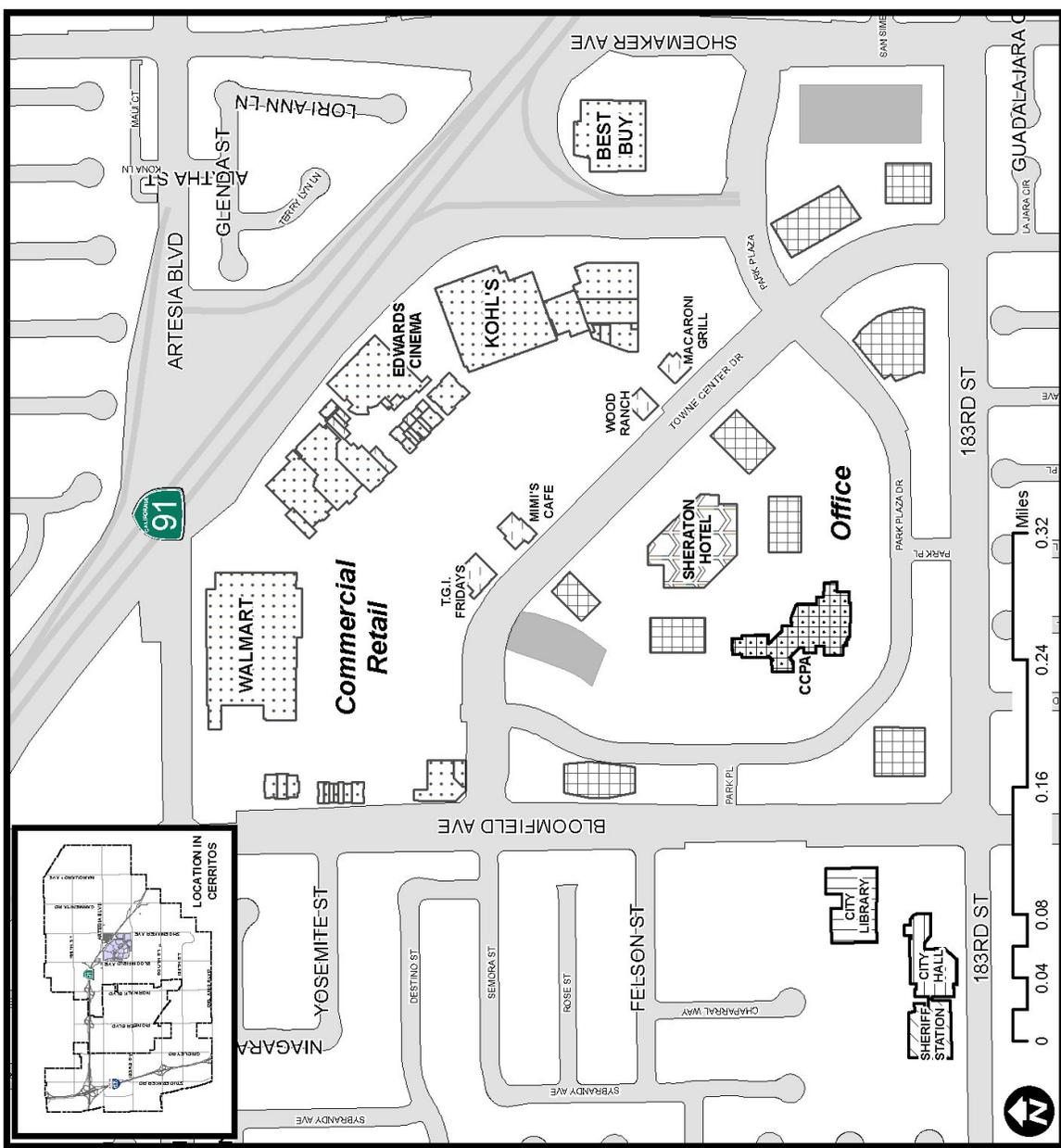


# LOCATIONS OF FREEWAY BUFFER WALLS



# CERRITOS TOWNE CENTER AREA

<b>CIVIC CENTER</b>
CITY HALL
CITY LIBRARY
SHERIFF STATION
<b>TOWNE CENTER BUILDINGS</b>
CCPA
HOTEL
OFFICE
RETAIL
RESTAURANT
PARKING



**Appendix F**  
**City of Cerritos Demographics**

## City of Cerritos Demographics

Total Cerritos Population*	50,145	
Male	24,375	48.6%
Female	25,770	51.4%
Median Age	45.5	
<u>Race</u>		
Asian	30,670	61.2%
American Indian & Alaska Native	150	0.3%
Black or African American	3,620	7.2%
Native Hawaiian and Other Pacific Islander	215	0.4%
White	10,815	21.6%
Some other race	2,551	5.1%
Two or more races	2,124	4.2%
<u>Housing</u>		
Total housing units	16,370	
Occupied housing units	15,541	94.9%
Vacant housing units	829	5.1%
Owner-occupied housing units	12,262	78.9%
Population in owner-occupied housing units	38,625	
Average household size of owner-occupied units	3.15	
Renter-occupied housing units	3,279	21.1%
Population in renter-occupied housing units	11,378	
Average household size of renter-occupied units	347	
2019 median existing single-family home sales price (Feb)	\$745,000	
2019 median existing condominium home sales price (Feb)	\$532,000	
<u>Income</u>		
2019 median household income	\$98,953	

\*Cerritos population totals were provided via the U.S. Census Bureau, DP05 ACS 2013-2017 American Community Survey 5-Year Estimates. At the time of the publication of this document, additional demographic data was not yet available. Summarily, the demographic data provided herein is reflective of the most recent available information.

*Sources: United States Census Bureau, Zillow.com and Southern California Association of Governments*